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	<p style="text-align: center;"><b>भारत सरकार/ GOVERNMENT OF INDIA</b>  <b>सीमा शुल्क प्रधान आयुक्त का कार्यालय (विमानपत्तन व हवाई माल परिसर)</b>  <b>OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (AP &amp; ACC)</b>  <b>सीमा शुल्क सदन, 15/1 स्ट्रैण्ड रोड, कोलकाता- 700001 (प. बं.)</b>  <b>CUSTOM HOUSE, 15/1 STRAND ROAD, KOLKATA- 700001 (WB)</b>  Tel: 033-2243 5372 Fax No.: 033- 2210 5102 Email Id: kolcusairport@gov.in</p>	
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## NOTICE INVITING E-TENDER

### SUPPLY OF DIETARY FOOD ITEMS FOR INDIAN CUSTOMS DOGS SQUAD AT NSCBI AIRPORT, KOLKATA

E-quotations are invited in two bid systems in the prescribed proforma from reputed professionally competent, financially sound and interested parties TO PROVIDE DIETARY FOOD ITEMS as per Annexure I proforma for Indian Customs Dogs Squad at NSCBI Airport, Kolkata, in the office of the Principal Commissioner of Customs(Airport & ACC)

The Technical Quotation (Annexure-II) and Financial Quotation ( Annexure- III) are to be submitted separately through Central Public Procurement Portal (CPPP) website *i.e.* **www.eprocure.gov.in**. in a period of 15 days (within 1800 Hrs.) from the date of publication of this notice.

The Tenders received after the last date and time and not complying with the laid down procedure will summarily be rejected.

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**ANNEXURE I****DIET CHART FOR INDIVIDUAL DOG ON DAILY BASIS (Total number of dogs-3)**

<b>Time</b>	<b>Items</b>
<b>06.00A.M.(before exercise)</b>	<b>08 pcs. Anmol Marie Biscuit</b>
<b>08.00A.M.(Breakfast)</b>	<b>Double toned Milk(250ml)+ 08 Pcs Anmol Marie Biscuit</b>
<b>01.00P.M.(Lunch)</b>	<b>Chicken with bones(250gms) + Rice(100gms) + Vegetable(Raw Papaya-200gms) Or Mutton with bones(250gms)+ Rice(100gms)+vegetable(Carrot-200 gms)</b>
<b>05.00P.M.</b>	<b>6Pcs. Anmol Marie Biscuit</b>
<b>09.00 P.M.(Dinner)</b>	<b>Dry Food Pedigree Active Adult(200gms)</b>

1. Food should be supplied as per Diet Chart annexed above,
2. Food should be prepared within Dog Squad Kitchen and preserved in hygienic way,
3. Chicken with bones + Rice+ Vegetable (Raw Papaya ) and Mutton with bones + Rice(100gms)+vegetable(Carrot-200 gms) should be supplied in alternate days.

**I. TENDER PROCESS**

1. E-Tender is invited in two parts i.e. (1) Technical Bid (2) Financial Bid. The e-tender form for Technical bid, in proforma, prescribed in Annexure- III and the e-tender form for the financial bid in proforma prescribed in e-procurement portal ([www.eprocure.gov.in](http://www.eprocure.gov.in)) complete in all respects should be submitted on e-procurement Website [www.eprocure.gov.in](http://www.eprocure.gov.in) by enrolling himself. Incomplete bid documents shall liable to be rejected. The valid Technical bids shall be scrutinized and evaluated by this office to shortlist the eligible bidders. Thereafter, the Financial Bids of the shortlisted bidders who have qualified in Technical Bid will be opened.
2. The bidder shall sign and stamp each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and submit the same along with the bid. The bidder would fill up the information in the Annexure-III enclosed at the end of this document, in clear and legible terms and have to be signed& stamped by the bidders. Wherever required the price quoted shall be written in figures and words as well. Where there is any difference between rates quoted in number and words, the rates quoted in words shall prevail. No overwriting/corrections in rates will be entertained.
3. This office reserves the right to postpone /and/ or extend the date of receipt / opening of Rates / quotations or to withdraw the same without

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assigning any reason thereof.

4. This office reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time without thereby incurring any liability to the affected Bidder(s) or any obligations to inform the affected Bidder(s) of the grounds of such action.
5. The e-Tender forms may be rejected if it is not complete in any aspect.
6. The shortlisted e-tenderer and the successful bidder will be intimated about the Award of Contract.
7. All the important dates will be mentioned on e-procurement portal.
8. Late submission of e-tenders will not be accepted by the website itself.
9. The total number of dogs are 03(Three).

## II. TERMS AND CONDITIONS

A). The Bidder must have GST Registration & Trade License Number . Copy of the same should be enclosed failing which bid may technically be rejected.

B). The bidder must have obtained Permanent Account Number(PAN) under Income Tax Act,1961 Copy of the same should be enclosed.

## III. OTHER TERMS AND CONDITIONS

A). The foods need to be prepared abiding by all hygienic norms.

**B).** All the instructions of the Dog Handlers must be followed in this regard.

**C).** Rate should be quoted on Food items for one dog per month basis, Including at GST and all other taxes and charges applicable.

