



केंद्रीय वस्तु एवं सेवा कर और केंद्रीय उत्पाद शुल्क केआयुक्तकाकार्यालय,  
चेन्नैदक्षिणीआयुक्तालय

OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE & GST,  
CHENNAI SOUTH COMMISSIONERATE

692, एम.एच.यू. कॉम्प्लेक्स, नन्दनम, चेन्नै-600035  
692,M.H.U.COMPLEX, NANDANAM, CHENNAI- 600 035

C.No.I/22/27/2019-Infrastructure

Date: 10.12.2020

**NOTICE INVITING ONLINE E-TENDER FOR INSTALLATION OF  
VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX  
FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI  
SOUTH COMMISSIONERATE, CHENNAI - 600 035**

Online e-tenders are invited by the Office of the Commissioner of GST & Central Excise, CHENNAI SOUTH COMMISSIONERATE, MHU COMPLEX, NANDANAM, CHENNAI-600 035 for **“FOR INSTALLATION OF VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI SOUTH COMMISSIONERATE, CHENNAI - 600 035”** as per the work specifications, terms & conditions as under:

- |                  |                                      |
|------------------|--------------------------------------|
| (a) Annexure-I   | : Application Form                   |
| (b) Annexure-II  | : Scope of Work                      |
| (c) Annexure-III | : Prequalification criteria for firm |
| (d) Annexure-IV  | : Format of Technical Bid            |
| (e) Annexure-V   | : Terms & Conditions                 |
| (f) Annexure-VI  | : Undertaking.                       |
| (g) BOQ          | : Price Bid.                         |

2. The Tender enquiry documents will be available on official website <http://centralexcisechennai.gov.in> and on <http://eprocure.gov.in> from 11.12.2020.

3. **Mode of Tendering:-** Interested bidders having minimum 2 years of work experience in executing similar works, may download the tender enquiry documents (TED) and submit their tenders online at Central Public Procurement Portal website: <https://eprocure.gov.in/eprocure/app> and bid online through the portal [www.eprocure.gov.in](http://www.eprocure.gov.in). The Tender should be addressed to the Additional Commissioner of GST & Central Excise, Chennai-South Commissionerate, No. 692, MHU Complex, 3<sup>th</sup> floor, Nandanam, Chennai-600 035 with words **“Installation of Vertical Gardten at the entrance of MHU Complex Façade [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], Chennai South Commissionerate, Chennai-600 035”**. The bids are invited in a two-bid system (Technical and Financial) from reputed service providers and are required to be submitted in two parts, namely, (1) Technical Bid and (2) Financial/Price Bid. The Financial/Price bid should be valid for One (01) year from the date of opening of the Tender. Incomplete bid documents shall be rejected.

4. Earnest Money deposit of Rs.10,000/- should be submitted by the bidders in the form of Demand Draft/Banker's Cheque drawn in favour of “The Commissioner of CGST & Central Excise, Chennai South” and payable at

Chennai. The bidders submitting their bids online should ensure that Earnest Money Deposit (EMD) must reach by hand or through registered post to the address at, the Additional Commissioner of GST & Central Excise, 3rd floor, Chennai-South Commissionerate, No. 692, MHU Complex, Nandanam, Chennai-600 035 on or before the scheduled closing of the of the e-tender. The EMD will be returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the successful bidder withdraws or the details furnished in Annexures are found to be incorrect or false during the tender selection process. No interest shall be paid on the Earnest Money Deposit and EMD of successful bidder will be returned on furnishing performance guarantee as detailed below:-

5. **Performance Guarantee:** The performance guarantee deposit in the form of Bank guarantee from a Nationalized Bank /Demand Draft / Banker's cheque of a schedule bank drawn in favour of "The Commissioner of GST & Central Excise, Chennai-South" for an amount of 5% of the awarded contract value before the start of the execution of works and the same would be released to the contractor after three months from the date of completion of works and the same would be forfeited if the quality of work is not found to be satisfactory during such period of three months.

6. The tenderer shall sign and stamp with Digital Signature Certificate on each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and to upload the same along with the qualifying bid. The tenderer would fill the information in the Annexures enclosed at the end of this document in clear and legible terms. Wherever required the price quoted shall be written in figures and words as well. Annexures shall also have to be signed and stamped by the bidder or his/her authorized signatory.

