



भारत सरकार **GOVERNMENT OF INDIA**

आयकर विभाग **INCOME TAX DEPARTMENT**

मुख्य आयकर आयुक्त कार्यालय **OFFICE OF THE CHIEF COMMISSIONER OF INCOME TAX**
2-वी पी रतिनासामी नाडार रोड **V.P. RATHINASAMY NADAR ROAD, BIBIKULAM,**
मदुरै **MADURAI-625 002**

TENDER DOCUMENT

**For Minor Works at the Annexe building of
Income Tax Office, Madurai**



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C.No.1350(3)/CCIT/ Minor Works/Mdu/2018-19

Date: 19.07.2018

NOTICE INVITING TENDER

1. The Chief Commissioner of Income Tax, Madurai intends to invite sealed tenders from firms/agencies, engaged in the business of reconstruction works, false ceiling works, wooden works Provisioning of furniture for office use, Window blinds and painting works at **Room No. A-115A** in the first floor of the annexe building Income Tax Office, Madurai.
2. The detailed description of works is as mentioned below:-

SL.NO	QTY	SPECIFICATION	Measurement	
		PRINCIPAL COMMISSIONER ROOM (A-115)		
1		PARTITION & FALSE CEILING		
	A	395.00	Providing False ceiling at Principal Commissioner room using G.I hangers and G.I frame works screwed properly to wall and fixing 12mm thick gypsum board weel jointed including necessary cutouts for lighting etc complete.	Sqft
	B	135.00	Providing Partition in Rest room at Principal Commissioner Room using G.I hangers and G.I frame works screwed properly and fixing 12mm thick cemented fibre board (Viz, Hilux board/V-Board) erected including necessesary cutouts for lighting etc complete at all levels and locations.	Sqft
2		FURNITURE & WOOD WORK		
	A	100.00	Wall Panelling on south wall with Selected Laminate , Complete at all levels and locations.	Sqft
	B	155.00	Wall Panelling on east wall with wall paper, Complete at all levels and locations.	Sqft
	C	4.00	Wall Panelling above safe rack with selected laminate.	Sqft
	D	17.50	Providing work desk of 7' Length and 2'3" Width	Sqft
	E	1.00	Executive Chair (High back with SS base)	Nos

	F	3.00	Visitor Chair (Steel base with high quality fabric)	Nos
	G	1.00	Two seater Sofa (Seating area 44" , Width – 22" , Height – 44" outer to outer – 60" with rexin)	Nos
	H	1.00	Single seater Sofa(Seating area 22" , width-22" , Height-44" , Outer to outer- 36" with rexin)	Nos
	I	1.00	Coffee Table 4' x 2' (Wooden)	Nos
	J	1.00	Side Table 1.5' x 1.5' Height – 18" (Wooden)	Nos
	K	29.00	Storage shelf with Safe Rack (Height – 3' x width- 1.5' x length- 6.75')	Sqft
	L	15.00	Side 2'6" Ht storage shelf	Sqft
	M	10.50	Wall Unit with Shutter	Sqft
	N	13.00	Pinup board (between 2L & 2M S.No)	Sqft
3			PAINTING WORK	
			Ceiling painting	
	A	395.00	Preparing the surface & Painting ceiling with 2 coats wall putty, one coat primer & applying two coat interior emulsion complete.	Sqft
			Wall painting	
	B	330.00	Preparing the surface & Painting interior walls with 2 coats wall putty, one coat primer & applying two coat interior emulsion complete.	Sqft
4			WINDOW BLINDS	
		35.00	Providing Window blinds for 2 window openings (Vertical blinds)	Sqft
5			ROOM DOORS	
	A	21.00	Alteration work of existing door, with Laminate, Painting work, Hinges, Handle, Door closer as per selection- complete at all levels and locations.	Sqft
	B	21.00	Supply and fixing of flush door (40mm Thk), with Laminate, Hinges, Handle, Door closer as per selection- complete at all levels and locations.	Sqft
			REST ROOM & WASH ROOM	
1			CIVIL WORK	
	A		Breaking of existing wall & Floor Tiles in washroom, clearing of existing sanitary fittings - complete at all levels and locations.	LS
	B	200.00	Laying of semi-glazed ceramic tiles for wall dado set in CM 1:3 pointing with Roffe Tile mate or equal approved etc complete, at all levels locations. (tiles up to Lintel level)	Sqft
	C	35.00	Laying of semi-glazed ceramic tiles for flooring set in CM 1:3 pointing with Roffe Tile mate or equal approved etc complete, at all levels locations.	Sqft

