



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX
(Andhra Pradesh & Telangana), 10th Floor, Income Tax Towers
A C Guards, Masab Tank, Hyderabad – 500 004

Visit us at www.incometaxhyderabad.gov.in

Tel/Fax : 040-23425604

F.No.CCAP/Infra/I(321)/Infra/2019-20

Date: 04.12.2019

OPEN TENDER NOTICE

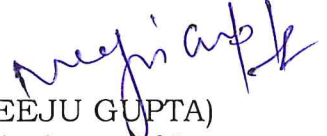
Sub: SUPPLY AND ERECTION OF GYPSUM PANEL BOARDS WITH ROCKWOOL FILLING, LAPPAM FINISH ON EITHER SIDE AND TWO COAT PAINTING (PLASTIC EMULSION) ON EITHER SIDE, FIXING OF FLUSH DOORS WITH HARDWARE FITTINGS (AS PER PLAN ATTACHED WITH THIS TENDER DOCUMENT), SUPPLY OF FURNITURE & FIXTURES AND PROVISION FOR ELECTRICAL FITTINGS FOR 4TH FLOOR, SIGNATURE TOWERS, KOTHAGUDA, KONDAPUR, HYDERABAD – Reg.

Principal Chief Commissioner of Income Tax, AP & TS, Hyderabad invites sealed bids through Open Tenders Under the two-bid system for **SUPPLY AND ERECTION** OF GYPSUM PANEL BOARDS WITH ROCKWOOL FILLING, LAPPAM FINISH ON EITHER SIDE AND TWO COAT PAINTING (PLASTIC EMULSION) ON EITHER SIDE, FIXING OF FLUSH DOORS WITH HARDWARE FITTINGS (AS PER PLAN ATTACHED WITH THIS TENDER DOCUMENT), SUPPLY OF FURNITURE & FIXTURES AND PROVISION FOR ELECTRICAL FITTINGS FOR 4TH FLOOR, SIGNATURE TOWERS, KOTHAGUDA, KONDAPUR, HYDERABAD. The description of the work is as mentioned in **Section-V** of accompanying tender document.

02. Sealed quotations along with Earnest Money Deposit (EMD) of Rs.1 Lakh in the bid document, should be deposited in the box kept for this purpose in Infrastructure Section, 9th Floor, D-Block, Income Tax Towers, AC Guards, Hyderabad by 16/12/2019 before 4.00 PM. The tenders will be opened at 3 p.m. on 17.12.2019 in the Conference Room, 10th floor, A Block, Income Tax Towers, AC Guards, Hyderabad. For any queries please call Sri. A. Balasubramanian, Dy. Commissioner of Income Tax (Infra & Coord), Room No.947, 9th floor, D-Block, Income Tax Towers, A.C.Guards, Hyderabad, Mobile No. 08985970188, 040-23425604. Interested bidders may visit the site on 10-12-2019 & 11-12-2019 between 3.00 PM to 5.30

PM and contact Shri AL Srinivas, ITO(H.Qrs) O/o. Pr.CIT, ReAC-1 at **89859-70729** at 5th Floor, Signature Towers, Kondapur, Hyderabad.

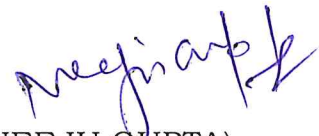
03. The complete bidding document is also available for viewing at our website **www.incometaxhyderabad.gov.in**



(NEEJU GUPTA)
Joint Commissioner of Income-tax
(Infra & Coord)
O/o Pr. CCIT, AP & TS.

Copy to:1. The Web manager of **www.incometaxhyderabad.gov.in**, with a request that the above notice and tender document is uploaded on the national website of the Income-Tax Department.

2. Notice Board.



(NEEJU GUPTA)
Joint Commissioner of Income-tax
(Infra & Coord)
O/o Pr. CCIT, AP & TS.

TENDER DOCUMENT

Supply and erection of GYPSUM PANEL BOARDS WITH ROCKWOOL FILLING, LAPPAM FINISH ON EITHER SIDE AND TWO COAT PAINTING (PLASTIC EMULSION) ON EITHER SIDE, FIXING OF FLUSH DOORS WITH HARDWARE FITTINGS (AS PER PLAN ATTACHED WITH THIS TENDER DOCUMENT), SUPPLY OF FURNITURE & FIXTURES AND PROVISION FOR ELECTRICAL FITTINGS FOR 4TH FLOOR, SIGNATURE TOWERS, KOTHAGUDA, KONDAPUR, HYDERABAD.

F.No.CCAP/Infra/I(321)/Infra/2019-20

Date: 04-12-2019

Open Tender No.1

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SECTION- I

DOMESTIC COMPETITIVE BIDDING

(Through call of open Tender)

Name of work	Supply and erection of GYPSUM PANEL BOARDS WITH ROCKWOOL FILLING, LAPPAM FINISH ON EITHER SIDE AND TWO COAT PAINTING (PLASTIC EMULSION) ON EITHER SIDE, FIXING OF FLUSH DOORS WITH HARDWARE FITTINGS (AS PER PLAN ATTACHED WITH THIS TENDER DOCUMENT), SUPPLY OF FURNITURE & FIXTURES AND PROVISION FOR ELECTRICAL FITTINGS FOR 4 TH FLOOR, SIGNATURE TOWERS, KOTHAGUDA, KONDAPUR, HYDERABAD. THE FLOOR PLAN IS ENCLOSED VIDE ANNEXURE-A.
Last Date & Time for receipt of Bid	16/12/2019 AT 4.00 PM
Place of Opening of Bid	10 TH Floor, A-Block, IT Towers, AC Guards, Hyderabad- 500004.
Mode of obtaining at tender documents.	Downloaded from the departmental website <u>www.incometaxhyderabad.gov.in</u>



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SECTION-II

INVITATION FOR BID

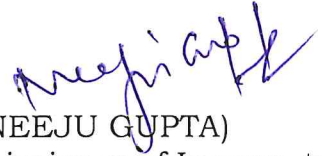
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* * *

Principal Chief Commissioner of Income Tax, AP & TS, Hyderabad invites sealed bids through **Open Tenders** Under the two-bid system for **SUPPLY AND ERECTION** OF GYPSUM PANEL BOARDS WITH ROCKWOOL FILLING, LAPPAM FINISH ON EITHER SIDE AND TWO COAT PAINTING (PLASTIC EMULSION) ON EITHER SIDE, FIXING OF FLUSH DOORS WITH HARDWARE FITTINGS (AS PER PLAN ATTACHED WITH THIS TENDER DOCUMENT), SUPPLY OF FURNITURE & FIXTURES AND PROVISION FOR ELECTRICAL FITTINGS FOR 4TH FLOOR, SIGNATURE TOWERS, KOTHAGUDA, KONDAPUR, HYDERABAD.

