



भारत सरकार GOVERNMENT OF INDIA

आयकर अधिकारी(प्रशा) कार्यालय **OFFICE OF THE INCOMETAX OFFICER (Admn)**  
टी.एस.नं. 8663/2, अण्णवासल रोड, चोला रियल एस्टेट, तिरुगोर्णम, पुदुक्कोट्टै  
T.S.No.8663/2, Annavasal Road,Chola Real Estate, Thirugokarnam, Pudukkottai - 622002

F.No.64/Outsourcing/Admn/Pdk/2018-19

Dated: 19.03.2019.

**NOTICE INVITING SEALD TENDER**

The Income Tax Officer(Admn), Pudukkottai invites sealed tenders from reputed concerns having experience in House Keeping and Sanitary work for Income Tax Office Building located at T.S.No.8663/2, Annavasal Road,Chola Real Estate, Thirugokarnam, Pudukkottai - 622002 for a period of one year from 01.04.2019 to 31.03.2019 for 8 hours duty from 07.00 AM to 4.00PM with one hour lunch break. The tenure of Contract is for ONE year from 1<sup>st</sup> April 2019.

It is the primary duty of the House Keeping Team to see that the office premises, including the washrooms and surroundings are kept clean at any point of time.

S.No.	Location	No. of Housekeeping staff
1	Income Tax Office Building, Pudukkottai	2

Tender forms along with terms and conditions can obtained from the Income Tax Officer (Admn), T.S.No.8663/2, Annavasal Road,Chola Real Estate, Thirugokarnam, Pudukkottai – 622002 on payment of demand draft of Rs.250/- (Non-refundable) in favour of ZAO, Trichy payable at SBI, Main Branch, Trichy during the office hours on any of the working days. Also, the tender forms can be downloaded from **www.tnincome tax.gov.in /tender**. The tender documents should be submitted to the Income tax Officer (Admn), T.S.No.8663/2, Annavasal Road, Chola Real Estate, Thirugokarnam, Pudukkottai – 622002. The last date of receipt of tender form in sealed cover is **26/03/2019 by 4.00PM**. The bidders can inspect the sites during the office hours on perior intimation to the Income tax Officer (Admn), Pudukkottai.

The bids shall be opened on **26/03/2019 at 5.00PM** in the presence of the undersigned at Income tax Office, T.S.No.8663/2, Annavasal Road, Chola Real Estate, Thirugokarnam, Pudukkottai.

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आई. शंमुगम / I. SHANMUGAM  
आयकर अधिकारी(प्रशा) / Income Tax Officer(Admn)  
पुदुक्कोट्टै / Pudukkottai