



GOVERNMENT OF INDIA
MINISTRY OF FINANCE, DEPARTMENT OF REVENUE

OFFICE OF THE DEPUTY COMMISSIONER OF CUSTOMS
GUWAHATI CUSTOMS DIVISION

NILAMONI PHUKAN PATH, CHRISTIANBASTI, GUWAHATI-781005

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TENDER FOR SUPPLY OF DRINKING WATER

TENDER NOTICE

Dated 30th JULY, 2018

Sealed tenders are invited in two parts (two bids, Technical & Financial bid) from reputed Firms/Suppliers for supply of drinking water to Custom House, Nilamoni Phukan Path, Christian Basti, Guwahati – 781005.

Sl. No.	Description	Unit	No. of units	Remarks
1	Drinking water supply	12,000 litres	Approx 30 tankers per month	As per requirement

The eligibility criteria, terms and conditions are mentioned in Annexure-I and II respectively enclosed with this Tender Notice. The tender applications of only those who satisfy the eligibility criteria and conditions governing the supply of drinking water (as laid down in Annexure-I and II).

Availability of Tender Documents

Tender document can be obtained by hand, free of cost from the Public Relation Officer, Office of the Deputy Commissioner, Customs Division, Guwahati. This office would not be responsible for any delay or loss of tender documents through mail or otherwise.

Receipt of Tender

Interested parties are requested to submit their rates in a sealed envelope superscripted as "**Tender for Drinking Water Supply**" and addressed to the Deputy Commissioner, Customs Division, Guwahati-781005, containing the sealed quotation in two separate envelopes, i.e. Technical Bid and Financial Bid up to 1500 hours on 20.08.2018 in the office of the Deputy Commissioner, Customs Division, Guwahati. Quotations received after the last date will not be considered. This office would not be responsible for any delay or loss of the tender documents sent through mail or otherwise.

Opening of Tender

Tender shall be opened at 1530 hours on 20.08.2018 in the Office of the Deputy Commissioner, Customs Division, Guwahati in presence of the Members of Local Purchase Committee and any bidder/member or their authorized representative, if they wish to remain present during tender opening process. If the tender is not opened on the above date due to unforeseen circumstances, the same shall be opened on the next working day.

Offer sent through Telegram, Fax, Telex or E-mail will not be considered.

The Deputy Commissioner, Customs Division, Guwahati reserves the right to accept or reject any or all tenders without assigning any reasons.



(Annu Darin)
Deputy Commissioner
Customs Division, Guwahati

C.No.I(22)6/Misc/Bills/PRO/CUS/GHY/2016 /3805-06

Date: - 30/07/18

Copy to

1. Notice Board, Customs Division, Guwahati.
2. The Administrative Officer, Customs Division, Guwahati.
- ✓ 3. The Superintendent (Comp & Trg), Customs Hqrs., NER, Shillong.



(J.N.D. Mahanta)
Public Relation Officer
Customs Division, Guwahati

ANNEXURE – I

Eligibility criteria for drinking water supply: -

1. The Firm/Company/Enterprise (hereinafter referred to as the Company) intending to submit the tender should be a reputed organization/Firm in the supplying of drinking water and should experience in supplying water to various organization regularly.
2. For termination of aforesaid contract, one month notice will be served by either side. In case of any dispute, the jurisdiction of Guwahati Court will be valid/ applicable.

ANNEXURE – II

Conditions governing drinking water supply: -

3. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Tenders in which any of the particulars and prescribed information are inadequate or incomplete in any respect or the prescribed conditions are not fulfilled, are liable to be rejected.
4. Regular/uninterrupted supply of drinking water should be ensured.
5. The Deputy Commissioner, Customs Division, Guwahati may terminate the contract at any time if the services rendered by the company is not found be satisfactory.
6. The company shall not sublet the work or part thereof.
7. TDS, if applicable will be deducted from the payable amount of the Bill.
8. The company shall abide with all local/municipal/state/central laws and regulations.

SPECIAL SCOPE OF WORK: -

9. If supply of water disrupted for any reason, the company will have to arrange to supply the water. Any complaint lodged regarding supply of water should be attended within 06 (six) hours without fail.
10. The decision of the Commissioner of Customs (Preventive), NER Region, Shillong shall be final and binding.

PERIOD OF CONTRACT: -

11. The contract will initially be valid for a period of one year from the date of award and may be extended further period subject to satisfactory performance of the company and subject to the approval of the competent authority and mutually agreed terms and conditions. The rates quoted will remain in force for the full period of contract including the extended period. No demand for revision of rate on any account shall be entertained during the contract period. The department reserves the right to terminate the contract by giving notice of one month of duration at any time during the currency of the contract.
12. No additional condition what so ever will be accepted for turnover tax/GST on work contract. In case of additional condition for payment of such claims by the company the tender may be liable to be summarily rejected by the accepting authority.
13. **PAYMENT TERMS:** - Payment will be made on quarterly basis on receipt of valid bills from the company and also upon satisfactory performance subject to the availability of the fund. The company shall submit bills duly signed by him in duplicate. Price once fixed will remain valid for the entire period of contract. Price should be inclusive of all taxes.
14. **Escalation:** - The rates during the entire period of the contract shall remain firm and final.
15. **DAMAGES TO OFFICE INSTALLATION:** - Any damage to the installation /building during the supply of drinking water due to the carelessness on the part of supplier's staff shall be the responsibility of the company and shall be replaced/rectified by the company without any extra cost.
16. **COMPENESATION FOR DEFICIENCY IN SERVICE:** - The Company shall maintain the quality of drinking water; if quality is found to be unhygienic the contract may be terminated. The decision of the Deputy Commissioner, Customs Division, Guwahati shall be final in this regard.

