

1. NOTICE INVITING TENDER

1.1 Visakhapatnam Special Economic Zone, Visakhapatnam (VSEZ), having its Office at Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049 Andhra Pradesh, invites on line-tenders/bids in two cover system (Cover I- Technical bid and Cover II - FinancialBid) for the work of “**Maintenance and Facility Management Services for IT Infrastructure (Server/Computers/Printers/Antivirus, LAN & Website, CCTVs and other Peripherals) at VSEZ**”.

1.2 Details of the Tender:

1	Name of work	Maintenance and Facility Management Services for IT Infrastructure (Server/Computers/Printers/Antivirus, LAN & Website, CCTVs and other Peripherals) at VSEZ.
2	Estimated Cost of the Work	Rs.18,04,960/- (Rupees Eighteen lakhs four thousand nine hundred and sixty only)
3	Period of Contract	24 Months (Twenty Four Months)
4	Tender documents will be available for download from	https://eprocure.gov.in/eprocure/app w.e.f. 19-12-2025 from 18.30 Hrs.
5	Last date and Time of submission of tenders	09.01.2026 at 16.00 Hrs.
6	Tender (Technical Bids) Opening date & time	12.01.2026 at 12.00 Hrs.
7	Venue of opening tender	Office of The Development Commissioner, Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049.
8	Validity of Tender	120 days from the date of opening.
9	Earnest Money Deposit:	Rs.36,100/-
10	Cost of tender document:	Rs.1,500/-
11	Performance Security Deposit	3% of the Contract Value (inclusive of EMD) (Applicable for successful bidder only)
12	Tender document to be submitted:	Online using e-procurement site (https://eprocure.gov.in/eprocure/app)

- 1.3 The tender document can be downloaded from the VSEZ website "www.vsez.gov.in" and Central Public Procurement Portal Website. <https://eprocure.gov.in/eprocure/app>.
- 1.4 Tenders must be accompanied by the payments of the cost of the tender document and EMD. The payments for the cost of tender documents and EMD as mentioned above should be made through Demand Draft in favour of "VSEZ, Ministry of Commerce Receipt, payable at Visakhapatnam as per clause 3.11 of Instruction to the Bidder.
- 1.5 Tenderers/Bidders are advised to follow the instructions provided in the **Instructions to the Bidder for Online Bid Submission** available at <http://eprocure.gov.in/eprocure/app>.
- 1.6 **Registration:** To participate in E-Tender, it is mandatory for Tenderers to get themselves enrolled on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>.) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge. Detailed instructions are available in the **Instructions to the Bidder for Online Bid Submission**.
- 1.7 Tender shall be submitted through Online mode only at <http://eprocure.gov.in/eprocure/app>. All the requirement documents (legible) as mentioned in the bid documents have to be uploaded along with the offer on <http://eprocure.gov.in/eprocure/app>. Tenders submitted by any other mode will not be accepted.
- 1.8 **Address for Communication:** Interested eligible Bidders may obtain further information from the following address:

Office of the Development Commissioner
Visakhapatnam Special Economic Zone,
Administrative Building, Duvvada,
Visakhapatnam – 530049, Andhra Pradesh

ASST. DEVELOPMENT COMMISSIONER