



GOVERNMENT OF INDIA
OFFICE OF THE ASSISTANT COMMISSIONER OF CUSTOMS
BARASAT CUSTOMS DIVISION
4th FLOOR, M.S. BUILDING 15/1, STRAND ROAD, KOLKATA – 700001

TENDER NOTICE FOR HIRING OF OFFICE ACCOMODATION ON LEASE/ RENT BASIS

C.No. II(10)1/Misc/Cus/BDN PU/2020/Pt. 669-672

Date: 03.08.2022

**NOTICE INVITING QUOTATIONS
FOR HIRING OFFICE PREMISES FOR ON LONG TERM LEASE.**

The Assistant Commissioner of Barasat Customs Division, invites Sealed-Tenders from the interested parties for providing readily built office premises at the following locations in Bardhaman having proper approach road, entrance, with adequate parking and toilet facilities for office purpose for a period of three (03) years with effect from final approval.

Sl.No.	Preferable location	Carpet area required(sq. feet)
1	Burdwan Customs P.U., G.T. Road, Birhata, Burdwan, Pin-713101	1039 Sq. ft.

1. Interested parties should send their proposal in a sealed cover addressed to the Assistant Commissioner, Barasat Customs Division, 4th Floor, M.S Building, Custom House, 15/1 Strand Road, Kolkata-700001.

Specifications which may be referred to:

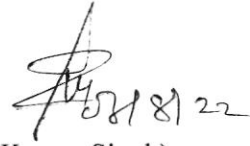
- General Instructions and Terms & Conditions of this contract: Annexure I
 - Requirements and facilities to be provided by the bidder: Annexure-II
 - Formats of Technical Bid : Annexure-III (with Undertaking)
 - Format for Financial Bid: Annexure-IV
 - Declaration: Annexure-V
 - Tender acceptance letter : Annexure-VI
2. **Earnest Money Deposit (EMD)** or bid security of **Rs.10000/-** (Rs. Ten Thousand only), shall be submitted by bidders in the form of Account Payee Demand Draft or Fixed Deposit Receipt or Bank Guarantee from any of the Commercial Banks in India, drawn in favour of **“The Commissioner, Customs (Preventive) W.B. Kolkata”**. The Hard Copy of original documents in respect of Earnest Money, must be delivered to the Assistant Commissioner, Barasat Customs Division or before Technical bid opening date/time as mentioned below in critical date sheet. **Tenders will be treated as non-responsive and will be rejected, at the initial stage itself, if hard copy of EMD is not received on or before opening of Technical Bid.**

(2)

4. The Critical Dates for the Tender Submission and processing are as under -

Publishing Date	03.08.2022
Bid Submission End Date	24.08.2022 at 15.00hrs
Technical Bid Opening Date	24.08.2022 at 16.00hrs
Financial Bid Opening date (Those bidders who have qualified in the Technical Bids)	24.08.2022 at 17.00hrs

5. In the event of any of the above-mentioned date being subsequently declared as a holiday / closed day for this office, the tenders will be opened on the next working day at the scheduled time.



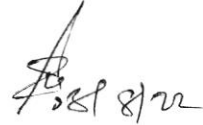
(Anil Kumar Singh)
Assistant Commissioner
Barasat Customs Division

C.No. II(10)1/Misc/Cus/BDN PU/2020/Pt.

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Copy forwarded to;

1. The D.C(P&V), CC(P), for information & necessary action.
2. The Superintendent System, CC(P) for uploading at www.cbic.gov.in.
3. The Superintendent Hq. Pool for information & necessary action.
4. Notice Board.



(Anil Kumar Singh)
Assistant Commissioner
Barasat Customs Division

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ANNEXURE-I

GENERAL TERMS AND CONDITIONS:

1. The Technical Bid should be accompanied by the following documents:
 - i) Location Map.
 - ii) Copy of agreement for acquisition of property.
 - iii) Approved plan of the offered premises with exact measurement for carpet area.

2. The premises offered should be in ready condition and the owners of the premises will have to hand over the possession of premises within 15 days after acceptance of their offer. The offer should be valid for a minimum period of 36 months from due date of opening the tender. It may be noted that no negotiations will be carried out except with the lowest tender and therefore most competitive rates should be offered.

3. Offers received from Public sector units/Government bodies would be given preference.

4. Tenders received after the due date and time for whatever reason, shall not be entertained and this office shall not be responsible for any loss or delay in delivery of tender documents.

5. The building should have running water supply & preferably assured power back-up and on continuous basis.

6. Bonafide owners of premises who possess free hold title on the said premises and who can in law let the premises to the Department are only invited to participate in the tender. Tender from intermediaries or brokers will not be entertained.

7. The premises offered should consist of the minimum amenities/ facilities as mentioned in Annexure-II enclosed to this tender notice.

8. The premises offered should have construction approvals from all Central / State Government Department as may be necessary by the local authorities.

9. The Owner would be required to get the premises insured against all types of damages due to various causes during the entire period of rent contract.