



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

Dated : 18/09/2023

**Tender for supply of furniture items at Guest House of
Office of the Assistant Commissioner,
CGST & Central Excise, Division Sagar(MP)**

BID No.	:	02/Guest House/2023
Bid Issue Date	:	18 th September, 2023
Last Date of Submission	:	9 th October, 2023 at 18.00 hrs
Bid Opening Date	:	10 th 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 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.

Annexure-A				
Sr. No	Items	Qty	Specifications	Design and Colour
1	Double Bed (with side tables)	2	Finishing: Melamine Polish Storage Provided: Optional Material Type: Teak Wood Size : 6' X 6 ' / 6' X 6' 1/2" (feet) (Approx) Side Tables made by Teak Woods However, this Size may be little bit vary as per requirement of this office Guest House Rooms.	as per approval of this Office
2	Cupboard	2	Height 7 feet, No of Doors:- 2 Sliding doors Made by good Quality wood/ Water proof Plywood Surface Finish: High Gloss Laminated	as per approval of this Office
3	Sofa set (with central table) (Rooms)	2	A standard size sofa (one seater two seats) which size is about 30-32 inches wide in the seating area, 30-36 inches deep and 30-36 inches high. However, this may be little bit vary as per requirement of Rooms of the Guest House. Made by good Quality Teak wood with Melamine Polish and Cushion made by High Resilience Foam size between 5" to 8". Central Table size 3*1'9" with glass top.	as per approval of this Office
4	Sofa set (Drawing room)	1	A standard size sofa or Three +one+one seater sofas, which size is about 80-90 inches wide in the seating area, 32-38 inches deep, and 30-36 inches high. However, this may be little bit vary as per requirement of this office Guest House Rooms. Made by good Quality Teak wood with Melamine Polish and Cushion made by High Resilience Foam size between 5" to 8"	as per approval of this Office

5	Dining Table	1	Dimensions: rectangular dining table for 6 at 96" x 54" (244 x 137cm). with 6 chairs. this may be little bit vary as per requirement of this office Guest House Rooms, Made by good Quality Teak wood with Melamine Polish	as per approval of this Office
6	Dressing Table & Stool	3	Height: 6-7 Feet Approximate Opening Type: Hinged, Surface Finish: Teak wood with Melamine Polish or High Gloss Laminated	as per approval of this Office

Tender Value: Not Specified

Location: CGST and Central Excise Guest House, 5 Civil Lines Sagar (MP) 470001
Bids shall be submitted at Admin Section, CGST & CX Bhopal Commissionerate, 35-C GST Bhawan, Administrative Area, Arera Hills, Bhopal-462011 (M.P.).

Last date for Submission: 09.10.2023 (18.00 hrs) Bid Opening date :10.10.2023

Terms and Conditions

1. The description of the furniture given above is for standard reference, Specification of products may be differing as per actual requirement and size of the Rooms of Guest House of this Office.

2. The bidder should specify the specification of the offered product between ranges of size mentioned under Annexure and also clearly mentioned which material used while manufacturing of Furniture like Type of wood, Cushioned Size and Cloth Material in the Technical tender document.

3. Submission of Tender: The tender shall be submitted in two parts, 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.

4. **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) The technical bid should be accompanied by Demand Draft of **Rs. 5500/-**. The Demand Draft/Banker's Cheque of EMD should be prepare in favour of "Pay & Accounts Officer, Customs & Central Excise, Bhopal payable at Bhopal .

c) Copy of PAN card / GST registration certificate

- d) Copy of Certificate as per given in Tender Documents.
- e) Duly Signed Tender document and certificate.
- f) 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.

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

6. **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.

7. **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.

8. **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.

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

10. Measurement and manufacturing: The department reserves the right to resize all furniture size as mentioned in the Bid Document as per the requirement of Rooms of Guest House without any change in the Offered Prize before starting of manufacturing of Furniture's. The expenditure incurred for taking the measurement of Furniture will be borne by the supplier, no Claim in this regard will be entertained.

11. 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 (MP) 470001, Inclusive of all the Charges, with break-ups as:

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

12. 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.

13. 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 (MP) 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.

14. 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 work not on the basis of Contract Value.

15. The tender shall be awarded on the total value of all the items. Hence, quoting rates for all the items is therefore, mandatory.

16. The supplier should have good track record of supplying these items to Government Departments.

17. The supplier should be registered with GST and any other Central/State authorities as prescribed by law.(please enclosed all relevant Registration certificates).

18. Supply and Erection should be completed within 20 days from issue of Purchase Order and supplier has to make his own arrangements to supply the said items at site of work.

19. The received Bids **will be opened on 10.10.2023**. The bidders may participate and enclosed all supporting documents like experience, work orders details etc. relevant to supply of Goods.
20. The bidder can inspect the site after taking prior approval between 11 am to 3 pm on all working days (Monday to Friday except holiday). For this the bidder may contact to Assistant Commissioner, CGST & CX, Division, 5 Civil Lines Sagar (MP) 470001.
21. The bidder should also submit an undertaking regarding blacklisting,
22. 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.
23. If the work is not wholly rejected, penalty of up to 20% of the value of work order shall be imposed for any substandard (inferior quality) repair/maintenance. If the work is wholly rejected, order shall be cancelled and no payment will be made. The bidder may be black listed from participating in future tender processes.
24. Earnest Money deposit of Rs5500/- 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 should ensure that Earnest Money Deposit (EMD) in the form of Demand Draft/Banker's Cheque, drawn on a Scheduled Bank in India, must reach by hand or through registered post 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.
25. 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 supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
- 26. Statutory obligations:**
- (a) All statutory obligations under various laws from time to time shall be borne by bidder for which no extra payment shall be made at any time.
- (b) The bidder shall at all times maintain liabilities under Workman's compensation Act, fatal Accident Act, Personal injuries, Insurance Act and/ or any other relevant industrial Legislation, which is in force from time to time.

27. **Terms of payment:** (a) 100% Payment shall be made through NEFT/RTGS transfer only and TDS as applicable will be deducted only after satisfactory completion of work. No advance payment will be made for any of the works.

28. **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.

29. 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. 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.

30. **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.

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

32. 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