TENDER NOTICE

TENDER FOR HIRING OF OFFICE PREMISES FOR OFFICE OF THE DIRECTORATE OF REVENUE INTELLIGENCE SHILLONG REGIONAL UNIT

The office of the Directorate of Revenue Intelligence, Shillong Regional Unit, Shillong invites offers/bids from legal owners in the form of two bid system i.e. Technical Bid and Financial Bid for hiring of office premises at Shillong for an initial period of 3(Three) years which may be renewed from time to time, if required, by the Department. The net carpet area should be in a single independent building/floor(s).

SL. No.	Name of the Office	Place	Net Carpet Area* (in Sq. Ft.)	Preferred Location
1	Office of the Deputy / Assistant Director, Directorate of Revenue Intelligence, Shillong Regional Unit, Shillong	**SHILLONG**	**7,600 sq. ft. (approx.)**	The place should be centrally located, suitable for use as office well connected by public transport like buses, auto, etc. and should have wide approach road.

Net Carpet Area means area of premises less toilets, passage, walls / columns, stair cases, verandah, lobby, balcony, kitchen, portico, sanitary shafts, lift arches, air conditioner ducts, lofts.

2. Interested persons/parties who are legal owners can obtain the tender documents from office of the Directorate of Revenue Intelligence, Shillong Regional Unit Evallyne Ride Road, Pohkseh, Shillong – 793006 on any working day between 10.00 AM to 4.00 PM from **03-08-2018 to 27-08-2018** alternatively it can be downloaded from the official website **www.cbec.gov.in/cexstshillong.gov.in**. The detailed tender documents are enclosed as **Appendix**.

3. The tenders should be submitted in sealed envelope, with distinct marking **"Tender for Hiring of Office Premises for DRI, Shillong"** containing two separate sealed envelopes for "**Technical Bid**" and "**Financial Bid**" each bearing distinct marking as "TECHNICAL BID"/ "FINANCIAL BID" for Office Accommodation for DRI office Shillong either by post or by depositing in the sealed box designated for this purpose in the office of the Directorate of Revenue Intelligence, Shillong Regional Unit Evallyne Ride Road, Pohkseh, Shillong – 793006.

4. The premises should be centrally located, suitable for use as office and preferably

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be ready to be occupied with partitions, cupboards, toilets, lifts, etc. Sufficient parking space, water facility (drinking & non-drinking), standby power facility, fire-fighting equipments, etc. should be made available according to the size of the building. The premises should be legally free from all encumbrances, well connected by public transport and should have wide approach road.

4.1 If any person/party is interested to submit for more than one location he/she may submit their offer separately for each location/places.

4.2 The consideration for the premises will be as per Government of India Rules and the rent will be fixed and paid in accordance with the Government of India instructions in force.

5. Finalization of rent, based on location and quality of construction, earthquake norms and other amenities provided, is subject to certification by CPWD/Hiring Committee and final approval/ sanction by the Government of India as per the Rules framed in this regard.

6. For further details any of the following officers may be contacted:

Sl.No	Name of the officers and designation	Contact No.
1.	Shri Daniel V. L. Stone, Assistant Director	8860286567
2.	Shri Larry Blah, Senior Intelligence Officer	9863067102

Date of issue of tender document : **02-08-2018**
Period of collection of Tender Documents : **03-08-2018 to 27-08-2018**
Last date & time of submission/
Receipt of tender documents : **27-08-2018 at 3:00 P.M.**
Date & Time of opening of Technical Bids/Tenders : **31-08-2018 at 11:00 A.M.**
Venue of opening Technical Bid/Tender : Office Chamber,
Directorate of Revenue Intelligence,
Shillong Regional Unit Evallyne
Ride Road, Pohkseh, Shillong –
793006

NOTE: The Department reserves the right to cancel this tender without giving any reason.