	D		Provisional sum for Plumbing & sanitary works incl. branded wash basin and EWC, Gebrit tank, Health faucet, Bib cock, Angle valve, Faucet, pipe fitting, etc	LS
2			FALSE CEILING	
	A	110.00	Providing False ceiling at rest room in principal commissiner room using G.I hangers and G.I frame works screwed properly to wall and fixing 12mm thick gypsum board weel jointed including nessesary cutouts for lighting etc complete	Sqft
3			FURNITURE & WOOD WORK	
	A	92.00	Wall Panelling excluding painting work, Complete at all levels and locations.	Sqft
	B	1.00	Diwan 6.25' x 3'	Nos
	C	1.00	Single seater Sofa(Seating area 22" , width-22" , Height-44" , Outer to outer- 36" with Rixin)	Nos
	D	1.00	Coffee Table (movable) (4' x 2') with wheel	Nos
4			PAINTING WORK	
			Ceiling painting	
	A	110.00	Preparing the surface & Painting ceiling with 2 coats wall putty, one coat primer & applying two coat interior emulsion complete.	Sqft
			Wall painting	
	B	375.00	Preparing the surface & Painting interior walls with 2 coats wall putty, one coat primer & applying two coat interior emulsion complete.	Sqft
5			ROOM DOORS	
	A	19.25	Alteration work of existing door, with Laminate, Painting work, Hinges, Handle, Door closer as per selection- complete at all levels and locations.	Sqft

3. Sealed tenders in two different envelopes for , Technical Bid & Financial Bid duly superscribed **“Tenders for minor works at Income Tax Office, Madurai”**, and addressed to **“Chief Commissioner of Income Tax, Madurai”** are invited so as to reach the Tender Box kept in Income Tax Department, PRO Room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002 **not later than 13.00 hours on 30thJuly 2018**. Tenders received after stipulated date/time shall not be entertained. **The tenders will be opened on the same day at 15.00 hours** in the presence of the Bidders or their representative who may like to be present at the time of opening the tenders.

regular office hours i.e. 09.15 A.M to 05.45 P.M. on payment of non refundable tender fee of Rs. 500/- **by Cash or by Demand Draft/Pay Order drawn in favour of ZAO, CBDT, Madurai payable at Madurai.** In case the tender document is downloaded from the department's website, a non-refundable tender fee of Rs. 500/- has to be paid at the time of submission of the duly filled tender application form.

5. The quotation will be accepted on the basis of the lowest rate subject to fulfilment of this office and other conditions as deemed proper by the competent authority. The authority reserves the right to cancel / modify the quotation without assigning any reason.



(KJ Joseph)
Assistant Commissioner of Income Tax (Hqrs)
O/o the Chief Commissioner of Income Tax, Madurai



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TENDER DOCUMENT FOR MINOR WORKS AT
INCOME TAX OFFICE, MADURAI

Open Tender No.01/2018-19/Minor Works/CCIT/MDU Date: 19.07.2018

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SECTION – I

DOMESTIC COMPETITIVE BIDDING

(Through call of open Tenders)

Open Tender No.02/2018/Minor Works/CCIT/MDU dated 19.07.2018	
Date of start of work	Within 7 days of receipt of Work Order
Periodic date of Completion (PDC)	Within 15 days from the date of start of work
Earnest Money Deposit	Rs. 12,800/-
Last Date & Time for receipt of Bid	Date: 30 th July 2018, Time : 13.00 Hrs
Time & Date of opening of Technical Bid	Date: 30 th July 2018, Time : 15.00 Hrs
Place of Opening of Technical Bid	Income Tax Department, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002
The Tender documents can be obtained from	Downloaded from www.incometaxindia.gov.in or www.tninetax.gov.in or www.eprocure.gov.in Tender documents can also be obtained from the Income Tax Office, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002,
Tender documents can be dropped in the tender box at	Income Tax Department, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002
Tender addressed to:	The Chief Commissioner of Income Tax, Madurai, Central Revenue Buildings, VP Rathinasamy Nadar Road, Post Bibikulam, Madurai-

	625002
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SECTION-II
INVITATION TO BID

Open Tender No: 1/2018/Minor Works/CCIT/MDU Dated : 19.07.2018

1. The Chief Commissioner of Income Tax, Madurai invites sealed bids from the eligible agencies for works as mentioned in the notice at the first floor of the annexe building of Income tax Office, Madurai.

2. The detailed description of the scope of work of the contract are described in the tender notice.

3. The earnest money deposit/bid security (refundable, if the bid is not successful) of Rs.12,800/- (Rupees Twelve Thousand Eight Hundred Only) in the form of Demand Draft/ Banker's cheque in favour of **Zonal Accounts Officer, CBDT, payable at Madurai**, has to be remitted along with bid forms.

4. The work has to be commenced within 7 days of award of the work order and to be completed within 15 days of work .

5. The bid document can be downloaded from www.incometaxindia.gov.in or www.tnincometax.gov.in or www.eprocure.gov.in It can also be obtained from the Income Tax Department, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002.

6. The CCIT, Madurai also reserves the right to accept or reject any bid, and to annul the bidding process at any time, without thereby incurring any liability to the affected Bidder or Bidders.

7. The sealed tenders completed in all respect shall be submitted/dropped in the tender box kept at the office of the CCIT, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002 not later than 13.00 hours on **30.07.2018** and the technical bids will be opened at 15.00 hrs on the same day in Income Tax Department, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002.

SECTION-III

INSTRCUTION TO BIDDERS

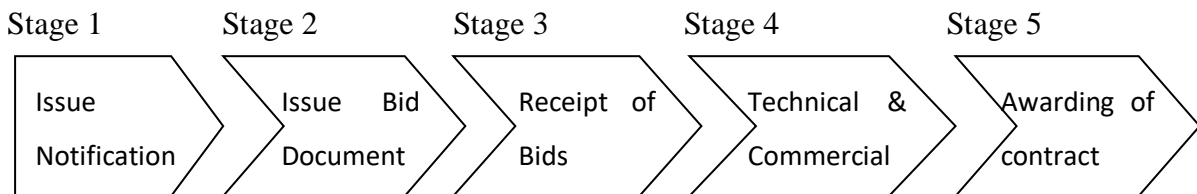
1. This invitation for bids is open to the agencies fulfilling the eligibility criteria as per below:

Eligibility Criteria:

- a. The applicant contractor (i.e The agency) should have been in the business of construction / reconstruction of offices, Interiors, furnishing of offices for a minimum three years.
- b. The annual turnover of the applicant contractor should not be less than Rs.20 lakhs for the past three years.
- c. The rates quoted by the bidder should be inclusive of all applicable taxes such as GST etc.
- d. The applicant contractor should have a reputed client list.

2.1 Process

Selection of successful vendor/ service provider will involve a five (5) stage approach before issuance of work order/ letter of appointment. The approach follows the Indian Government's Central Vigilance Commission (CVC) guidelines.



3. The bidder is required to fill up the profile of his organization and other details in the format given as per Annexure-A of the Bid document.

4. The bids are to be submitted in two parts in separate sealed envelopes, i.e., Technical Bid and Financial Bid.

5. The Technical Bid (Section-VI) submitted by the bidder shall include the following:

a. A copy of PAN card & GST No. of the Bidder should be submitted along with the tender document.

b. Earnest Money Deposit (EMD) of Rs.12,800/- (Rupees Twelve Thousand Eight Hundred Only) by means of demand draft/ Banker's Cheque drawn in favour of Zonal Accounts Officer, CBDT, payable at Madurai.

6. Sealing and Marking of Bids:

a. The Technical Bid along with EMD instrument and requisite documents (listed in para 5 above) shall be placed in one sealed envelope super scribed '**Technical Bid**'. The Financial bid shall be kept in a separate sealed envelope super-scribed '**Financial Bid**'. Both the envelopes shall then be placed in one single, sealed envelope super-scribed '**Bid for Minor Wors at Income Tax Office, Madurai**' and shall be addressed to the CCIT, Madurai. The bidder's name, telephone number and complete mailing address shall be indicated on the cover of the outer envelope.

b. Both the inner envelopes super-scribed Technical bid and Financial bid shall have the name and address of the bidder so that if required, they may be returned to the bidder without opening them.

c. If the outer and inner envelopes are not sealed and marked as required, the Income tax department shall assume no responsibility for the bids' misplacement or premature opening.

d. If for any reason, it is found that the Technical Bid reveals the Financial Bid related details in any manner whatsoever or the financial bid is enclosed in the envelope super-scribed, "Technical Bid", the bid document will be summarily rejected in the first instance itself.

e. All the Bid documents submitted shall be serially page numbered and contain the table of contents with page numbers.

f. The applicants should submit/drop their bids in separate sealed envelopes which in turn should be placed in to a sealed larger envelope (Maximum width of 10 inch), in the 'Tender Box' kept in Income Tax Department, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai - 625 002 by 13.00 hrs on 30.07.2018. No acknowledgement, in respect of receipt of any bid, shall be issued.

7. Deadline for submission of bids:

a. Bids must be received by the CCIT, Madurai at the address specified not later than the time and date specified in the invitation for bids. In the event of the specified date for the submission of bids being declared a holiday for the Income tax department, the bids will be received up to the given time on the next working day.

b. The Income tax department may, at its discretion, extend the deadline for submission of bids which will be binding on all the bidders.

c. Any bid received by the CCIT, Madurai after the deadline for submission for bids prescribed by the CCIT, Madurai in the bid, document will be rejected and will not be opened.

8. Modifications and Withdrawal of bids:

a. **No modification or substitution of the submitted application shall be allowed.**

b. An applicant may withdraw its Tender after submission, provided that written notice of the withdrawal is received by the Income-tax department before the due date for submission of applications. In case an applicant wants to resubmit his application, he shall submit a fresh application following all the applicable conditions.

c. The withdrawal notice shall be prepared in original only and each page of the notice shall be signed and stamped by authorized signatories. The copy of the notice shall be duly marked "WITHDRAWAL".

9. Validity:

Bids shall remain valid for 90 days after the date of bid opening prescribed by the Income tax department. A bid valid for a shorter period shall be rejected by the Income tax department as non-responsive.

10. Opening and Evaluation of Technical bids:

a. The tender committee appointed by the Income tax department will open all technical bids in the first instance on the appointed date, time and venue.

b. During evaluation of the bids, the Income tax department may at its discretion ask the bidder for clarification of his bid. The request for clarification and response shall be in writing.

c. No bidder shall contact the Income tax department on any matter relating to his bid from the time of the bid opening to the time of the issue of work order. All bidders are strongly advised to furnish all material information in the bid itself.

d. Any effort by a bidder to influence the Income tax department in its decisions on bid evaluation, bid comparison or work order decision will result in rejection of the bid.

11. Opening and evaluation of Financial bids:

a. The results of the bid will be communicated in writing to the qualifying bidder. The unsuccessful bidders will be notified separately.

b. The price bid shall comprise the price component for all the services indicated in the Section-V of the bid document. The price quoted by the bidders shall include all applicable taxes, wherever applicable. The bidder shall include GST and surcharges etc. as applicable on the services that are provided under this contract in the lump sum rates quoted and Income tax department would not bear any additional liability on this account.

c. Income tax department shall however, deduct such tax at source as per the rules and issue necessary certificate to the agency. The prices once accepted by the Income tax department shall remain valid till the contract remains in force.

(d) Rates shall include statutory obligations as may be applicable,

(e) Prices shall be quoted in Indian rupees only.

(g) Arithmetical errors will be rectified on the following basis: - If there is a discrepancy between words and figures, the higher of the two shall be taken as the bid price. If there is any other discrepancy, the figure leading to the determination of the higher amount shall be adopted. If the bidder does not accept the correction of errors, as aforesaid, his bid will be rejected.

(h) The work should commence within 7 (seven) days of award of work order and be completed within 15 days.

12. Payment terms

The contract payment shall be made as per the payment schedule mentioned below:

(a) Payment shall be made on submission of completion report and inspection of the work by Competent Authority of the Department.

(b) If at any time during the period of contract, the SCOPE OF WORK for which this job has been awarded is reduced/ abandoned, the payment value of this job order shall be reduced on pro-rate basis by the Income-tax department and the decision of Chief Commissioner of Income-tax, Madurai shall be binding on the Agency.

13. The Income-tax department, without assigning any reasons, reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or bidders of the grounds for the action of the Income-tax department.

14. The Bidder shall sign his bid with the exact name of the concern to which the contract is to be awarded.

15. The Bid document filed by the bidder shall be typed or written in indelible ink. No over writing or cuttings shall be permitted.

16. The Income-tax department reserves the right to reject the bid having deviations from the prescribed terms and conditions.

17. The vendor shall not subcontract or permit anyone other than himself to perform any of the work, service or other performance required of the vendor under the contract.

18. Prior to the submission of Bid, the Bidder/authorized representative shall personally inspect the income-tax department offices and facilities specified in the Bid at his own cost and under prior intimation to the Income Tax Officer (PRO), O/o the Chief Commissioner of Income Tax, Madurai. This is necessary to enable the bidder to gather all the information, so as to prepare the Bid accurately after taking into consideration all the relevant factors. Submission of the bid will, therefore, be considered as meeting the requirements of bidder having fully read and understood the tender document and the scope of work prescribed therein.

19. Making misleading or false representation in the bid document will lead to disqualification of the Bidder at any stage.

20. Where the bid has been signed by the Authorized Representative on behalf of the concern, the bidder shall submit a certificate of authority and any other document consisting of adequate proof of the ability of the

signatory to bind the bidder to the contract. (Income-tax department may out rightly reject any bid, which was not supported by adequate proof of the signatory's authority).

21. Department reserves the right to negotiate the price with the finally shortlisted bidder before awarding the contract, it may be noted that I.T. department will not entertain any price negotiation with any other bidder.

Read and accepted.

Signature and stamp of

Bidder or Authorized Signatory

SECTION – IV

TERMS & CONDITIONS OF CONTRACT

1. No alteration shall be made in any of the terms and conditions of the bid document by scoring out. In the submitted bid, no variation in the conditions shall be admissible. Bids not complying with the terms and conditions listed in this section are liable to be ignored.
2. A sum of Rs.12,800/- (Rupees Twelve Thousand Eight Hundred Only) must be deposited as Earnest Money Deposit (EMD) by means of Bank Draft drawn in favour of **Zonal Accounts Officer, CBDT, payable at Madurai** and must accompany the technical bid in the sealed envelope without which the Bid will be rejected. The said amount will be forfeited, if the successful bidder fails within the time fixed by the Income tax Department to sign the contract on terms contained in the bid document.
3. No bid will be considered unless and until all the pages of document comprising the Bid are properly signed and stamped by the authorized persons.
4. In the event of bid being accepted, the bid will be converted into a contract which will be governed by the terms and conditions given in the bid document. The instructions to bidders shall also form part of the contract. The work should commence within 7 days of award of work order and be completed within 15 days.
5. The contractor should not sub contract it to old contractors or new contractors and if found sub contracting the contract is liable to be cancelled and cost of maintaining the office till such time a new contractor is fixed and cost of tendering process will be recovered from the contractor.
6. The Income Tax Department does not bind itself to accept the lowest bid.
7. The contractor is jointly and severally liable for any damage to government properties and is vicariously liable for the omissions and commissions committed by its proprietor, employees and agents.

8. The contractor has to submit a bill on completion of work only.
9. The GST shall be reimbursable to the contractor at the prevailing rates and the contractor has to furnish the evidence for remitting the same, failing which, the above will be deducted from the Contractor.
10. The EMD of Rs.12,800/- (Rupees Twelve Thousand Eight Hundred Only) submitted by the service provider by DD in favour of **Zonal Accounts Officer, CBDT, Payable at Madurai**, with the prequalification bid, would be held by the O/o the Chief Commissioner of Income Tax as Security Deposit and shall be refunded upon furnishing the performance bank guarantee of equivalent amount and signing the contract. No interest shall be payable by the office of Chief Commissioner of Income Tax on EMD.

11. **Arbitration:**

In case of any dispute arising out of or in relation to this agreement / contract [either during the period of its currency or thereafter], it shall be referred to a sole Arbitrator to be appointed by the Chief Commissioner of Income Tax, Madurai and the decision of that Arbitrator shall be final and binding on both sides and there shall not be any appeal to any forum. The seat of the arbitration shall be at Madurai and the proceedings shall be governed by the Indian Arbitration & Conciliation Act, 1996.

SECTION V
SCOPE OF WORK AND OTHER CONDITIONS

1. The amount quoted will be applicable till completion of the work, no request for enhancement will be entertained.
2. The contractor should ensure no damage should be caused to the building and property adjacent by their workers.
3. The work should be executed as mentioned in the tender notice without any changes/ deviation.
4. The work should be commenced within 7 days of award of work order and should be completed within 15 days from the start of the work.

SECTION – VI

TECHNICAL BID

(On the letter head of the concern submitting the bid)

To

The Chief Commissioner of Income-tax,
No. 2, V.P.Rathinasamy Nadar Road,
Bibikulam,
Madurai

Ref: Tender No. _____ Dated _____

Sir,

I/We hereby undertake the works as mentioned in the tender notice at the Income Tax Office, Madurai, as specified in the Bid/ tender document and agree to hold this offer for a period of 90 days from the date of opening of the tender. I/ we shall be bound by a communication of acceptance issued by you.

I/We have understood the Instructions of Bidder and Terms and Conditions of Contract as enclosed with the invitation to the tender and have thoroughly examined the specifications of services to be rendered and are fully aware of the nature of the services to be rendered and my/our offer is to supply the services strictly in accordance with the requirements.

Certified that I/We have the experience of more than three years in doing civil works at government and non government offices.

A detailed profile of the organization as filled and prescribed in the **Annexure – A** of bid document is enclosed with this bid. Other details required to be submitted with this bid as per the bid document are also enclosed as follows:-

- (a) Copy of PAN & GST No.
- (b) Earnest Money Deposit (EMD) of Rs.12,800/- (Rupees Twelve Thousand Eight Hundred Only) by means of demand draft Pay

drawn in favour of Zonal Accounts Officer, CDBT, Madurai, payable at Madurai.

I/We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding order between us.

Yours faithfully, signature and
Stamp of the Bidder or
Authorized signatory

Dated this ____ day of _____ of 2018

Telephone: _____ -

FAX _____

Address _____

E-mail _____

Company Seal,

Signature of the bidder

SECTION -VII
FINANCIAL BID

Having examined the bidding documents and having submitted the technical bid for the same, I/we, the undersigned, hereby submit the Financial Bid for the works at Income Tax Office, Madurai in conformity with the said bidding document at the prices and rates mentioned in the enclosed offer.

The Price quoted by us for the scope of work detailed in the tender notice of the bid document is as below:

1. Name, address and telephone No.
Of the Bidder/ Applicant Contractor

Signature with Date:_____

Name of the Firm :_____

Name and Signature of the

Seal:_____

Authorised Signatory

Note:

1. The rates should be quoted as per the prevalent rates in the market
2. Tender will be opened on 30.07.2018 at 15.00 hrs in Income Tax Department, PRO room, Ground Floor, No.2, V.P.Rathinasamy Nadar Road, Bibikulam, Madurai – 625 002 in front of bidders or their representative.
3. The work should be started within 7 days of award of work order and should be completed with in 15 days from the start of the work.

SECTION – VIII

EVALUATION METHOD

The criteria of selection as well as rejection.

1. The bidder should fulfill eligible criteria mentioned in Section-III of this document to be able to qualify for consideration at the stage of technical evaluation: i.e. Only those Bid(s) shall be treated as responsive bid(s) which fulfill all the criteria/ parameters
2. Incomplete tenders would be rejected.
3. Tendering process shall be finalized only when there are at least three responsive bids.
4. In a normal situation, the contract shall be awarded to the lowest responsive bidder. However, mere lowest rate is not the sole criteria of selection. Income-tax department, Madurai is not bound to accept the lowest rates.
5. Without affecting the sanctity of the above criteria, Income-tax department, Madurai reserves right to relax any condition of eligibility criteria qualifying the bid(s) based on merit of each case and if the situation so warrants in the interest of the department.
6. Income-tax department, Madurai also reserves the right to accept or reject any or all bids without assigning any reasons.
7. Income-tax department, Madurai also reserves the right to reject any bid (including the lowest one) which in its opinion is not responsive or violating any of the condition. Specifications or which is found to be adopting unethical business practices; without bearing any liability or any loss whatsoever it may cause to the bidder in the process.

The parameters and process for Evaluation.

1. The technical bids will be evaluated by the screening committee on the basis of following parameters.
 - i) Past performance
 - ii) Credentials
 - iii) Financial capacity with respect to gross receipt
 - iv) Evaluation of competency done by Tender Committee
 - v) Fulfillment of provisions of legal obligations
2. Evaluation of these parameters shall be based on documents and information submitted by the bidders without recourse to extrinsic evidence.

3. Financial bids of those who qualify after the evaluation of technical bids by screening committee would be opened later, the date of which will intimated to the qualified bidders separately.

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Annexure 'A'

PROFILE OF ORGANIZATION

S.No.	Particulars	Details
1	Name of the Firm	
2	Address with email, Phone, Fax, Mobile Nos :	
3	PAN/TIN No: (enclose copies)	
4	GST No: (if any)	
5	Details of works executed during the last 3 years.	
6	List of similar work undertaken /in hand at present	
7	Details of Demand Draft/Bankers cheque in respect of Earnest Money	
8	Any other information	
9	Technical BID	

Note : Please attach extra sheet in support of your information, if space in the column is insufficient. It is requested to visit the site and as ascertain the quantum of work before submitting the tender.

Signature & Seal of bidder