



भारतसरकार / Government of India

वित्तमंत्रालय : राजस्वविभाग / Ministry of Finance : Department of Revenue

सीमाशुल्कआयुक्तकाकार्यालय / OFFICE OF THE COMMISSIONER OF CUSTOMS

सीमाशुल्कगृह, नयीहार्बरएस्टेट, तूतीकोरिन-६२८००४ / CUSTOM HOUSE, NEW HARBOUR ESTATE,
TUTICORIN - 628004

दूरभाष/ Tel: (0461) 2352633/2352655

फैक्स/ Fax : 2352019

C.No.III/3/02/2017-Admn. &Trg.

Dated :25.07.2017

NOTICE INVITING e-TENDER
FOR ANNUAL CONTRACT FOR SECURITY SERVICES
TO THE AXIS PROJECT, TUTICORIN

Office of the Commissioner of Customs, Custom House, Tuticorin – 628 004 invites online e-Tenders from reputed service providers engaged in the business of Security Services to provide **Security services in the O/o the Commissioner of Customs, Axis Project, Tuticorin** for the period from 01.09.2017 to 31.03.2018.

2. The Tender enquiry documents and all bid firms are made available on official CPPP website <http://eprocure.gov.in>, www.cbec.gov.in and www.tuticorincustoms.gov.in from 26.07.2017.

3. **Bid Submission:** Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in>. Tenderers/Contractors are advised to follow the "Instructions to Bidder for Online Bid Submission" provided in Annexure VII for online submission of bids.

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

4. **Office Address, where Security Services need to be provided**

I. **Axis Building.**

Advanced X-ray Inspection System (AXIS) Project, Near Custom House, New Harbour, Tuticorin

II. **NO. OF SECURITY PERSONS REQUIRED**

Axis Building : 8 security persons for 3 shifts

Total Security persons required: 8 persons

5. ELIGIBILITY CRITERIA FOR TECHNICAL/QUALIFYING BIDS:

Technical/qualifying Bids shall be submitted online at CPPP website <https://eprocure.gov.in> a prescribed format as laid down in Annexure I to this NIT. The contractors shall provide information/ documents/ annexure as listed below.

The tenderers must have a minimum experience of three years in providing security services to Government Departments, Public Sector Undertakings or large corporate offices. Copies of agreement / work order from clients shall be provided as evidence.

6. FINANCIAL BID REQUIREMENTS:

The contractor shall submit Financial Bid online in a stipulated format as laid down in Annexure II to this NIT. The contractor shall mention his quotation for contract work in the form of rate (in Indian rupees to be mentioned in figures and words separately) per security person per day/month for total contract period i.e. w.e.f. 01.09.2017 to 31.03.2018. The bidders will adhere the Order dated 20.04.2017 of the Chief Labour Commissioner(C), New Delhi issued in F.No.1/13(6)/2017-LS-II regarding Minimum wages. The quoted rate shall include all the taxes and all other liabilities. Bid shall not be submitted based on the quotation rate on the number of personnel to be deployed.

7. EARNEST MONEY DEPOSIT (EMD):

Earnest Money Deposit of Rs.50,000/- (Rupees Fifty thousands only) in the form of Demand Drafts/ Banker's Cheque of Scheduled Bank drawn in favour of the Commissioner of Customs, Custom House, Tuticorin, shall be submitted. Scanned copy of the instrument is to be uploaded online. **The Hard copy of original documents in respect of Earnest Money Deposit must be produced** on or before Technical bid opening date/time as mentioned in critical date sheet. Bidders are requested to write their name and mobile number at the back of the DD/Bankers Cheque submitted. Tender without Earnest Money Deposit shall be rejected. EMD shall be forfeited in case the eligible bidder withdraws or the details furnished in Annexures are found to be incorrect or false during the tender selection process. 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. The EMD of the unsuccessful bidders will be returned within 15 days from the date of completion of the selection process. No interest of whatsoever the nature shall be payable by the Department towards Earnest Money Deposit.