(Daniel V. L. Stone)
Assistant Director

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Govt. of India
Ministry of Finance
Directorate of Revenue Intelligence
Shillong Regional Unit
Evallyne Ride Road, Opp. Lumshngain Ground
Pohkseh, Shillong – 793006

TENDER DOCUMENT

Hiring of Office Accommodation
For
DRI Shillong Regional Office at Shillong

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Govt. of India
Ministry of Finance
Directorate of Revenue Intelligence
Shillong Regional Unit
Evallyne Ride Road, Opp. Lumshngain Ground
Pohkseh, Shillong – 793006

TENDER/OFFER DOCUMENT
(Terms& Conditions)

To

All the intending Person/Parties
.....
.....

REFERENCE NUMBER F. No:..... Date.....

Tender/Offer Document

Subject: TENDER FOR HIRING OF OFFICE PREMISES FOR OFFICE OF THE DIRECTORATE OF REVENUE INTELLIGENCE, SHILLONG REGIONAL UNIT, SHILLONG

Dear Sir/Madam,

The Directorate of Revenue Intelligence, Shillong Regional Unit, Shillong intends to hire office space having desirable carpet area as mentioned in the advertisement at Shillong (excluding covered/basement parking area), as per the requirements as mentioned below:-

1. The premises having following minimum amenities/facilities and features will be preferred for consideration and will gain weightage:

i. The Building offered should be preferably a completed building and suitable for use as office in clean surroundings.
ii. In case of any final work to be done the building should be made ready for occupation within 15 days of tender finalization and at the expense of the bidder.
iii The Building offered should be located on the main roads of the town and should be well connected with public transport;

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iv. There should be adequate natural lighting in the campus/compound.

v. There should be provision of service water system along with sufficient water for toilets, washbasins, housekeeping, other cleaning purposes etc.

vi. There should be adequate cross-ventilation.

vii. The building should have adequate fire safety measures and security measures as per legal requirement.

viii. The building should meet all other safety norms like earthquake resistance, flood etc. required under the law. The property should be insured against all types of damages during the entire period of contract.

ix. The net carpet area should be in a single building.

x. It should have sufficient provision of lifts of reputed make if the premises offered are in upper floors or premises offered consist of multiple floors.

xi. The premises should have suitable power supply for commercial operations. Approximate requirement of Power supply should be **1.5KVA/ 100sq.ft.**

xii. There should be provision for uninterrupted power supply for the entire premises.

xiii. There should be adequate open space for installation of generators and provision for connecting them to the power supply lines.

xiv. The building(s) should have prescribed parking space for each 1000 Sq. Ft. of rented carpet area. Earmarked parking exclusively for the hirer will be desirable.

xv. All Building services such as Lifts, Power Supply, Plumbing, Sewage, and Telephone Connectivity shall be fully operational at the time of submission of the offer by the bidder.

xvi. All internal and external walls should be painted with good quality paint at the time of handing over the premises to the Department.

xvii. There should be provision of vitrified tile/ marble flooring /Granite flooring in general areas and preferably wooden flooring in the cabins of senior officers.

xviii. It should be noted that no negotiations will be carried out, except with the lowest bidder and therefore most competitive rates should be offered.

2. Interested persons/parties who are legal owners can obtain the tender documents from office of the Directorate of Revenue Intelligence, Shillong Regional Unit Evallyne Ride Road, Pohkseh, Shillong – 793006 on any working day from **03-08-2018 to 27-08-2018** between 10.00 AM to 4.00 PM alternatively it can be downloaded from the official website **www.cbec.gov.in/cexstshillong.gov.in**.

The interested persons/parties should send their proposals/bids addressed to the Directorate of Revenue Intelligence, Shillong Regional Unit Evallyne Ride Road, Pohkseh, Shillong – 793006. The bid is to be submitted in two parts-Technical and Financial bids. The Technical and Financial bid proforma have been enclosed as **Annexure-"A' and 'B'** respectively to this tender document.

