



**GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
OFFICE OF THE PR. CHIEF COMMISSIONER OF INCOME TAX
2ND FLOOR, AAYAKAR BHAVAN, 12, SADHU VASWANI CHOWK,
PUNE- 411 001.**

TENDER DOCUMENT

FOR

EXECUTION OF CIVIL AND ELECTRICAL WORK AT FLAT NO. A-1/103, OXFORD VILLAGE CONDOMINIUM, S NO. 61/62/63 PHASE NO. 1, OPP. SALUNKHE VIHAR, WANOWARIE, PUNE-411040

**TENDER NO. PN/PCC/INFRA/18/OXFORD VILLAGE/2015-16
DATED 16/11/2015**

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2ND FLOOR, AAYAKAR BHAVAN, 12, SADHU VASWANI CHOWK,
PUNE- 411 001.
Tele/Fax- 020- 2605 3336
Visit us at : www.incometaxindia.gov.in**

SECTION-I

BID REFERENCE

Name of Work	Execution of civil and electrical work at flat no. A-1/103, oxford village condominium, s no. 61/62/63 phase no. 1, opp. Salunkhe vihar, wanowarie, pune-411040
Last Date & Time for receipt of Bid	01/12/2015 & 03.00 P. M.
Time and Date of Opening of Bid	01/12/2015 & 04.00 P. M.
Place of Opening of Bid	Conference Room, 2nd floor, Aayakar Bhavan, Sadhu Vaswani Chowk, Pune-411 001.
Mode of obtaining tender documents	Downloaded for the departmental website: www.incometaxindia.gov.in

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SECTION -II

**INVITATION FOR BID
TENDER NO. PN/PCC/INFRA/18/OXFORD VILLAGE/2015-16
DATED 16/11/2015**

TENDER NOTICE

The Pr. Chief Commissioner of Income Tax, Pune invites sealed bids through tenders from reputed contractors for executing of items for civil & electrical work at Flat No. A-1/103, Oxford Village Condominium, S.No. 61/61/63, Phase No. 1, Opp. Salunke Vihar, Wanowrie, Pune 411040 as per Scope of work mentioned in Section –III.

Instructions and Terms & Conditions

Interested parties are requested to submit their quotations with following terms and conditions for the above said work.

1. Work should be carried out as per standard CPWD specification.
2. The Contractor/party must follow safety measures.
3. Any damage done by Contractor/party or his workmen to any existing work or structure during the course of execution of the work shall be made good by him at his own cost.
4. Contractor shall clear the site thoroughly of all rubbish etc. left out of his material immediately on completion of the work and properly clean the site to the satisfaction of the In-charge, otherwise the site will be cleared by the department at his risk & cost to remove and clean the site.
5. All incidental charges of any whatsoever nature, including cartage, cutting and wastage etc. shall be borne exclusively by the contractor and nothing extra will be paid to him on this account.
6. The Quotation must be accompanied with photocopy of PAN/TAN.

7. The contractor must be in the business of executing civil & electrical works as mentioned in scope of work, and must submit proof of the same with the bid.

8. The bidder must have a turnover of at least Rs. 10 lakh (Rupees Ten lakh) in each of the financial years ended on 31/03/2013, 31/03/2014 & 31/03/2015 for which necessary evidence should be furnished.

9. The quotation should be submitted in the prescribed format enclosed as Technical Bid and Financial Bid/Quotation in separate sealed envelopes. Both sealed envelopes should be placed in a single envelop super scribed as "Quotation for executing of items for civil & electrical work at Flat No. A-1/103, Oxford Village Condominium, S.No. 61/62/63, Phase No. 1, Opp. Salunke Vihar, Wanowrie, Pune 411040 as per Scope of work mentioned in Section -III of Tender Document". The price should be mentioned in both figures and words inclusive of all taxes. The total figure quoted will be considered as the bid amount for the purpose of evaluation of bids of bidders who are technically qualified as per the terms mentioned in the bid documents. The bid should be valid till 60 days from the date of opening of the tender.

10. Unsealed quotation will be rejected out rightly. The authority reserves the right to reject any quotation without assigning any reason whatsoever.

11. For information or inspection site, interested parties may contact Income Tax Officer (Infrastructure), Office of the Pr. Chief Commissioner of Income Tax, Aayakar Bhavan, 12, Sadhu Vaswani Chowk, Pune- 411 001 between 10:00 A. M. to 05:00 P. M. from 17/11/2015 to 30/11/2015 on working days.

12. The successful bidder shall submit the bill after completion of work, only after which payments will be made. No payment will be made in advance of the said work.

13. Bidder should submit a Demand Draft of Rs. 60,000/- as EMD (Earnest Money Deposit) drawn in favour of Z. A. O., CBDT, Pune payable at Pune along with their bid. The EMD of unsuccessful bidder will be returned within 7 days of the finalization of the tendering process. Also the EMD of successful bidder will be treated as Security Deposit and will be refunded after the completion of work with the satisfaction of the Dept.

14. The successful bidder should complete the work within 45 days of award of work, falling which the EMD/Security Deposit will be forfeited.

15. The bid should reach either through post or through representative in this office before 03:00 P. M. on 01/12/2015. The bids will be opened on the same day i.e. 01/12/2015 at 04:00 P.M. in presence of the bidders or their authorized representatives in the Conference Hall, 2nd floor, Aayakar Bhavan, 12, Sadhu Vaswani Chowk, Pune- 411 001.

Tender will also be available on department website: www.incometaxindia.gov.in. and in the office of the undersigned from 10:00 A. M. to 05:00 P. M. on any working day from 17/11/2015 to 30/11/2015.

16. Interested parties may submit their quotations in the sealed tender box kept in the office room of the undersigned i.e. in Room no. 212, 2nd floor, Aayakar Bhavan, 12, Sadhu Vaswani Chowk, Pune, in the prescribed format as stated above.

Sd/-

(Pradeep G Kumbhar)

Income Tax Officer(Infra)

For Pr. Chief Commissioner of Income-tax, Pune.

Copy to:

1. The Web Manager, www.incometaxindia.gov.in : to upload the same on the departmental website.

SECTION III
SCOPE OF WORK

ITEM NO	DESCRIPTION OF ITEM	UNIT	Qty
1	Providing and Fixing powder coated Aluminium Sliding Windows in 4 Track channels including Glass (Modi guard) of 5.5 mm thickness and all fittings and accessories etc complete, (Shed as specified by Department) of Hindalco or equivalent Sections	sqm	37.00
2	Dismantling existing kitchen platform complete including tiles and dado etc., disposal of debris / unserviceable material etc. complete.	each	1
3	Constructing kitchen platform in black granite , including granite partitions below platform, dimensions of the platform should suit modular kitchen dimensions including providing and fixing kitchen trollies in stainless steel / doors in laminates partical board including all necessary fittings / rollers / trays etc. complete as per instructions of Department. Accessories and fittings of Hettich or equivalent	each	1
4	Making new door opening between Kitchen and Hall of size 2.1 Mtr X 0.9 Mtr. Fixing Granite for door frame (Colour and shade as approved by Department). Taking out existing wooden door, closing the existing opening in brick work including plastering on both sides and making walls even with POP to match the side walls etc complete.	each	1
5	Providing and fixing Ist quality ceramic glazed wall tiles , of approved make, in all colours, any size as approved by department, in skirting, risers of steps and dados, over 12mm thick bed of cement mortar 1:3 (1 cement : 3 coarse sand) and	Sqm	105.00

	jointing with grey cement slurry @3.3 kg per sqm, including pointing in white cement mixed with pigment of matching shade complete.		
6	Providing and laying rectified glazed floor tiles of any size more of 1st quality conforming to IS15622, of approved make, in all colors, shades laid on 20 mm thick cement mortar 1:4, including pointing the joints with white cement and matching pigments etc. complete Kajaria or equivalent.	Sqm	18.00
7	Providing and fixing safety door with powder-coating of approved shade in four panels. Design as per the directions of department including glazing , fixtures, hardware etc complete	Sqm	14
8	Providing and fixing M.S. grill to the windows in box pattern including primer and paint as per the directions of Department	kg	500
9	Point wiring and fixing modular type Switches /regulators etc and removing old switches etc complete (Colour to be approved by department) of make Havells or equivalent wiring of Finolex or equivalent.	Each	150.00
10	Point wiring and fixing modular type Switches for power points etc and removing old switches etc complete (Colour to be approved by department) of make Havells or equivalent wiring of Finolex or equivalent.	Each	15
11	16 way double door DB with 63 Amp ECB , 14MCB single phase etc , suitable for the load including necessary civil work etc. complete	Each	1
12	Mirror polishing on marble work wherever required to give high gloss finish complete.	Sqm	89.80
13	Providing and fixing white marble in window cill including polishing and moulding etc complete	sqm	27.00

14	P/F new CP fittings of Jaguar make		
14.1	Head shower	each	4.0
14.2	Concealed Diverter hot & cold	each	4.0
14.3	Spout	each	4.0
14.4	Two way bib cock	each	4.0
14.5	Jet spray with connector pipe	each	4.0
14.6	Basin mixer hot & cold	each	4.0
14.7	Bottle trap	each	4.0
14.8	Waste coupling (popup 5")	each	6.0
14.9	Angle cock	each	19.0
14.10	Floor trap steel finish (cockroach proof)	each	11.0
14.11	Concealed flush valve	each	4.0
14.12	Connector pipe for geyser and mixer 24"	each	16.0
14.13	Basin cock (External wash basin)	each	1.0
14.14	Brass pipe for bottle trap 12"	each	4.0
14.15	Sink cock	each	1.0
14.16	PVC Waste pipe	each	2.0
15	Wall painting with plastic emulsion paint/ Lusture of approved brand and manufacture to give an even shade : Asian or equivalent.	Sqm	520.00
16	Finishing walls with textured exterior paint of required shade : Asian or equivalent.	Sqm	100
17	Dismantling Tile work in floors and roofs laid in cement mortar including stacking material within 50 metres lead.	Sqm	275.00
18	Disposal of building rubbish/malba/similar unserviceable material by mechanical means including loading transporting, unloading to approved municipal dumping ground for all leads including all lifts involved	Cum	25.00

The authority may also increase or decrease the quantity of the items mentioned above as per requirement.

SECTION- IV

(TECHNICAL BID)

PROFORMA FOR TECHNICAL BID IN THE TENDER INQUIRY FOR CIVIL AND ELECTRICAL WORK AT FLAT NO. A-1/103, OXFORD VILLAGE CONDOMINIUM, S.NO. 61/61/63, PHASE NO. 1, OPP. SALUNKE VIHAR, WANOWRIE, PUNE 411040

(On the letter head of the concern submitting the bid)

To

The Tender Evaluation Committee,

O/o Pr. Chief Commissioner of Income Tax,
2nd floor, Aayakar Bhavan, Sahdu Vaswani Chowk,
Pune- 411 001.

Ref: Tender No. PN/PCCT/INFRA/18/Oxford/2015-16 dated 16/11/2015.

1. I/We hereby undertake to execute the work as specified in Section III of the Bid/tender document and agree to hold this offer open for a period of 60 days from the date of opening of the tender. I/we shall be bound by a communication of acceptance issued by you.

2. I/we have understood the Instructions to Bidders and Terms & Conditions of Order as enclosed with the invitation to the tender and have thoroughly examined the scope of work and am/are fully aware of the nature of the execution of work and is strictly in accordance with the specifications and requirements and work would be carried out as per standard CPWD specification.

3. A crossed Bank Draft in favour of the Z.A.O., CBDT, Pune for an amount of Rs. 60,000 /- as Earnest Money Deposit is enclosed. The Draft is drawn on _____ Bank payable at Pune.

4. The following have been added to form part of this tender.

A. A note on past experience of the Bidder in Civil & electrical work

B. Copy of balance sheet, profit and loss account and auditor's Report (If applicable) of the concern for FYs 2012-13, 2013-14 and 2014-15.

C. Copy of valid Central/State sales tax registration certificate.

D. A copy of PAN card.

E. Information regarding litigation, bankruptcy, insolvency or winding up etc.

F. Details of abandoned/ delayed work orders.

G. Any other relevant documents in support of the Bid. (Please give details)

5. We undertake to execute all orders, which have been placed to meet emergent requirements on priority basis.

6. Certified that the bidder is:

A sole proprietorship firm and the person signing the bid documents is the sole proprietor/constituted attorney of the sole proprietor.

Or

A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney.

Or

A company and the person signing the document is the constituted attorney.

(NOTE: Delete whatever is not applicable. All corrections/deletions should invariable be duly attested by the person authorized to sign the bid document).

7. We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding Order between us, and the time limit of 45 days will begin with the communication of your acceptance of our bid.

Yours Faithfully,

(Signature of bidder)

Dated this _____ day of _____ of 2015.

Address _____

E-Mail ID : _____ Telephone: _____ Fax: _____

SECTION- V

(FINANCIAL BID)

PROFORMA FOR FINANCIAL BID IN THE TENDER INQUIRY FOR CIVIL AND ELECTRICAL WORK AT FLAT NO. A-1/103, OXFORD VILLAGE CONDOMINIUM, S.NO. 61/62/63, PHASE NO. 1, OPP. SALUNKE VIHAR, WANOWRIE, PUNE 411040

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14.7	Bottle trap	each	4.0		
14.8	Waste coupling (popup 5")	each	6.0		
14.9	Angle cock	each	19.0		
14.10	Floor trap steel finish (cockroach proof)	each	11.0		
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18	Disposal of building rubbish/malba/similar unserviceable material by mechanical means including loading transporting, unloading to approved municipal dumping ground for all leads including all lifts involved	Cum	25.00		
	* TOTAL AMOUNT INCLUDING TAXES (IN Rs.)				
	* TOTAL AMOUNT INCLUDING TAXES (In Words)				

*** The price quoted is including VAT, Service Taxes as per applicable rate, charges for freight, forwarding, handling, loading/unloading, insurance charges, delivery and fixing at the designated location.**

**Signature of the Bidder
or their authorized representative**