8. PERFORMANCE GUARANTEE:

The Successful bidder has to submit an amount equal to one month's payment as performance guarantee deposit in the form of Bank guarantee from a Nationalized Bank / Demand Draft / Banker's Cheque of a Scheduled Bank drawn in favour of " **The Commissioner of Customs, Custom House, Tuticorin**" before

3

awarding the contract. The performance guarantee shall be refunded to the selected bidder without any interest within one month from the completion of contract period.

9. **The tenderer 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 Technical Bid.** The tenderer would fill up the information in the Annexure I & II enclosed at the end of this document in clear and legible terms. Wherever required the price quoted shall be written in figures and words as well. Annexure shall also have to be signed and stamped by the bidder or his authorized signatory. **The tenderer shall quote their rates for the service to be provided (in both words and figures),** which should include deduction towards PF and ESI, bonus etc. and the same would not be payable over and above the rates thus quoted.

10. **This office reserves the right to postpone / and / or extend the date of receipt/opening of Rates/Quotations or to withdraw the same without assigning any reason thereof.**

11. 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 or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds of such action.

12. The tender forms shall be rejected if it is not complete in any aspect.

13. The tender documents are not transferable.

14. The Service provider shall submit the bill for every month by the 1st day of following the month. No interim bills will be entertained. Payment will be made through Electronic Clearing System within a month from the date of submission of bill provided there is no dispute in respect of rates, quantity and quality of work and on the basis of endorsement made by the respective Administrative Officer. The payment is subject to TDS as applicable under the Income Tax Act, 1961.

15. A Bidder, who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, <https://eprocure.gov.in/epublish/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case, if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned/blacklisted.

16. The Critical Dates for the Tender Submission and processing are as under:

Published Date : 27th July 2017 (02.00 P.M.)

Bid Submission Start Date : 27th July 2017 (02.00 P.M.)

3

awarding the contract. The performance guarantee shall be refunded to the selected bidder without any interest within one month from the completion of contract period.

9. The tenderer 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 Technical Bid. The tenderer would fill up the information in the Annexure I & II enclosed at the end of this document in clear and legible terms. Wherever required the price quoted shall be written in figures and words as well. Annexure shall also have to be signed and stamped by the bidder or his authorized signatory. **The tenderer shall quote their rates for the service to be provided (in both words and figures)**, which should include deduction towards PF and ESI, bonus etc. and the same would not be payable over and above the rates thus quoted.

10. This office reserves the right to postpone / and / or extend the date of receipt/opening of Rates/Quotations or to withdraw the same without assigning any reason thereof.

11. 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 or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds of such action.

12. The tender forms shall be rejected if it is not complete in any aspect.

13. The tender documents are not transferable.

14. The Service provider shall submit the bill for every month by the 1st day of following the month. No interim bills will be entertained. Payment will be made through Electronic Clearing System within a month from the date of submission of bill provided there is no dispute in respect of rates, quantity and quality of work and on the basis of endorsement made by the respective Administrative Officer. The payment is subject to TDS as applicable under the Income Tax Act, 1961.

15. A Bidder, who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, <https://eprocure.gov.in/epublish/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case, if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned/blacklisted.

16. The Critical Dates for the Tender Submission and processing are as under:

Published Date : 27th July 2017 (02.00 P.M.)

Bid Submission Start Date : 27th July 2017 (02.00 P.M.)

4

Bid Submission End Date	: 18 th August 2017 (05.00 P.M.)
Technical Bid Opening Date	: 21 st August 2017 (11.00 A.M.)
Financial Bid Opening date	: 21 st August 2017 (03.00 P.M.)

(Those bidders, who have qualified in the Technical Bids)

17. Interested service providers are advised to visit Central Public Procurement Portal website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum/addendum/amendment.

18. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable for rejection.

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

Encl: as above.

(S.AJIT KUMAR)

**ASSISTANT COMMISSIONER OF CUSTOMS (ADMIN),
CUSTOM HOUSE:: TUTICORIN**

Copy to:

1. Asst. Commissioner of Customs (EDI), Custom House, Tuticorin,
- for uploading the Tender Notice on Tuticorin Customs & CBEC websites.
2. Notice Board.