



OFFICE OF THE PRINCIPAL ADDITIONAL DIRECTOR GENERAL
OF SYSTEMS & DATA MANAGEMENT
GST & CENTRAL EXCISE, GST BHAVAN,
NO. 26/1, MAHATHMA GANDHI SALAI,
NUNGAMBAKKAM, CHENNAI – 600 034
Tel: 044-29862263 Mail: aoddodgschn@gmail.com

C.No. II(39)/2/2018-Systems(s) / 1873

Dt. 21.11.2019

LIMITED TENDER NOTICE


The Principle Additional Director General (South Zone), Chennai 600034, plan to purchase Indoor live plants along with planters at 1st, 2nd and 5th floors of the GST Bhavan, Nungambakkam, Chennai, 600034.

1. Interested parties possessing the requirements as under may submit their quote to undertake the below mentioned work.
2. Interested parties may please visit and download the tender details from the official website www.kalalchennai.gov.in.
3. The quote should be for below mentioned work,
"To supply Indoor live plants with ceramic pots for floors and Table top, as per the requirement below"

S.No	Particulars	Pot size	Quantity Required
1	Indoor Plants with ceramic pot	18-20 inch	10
2	Indoor plant with ceramic pot	8- 10 inch	70
3	indoor table top plant with ceramic pot	3-4 inch	20

4. Eligibility criteria & Conditions of tender.
 - a) They should be registered with GST and should possess PAN number and have a minimum of 3 years experience in similar nature of work; copies of GST registration, PAN card and documents in support of work experience should be enclosed with quotation.
 - b) They should have undertaken similar work earlier and work completion certificate to be enclosed to the quotation, as proof.
 - c) No advance shall be paid and the payment will be made only on completion of work and approved by Principle Additional Director General, DG Systems, Chennai.
 - d) Conditional bids shall not be considered and will be out rightly rejected
 - e) The quality of plants to be provided shall be of excellent quality & ceramic pots should be aesthetically appealing.
 - f) Any tax as per laws in force shall be paid by the firm.
 - g) The firm will not sublet or transfer any part of the contract.
 - h) If the quality of any items is found not satisfactory by the office, then the firm would be asked to replace them immediately without any extra cost

- i) The envelope containing the quotation as mentioned in Annexure "A" should be super scribed as, QUOTATION FOR "SUPPLY OF INDOOR PLANTS" and should be addressed to, The Pr. Additional Director, DG Systems, Chennai 600034. The quotation should be submitted in a sealed cover and should reach the under signed on or before 05.12.2019 by 16.00hrs.
5. The sealed quotation will be opened at 17.00 hrs on the same day. The intending firm who would be allotted the tender must be in a position to complete the work within 5 days from the date of receipt of the work order.
6. The Principle Director General, DG Systems, South Zone ,Chennai has the power to accept/reject any tender without assigning any reason whatsoever and his decision will be final.


(R.A. Praveen Kumar)
Joint Director

Copy to:

1. The PRO, Chennai North & South Commissionerate
2. The Superintendent of CGST &CE, Computers, Chennai North & South Commissionerate to upload in their Website
3. The PRO Chennai North & South /Outer CGST & CE, Audit I/Audit II Commissionerate for putting in the Notice Board in their respective Commissionerate

Annexure "A"

Name of the Bidder	
Year of Establishment	
Type of Entity (public limited/Private Limited/ Partnership/ Proprietary)	
Contact Person	
Contact Number	
E-mail address	
Registered office Address	
Pan card. No	
GST No	
Work experience in years & supporting documents, copies of work order, work completion certificate	
Undertaking on letter head that they have not been blacklisted by the State govt/central govt/PSU department.	

Quotation

S.no	Name of item	dimension			Price		Total price
		Pot(in Inchs)		Plant Height	Pot	Plant	
		Height	Dia				
1	Ceramic pot with Areca palm (at least 3-4 trees should be potted in each pot	20	12	3'-4'ft			
2	Ceramic pot with Zamia	10	10	14"-16" in			
3	Ceramic pot with money plant on moss stick (with broad leaves)	10	10	3'-4' ft			
4	Ceramic pot with Snake Plant	10	10	14"-16" in			
5	Ceramic pot with Peace Lilly	10	10	14"-16" in			
6	Ceramic pot with Dressena Green	10	10	14"-16" in			
7	Ceramic pot with with three layer Bamboo plant (Table Top)	3-4	3-3.5	6"-8" in			
8	Ceramic pot with Peace Lilly (Table Top)	3-4	3-3.5	6"-8" in			

Declaration:

I/We, hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, conditions, stipulations and all other pertinent issues till date, and agree to comply with the requirements and Intent of the specification. I further certify that I am authorised to represent on behalf of my Company/Firm for the above mentioned tender

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

LIMITED TENDER ACCEPTANCE LETTER (To be given on Company Letter Head)

To,

Sub: Acceptance of Terms: Conditions of Limited Tender.

Work: -

Dear Sir,

I/We have obtained the tender document for the above mentioned 'Tender/Work' from the web site(s) namely: as per our advertisement, given in the above mentioned website(s).

2. We hereby certify that I/We have read the entire terms and conditions of the tender documents (including all documents) which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned limited tender document(s) / corrigendum(s) in its totality / entirety.
5. In case any provisions of this tender are found violated, then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

SELF DECLARATION FORM

Name of the Purchaser: -----

Tender Notice No: -----

Sir,

1. I / we, the undersigned do hereby declare that, I / we have never ever been blacklisted and / or there were no debarring actions against us for any default in supply of material / Plants or in the performance of the contract entrusted to us State govt/central govt/PSU department.
2. In the event of any such information pertaining to the aforesaid matter found at any given point of time either during the course of the contract or at the bidding stage, my bid/contract shall be liable for truncation / cancellation / termination without any notice at the sole discretion of the purchaser.

Place

Date-

Yours faithfully,
Signature of the bidder With seal

(This form shall be duly filled-up and signed by the bidder & submitted along with the original copy of the Bid.)