



Government of India, Ministry of Finance, Department of Revenue  
कार्यालय प्रधान आयुक्त, सीजीएसटी एवं केंद्रीय उत्पाद शुल्क  
OFFICE OF THE PRINCIPAL COMMISSIONER CGST & CENTRAL EXCISE  
जीएसटी भवन, 35-C, प्रशासनिक क्षेत्र, अरेरा हिल्स, भोपाल (म.प्र.), 462011  
GST Bhawan, 35-C, Administrative Area, Arera Hills, Bhopal (MP), 462011  
Phone: 0755-2765904 Fax No: 0755-2557816, email: commr-cexbpl@nic.in



F.No. I(22)04/2018/ADMN/Hqrs-Guest House

Dated : 18/09/2023

**Tender for**  
**supply of Electronic/Electrical items at Guest House**  
**Office of the Assistant Commissioner,**  
**CGST & Central Excise, Division Sagar Bhopal**

BID No.	:	01/Guest House/2023
Bid Issue Date	:	18 <sup>th</sup> September, 2023
Last Date of Submission	:	9 <sup>th</sup> October, 2023 at 18.00 hrs
Bid Opening Date	:	10 <sup>th</sup> October, 2023 at 11.00 AM

**Tender documents may be downloaded from web site**  
**<https://www.cbic.gov.in> or <https://cexbhopal.gov.in/>**

## NOTICE INVITING TENDER

Office of the Principal Commissioner, CGST, Bhopal has invites offers from eligible reputed registered firms /companies /Vendors for supplying of following items for this office for the Use of Guest House. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

Sr. No.	Items	Qty	Specifications
1	Air Conditioner (1.5 ton)	2	5* Rating, Green Dual Inverter Split AC, Copper Coils Condenser, at least 5 in 1 Convertible with additional AI Mode, 4 Way Swing, PM 0.1 Air Purification Filter (LLYOD/CARRIER/VOLTAS/BLUE STAR/HITACHI/SAMSUNG/Godrej and any similar standard/established company)
2	Air Conditioner (2 ton)	1	5* Rating, Green Dual Inverter Split AC, Copper Coils Condenser, at least 5 in 1 Convertible with additional AI Mode, 4 Way Swing, PM 0.1 Air Purification Filter (LLYOD/CARRIER/VOLTAS/BLUE STAR/HITACHI/SAMSUNG/Godrej and similar standard/established company)
3	(LED) TV/Smart TV	3	Android Smart QLED/OLED/LED UHD Min 43 Inches With decent Sound (Min 24W) (LLYOD/LG/SONY/Vu/SAMSUNG/ONIDA/PANASONIC and any similar standard/established company)
4	Refrigerator	1	5* Rating, Single Door, Minimum 185 Liters capacity, with Ecofriendly Refrigerant (GODREJ/VOLTAS/LG/WHIRLPOOL/LLOYD and any similar standard/established company)
5	Microwave Oven	1	3-in-1 Countertop Microwave Oven, Complete With Air Fryer, Broiler & Convection Mode, 1.0 Cubic Feet Capacity or more, 1000 - 1100 Watts, Kitchen Essentials for the Countertop, Stainless steel, LG/PANASONIC/SAMSUNG/GODREJ/WHIRLPOOL and any similar standard/established company
6	Water cooler with water filter	1	Blue Star/Voltas/Usha/Bajaj and any similar standard/established company
7	Exhaust Chimney	1	Quick Loan/Glain/Elica/Hindware and any similar standard/established company
8	Grinder	1	Energy efficient, Havells/Philips/Godrej/Bajaj/Crompton/Racold any similar standard/established company
9	Mixer/Juicer	1	Energy efficient, Havells/Philips/Godrej/Bajaj/Crompton/Racold and any similar standard/established company
10	Electric Toaster	1	2-Slice, Automatic Pop-up Toaster, 700-800 Watt, Havells/Philips/Godrej/Bajaj/Crompton/Racold and any similar standard/established company
11	Room Heater (Blower)/ Oil Heater	2	OFR - 9 Fin to 13 fin, 2000-2500 Watt PTC Room Heater with Fan (Oil Filled Radiator) Havells/Philips/Godrej/Bajaj/Crompton/Racold any similar standard/established company
12	DTH TV Connection	3	Airtel/Dish TV/TATA Play any similar standard/established company

13	Geyser	2	10L Vertical, 5 Star Storage Water Heater (Geyser) Havells/Philips/Godrej/Bajaj/Crompton/Racold and any similar standard/established company
----	--------	---	--

## Terms and Conditions

1. Tender Value: Approximate **Rs. 417495/-**
2. The bid shall be awarded only after **total value wise evaluation** method.
3. Location: CGST & CEx Guest House, 5 Civil Lines Sagar (MP) 470001

### Instructions for the Tenderer/Contractor/Bidders

Bids shall be submitted at Admin Section, CGST & CX Bhopal Commissionerate, 35-C GST Bhawan, Administrative Area, Arera Hills, Bhopal-462011 (M.P.).