02. Sealed quotations along with Earnest Money Deposit (EMD) as specified in the bid document, should be deposited in the box kept for this purpose in **Infrastructure Section, 9th Floor, D-Block, Income Tax Towers, AC Guards, Hyderabad** by **16/12/2019 before 4.00 PM.** The tenders will be opened at 3 p.m. on. 17/12/2019 in the Conference Room, 10th floor, A-Block, Income Tax Towers, AC Guards, Hyderabad.

03. The complete bidding document is also available for viewing at our website www.incometaxhyderabad.gov.in.



(NEEJU GUPTA)
Joint Commissioner of Income-tax
(Infra & Coord)
O/o Pr. CCIT, AP & TS.

SECTION-III

INSTRUCTIONS TO BIDDERS

1. This invitation for Bids is open to reputed interior designers/fixture experts having annual gross receipts in this line of business of Rs.400 lakhs or more during any one of the FYs 2016-17, 2017-18 & 2018-19. Photocopies of the final accounts are required to be furnished, failing which the bid will be rejected.
2. Copies of valid GST registration certificate and copy of at least one work order for supply and erection of office fixtures worth Rs.50 lakhs or more (being single order from Government/Corporate bodies) during the current or preceding three financial years have to be submitted.
3. The Pr Chief Commissioner of Income Tax, Hyderabad, is hereinafter referred to as "the Contractee".
4. The Bidder is expected to examine the instructions, forms, terms & conditions and specifications in the bidding documents. Failure to furnish information required by the bidding document or submission of a bid not substantially responsive to the bidding document in every respect will result in rejection of the bid.
5. The bidder is required to fill up the Profile of its Organization in the format give as per **Annexure – 1** of the Bid document.
6. At any time prior to the deadline for submission of bids, the Contractee may, for any reason, whether at its own initiative or in response to clarification requested by prospective bidder, modify the bidding document by a written amendment. All prospective bidders will be notified of the amendment which will be binding. The amendment will also be available on the department website www.incometaxhyderabad.gov.in.
7. In order to allow prospective bidders reasonable time within which to take the amendment into account in preparing their bids, the Contractee, at its discretion may extend the deadline for the submission of bids.
8. The bid prepared by the Bidder, as well as all correspondence and documents shall be written in English language.
9. The bids are to be submitted in two parts in separate sealed envelopes, i.e., Technical Bid and Financial Bid and these two envelopes should be placed in another envelop duly sealed.

10. The Technical Bid prepared by the bidder shall include the following:
- a) Details of each Bidder including past experience etc, (Self-attested Certificates to be enclosed).
 - b) Full particulars of Government / Corporate bodies for which the bidder has done similar works in a single order valued at Rs. 50 lacs or more, in the current or any of the three preceding financial years (Self – attested copies of the relevant work orders to be enclosed).
 - c) Copy the balance sheet, profit and loss account and Auditors Report, of the bidder for any of the previous three financial years. (2016-17, 2017-18 & 2018-19)
 - d) Copy of PAN Card.
 - e) Copy of GST registration certificate.
 - f) Details of support facilities to execute the order.
 - g) The details of Warranty offered by the bidder, if any.
- 11) The financial Bid shall comprise the price component indicating the rate per unit mentioned in the **Section – V** of the bid document. The unit price thereof shall not be over written. It will be mandatory for all the prospective bidders to bid for the rate as specified in **Section – V** of the bid document and the bid will be evaluated on the basis of total price quoted.
- a) The price quoted must be net price per unit, including all charges pertaining to supply and erection.
 - b) The price quoted by the bidders should be inclusive of all taxes, of freight and forwarding charges, handling charges, loading and unloading charges, insurance charges, etc.
 - c) The price once accepted by the contractee shall remain valid till the successful execution of the complete order to the satisfaction of the Contractee. The Contractee shall not entertain any increase in the prices during the period. In the event there is a reduction or increase in Government levy/duties during the period of execution of the order, the rates shall be suitably adjusted with effect from date notifying the said reduction or increase in the Government levy/duty. However, the Contractee is not liable to any claim from the successful bidder on account of fresh imposition and /or increase of GST/Customs Duty, on raw materials and /or components used during the pendency of contract.

- d) Prices shall be quoted in Indian rupees only.
- 12. Bid shall remain valid for 60 days after the date of bid opening prescribed by the Contractee. A bid valid for a shorter period may be rejected by the Contractee as non- responsive.
- 13. Sealing and Marking of Bids:
 - a) The Technical Bid along with EMD instrument should be placed in one sealed envelope super-scribed "Technical Bid". The Financial Bid should be kept in a separate sealed envelope super-scribed "Financial Bid". Both the envelopes should then be placed in one single, sealed envelope super-scribed BID for items indicated in section-V and should be addressed to the DCIT (Infra), O/o Pr. CCIT, Hyderabad. The bidders name, telephone number and complete mailing address should be indicated on the cover of the outer envelope.
 - b) Both the inner envelopes super-scribed "Technical Bid and Financial bid should have the name and address of the bidder so that if required they may be returned to the bidder without opening them.
 - c) If the outer and inner envelopes are not sealed and not marked as required, the Contractee will assume no responsibility for the bid's misplacement or premature opening.
 - d) If for any reason, it is found that the Technical Bid reveals the Financial Bid related details in any manner whatsoever, or, the Financial BID is enclosed in the envelope super-scribed "Technical Bid", the Bid document will be summarily rejected in the first instance itself.
 - e) All the Bid documents submitted should be serially page numbered and should contain the table of contents with page numbers.
- 14. Deadline for Submission of Bids:
 - a) Bids must be received by the Contractee at the address specified not later than the time and date specified in the Invitation for Bids. In the event of specified date for the submission of Bids being declared a holiday for the Contractee, the Bids will be received upto the appointed time on the next working day.
 - b) The Contractee may, at its discretion, extend this deadline for submission of bids by amending the bid documents in which case, all rights and obligations of the Purchaser and Bidders previously subject to the deadline as extended.

