



आयुक्त का कार्यालय

OFFICE OF THE COMMISSIONER

केंद्रीय वस्तु एवं सेवा कर तथा केंद्रीय उत्पाद शुल्क, अहमदाबाद उत्तर

CENTRAL GOODS & SERVICES TAX & CENTRAL EXCISE, AHMEDABAD NORTH

पहली मंजिल, कस्टम हाउस, नवरंगपुरा, अहमदाबाद – 380009

FIRST FLOOR, CUSTOM HOUSE, NAVRANGPURA, AHMEDABAD – 380009

फ़ोन/Phone : 079 - 27544599 ई-मेल/E-Mail : commr-cexamd2@nic.in फ़ैक्स/Fax : 079-27544463

F. No. I/(22)/OTH/1226/2022-ADMN

Date :- 25-08-2023

QUOTATION NOTICE

INVITING QUOTATIONS FOR WEBSITE DEVELOPMENT/ UPDATION & ANNUAL MAINTENANCE FOR OFFICE WEBSITE

Sealed quotations are invited from experienced and reputed parties for Annual Maintenance for Website of CGST & CX., Ahmedabad North. The eligibility criteria conditions governing the Website maintenance contract and the list of works to be carried out during contract is given in Annexure-I, II and III respectively.

2. Interested parties are requested to submit the rates of website one year maintenance contract. The quotations/ applications of only those who satisfy the eligibility criteria and conditions (as laid down in Annexure-I & II) will be considered. An envelope super scribed shall be as “**Quotations for Annual Maintenance Contract of website**” and would be addressed to the “Joint Commissioner (P&V) of CGST & CX., Ahmedabad North, 1st Floor, Customs House, Near All India Radio, Navrangpura, Ahmedabad-380009.

3. The quotation documents can be obtained from the Administrative Officer (Adm.), Office of the Commissioner of CGST & CX., Ahmedabad North, 1st Floor, Customs House, Near All India Radio, Navrangpura, Ahmedabad-380009. **Last date for submission of quotations is 05.09.2023 up to 18 : 00 Hrs.** Quotations received after the last date will not be entertained.

4. This office reserves the right to reject any/all the quotations without assigning any reason thereof.

Assistant Commissioner(P&V)

Annexure-I

GENERAL INSTRUCTIONS

1. The bidder must read carefully all the terms, conditions and specifications before filling up the tender schedule and his quotation.
2. The bidder shall be bound by all terms, conditions and specifications as detailed in this tender document.
3. Any bidder participating in this tender shall make sure that he will be able to carry out the work in the contract.
4. It is implied that the bidder has obtained all necessary information before making the offer. Unexpected difficulties or expenses shall NOT be considered as excuses for difficulties in performing the contract. The rate quoted should take all factors into consideration.
5. The tender schedule shall be read in conjunction with Specifications, General Instructions, Special Conditions, Conditions of Contract and Additional Conditions. The bidder shall be deemed to have carefully examined all these documents. It is further understood and agreed that the bidder by careful examination satisfied himself with the terms and conditions of the tender document.
6. Office of the Commissioner CGST & CX., Ahmedabad North reserves the right to cancel/withdraw/ modify fully or partially the 'Invitation to quotation' or to reject one or more of the bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.
7. **The prices quoted shall be inclusive of all taxes.**
8. Any upward revision in the rates quoted by the bidder w.r.t taxes, duties, charges at a later date and during the tenure of the bid will not be allowed.
9. The vendor shall be responsible for the costs towards travel/stay, daily allowance or any other allowances including telephone charges with respect to their staff deployed for the execution of this project before or after the award of the contract.
10. This office reserves the right to modify and amend any of the stipulated condition/criterion depending upon project priorities.
11. Each bidder shall submit only one Proposal. The bidder who submits or participates in more than one Proposal will be disqualified.
12. Bidders shall be entirely responsible for payment of all taxes.
13. **Payment will be made as per the availability of the funds.**

Annexure-II

The following documents must be submitted by the bidder with bid.

1. The contracting firm /agency/company should be registered with appropriate authorities and Self Attested copy of registration may be attached.
2. Self Attested Copy of PAN Card.

Self Attested Copy of experience certificate of having minimum two years of Experience from the date of quotation notice in central Govt./State Govt'/CPSU/Nationalized Bank/Private sector in Website Development and Updation. It should be clearly mentioned in the experience certificate that bidder has impeccable record in dealing with the highly confidential and sensitive data.

4. Income tax returns of the last three financial years.
5. Certificate regarding Blacklisting and Non-Blacklisting of firm/company/agency.
6. Tender document(s), in original duly filled in and signed by bidder or his/her authorized representative along with seal on each page. No corrections and overwriting will be entertained.
7. Documentary Proof regarding location of Registered Office/Branch of the Firm at Ahmedabad, such as Registration of business with address at Ahmedabad, Building Rent Agreement, etc.

Termination of Contract

This office, without prejudice to any other remedy for breach of Contract or non-compliance with service levels, by written notice of default sent to the Bidder, may terminate the Contract fully or in part:

1. If the selected Bidder fails to deliver any or all Contracted services as per service standards specified in the Contract or
2. If the selected Bidder fails to perform any other obligation(s) under the Contract as per the contract timeline and for the period of contract, or
3. If the Bidder/ selected Bidder has engaged in corrupt or fraudulent practices in competing for or in executing the Contract

PENALTY

In case of unsatisfactory performance or any deviation from maintaining the PRIORITY **LEVEL** of work, Office of the Commissioner, GST & CX., Ahmedabad North may levy a penalty at the following rate from any bill:-

Description	Rate of Penalty
1 st lapse/default	5% of Quarterly bill amount
2 nd lapse/default	10% of Quarterly bill amount
3 rd lapse/default	15% of Quarterly bill amount
More than 3 rd lapse/default	20% of Quarterly bill amount

Annexure-III**Price bid format**

(The bid must contain following information) Bid format for Website Development and Annual Maintenance (including all taxes):-

Sr. No.	Particulars	Amount (Rs.) including applicable taxes
		(Annual Rate)
2.	Annual Maintenance	

Note: - We have gone through all the terms and conditions stipulated in the quotation, Document and confirm to abide by the same.

Place:-

Date:
with Seal

Signature of Authorized Person of Firm