



भारत सरकार

GOVERNMENT OF INDIA

मुख्य आयकर आयुक्त का कार्यालय

OFFICE OF THE CHIEF COMMISSIONER OF INCOME TAX

रेस कोर्स रोड 641018-कोयम्बतूर,

63, RACE COURSE ROAD, COIMBATORE-641018

Phone : 0422-2225007(Office) /2225002 (Dir)

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C.No.1556(16)/MSTU Furniture/CCIT/CBE/2016-17

27th April, 2016

LIMITED TENDER FOR SUPPLY OF GODREJ BRAND FURNITURE ITEMS

Office of the Chief Commissioner of Income Tax, Coimbatore invites sealed tenders from authorized dealers of “**Godrej brand Furniture items**” for supply of the following items and model nos. and who operate from Coimbatore, subject to the following terms and conditions:

Sl.No.	Description of Item	Quantity
i)	Table Godrej Finesse.6030	1
ii)	Table Godrej Finesse.5630	1
iii)	Executive Chair Godrej Aspire High Back	2
iv)	Visitor Chair Godrej Praso	10
v)	Computer Chair Godrej Smile	20
vi)	Training Hall : Godrej `Namaste` Two Seater Front	2
vii)	Training Hall : Godrej `Namaste` Two Seater Middle	8
viii)	Training Hall : Godrej `Namaste` Two Seater Back	2
ix)	Sofa : Godrej 3 seater	3
x)	Sofa : Godrej 2 Seater	2
xi)	Sofa : Godrej 1 Seater	2
xii)	Centre Table / Cofee Table : Godrej Glaze	3

Terms and Conditions:

1. Tender shall be submitted in 2 parts in the specified formats:

- (a) Technical bid (Annexure - A)
- (b) Financial bid (Annexure - B)

2. Technical bid shall contain the following:

(a) Authorization letter issued by the respective brand manufacturers to sell their products, in the case of Authorized Dealers.

(b) Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Five Thousand only) in the form of Demand Draft / Bankers` Cheque of scheduled bank drawn in favour of “The Income Tax Officer(Hq)(Admn), O/o the Chief Commissioner of Income Tax, 63,Race Course Road, Coimbatore-641018.

- (c) Permanent Account Number (PAN)
- (d) Return of income filed along with a certified copy of the P & L account and Balance Sheet, evidencing that the Gross Turnover for the Financial Year 2014-15 (Asst. Year 2015-16) is over Rupees 25 lakhs.
- (e) Evidence for having supplied Godrej products to Central Government Departments / Public Sector undertaking in the last one year.
- (f) Bidder must have Sales Tax Registration. Evidence should be enclosed.
3. Financial bid shall indicate rate per unit exclusive of all applicable taxes and duly indicating the applicable taxes and their percentage.
4. The above two bids shall be submitted in 2 separate sealed covers addressed to the Deputy Commissioner of Income Tax (Hq)(Admn), Room No.414, No.63, Race Course Road, Coimbatore-641018 upto 4.00 PM on 11.5.2016.
5. The sealed covers shall be superscribed with “Technical Bids for supply of Godrej brand Furniture items ” and “Financial Bids for supply of Godrej brand Furniture items ” separately. Technical bids shall be opened on 12-5-2016 at 11.00 am in the presence of bidders at Conference Room, first floor, Main Building at the above address. The financial bids of successful technical bidders only will be opened subsequently on the same day at 3.00 PM.
6. Each page of the technical bid containing specification and financial bid should be signed and stamped by the bidder or its authorized signatory.
7. **The rates quoted shall be valid upto 31-3-2017.**
8. The selected suppliers shall be in a position to supply the Godrej brand Furniture items within 7 days of placing the purchase orders.
9. The Department reserves the right to place orders for all or any of the item.
10. The Department may also increase or decrease the quantity of items.
11. This office reserves the right to postpone / and / or extend the date of receipt, opening of bids or to withdraw the same without assigning any reasons thereof and will have the final right to elect suitable bidder most suited and responsive to Department`s requirements.

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(C.SIVAKUMAR)
Deputy Commissioner of Income Tax (HQ)(Admn)
O/o The CCIT, Coimbatore

Annexure A**TECHNICAL BID DOCUMENT FOR SUPPLY OF GODREJ BRAND FURNITURE ITEMS**

1. Name of the party :
2. Address (with Tel No. & Fax No.)
3. Contact Person(s) with Designation :
(with Mobile No. & Email-id)
4. Details of Sales Tax Registration along with evidence :
5. Authorized letter issued by the respective brand
manufacturers to sell their products : **(YES / NO)** enclosed
6. Permanent Account Number (PAN) :
7. Evidence for filing of IT returns along with a
certified copy of the P & L Account and Balance sheet
for the Financial year 2013-14 (Asst. year 2014-15)
to be enclosed :
8. Evidence for Gross Contractual Receipts
being more than Rs.25 Lakhs, in the form of
audited accounts for the Financial Year
ending on 31-Mar-2014
9. Earnest Money Deposit (EMD) details :

DECLARATION

I/we _____ hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case any deviation is found in the above statement at any stage, I/we will be blacklisted, my/our Earnest Money Deposit (EMD) forfeited and that I/we will not have any dealing with the Institute in future.

(Signature of Authorized Signatory with date)

Annexure B**FINANCIAL BID DOCUMENT FOR SUPPLY OF GODREJ BRAND FURNITURE ITEMS**

1. Name of the party :
2. Address (with Tel No. & Fax No.) :
3. Contact Person(s) with Designation :
(with Mobile No. & Email-id)
4. Rates (Both in words and figures) :

Sl.No.	Description of Item	Rate per unit	Tax	Total(Rs)
i)	Table Godrej Finesse.6030			
ii)	Table Godrej Finesse.5630			
iii)	Executive Chair Godrej Aspire High Back			
iv)	Visitor Chair Godrej Praso			
v)	Computer Chair Godrej Smile			
vi)	Training Hall : Godrej `Namaste` Two Seater Front			
vii)	Training Hall : Godrej `Namaste` Two Seater Middle			
viii)	Training Hall : Godrej `Namaste` Two Seater Back			
ix)	Sofa : Godrej 3 seater			
x)	Sofa : Godrej 2 Seater			
xi)	Sofa : Godrej 1 Seater			
xii)	Centre Table / Coffee Table : Godrej Glaze			

GRAND TOTAL (Rs)

The applicable taxes shall be shown separately in percentage and amount.

DECLARATION

I/we _____ hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case any deviation is found in the above statement at any stage, I/ we will be blacklisted and will not have any dealing with the Institute in future.

(Signature of Authorized Signatory with date)