





भारत सरकार/Government of India  
आयकर विभाग/Income Tax Department  
आयकर अपर/संयुक्त निदेशक (अन्वेषण) कार्यालय  
Office of the Additional/Joint Director of Income Tax (Investigation)  
आयकरभवन, कवडियार, तिरुवनंतपुरम- 695003  
Aaykar Bhavan, Kowdiar, Thiruvananthapuram - 695003  
Tel: 0471 2434612, 0471 2432693

फा.सं.146/Addl. DIT(Inv)/TVM/2022-23/01

दिनांक : 30-09-2022

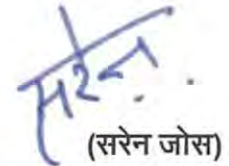
**NOTICE INVITING TENDER / निविदा आमंत्रण सूचना**

आयकर संयुक्त निदेशक (अन्वेषण), तिरुवनंतपुरम, 5वीं मंजिल, आयकर भवन, कवडियार पञ्जी, तिरुवनंतपुरम - 695 003 सामान्य वित्तिय नियम, 2017 के नियम 139 के तहत प्रतिष्ठित फर्मों / विक्रेताओं / पेशेवरों से एनेक्स बिलिञ्ज, आयकर भवन, कवडियार पञ्जी, तिरुवनंतपुरम - 695 003 की 5 वीं मंजिल पर कमरा सं 502-ए की इंटीरियर डिजाइनिंग के लिए निविदा आमंत्रित करते हैं। निविदा प्रक्रिया के विवरण और निविदा के विनियम और शर्तों के साथ शामिल कार्य का दायरा अनुबंध- III में संलग्न है।

नियम और शर्तों के साथ निविदा प्रपत्र आयकर विभाग की आधिकारिक वेबसाइट- [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in) से ँउनलोडकिए जा सकते हैं। निविदा दो भागों में आमंत्रित की जातकै, अर्थात (1) अर्हक बोलकै और (2) वित्तिय बोलकै अनुबंध- I में निर्धारित प्रोफार्मा में अर्हक बोलकै लिए निविदा प्रपत्र और अनुबंध II में निर्धारित प्रपत्र में वित्तिय बोलकै लिए निविदा प्रपत्र, जो सभकै प्रकार से पूर्ण हो, सल्लिबंद लिफाफे में आयकर संयुक्त निदेशक (अन्वेषण), तिरुवनंतपुरम, 5वीं मंजिल, आयकर भवन, कवडियार पञ्जी, तिरुवनंतपुरम - 695 003 के समक्ष प्रस्तुत किए जाए।

निविदा प्राप्त करने की अंतिम तिथि

: 23 अक्टूबर, 2022

  
(सरेन जोस)

आयकर संयुक्त निदेशक (अन्वेषण), तिरुवनंतपुरम



**QUALIFYING BID DOCUMENT**

1. Name of the concern :
2. Address of the concern :  
(With telephone no, Fax & Email)
3. Name and Address of the Partners/directors :  
(with Mobile nos.)
4. Contact persons(s) (with Mob No) :
5. No. of year of experience in this field :
6. A brief note on the work contracts carried out by the concern in the last three years :
7. Permanent Account Number (attach copy) :
8. GST certificate (attach copy) :
9. Undertaking that the firms/agency agrees with terms and conditions of the tender document :
10. Undertaking that the firms/agency is not declared Blacklisted or Penalised by any Govt. authority. :

**DECLARATION**

I hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation is found in the above statement at any stage, the concern shall be blacklisted and shall not have any dealing with the Department in future.

(Signature of Authorized Signatory with date)

\*Details in respect of government and non-government organizations may be provided in separate annexure accompanying this qualifying bid.

**FINANCIAL BID DOCUMENT**

1. Name of the concern/Agency :
2. Address of the concern/Agency  
(With telephone no, Fax & Email) :
3. Name and Address of the Partners/directors (with  
Mob nos) :
4. Contact persons(s) (with Mob No) :
5. **Bidding amount per month (excluding GST)** :

**DECLARATION**

I hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation is found in the above statement at any stage the concern shall be blacklisted and shall not have any dealing with the Department in future.

I also certify that there is no pending payments including Service Tax/GST with any Govt. Deptt./PSUs/LSGs till date and the bid submitted complies with the Minimum Wages Act.

(Signature of Authorized Signatory with date)

