



सत्यमेव जयते

भारतसरकार :वित्तमंत्रालय :आयकरविभाग

GOVERNMENT OF INDIA: MINISTRY OF FINANCE: INCOME TAX DEPARTMENT

अपरआयकरआयुक्त कार्यालय.आर.ई.एफ.ए.सी.,(वी.यू.)-1(3).अगरतला

OFFICE OF THE ADDL. COMMISSIONER OF INCOME TAX, ReFAC (VU)-1(3), AGARTALA

आयकरभवन, मंत्रीबारीरोड, नेताजीचौमहानि

AAYAKAR BHAWAN, MANTRIBARI ROAD, NETAJI CHOWMUHANI

अगरतला - 799001, त्रिपुरा: AGARTALA - 799001, TRIPURA

Tele: 0381 - 2383494/Fax: 0381 - 2383290

F.No.Admn-34 /JCIT/AGT/2021-22/ 1997

दिनांक/Date: 22/02/2022

NOTICE INVITING TENDER/निविदाआमंत्रणसूचना

1. **Scope of work:** The Additional Commissioner of Income Tax, ReFAC Verification Unit-1(3), Agartala at Aayakar Bhawan, Mantribari Road, Netaji Chowmuhani, Agartala, invites Tender under Rule 139 of General Financial Rules, 2017, for **repair and renovation of Aayakar Seva Kendra (ASK)** at the Ground Floor of AayakarBhawan, Agartala, in a sealed cover from competent and reputed parties. ASK consists of 2 (two) rooms covering about 752 sq. ft. area (47 ft x 16 ft approx). Its walls were covered by plywood and these were damaged by termites. Thereafter, entire plywood panels have been removed and termite treatment done through pest control experts. Now the renovation work will comprise the following:

- (i) Whitewash of walls including extra space(200 ft x 9 ft),
- (ii) Reception Desk(Glass partition) (15 ft x 4 ft),
- (iii)Reception desk partition board(to make 4(four) sections [(4 ft x 3ft)x4].
- (iv)Fitting of aluminium board (approx 167 ft x 2.6 ft =434.2ft) on the four sides of existing false ceiling,
- (v) Painting of aluminium board on 4 sides (167 ft x 2.6 ft),
- (vi)Erection of aluminium panel partition and doors (20 ft x 9 ft),
- (vii) Fitting of tiles in CIT(A)'s Room (17 ft x 12 ft),
- (viii) Fitting and joining of tiles in ASK Centre (300 sq. ft.),
- (ix)Marble border (16 ft x 6 inch),
- (x) Fitting of toilet door for the physically challenged at the ground floor,
- (xi)Minor repairing both inside and outside the ASK Centre and CIT(A)'s Room,
- (xii) Electrical Works :-
 - (i) Light & Fan Point-29 numbers,
 - (ii) Power point- 40 numbers,
 - (iii) A/C power point- 3 numbers,
 - (iv) Electrical repairing,
 - (v) Panel Box- 4 numbers,
 - (vi) Concealing work,
 - (vii) Fire Alarm panel repairing,

Details of the work may be seen by interested parties during site visit.

2. Instructions to Bidders:

- (i). The contractor has to visit the work area of the office premise before submission of bids and clearly give break-up of total price quoted [with rate and price of work separately for each component of work (i.e., separately for painting work, electrical work, carpentry work etc)],
- (ii). The quotations should be submitted in the pro forma as per Annexure attached with this tender notice
- (iii). Copy of the tender document, signed in all pages at the bottom, has to be submitted with the bid as a token of acceptance of terms & conditions

- (iv). The supplier cum contractor should have experience of similar work and they should submit at least 1(one) work order as proof
- (v). Registration certificate issued by state or central Government as contractor or carpenter etc, if available, should be submitted
- (vi). The supplier cum contractor should have PAN card and GST registration number and should submit copies thereof
- (vii). Copy of cancelled cheque issued by bank should be submitted as payment will be made through bank transfer
- (viii). Bidder should be capable to complete the work without advance or running bill payment
- (ix). Bill should be submitted latest by 25th March, 2022 positively.
- (x). Tax will be deducted as per law of India


3. Conditions of Contract:

- (i). The contractor should visit the construction area of the office premise before submission of bids in response to the tender notice.
- (ii). The quotations must reach the undersigned by hand or by post/courier in a closed cover (super-scribed as "**QUOTATION FOR TENDER FOR ASK**") complete in all respects on or before **5:00 PM of 01st March, 2022**. Quotations sent by post or courier should be sent in a manner so as to reach by this date (**01st March, 2022**).
- (iii). Price quoted should be inclusive of all taxes, fees, charges etc and nothing above the quoted price shall be paid under any circumstances,
- (iv). Price quoted shall be final and no escalation or revision shall be allowed,
- (v). Department reserves the right to cancel or modify the terms of this notice at any time without assigning any reason,
- (vi). The bids shall be opened on **at 5:30 PM of 01st March, 2022** in the presence of such bidders who wish to be present in the office of the undersigned at that time.
- (vii). The work should be commenced within 3 (three) days of receipt of work order,
- (viii). The work should preferably be completed and handed over to the undersigned or his representative within 15 (fifteen) days of receipt of work order,
- (ix). Materials used in the work should be of best quality and bear standard specification marks as prescribed by the Government. Sub-standard materials will be rejected,
- (x). The aluminium panels or any other component used in the work shall have to bear warranty of at least 2 (two) years. If any such material is bent or damaged within 2 (two) years without any external force, these will be replaced free of cost by the supplier cum contractor,
- (xi). Disputes, if any, shall be subject to jurisdiction of courts in Agartala.

4. **Price schedule:** The price quoted should show break-up of rate and price of goods, labour cost and profit elements separately.

Place: Agartala

Date: 22/02/2022


(Syamal Datta),

Additional Commissioner of Income Tax,
ReFAC(VU)-1(3), Jorhat,
Station- Agartala

Memo. No. Admn- 34/JCIT/AGT/2021-22/ **1998-99**

दिनांक/Date: 22/02/2022

Copy to:

1. Notice Board
2. Departmental website. www.incometaxindia.gov.in


(Syamal Datta)

Additional Commissioner of Income Tax,
ReFAC(VU)-1(3), Jorhat,
Station- Agartala

FORM FOR SUBMISSION OF QUOTATION

Sl.	Particulars	Submission by bidder
1	Name of bidder	
2	Address	
3	Mobile no.	
4	Email ID	
5	PAN (attach copy)	
6	GST no. (attach copy)	
7	Registration no. as Contractor or carpenter or of the trade (attach copy)	
8	Work experience, if any (attach copy of evidence)	
9	Bank account no. (attach one cancelled cheque)	
10	Price quoted	(i) Rate and Price of painting work: (ii) Rate and price of carpentry work (iii) Price of electrical work (iv) Price of miscellaneous associated work: (v) Total of above = (vi) Profit margin [(..... % of (iv)] = (vii) GST and other charges etc = (viii) Total amount quoted =

I hereby declare that I agree with all terms and conditions mentioned in the tender document (Copy of the tender document, signed in all pages, has to be attached with the bid, as a token of acceptance of terms & conditions).

Date:

Signature of bidder

Place:

Name