- c) Any bid received by the Contractee after the deadline for submission of bids prescribed by the Contractee in the bid document will be rejected unopened to the Bidder. The Contractee shall not be responsible for postal delays.

15. Modifications and Withdrawal of Bids.

- a) The Bidder may modify or withdraw its bid after the bids submission, provided that written notice of the modification or withdrawal is received by the Contractee prior to the deadline prescribed for submission of bids.
- b) The Bidder's modification or withdrawal notice shall be prepared, marked and dispatched in a sealed envelope. A withdrawal notice should be through a signed confirmation by the bidder. The Contractee should receive it before the deadline for submission of bids.
- c) Bid withdrawn in the intervening period of the deadline for submission of bids and the expiry of the period of bid validity specified by the Bidder on the Bid form will result in forfeiture of EMD.

16. Opening and Evaluation of Technical Bids.

- a) The Tender Committee appointed by the Contractee will open all Technical Bids in the first instance on the appointed date, time and venue.
- b) During evaluation of the bids, the Contractee may, at its discretion, ask the Bidder for clarification of its bid. The request for clarification and response shall be in writing.
- c) No bidder shall contact the Contractee on any matter relating to its bid from the time of the bid opening to the time the purchase order is placed. If the Bidder wishes to bring additional information to the notice of the Contractee it should be done in writing.
- d) Any effort by a Bidder to influence the Contractee in its decisions on bid, comparison or purchase order decisions, will result in rejection of the bid.
- e) The results of the evaluation of the Technical Bids along with the date of opening of the Financial Bids will be communicated to the qualifying bidders. The Contractee may at its option choose to open the financial bids immediately after the opening and evaluation of the Technical Bids. Technical bid is only for qualifying purpose and financial bids of only those parties who meet the technical qualifications would be opened.

17. Opening and evaluation of Financial Bids.
 - a) The Tender Committee appointed by the Contractee will open the Financial Bids of Bidders as specified in para 16 (e) above.
 - b) Arithmetical errors will be rectified on the following basis:- If there is a discrepancy between words and figures, the higher of the two shall be taken as the bid price. If the bidder does not accept the correction of errors, as aforesaid, its bid will be rejected, and its EMD will stand forfeited.
18. The Contractee reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected bidder or Bidders or any obligations to inform the affected Bidder of the grounds for the Contractee's action.
19. The Contractee will award the contract, within 10 days of the opening of the financial Bid, to the Bidder whose bid has been determined to be the most responsive to the Bidding Document and who has offered the best-evaluated bid.
20. The 'bidder' as used in this document shall mean the one who has signed the tender document forms. He may either be the Principal Officer or the duly authorized representative, in such case, the bidder shall submit a certificate of authority. All certificates and documents (including any clarifications sought and any subsequent correspondence) shall be furnished and signed by such representative or the Principal officer.
21. The Bidder shall sign its bid with the exact name of the concern to whom the contract is to be awarded.
22. The Bid document filed by the bidder shall be typed or written in indelible ink.
23. In case the Bid document submitted has deviations from the specifications or terms and conditions prescribed, the Bidder shall describe them in the Technical Bid and Financial Bid covers separately. (even though the deviations are not material) it must be ensured that the price related deviations are not indicated in the Technical Bid cover in any manner.
24. It will be the sole responsibility of the bidder alone to execute the entire contract on its award. No sub-contracting, in any form will be permitted.

25. The courts of India at Hyderabad will have exclusive jurisdiction to determine any proceeding in relation to this contract.
26. Making misleading or false representation in the bid document will lead to disqualification of the Bidder at any stage.
27. Where the bid has been signed by the Authorized Representative on behalf of the concern, the bidder shall submit a certificate of authority and any other document consisting of adequate proof of the ability of the signatory to bind the bidder to the contract.

Read and accepted.

Signature and stamp of
Bidder of Authorized Signatory.

SECTION-IV
TERMS OF CONTRACT

1. No alteration should be made in any of the **term and conditions** of the bid document by scoring out. In the submitted bid, no variation in the conditions shall be admissible. Bids not complying with the terms and conditions listed in this section are liable to be ignored.
2. A sum of Rs.1,00,000/- must be deposited as Earnest Money Deposit (EMD) in the shape of Bank Draft in favour of "ZAO, CBDT, Hyderabad" & Must accompany the technical bid in the sealed envelope without which the Bid will be rejected. The said amount will be forfeited, if the successful bidder fails within the time fixed by Contractee to sign the contract on terms contained in the bid document, or fails to execute the order within the stipulated time. The earnest money of the successful Bidder will be refunded after the furnishing of valid Performance Guarantee. For the other Bidders, the earnest money instrument will be returned within 10 days of the completion of the financial evaluation. No interest will be payable on this deposit. The EMD will be forfeited if the successful bidder, due to any circumstances whatsoever, fails to accept the work order, or expresses its inability to complete the work, or fails to submit the bank guarantee within the prescribed time, as per the terms and conditions of the bid document.
3. The successful bidder will be required to deposit a Performance Bank Guarantee @ 5% of the value of the contract as security for due fulfillment of the contract. The Bank guarantee should be executed in the proforma in **Annexure-2**. It should be valid till two months from the date of completion of the work. The bank guarantee must be submitted within 10 days from date of issue of work order. The security shall be liable to forfeiture in the event of any breach or non-observance of the terms of the contract by the bidder.
4. No bid will be considered unless and until all the pages/documents comprising the Bid are properly signed and stamped by the person/s authorized to do so.
5. In the event of bid being accepted, the offer rate will be converted into a contract, which will be governed by the terms and conditions given in the bid document. The instructions to bidder in Section-III shall also form Part of the contract.
6. The terms and conditions of contract given in this section along with the Instructions to bidders should be signed and returned in the envelope marked as "Technical Bid" otherwise the tender is liable to be rejected.

