



भारत सरकार

Government of India

वित्त मंत्रालय, राजास्व विभाग

Ministry of Finance, Department of Revenue

सीमा शुल्क आयुक्त (निवारक) का कार्यालय

Office of the Commissioner of Customs (Preventive)

110, महात्मा गांधी रोड, पूर्वोत्तर क्षेत्र, शिलांग 793001- मेघालय

110, Mahatma Gandhi Road, NER, Shillong - 793001, Meghalaya

फोन/Phone:0364-222597/2225325/2229005/2210103.फैक्स/Fax:0364-2223440/2229007.email: cusshg@gmail.com

C.No. II(35)4/CUS/PRO/2008/

Dated:

**TENDER NOTICE FOR HIRING OF PREMISE/LAND
FOR PARKING OF SEIZED VEHICLES.**

The Commissioner of Customs (Preventive), NER, Shillong, invites bids from the legal owners for hiring premise/land having approximate area of 10,000 sq. ft. or more in and around Shillong City for parking of seized vehicles by the department. The lease period initially will be for a period of **03** (three) years.

Interested parties may obtained the Technical Bid and Financial Bid formats from the Superintendent (Hqrs), O/o The Commissioner of Customs (Preventive), NER, 110 MG Road, Shillong along with detailed terms and conditions of the tender. The offer in sealed cover comprising *Technical Bid* and *Financial Bid* (each in separately sealed cover superscribed as "Technical Bid for hiring premises/land for Customs (Preventive), NER, Shillong" and "Financial Bid for hiring premises/land for Customs (Preventive), NER, Shillong") complete in all respects may be submitted in person/registered post/speed post/courier so as to reach the undersigned to the above mentioned address on or before 11.00 Hrs on **21.09.2016**. Offers received beyond the specified date/time shall not be entertained under any circumstances.

The technical bids will be opened on **21.09.2016** at 13.00 Hrs. Financial Bids of only those bidders whose technical offers are found valid, eligible and acceptable shall be opened. The Commissioner of Customs (Preventive), NER, Shillong reserves right to reject any or all bids without assigning any reasons thereof.

Sd/-

**Assistant Commissioner (P & V)
Customs (Preventive), NER, Shillong**

The tender document consists of three parts:

Part A – Terms and conditions

Part B- Technical bid

Part C – Financial bid

Both Part B and C should be sealed in separate envelopes and super scribed in bold letters:

(a) Technical bid for hiring premise/land for Customs (Preventive), NER, Shillong.

(b) Financial bid for hiring premise/land for Customs (Preventive), NER, Shillong

Both these envelopes should be then placed in a single sealed cover super scribed "*Tender for hiring premise/land for Customs (Preventive), NER, Shillong*".

PART-B : TECHNICAL BID FOR HIRING OF PREMISE /LAND.

01. Full particulars of the legal owner of the premises

1	Name	
2	Address of residence	
3	Telephone No/Mobile No	
4	Email id.	

02 Full particulars of person(s) offering the premise on rent / lease and submitting the tender:

03 Status of the applicant with regard to the premise offered for hiring (enclose power of attorney also if the applicant is other than owner)

04 Complete Address and location of the premise/land:

05 Details of the premise/land offered for rent:

a. Area in Sq ft.

06. Whether premise/land offered for rent is free from litigation including disputes in regard to ownership, pending taxes / dues or like (enclose copy of Affidavit from owner or Power of Attorney holder)

Declaration

(i) I/We have read and understood the detailed terms and conditions of the tender applicable to the subject offer as supplied with the bid documents and agree to abide by the same in totality.

(ii) It is hereby declared that the particulars of the premise/land etc. as furnished against the individual items are true and correct as per my knowledge and belief and in the event of any of the same being found to be not true, I /We shall be liable to such consequences / lawful action as the Department may wish to take.

Signature of Legal Owner/ Power of Attorney Holder.

List of Enclosures

Attested photocopies / certified true copies of the following documents are required to be annexed with the Technical Bid. Technical Bids received without these documents are liable to rejection without any reference to the party whatsoever. Originals of these documents / certificates shall be produced at the time of execution of Lease Agreement.

1. Ownership of the premise/land.

2 Affidavit from owners /if tender is submitted by the power of Attorney Holder, an Affidavit from such power of Attorney Holder regarding premises offered for hiring being free from any litigation / liability / pending dues and taxes.

Signature of Legal Owner/ Power of Attorney Holder.

PART-C: FINANCIAL BID FOR HIRING OF PREMISE/LAND.

01: Name & Address of the applicant with Phone Nos.

02: Status of the applicant with regard to Premise/land offered for hire by the owner or power of Attorney Holder

03 Full particulars of the owner:

1	Name	
2	Address of residence	
3	Telephone No/Mobile No	
4	Email id.	

04: Complete postal address of the premise/land offered

05: Total area offered (in sq. ft.)

06: Rent in Indian Rupees per month per square feet of the area as mentioned in Technical Bid. All taxes applicable are to be borne by the landlord, if not, please specify.

Rs. _____/month/sq. ft.

