

**OFFICE OF THE COMMISSIONER OF CUSTOMS (NS-III)
JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA
TAL-URAN, DISTT. – RAIGAD, MAHARASHTRA-400707, TEL: 022-27241816**

F. No. S/V-30/Misc-06/2004 CSD Pt-I

Date.01 /01/2018

E-TENDER NOTICE

NOTICE FOR INVITING E- TENDER FOR HIRING OF (05) DRIVERS FOR ONE YEAR IN THE OFFICE OF THE COMMISSIONER OF CUSTOMS (NS-III), JNCH, NHAVA SHEVA

The Commissioner of Customs (NS-III), Jawaharlal Nehru Custom House, Nhava Sheva, Tal.-Uran, Distt.-Raigad, Maharashtra-400 707, for and on behalf of President of India invites e-tender under two bid system for hiring of Five (05) Motor Vehicles Drivers on a monthly hire basis for one year from date of award of contract.

The detailed terms and conditions is enclosed as **Annexure – “A”** to this tender notice. In case of any query, you may contact the Deputy Commissioner of Customs, Container Scanning Division having office at, Jawaharlal Nehru Custom House, Nhava-Sheva, Tel: 022-27241816 on any working day during office hours on or before 22/01/2018. The tender details can be downloaded from the official website of the department <http://jawaharcustoms.gov.in> and <http://cbec.gov.in>. The same is also available on Central Public Procurement Portal <http://eprocure.gov.in>.

E-tendering Process:

The tender is invited in two covers i.e. 1) Technical bid/Qualifying bid and 2) Financial bid. The e-tender form for technical bid and financial bid as prescribed in Annexure-B and item rate BOQ xls sheet respectively, duly completed in all respect shall be submitted online on www.eprocure.gov.in on or before 22/01/2018(1800 hrs) in separate files addressed to the Assistant Commissioner of Customs, CSD/JNCH, Nhava Sheva. The Technical/Qualifying bid shall be opened by the e-tender Committee on the scheduled date.

Submission of bids:

Bids have to be submitted online through e-tender website portal i.e. www.eprocure.gov.in before the schedule date & time. Bidders should submit the Technical as well as Financial Bids through e-tendering portal only. Scanned copies of all relevant documents should be attached with the bid. Bids submitted by Courier/Post/in-person shall not be accepted in this tender.

Earnest Money Deposit:

Earnest Money Deposit (EMD) in the form of demand draft/Pay Order of requisite amount of Nationalized Bank in favour of “RBI A/c Commissioner of Customs (NS-III), JNCH, Nhava Sheva” in original should reach this office along with bid documents in sealed envelope prior to the end date of the submission of the tender.

The interested bidders may submit all relevant documents duly signed and stamped, in a sealed cover super scribed on the envelopes “**Tender For hiring of Motor Vehicles Drivers**” addressed to the Assistant Commissioner of Customs, Container Scanning Division, Jawaharlal Nehru Custom House, NhavaSheva Tal. – Uran, Distt. – Raigad, Maharashtra- 400707 prior to the end date of the submission of the e-tender. The parties, who wish to be present at the time of opening of e-Tender/e-Quotation, may represent themselves or authorize their representatives with an authority letter. Vehicles offered for services may also be required to be shown to find out condition thereof after opening of Technical bid. The financial bids of only those bidders shall be opened whose technical bids are qualified. The format of the “Technical Bid” is enclosed as **Annexure “B”**. The said format is available on the official website of the department <http://jawaharcustoms.gov.in> & <http://cbec.gov.in>. The same is also available on Central Public Procurement Portal <http://eprocure.gov.in>.

The interested bidders/Service providers who comply with the terms & conditions of this tender notice may submit their bids under two bid systems for the subject service on CPP portal ([www. Eprocure.gov.in](http://www.Eprocure.gov.in)), which will be e-processed by the department. The schedule of the subject e-tender is mentioned above.

The Commissioner of Customs (NS-III), Jawaharlal Nehru Custom House, Nhava Sheva reserves the right to accept or reject any or all tenders without assigning any reasons thereof. In case of any dispute of any kind and in any respect whatsoever, the decision of the Commissioner of Customs (NS-III), Nhava Sheva shall be final and binding.

(SHAILESHKUMAR D. JAMBOTKAR)
Deputy Commissioner of Customs
Container Scanning Division
JNCH

Encl.: Annex.-A & B

Copy To:

1. Notice Board JNCH for wide publicity.
2. Superintendent, EDI, JNCH with a request to upload the tender details on the website www.jawaharcustoms.gov.in

ANNEXURE – “A”

ELIGIBILITY CRITERIA:

1. The bidders should be having adequate experience at least one (01) year in this field. He should provide experience certificate or contract letters of the Corporate and/or Government/Semi Govt. Organizations of at least 01 year.
2. He should be registered under a Service Tax/GST& having a valid PAN (Firm/Party Name).
3. The tender shall be enclosed by EMD of Rs.10,000/- only of a nationalized bank in the form of demand draft/pay order drawn in favour of 'RBI A/c Commissioner of Customs (NS-III), Nhava Sheva'. Tender without EMD will not be processed further. The EMD of successful bidder will be converted into Security Deposit. EMD of unsuccessful bidders will be returned as early as possible.