7. The price quoted must be net price per unit inclusive of charges, rates and taxes.
8. The maximum period for complete and satisfactory performance of the contract, shall be 60 days from the date of award of the contract for this purpose. The time limit of 60 days will begin from the date of communication of the bid to the successful bidder, by way of telephonic intimation, by E-mail or in writing whichever is earlier.
9. The work must be completed satisfactorily within the stipulated period, failing which the Contractee reserves the right to complete the work at contractor's risk provided that where the works were not done according to the stipulated technical specification in the contract and on account of urgency of the demand, the contractee decides to retain the inferior material, the party will be entitled to receive payment not at the contract rate but at the rate fixed by Contractee with due regard the quality of material supplied.
10. All above conditions will be enforced, unless written order of contractee is obtained relaxing any specific condition in any specific instance.
11. The Contractee does not bind itself to accept the lowest tender and reserves itself the right to reject any or all tenders. The Contractee may also increase or decrease the scope of work.
12. The contract will last till the completion of work to the satisfaction of the Contractee. In the event of any breach of the agreement at any time on the part of the Contractor, the contract may be terminated summarily by the contractee without compensation to the contractor.
13. Any change in the constitution of the concern of the contractor shall be notified forthwith by the contractor in writing to the Contractee and such change shall not relieve any former member of the concern from any liability under the contract. No new person shall be accepted into the concern by the contractor in respect of this contract unless he/they agree to abide by all the terms and conditions of the contract.
14. The works to be done under this contract will be of the quality equal and answerable in every respect to the specification given in the list accompanying the tender and approved by the Contractee. The Contractor shall be responsible for all complaints as regards the quality. In case of dispute regarding quality of articles, the decision of the contractee will be final and binding on the contractor.
15. The Contractee or its nominee duly authorized in writing shall have the power to inspect the items before, during or after manufacture, dispatch transit or arrival and to reject the same or any part or portion through a communication in writing. If it is not satisfied that the same is equal or according to the specification as per tender notice submitted, the Contractor shall not charge or be paid for works

rejected as above and such works shall be removed by the contractor at once and at his expense. He shall neither claim nor be entitled to payment for any damage that the rejected works may suffer from any harm whatsoever incidental to a full and proper examination and test of such works. The Contractee shall not be under any liability for rejected works. The rejected works shall be removed by the contractor within ten days of the issue of notice rejecting such works, failing which such rejected works will be removed at Contractor risk and the Contractee may charge the Contractor, Rent for space occupied by such rejected works.

16. Supply and erection of items at the specified location as stipulated in this Bid shall be deemed to be the essence of the contract and should the contractor fail to comply within the time stipulated, the delayed deliverables will be subject to liquidated damages @ 2% per month or a part of the month, recoverable on the value of the delayed works. The recovery through liquidated damages will be without prejudice to the other remedies available to the contractee under the terms to the contract. In case of non-payment by the contractor, recovery will be made from his bills or performance Guarantee with the Contractee provided that.
 - a) If the delayed works are accepted by extending the date by the Contractee on an application in writing by the Contractor, then no extra price or additional cost for any reason whatsoever beyond the contractual cost will be paid to the contractor for the delayed works. In such cases the Contractee may at its discretion decide either to levy or waive liquidated damages in respect of the delayed works. The decision of the Contractee in this regard will be binding on the Contractor.
 - b) On failure of the contractor to finish the work within the period stipulated in the contract or within the extended period decided by the contractee pursuant to the written request of the contractor, risk purchase at the cost of the Contractor will be made by the Contractee. The cost thus incurred, will be recovered from the Contractor from his pending bills or by encashing the performance Guarantee, whichever is available. The procedure will be adopted after sending registered notice to the contractor. In addition to the above, the Contractee reserves the right to place the Contractor in the panel of blacklisted concerns.
 - c) If a Force Majeure situation arises, the Contractor shall promptly notify the Contractee in writing of such condition and the cause thereof within seven days of occurrence of such event. Unless otherwise directed by the Contractee in writing, the Contractor shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonably alternative means for performance not prevented by the force majeure event. If the performance in whole or in part or any obligations under this contract is prevented or delayed by any reason of force majeure for a period

exceeding 60 days, either party may at its option terminate the contract without any financial repercussion on either side.

17. The Contractor shall acknowledge that he has made himself fully acquainted with all the conditions and circumstances under which the work required under the contract will have to be made or furnished and the terms, clauses and conditions, specifications and other details of the contract and the contractor. The contractor shall not plead ignorance as an excuse in case of complaint against the supplies, or rejection of works tendered by him or with a view to asking for increase of any rate agreed to the contract or to evading any of his obligation under the contract.
18. **No payment will be made in advance for any works under this contract.**
19. In the event of the Contractor failing to fulfill or committing any breach of any of the terms and conditions of this contract specified is liable to rejection or failing, declining, neglecting or delaying to comply with any demand or requisition or otherwise while executing the same in accordance with the terms of this contract, or if the Contractor or his agents or employees are guilty of fraud in respect of the contract or any other contract entered into by the bidder or any of his partners or representatives thereof with the Contractee directing, giving, promising or offering any bribes, gratuity, gift, loan, perquisite, reward or advantages pecuniary or otherwise to any person in the employment of the Contractee in any way relating to such officers or persons, office or employment or, if the supplier or any of his partner becomes insolvent or applies for relief as insolvent debtor or commences any insolvency proceedings or makes any composition with his/their creditors or attempts to do so, then without prejudice to the Contractee right and remedies otherwise, Contractee shall be entitled to terminate this contract forthwith, encash the bank guarantee and to blacklist the Contractor and purchase or procure or arrange otherwise at the Contractor risk and at the absolute discretion of the Contractee, as regards the manner, place and time of such purchases, such supplies as have not been supplied or have been rejected under this agreement or are required subsequently by the purchaser, thereunder, in case purchase or supplies together with all incidental charges or expenses, shall be recoverable from the Contractor on demand, and the Contractor, not be entitled to benefit from any profit which may accrue to Contractee.
20. In any question, difference or objection whatsoever that may arise in any way connected with or arising out of this instrument or the meaning or operation of any part thereof, or the rights, duties or liabilities of either party, then, save in so far as the decision of any such matter as here in before provided for and has been so decided, every such matter including whether its decision has been otherwise provided for and/or whether it has been finally decided accordingly or whether the contract should be terminated or has been rightly

