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OFFICE OF THE ASSISTANT COMMISSIONER OF CENTRAL EXCISE  
CHENNAI IV DIVISION, CHENNAI II COMMISSIONERATE  
R-40, II FLOOR, A-1, 100 FEET ROAD, MOGAPPAIR EAST, CHENNAI – 600037

C.NO. III/2/1/2014-PF

Dated: 18 .05.2016

**NOTICE INVITING QUOTATION FOR REPAIR/ RENOVATION WORK IN THE GENTS AND LADIES TOILETS AT THE 1<sup>ST</sup> FLOOR OF R-40, A-1, 100 FEET ROAD, MOGAPPAIR EAST, CHENNAI – 37**

The Office of the Assistant Commissioner of Central Excise, Chennai IV Division, Chennai II Commissionerate invites sealed offers from reputed PARTIES engaged in the business of renovation of toilets for undertaking repair/renovation of Gents and ladies toilet at a Divisional Office of the Asst. Commissioner of Central Excise, Chennai II Division. Detailed description of work to be undertaken can be viewed at [www.centralexcisechennai.gov.in](http://www.centralexcisechennai.gov.in) or can be obtained from the Superintendent of Central Excise (PRO), Office of the Assistant Commissioner of Central Excise, Division II, Chennai II Commissionerate on all working days till **30.05.2016** between **11.00 Hrs to 17.00 Hrs**

1. **Site Inspection Timing – 11.00 Hrs to 17.00 Hrs till 30.05.2016**
2. **Last date for submitting the Tender documents – 31.05.2016 -17.00 Hrs**
3. **Date of opening the tender – 01.06.2016 - 11.00 Hrs**

-Sd-

(RAJNI S MENON)  
ASSISTANT COMMISSIONER  
CHENNAI IV DIVISION

**To**

Notice Board, Chennai I/II/III/IV Commissionerate, D/ E Divisions of Chennai I Commissionerate, Chennai IV Division, Chennai II Commissionerate

**Copy to**

The Commissioner of Central Excise, Chennai II Commissionerate

The Assistant Commissioner of Central Excise, Chennai II Division, Chennai II Commissionerate

The PRO, Chennai IV Division

The Superintendent of Central Excise, Computer section, Chennai I Commissionerate (for displaying in the official website)

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C.NO. III/2/1/2014-PF

Dated: 18.05.2016

**LIMITED TENDER NOTICE**

Limited tenders are hereby invited from reputed parties engaged in the business of toilet renovation work, to undertake the below mentioned work in the 1<sup>st</sup> Floor of the Divisional Office of the Office of the Assistant Commissioner of Central Excise, Chennai II Division, Chennai – 37.

**DESCRIPTION OF WORK**

Sl. No.	DETAILS OF WORK	TOTAL AREA/ QUANTITY/ JOB
1	Dismantling of fitting, Old floor tiles & clearing and disposal of debris in the manner as deemed fit in both ladies and gents washroom	310 Sq. ft
2	Providing and Laying vitrified floor tiles confirming to ISI standard in 2 washrooms	310 Sq. ft
3	Erecting new wall for providing western type washroom at ladies toilet	1 Job
4	Providing and fixing western closet - white vitreous china pedestal type water closet (European type)	2 Jobs
5	Replacing Old wall tiles with new tiles confirming to ISI standard in the existing Indian toilet in the ladies washroom	1 Job
6	Providing and fixing two stainless steel wash basin confirming to ISI standard – one each in ladies & gents washroom	2 Jobs
7	Providing and fixing two new PVC Doors – one each in ladies & gents washroom	2 Jobs
8	Providing and fixing of mirror of superior glass of approved quality and of required shape and size – one each in ladies & gents washroom	2 Jobs
9	Complete whitewash of both ladies & gents washroom	1 Job

For further details in this regard, you may contact the Superintendent of Central Excise (PRO), Chennai IV Division on all working days between 11.00 Hrs to 17.00 Hrs till 30.05.2016.

## **INSTRUCTION TO TENDERERS**

1. Tenderers are advised to acquaint themselves fully with the description of work, scope of service, time schedule and conditions including all the provisions of the Tender documents before framing submitted their tender.
2. Sealed tenders should be submitted along with the Proforma enclosed in the tender notice.
3. Tender submitted by the Tenderers shall remain valid for acceptance for a minimum period of 120 days from the date of opening the tenders.
4. This Office reserves the right to split the job into two or more parts and to award the work to separate agencies/ contractors. Work shall be awarded to the lowest bidder subject to work experience and fulfillment of other terms and conditions and specifications.
5. Time is the essence of the contract. Only those contractors who are capable of executing the contract in the specified period should tender the bid.

## **TERMS AND CONDITIONS**

1. Preference shall be given to bidders having experience in similar work.
2. Under no circumstances, sealed covers submitted after stipulated date and time shall be accepted.
3. This Office reserves the right to cancel any tender without any notice and without assigning any reason whatsoever.
4. The work shall be commenced immediately after communication of the work order and period of completion of the work shall be SEVEN days from the date of issuance of work order
5. The quotations shall be inclusive of the cost of the material and contractor shall use only standard material with ISI mark subject to approval of the material proposed to be used prior to the commencement of the work
6. After the completion of the work, it shall be the responsibility of the contractor to get the debris cleared/ disposed off in the manner as deemed fit
7. No advance payment shall be given for the said work. The payment shall be withheld if the work is not completed within the stipulated time/ work is not completed satisfactorily/ sub standard materials are used.
8. Any tender received without adhering to the terms and conditions and/or incorporating contrary to any conditions shall be liable to be rejected summarily.
9. This Office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders in which any of the criteria is not fulfilled, without assigning any reason whatsoever.
10. Tenders in which any of the particulars and prescribed information are inadequate or incomplete in any respect or the prescribed conditions are not fulfilled, are liable to be rejected.

## **PROFORMA**

1. NAME OF THE BIDDER :
2. ADDRESS FOR COMMUNICATION :
3. CONTACT NUMBER (OFFICE) :
4. CONTACT NUMBER (MOBILE) :
5. PAN NUMBER :
6. PREVIOUS EXPERINENCE (SPECIFY THREE INSTANCES)

Sl. No.	Name of the Party	Nature of work	Amount Involved (Rs.)

7. BANK DETAILS

Name of the Bank	
Name of the Account Holder	
Account Number	
MICR Code	
IFSC Code	

### **DECLARATION**

Certified that the information furnished herein are true and correct to the best of my knowledge.

SIGNATURE OF THE BIDDER