1. Tenderer/Contractor/Bidders are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer/Bidders for the submission of the bids.
2. Bid documents may be downloaded from website <https://www.cbic.gov.in> or <https://cexbhopal.gov.in/>
3. **Earnest Money** deposit of **Rs. 8500/-** should be submitted by bidders by Demand Draft /Banker's Cheque drawn in favour of "Pay & Accounts Officer, Customs & Central Excise, Bhopal payable at Bhopal. Bidders submitting their bids should ensure that Earnest Money Deposit (EMD) must to this office address on or before the scheduled opening of the bid. The EMD will be returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the successful bidder withdraws or the details furnished in bid are found to be incorrect or false during the tender selection process. No interest shall be paid on the Earnest Money Deposit and EMD of successful bidder will be returned on furnishing performance guarantee as detailed below.
4. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" and Earnest Money deposit. In case any bidder is seeking exemption from Turnover / Experience Criteria/ Earnest Money deposit, the Copy of registration must be provided along with technical bid for exemption.
5. **Financial Status:** - Bidder must have an average annual turnover of **Rs. 50 lakh** during the last 3 financial year through supply/sale of goods mentioned in the Bid documents. (Documentary proof like financial statement /Balance sheet from Chartered Accountant/ equivalent statutory authority to be submitted).
6. **Submission of Tender:** The tender shall be submitted in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before submission.
7. **Technical Bid :-** The following documents are to be furnished by the bidder along with Technical Bid as per the tender document:
  - a) Duly filled format of Technical Bid as per tender document.
  - b) Copy of constitution or legal status of the bidder manufacturer /Sole proprietorship / firm / agency etc.
  - c) The bidder should specify the actual specification of the offered product, and also enclosed catalogue with the tender document.
  - d) The technical bid should be accompanied by Demand draft of Rs. 25000/-, the Demand Draft/Banker's Cheque of EMD should be prepare in favour of "Pay & Accounts Officer, Customs & Central Excise, Bhopal payable at Bhopal

- e) Copy of Income Tax Return/ Balance Sheet for last Three years.
- f) Copy of PAN card / GST registration certificate
- g) Copy of Certificate as per given in Tender Documents.
- h) Duly Signed Tender document and certificate.
- i) All other document mentioned in tender document.

The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

8. **Financial Bid :-** Price bid Form Price must be quoted as per format specified; failing which tender shall be summarily rejected.

9. **Validity:** - The quoted rates must be valid for a period for 120 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

10. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

11. **Technical Evaluation:** (a) Detailed technical evaluation shall be carried out by this office pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any deviation. The office determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The office shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.

(b) The department reserves the right to reject/cancel any or all Bids received without assigning any reason.

12. **Financial Evaluation:** (a) The financial bid shall be opened of only those bidders who have been found to be technically eligible for the items required for this office. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present. The office shall inform the date, place and time for opening of financial bid.

(b) Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is, the unit price shall prevail and the total price shall be corrected by the Office. If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the supplier does not accept the correction of the errors, his bid shall be rejected.

(c) After due evaluation of the bid(s) CGST, Bhopal will award the contract to the lowest evaluated responsive tenderer. Conditional bid will be treated as unresponsive and will be rejected.

13. **Award of Contract:** This Office shall consider placement of orders for jobs on those bidders whose offers have been found technical and financially acceptable.

14. **Demonstration:** The bidders may be asked to demonstrate the product as and when if required by this office failing which their bids/offer shall be rejected. The expenditure incurred for demonstrating the items will be borne by the supplier, no claim in this regard will be entertained.

