



प्रधान आयकर आयुक्त-15, कोलकाता का कार्यालय  
O/O THE PR.COMMISSIONER OF INCOME TAX-15, KOLKATA  
3, गवर्नमेंट प्लेस (पश्चिम), कोलकाता- 700 001  
3- Government Place (West), Kolkata - 700 001  
Phone 033- 22101606

सं0. प्र.आ.आ.कोल.-15/Tender/16-17/8075

Date: 04.01.2017

**TENDER NOTICE FOR RENOVATION OF ROOM NO. 0/20, O/O THE PR. CIT-15, KOL**

The Pr. Commissioner of Income Tax-15, Kolkata intends to repair and renovate the chamber of Pr. CIT-15, Kolkata, Room No. 0/20, 3, Govt. Place (West), Kolkata-700001. The details of the work which needs to be undertaken is given hereunder:-

1. Floor tiles 2' X 2' Supply & fittings
2. Floor dis-melting and remove the same
3. New making wooden wall (partition) by sal wood frame.
4. Distemping ceiling, wall etc.
5. False ceiling of the room.
6. Fixing a partition around the walls with door.
7. Concealed electrical wiring, telephone cables etc.
8. New electrical wiring for split AC(s).

Interested concerns are requested to visit the site for on-the spot inspection after obtaining approval for visiting the site and, thereafter, submit their estimate for the above said work with details of the other expenses, if any, including all taxes applicable and the warranty period for the same in their quotation.

**TERMS & CONDITIONS:-**

1. Tender shall be submitted in two parts in the specified formats:-
  - a. Technical bid (Annexure-A)
  - b. Financial bid (Annexure-B)
2. Technical bid shall contain the following:-
  - a. Permanent Account Number (PAN)
  - b. Evidence for having executed the similar job for Central/State Government Departments/Public Sector Undertakings/Local authorities/renowned public or private sector.
3. The supplier should provide **three year's warranty** for all the hardware goods except the electrical consumable fittings like LED bulb and lights. Any repairing work, if required, should be done by the Supplier within that period without any extra charge.
4. Financial bid shall be submitted in the prescribed format indicating the consolidated amount for the entire job and also indicating leviable taxes thereon.



Vendors have to furnish security deposit of Rs. 15,000/- by way of Account payee DD/Fixed Deposit Receipt/Bank Guarantee from any commercial bank favoring ZAO, CBDT, Kolkata. The bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30<sup>th</sup> day after the award of the contract. The selected vendor will collect the Account payee DD/Fixed Deposit Receipt/Bank Guarantee on successful completion of warranty period.

6. The above 2 bids shall be submitted in two separate sealed covers addressed to the Pr. CIT-15, Kolkata, 3, Govt. Place(West), Kolkata-700001 up to **5.00 PM on 12.01.2017.**
7. The tenders shall be opened at **12:30 PM on 13/01/2017 in Room No. 0/18**, 3. Govt. Place (W), Ground floor, Kolkata -700 001, in presence of vendors or their representatives who wish to be present. The tenders will be opened by the Tender Committee members constituted for this purpose. They will scrutinize the technical bids and determine the eligible bids. Thereafter, financial bids of the eligible bidders will be opened. The tender quoting the lowest amount (L1) will be declared as successful vendor. In case the successful vendor refuses to accept the contract, its security deposit will be forfeited. The work order will be issued as soon as the vendor(s) is/are finalized.
8. The vendor is required to submit details of bank a/c No., bank and branch, bank code, branch code, MICR code, IFSC code where the e-payment will be made. A cancelled cheque should be provided for this purpose along with financial bid.
9. Any matter which has not been specifically covered by this tender notice shall be decided by the Office of the PR. CIT-15, Kolkata, whose decision shall be final and conclusive.
10. Clarification if required by the prospective bidders will be given by Income Tax Officer, Hqrs.-15, Kolkata from 05/01/2017 to 12/01/2017.
11. This tender notice is displayed on notice boards of all the offices of Income Tax Department in Kolkata and also on the website of Income Tax Department viz "**incometaxindia.gov.in**"

*Rup*

(Rupasri Roy Chakravarty)  
Income Tax Officer, Hqrs.-15, Kol  
**For Pr. CIT-15, Kolkata**



रुपश्री राय चक्रवर्ती  
Rupasri Roy Chakravarty  
आयकर अधिकारी (मुख्यालय)-१५, कोलकाता  
Income Tax Officer (HQRS)-15, Kolkata

**ANNEXURE-A**

1. TECHNIAL SPECIFICATION OF REQUIREMENTS:-

Sl. No.	Details of work	Rate per Square ft.
1.	Floor tiles 2' X 2' Supply & fittings	
2.	Floor dis-melting and remove the same	
3.	New making wooden wall (partition) by sal wood frame	
4.	Distempering ceiling, wall etc.	
5.	False ceiling of the room.	
6.	Fixing a partition around the walls with door	

2. Any short supply, inadequacy or defective supply with regard to material quoted by the vendors as stated in the Technical bid shall be viewed seriously.

3. The bidder should adhere to the provisions of all laws in every respect.

4. Liaison shall be maintained with our users, Office-In-Charge concerned for smooth and efficient renovating and repairing of the required work.

5. Any damages or loss caused during transit will have to be borne by the **Vendors**.

6. The vendor must ensure that warranty should be **03 years Onsite**.

7. The vendor will ensure that the items supplied should be to the satisfaction of the Principal Commissioner of Income Tax-15, Kolkata.

8. Failure by the vendor to comply with any statutory requirements and/or the terms of the agreement during the period of contract will result in termination of the contract and subsequent disqualification from participation in any future tender of the department.

9. In case the vendor withdraws or the Principal Commissioner of Income Tax-15, Kolkata terminates the contract for violation of terms and conditions and/or deficiency in items during the period of contract, the contractor will be penalized as deemed fit.

10. The Vendors will not sublet or transfer any part of the contract.

11. If the quality of any items is found not satisfactory by this office then the contractor will be asked to replace them immediately.

12. Right to decide the actual numbers of items, their quality, make, brand, and bidder completely lies with the department/ the Principal Commissioner of Income Tax-15, Kolkata.

13. Principal Commissioner of Income Tax-15, Kolkata reserves the right to reject any or all tenders without assigning any reason whatsoever.

14. Any time prior to the last date for receipt of bids, the Department may for any reason, modify the Tender Document.



*Rupasri*  
(Rupasri Roy Chakravarty)

Income Tax Officer, Hqrs.-15, Kol

**For Pr. CIT-15, Kolkata**

Rupasri Roy Chakravarty  
आयुक्त अधिकारी (मुख्यालय)-१५, कोलकाता  
Income Tax Officer (HQRS)-15, Kolkata  
6/Satyajit/ tender notice for chamber

**ANNEXURE-B**

**FINANCIAL BIDS (TERMS & CONDITIONS)**

1. No advance payment will be made by the Department.
2. Tax, if any, shall be deducted at source as per the Income Tax Act from the bills.
3. Any tax as per laws in force shall be paid by the Vendor.
4. The vendors shall submit the bills after satisfactorily renovating and repairing the room so as to enable the Department to process the same and TDS will be deducted as per the Income Tax Act from the bills.
5. The amount quoted in the tender will include all the taxes and transportation & installation charges. The Income Tax Department will not pay any money other than the money mentioned by the vendor in his financial bid.



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(Rupasri Roy Chakravarty)  
Income Tax Officer, Hqrs.-15, Kol  
**For Pr. CIT-15, Kolkata**

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