(Annu Darin)
Deputy Commissioner
Customs Division, Guwahati

TENDER DOCUMENTS

The goods required, bidding procedures and contract terms are prescribed in the Bid/Tender Documents. The Tender documents include the following: -

- (a) Tender Notice.
- (b) General (Commercial) Conditions of the Contract.
- (c) Schedule of Requirements.
- (d) Format for Contract (Agreement) form.
- (e) Format for Technical Bid.
- (f) Format for Financial Bid.
- (g) Format for Letter of Authorization for attending Bid opening.

The Bidder is expected to go through all instructions, forms, terms and specifications in the Bid documents. Failure to furnish all information required as per the Bid documents or submission of bids not substantially responsive to the Bid documents in every respect will be at the bidder's risk and may result in rejection of the bid at the technical bid opening stage.

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PART – I
(TECHNICAL/COMMERCIAL BID)

TECHNICAL BID FORM FOR TENDER OF DRINKING WATER SUPPLY TO CUSTOM HOUSE,
NILAMONI PHUKAN PATH, CHRISTIAN BASTI, GUWAHATI-781005.

1.	Name of the Firm/Company	
2.	Address of the Firm/Company	
3.	Valid GST/Income Tax Registration with PAN	
4.	Name of the authorized signatory	
5.	Specimen signature of the authorized signatory	
6.	Telephone/mobile no. of the authorized signatory and the contact no. of the Firm	
7.	Has your Firm/Company black listed at any time in past by any organization? Yes/No, if yes please provide in details.	
8.	Certificate of Incorporation/Firm Registration Certificate	

DECLARATION

I/We hereby certify that information furnished above is true and correct to the best of my/our knowledge. I/We understand that if any deviation is found in above statement at any state, I/We shall be blacklisted and will not have any dealing with the department in future.

I hereby confirm that I am authorized to sign the Tender Documents

Sign:

Date:

Name:

Place:

Designation:

Company Name & Seal:

PART – II
(PRICE/FINANCIAL BID)

FORMAT FOR PRICE/FINANCIAL BIS

PRICE BID

PRICE/FINANCIAL BID FORM FOR TENDER OF DRINKING WATER SUPPLY TO CUSTOM HOUSE,
NILAMONI PHUKAN PATH, CHRISTIAN BASTI, GUWAHATI-781005.

Sl. No.	Description	Qty.	Unit Rate	GST, if any	Any other taxes, if any	Total amount in INR	Remarks

Note: - This is only a Format for guidance on how to quote the prices. The firm should submit their prices as per the specified format on their own head duly authenticated.

Signature & Seal of the Bidder.

AGREEMENT

1. This agreement is made on thisday of August, 2018 between hereinafter called "name of the company" the First Party which expression shall include his heirs, executors and administrators/heir successor and the Deputy Commissioner, Customs Division, Guwahati herein after called the Second Party.
2. That WHEREAS the First Party shall and will execute the work described as Drinking Water supply to Custom House, Nilamoni Phukan Path, Christian Basti, Guwahati details of which are given in Annexure-II to this office Tender Notice dated 13.07.2018 at the rate quoted byvide their Tender datedand as per all the terms and conditions given in Notice inviting Tender (NIT) datedwhich shall be come part and parcel of this agreement.
3. That WHEREAS, the Second Party shall and will pay on production of bills of Drinking water supply as per payment terms stipulated in Clause 13 of Annexure – II of Tender documents.
4. in accordance with the NIT, this agreement is made for a period of one year fromas in Clause 11 of Annexure – II of the Tender documents as decided upon to do so by the Second Party on the same terms and conditions and rate.

IN WITNESSES THEREOF THE ABOVE MENTIONED PARTIES HAVE PUT THEIR SIGNATURE ON THIS.....DAY OF AUGUST, 2018.

WITNESSES: -

1.

For the First Party

2.

For the Second Party

ANNEXURE – II

LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING

Subject: - Authorization for attending bid opening on(date) in the tender of.....

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of(Bidder) in order of preference given below.

Order of preference Name with Specimen signature: -

1.

2.

Alternate Representative

Signature of Bidder

Or,

Officer authorized to sign the bid documents on behalf of the bidder

Note: -

1. Maximum of two representatives will be permitted to attend bid opening. In case where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representative are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.