

GOVERNMENT OF INDIA
Income Tax Department
Office of the Addl. Commissioner of Income Tax,
Khammam Range, Khammam

Tender Notice

The Office of the Addl. Commissioner of Income-tax, Khammam Range, Khammam intends to purchase **Furniture & Work Station** for office use. The interested parties may collect the tender notice and the tender forms from the office of the Addl. Commissioner of Income-tax, Range-1, 1st Floor Annex, C.R. Buildings, M.G. Road, Vijayawada. The tender notice and tender forms can also be downloaded from the website www.incometaxindia.gov.in. The last date for submission of duly filled in tender forms in sealed covers is 12th March, 2012.

**SPECIFICATIONS FOR FURNITURE & WORK STATIONS
FOR AAYAKAR BHAVAN, KHAMMAM**

S.No.	Name of the ITEM and SPECIFICATIONS	Quantity
01	Modular work stations (cluster of 4) Erection of modular workstation of size: 5'L x 5'D x 4'H, made of 65 mm thick double skin panel based EPC aluminium partitions with inner space of 44 mm, provided with inbuilt double raceway cable management systems to accommodate data and electrical cable at 2 different level. Aluminium profiles fitted together with MF connections, also with floor level adjuster upto 25 mm ht. Connectors involved 2 way / 3 way / 4 way with end caps and bushes made of aluminium, partitions top rails and end posts made of curved aluminium profiles, infills of partitions frame should be made of selected fabric / laminate / glass / magnetic white board / pinup board. Attached with worktop of size: (5'+5')L x 2'6"D at ht:2'6" made of 25 mm thick edge banded prelaminated particle board top supported with aluminium cantilevers. W/top attached with HIP made channel moving keyboard tray and movable CPU Trolley. Also provided with 3 drawer mobile unit of size: 400 mm x 485 mm x 665 mm made of metallic internal frame & 18 mm thick prelaminated particle board.	3
02	Work station (Cluster of TWO) Erection of modular workstation of size: 5'L x 5'D x 4'H, made of 65 mm thick double skin panel based EPC aluminium partitions with inner space of 44 mm, provided with inbuilt double raceway cable management systems to accommodate data and electrical cable at 2 different level. Aluminium profiles fitted together with MF connections, also with floor level adjuster upto 25 mm ht. Connectors involved 2 way / 3 way / 4 way with end caps and bushes made of aluminium, partitions top rails and end posts made of curved aluminium profiles, infills of partitions frame should be made of selected fabric / laminate / glass / magnetic white board / pinup board. Attached with worktop of size: (5'+5')L x 2'6"D at ht:2'6" made of 25 mm thick edge banded prelaminated particle board top supported with aluminium cantilevers. W/top attached with HIP made channel moving keyboard tray and movable CPU Trolley. Also provided with 3 drawer mobile unit of size: 400 mm x 485 mm x 665 mm made of metallic internal frame & 18 mm thick prelaminated particle board.	1
03	Work station chairs 970H x 650D x 440W mm Fixed back, polyurethane (PU) Moulded cushioned with 12mm thick hot pressed plywood, polypropylene arm rest (PP) 5 pronged wheel (poly propylene cover) steel inserted twin wheel base and casters Hydraulic gas lift adjustment and push back with locking Back cover with ABS sheet Seat and back are with PU cushioned, ergonomically designed seat and back	14
04	Office table along with side sliding door unit (for Inspectors) Size: 900D x 750H x 1500W, 1550 x 420 x 690mm Duck nose edging Nyatoh & dark gray color vertical legs 25mm nyatoh with dock nose and 0.35 mm side lamination edging Vertical legs 16mm dark grey with 03mm dark grey PVC hot pressed edging Sliding door unit with two compartments with locking provision, top with nyatoh colored, vertical legs are with dark grey color	7

