



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 : 03.04.2019

E-TENDER NOTICE INVITING BIDS FOR
AMC OF UPS EQUIPMENT

1. The National Academy of Customs, Indirect Taxes & Narcotics (NACIN), Chennai invites e-bids from reputed firms under a two-bid system (Technical bid and Financial bid) 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 to survey the available hardware and infrastructure. The specifications of work to be done for the above maintenance, qualification criteria to be met by the contractor and the statutory obligations to be complied with by the contractor are detailed in the Annexure to this Notice. All bidders for this e-tender are deemed to have understood and accepted the contents of this Notice.
2. **Only those bidders, who have their offices and workforce in Chennai, may post their bids for this e-tender.**
3. This tender document can be downloaded from the websites www.cbic.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 e-bids online in the enclosed forms for Technical & Financial bids. Their e-bids have 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 of bids** : **Before 11-00 AM on 25/04/2019**
 - ii. **Tenders shall be opened on** : **26/04/2018 at 11-15 AM**
5. The tenderers shall sign and stamp the Technical Bid Form & Financial Bid forms (enclosed with this Notice) and upload/submit them through the Central Public Procurement Portal along with the necessary documents of proof as required. Bid amounts wherever quoted should be written both in figures and words.
6. For any further enquiries, Shri V.P.Hari, Superintendent (Ph:9381025110) may be contacted.

(C. RAMA PRASADA REDDY)
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 have 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 part 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.

ELIGIBILITY CRITERIA TO BE MET BY THE CONTRACTOR

1. The tender will be decided based on, among other things, the least amount quoted.
2. **The bidder should have their office and workforce in Chennai.**
3. Unless legally exempted, the contractor should be registered with GST, ESI and PF Departments and should pay their Government dues promptly. **RELEVANT DOCUMENTS TO BE UPLOADED AS EVIDENCE.**
4. Along with the bids, the contractor shall upload a copy of his PAN card/letter.
5. A list of the contractor's clients with contact persons and phone numbers should also be uploaded. The eligibility of the contractor will depend on his reputation and credibility also.

TECHNICAL BID

Sl.No.	Category	Details
1	Name of firm	
2	Address in Chennai	
3	Contact person	
4	Contact phone number Landline: Mobile:	
5	PAN Number	
6	GST Registration No.	
7	Is the list of clients and references uploaded, with contact person and phone numbers	

Signature of authorised signatory :

Name of authorised signatory :

Office seal :

FINANCIAL BID

Sl.No.	AMC charges for	Bid Amount in Rs. (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	

Please ensure the above bid amounts do not include GST.

The total bid amount in words:

Signature of authorised signatory :

Name of authorised signatory :

Office seal :