**1. Scope of work:** Work proposed is as below.

Sl.No.	Item Description	Quantity	Unit
1	Providing and installing single skin paneling on existing walls for pasting / fixing Charcoal Louvres panels made up of 12 mm thick 'Greenlam' or approved equivalent (green guard) make marine plywood (707 grade). Rates quoted should include cost and conveyance of all materials, unloading charges, labour charges for fixing. cost of all consumables etc. complete as per design excluding the cost of decorative film / self adhesive furniture film charcoal louvre panels.	52	Sq.metre
2	Supply and fixing of 'DECOLUX'" make Upper Crust brand or approved equivalent make 12mm thick premium quality charcoal louvres panels of size 8feetx 122mm over the above said 12mm thick plywood surface with premium quality adhesive . The rates quoted should include all labour charges, wastage of sheets, loading & unloading charges, conveyance, shifting of the materials to site, cost of consumables etc. complete. Fine class workmanship shall be required.	52	Sq.metre
3	Providing & fixing Suspended false ceiling using GI frame work and 12.5 mm thick gypsum board, finished with two coats of primer suitable for gypboard (as per recommended practices of 'Saint Gobain ' or approved equivalent) including all scaffolding charges etc. complete. in Room No.502-A.	21	Sq.metre
4	Applying premium plastic emulsion (ASIAN PAINTS-APCOLITE or approved equivalent) on the new gypboard false ceiling by the following specifications. (i) Surface preparation by appropriate grade of sanding (ii) Apply two coats of oil based cement primer of premium approved brand (iii) Applying two or more coats of putty to get smooth and even surface.(BIRLA WHITE or approved equivalent) (iv) Preparation of the surface for final finishing by appropriate grade of sanding (v) Apply three coats of premium plastic emulsion (Asian Paints as specified ), by roller brush .	21	Sq.Metre
5	Supply and installation of WIPRO make IRIS SLIM ROUND/LD80 Ultra sleek recess mounted slim round downlighter or approved equivalent. (WIPRO Product Cat No.LD80-530-XXX-60-XX :- 9W)	04	Units
6	WIPRO Product Cat No.CRCO 13 RO38HP57GL1-36Watt or approved equivalent & appropriate frame required	02	Units

**2. Tendering process:**

- 2.1 The bidder shall be allowed a site visit to inspect the volume of work at any time within the Office hours (9:00 AM to 5:30 PM), prior to submission of bids.

- 2.2 Tender is invited in two parts, i.e. (1) Qualifying bid and (2) Financial bid. The tender form for qualifying bid in the proforma prescribed in Annexure – I and the tender form for the financial bid in the proforma in Annexure – II complete in all respects shall be put in two separate sealed covers. The two covers are to be put in another single cover sealed and submitted to the office of the Joint Director of Income Tax (Investigation), Thiruvananthapuram. The inner sealed covers may be super scribed **“Qualifying Bid – Contract for Interior Designing of Room 502-A”** & **“Financial Bid – Contract for Interior Designing of Room 502-A”** respectively. The outer cover shall be super scribed **“Tender for Interior Designing of Room 502-A”** and it should be addressed to the Joint Director of Income Tax (Investigation), 5th Floor, Aayakar Bhavan, Thiruvananthapuram– 695003.
- 2.3 The bidder shall sign and stamp each page of this tender document as token of having read and understood the terms and conditions contained herein and submitted during office hours on all working days on or before 23rd October 2022 till 04:00 P.M. The tender forms shall be rejected if it is not complete in any aspect. Late submission of tenders shall not be accepted.
- 2.4 The tenders shall be opened by the Committee constituted for this purpose at a later date (to be intimated separately) at O/o the Joint Director of Income Tax (Investigation), Aayakar Bhavan, Kowdiar, Thiruvananthapuram in the presence of the bidders who wish to be present.
- 2.5 The Competent Authority reserve right to cancel or accept any or all the Tenders without assigning any reason. The valid qualifying bids shall be scrutinized by the Department to shortlist the eligible bidders. Thereafter, the financial bids of the short listed bidders shall be opened.
- 2.6 The successful bidder of the contract has to submit a Performance Security by way of Bank Guarantee receipt in favour of the Joint Director of Income Tax (Investigation), Thiruvananthapuram and equal to 3% of the bid amount (inclusive of taxes) rounded to nearest multiple of Rs.1000 (Rupees One thousand only) within three working days from the day of awarding the contract.
- 2.7 Price quoted should be inclusive of all taxes, fees, charges etc. and nothing above the quoted price shall be paid under any circumstances. Price quoted shall be final and no escalation / revision shall be allowed.

### **3. Instructions to Bidders:**

- 3.1 The supplier cum contractor should have at least 3 years experience of similar work and they should submit at least one work order as proof.
- 3.2 The applicant tenderer should not have been blacklisted or debarred from participating in the tenders at any point of time by any of the Central or State Government, Semi Government or Local Body Agencies. An undertaking to this effect shall be submitted.
- 3.3 Participation in the tender process does not by itself give the bidder any commitment from the Department. The Department will not be liable for any damage / loss caused to the bidder during the tendering process and before signing of the contract. The

Department reserves the right to reject any / all offers without assigning any reason. All disputes lie within the jurisdiction of Thiruvananthapuram City.

- 3.4 Registration certificate issued by State or Central Government as Contractor, if available should be submitted. The supplier should also have PAN and GST registration and should submit copies thereof.
- 3.5 Successful bidder should commence work within five days of awarding of bid. The successful bidder should also complete the proposed work within a period of 45 days from commencement of work, failing which the bidder is liable to be penalised.
- 3.6 Successful bidder shall be required to submit the bill after completion of work, only after which, payments will be made. No payment will be made in advance. Mandate form or copy of cancelled cheque should be submitted since payment will be made through RTGS / NEFT transfer.
- 3.7 Materials used in the work should be of best quality and bear standard specification marks as specified by statutory authorities. Sub-standard materials will be rejected.
- 3.8 The department reserves the right to cancel or modify the terms of this notice at any time without assigning reasons.

#### 4. **Tender timelines**

<i>Bid submission Start Date</i>	<i>30-09-2022</i>
<i>Bid Submission Close Date</i>	<i>23-10-2022</i>