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GOVERNMENT OF INDIA  
INCOME TAX DEPARTMENT  
OFFICE OF THE CHIEF COMMISSIONER OF INCOME TAX,  
# 121, MAHATMA GANDHI ROAD, NUNGAMBAKKAM, CHENNAI - 34

C.No.568(21)/Accts/AC/2013-14

Dated : 17-Mar-2014

**TENDER FOR SUPPLY OF FLOOR STANDING AIR-CONDITIONING UNITS**

Sealed tenders are invited from Reputed Manufacturers / Authorized dealers for supply of **"Floor Standing Air-Conditioning Units"** with the following specifications on rate contract for the period from 16-Apr-2014 to 15-July-2014 on **need basis** for the Income Tax Office buildings under the jurisdiction of the Chief Commissioner of Income Tax - I, Chennai -34, subject to the following terms and conditions:

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

The present tender is for Floor Standing Air-Conditioning units for various tonnages and star ratings with Stabilizers (copper transformer) of suitable capacity.

**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) Earnest Money Deposit (EMD) of Rs.25,000/- (Rupees Twenty Five Thousand only) in the form of Demand Draft / Bankers Cheque of scheduled bank drawn in favour of "The Administrative Officer, O/o Chief Commissioner of Income Tax - I, Chennai - 34".

- (b) Permanent Account Number (PAN)
  - (c) 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 2012-13 (Asst. Year 2013-14) is over Rupees 25 lakhs.
  - (d) Evidence for having supplied Air-Conditioning Units to Central Government Departments / Public Sector undertaking in the last two 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 address to the Joint Commissioner of Income Tax (H.Qrs)(Admn.), No.121, Mahatma Gandhi Road, Nungambakkam, Chennai - 600 034 upto **4.00 PM on 07-Apr-2014**.
  5. The sealed covers shall be super scribed with “**Technical Bids for supply of Floor Standing Air-Conditioning Units**” and “**Financial Bids for supply of Floor Standing Air-Conditioning Units**” separately. Technical bids shall be opened on **08-Apr-2014 at 3.30 PM** in the presence of bidders at Conference Room, Room No.117, First floor, Main Building at the above address. The financial bids of successful technical bidders only will be opened subsequently on the same day.
  6. Each page of the technical bid containing specification and financial bid shall be signed and stamped by the bidder or its authorized signatory.
  7. **The rates quoted shall be valid upto 15-July-2014.**

**Sd/-**  
**(B.JAYARAGAVAN)**  
Joint Commissioner of Income Tax (H.Qrs)(Admn.)  
For Chief Commissioner of Income Tax,  
Chennai - 600 034

**TECHNICAL BID DOCUMENT**

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. Permanent Account Number (PAN) :
6. Evidence for filing of IT returns along with a :  
Certified copy of the P & L Account & Balance  
sheet for the Financial year 2012-13 (Asst.  
Year 2013-14) to be enclosed
7. 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-2013
9. Earnest Money Deposit (EMD) :

**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 Department in future.

(Signature of Authorized Signatory with date)

**FINANCIAL BID DOCUMENT**

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.	Floor Standing A/c Brand	Model	Star	Tonnage	Rate per unit (Rs.) (Exclusive of taxes)	Standard Installation Charges (Rate per Unit) (Rs.)	Additional Charges, if any (Rate per Unit) (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 Department in future.

(Signature of Authorized Signatory with date)