

Telephone No.28333232



**GOVERNMENT OF INDIA
INCOME TAX DEPARTMENT
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX
121, MAHATMA GANDHI ROAD, CHENNAI - 600 034.**

NOTICE INVITING TENDER

The Income Tax Department, Chennai invites sealed tenders from reputed **Individuals / Firms / Companies** for repairing and renovation of officers rooms and office space at the second floor, Annexe Building, 121, MG Road, Nungambakkam, Chennai 34.

Tender forms along with terms and conditions can be obtained from the office of the Deputy Commissioner of Income Tax (Hq)(Infra), O/o the Chief Commissioner of Income Tax (Room No 109), First Floor, Aayakar Bhawan, Main Building, 121 Mahatma Gandhi Road, Nungambakkam Chennai-34 on payment of Rs.500/- in cash upto 5.00 PM on 26th Dec 2018. Tender document can also be downloaded from the website www.tnincometax.gov.in.

Last date:

Submission of Tender : 27/12/2018 5.00 PM

Opening of Tender : 28/12/2018 11.00 AM

-Sd-

(R.Ilavarasi)

**Additional Commissioner of Income tax (Hq)(Admn)
O/o The Principal Chief Commissioner of Income tax
Tamilnadu & Puducherry**

Place: Chennai

Date: 04/12/2018



**GOVERNMENT OF INDIA
INCOME TAX DEPARTMENT
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX
121, MAHATMA GANDHI ROAD, CHENNAI - 600 034.**

**NOTICE INVITING TENDER
FOR REPAIRING AND RENOVATING OFFICERS ROOMS AND OFFICE
SPACE AT SECOND FLOOR, ANNEXE BUILDING**

The Income Tax Department Chennai invites sealed tenders for repairing and renovating officers rooms and office space at second floor, Annexe building, 121 M G Road Nungambakkam Chennai 34.

I Tendering process:

The Tender is invited in Two parts i.e. (1) Qualifying / technical bid and (2) Financial Bid. The Tender form for Qualifying / Technical Bid prescribed in Annexure I and the tender form for the financial bid prescribed in Annexure II, complete in all respects should be submitted in person at Tapal Section, Ground floor , Main building, Aayakar Bhawan, 121, MG Road, Nungambakkam, Chennai -34, in sealed cover addressed to the Additional Commissioner of Income Tax (Hq)(Admn), O/o The Principal Chief Commissioner of Income Tax, Tamilnadu & Puducherry by 5.00 PM on or before 27th December 2018.

The sealed cover may be super-scribed **Tender for Annexe Building - Repair and Renovation of the Second floor**. The Technical bids will be opened by the undersigned on 28th December 2018 at 11.00 AM at the Conference Hall, First floor, Main Building, Aayakar Bhawan, 121, MG Road, Nungambakkam, Chennai -34, in the presence of the bidders. The date and time of opening of financial bid will be announced at the time of opening of the technical bid. Incomplete bid document will be rejected. Late submission of bids will not be accepted.

Earnest Money Deposit of Rs 50,000 (Rs Fifty thousand only) per application in the form of Demand Draft / Bankers Cheque of a Scheduled Bank drawn in favour of the Administrative Officer, O/o The Principal Chief Commissioner of Income Tax Tamilnadu should accompany the bid. EMD in any other mode of payment will not be accepted. Those who have registered under SSI and holding exemptions from making a EMD payment need not pay EMD. Bids without EMD will be rejected. The EMD will be forfeited in case the eligible bidder withdraws during the tender selection process.

The successful bidder of the contract has to submit a **Performance Guarantee either by way of Fixed Deposit or Bank Guarantee receipt, for Rs.2,00,000/-(Rupees Two lakh only)** with in three days of obtaining the contract.

The tenderer shall sign and stamp each page of this tender document as a token of having read and understood the terms and conditions contained herein and submit the same along with the qualifying bid. The tenderer would fill up all the information in the Annexures enclosed at the end of this document in clear and legible terms. Wherever, the prices are to be quoted should be written in figures and words as well. Annexure will also have to be signed and stamped by the bidder through its authorised signatory.

The Tender quotation should contain the rates exclusive of service Tax.

The tender forms shall be rejected if it is not complete in any aspect.

II Terms and Conditions:

1. No bid will be considered unless all the pages of documents comprising the bid are properly signed and stamped by the persons authorised to do so.
2. 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.
3. The Income tax Department does not bind it self to accept the lowest bid.
4. The agency shall acknowledge that it has made itself fully acquainted with all the conditions and circumstances under which this service is required under the contract. The agency shall not plead ignorance of any matter as an excuse for deficiency in service or failure to perform with a view to asking for increase of any rates agreed to in the contract or for evading any of its obligations under the contract.
5. The agency will be responsible for the conduct of all workers deployed by it and will be legally liable for any harm or loss arising to any to any person whomsoever, in whatever form, from any misconduct or any act of negligence, omission or commission, whether intentional or otherwise, of the agency or any of the workers agents and others deployed by the agency in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same. Income tax Department will not be liable for any loss or harm to any person within or outside Income tax Department campus from any and omission or commission of any of the workers, agents any others deployed by the agency in the course of providing any services stated in the contract.
6. The Income Tax Department shall not be liable for any compensation, claim or damages etc due to any accident, injury or harm to any person deployed by the agency or death due to accident or otherwise, which

may arise out of any circumstances related with the duties and Income Tax Department. The Income Tax Department shall be indemnified by the agency for all such claims.

7. Without prejudice to the proof reading terms of the contract, the agency will be liable to reimburse Income Tax Department of any cost or legal liability penalty fine imposed on the Income Tax Department by any authority, because of any misconduct or any at of omission or commission, whether intentional or otherwise, after agency or any of the workers deployed by the agency in the course of providing any services stated this contract.
8. It shall be the responsibility of the agency to comply with the provisions of various labour laws. The agency shall faithfully discharge of the liabilities under the labour laws. The agency shall indemnify the Income Tax Department against the claim arising out of non fulfilment of obligations by him under the various labour laws.
9. The agency shall comply with all legal obligations of state and central government. The Income Tax Department shall not liable for any contravention or non-compliance on the part of the agency. Any contravention or non-compliance on the part of the agency would be construed as a sufficient ground for termination of the contract at the discretion of Income Tax Department. Notwithstanding, in the event of income tax department being imposed with any penalty or fine etc by any agency or authority due to non-compliance or contravention on the part of the agency to any statutory law, rules or regulations etc the Income Tax Department reserve the right to recover such fine or penalty etc from the agency by way of recovering from the bills varies by the agency or by any other means.
10. The Income Tax Department shall have a right to periodical inspection with a view to ensuring state and hence to deployment of all categories of guards at the designated properties and spots.
11. No advance shall be paid before the completion of the work. Payment will be made on completion of the entire work as per the tender.
12. **The entire work should be completed in 50 days and additional 10 days will be allowed in case of unforeseen circumstances.**

III Technical Bid

The Technical Bid submitted by the bidder must include the following and the financial bids will be opened only on submission of the following along with the a tender document:

- i. Copies of certified Profit and Loss Account for the FY 2015-16, 2016-17, and 2017-18. The turnover should be Rs 2 crore or more in atleast two of the above years.
- ii. Copies of returns of income filed for the AY 2016-17, 2017-18 and 2018-19 shall be submitted.
- iii. Performance certificate shall be submitted from atleast two parties/organisations for which the bidder has carried out and completed work. And a list of works completed for others.
- iv. Copy of Service Tax Registration should be filed.
- v. Those who are based at Chennai are preferred.
- vi. A detailed profile of the organisation.