terminated in whole or part and as regard the rights and obligations of the parties as the result of such termination, shall be decided by the Contractee and the decision shall be final and binding on the Contractor.

In witness thereof the parties have here to set their hands in the date indicated below.

1. (In the case of firm) Signed by the above named Firm
of.....
Through.....Partner of the firm.

Signature
(Name & Address)

2. (In the case of a Company)

The seal of the company,..... Limited
was affixed by the virtue of the resolution of the Board
No.....Dated.....theDay
of.....2019.

(in either case) In the presence of

1. Signature.....
Address:.....
Description:.....
Signature by
2. Signature.....
Address:.....
Description:.....
Signature by

On behalf of the Principal Chief Commissioner of Income Tax, Hyderabad.
(The Purchaser/ Contractee)

SECTION-V

TECHNICAL SPECIFICATION OF THE WORKS

Signature Towers:

Sl.No	Description	Qty	Unit
1.00	Gypsum Partitions:		
	Gypsum Partitions: Supply and Erection of Partitions with Gypsum Board and frame made with GI studs and all joints are finished with nylan tape and finished with joint compound and POP in level and smooth.	5,750.00	Sft
2.00	Glass doors		
	Supply, fabricating and fixing Single leaf glazed door (1000mm X 2400mm) of 12mm thick toughen glass, fabricated with SS Patch fitting. Applicable hardwares to be considered for doors according to requirement as per detailed drawings and approval by Architect : 1No. Floor spring 1 no. 32mm thick SS Handle and Any other hardware etc required to complete the related works.	21.00	No's
3.00	FLUSH DOOR		
	Supply and fixing of Single leaf flush door of 30mm thick finished with 1mm laminate of approved shade with vision panel of 6mm glass and the rate is inclusive making of door frame with plyboxing finishing with matching laminate and the total door will be finished with necessary hardware like hinges, lock, door closure, door stopper etc.	5.00	No's
3.00	Painting:		
	Preparing the surface and applying POP Putty using Birla Putty or equivalent make approved by Architect with 2 or more coats of Plastic emulsion paint for all internal walls over one coat of primer of approved quality, make (Asian, Berger) or equivalent approved by the Architect etc.	12,000.00	Sft
4.00	Modular Tables: made with 18mm thick HDF board and top made with 25mm HDF as per design and finished with high gloss finish of malamine polish. The rate is inclusive of pedestall unit with 4nos of drawers fixed with channnels and nessesary hardware and finished with footrest and key board etc.and as per the design selected by the department.		
a)	Pr.CIT'S table: Supply and fixing of Modular table of Size 8'0" x 4'0"	1.00	No's
b)	Addl. CIT'S table: Supply and fixing of Modular table of Size 7'0" x 3'0"	5.00	No's

c)	DCIT'S table: Supply and fixing of Modular table of Size 6'6" x 2'6"	5.00	no's
d)	ITO'S table: Supply and fixing of Modular table of Size 6'0" x 2'6"	13.00	No's
e)	Conference Table: Providing, making and placing in position conference table "U" shape and design of approximate size 45'0" x 2'0" x 2'6" with following specifications. Table Top in " U "shape to be made in 37.5 mm 2 no"s 19 mm BWR PLY ,finished with 1mm thick lamnate finished on all the exposed surfaces and all the internal surfaces as per the design and drawing. Cutting to be for the pop up boxes and table mic as per the directions. The table shall be provided with SS WIRE manager as per the design and drawing. Front Modesty Panel shall be in Hollow box (150mm wide)of form in shape and design (to allow wires) shall be of 19 mm thick BWR PLY.	1.00	No's
5.00	Chairs;		
a)	Heigh back Chair: Supply of revolving chair with the back having size of 500mm (width) x 490mm (height) and seat size of 500mm (width) x 460mm (length). The seat / back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam together with moulded seat and back covers . The Polyurethane foam should be moulded with appropriate density. The seat and back covers would be of approved leatharite /fabric colour and these are to be injection moulded in black co-polymer polypropylene sheets as per the chair structure. The chair should be 360 degree revolving type having adjustable tilt on pivot at center with upright locking. The chair to be provided with pneumatic height adjustment telescopic type assembly, injection moulded in black Polypropylene. The armrests to be made of black integral skin polyurethane with appropriate hardness. The armrests should be scratch and weather resistant and should be suitably connected with the chair. The pedestal of the chair to be made of Nylon material and fitted with 5 nos. twin wheel castors, made of black Nylon. Approved Makes :- Godrej / Wipro / Featherlite	23.00	No's
b)	Medium back Chairs: Supply of revolving chair with the back having size of 500mm (width) x 490mm (height) and seat size of 500mm (width) x 460mm (length). The seat / back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam together with moulded seat and back covers . The Polyurethane foam should be moulded with appropriate density. The seat and back covers would be of approved leatharite /fabric colour and these are to be injection moulded in black co-polymer polypropylene sheets as per the chair structure. The chair should be 360 degree	60.00	No's

	<p>revolving type having adjustable tilt on pivot at center with upright locking. The chair to be provided with pneumatic height adjustment telescopic type assembly, injection moulded in black Polypropylene. The armrests to be made of black integral skin polyurethane with appropriate hardness. The armrests should be scratch and weather resistant and should be suitably connected with the chair. The pedestal of the chair to be made of Nylon material and fitted with 5 nos. twin wheel castors, made of black Nylon. Approved Makes :- Godrej / Wipro / Featherlite</p>		
c)	<p>Visitors Chairs: Supply of Mid back chair with the back having size of 500mm (width) x 490mm (height) and seat size of 500mm (width) x 460mm (length) and having no armrests. The seat / back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam together with moulded seat and back covers . The Polyurethane foam should be moulded with appropriate density. The seat and back covers would be of approved fabric colour and these are to be injection moulded in black co-polymer polypropylene sheets as per the chair structure. The chair to be supported with cantilever type tubular frame of 25mm diameter made from MS and black powder coated. Approved Makes :- Godrej / Wipro / Featherlite</p>	54.00	No's
d)	<p>Conference room chairs: The seat is made up of 12mm thick hot pressed plywood and polyurethane foam upholstered with foam laminated polyester mesh fabric and covered at bottom with injection moulded polypropylene seat cover. The back is injection moulded nylon and is upholstered with high tenacity mesh fabric. The chair to have a backrest having a polypropylene cover within the frame with decorative ABS cladding in silver metallic grey color. The back to be fixed to the mechanism with spine bracket. The Polyurethane foam should be moulded with appropriate density. The chair should be 360 degree revolving type having adjustable tilt on pivot at center with upright locking. The chair to be provided with pneumatic height adjustment telescopic type assembly, injection moulded in black Polypropylene. The armrests to be made of black plastic injection moulded polypropylene. The armrests should be scratch and weather resistant and should be suitably connected with the chair. The pedestal of the chair to be made of Nylon material and fitted with 5 nos. twin wheel castors, made of black Nylon. (For reference please go through the sample image attached with the tender drawing). Approved Makes :- Godrej / Wipro / Featherlite</p>	25.00	No's

e)	Supply of two seater sofa of size 1460mm (width) x 920mm (depth) x 820mm (height) with seat height of 450mm. The seat and back of the sofa should be made from multilayered Polyurethane (PU) foam with appropriate density and upholstered with fabric or leatherette of approved shade. The support understructure of the sofa should be made of 12mm thick hot pressed plywood with Zig Zag spring assembly mounted in the understructure for support and additional cushioning purpose. The leg assembly for support should be a welded assembly made in 202 grade SS tube and plate. Approved Makes :- Godrej / Wipro / Featherlite.	10.00	No's
f)	Visitors Chairs Lounge (3-seaters in SS perforated chairs)	6.00	No's
6.00	Storage		
	Supply and fixing of half height Storages made from 19mm thick Commercial Plywood and finished in 1mm thick laminate of approved make and shade. All exposed edges should be concealed with 6mm thick Teak wood lipping and polished. Openable shutters to be provided with all necessary hardware such as, S.S. Clip-on Auto close Hinges, S.S. Handle, Lock of approved make and finish, Magnetic Catcher, Tower Bolt, etc., all surfaces to be Laminate finish	300.00	Sft
7.00	Back Running Storage		
	Supply and fixing of back Runner Storages made from 19mm thick Commercial plywood finished in 1mm thick laminate of approved make and shade. All exposed edges should be concealed with lipping Clip-on Auto close Hinges, S.S. Handle, Lock of approved make	24.00	no's
8.00	Side Storage units for tables		
	Supply and fixing of Side storages made from 19mm thick Commercial plywood finished in 1mm thick laminate of approved make and shade. All exposed edges should be concealed with lipping Clip-on Auto close Hinges, S.S. Handle, Lock of approved make (size : 3.5 ft x 2.25ft)	24.00	No's
9.00	Blinds:		
	Providing & fixing roller blinds with aluminium head rail and fabric connector in the windows, with approx 0.40 mm thick fabric. The Material, colour & shade shall be approved by BPCL Office in charge / Architect. The rates shall be inclusive of cost of all materials, labour, wastage, cartage, repairs, T&P, taxes etc. required for proper completion of work. Approved Make : MAC /Vista Levlor/Hunter Doglus.	900.00	Sft

10.00	Signage:		
	Providing & fixing of signages for officers Cabins with Aluminium Powder coated color or finishing Each Boad Size will be 600mm x 450mm.	1.00	LS
11.00	Electrical works:		
	Supplying & fixing of Wiring for light, Tables and power points of 5A plug point with 2x1.5sq.mm.F.R.L.S., PVC insulated copper conductor cable.16 A, moulded switch and 6 Amps moulded sockets in partition with box PVC conduit.light fixtures.	6,500.00	Sft
12.00	<u>Misscelinious works</u>		
a)	Dismantling and removing of existing Brick wall / Hollow Block work etc. including plaster, ceramic /other tiles fixed on brick wall all inclusive including clearing of all malba/ debris out of the site and to designated dumping ground as per city corporation rules, all complete including transportation and labour/ machine rate to the satisfaction of the Engineer in Charge. Rate inclusive of all transporation, loading and unloading no extra charges will be paid.	1.00	LS
b)	Rectification of Ceiling works:	1.00	LS
c)	Dismantling and removing of existing Gypsum / Carpentry Partitions etc. and clearing of all malba/ debris out of the site and to designated dumping ground as per city corporation rules, all complete including transportation and labour/ machine rate to the satisfaction of the Engineer in Charge. Rate inclusive of all transporation, loading and unloading no extra charges will be paid.	1.00	LS
d)	Rectification of flooring works:	1.00	LS
e)	Fire/ burglar alarm System :Supply, Installation Testing and Commissioning of 6 Zone conventional Fire Alarm Panel of approved make with necessary Smoke/ Heat Detectors and cable as per the standerds and necessary hardwares as required & directed	1.00	LS
f)	Remove and refixing of Work stations for ITI and TA's in respect of 26 officials.	26.00	No's
g)	Construction of Toilet with brick work and Tiling as per specified at the time of execution.	1.00	LS

h)	Shifting of ASK Centre from 4 th Floor to other floor	1.00	LS
13	Work stations		
	<p>Providing and fixing work stations for staff of table width of 600mm wide, 750 mm height as directed, made with 19 mm thick, commercial ply and finished with laminate of approved shade and as directed by the department. Fire retardant Plywood internal surface of the tables are finished with 0.7 mm laminate and edges are finished with PVC edge tap and finished with all necessary hardware. Minimum running length of the table (size : 4.6ft x 2.5ft height) including pedestal</p> <p>(For staff - 34 numbers)</p>	34.00	No's

1. The designs of the floor plan of 4th floor, Signature Towers, Kondapur, Hyderabad is enclosed as Annexure-ST/1.

SECTION – VI
TENDER FORM

(TECHNICAL BID)

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

To

The Tender Evaluation Committee,
O/o Pr.Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana,
I.T.Towers, AC Guards,
Hyderabad- 500004.

Sir,

Ref: Open Tender No.F.No.CCAP/Infra/I(321)/Infra/2019-20
dated 04-12-2019

1. I/we hereby undertake the works as specified in **Section V** of the Bid/tender Document and agree to hold this offer 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 and Conditions of order as enclosed with the invitation to the tender and have thoroughly examined the Specifications and am/are fully aware of the nature of the goods required and /or offer is to supply the goods strictly in accordance with the specifications and requirements.
3. A crossed Bank Draft in favour of the Z.A.O., CBDT, Hyderabad, for an amount of Rs. 1,00,000/- as Earnest Money Deposit is enclosed.
4. The Following have been added to form part of this tender (Refer para 11 of Invitation for Bid)
 - A. A note on past experience of the Bidder in executing the similar works.
 - B. Copy of audited balance sheet, profit and loss account and Auditor's Report of the concern for FYs 2016-17, 2017-18 & 2018-19.
 - C. Copy of Valid GST registration certificate.

- D. Copy of at least two work orders of Rs.50. lakhs or more, executed during the current year or last two financial years from Govt/Corporate sector.
 - E. Copy of PAN card.
 - F. Information regarding litigation, bankruptcy, insolvency or winding up etc, and if you have been black listed by any government bodies, please mention the same.
 - G. Details of abandoned/delayed work orders.
 - H. Details of order support facilities.
 - I. Statement of deviations from terms and conditions Without revealing the price related deviations in any manner whatsoever.
 - J. Copy of the authorization/ resolution authorizing the signatory to sign the bid document on behalf of the concern.
 - K. The number of years for which the items are guaranteed against normal wear and tear.
 - L. 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.
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 invariably 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 six weeks will begin with the communication of your acceptance of our bid.

Yours Faithfully,

(Signature of Bidder)

Dated this.....day of.....of 2019.

Address.....

.....

Telephone:.....

Fax:.....

E-mail id:.....

Company Seal.

SECTION-VII
TENDER FORM

(FINANCIAL BID)

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

To

The Tender Evaluation Committee,
O/o Pr.Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana,
I.T.Towers, AC Guards,
Hyderabad- 500004.

Sir,

Ref: Open Tender No.F.No.CCAP/Infra/I(321)/Infra/2019-20
dated 04.12.2019

1. Having examined the bidding documents and having submitted the Technical Bid for the same, the undersigned, hereby submits the Financial Bid for supply of goods/ execution of work as per the invitation for this bid and in conformity with the said bidding document.
2. We hereby undertake to supply and erection of the works specified in **Section-V** of the bid document at the prices and rates mentioned below:

Sl.No	Description	Qty	Unit	Rate per unit	Amount
1.00	Gypsum Partitions:				
	Gypsum Partitions: Supply and Erection of Partitions with Gypsum Board and frame made with GI studs and all joints are finished with nylan tape and finished with joint compound and POP in level and smooth.	5,750.00	Sft		

2.00	Glass doors				
	Supply, fabricating and fixing Single leaf glazed door (1000mm X 2400mm) of 12mm thick toughen glass, fabricated with SS Patch fitting. Applicable hardware to be considered for doors according to requirement as per detailed drawings and approval by Architect : 1No. Floor spring 1 no. 32mm thick SS Handle and Any other hardware etc required to complete the related works.	21.00	No's		
3.00	FLUSH DOOR				
	Supply and fixing of Single leaf flush door of 30mm thick finished with 1mm laminate of approved shade with vision panel of 6mm glass and the rate is inclusive making of door frame with plyboxing finishing with matching laminate and the total door will be finished with necessary hardware like hinges, lock, door closure, door stopper etc.	5.00	No's		
3.00	Painting:				
	Preparing the surface and applying POP Putty using Birla Putty or equivalent make approved by Architect with 2 or more coats of Plastic emulsion paint for all internal walls over one coat of primer of approved quality, make (Asian, Berger) or equivalent approved by the Architect etc.	12,000.00	Sft		
4.00	Modular Tables: made with 18mm thick HDF board and top made with 25mm HDF as per design and finished with high gloss finish of malamine polish. The rate is inclusive of pedestal unit with 4nos of drawers fixed with channels and necessary hardware and finished with footrest and key board etc.and as per the design selected by the department.				
a)	Pr.CIT'S table: Supply and fixing of Modular table of Size 8'0" x 4'0"	1.00	No's		
b)	Add. CIT'S table: Supply and fixing of Modular table of Size 7'0" x 3'0"	5.00	No's		
c)	D CIT'S table: Supply and fixing of Modular table of Size 6'6" x 2'6"	5.00	no's		
d)	ITO'S table: Supply and fixing of Modular table of Size 6'0" x 2'6"	13.00	No's		

