



F.No.EIII/10(15)ARS CORP/2019

Dated : **19th July, 2022**

Tender Notice

Subject : **Extension of Invitation of Tender Document for Annual Maintenance Contract of DP Boxes and in-house telephone lines with cabling of DGCIS, Kolkata.**

This has reference to tender No.EIII/10(15)ARS CORP/2019, dated 28.06.2022, this Directorate extends the tender submission end date of quotation for "**Annual Maintenance Contract of DP Boxes and in-house telephone lines with cabling of DGCIS, Kolkata.**"

Organizations capable and interested, may please submit the quotation separately for **Technical Bid** and **Financial Bid** for this tender.

Tender Published Date	29.06.2022
Tender Document Download Start Date	29.06.2022
Tender Submission Start Date	29.06.2022
Tender Document Download End Date	02.08.2022
Tender Submission End Date	02.08.2022
Tender Opening Date	03.08.2022

Earnest Money (refundable) to the tune of Rs.5,000/- (Rupees Five thousand) only in the shape of Demand Draft/Banker's cheque from any nationalized/Scheduled bank in favor of "**Director General, DGCIS, Kolkata**" payable at Kolkata shall have to be submitted for the tender.

This office reserves all rights to accept or cancel any quotation without showing any reason.

This issues with the approval of Competent Authority.


(Gane Sundi)
Statistical Officer (Estt-III)

F.No.EIII/10(15)ARS CORP/2019

Dated : **28th June, 2022**

Tender Notice

Subject : **Invitation of Tender Document for Annual Maintenance Contract of DP Boxes and in-house telephone lines with cabling of DGCIS, Kolkata.**

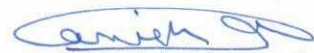
For and on behalf of the President of India, the Director General, Directorate General of Commercial Intelligence & Statistics, 565-Anandapur, Sector-I, Plot No.22, Kolkata – 700 107 invites quotation for **"Annual Maintenance Contract of DP Boxes and in-house telephone lines with cabling of DGCIS, Kolkata."**

Organizations capable and interested, may please submit the quotation separately for **Technical Bid** and **Financial Bid** for this tender.

Tender Published Date	29.06.2022
Tender Document Download Start Date	29.06.2022
Tender Submission Start Date	29.06.2022
Tender Document Download End Date	13.07.2022
Tender Submission End Date	13.07.2022
Tender Opening Date	14.07.2022

Earnest Money (refundable) to the tune of Rs.5,000/- (Rupees Five thousand) only in the shape of Demand Draft/Banker's cheque from any nationalized/Scheduled bank in favor of **"Director General, DGCIS, Kolkata"** payable at Kolkata shall have to be submitted for the tender.

This office reserves all rights to accept or cancel any quotation without showing any reason.


(Manish Kumar)
Dy. Director &
Head of Office

GOVERNMENT OF INDIA

MINISTRY OF COMMERCE & INDUSTRY

DORECTORATE GENERAL OF COMMERCIAL INTELLIGENCE & STATISTICS

565, ANANDAPUR, SECTOR-I, PLOT NO.22, WARD NO.108

KOLKATA-700 107

TENDER DOCUMENT

FOR

**ANNUAL MAINTENANCE CONTRACT OF DP BOXES AND IN-HOUSE
TELEPHONE LINES WITH CABLING OF DGCIS, KOLKATA**

SCOPE OF WORK:

Maintenance Service of DP Boxes and in-house telephone line with cabling.

GENERAL TERMS AND CONDITIONS:

1. It is highly desirable that the vendor may visit this Directorate before going for the bidding process in order to understand the scope of the work.
2. The contracting Company/Firm/Agency shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency without the prior written consent of this Director.
3. The bidder having a registered office in West Bengal may be preferred.
4. The bidder shall attach copy of PAN Card.
5. The bidder shall attach copy of GST Registration.
6. The bidder shall attach supporting documents of working experience in Government Offices for three & more years at the same work.
7. The rates mentioned in the financial bid shall be inclusive of all taxes and duties and any other taxes as applicable. Any variation in the above said taxes till the completion of service will also be in the bidder's account.
8. The one year period of servicing will commence from the date of acceptance of contract.
9. The period of contract will be valid for one year which may be extended for further one year with the consent of both the parties.
10. No tools shall be supplied by this Directorate.
11. The following services are not included in this contract and could be done on payment basis (a) Replacement of accessories if required for the use of the system and (b) Telephone wiring, accessories and its associated problems.
12. Apart from the periodic maintenance visits, all call on the system must be attended by the firm within 24 hours. Contact details may be provided after awarding of the contract.
13. In case of any dispute in the service contract, the decision of the Head of Department, Directorate General of Commercial Intelligence and Statistics, shall be final and binding on you.
14. Payment terms as follows: (a) No advance payment will be done and (b) The payment shall be made after successful completion and handing over of work in all respect in quarterly basis.

ADDITIONAL CONDITIONS/REQUIREMENTS

1. The Tender will be accepted by the Competent Authority in DGCI&S as per the rules/instructions issued by the Government of India from time to time in the matter.
2. The Directorate reserves the right to reject any or all Tenders/extend the date of opening of tender etc. without assigning any reasons thereof.
3. In addition to its right to determine the contract upon fault of the Successful Bidder, the Directorate reserves the right to cancel the contract without assigning any reasons and also reserves the right either to pay or not to pay the Successful Bidder for either part of the contract work or whole of the contract work executed, if they are not according to the Directorate's specification and complete satisfaction.
4. Furnishing fake information on all or any requisite documents may lead to rejection of the quotation/application.

LEGAL

1. The successful Company/Firm/Agency shall maintain al statutory register under the Law. The agency shall produce the same on demand to the concerned authority of this Directorate or any other authority under the law.
2. The Tax Deduction at Source (TDS) shall be deducted as per the provision of Income Tax Department, as amended from time to time and a certificate to this effect shall be provided to the agency by this Directorate.
3. In case of breach of any terms and conditions attached to this contract, this Directorate reserves right to terminate the contract without assigning any reasons.

(ANNEXURE-I)

SUBMISSION OF TECHNICAL BID

1. Name of Bidding Agency:
2. Contact Address:
3. Contact No./Details:
 - a. Mobile No.:
 - b. E-mail ID.:
4. PAN (Attached attested copy):
5. G.S.T. Registration No. (Attach attested copy):
6. Registered in West Bengal (Attach attested copy):
7. Additional Information, if any
8. Documents supporting three & more years of working Experience in Govt. Offices (Attach Self attested copy)
9. Non-Blacklisted Certificate (Attach Self attested copy)

Date:

Place:

(Signature & Seal of Bidding Agency)

(ANNEXURE-II)

FINANCIAL BID SPECIFICATIONS

Sl. No.	Particulars	Price (in rupees)	GST as applicable (in rupees)	Total Price with GST
1	Maintenance of DP Boxes and in-house telephone lines with cabling			

Tender Document, Submission of Technical Bid, Financial Bid Specification (Annexure-I, II) (Given format to be adopted/used by the bidder) must be duly signed and stamped on every page.

Date:

Place:

(Signature & Seal of Bidding Agency)

DECLARATION

I, Son/Daughter/Wife of
..... , Proprietor/Director/Authorized signatory of the
Company/Firm/Agency, mentioned above, is competent to sign this
declaration and execute this tender document.

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

The information/documents furnished along with the above
application are true and authentic 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.

Signature of authorized Person

Name:

Seal:

Date:

Place: