



भारतसरकार

GOVERNMENT OF INDIA

कार्यालय, प्रधानमुख्यआयकरआयुक्त, मुंबई

OFFICE OF THE

PRINCIPAL CHIEF COMMISSIONER OF INCOME-TAX

3RD FLOOR, AAYAKAR BHAVAN, MAHARSHI KARVE ROAD, MUMBAI - 20.

☐022) 2200 6181 (DIRECT), (022) 2203 9131 EXTN.2345

No. Pr.CCIT/MUM/AMC X-Ray Baggage Scanner/2021-22

Date: 16-11-2021

TENDER NOTICE

**ANNUAL MAINTENANCE CONTRACT OF XBIS
(X-RAY BAGGAGE INSPECTION SCANNER)**

Sealed quotations are invited from bidders qualifying the eligibility criteria and other terms and conditions mentioned hereunder for Annual Maintenance Contract of XBIS (X-ray Baggage Inspection Scanner) Model No. RAP 618XR Sl. No. 61031P01, 61031P03 and 61031P05; MC Code 1766, 1767 and 1768 for the period of one year. The above machines are located at 1) Ground Floor, Aayakar Bhavan, M K Road, Mumbai - 400 020; 2) Ground Floor, Piramal Chambers, Lal Baug, Parel Mumbai - 400 012 and 3) Scindhia House, Ballard Estate, Fort, Mumbai-400 038.

The quotation giving rate for Annual Maintenance Contract of XBIS (X-ray Baggage Inspection Scanner) and grand total of the whole contract, are to be submitted at the office of the Income Tax Officer-4000 20 super scribed with **"Annual Maintenance Contract of XBIS (X-ray Baggage Inspection Scanner)"** latest by 11.30 A.M on 26.11.2021.

The detailed tender documents containing guidelines for submission of tender quotations can be downloaded by visiting the CPP portal or <https://www.eprocure.gov.in/epublish/app> and departmental website www.incometaxmumbai.gov.in or the same can be obtained from the office of the Income Tax Officer (HQ)(Admin-III), Room No.345, 3rd Floor, Aayakar Bhavan, M K Road, Mumbai-4000 20.



(SANTOSH KUMAR JHA)
Income-tax Officer (HQ),
Administration-III, Mumbai

LIMITED TENDER ENQUIRY DATED 16.11.2021

LAST DATE: 26.11.2021 at 11.30 A.M.

THE ANNUAL MAINTENANCE SERVICE OF XBIS (X-RAY BAGGAGE INSPECTION SCANNER) MODEL No. RAP 618XR SL. No. 61031P01, 61031P03 AND 61031P05 MC Code 1766, 1767 AND 1768 INSTALLED AT GROUND FLOOR OF AAYAKAR BHAVAN, PIRAMAL CHAMBERS AND SCINDHIA HOUSE, MUMBAI FOR ONE YEAR.

TERMS & CONDITIONS

Scope of work:

1. Annual Maintenance Contract of XBIS (X-ray Baggage Inspection Scanner) Model No. RAP 618XR Sl. No. 61031P01, 61031P03 and 61031P05; MC Code 1766, 1767 and 1768 for the period of one year. The above machines are located 1) at Ground Floor, Aayakar Bhavan, M K Road, Mumbai - 400 020; 2) at Ground Floor, Piramal Chambers, Lal Baug, Parel Mumbai - 400 012 and 3) at Scindhia House, Ballard Estate, Fort, Mumbai-400 038.
 2. Preventive and breakdown maintenance of X-ray machine and software. Loading and unloading of the X-ray machine software, associated operating system and other software shall be carried out. Software updating (as per requirement), installation of software patches and maintaining the X-ray machine.
 3. Replacement of defective components, parts or items for the items used in X-ray machine including consumables like Lead flaps, Conveyor belt, UPS Battery & Acrylic Tunnel Cover. The replacement of faulty items shall be equivalent or better. If the defective parts are replaced, the defective part will be returned to the Vendor. Any storage media will be returned after formatting and certification from ENC.
 4. The Service Provider will take the responsibility of maintaining UPS during the AMC period:
Preventive maintenance frequency X-ray
baggage inspection machine : Quarterly
- The agreement shall cover the minimum visits by the vendor for carrying out the preventive maintenance and emergency visits as & when required shall be carried out by vendor's representative.
5. Faulty components shall be handed over to the vendor on replacement of faulty one with the same or higher specification. Shifting and installation charges of the faulty spares, equipments and test instruments to their workshop shall be the

responsibility of the vendor.

6. The vendor should send qualified, trained & skilled service personnel with the required minimum tools and test instruments at the site of XBIS.
7. Vendor should provide the contact details of responsible person in his organization who can be communicated in the case of emergency if XBIS breaks down.
8. **The payment shall be made on quarterly basis.** Quarterly payment after completion of each quarter shall be made on due certification of satisfactory services by the Authorized Officer in the Office of the ITO(HQ), Security, Mumbai.
9. The Bidder will not have any legal right to proceed against the Department in the event of late payment due to unforeseen reasons.
10. The complaints shall be attended immediately; the problems shall be rectified within 4 working days.
11. **The vendor has to submit the undertaking to attend the machine within 24 hours of the Complaint and make XBIS serviceable within 4 working days from complaint, failing which penalty deduction as given below would be levied.** However in case of X- Ray Generator/Drum Motor fault an additional two working days time will be permitted before penal deduction are levied.

The contractor shall be liable for penalty charges @ Rs.500/- (Rs. Five hundred only) per day for the period of delay in days, beyond the free time limit for which the XBIS remains non-operational.

Special Terms and Conditions:

1. The contractor should ensure that the personnel deputed to the site of XBIS are regular employees of the contractor and is between 18 and 40 years of age & are having good conduct.

2.0 Security Clearance:

- 2.1 The department reserves the right to insist upon the bona-fides of the vendor's workmen in case it becomes necessary due to verification of bona-fide enforcement agencies of the Government.
- 2.2 Before sending for work, the vendor shall provide individual person name, age, identity proof. Vendor will confirm the visit date in advance before sending the representative for Project Management or emergency visits. The vendor stands responsible for the conduct of the worker while working inside the installation.
- 2.3 During their stay at the site of XBIS, the vendor's personnel should abide by

the security procedure of the office premises of the department. Personnel should produce his/her original photo identity proof to security along with one Xerox copy. Vendor's personnel should surrender all their identity cards on completion of their work at the premises. Vendor will be responsible in case of loss or mutilation of the cards owing to negligence.

3. The Vendor's personnel shall follow the Safety and Security rules, policies and procedures approved by the competent authority of the department. The Vendor shall undertake to abide by the Industrial Safety practices, fire prevention rules and "No Smoking" signs and advise his workers accordingly.

Transport & Accommodation:

It shall be the responsibility of the Contractor to arrange for the accommodation & transport of their work men from their place of stay to the site of XBIS and back.

Canteen Facilities:

Canteen facilities in the Departmental canteen will be permitted for the Vendor's personnel on payment basis. Charges will be levied as outside manpower.

4. Eligibility Criteria :

- (i) The Bidder must have minimum experience of 3 years in the Service/maintenance of XBIS Machine.
- (ii) The bidder must have a minimum annual turnover of Rs. 10 lakhs from the service/maintenance of XBIS Machine in any of the last 3 financial year's i.e. 2018-19, 2019-20 and 2020-21.
- (iii) The bidder should have experience of such contract in any Government Organization or in any PSU during the last three years.
- (iv) The bidder should have head office/branch office in Mumbai.
- (v) Necessary documentary proof and details should be submitted with the quotation documents in respect of item numbers (i), (ii), (iii) and (iv) mentioned above.

5. DATE & TIME OF FILING AND OPENING OF BIDS

The interested bidders should submit their tender either in sealed cover with **"THE ANNUAL MAINTENANCE SERVICE OF XBIS (X-RAY BAGGAGE INSPECTION SCANNER) MODEL NO. RAP 618XR SL. NO. 61031P01, 61031P03 AND 61031P05 MC CODE 1766, 1767 AND 1768 INSTALLED AT GROUND FLOOR OF AAYAKAR BHAVAN, PIRAMAL CHAMBERS, SCINDHIA HOUSE, MUMBAI FOR**

ONE YEAR" should be addressed to the Pr. Chief Commissioner of Income-tax, Mumbai and to be submitted in the office of the ITO (HQ) Admn-III, Mumbai in Room No. - 345, Aayakar Bhavan, Mumbai - 400 020 at the earliest but not later than 11:30 A.M. on 26.11.2021.

- i. Bids received without sealed cover or without quoting rates in the specified proforma will not be accepted. Further, the bidders are expected to examine all the instructions and terms & conditions in the tender documents. Failing to furnish all the information required by the tender document in every respect will be at the bidder's risk and may result in rejection of the tender.
- ii. The sealed bids shall be opened at 3:30 PM on 26.11.2021 in Room No.379, Aayakar Bhavan, Mumbai.

6. REQUEST FOR INFORMATION

The bidders can contact in O/o the Income Tax Officer (HQ) Admin-III, Mumbai at Room No.345, 3rd floor, Aaykar Bhavan, M. K. Road, Mumbai 400 020 for further details, if any, during office hours.

7. SPECIFIC TERMS & CONDITIONS

- i. The Vendor shall acknowledge that it has made itself fully acquainted with all the conditions and circumstances under which the services required under the contract will have to be provided and the terms, clauses and conditions, specifications and other details of the contract. The vendor shall not plead ignorance on any matter as an excuse for deficiency in service or failure to perform or with a view to asking for **increase of any rates** agreed to the contract or to evading any of its obligations under the contract.
- ii. Rates quoted should be all inclusive.
- iii. Bids ones submitted shall not be allowed to be withdrawn and any default after acceptance of the bid shall be deemed to be non compliance of terms of contract.
- iv. The Vendor will be responsible for the execution of entire work and will be legally liable for any harm or loss arising to any person whomsoever, in whatever form, from any act of negligence, omission or commission, whether intentional or otherwise, of the vendor or any of the workers/ agents deployed by the vendor in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same. The Income-tax Department will not be liable for any loss or harm to any person within or outside the premises of Income-tax Department from any act of omission or

commission of any of the workers, agents any others deployed by the vendor in the course of providing any services stated in this contract.

- v. The Financial Bid will be opened only if the bidder fulfils the eligibility criteria and conditions stipulated in the "Technical Bid".
- vi. The vendor will have to fulfil the safety rules, security rules as governed by the applicable rules/laws, for the representatives of the vendor, prevailing from time to time. The vendor shall supply safely equipment and appliances to their workers at their own ~~cost~~.
- vii. The Vendor's Supervisor shall be responsible to supervise the job in person, ensure its smooth performance and his presence at site during the work shall be deemed compulsory.
- viii. In case of dispute, the matter shall be settled mutually, failing which the decision of the Authorised Person of the Department shall be final and binding on the bidders. The department reserves the right to accept any bid or to reject any or all bids at its sole discretion without assigning reasons whatsoever. The bid inviting authority does not bind to accept the lowest bid.
- ix. This office reserves the right to terminate the contract during initial period also after giving a week's notice to the firm.
- x. The department shall be free to either reduce or increase the quantum of work order prescribed in this limited tender enquiry form on the same terms and conditions during the contract period. The payment value of the altered work-order shall be reduced or increased, as the case may be, on pro-rata basis by the department and the decision of the department shall be binding in the matter.

Signature and stamp of the Bidder
or Authorized signatory

ANNEXURE 'A'

THE ANNUAL MAINTENANCE SERVICE OF XBIS (X-RAY BAGGAGE INSPECTION SCANNER) MODEL NO. RAP 618XR Sl. No. 61031P01, 61031P03 AND 61031P05; MC CODE 1766, 1767 AND 1768 FOR THE PERIOD OF ONE YEAR. THE ABOVE MACHINES ARE LOCATED ONE AT GROUND FLOOR, AAYAKAR BHAVAN, M K ROAD, MUMBAI - 400 020, SECOND AT GROUND FLOOR, PIRAMAL CHAMBERS, LAL BAUG, PAREL MUMBAI - 400 012 AND THIRD AT SCINDHIA HOUSE, BALLARD ESTATE, FORT, MUMBAI-400 038 FOR ONE YEAR

Having examined the bid documents, I/we, the undersigned, hereby submit the Financial Bid for providing services in connection with the Annual Maintenance Contract of XBIS (X-ray Baggage Inspection Scanner) Model No. RAP 618XR Sl. No. 61031P01, 61031P03 and 61031P05; MC CODE 1766, 1767 AND 1768 for the period of one year. The above machines are located at 1) Ground Floor, Aayakar Bhavan, M K Road, Mumbai - 400 020; 2) Ground Floor, Piramal Chambers, Lal Baug, Parel Mumbai - 400 012 and 3) Scindhia House, Ballard Estate, Fort, Mumbai-400 038 in conformity with the said bidding document at the prices and rates mentioned in the enclosed offer.

1. Name, address and telephone No. :
of the Bidder/Applicant Contractor

2. GSTIN No. (Copy to be attached) :

3. **Total Contract Charges for all three machines:** Rs. _____

Add: Taxes as applicable: Rs. _____

Total value of contract: Rs. _____

In words:

(NAME & SIGN OF THE AUTHORIZED SIGNATORY)

ANNEXURE-B

**DECLARATION REGARDING ACCEPTANCE OF TERMS AND
CONDITIONS CONTAINED IN THE TENDER DOCUMENT**

To,
**The Pr. Chief Commissioner of Income-tax
Mumbai.**

Sir, I have carefully gone through the Terms and Conditions contained in the Limited Tender Enquiry Notice dated _____ for providing services in connection with the Annual Maintenance Contract of XBIS (X-ray Baggage Inspection Scanner) Model No. RAP 618XR Sl. No. 61031P01, 61031P03 AND 61031P05; MC CODE 1766, 1767 and 1768 for the period of one year.

I declare that all the Terms and Conditions of this Tender Notice are acceptable to my concern/firm/company. My firm/company/concern does not have any terms and conditions of its own in respect of tender being submitted for providing above services.

I further certify that I am an authorized signatory of the concern and am, therefore, competent to make this declaration. I also understand that the office of the Pr. Chief Commissioner of Income - tax does not bind itself to accept the lowest tender and also reserves the right to reject any quotation without assigning any reason(s) whatsoever.

Signature of authorized signatory