



प्रधान आयुक्त का कार्यालय,  
सीजीएसटी और केंद्रीय उत्पाद शुल्क, नागपुर- I,  
तेलंगखेड़ी रोड, सिविल लाइंस, नागपुर- 440001  
Office of the Principal Commissioner,  
CGST & Central Excise, Nagpur-I,  
Telangkhedi Road, Civil Lines, Nagpur- 440001



C.No. I(22)01/2020/ADMN/

Nagpur, 25.08.2021

**LIMITED TENDER NOTICE FOR AMC OF PEST AND RODENT CONTROL IN GST BHAVAN, NAGPUR**

The Principal Commissioner of CGST and Central Excise, Nagpur – I invites sealed Tenders under two-bid system from reputed and experienced agencies for Pest and Rodent Control in the GST Bhavan, Nagpur. The premises can be inspected by the Tenderers with prior appointment on any working day. The premises to be covered is as under :-

**Two Record Rooms on Third Floor, Back side of Main Building. Guarage where the old records have been kept and Systems Branch of GST Bhavan, Nagpur approx area is 3500-4000 sq. ft..**

1. Last date for submission of bids: **On or before 3:00 PM on 6<sup>th</sup> September 2021.** Any bid received after the aforesaid period, shall be considered a late bid and shall be returned unopened to the Vendor.

2. Place, time and date of opening the bid : **4:00 PM on 6<sup>th</sup> September 2021.**

**Office of the Principal Commissioner,  
Central Excise, Customs and Service Tax,  
Telangkhedi Road, Civil Lines, Nagpur 440 001**

(Authorized representatives of the Tenderers are requested to be present at the scheduled date and time of opening of the bid)

3. Date till which the bid shall be valid: **6<sup>th</sup> September 2021.**

**This Notice is available on the departmental website: [www.cenexcisenagpur.nic.in](http://www.cenexcisenagpur.nic.in) and [www.cbec.gov.in](http://www.cbec.gov.in) and in Department's Notice Boards at Customs, Central Excise & Service Tax, Civil Lines, Telangkhedi Road, Nagpur.**

4. While submitting quotations, the bidders must submit :

- (i) Technical Bid comprising of :
  - (a) Annexure – I duly signed in token of having accepted the General Terms & Conditions
  - (b) Annexure – II i.e. “pre-qualification requirement for award of contract” complete in all respects, in one envelope, and
- (ii) Financial Bid (Annexure – III), in another envelope.

5. It should be written boldly on top of both the envelopes as “TECHNICAL BID” and ‘FINANCIAL BID”. Both the envelopes should be submitted in a single sealed cover duly addressed and superimposed with words ‘**PEST AND RODENT CONTROL IN THE GST BHAVAN, NAGPUR**’ on the top.

6. The Financial Bids of only those Tenderers will be opened who fulfill the Technical qualifications as mentioned in Annexures – I, II & III.

7. The Principal Commissioner of CGST and Central Excise, Nagpur – I, reserves the right to postpone /and/or extend the date of receipt / opening of quotations or to withdraw the same, without assigning any reason thereof.

Encl : Annexures I to IV

(SWACHHAND CHAVAN)  
DEPUTY COMMISSIONER(P&V)

Copy to :-

1. The Superintendent(Systems), CGST & Central Excise, Nagpur-I for uploading the tender on the departmental website: [www.cenexcisenagpur.nic.in](http://www.cenexcisenagpur.nic.in) and [www.cbec.gov.in](http://www.cbec.gov.in).

2. The Notice Board

## **Annexure -I**

### **GENERAL TERMS AND CONDITIONS OF THE TENDER**

1. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the quotation received without assigning any reason whatsoever. Tenders in which any of the particulars and prescribed information are inadequate or incomplete in any respect or the prescribed conditions are not fulfilled, are liable to be rejected.
2. The financial bid should be quoted both in figures and in words and Tax, if any, shall be borne and deposited by the vendor itself to the concerned department, this office, i.e. O/o the Principal Commissioner, CGST, Nagpur-I will not take any responsibility to either pay or deposit the same.
3. Any overwriting or erasing in the figures shall not be considered for acceptance of the rate offered by the bidder.
4. The Prices quoted in the Financial Bid should be inclusive of all taxes and includes serviceman/mechanic wages, labour, tools transportation charges, etc. The Bidder Should quote the prices for providing complete service.
5. This contract will be effective for a period of one year. The payment of this contract will be made after provision of services on monthly basis subject to availability of the fund.
6. The Service Person shall have to give two visit every month at our site. Failing to do so, penalty of Rs. 500/- per month will be deducted from payment of AMC bill.
7. The bidders may remain present personally or through duly authorized representatives at the time of opening of sealed quotation at O/o the Principal Commissioner, CGST & Central Excise, Nagpur-I, GST bhavan Civil Lines, Nagpur.
8. This office has the right to amend, rectify, alter and relax any conditions referred above for this tender without assigning any reasons. In case of any dispute of any kind whatsoever, the decision of this office shall be final and binding.
9. The Principal Commissioner, CGST & Central Excise, Nagpur-I reserves the right to terminate the contract at any time without assigning any reason whatsoever.

I agree to the above terms and conditions

Signature of Authorized Signatory with date :  
Name of the Firm:  
Seal:

**ANNEXURE II**  
**TECHNICAL BID (QUALIFYING BID DOCUMENT) CHECK LIST**

Sr. no.	Criteria	Details
1.	Name of company	
2.	Address of company	
3.	Tel no., and E mail address	
4.	Status of ownership proprietary/ partnership/ Company	
5.	GST registration no. (If applicable)	
6.	Is company have undertaken AMC for at least one Central Government Department/Public sector Unit (PSU), in any of the previous One years.	Name of the Client / Contact No / Contact Person
7.	PAN no. of company	
8.	Whether company's contract should have been terminated before the expiry of the full term, in any of the previous years or current years?	
9	Whether company agrees on "Terms and Conditions governing AMC" mentioned in Annexure-I.	

(Bidder is required to submit documentary proof in respect of point 2, 5, 6, 8)

**DECLARATION:**

I/We undertake that I/We have carefully studied all terms and conditions of the contract as indicted in Annexure I and shall abide by them. I/We also understood the parameters of the proposed scope of work in Annexure II and shall abide by them also.

I/We hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case, any deviation is found in the above statement at any stage; I/We will be blacklisted and will not be permitted to have any dealings with the Department in future.

Signature of Authorized Signatory with date :

Name of the Firm:

Seal:

### ANNEXURE III

#### FINANCIAL BID

(To be submitted in a separate sealed envelope super - scribe as "Financial Bid")

1. Name of the Firm :
2. Full Address (with Telephone Number)
3. Rates should be indicated in both figures and words. If there is any difference between the two said rates, the rates quoted in words will prevail

Sr.No	Cost of providing AMC for one year (inclusive of all taxes)

#### DECLARATION

I hereby certify that the information furnished in Annexure A & B is true and correct to the best of my/our knowledge. I understand that in case, any deviation is found in the above statement at any stage; I/We will be blacklisted and will not have any dealing with the Department in future. I/ We convey our unconditional acceptance to the terms and condition as mentioned in the tender document.

Signature and Seal of Authorized Signatory with date