

TENDER NOTICE

CALLING FOR QUOTATION – PRINTING OF INCOME-TAX FORMS/FOLDERS

The Income-tax Department, Bangalore invites quotations from eligible and reputed printers for printing of Income-tax Folders/Forms from vendors having experience in printing forms in large numbers under 21(Twenty One) days notice would be preferred.

The print specifications, quantity of the Income-tax Folders/Forms to be printed and Terms and Conditions can be obtained from the Public Relations Office, C.R.Buildings, Queen's Road, Bangalore – 560 001.

Sealed Quotations along with the details of orders executed for other Organisations/Clients over the last one year may be submitted on or before **11:30 AM on 13.05.2017** at the Public Relations Office, Ground floor of C.R.Buildings, Queen's Road, Bangalore.

The Quotations will be opened at **4:00 PM on 15.05.2017** at Conference Hall, 2nd Floor, C.R.Buildings, Queen's Road, Bangalore – 01. Parties who have had a turnover of Rs.1 Crore & above over the last 3 financial years will only be considered.

Sealed Quotations should be superscribed as **“QUOTATIONS FOR PRINTING OF INCOME-TAX FOLDERS/FORMS”** along with the Name & Address and Phone Number of the party. Earnest Money Deposit of Rs.10,000 (Rupees Ten Thousand only) to be submitted by Bank Draft in favour of ZAO, CBDT along with the sealed tender.

Terms and conditions :

- Tenderer shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India/State Government/Union Territory.

- The unit rate must not be under any circumstances be attested.

- The rate must be entered in figures as well as in words.

- Tenderers should give clear delivery periods.

- For any damages, breakages, etc during transit or otherwise, the suppliers are only responsible and materials actually in good condition will be accepted.

- The defaulting tenderers will also be liable for:
 - cancellation of the work order in whole or part and pecuniary damages of 50% of the cost of the order should be paid
 - forfeiture or adjustment of EMD in whole.

SPECIFICATIONS FOR PRINTING INCOME-TAX FOLDERS/FORMS

| Sl.No | Name of the Form | Quantity required for printing |
|--------------|---|---------------------------------------|
| 1 | TRO D & CR FORM, ITNS – “162” | 5,000 Nos. |
| 2 | Receipt Register “ITNS- 102” | 150 Books |
| 3 | Current Demand and Collection Register “ITNS 119” | 10,000 Nos. |
| 4 | Arrear Demand and Collection Register “ITNS 119A” | 5,000 Nos. |
| 5 | Tear of Acknowledgement slip :ITNS – 50” | 50 Books. |
| 6 | EL Forms | 7,000 Nos. |
| 7 | CL Forms | 4,000 Nos. |
| 8 | Form 10E | 5,000 Nos. |
| 9 | Abstract Contingent Bill “TR-31” | 5,000 Nos. |
| 10 | Consolidated T.A. Bill “TR-25” | 5,000 Nos. |
| 11 | Casual Leave & RH Account Book “S-289” | 5,000 Nos. |
| 12 | Short Term Advance, “GAR-37” | 5,000 Nos. |
| 13 | LTC “ TR-25C” | 8,000 Nos. |
| 14 | Appeal Register “ITNS – 133” | 5,000 Nos. |
| 15 | Petition u/s 254, “ITNS – 61” | 3,000 Nos. |
| 16 | Penalty Register “ITNS – 159” | 7,000 Nos. |
| 17 | ITNS - 44 | 80,000 Nos. |
| 18 | Scrutiny Folder | 80,000 Nos. |
| 19 | Judicial Folder “Pink Folder” | 20,000 Nos. |
| 20 | Administrative Folder “Yellow” | 5,000 Nos. |
| 21 | Appeal Folder “ITNS-63” | 7,000 nos. |
| 22 | Audit Folder “Green Folder” | 5,000 Nos. |
| 23 | Prosecution Folder | 5,000 Nos. |
| 24 | Grievance Section Folder “Green” | 5,000 Nos. |
| 25 | PRO Folder “Blue” | 5,000 Nos. |