05	<p>Executive chars (for Inspectors) 940 x 700 x 560mm Center tilt mechanism with locking the back tilt, Moulded cushioned with 12mm thick hot pressed plywood, 5 pronged wheel (poly propylene cover) Steel inserted twin wheel base and casters Hydraulic gas lift height adjustment PU (Polyurethane soft arms) PU moulded cushioned seat and back Ergonomically designed seat and back</p>	7
06	<p>Visitors chairs (for Inspectors) 830 x 600 x 550mm Fixed back (MS-CRCA) (CRC) Steel round pipe PU moulded cushioned seat and back PU (Polyurethane soft arms)</p>	14
07	<p>Storage Cabinets 3.6 x 1.6 x 4' ft. with three compartments made out of 18mm thick prelaminated particle board, all the edges are hot pressed edge banding, Top of 25mm thick</p>	16
08	<p>Visitors lounge perforated chromium coated sofas Size: 800 x 600 x 1800mm Fixed back Perforated steel with arm rest Chrome plated steel</p>	11
09	<p>Central table for the visitors lounge 470 x 610 x 1060mm Wooden centre table with wooden top with melamine coated</p>	1
10	<p>Visitors lounge perforated chromium coated sofa with Upholstery Size: 800 x 600 x 1800mm Cushioned seat and back Fixed back, High density foam Perforated steel with arm rest Chrome plated steel</p>	1
11	<p>Officers tables with side sliding door unit Size: 1800W x 900D x 750H, 1550 x 420 x 690mm Duck nose edging Nyatoh & dark gray color vertical legs 25mm nyatoh with dock nose and 0.35mm side lamination edging Vertical legs 16mm dark grey with 03mm dark grey PVC hot pressed edging Sliding door unit with two compartments</p>	6
12	<p>Executive chairs (for Officers) 1120 x 710 x 710mm Center tilt mechanism with locking PU moulded cushioned, Hydraulic gas lift height adjustment Contoured PU arm rest, Plastic seat and back covers Extra strong gas pressure springs Ergonomically designed contoured back rest Hydraulic gas lift height adjustment PU (Polyurethane soft arms) 12mm thick hot pressed plywood, 5 pronged wheel (poly propylene cover) steel inserted twin wheel base and casters</p>	6
13	<p>Visitors Chairs (for Officers) 845 x 570 x 590mm Round CRC pipe, PU moulded cushioned Contoured PU arm rest, Plastic seat and back covers Extra strong gas pressure springs Ergonomically designed contoured back rest</p>	18
14	<p>Storage Cabinets (for Officers' rooms) 3.6 x 1.6 x 4' ft. with three compartments made out of 18mm thick prelaminated particle board, all the edges are hot pressed edge banding, Top of 25mm thick</p>	8
15	<p>Executive Table with side sliding door unit for Addl. Commissioner Size: 2000 x 1100 x 780mm for table Size: 1200 x 565 x 690mm for side unit 38mm thick table top with MDF / Prelaminated particle board and half round edges in black color, dual color finish table top Top of the table draw unit and sliding door units are with scratch resistant finish The side panels are to be provided with black color Front modesty panels are to be provided with half round black colored legs</p>	1