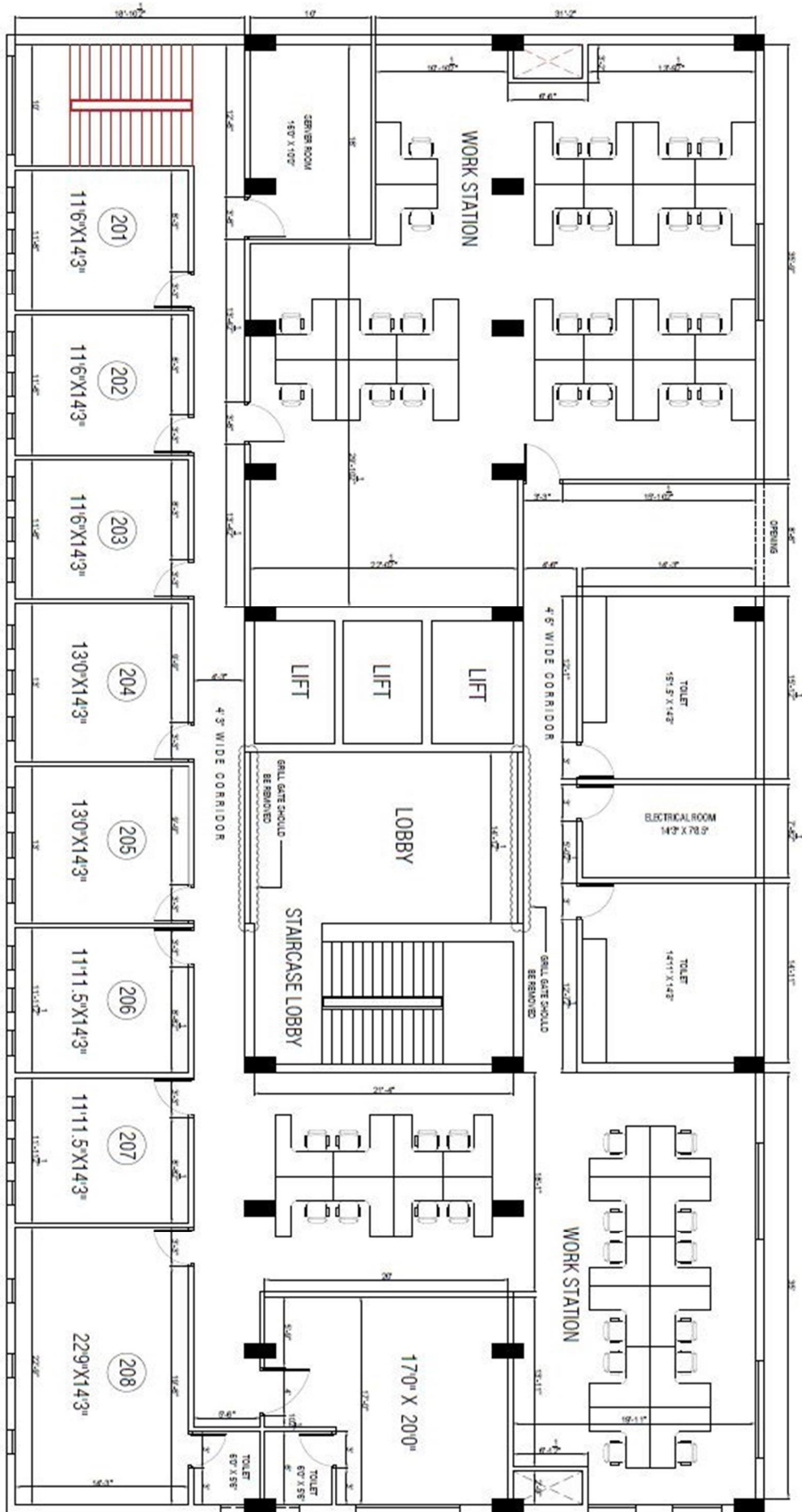
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(R.ILAVARASI)
ADDL.COMMISSIONER OF INCOME TAX
(HQ)(Admn.)

Place: Chennai

Date: 04/12/2018

LAYOUT OF THE SECOND FLOOR, ANNEXE BUILDING



Annexure I**Technical Bid**

SI No		
1	Name of the bidder	
2	Address of the bidder	
3	PAN of the bidder	
4	Copy of P & L Account for the FY 2015-16, 2016-17, and 2017-18	
5	Service Tax Registration Copy.	
6	Copies of return of income for the AY 2016-17, 2017-18 and 2018-19	

Signature of the Authorised Person

**Anexure II
Financial Bid**

Tender for repairing and renovation of officers rooms and office space at the second floor, Annexe Building 121 MG Road, Nungambakkam, Chennai- 34.			
Total Cost			
S.NO.	DESCRIPTION	TOTAL (All inclusive)	
I	DISMANTLING AND REPAIRING OF DEBRIS (1.a to 4)	Rs.	
II	FLOORING AND DADOO (5.a to 5.b)	Rs.	
III	FALSE CEILING (6)	Rs.	
IV	PAINTING (7)	Rs.	
V	GLASS PANELLING WORK (8.a,8.b to 9)		
VI	CIVIL WORK (10.a to 10.f)		
	GRAND TOTAL	Rs.	
	ALL TAXES WILL BE EXTRA		
<p>I/We have carefully read the terms and conditions of the tender document and agree to abide by these in letter and spirit.</p> <p>Signature of the Authorised Signatory</p>			

Tender for repairing and renovation of officers rooms and office space at the second floor, Annexe Building 121 MG Road, Nungambakkam, Chennai- 34.