3. Following documents are essential and must be submitted as part of Technical Bid:-

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a. Offer Letter (duly signed and stamped)

b. Tender/Offer document (duly signed and stamped on each page) in token of acceptance of Terms & Conditions mentioned there in.

c. Technical Bid in Annexure "A" (duly signed and stamped on each page).

d. Certified copies of approved drawings from appropriate authorities.

e. Certified copy of land deed, Municipals receipts.

d. Other documents as detailed in the Technical bid i.e .Annexure-"A" (duly Signed and stamped on each page)

Note: Technical Bids received without these documents/ information are liable to rejection without any reference to the party whatsoever. Original of these documents/certificates shall be produced at the time of execution of lease agreement. Tender applications/documents signed by the intermediaries or brokers will not be entertained and shall be summarily rejected.

4. The procedure for submitting Bids is mentioned below:

a. For each Technical bid, documents at (a) to (d) of Para 3 above with all other required documents (duly signed) (Envelope-I), super scribed as **"TECHNICAL BID for Office Accommodation for DRI, Shillong"**

b. Financial bid should be submitted in another sealed envelope (Envelope- II), super scribed as **"FINANCIAL BID for Office Accommodation for DRI, Shillong".**

c. Both the aforesaid sealed envelopes (I&II) should be placed in another larger envelope which should also be properly sealed. This envelope should have distinct marking as **"Tender for Hiring of Office Premises for DRI, Shillong at Shillong City"**

IMPORTANT NOTE

(a) The bidder should refrain from indicating the rents and other financial details in the technical bid and if they do so, the bid will be rejected in as much as the envelope containing the financial bid shall not be opened.

(b) Any deviation from the above procedure (e.g. putting together of Technical and Financial bids in the same cover, non submission of requisite documents, non sealing of envelopes) shall lead to rejection of bid document ab-initio. Further it should be ensured by the bidder that all opening in envelopes should be sealed, in addition, in cellophane tape.

5. The bid documents should be dropped along with the offer letter in the locked sealed Tender Box placed in the office of **Directorate of Revenue Intelligence, Shillong Regional Unit Evallyne Ride Road, Pohkseh, Shillong – 793006 latest by 3 pm on 27-08-2018 or by registered/speed post so as to reach the office by 3 pm on 27-08-2018.** The Tender Box will be opened by the Tender opening Committee on a prescribed day for Technical Bids only, in the presence of all such bidders who wish to be present. The tender box will be opened

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in the **Office Chamber of the Directorate of Revenue Intelligence, Shillong Regional Unit Evallyne Ride Road, Pohkseh, Shillong – 793006**. The Financial Bids of those who qualify on evaluation of technical bids by the Hiring Committee would be opened later, the date of which will be intimated to the qualified bidders separately.

6. After opening the Technical Bids and before opening of the Financial Bids, physical inspection of the premises, covered by the tendered bids, will be carried out to verify whether the offer complies the required technical specifications or otherwise.

7. The opening of financial bids shall be done at a later date. The financial bids of only those offers will be opened which are shortlisted after assessing the suitability of the accommodation, terms and conditions offered, compliance to technical specifications, verification of their credentials and other liabilities. This will be done by the Hiring Committee constituted for the purpose. The shortlisted bidders will be notified about the date and time of opening of financial bids, who may remain present for the same at the given address.

8. The internal wall partitions and other finishing/interior work as per the requirements should be completed within a maximum a period of 15 days from the date of award of tender at the expense of the bidder.

9. All other civil work not specifically mentioned here but required to make the system complete/operational should be completed within a maximum period of 30 days from the date of award of tender at the expense of the bidder.

10. The rent proposed to be charged per square feet per month for the Net Carpet area should **be exclusive of GST, if any**.

11. The premises offered should be in ready condition and the owner of the premises will have to hand over the possession of premises within fifteen days of acceptance of the offer by the Hiring Committee.

12. The offer should be valid for a minimum period of 6 (six) months from the due date of opening of tender.

13. It should be noted that no negotiations will be carried out except with the lowest bidder and therefore, most competitive rates should be offered.