D). Rates of Food items should be quoted as per Annexure-I and be uploaded along with Financial bid.

E). Payment against bill/invoice should be made only after delivery of the items on monthly basis.

F). The Contract will remain valid for 12(Twelve) months from the date of issuance of Award of the Contract(AOC). It can be further extended or renewed with mutual consent.

G). This office reserves the right to cancel the work order by giving a notice of 14(fourteen) days in case of unsatisfactory performance.

H). In case of any changes in Terms and Conditions, Addendum or Corrigendum will be issued and the bidder shall abide by the same.

I). The successful bidder, who will be awarded with the AOC, will have to submit a Performance Security Guarantee in the form of Bank Guarantee from a Nationalized Bank / Account Payee Demand Draft of a scheduled Bank drawn in favour of "RBI A/C COMMISSIONER OF CUSTOMS, KOLKATA" having amount equal to 3% of the Tender /AOC value from the date of AOC and will have to submitted to this Office within 14 (fourteen) days of receiving the AOC.

**Technical Bid**

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**Following items need to be enclosed in Technical Bid**

1. Tender Documents ( all pages to be signed)
2. All the documents mentioned in the Terms and Conditions
3. Annexure-III and IV
4. Proof of previous experience in this regard if available, should be furnished.
5. The vendor should upload a copy of registered office address proof in the city of consignee (i.e. Kolkata) or adjacent district for smooth supply of Dog food (as specified).
6. The vendor should also upload copy of
  - a) Valid PAN,
  - b) Valid GST Registration Number,
  - c) last 3 year Balance Sheet and
  - d) ITR ending FY 2020-2021.

**ANNEXURE-III**  
**TECHNICAL BID**

1	Name of the Propretor/ Partners/ Directors	
2	Address	
3	Mobile No.	
4	E-mail id	
5	Name & Address of the Authorized Representative with mobile no.	
6	Whether terms and conditions of the Tender is acceptable or not?	
7	Name of Work	
	Documents / certificates included	
8	Permanent Account No.	
9	GST Registration No.	

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1	Godown address	
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1	Whether the party is black listed by any Government Department or any Criminal case is registered against the party or its owner/partners anywhere in India.	
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**DECLARATION**

I hereby certify that the information furnished above 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.

Signature of the bidder with date

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**Annexure – IV UNDERTAKING BY THE BIDDER**

1. I/We undertake that my/our firm/Company M/s .....  
.....not been blacklisted by any Govt. Department/Public sector Undertaking/Autonomous Body.
2. I/We.....Son/ Daughter/Wife of Shri..... Proprietor/ Partner /Director/ Authorized signatory of M/s. ....am competent to sign this declaration and execute this tender document.
3. I/We undertake to strictly follow the Terms and Conditions of the Tender Bid and also undertake to supply the original brand as declared in financial /technical bid at the rate mentioned in the said bid.
4. The information / documents furnished along with the above application are true and correct to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. I/We understand that in case any deviation is found in the above statement at any stage, my/our concern/firm/company shall be blacklisted and shall not have any dealing with the Department in future.

**DECLARATION**

I hereby declare that the information furnished above is true and correct to the best of 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.

Signature of Authorized person

Date:

Full name:

Place:

Seal:

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**Annexure – IV****TENDER ACCEPTANCE LETTER**

(To be given on Company letter Head)

To,  
 The Pr. Commissioner of Customs (A&A),  
 SCH Unit, Custom House,  
 15/1, Strand Road, Kolkata-700001

Subject: Acceptance of Terms &amp; Conditions of Tender.

Tender Reference No: .....

Name of Tender/Work:-

.....  
 .....  
 .....  
 .....

Sir,

1. I/We have submitted my / our bid for the above mentioned “Tender/Work” on [www.eprocure.gov.in](http://www.eprocure.gov.in) as per your advertisement.
2. I/We..... Son / Daughter /Wife of Shri ..... , Proprietor/Partner / Director / Authorized signatory of M/s..... am competent to sign this declaration and execute this tender document. Also, I / We hereby certify that I/we have read the entire terms and conditions of the tender document (Including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms/conditions /clauses contained therein.
3. The corrigendum(s) issued from time to time by your firm/company/organization too has also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety and will abide by the instructions in Work Order /AOC.
5. I/We do hereby declare that our firm/company/organization has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I/We certify that all information furnished by the our firm/company/ organization is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official  
Seal)

**Annexure-V**

1.Name of the Company/ Firm/ Agency

2. Address( with Tele & Fax No.)

3. It is certified that wages to be paid shall not be less than the prescribed minimum rate of wages under the Minimum Wages Act, 1948 as revised from time to time and as notified by the Govt. of India.

4. No. of Contract labours required for the housekeeping of the total area mentioned in Annexure-I must be indicated by the bidder as per the guidelines issued by the Labour Ministry ( or any other concerned Ministry or Law),

**DECLARATION**

I hereby declare that the information furnished above is true and correct to the best of 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,

Signature of Authrized person

Date:

Full Name:

Place:

Seal:



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