7. The prospective bidders shall bid amounts for the complete works under this tender and no part bid are accepted and the lowest bidders would be awarded the contract. The tenderer shall quote their rates for the service to be provided in Indian Rupees (in both words and figures ) which should include statutory taxes and fees etc, and the same would not be payable over and above the rates thus quoted.

8. The technical bid will be opened first in the presence of the Tender Committee Members and the Bidders at the MHU Complex, Nandanam, Chennai-35. The financial bids of technically qualified bidders only shall be opened in the presence of the Tender Committee Members and the bidders. The Bidders, can remain present, if they so wish.

9. The Bidder should clarify any doubt/query regarding the specification and scope of work from the Superintendent (Infrastructure), Chennai-South Commissionerate, No. 692, MHU Complex, 5<sup>th</sup> floor, Nandanam, Chennai-600 035 on any working day between 11:00 am to 5:00 pm before the scheduled close of tenders. The bidder should fulfill prequalification/eligibility criteria & conditions of the tender and should submit all documents attested by the authorized person along with the bid online.

10. This office reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for such action.

11. The tender forms shall be rejected if it is not complete in any aspect. The tender documents are not transferable. Not more than one tender shall be submitted by one contractor having business relationship. Under no circumstances 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.

12. The short listed tenders along with the documents will be submitted to the 'Competent authority' and upon approval by the 'Competent authority', the successful bidder will be intimated about the award of contract to them.

13. Late submission of tenders and EMD shall not be accepted. Tenders without EMD will be treated as non-responsive and will be rejected, at the initial stage itself as "Tenders received without EMD".

14. Last date and time for submission of Bid/Tender is: 31.12.2020 up to 11:00 hrs.

Opening of Bids :

Technical Bid : - 01.01.2021 at 11:00 hrs

Financial Bid : - 04.01.2021 at 11:00 hrs

15. In the event of any of the above mentioned date being subsequently declared as a holiday / closed day for this office, the tenders will be opened on the next working day at the scheduled time.

16. The Bid documents may be scanned with 100 dpi in black and white option and the same only shall be uploaded.

17. Bidder 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.

18. Intending bidders are advised to visit again CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

-Sd/-

ADDITIONAL COMMISSIONER GST & CENTRAL EXCISE,  
CHENNAI SOUTH COMMISSIONERATE

Copy to:-

1. The Superintendent of Central Excise (Computer Section), Chennai South Commissionerate to publish in the official website
2. Notice Board Chennai South Commissionerate

**ANNEXURE-I**

**NOTICE INVITING ONLINE E-TENDER FOR “INSTALLATION OF VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX FAÇADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI SOUTH COMMISSIONERATE, CHENNAI-600 035” UNDER SWACHATAACTION PLAN**

**APPLICATION FORM**

**Date:**

FROM :

To,  
The Additional Commissioner of GST& Central Excise,  
Chennai-South Commissionerate,  
No.692, MHU Complex, Nandanam, Chennai-600 035.

Sir,

Subject: E-Tender for “**INSTALLATION OF VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX FAÇADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI SOUTH COMMISSIONERATE, CHENNAI - 600 035” UNDER SWACHATAACTION PLAN-Reg.**

Ref : (1) Your office e-tender Notice No ..... Dated .....

(2) EMD-DD No ..... Dated ..... for Rs .....

I/We have also examined the requisite specifications and my/our offer is to provide the required services in accordance with the specified scope of work.

I/We quote the rate inclusive of all taxes, duties, transportation, etc (in complete).

Yours faithfully,

(Signature and stamp of the Tenderer)  
Legal status ( Prop/Partnership/Registered Company etc).

**ANNEXURE-II**  
**NOTICE INVITING ONLINE E-TENDER FOR INSTALLATION OF**  
**VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX**  
**FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.],**  
**CHENNAI SOUTH COMMISSIONERATE, CHENNAI - 600 035”**  
**UNDER SWACHATAACTION PLAN**

**SCOPE OF WORK:**

<b>S.NO</b>	<b>Description :-</b>
1.	Supply and Installation of Bio Wall Panels for 170 sq.ft at the left side and 340 sq.ft at the right side-with panel covers including Drip Irrigation Weightless soil mixture, plants, labours, transports
2.	MS Post and Civil Work
3.	Plumbing work &Labour charges
4.	Old tree removing, pots lifting, planting, Transport and fixing Fencing
5.	Vertical Garden box each pot each plants planting. Flowering Plants and soil mixture, only Foliage plants planting.
6.	Scaffolding
7.	Miscellaneous:- Labour, area cleaning, any others types of civil work, water pipes, electrical, electrical motor, water proofing, river sand, ladder purpose etc.