TERMS AND CONDITIONS:-

1. The Quotation duly filled In our enclosed Performa (Annexure-I) supported by the agency letter head signed and sealed should reach this office on or before 24/01/2018 up to 13.00 hrs and will be opened same day at 15.00 hrs in the presence of the contractor or their authorized representatives whom so ever will remain resent at their own cost at the time of opening. Only one representative of each firm will be allowed.
2. The contract for Driver will be for 01 year or till appointment of a regular MV Driver whichever is earlier.
3. The Driver should be ready to perform duty any where under the jurisdiction of Commissioner (NS-III), JNCH.
4. Rates should have a valid time for 01 year from the date of engagement of driver.
5. Quotations received quoting rates less than the labour rate, % of PF, ESI & Service Tax etc. as fixed by the Department of Labour will be rejected (Latest daily wages rates issued by the Department of labour should be enclosed).
6. The rates including benefits to the employee should be quoted in terms of the complete period of the month.
7. Basic calculation sheet for arriving at the rates of daily wages should be enclosed.
8. The agency should ensure & furnish a certificate supported documentary proof while claiming the bill every month they are paying at least minimum wages to the engaged person and also deposit the PF, ESI, Service Tax etc. to the concerned agencies as fixed by the Department of labour.
9. The agency should submit a list of customers for whom they are proving such type of services in support of their experience.
10. All cutting / omissions/overwriting on the rates should be sealed be sealed and signed by the representatives agencies who is authorized to sign quotation.
11. The terms & Conditions, if any should be clearly mentioned by the agency.
12. Payment will released by ECS only, after the completion of every month beginning from the date of acceptance after satisfaction of work on producing the bill in duplicate No advance payment will be made under any circumstances.
13. Intimation of unsuccessful tender/quotation will not be given to concerned firms and the tender / quotations shall have no claim of any nature on this office.
14. The department will not be responsible for any injury sustained to the workers during the performance of their duties and also any damage or compensation due to any dispute between the agency & workers. In case any expenditure incurred by the department to face

the situation arising out of act of his workers the agency should bind for payment of the same expenditure.

15. The Driver should attain the age of 21 years the time contract and should have professional LMV/HMV License issued by the competent authority and three years experience of driving the specified vehicle.
16. The agency shall be responsible for the conduct, behavior of the person who is engaged for this work by the agency contact. The Driver who will be engaged by the agency for providing the services with vehicle to us should produce police verification certificate about their conduct within 15 days from the date of order.
17. The Driver should have basic knowledge to find out the minor problems of the vehicle and should be able to attend them at his own.
18. The Department reserves all rights for test and interview for the Driver & then only the order will be given.
19. This office reserves rights to reduce/extend the contract period without assigning any reasons.
20. The agency shall be responsible for any loss/damage/theft of any type of vehicle due to irresponsible/negligent driving by the driver provided by agency during their duty period and the undersigned have right to recover full loss of such amount from the agency.
21. The agency should provide an alternate arrangement if the person engaged in driving the vehicle proceeds on leave of an emergent nature of otherwise the department will deduct twice the amount of the bill for the period of willful absence. Rates should have a valid time for one year from the date of engagement of driver.

ANNEXURE “B”

TECHNICAL BID

1. Name, address & telephone number of the service provider :
2. Name and address of the Proprietor / Partner / Director:

QUALIFYING CRITERIA FOR TECHNICAL BID:

1. We own Motor vehicles Service provider. :YES/NO
2. The Motor vehicles Service provider are registered as commercial Vehicle Service provider. :YES/NO
3. We have valid Service Tax/GST registration :YES/NO
4. We have attached copy of Service Tax registration certificate :YES/NO
5. We have valid PAN(Firm/Party Name) :YES/NO
6. We have attached copy of PAN :YES/NO
7. Shop & establishment Number :YES/NO
8. We have attached copy of shop & establishment no. :YES/NO
9. Annual turnover of previous three financial year details :
(Along with copy of profit & loss a/c, balance- sheet,
Audit- report and Income tax return for last three years should be attached)

ADDITIONAL EVALUATION CRITERIA:

10. In 2016-17 whether provided Motor vehicles Drivers on hire for over one year to the Central Government /State Government/Public Sector Office : YES/NO
11. If reply to (11) above is yes, then provide names of the offices :
12. Any employee of the O/o the Pr. Commissioner of Customs(NS-III) on your Board or shareholder in contractor’s entity
(If yes, please provide details) : YES/NO
13. Have your firm/company black listed at any time in past by any Organization? : YES/NO
14. Have your any director/partner/entrepreneur
Convicted under any law? : YES/NO

DECLARATION:

I/We hereby certify that information furnished above is true and to the best of my/our knowledge. I/we understand that if any deviation is of and in above statement at any state, I/We shall be blacklisted and will not have any dealing with department in future. I/We have read the terms and conditions of the Tender Notice along with its Annexure.

I hereby confirm that I am authorized to sign the Tender Document.

Signature & Name of the authorized Signatory
Seal / Stamp

Date:

Place: