



भारत सरकार / GOVERNMENT OF INDIA

आयकर विभाग/INCOME TAX DEPARTMENT

प्रधान मुख्य आयकर आयुक्त का कार्यालय, तमिलनाडु

O/o THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, CHENNAI

121, महात्मा गाँधी रोड, नुंगम्बाक्कम, चेन्नै 1, चेन्नै

121, MAHATMA GANDHI ROAD, NUNGAMBAKKAM, CHENNAI-600 034.

Phone No 044-28338318 Fax No 28338596

Website: www.tninetax.gov.in E mail : itstateschn.tn@nic.in

C.No.582(3)/SAF/2016-17

Dated: 02.01.2017

NOTICE INVITING TENDER FOR HOUSEKEEPING WORKS

The Income tax department invites sealed offers from reputed concerns engaged in the business of housekeeping to provide the following services at residential accommodation at SAF Games village, Koyambedu, Chennai-107. Services are to be provided at Block B 4 (4 flats), B 6 (6 Flats) and C 8 (16 Flats).

1. To carry out normal civil maintenance works at the above flats.
2. To carry out normal electrical maintenance works at the above flats.
3. To keep the area occupied neat and clean by appointing one sweeper.

The application should be submitted along with client strength.

The quotation/tender (in sealed cover) should reach this office latest by 4.00PM on or before 23.01.2017 and it will be opened at 11 AM on 24.01.2017.

-Sd_

(C VATCHALA)

Joint Commissioner of Income tax (Admin.)

O/o The Pr.CCIT, Chennai

ANNEXURE TO QUOTATION/TENDER

- 1 The agreement will come into force from the day of acceptance of tender and shall be in force for a period of one year and can be renewed for further period of one year with the consent of both the parties.
- 2 There shall be no compromise on the quality of the service that is to be rendered by the service provider.
- 3 The contractor shall quote the rates inclusive of labour charges, statutory expenses and other maintenance costs.
- 4 The department will not pay any money directly to the persons employed by the contractor.
- 5 The contractor shall provide adequate manpower at the buildings.
- 6 The contractor shall ensure that his employees while on the premises carrying out the obligation under this agreement, observe the standards of cleanliness, decorum, safety and general discipline.
- 7 The contractor shall be liable for and make good any damage caused to the customer premises or any part thereof or to any fixtures or fittings thereof of therein or loss causes due to theft etc. by any act, omission default or negligence of the contractor or his employees.
- 8 The department shall not be responsible or liable for any theft, loss damage or destruction of any property of the contractor lying in the premises from any cause whatsoever.
- 9 Either party shall be at liberty to terminate the contract by giving one months prior written to the other.
- 10 The service provider must enclose alongwith the tender document a demand draft/par cheque for a sum of Rs.10,000/- in favour of The Administrative Officer, O/o The Pr.CCIT, Chennai as Earnest Money Deposit.
- 11 Any major civil work/electrical work/renovation works should not be undertaken without prior approval from the department.
- 12 The contractor shall not charge any additional labour charge for any minor repair /replacement since monthly amount would be paid a lump sum to the contractor.

-Sd-

(C VATCHALA)
Joint Commissioner of Income tax (Admin.)
O/o The Pr.CCIT, Chennai