16	Visitors chairs for Addl. Commissioner 925 x 570 x 720mm Fixed back Single seat and back High density foam with leatherite upholstery Chrome plated steel base Steel armrest with leatherite upholstery	4
17	Sofa set along with Centre Table (for Addl. Commissioner) (one 2 seater and one single seater) Polyurethane high density ultra cell foam Polyurethane fabric Wooden base with wrapped heavily Polyester fiber	1
18	Recliner (for Addl. Commissioner) Recliner with multi-position locking systems, seat & back with high quality polyurethane foam and sides leatherite upholstery	1
19	Book Shelf Size: 840 x 308 x 1675mm, 4 doors CRCA steel	1
20	Filing Cabinet – 4 draws 1290 x 474 x 620mm	1
21	Reception Room with three counters, three chairs and two storage cabinets Size: 3600 x 900 x 7500mm for the counters With footrest and two partitions Front modesty panel And storage units for three seater Made out of A1 grade exterior quality prelaminated particle board with 6 lever cylindrical lock 25mm thick top, sides and partitions are with 18mm thick	1
22	Conference hall table 2 Nos. 1800 x 1200 x 750mm V-shaped vertical legs support Duck nose edging Nyatoh & dark gray color vertical legs 25mm nyatoh with dock nose and 0.35mm side lamination edging. Vertical legs 16mm dark gray with 03mm dark gray PVC hot pressed edging	1
23	Conference hall chairs 845 x 570 x 590mm Center tilt mechanism with locking PU moulded cushioned, hydraulic gas lift height adjustment Contoured PU arm rest, Plastic seat and back covers Extra strong gas pressure springs Ergonomically designed contoured back rest Hydraulic gas lift height adjustment PU (Polyurethane soft arms) 12mm thick hot pressed plywood, 5 pronged wheel (poly propylene cover) steel inserted twin wheel base and casters	9
24	Conference hall executive chair 1120 x 710 x 710mm Center tilt mechanism with locking PU moulded cushioned, hydraulic gas lift height adjustment Contoured PU arm rest, Plastic seat and back covers Extra strong gas pressure springs Ergonomically designed contoured back rest Hydraulic gas lift height adjustment PU (Polyurethane soft arms) 12mm thick hot pressed plywood, 5 pronged wheel (poly propylene cover) steel inserted twin wheel base and casters	1
25	Computer table 1200 x 600 x 750mm 18mm thick top with PVC hot pressed edge banding on sides Key board tray, CPU provision Draw unit with lock and key Wire manager for run the wires	2

Terms and Conditions:

1. The price quoted should be inclusive of all taxes including delivery charges.
2. The furniture & work stations must be delivered and installed at Aayakar Bhavan, Khammam.
3. The installation must be completed before 31st March, 2012.
4. No advance payment will be made by the department.
5. Failure to deliver and install the compactors before the scheduled time will be liable for cancellation of the work order.
6. The bidder should adhere to the provisions of all laws in every respect.

7. The work stations must be installed as per the lay-out / drawing suitable to the rooms as approved by the committee.
8. The cluster of 4 seater work stations must be Pentagonal Cluster.

TENDER PROCESS

The tender forms are made available with the office of the Addl. Commissioner of Income Tax, Range-1, Vijayawada, from 2nd March, 2012, which can be availed by the suppliers or bidders from 10.00 AM to 5.45 PM on all working days upto 5.45 PM on 12th March, 2012.

A sealed drop box is placed in the chamber of the Addl. Commissioner of Income Tax, Range-1, Vijayawada, for depositing the duly filled in sealed tender covers from 2nd March, 2012, for this purpose. The sealed tender cover may be deposited from 10.00 AM to 5.45 PM on all working days. The sealed tender covers will be accepted upto 5.45 PM on 12th March, 2012 only.

Duly filled in sealed tender covers can be sent by post. Tenders received beyond 5.45 PM on 12th March, 2012 will not be considered.

The sealed drop box will be opened at 10.30 AM on 13th March, 2012 in the presence of the members of the purchase committee. The bids will be opened by the Committee constituted for this purpose in the presence of the authorized representatives of the bidders, if any, present at the time mentioned above.

The purchase committee will issue work order considering the tenders received on 13th March, 2012.

The tenders should be submitted in a sealed cover. The bidder should super-scribe the name of the work (compactors / furniture & work stations) and the office (Vijayawada / Khammam) on the sealed cover along with the name & address of the bidder.

The purchase committee reserves the right to cancel the tendering process at any stage without assigning any reasons.

The name of the successful bidder will be displayed in the notice board on 13th March, 2012.

Sd/-

(M.S.V.M. PRASAD)

Addl. Commissioner of Income Tax,
Range-2, Vijayawada &
Chairman, Purchase Committee.

TENDER FORM

Information regarding the bidder

1. Name :
2. Address for communication :
3. Telephone numbers :
4. Fax Number :
5. e-mail address :
6. PAN Number :

Information regarding the work and office

1. Bid for compactors (Yes / No) :
2. Bid for furniture & work station (Yes / No) :
3. Bid relating to O/o. Addl.CIT, Range-1, VJA :
4. Bid relating to O/o. Addl.CIT, Khammam :
5. Bid / Quotations enclosed :

Certified that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

Signature of the bidder

Date :