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

C.No.568(21)/Accts/AC/2014-15

Dated : 14-Nov-2014

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

Sealed tenders are invited from Reputed Manufacturers / Authorized dealers for supply of "Floor Standing and Split Air-Conditioning Units along with suitable capacity Stabilizer" with the following specifications on rate contract for the period upto 30-Sep-2015 for the Income Tax Department, Chennai- 34, subject to the following terms and conditions:

The prices quoted by the bidders for the Floor Standing and Split Air-Conditioning Units will be applicable for a period from 16-Dec-2014 to 30-Sep-2015. The Department reserves the right to order the items on need basis during the period upto 30-Sep-2015. The discretion to order the items solely vests with the Department based on the availability of funds.

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

The present tender is for Floor Standing and Split 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:

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 Principal Chief Commissioner of Income Tax, Chennai - 34”.

(a) Permanent Account Number (PAN)

(b) 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 15 lakhs.

(c) 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 Additional Commissioner of Income Tax (H.Qrs)(Admn.), No.121, Mahatma Gandhi Road, Nungambakkam, Chennai - 600 034 upto **4.00 PM on 08-Dec-2014.**

5. The sealed covers shall be super scribed with “**Technical Bids for supply of Floor Standing and Split Air-Conditioning Units**” and “**Financial Bids for supply of Floor Standing and Split Air-Conditioning Units**” separately. Technical bids shall be opened on **09-Dec-2014 at 11.30 AM** 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 30-Sep-2015.**

Sd/-  
(M.MATHIVANAN)  
Additional Commissioner of Income Tax (H.Qrs)(Admn.)  
For Principal 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 2013-14 (Asst.  
Year 2014-15) to be enclosed
7. Evidence for Gross Contractual Receipts :  
being more than Rs.15 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.	Type of A/c (Split / Floor) with Brand	Model	Star	Ton	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.

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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)