14. Tenders received after the due date and time for whatever reason, shall not be entertained and the Department shall not be responsible for any loss or delay in delivery of tender documents.

15. The premises offered should have construction approval/clearances from all Central/State Government Departments as may be necessary by the local authorities and should be legally free from all encumbrances.

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16. Finalization of rent would be as per **Fair Rent Certificate (FRC) to be given by CPWD based on location,** quality of construction and age of the building. The Hiring Committee would recommend the rent on the basis FRC and the rate quoted by the selected bidder. The final approval/sanction would be by the Competent Authority of Government of India as per rules framed in this regard.

17. The selected bidder would be required to sign Lease agreement with the designated authority of DRI as a legal requirement. A copy of the Standard Lease Agreement (SLA) duly approved by Directorate of Estates is available in DG HRD manual on CBEC web site www.cbec.gov.in and also on DG HRD web site www.dghrdcbec.gov.in . The conditions mentioned in the SLA shall be final. In case there is any clash or overlap between tender conditions and conditions mentioned in SLA, then the conditions mentioned in SLA shall prevail over the tender conditions. The original copy of the lease document shall be retained by the lessee.

18. The **tender is for hiring for an initial period of 3 (Three) years**. Within three years, there will not be any revision of rent. In case required, the hiring period may be extended beyond 3 years. The revision of rent beyond 3 years, if required would be as per conditions mentioned in SLA signed. If lease is extended beyond 3 (three) years, percentage increase in rent would be at a rate mutually agreed upon between the parties. **The percentage increase however shall not exceed 8% p.a.** Renewal of lease agreement is also subject to certification by CPWD/ Hiring Committee and final approval/sanction by Government of India as per Rules framed in this regard.

19. All the details and documents mentioned in the tender form must be submitted. A tender having incomplete details/documents or mis-declaration is liable to be rejected. However, the Hiring Committee may give an opportunity to the bidder to furnish the balance details/documents within the specified time. The Hiring Committee may also call for any additional details/documents from the bidder, if required. The bidder, before submitting the tender, should satisfy himself about correctness and authenticity of the details and documents submitted. Submission of wrong details/documents would render the tender form invalid.

20. Monthly rent should be quoted on lump-sum basis for the entire area (covered/built up area of main building, other permanent structure, covered/underground parking as well as open parking area, open space like garden, inner roads etc.) for the entire agreement period of 3 (three) years in the **Financial Bid.**

21. The monthly rent will start as and when possession of the building is taken over by the Department. The rent shall be paid as per the lease agreement. Advance payment of rent shall ordinarily not be made unless specifically agreed upon in writing.

22. All the taxes including property taxes, assessment charges and other outgoing of any

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description in respect of the said premises shall be borne by the owner/bidder for the entire period of tenancy.

23. The DRI shall pay all charges in respect of electricity and water used on the said premises during the lease period as per the prevailing rates.

24. The cost of repair and maintenance of civil/electrical installation including Air Conditioning plant, power backup (generator sets), lifts and common areas etc. will be the responsibility of the bidder. Routine replacement of electrical fittings like bulbs, tubes and other consumables will be done by the Department. The scope of maintenance is enclosed as per **Annexure-C**.

25. The security of the building and running of lifts with requisite manpower for operation shall be the responsibility of the owner/bidder. The cost of deployment of External Security for building will be met by the owner. The services like security and maintenance shall be of the quality acceptable to the Department. The internal security of the building will be taken care of by the Department. The bidder should make sure that the Lifts work smoothly during the period of contract. In case the security of the building is taken by the Department/Government of India for strategic reasons, the rent to be paid to the bidder shall be accordingly reduced.

26. All the maintenance related minor complaints shall be attended on priority but not later than 24 hours to the satisfaction of Department. If the bidder fails to do so, Rs.500/- per complaint shall be recovered from the monthly rental bill as compensation. In case the complaint is not attended within two working days, the job shall be done at the risk and cost of the bidder besides recovery of compensation of Rs.500/-per minor complaint.