**ANNEXURE-III**

**NOTICE INVITING ONLINE E-TENDER FOR FOR INSTALLATION OF  
VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX  
FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI  
SOUTH COMMISSIONERATE, CHENNAI - 600 035 UNDER SWACHATA  
ACTION PLAN**

**ELIGIBILITY CRITERIA:**

**CONDITIONS TO BE SATISFIED IN THE QUALIFYING/TECHNICAL  
BID DOCUMENT**

1. The Bidder should have minimum two years of experience in similar civil works to various organizations; and should have completed at least two such works with a single Contract Value of Rs.5 lakh or above in the similar activities, in the last two years.
2. The bidder must have obtained Permanent Account Number (PAN) under the Income Tax Act, 1961.
3. The evidence for filing of Income Tax Returns along with Profit and Loss Account and Balance Sheet for past two financial years 2017-18, 2018-19 should be enclosed along with the qualifying bid.
4. The bidder must have an Annual Average Turnover of not less than of Rs.20 Lakh during the last two financial years 2017-18, 2018-19 certified by a Chartered Accountant.
5. The tenderer should not have incurred loss in any two years during the last two years as on 31.03.2020.
6. The tenderer should not have been any kind of litigant whose application is pending before any court of Law, Court proceedings are in process and final Judgement by any Court of Law is pending relating to any cases pertaining to Government of India or any of other Government or any Public Sector Units or any Government related Organisations.
7. The tenderer should not have black listed by Govt. Department [ Declaration to this effect to be uploaded along with bid document].

**ANNEXURE-IV**

**NOTICE INVITING ONLINE E-TENDER FOR FOR INSTALLATION OF  
VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX  
FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI  
SOUTH COMMISSIONERATE, CHENNAI - 600 035 UNDER SWACHATA  
ACTION PLAN**

**QUALIFYING/TECHNICAL BID DOCUMENT:-**

1. Name of the party :
  2. Address (With Tel No., Fax No.) :
  3. Name & Address of the proprietor/  
Partners/Directors (With Mobile No.) :
  4. Contact person(s) (with mobile number) :
  5. No. of years of experience in providing similar civil works  
(enclose proof such as orders/  
Performance Reports from clients or TDS copies) :
  6. Average Annual Turnovers  
(Last 2 years ended 31.3.2020)  
Certified by a Chartered Accountant :
  7. Permanent Account Number (PAN)  
(The evidence for filing of IT returns along with 2017 – 2018 :  
Profit and Loss Account & Balance Sheet 2018 – 2019 :  
for the last two financial years to be :  
enclosed)
  8. Details of the Goods & Service Tax Registration along  
with evidence :
  9. Details of EMD :
- :

**DECLARATION**

I/we hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case any deviation is found in the above statement at any stage, I /we will be blacklisted and will not qualify to have any dealing with the Department in future.

(Signature of Authorized signatory with Name and date)

**ANNEXURE-V**

**NOTICE INVITING ONLINE E-TENDER FOR INSTALLATION OF  
VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX  
FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI  
SOUTH COMMISSIONERATE, CHENNAI - 600 035 UNDER SWACHATA  
ACTION PLAN**

**GENERAL TERMS AND CONDITIONS:**

1. The personnel deployed for execution of works should be well experienced and trained adequately and of sound health. They should be well behaved and well mannered. They should be provided with proper equipment and safety gear.
2. The personnel engaged by the Contractor will be in the employment of the Contractor only and not of the GST & CENTRAL EXCISE, CHENNAI SOUTH COMMISSIONERATE, MHU COMPLEX, NANDANAM, CHENNAI-600 035. The contractor is responsible for payment of any amounts to the personnel deployed for work at site and this office hold no responsibility for any additional liabilities.
3. The payment of contract amount will be made through Cheque/ECS only within a month from the date of completion of work and submission of bill provided that there is no dispute in respect of rates, quantity and quality of work. Tax shall be deducted at source as per the prevailing Income Tax Act, 1961 and GST Acts, 2017 from the bill and no advance payment will be made against this contract.
4. The Contractor shall indemnify and shall keep this office indemnified against any acts of commission and omission or negligence, dishonesty or misconduct of the men / women engaged for the work and this office shall not be liable to pay any damages or compensation to such person or to the third party. All damages caused by the maintenance personnel shall be charged to the Contractor and recovered from their dues/bills.
5. This office reserves the right to terminate the services of the Contractor at any time without giving any notice whatsoever.
6. All existing statutory regulations (both the State & the Central Governments) shall be adhered to and complied with by the Contractor and all records maintained thereof should be available for scrutiny by the Committee or its representative. The Contractor shall strictly comply with the terms and conditions of the agreement, which will be executed with the successful contractor. Failure on the part of the Contractor to comply with such statutory requirements and / or the terms of the agreement during the period of agreement or deficiency in services shall result in termination of the contract.
7. The price quoted by the contractor will be final and No escalation of price whatsoever would be allowed during the pendency / currency of the contract.
8. If at any point of time during currency of JOB, the SCOPE OF WORK for which this job has been awarded is reduced / abandoned, the payment /



