



भारत सरकार
GOVERNMENT OF INDIA
वित्त मंत्रालय
MINISTRY OF FINANCE
आयकर विभाग
INCOME TAX DEPARTMENT

Office of the Joint Commissioner of Income Tax
Non corporate range-22, Tambaram
No. 7, Ramakrishna Street, Tambaram, Chennai-600 045

SF NO.43/NCR-22/2019-20

Dated: 29/07/2019

OPERATIONAL VEHICLE

The Income Tax Department invites sealed offers from reputed/authorized tour operators to hire Mid-sized and SUV vehicles on monthly basis for use of two operational vehicles for the O/o JCIT, NCR-22, Chennai for the period from 16-08-2019 to 15-07-2020, which may be extended further.

TENDERING PROCESS:-

Tender is invited in two parts i.e. (1) **Technical bid** and (2) **Financial bid**. The tender form for Technical bid prescribed in Annexure-I and the tender form for the Financial bid proforma prescribed in Annexure-II complete in all respects should be submitted to the **O/o the JCIT,NCR-22,No.7 Ramakrishna Street, West Tambaram Chennai-45 in sealed covers by 1:00 P.M. on 08.08.2019**. The sealed covers may be super-scribed with "**Technical Bid-Contract for hiring of vehicles**" and "**Financial Bid – Contract for hiring of vehicle**" respectively. The Income Tax Department shall not be responsible for loss/delayed receipt of tender document sent by post. **The bids will be opened by the tender committee on 08.08.2019 at 3:00 P.M.** Incomplete bid documents will be rejected. The valid technical bids will be scrutinized by the Department to short list the eligible bidders. Thereafter, the financial bids of the short listed bidders will be opened by the undersigned on the same day. **Late submission of tenders will not be accepted. Each technical bid should accompany the Earnest money Deposit of Rs. 1000/- in the form of Crossed Demand Draft of S.B.I payable at Chennai drawn in favour of the ZAO, CBDT, Chennai. Qualifying bids without Earnest Money Deposit will be rejected.**

The tender applicant should 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 bid. The tenderer would fill up the information in the Annexure-I & II 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. Annexures, will also have to be signed and stamped by the through its authorized signatory.