

**DIRECT TAXES REGIONAL TRAINING INSTITUTE**  
**(A Division of National Academy of Direct Taxes, Nagpur)**  
**46, M G Road, Nungambakkam**  
**Chennai 600 034**  
**Tel: 2833 8846**  
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DI/RTI/Chn/26 A/Library/2014-15

08<sup>th</sup> January, 2015

**LIMITED TENDER FOR SUPPLY OF VOLTAS BRAND SPLIT AIR-CONDITIONING UNITS &  
SYSCOM BRAND STABILIZERS FOR RESOURCE CENTRE-CUM-LIBRARY**

The Direct Taxes Regional Training Institute, Chennai invites sealed tenders from the authorized dealers of “**Voltas brand Split Air-Conditioning Units and Syscom brand Stabilizers**” for supply of the following items and model nos. and who operate from Chennai for Resource Centre-cum-Library to be set up at the Direct Taxes Regional Training Institute, Chennai, subject to the following terms and conditions:

Sl.No	Description of Item	Brand & Model No.	Quantity
1.	Split Air-Conditioner (1.5 Ton) <b>(condenser coil with copper)</b>	Voltas Gold 5S-N (R) / Equivalent	6 Nos.
2.	Stabilizer for Split A/c (4 KVA Capacity)	Syscom (copper transformer)	6 Nos.

**Specifications for the Air-Conditioning Units:**

The present tender is for Split Air-Conditioning Units (1.5 Ton) for various star ratings and relevant capacity of Stabilizers.

**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 Ten Thousand only) in the form of Demand Draft / Bankers’ Cheque of scheduled bank drawn in favour of

“The Administrative Officer, O/o Director, Direct taxes regional Training Institute, Chennai - 34”.

- (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 2013-14 (Asst. Year 2014-15 ) is over Rupees 25 lakhs.
  - (e) Evidence for having supplied Air-Conditioning Units to Central Government Departments / Public Sector undertaking in the last one year.
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 Joint Director of Income Tax (Trng.), No.46, New no.108, Mahatma Gandhi Road, Nungambakkam, Chennai - 600 034 upto **4.00 PM on 29-Jan-2015**.
  5. The sealed covers shall be superscribed with “**Technical Bids for supply of Voltas brand 1.5 Ton Split Air-Conditioner & Stabilizers for Resource Centre-cum-Library**” and “**Financial Bids for supply of Voltas brand 1.5 Ton Split Air-Conditioner & Stabilizers for Resource Centre-cum-Library**” separately. Technical bids shall be opened on **30-Jan-2015 at 12.00 Noon in the presence of bidders at Conference Room, DTRTI, Ground Floor** 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-Mar-2015.**
  8. The selected suppliers shall be in a position to supply the Split Air-Conditioner within 7 days of placing the purchase orders.
  9. The Institute reserves the right to place orders for all or any of the item.
  10. The Institute may also increase or decrease the quantity of items.

Sd/-

**(S.SWAMINATHAN)**  
Joint Director( Trng.)  
For Director  
DTRTI, Chennai - 600 034

**(ANNEXURE - A)**

**TECHNICAL BID DOCUMENT FOR SUPPLY OF VOLTAS SPLIT A/C & SYSCOM STABILIZER**

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 & Balance  
sheet for the Fin 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 :

**D E C L A R A T I O N**

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 VOLTAS SPLIT A/C & SYSCOM STABILIZER

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.	Voltas Split A/c Gold 5S-N (R) 1.5 Ton	Star	Rate per unit (Rs.) (Exclusive of taxes)	Standard Installation Charges (Rate per Unit) (Rs.)	Additional Charges, if any (Rate per Unit) (Rs.)	Syscom Stabilizer (Rate per Unit (Rs.)
		2				
		3				
		5				

Voltas 1.5 Ton Split A/c Gold 5S-N (R) / Equivalent

\* 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)