

Tender No. CCIT-XIII/Outsourcing/Tender/2011-12/ Section I – Letter of Invitation

Office of the
Chief Commissioner of Income Tax-XIII
New Delhi – 110001

To
M/s

Dear Sir/Madam,

Sub: Tender No. CCIT-XIII/Outsourcing/Data Entry/2011-12/ for digitization of Income Tax Returns (ITRs-1 & ITRs-2)-reg.

1. The Chief Commissioner of Income Tax-XIII, Delhi (hereinafter called "Employer") intends to select a vendor, through open tender process, for supply of data entry operator for digitization of Income Tax Returns (ITRs-1 & ITR-2) for one year period, starting from the date of the contract.
2. Accordingly, through this Letter of Invitation, Qualification and Commercial bids in separate sealed covers, are invited from you for **Appointment as a Outsourced Vendor** with a view to supply of data entry operators for digitization of Income Tax Returns ITRs-1 & ITRs-2..
3. Details of the tender procedures and General Conditions of the Contract etc. as prescribed Tender are as enclosed herewith. In addition to Section I – Letter of Invitation, the Tender Document includes the following:-

Section II - Instructions to the Bidders
Section III - Financial Bid/Quotations
Section IV - Scope of work
Section V - Contract Form and General Conditions of Contract

4. The tender documents can be obtained from undersigned or can be downloaded from the website www.incometaxindia.gov.in.

The bids in sealed covers must reach to the undersigned on or before 1100 Hrs on 19/09/2011. The same will be opened on 19.09.2011 at 15.00_Hrs in Room No. 428, Mayur Bhawann, 4th Floor, Connaught Place, New Delhi.

Yours sincerely,

Encls : Tender Document
Dated :


(Bhawani Shankar)
DCIT (HQ)
O/o the CCIT-XIII, Delhi,
Room No. 417, Fourth Floor,
Mayur Bhawan, Connaught Place,
New Delhi-110001.
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