27. The Department at any time during the Lease Period/extended Lease Period may make temporary alterations like partitions, office fixtures and fittings to suit the requirement.

28. The Department reserves the right to amend any/all terms and conditions, as it deems necessary.

29. The assessment of reasonable rent will be done by a Hiring Committee of the CPWD which is the competent authority to issue Rent Reasonableness Certificate (RRC) also called Fair Rent Certificate (FRC).

30. Participation in the tender process does not entail the bidders any commitment from the Department. The Department will not be liable for any damage/loss caused to the bidders during the tendering process and before signing of the contract.

31. Canvassing in any form will automatically disqualified the offer.

32. All disputes lie within the jurisdiction of East Khasi Hills District. The Department reserves

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the right to reject all or any part of tender without assigning any reason thereof. No correspondence will be entertained in this regard. Decision of the department will be final and binding.

(Daniel V. L. Stone)
Assistant Director

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Annexure- A

REF No: **F.No.....dated:.....**
published in web sites .....

Subject:- **TENDER FOR HIRING OF OFFICE PREMISES FOR DRI OFFICE AT SHILLONG - REGARDING**

TECHNICAL BID

(To be submitted in a Separate envelop super scribed "TECHNICAL BID")

Attach extra sheets, if required, which should also be signed)

Sl. No.	Particulars	Details (Please tick/ fill up with relevant answer, wherever required
1	Name of person /party submitting the Bid (hereinafter referred to as the bidder); Permanent Account Number (PAN); whether assessed to tax and if so, particulars thereof including particulars regarding Service Tax.	
2	Status of the bidder(Individual/Partnership Firm/Company/Society/ Any other (specify)	
3	Name of the person/ party holding Title to the property (hereinafter referred to as the owner); Permanent Account Number (PAN); whether assessed to tax and if so, particulars thereof including particulars regarding Service Tax.	
4	Status of the owner(Individual/Partnership Firm/Company/Society/ Any other (specify)	
5	Whether the bidder is himself the Owner of property offered on rent or Power of Attorney/ duly Authorized	
5.01	Details regarding experience of bidder/owner in construction of building (if the bidder/owner are separate persons such details. To be given in respect of both)	
6	Contact details of the bidder	

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6.01	Name	
6.02	Complete Postal Address	
6.03	Telephone Nos. with STD code, Including Mobile Number	
6.04	Fax Nos. With STD code	
7	Contact details of the owner (if Different from bidder)	
7.01	Name	
7.02	Complete Postal Address	
7.03	Telephone Nos. With STD code, Including Mobile Number	
7.04	Fax Nos. With STD code	
8	**Details of property offered**	
8.01	Location & Address of the property	
8.02	Is property having office use as permissible use by the competent authority.	
8.03	Whether it is an independent Property for exclusive use by the DRI Department without sharing with any other user, if not details of other occupants in the property.	
8.04	Whether the space offered for hire is situated in more than one floor of a property, if Yes, specify floors	
8.05	Total plot area of the property where Office is offered (complete land area including open spaces, constructed area within the boundary of property offered on rent) (in sq.ft.)	
8.06	Net Carpet area on each floor offered for rent (in sq. ft.)	
8.07	Net Carpet area (total of all floors) offered (excluding basement/ covered parking areas) (in sq. ft.)	
8.08	Open area (Inner roads, garden etc.) and open parking area to be indicated separately. Public parking places on roads or any nearby public parking area will not be counted for this purpose.	

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8.09	Covered parking area (garages, Basement parking etc.)	
8.10	Net carpet area means area of premises less toilets, passage, walls/columns, stair cases, Verandah, lobby, balcony, kitchen, portico, sanitary, shafts, lift arches, air conditioner ducts, lifts.	
8.11	Approximate distance of the property from existing Central Excise and Customs offices and state/ national highway/ nearest Railway station.	
8.12	Width of approach road on which the property Is located	
8.13	Whether proper access from roads is available	
8.14	Details regarding natural light and Proper Ventilation	
8.15	Whether the property is free from all encumbrances, claims, litigations etc. If yes attach copies of relevant certificate	
8.16	Whether all Govt. Dues including Property tax, electricity, telephone, water bills etc. have been duly paid up to date. (Enclose documentary proof for the same.)	
8.17	Whether the property is physically Vacant and available for possession	
8.18	Details of the toilet facilities available on each floor (give details of common toilet facilities as well as attached toilet facilities, if any).	
8.19	Details of lifts make capacity, number and age.	
8.20	Details of available fire safety and Security measures	
8.21	Whether suitable power supply for Commercial operation is available, sanctioned load may also be indicated (refer point 1(xi) of the Terms & Conditions	
8.22	Whether adequate open space for Installation of generator is available	
8.23	Details of the power backup	

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8.24	Any other facility which the owner/bidder may provide to the Department in the proposed property such as Conference Room, Business Centre, Food Court, Gymnasium and other recreational Facilities etc.	
9	**Have you enclosed following Documents along with this offer**	
9.01	Whether copies of the documents referred in para 3 of Terms & Conditions enclosed	
9.02	If bidding as Power of Attorney of owner, copy of duly constituted Power of Attorney. If bidding as authorised signatory of company /partnership firm, copy of requisite Board Resolution/ Authority Letter etc.	
9.03	If the owner or the Power of Attorney of the owner is a partnership firm or a company/ society etc. Copy of partnership deed or Memorandum/ Articles of Association of the Company/ Registration Certificate/ Bye Laws etc. Of the society, Board Resolution (If bidding as Power of Attorney, copies of these documents of both the owner and Power of Attorney holder need to be submitted)	
9.04	Any other relevant documents (Please specify)	
10	Maximum time required for completing the internal wall partitions and other finishing works as per user requirements	
11	Further general details relating to the Building/Location.	
11.01	Year of construction. Specify whether the said building was given on lease/ hire or occupied earlier? If yes furnish details along with last Rent charged and date of vacation by the earlier lessee.	
11.02	Please specify the details of public transport facilities available to and from the premises.	
11.03	Mention specifically any hazards, industrial or otherwise, associated with the building or surroundings which are harmful for Human occupation.	

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11.04	Whether the premise has extra storage facility? If yes, give details. If not, specify whether such facilities are available in the vicinity.	
12	Building Management-Please Provide full details of the building management company/companies including its/their ownership structure and whether the management service is in house or outsourced.	
13	DRI requires the option of installing a Satellite Dish, Radio Tower on the roof top/terrace of the building, at no extra cost, subject to government regulations, size, load of the Satellite antenna/Radio tower, at any time during the term of the lease at no extra rental or similar expense. The Department will be responsible for installing and removing the equipment at its own cost and expense.	
14	Signage- DRI requires the right to use its logos and graphics at the entrance to its premises and within the premises. The Department shall also be provided signage in the elevator lobby on the leased floor(s) and in the building lobby. Preference to install a prominent signage on the main building façade.	

*Enclose documents wherever required.

I have gone through the various terms and conditions mentioned in the tender documents and I agree to abide by them. I*..... son/daughter of **.....solemnly declare to the best of my knowledge and belief, the information given above and in the enclosures accompanying it, is correct, complete and truly stated.

Yours faithfully,

Place: Date:

*Name in full and block letters**
Name in full and block letters
Signature.....
Name.....
Designation.....

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ANNEXURE -,B

REF No: C . No.....dated:.....
Published in newspapers/web sites.....

Subject:- TENDER FOR HIRING OF OFFICE PREMISES FOR DRI OFFICE at SHILLONG .....REGARDING

"FINANCIAL BID"

(To be submitted in a Separate envelop super scribed "FINANCIAL BID")

1. Name of the party
2. Address (with Tel. No. & Fax No.)
3. PAN
4. Name & Address of the proprietor, Partners/ Directors (with Mobile Number)

Name& Address of the premises	*Net Carpet Area offered (in sq. ft.)	Monthly rent Rs. per sq. ft	Total Monthly rent quoted for the Net carpet area (In Rs.)
1	2	3	4=(2X3)

NOTE: -

1 No separate rent would be paid for (a) underground/ covered parking areas (b) open parking space, inner roads, garden etc. within the compound. The rate quoted shall be inclusive of usage by tenant of all these areas.

2. If it is independent building in a plot, then the rent quoted shall give right to the tenant for usage of the total plot area of the property i.e complete land area including open spaces and constructed area that are within the boundary of property being offered on rent.

3. *Net carpet area" means area of premises less toilets, passage, walls/columns, stair cases, verandah, lobby, balcony, kitchen, portico, sanitary, shafts, lift arches, air Conditioner ducts, lofts.

4. The rate quoted shall be exclusive of Service tax.

5. The Municipal water charges and the electricity charges would be borne by the Dept. on actual basis from the date of occupation to the date of vacation.

6. The tender is for hiring for an initial period of 3 (Three) years. Within three years, there **will not be any revision** of rent. In case it is required, the hiring period may be extended beyond 3 years. The revision of rent beyond 3 years, if required would be as per conditions mentioned in Standard Lease Agreement (SLA) signed.

7. No advance would be given by the Department as deposit for rent.

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8. Rent should be quoted as per terms & conditions as given in this tender document.

Date

Signature and stamp of the Owner/ bidder/ authorized Signatory with complete Name, Address, Contact No.(s),Including Mobile No.(s). (also Indicate the category in which signing, whether on his own behalf of as Power of Attorney/Authorised signatory of the owner)

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ANNEXURE-C

SCOPE OF MAINTENANCE

The land lord would bear the cost of maintenance of the following:-

Periodical Civil, electrical, fire fighting maintenance, Preventive maintenance drill for firefighting equipment would be responsibility of bidder.

- Periodical maintenance of the building, which includes painting of walls doors & windows and all the exteriors and all the common areas of the building.
- Maintenance of all Elevators including payment of AMC.
- Maintenance of Lighting posts etc of common area and Maintenance of Water supply system.
- Maintenance of main building electrical installations, common electrical, plumbing and sanitary lines.
- Provision of signage pertaining to common services.
- Insurance of building
- Maintenance and running of motors and water pumps installed in the premises.
- Maintenance and running of common power back-up generator/DG sets, payment of their insurance and AMC, etc.

The tenant would bear the cost of the following: -

- Provision of consumables for Electrical set such as Bulbs etc. for the common areas
- Round the clock internal security to the premises, access control and regulating visitor movement. Regulating vehicle movement within the premises.
- Day to day housekeeping and maintenance of all common areas including pavement, landscape, common garden area and provisional of consumables for the same if the building is for exclusive use by the DRI, Shillong.
- Fuel for the generator set would be borne by the tenant.

F.No. 05/DRI/SHG/OFFICE ACCOM/2015/ 253-57 Dated : 20/07/2018

Copy forwarded to:

1. The Deputy Director (Admn.), Directorate of Revenue Intelligence, New Delhi. He is requested to direct the concerned officer to upload the Tender Notice in DRI, Delhi website.
2. The Web Administrator, CBEC, New Delhi. He is requested to upload the Tender Notice in CBEC website.
3. The Additional Commissioner, O/o the Chief Commissioner, Crescens' Building, M G Road, Shillong – 793 001. He is requested to make necessary arrangement to post the Tender notice in the CCO website

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4. The Superintendent (Systems), GST & Central Excise Commissionerate, Shillong with the request to upload the Tender Notice in the CGST, Shillong website.
5. Notice Board.

(Daniel V. L. Stone)
Assistant Director

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