



भारत सरकार

GOVERNMENT OF INDIA

वित्त मंत्रालय, राजस्व विभाग

MINISTRY OF FINANCE, DEPARTMENT OF REVENUE

आयुक्त का कार्यालय

OFFICE OF THE COMMISSIONER

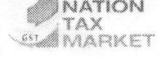
केंद्रीय वस्तु एवं सेवा कर, आइजोल

CENTRAL GOODS AND SERVICES TAX, AIZAWL

D31A, Central Tax Building, M.G. Road, Upper Khatla, Aizawl, Mizoram-796001

Ph/Fax: 0389-2318393,

Email:azlgstcomnr@gmail.com



Advertisement No. 04/2018

Dated the 4th September, 2018, Aizawl

Subject: Quotations/ Tenders called for supply of Office-Stationery

Quotations/ Tenders are called from the authorized individual/ firms for supply of Office-Stationery for purpose of official use at the Office of the Commissioner, Central Goods and Services Tax, Aizawl Commissionerate.

Interested individual/ firms may please submit their quotations/ tenders in sealed envelope (both technical bid and financial bid) at Office of the Commissioner, Central Goods and Services Tax, D31A, Central Tax Building, M.G. Road, Upper Khatla, Aizawl-796001

The last date of submission of the sealed tenders/bids is **28.09.2018 till 13:00 hrs.**

The date and venue of opening of sealed tenders will be on **28.09.2018, O/o The Commissioner, Aizawl CGST Commissionerate, D31A, Central Tax Building, MG Road, Upper Khatla, Aizawl at 15.00 hrs.**

For further clarification and other details please contact Superintendent (PRO) of this Office at the following Contact Nos.: 0389-2318393, 09435733389/07085933523.

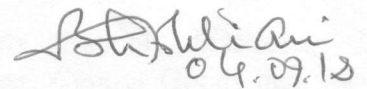
(D.BHOKTIARI)

Assistant Commissioner (Admin)

Aizawl CGST Commissionerate

Copy to the:

1. Advertisement Manager, ABP Group, Kolkata, The Telegraph, NE Edition, to please publish in their daily newspaper for wide publicity. The payment will be made through PFMS after the publication.
2. Chief Editor, Aizawl Post – to please publish in their daily newspaper for wide publicity.
3. The Manager website, Directorate of System, CBEC, New Delhi – for uploading at the department website.
4. Shri M Nautiyal (SSA), Web Co-ordinator (NIC), Finance Ministry – to please upload the Advertisement in the NIC official website.
5. Additional Commissioner, CCO, Shillong Zone-to please get this uploaded at the Zonal (Shillong) website for wide publicity.
6. PRO, Commissionerate's Headquarter's Office.
7. Guard file.



(D.BHOKTIARI)

Assistant Commissioner (Admin)
Aizawl GST Commissionerate



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D31A, Central Tax Building, M.G. Road, Upper Khatla, Aizawl, Mizoram-796001

Ph/Fax: 0389-2318393,

Email: azlCGSTcomnr@gmail.com

C.No I(17)01/STATIONERY/GST/COMNR/AZL/2017

Date:

TENDER NOTICE NO. 04/2018

NOTICE INVITING TENDER FOR SUPPLY OF STATIONERY / CONSUMABLES

The Office of the Commissioner of Central Goods and Services Tax, D31A, Central Tax Building, M.G. Road, Upper Khatla, Aizawl, Mizoram-796001 invites competitive quotations from reputed firms, engaged in the business of stationery / consumable items, to provide items mentioned as per Annexure to this notice. The items will have to be delivered to the Office of the Commissioner of Central Goods and Services Tax, D31A, Central Tax Building, M.G. Road, Upper Khatla, Aizawl, Mizoram-796001.

The last date of submission of the sealed tenders/bids is **28.09.2018 till 13:00 hrs.**

The date and venue of opening of sealed tenders will be on **28.09.2018, O/o The Commissioner, Aizawl CGST Commissionerate, D31A, Central Tax Building, MG Road, Upper Khatla, Aizawl at 15.00 hrs.**

The quotation may be submitted as per the Tender process detailed herein. The tender Enquiry documents can be downloaded either of the websites www.cexcusner.gov.in or www.cbic.gov.in.

For further clarification and other details please contact Superintendent (PRO) of this Office at the following Contact Nos.: 0389-2318393, 09435733389/07085933523.

GENERAL TERMS AND CONDITIONS:

1. The firm should have GST Registration.
2. In case the bidders/ successful bidder is found in breach of any condition(s) of tender at any stage, legal action as per rules/laws shall be initiated against them.
3. Damaged and/or Expiry Date finished items will not be accepted. Supply may be done in full and no part supply will be accepted at any cost. Amount will be paid only after detailed inspection of the goods supplied to the Department by the concerned officials.
4. The tendering firm must quote the rates as per the Annexure -II.
5. No advance payment will be made. Payment will be made as electronic transfer and for the same a GST invoice should be raised in the name of the Commissioner, Central Goods and Services Tax, Aizawl showing firms the Bank A/c details.
6. In case any firm is already providing these items to any other Ministry/Department of Central Government, details thereof may also be furnished along with the quotations.
7. Bids will be finalized on grand total of rates quoted for items as per Annexure-II. However the tenderer must quote the rates of each item separately, failing which the bids shall be

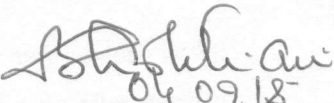
8. Departmental officers, in order to satisfy itself, may conduct a spot enquiry to verify soundness, capability and viability with regard to capacity to execute the orders placed on the firm(s) and may also check the stores of the firm(s).
9. Incomplete or conditional tenders will not be entertained.
10. A copy of this Tender Notice, duly signed in all pages by the tenderer, in token of having understood and agreed to the conditions, should be attached along with the Technical bid.
11. No correspondence will be made to the unsuccessful tenderer.
12. The Office of the Commissioner of Central Goods and Services Tax, Aizawl reserves the right to reject any or all the tenders without assigning any reason thereof.
13. The Commissioner, Central Goods and Services Tax, Aizawl has the right to cancel the contract at any time if the goods supplied are not as per the specification mentioned in the contract.

TENDER PROCESS

1. Tenders are invited in two parts i.e. (i) Technical bid (ii) Financial bid.

The Technical Bid shall contain the following documents:

- a. GST Registration Certificate.
- b. A list of Proprietor(s)/Partners of the firm and their contact telephone numbers along with a certificate to the effect that the firm is neither blacklisted by any Government Department nor any criminal case is registered/ pending against the firm or its owner(s)/partners anywhere in India.
- c. Copy of this tender notice duly signed with the seal of the firm, in token of acceptance of all the terms and conditions.
- d. List of the Ministries/Government Departments to whom the stationery items were being supplied by the firms, if any.
2. There shall be no mention of any financial matters in the Technical bid. Upon observance of any such mention in the Technical bid, the tender will be summarily rejected.
3. FINANCIAL BID DOCUMENT shall contain Price bid as per Annexure separately. The Financial bid will be opened only if the Technical bid is found to be satisfactory.
4. Bidder who has downloaded the tender from the Zonal website www.cexcusner.gov.in or the Departmental website www.cbic.gov.in, shall not tamper/modify the tender form including downloaded Financial Bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be rejected and tenderer is liable to be banned.
5. Service providers are advised to visit the Zonal website www.cexcusner.gov.in or the Departmental website www.cbic.gov.in regularly till closing date of submission of tender for any corrigendum / addendum / amendment.


06.09.18

(D. BHOKTIARI)
Assistant Commissioner