I. CIVIL AND INTERIOR WORKS

S.No	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1.a	DISMANTLING AND REMOVAL OF DEBRIS; Existing Partition dismantling work	Sft	1160		
1.b	Removing the dismantled partition material from Second floor to Outside of the Project.	L S			
2.a	Dismantling the existing brickwall	Sft	370		
2.b	Removing the debris from Second floor to Outside of the Project.	L S			
3.	Existing Floor Tiles and Toilet tiles:				
3.a	Chipping the existing Floor tiles & Ceramic Tiles	Sft	5700		
3.b	Removing the debris of the Tiles from the Second Floor to outside the project.	L S			
4.	ANTI - TERMITE TREATMENT:				
	Supply, diluting and injecting approved quality chemical emulsion for PRE-CONSTRUCTIONAL anti-termite treatment and creating a continuous chemical barrier on the second floor area.	Sft	6000		
5.	FLOORING AND DADOO:				
5.a	Supplying and laying approved make and shade Vitrified tiles of thickness upto 20mm and size 600 x 600 mm for flooring, jointed in white cement mixed with pigment to match the shade of tile over and including 20mm thick base cement mortar of 1:4, (1 cement : 4 coarse sand) etc., complete all as directed. Basic Price - Rs. 60/Sft	Sft	5700		
5.b	Providing and laying Glazed wall tiles 300x300 mm of approved make and colour laid on 20mm thick cement mortar 1:4 (1 Cement: 4 Coarse sand) including Epoxy grouting the joints and matching pigments etc., complete. Basic Price - Rs. 50/Sft	Sft	250		
6.	False ceiling				
	Providing & fixing grid false ceiling using 24 mm - 2 x 2 ft grid, Armstrong Mineral Fiber Tile - 15 mm thickness of the size 2 x 2 ft with all the necessary accessories.	Sft	5000		

7	Painting				
	Puffing the existing wall wherever required and applying two coats of wall putty, one coat of Primer and two coats of Emulsion paint of approved colour.	Sft	6000		
8.	Glass Panelling work				
a	Supplying and fixing 12 mm toughened glass with necessary fittings and fixing opaque paper for 4 feet height.	Sft	300		
b	Fixing 12 mm toughened glass doors with dorma xxx fitting, affixing opaque paper 2	Nos.	2		
9	Removing Grill Gate	Nos.	2		
10	Civil Work :				
a.	Providing and fixing 3 inches Aerocon blocks including labour	Sft	540		
b.	Removing existing doors	Nos.	4		
c.	Chipping the wet walls and replastering with water proof	Sft	280		
d.	Supplying and Fixing new doors with fittings	Nos.	2		
e.	Servicing and repainting grill	Nos.	1		
f.	Removing window Ac's – 6 Nos. and covering the holes with bricks and plastering inside the room	L S			

LIST OF MATERIAL SPECIFICATIONS

S. No	Description	Make
INTERIOR		
1	Commercial ply (MR Grade)	Century ply, Green ply or Equivalent.
2	Laminate	Formica ,VIR , URO , Durain , Merino
3	Paint (Automotive)	Asian
4	Emulsion paint , synthetic enamel , OBD	Asian/Nerolac
5	Varnish	Asian, Sheenlac
6	Wood	First / second class teakwood / Salwood / White Cedar wood to IS : 4021 of good quality ,well seasoned and free from defects for wall paneling partitions and other works
7	Floor spring	Dorma
8	Clear Glass / Tinted Glass	Indo – Ashahi , saint – Gobain ., Modi-Guard
9	Mineral Fiber Board	Armstrong , Minwool , AMF
10	Tile	RAK, Asian, Lavish
11	Cement	Ultra Tech, ACC, RAMCO