15. **Rate:** Prices of individual items should be inclusive of all taxes and duties etc. It should also include packing, forwarding, transport, insurance, loading/unloading, installation etc. Rate should be

quoted only in Indian Rupees (INR) on DOOR Delivery Basis at "CGST and Central Excise Guest House, 5 Civil Lines Sagar, 470001, Inclusive of all the Charges, with break-ups as:

- Basic Cost.
- GST/Other taxes.
- Total Cost.

16. **Warranty / Guarantee:** (a) The warranty/guarantee conditions should be clearly mentioned in the tender documents by the bidders.

(b) No offer of the vendor will be accepted without warranty/guarantee of their supplied/ installed goods.

17. **Delivery and Installation:** The items shall be delivered and successful installed/commissioned within 15 days from the issue of supply order at "CGST and Central Excise Guest House, 5 Civil Lines Sagar, 470001 premises.

All the aspects of safe delivery, installation and commissioning shall be the exclusive responsibility of the supplier. If the supplier fails to deliver, install and commission the goods on or before the stipulated date, then a penalty at the rate of 0.5% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

18. If at any time during the currency of the contract, the supplier encounters conditions hindering timely of the goods and performance of services, the supplier shall promptly inform the CGST Bhopal for extension of the delivery schedule accordingly. On receiving the supplier's communication, the CGST-Bhopal shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

19. The department reserves the right to increase or decrease the actual quantity required after awarding of contract and make payment only on the basis of actual supply not on the basis of Contract Value.

20. The acceptance of the tender solely rests with CGST & CX Bhopal Commissionerate. The authority of CGST & CX Bhopal Commissionerate is not bound to accept any conditions of bidders and reserves the right to accept or reject any or all the bids without assigning any reasons thereof. CGST & CX Bhopal Commissionerate also reserves the right to modify and/or relax any terms & conditions of this tender document to safeguard its interest.

21. **Payment Term:** The Bill in duplicate may be send to this office for settlement after satisfactorily delivery & installation/commissioning of the material. The bill should have full particulars of the items. No Payment shall be made in advance nor shall the loan from any or financial institutions be recommended on the basis of the order of award of work. The Contractor shall submit the bill only after supply & installation/commissioning of the material to the satisfaction of the Principal Commissioner, CGST, Bhopal. The case of issuing sanction and passing of bill for payment will be initiated on receipt of a pre-receipted invoice from the Contractor. No payment will be made for goods rejected.

22. **Specification:** Bids which are not meeting the bid specifications are not permitted and will be rejected.

23. **Arbitration:** If any difference arises concerning this agreement, its interpretation on payment to the made there-under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, The decision of The Principal Commissioner, CGST, Bhopal will be final.

24. **Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to the bid at any stage without assigning any reason

thereof and nothing will be payable by the Principal Commissioner, CGST, Bhopal in that event the EMD shall also stands forfeited.

25. **Subletting of Work:** The firm shall not assign or sublet the work/job or any part of it to any other person or party. The tender is not transferable. Only one tender shall be submitted by one tenderer.

26. The Purchase Committee of CGST, Bhopal shall go into all aspects including cost factors of major Guest House items and then decide for awarding of the tender, by quoting lower rates in respect of some items, a firm does not become entitled to awarding the contract in its favour of those item(s).

The committee will reject the quotations of the bidders whose quotation will not found of quality required by CGST, Bhopal, reserves the right to accept/ reject any quotation either in part or full without assigning any reason thereof, or award the contract to different supplier(s), for different item(s), if feasible after considering the credentials, manufacturing, capability, quality and distribution rights of the item(s). The firm are, therefore, requested to attach their credentials in regard to supply of items and experience in the field, distribution rights and their annual turnover.

26. **Applicable Law:** (a) Any disputes are subject to exclusive jurisdiction of competent court and forum in Bhopal Madhya Pradesh, India only.

(b) The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Bhopal (M.P.). The decision of the Arbitrator shall be final and binding on the both parties.

(C) Force Majeure: Any delay due to Force Majeure will not be attributable to the supplier.

14. The bidder should also submit an undertaking regarding blacklisting,

27. For any doubt or Query bidder may contact to Admin Section, CGST & CX Bhopal Commissionerate, 35-C GST Bhawan, Administrative Area, Arera Hills, Bhopal-462011 (M.P.), Mobile No. **9424411574**.

  
(Dr. Pinky Baskey)  
Deputy Commissioner (Infra)

Copy to:

1. Web Master for uploading in the website for CBEC/CGST Bhopal.
2. Notice Board