Signature of Legal Owner/ Power of Attorney Holder

15. The bidder is required to enter into Lease Agreement in the prescribed format approved by the Central Government.
16. After screening of the technical bids, shortlisted bidders will be informed by *Customs* for arranging the site inspection of the offered premises. After site inspection, the financial bids of the offers considered to be suitable for Customs shall only be opened.
17. All existing and future rates, taxes insurance fee including public liability insurance, including property taxes, assessment charges and other outgoings whatsoever of description in respect of the said premises payable by the owner thereof, shall be continued to be paid by landlord.
18. Maintenance of premises to be made by the owner.
19. Being a Central Government Office, no security Deposit / advance payment will be paid. The quotes of bidders who insist on advance deposit may not be considered for further evaluation.
20. Tender is likely to be rejected because of non-fulfilment of any of the above terms.
21. Lease agreement will be executed after legal verification of all documents related to the property to the entire satisfaction of the Customs. The registration charges, stamp duty for registration of lease deed to be borne by the owner /landlord.
22. During the period of lease agreement the owner / landlord shall not transfer, mortgage, sell or otherwise create any interest in the premises leased to the Directorate with any party affecting the department's right of occupation and any of the terms of the lease without written consent of the Commissioner.
23. All disputes lie within the jurisdiction of Shillong only. The Customs department reserves the right to reject all or any tender without assigning any reason thereof.

sd/-
Assistant Commissioner (P & V)
Customs (Preventive), NER, Shillong

C.No. II(35)4/CUS/PRO/2008/

9766 - 71 (A)

Dated: **31 AUG 2016**

Copy forwarded to:-

1. The Deputy Commissioner of Shillong Customs Division with a request to put the Notices at the Notice Board of the Division.
- ✓ 2. The Superintendent (Computer Cell). He is requested to put the Notice in the Departmental website.
3. PRO, Central Excise, to put the notice in the notice board.
4. Notice Board, Customs House, 110 M.G. Road, Shillong.
5. Notice Board, GPO, Shillong, East Khasi Hills, Shillong.
6. Notice Board, DC Office, East Khasi Hills, Shillong.

BOR
31/8/16
(Bharat Roy)

Superintendent (Hqrs.)

Tenders (Technical Bid only) will be opened on **21.09.2016** at 13.00 Hrs at Customs (Preventive), NER, Shillong in the presence of Bidders / representatives of bidders, present, if any. Financial bids of only those bidders whose technical bids are found valid, eligible and acceptable shall only be opened.

Part A: TERMS AND CONDITIONS

1. The Terms and condition shall form part of tender to be submitted by the bidder to the Commissioner of Customs (Preventive), NER, Shillong. Hereafter referred to as "Customs".
2. All bidders are requested to submit the tender document (Technical & Financial bids) duly filled in with relevant information supported by relevant documents at the following address:
The Commissioner of Customs (Preventive), NER, 110 MG Road, Shillong - 793001.
3. All columns in the tender document should be duly filled in and no column should be left blank. "NIL" or "Not applicable" should be marked, where there is nothing to report. Each page of the tender document (i.e. Part A, B and C) should be signed by the owner or his authorized power of attorney. Any other cutting or use of white ink should be duly initialled by the bidder. The "Customs" reserves its right to reject the incomplete tender or in case information submitted is found to be incorrect.
4. In case space in tender document is found to be insufficient, the bidder may use separate sheet to provide full information.
5. Tender documents received after due date and time i.e. 11.00 Hrs on *21.09.2016* shall be rejected outright and no correspondence in this regard shall be entertained.
6. There should not be any deviation in terms and condition as have been stipulated in the tender document.
7. The tender will be acceptable only from original owner of the premise/land or having valid power of attorney.
8. Offers received from Government Bodies / Public Sector Undertakings / State Housing Boards etc. would be given preference.
9. The premises/land offered should be as per the requirement as mentioned below:
 - (a) *The premise/land should be an area of 10,000sq. ft. or more in a location of distance not very far from National Highway and the approach road should be wide and easily accessible to heavy vehicles.*
 - (b) *The space offered should be free from all encumbrances/claims and disputes /any liability and litigation with respect to its ownership, lease / renting and pending payments against the offered space.*
 - (c) *The premises/land should be having proper fencing/boundary wall with single entry/exit gate.*
 - (d) *There should be rest room and toilet for security personnel guarding the seized vehicles.*
10. The premise/land offered should be ready for immediate occupation.
11. The payment terms mentioned in the financial bid shall be strictly followed and no deviations will be allowed.
12. The rate of rent is liable to revision on renewal of the lease after the expiry of three (03) years from the start of the lease or revision of the rent, provided that such revision shall not exceed 8% per annum of the rent payable at the time of such revision.
13. Canvassing in any form will automatically disqualify the offer. No brokerage will be paid.
- 14 The Technical Bid is required to be submitted along with certified copies of ownership of premise/land. Technical Bids received without these documents are liable to rejection without any reference to the party whatsoever. Originals of these documents / certificates shall be produced at the time of execution of Lease Agreement.