

**O/o. PRINCIPAL DIRECTOR OF INCOME TAX (INV.), BENGALURU**  
3<sup>rd</sup> Floor, C.R. Building Annexe,  
Queens Road, Bengaluru – 560 001.  
Ph: 22865009 Fax: 22864109

F.No.Admn/ Renovation/2015-16

Date: 22.03.2016

To

Sir,

Sub: Renovation work of office – calling for Tender – reg.

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1. The Office of the Principal Director of Income Tax (Inv.), Bengaluru invites sealed tenders for the work (as per the specification enclosed) at 4<sup>th</sup> floor, C.R. Building Annexe, Queens Road, Bangalore-1. Bidders may inspect the place during working hours on any working day.
2. Sealed tenders should be submitted addressed to the Principal Director of Income Tax (Inv.), 3<sup>rd</sup> floor, C.R. Building Annexe, Queens Road, Bengaluru-1 by 30.03.2016. The contractor shall submit the bill on completion of the work along with the completion certificate obtained from this office.

**TERMS AND CONDITIONS**

1. The contractee shall bear all costs associated with the preparation and submission of its bid. O/o. the Pr. Director of Income Tax (Inv.), Bengaluru, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
2. The contractee shall quote the rates for the proposed work in the proforma. The rate quoted should be inclusive of all taxes, including labor and other miscellaneous costs etc.
3. The selected contractor shall be in a position to complete the work within 15 days of awarding the consent.
4. Escalation: No Escalation on any of the items or statutory levies will be entertained. Prices will be firm till the end of the contract.

5. The contractee reserves the right of accepting the whole or any part of the quotation received and the contractor shall be bound to perform the same at the rates quoted.
6. The work shall be carried out under the direction and supervision of this office.
7. The contractee's decision with regard to the quality of the material and workmanship will be final and binding. Any material rejected by the contractee shall be immediately removed by the contractor and replaced by material of acceptable and specified quality and standards.
8. No additional claims will be entertained for under utilization of tools, plant, machinery and manpower. De-mobilization, relocation of plant and machinery / mobilization of P&M, manpower cost for the extended period of the project due to project delays will not be entertained unless the work has been stopped by the contractee in writing.
9. The work shall comply with the specifications, Drawings, and other Contract Documents.
10. The materials, workmanship, fabrication and construction shall be of the specified and agreed quality and all materials shall be new.
11. Where, during such guarantee periods as mentioned above, any material or equipment or workmanship or generally any item of work fails to comply or perform in conformity with the requirements stipulated in the Contract Documents or in accordance with the criteria and provisions of the guarantee, the contractor shall be responsible for and shall bear and pay all costs and expenses for replacing and/or rectifying and making good such materials, equipment, workmanship, and items of work and, in addition, the contractor shall also be responsible for and shall bear and pay all costs and expenses in connection with any damages and/or losses suffered as a consequence of such failure.
12. **Commencement of work:** The work shall commence immediately after the issuance of the letter of intent or work order whichever is later.
13. **Interim Bills:** No interim bills will be raised until the completion of the project.

Yours Faithfully




(M Gopinath)  
Income Tax Officer (Inv.)(HQ)  
O/o Pr. DIT(Inv.),Bengaluru.



**Specifications:**

Sl.No.	Particulars
1	Wooden Executive Table with side cabinet & credenza using natural veneer of top & Melamine finish size: - 7ft x 3ft & 1 ½ ft x 3ft (01 No.)
2	Wooden Executive Table with side cabinet & credenza using natural veneer of top & Melamine finish Size:- 6ft x 3ft & 1 ½ ft x 3ft (04 Nos.)
3	Supply of executive Chair with full mechanism. (One + 04 Nos.)
4	Supply of visitor's chair with metal frame. (04 Nos + 12 Nos.)
5	Staff wooden table with side cabinet using pre laminated on top double color Size:- 5ft x 2ft & 1 ½ ft x 3ft (06 Nos.)
6	Staff chairs with mechanism. (06 Nos.)
7	Staff visitor's chairs (12 Nos.)

Yours Faithfully



(M Gopinath)  
Income Tax Officer (Inv.)(HQ)  
O/o Pr. DIT(Inv.),Bengaluru.



Annexure – I

FINANCIAL BID DOCUMENT

1. Name of the party :

2. Address :  
(with Tel No., Fax No.)

3. Name & Address of the proprietor / :  
Partners / Directors (with Mobile No.)

4. Contact Person (s) (with mobile number):

	Particulars	Rate

5. Rates (Both in words and figures) :

**DECLARATION**

I / We hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I/We understand that in case any deviation is found in the above statement at any stage, I / We will be blacklisted and will not be permitted to have any dealing with the department in future.

(Signature of Authorized Signatory with date)