value of this job order shall be reduced on pro-rata basis by this office and would be binding on the Contractor (Service provider)

9. All the materials supplied by the contractor shall be of the best quality.
10. **Any dispute arising out of this agreement or that which may arise in future, shall be resolved by taking recourse to mutual settlement, arbitration / conciliation of THE ARBITRATION AND CONCILIATION ACT, 1996 and is subjected to Chennai jurisdiction only.**
11. The dismantled debris excavated surplus earth and waste if any, arising during execution of work, shall be carted away immediately, irrespective of the load and lift involved, to a place without causing hindrance to the occupants. The Contractor shall be required to strictly comply with these requirements without giving any scope/room for urging or follow up from this office.
12. The Competent Authority reserves the rights to operate or not to operate or partly operate any item mentioned in the schedule.
13. The Contractor will have to execute an agreement with the Competent Authority, covering all aspects of the contract in the format prescribed immediately before commencement of work.
14. While carrying out the work, extreme care should be taken to ensure the safety of the people engaged by the contractor for the work, and the men/staff working with other offices/contractors. Contractor shall take necessary precautions and make all necessary arrangements in this regard.
15. The Contractor shall clear the site in all respects and remove all materials after completing the work.
16. The Contractor shall comply with all the provisions of The Employee's State Insurance Act, The Workman Compensation Act and arrange for employee's liability insurance etc and any other insurance/registrations required under law and regulations. In addition, the Contractor shall also cover his tools, tackles & equipment, sub contractors' staff and workmen under suitable insurance. Further to the above, the Contractor shall also cover third party risk by Insurance.
17. The Contractor will abide by all rules, regulations & statutes imposed by the Government or any other concerned authorities. He will be responsible for work man's compensations and other requirements for housing or any other amenities and site facilities, such as water and power required by the Contractor's crew and shall provide the same to them.

I/We agree to the above terms and conditions.

Signature with Date \_\_\_\_\_  
Name of the Firm \_\_\_\_\_  
Seal \_\_\_\_\_

**ANNEXURE-VI**

**NOTICE INVITING ONLINE E-TENDER FOR FOR INSTALLATION OF  
VERTICAL GARDEN AT THE ENTRANCE OF MHU COMPLEX  
FACADE [LEFT SIDE-170 SQ.FT. & RIGHT SIDE-340 SQ.FT.], CHENNAI  
SOUTH COMMISSIONERATE, CHENNAI - 600 035 UNDER SWACHATA  
ACTION PLAN**

**UNDERTAKING BY THE BIDDER**

I/We undertake that my/our firm M/S .....  
.....has not been blacklisted by any Govt.  
Department/Public Sector Undertaking/Autonomous Body.

2. I ..... Son / Daughter /  
Wife of Shri..... Proprietor /Partner  
/Director /authorized signatory of M/s  
..... is competent to sign this  
declaration and execute this tender document:

3. I have carefully read and understood all the terms and conditions of the  
tender and undertake to abide by them:

4. The information/documents furnished along with the above application are  
true and correct to the best of my knowledge and belief. I/We, am/are well aware  
of the fact that furnishing of any false information /fabricated document would  
lead to rejection of my tender at any stage besides liabilities towards prosecution  
under appropriate law;

5. I/We understand that in case any deviation is found in the above statement  
at any stage, our concern/firm/co. shall be blacklisted and shall not have any  
dealing with the Department in future.

Date :

Signature of the authorized Signatory of the firm/  
Company/Organization Office Stamp /Seal

Place :