



भारत सरकार / वित्त मंत्रालय / राजस्व विभाग  
GOVERNMENT OF INDIA / MINISTRY OF FINANCE / DEPARTMENT OF REVENUE  
केंद्रीय वस्तु एवं सेवा कर एवं केंद्रीय उत्पाद शुल्क के उप / सहायक आयुक्त का कार्यालय मण्डल /  
OFFICE OF THE DEPUTY / ASSISTANT COMMISSIONER OF GST AND CENTRAL EXCISE, POONAMALLEE DIVISION,  
CHENNAI OUTER COMMISSIONERATE

सि. 48, टी. एन. एच. बी. भवन, अन्नानगर, चेन्नई - 600 040,  
C-48, TNHB BUILDING, ANNA NAGAR, CHENNAI 600 040.

C.No.I/22/02/2019 Tender

Dated: 27.11.2020

TENDER NO. 02 /2020

NOTICE INVITING e-TENDER FOR PROVIDING HOUSEKEEPING SERVICES ON CONTRACT BASIS FOR POONAMALLEE, TIRUVALLUR, SRIPERUMPUDUR AND IRUNGATTUKOTTAI RANGE OFFICES, GST & CENTRAL EXCISE, CHENNAI OUTER COMMISSIONERATE, CHENNAI

E-Tender/Bids are invited from reputed Manpower Supply Agencies for providing "Housekeeping Services" on contract basis at the below mentioned offices.

The details of the area and location are as below.

S.No	Division/ Range	Floor/Wing	Actual Area
1	a. All Range Offices of Poonamallee Division viz., Poonamallee, I, II and Maduravoyal b. All Range offices of Sriperumbudur Division c. All Range Offices of Irungattukottai Division	a. No.42, Trunk Road, Poonamallee High Road, Chennai 600 056	a. 1898 Sq.ft b. 1898 Sq.ft c. 1898 Sq.ft
2.	a.Tiruvallur – I and II Range Offices of Poonamallee Division	46, Vallalar Street, Periakuppam, Tiruvallur – 602 001	1913 Sq.ft
		Total Area	7607 Sq.ft

1. Document Download:

2

Tender documents may be downloaded from CPPP site [https:// eprocure. gov.in/eprocure / app](https://eprocure.gov.in/eprocure/app), [www.centralexcisecennai.gov.in](http://www.centralexcisecennai.gov.in) or [www.cbec.gov.in](http://www.cbec.gov.in) as per the schedule as given in TIME SCHEDULE as under by the bidders having Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA.

### TIME SCHEDULE OF TENDER

S.No	Particulars	Date	Time
1	Tender e-publish date	27.11.2020	17:00 hrs
2	Document download start date	27.11.2020	17:15 hrs
3	Start date for seeking clarification on-line	28.11.2020	17:30 hrs
4	Last date for seeking clarification on-line	03.12.2020	17:30 hrs
5	Bid submission start date	04.12.2020	10:00 hrs
6	Bid submission last date	19.12.2020	17:30 hrs
7	Tender opening date (Technical)	21.12.2020	11:30 hrs

#### 2. Bid Submission:

- i. Bids shall be submitted online only at CPPP website: <https://leprocure.gov.in/eprocure/app>  
Tenderer/ Contractor are advised to follow the instructions "Instructions to Bidder for Online Bid Submission" provided in the Annexure VI for online submission of bids.
  - ii. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
3. 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.

4. Tenderer who has downloaded the tender, from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/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 tenderer is liable to be banned from doing business with this Office.

5. Intending tenderer are advised to visit again CPPP website:eprocure.gov.in regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

6. The rates shall be quoted in Indian Rupees only.


7. The rates will be inclusive of all taxes (except GST), fees, levies, etc. and any revision in the statutory taxes, fees, etc will be the responsibility of the Bidder.

8. In case of any discrepancy/ difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.

9. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.

For further details, Shri. L. MEENAKSHISUNDARAM, Assistant Commissioner may be contacted at 9444114567/7810039346 and Shri. D. Nixon, Public Relations Officer (Ph.No.98419 45696)

**NOTE:** The Department reserves the right to postpone the date of opening or to accept or reject any or all the bids, without assigning any reasons.

  
27/11/2020

**L. MEENAKSHI SUNDARAM, I.R.S.,**  
ASSISTANT COMMISSIONER  
GST & CNTRAL EXCISE  
POONAMALLEE DIVISION

Copy to:

1. The PRO, Chennai North/ South/ Outer to put up on the Notice Board.
2. The Superintendent of GST & Central Excise,  
Computers, Chennai Outer Commissionerate to upload in official website.

