



**GOVERNMENT OF INDIA: MINISTRY OF FINANCE: DEPARTMENT OF REVENUE
NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS (NACIN),
3/86 E, ATC ROAD, NEAR AMBIT IT PARK : I, II & III FLOORS,
AMBATTUR INDUSTRIAL ESTATE, CHENNAI-600058**

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C.No. IX/12/01/2018

Dated : 28.02.2018

**E-TENDER NOTICE INVITING BIDS FOR
AMC FOR UPKEEP OF UPS EQUIPMENT**

1. The National Academy of Customs, Indirect Taxes & Narcotics (NACIN), Chennai invites e-bids from reputed firms under a single bid system in prescribed bid document for Annual Maintenance Contract for the service / upkeep of (i) **one 10 KVA Numeric brand UPS** (ii) **one Luminous Brand Cruze Model 2.5 KVA UPS** and (iii) **one APC brand 1.5 KVA UPS**, all installed at our office premises at 3/86 E, ATC Road, Ambattur Industrial Estate, Near AMBIT IT Park, Chennai..58. Interested bidders may visit the above premises immediately to survey the available hardware and infrastructure.
2. The following are detailed in the Annexure to this Notice:
 - (i) The specifications of work to be done
 - (ii) Qualification criteria to be met by the contractor and the statutory obligations to be complied with by the contractor and
 - (iii) The format for quotation
3. This tender document can be downloaded from the websites www.cbec.gov.in, www.nacen.gov.in & www.centralexcisechennai.gov.in or from the Government of India, Central Public Procurement Portal (e-procurement) website.
4. Interested bidders, who comply with the terms and conditions of this tender notice and who have procured their Digital Signature Certificates (DSC), can submit their bids in the prescribed Quotation Form. Their e-bid has to be uploaded / submitted online only through the Government of India, Central Public Procurement Portal (e-procurement) website
 - i. The last date for online upload : Before 05-00 PM on 17/03/2018**
 - ii. Tenders shall be opened on : 19/03/2018 at 11-00 AM**
5. The tenderers shall sign and stamp the Quotation Form and upload/submit it through the Government of India, Central Public Procurement Ports along with the necessary documents of proof as required. Prices/bids wherever quoted should be written both in figures and words. The tenders/quotations received unsigned/incomplete shall be summarily rejected.
6. The Principal Additional Director General, NACIN, Chennai reserves the right to accept or reject any or all tenders without assigning any reasons thereof. For any further enquiries, Shri V.P.Hari, Superintendent (Ph:9381025110) may be contacted


(P.VENKATASUBRAMANIAN)
ASSISTANT DIRECTOR

ANNEXURE
DETAILS OF WORK TO BE DONE

1. A comprehensive service contract is envisaged covering the cost of all spares and consumables to be changed/ replaced by the service provider, except batteries. Repair/replacement of batteries may be billed separately and will be paid by this Academy, as and when required.
2. A regular service and maintenance check should be conducted once in a month, by qualified personnel, without fail. In case where there is a sudden break down or any such emergency, qualified repair personnel should be deputed immediately, on all working days. If required, they will be required to stay back after office hours to attend to any emergency work, for which no allowance of any kind will be paid. All repairs of the UPS are expected to be completed within the premises of this Academy.
3. Qualified personnel should maintain Log Registers of all calls attended / Pending issues / Periodical preventive checks conducted and details of all replacement of spares/parts/consumables. Every visit of the Service personnel should be recorded and connected service reports should be produced to the concerned officer for acknowledgment.
4. No component(s)/Spare(s)/other equipment shall be removed without informing the Superintendent concerned. A written letter to the Superintendent and his consent is necessary for moving any parts out of the office, for which the service personnel shall maintain a separate log book showing the movement of the component(s) /Spare(s)/ other equipment and particulars regarding the replacements thereof.
5. During provision of the above services, care should be taken by the contractor to ensure that there is no damage to property belonging to NACIN. In case of such damage, the cost of the articles/equipment damaged shall be deducted from the Contractor's service charges.

FORMAT FOR QUOTATION

AMC FOR UPKEEP OF UPS EQUIPMENT AT NACIN, CHENNAI
(BID AMOUNTS SHOULD BE QUOTED EXCLUDING TAXES)

| Sl.No. | AMC charges for | Bid Amount excluding taxes |
|--------|---|----------------------------|
| 1 | Numeric brand (Model Digital HPL) 10 KVA UPS - 1 No. | |
| 2 | Luminous Brand Cruze Model 2.5 KVA UPS - 1 No. | |
| 3 | APC brand 1.5 KVA UPS - 1 No. | |
| | Total charges | |

Authorised Signatory's

Signature:

Name:

Phone:

Office Seal:

ELIGIBILITY CRITERIA TO BE MET AND THE CONTRACTUAL OBLIGATIONS
TO BE COMPLIED WITH BY THE CONTRACTOR

1. The tender will be decided based on, among other things, the least amount quoted.
2. The contractor should be registered with GST, ESI and PF Departments and should pay their Government dues promptly. RELEVANT DOCUMENTS TO BE UPLOADED.
3. Along with the tender document, the contractor shall submit a copy of his PAN card/letter.
4. A list of the contractor's current clients with phone numbers and a note on the contractor's previous experience/clients should also be uploaded. The eligibility of the contractor will depend on his reputation and credibility also.