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**GOVERNMENT OF INDIA
MINISTRY OF FINANCE**

**OFFICE OF THE COMMISSIONER OF CUSTOMS
CUSTOM HOUSE : COCHIN- 682009**

File No. – EDP/12/2004 Cus

Date: 19.04.2011

TENDER NOTICE

Tenders are hereby invited from all eligible/ efficient and reputed contractors for providing the service of an electrician at the Computer Center in Custom House and other various sections.

TREMS AND CONDITIONS

1. The validity of the contract shall be for one year from the date of issue.
2. The rates quoted should be inclusive of all taxes and other charges. However, the Department will have the right to deduct any taxes/ charges wherever applicable as per the statues in force in the Country.
3. The sealed tender should be submitted to the Systems Analyst I before 12:00 Noon on 05.05.2011.
4. The sealed limited tenders / quotations received after stimulated time will not be entertained.
5. The sealed tender will be opened before the Assistant / Deputy Commissioner of Customs at 1500 hrs. on 05.05.2011. The bidders can also witness the opening of the tenders.
6. The undersigned reserves the right to cancel any tender without assigning any reason whatsoever.

7. The contractor should have enough experience in such services to the Government / Semi- Government Organizations and stationed at Cochin. The qualified electrician should be available in the office from 9.30 AM to 6.00 PM on all working days. After the office hours and on Holidays, calls if any should be attended immediately, within one hour from time of call, at no extra cost to the Department.
8. In the absence of the regular person, alternate arrangement for providing these services should be done by the Contractor.
9. The tenders should accompany a declaration as given in the ANNEXURE I duly signed by the agency who is putting the bid.
10. Cost of any materials purchased from outside for the above works will be reimbursed on production of actual bills. However, tools and accessories / consumables for preventive maintenance will not be provided by the Department.
11. Payment will be made on monthly basis and within a reasonable time after the production of Bill.

DESCRIPTION OF WORK

1. Routine maintenance / preventive maintenance works and repairs of electrical installations in EDI from the UPS to Distribution nodes.
2. Extension of data cables and extension to UPS lines, additional plugs and points.
3. Any other miscellaneous electrical work on Weekdays during office hours.

This office reserves the right to terminate the contract at anytime subject to prior notice of 15 days. For any information in this regard, Supdt. (EDI Section) can be contacted over telephone 0484-2668061.

SYSTEM ANALYST I

To

1. Correspondence (to be displayed in Custom House Notice Board.)
2. SC (EDI) (to be displayed in Custom House website.)

Annexure I

I,, hereby agree to undertake the Annual Maintenance of Electrical installations as per the terms and conditions in the tender notice EDP/12/2004, dated 06.04.2011 . I also agree to the fact that any loss arising to the department on non-compliance of the conditions will be borne by me.

The amount quoted per month including all taxes / charges in Rs. per month. (In words).