e)	Conference Table: Providing, making and placing in position conference table "U" shape and design of approximate size 45'0" x 2'0" x 2'6" with following specifications. Table Top in " U "shape to be made in 37.5 mm 2 no"s 19 mm BWR PLY ,finished with 1mm thick lamnate finished on all the exposed surfaces and all the internal surfaces as per the design and drawing. Cutting to be for the pop up boxes and table mic as per the directions. The table shall be provided with SS WIRE manager as per the design and drawing. Front Modesty Panel shall be in Hollow box (150mm wide)of form in shape and design (to allow wires) shall be of 19 mm thick BWR PLY.	1.00	No's		
5.00	Chairs;				
a)	Heigh back Chair: Supply of revolving chair with the back having size of 500mm (width) x 490mm (height) and seat size of 500mm (width) x 460mm (length). The seat / back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam together with moulded seat and back covers . The Polyurethane foam should be moulded with appropriate density. The seat and back covers would be of approved leatharite /fabric colour and these are to be injection moulded in black co-polymer polypropylene sheets as per the chair structure. The chair should be 360 degree revolving type having adjustable tilt on pivot at center with upright locking. The chair to be provided with pneumatic height adjustment telescopic type assembly, injection moulded in black Polypropylene. The armrests to be made of black integral skin polyurethane with appropriate hardness. The armrests should be scratch and weather resistant and should be suitably connected with the chair. The pedestal of the chair to be made of Nylon material and fitted with 5 nos. twin wheel castors, made of black Nylon. Approved Makes :- Godrej / Wipro / Featherlite	23.00	No's		
b)	Medium back Chairs: Supply of revolving chair with the back having size of 500mm (width) x 490mm (height) and seat size of 500mm (width) x 460mm (length). The seat / back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam together with moulded seat	60.00	No's		

	and back covers . The Polyurethane foam should be moulded with appropriate density. The seat and back covers would be of approved leatherite /fabric colour and these are to be injection moulded in black co-polymer polypropylene sheets as per the chair structure. The chair should be 360 degree revolving type having adjustable tilt on pivot at center with upright locking. The chair to be provided with pneumatic height adjustment telescopic type assembly, injection moulded in black Polypropylene. The armrests to be made of black integral skin polyurethane with appropriate hardness. The armrests should be scratch and weather resistant and should be suitably connected with the chair. The pedestal of the chair to be made of Nylon material and fitted with 5 nos. twin wheel castors, made of black Nylon. Approved Makes :- Godrej / Wipro / Featherlite				
c)	Visitors Chairs: Supply of Mid back chair with the back having size of 500mm (width) x 490mm (height) and seat size of 500mm (width) x 460mm (length) and having no armrests. The seat / back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam together with moulded seat and back covers . The Polyurethane foam should be moulded with appropriate density. The seat and back covers would be of approved fabric colour and these are to be injection moulded in black co-polymer polypropylene sheets as per the chair structure. The chair to be supported with cantilever type tubular frame of 25mm diameter made from MS and black powder coated. Approved Makes :- Godrej / Wipro / Featherlite	54.00	No's		
d)	Conference room chairs: The seat is made up of 12mm thick hot pressed plywood and polyurethane foam upholstered with foam laminated polyester mesh fabric and covered at bottom with injection moulded polypropylene seat cover. The back is injection moulded nylon and is upholstered with high tenacity mesh fabric. The chair to have a backrest having a polypropylene cover within the frame with decorative ABS cladding in silver metallic grey color. The back to be fixed to the mechanism with spine bracket. The Polyurethane foam should be moulded with appropriate density. The chair should be 360	25.00	No's		

	degree revolving type having adjustable tilt on pivot at center with upright locking. The chair to be provided with pneumatic height adjustment telescopic type assembly, injection moulded in black Polypropylene. The armrests to be made of black plastic injection moulded polypropylene. The armrests should be scratch and weather resistant and should be suitably connected with the chair. The pedestal of the chair to be made of Nylon material and fitted with 5 nos. twin wheel castors, made of black Nylon. (For reference please go through the sample image attached with the tender drawing). Approved Makes :- Godrej / Wipro / Featherlite				
e)	Supply of two seater sofa of size 1460mm (width) x 920mm (depth) x 820mm (height) with seat height of 450mm. The seat and back of the sofa should be made from multilayered Polyurethane (PU) foam with appropriate density and upholstered with fabric or leatherette of approved shade. The support understructure of the sofa should be made of 12mm thick hot pressed plywood with Zig Zag spring assembly mounted in the understructure for support and additional cushioning purpose. The leg assembly for support should be a welded assembly made in 202 grade SS tube and plate. Approved Makes :- Godrej / Wipro / Featherlite.	10.00	No's		
f)	Visitors Chairs Lounge (3-seaters in SS perforated chairs)	6.00	No's		
6.00	Storage				
	Supply and fixing of half height Storages made from 19mm thick Commercial Plywood and finished in 1mm thick laminate of approved make and shade. All exposed edges should be concealed with 6mm thick Teak wood lipping and polished. Openable shutters to be provided with all necessary hardware such as, S.S. Clip-on Auto close Hinges, S.S. Handle, Lock of approved make and finish, Magnetic Catcher, Tower Bolt, etc., all surfaces to be Laminate finish	300.00	Sft		
7.00	Back Running Storage				
	Supply and fixing of back Runner Storages made from 19mm thick Commercial plywood finished in 1mm thick laminate of approved make and	24.00	no's		

	shade. All exposed edges should be concealed with lipping Clip-on Auto close Hinges, S.S. Handle, Lock of approved make				
8.00	Side Storage units for tables				
	Supply and fixing of Side storages made from 19mm thick Commercial plywood finished in 1mm thick laminate of approved make and shade. All exposed edges should be concealed with lipping Clip-on Auto close Hinges, S.S. Handle, Lock of approved make (size : 3.5 ft x 2.25ft)	24.00	No's		
9.00	Blinds:				
	Providing & fixing roller blinds with aluminium head rail and fabric connector in the windows, with approx 0.40 mm thick fabric. The Material, colour & shade shall be approved by BPCL Office in charge / Architect. The rates shall be inclusive of cost of all materials, labour, wastage, cartage, repairs, T&P, taxes etc. required for proper completion of work. Approved Make : MAC /Vista Levlor/Hunter Doglus.	900.00	Sft		
10.00	Signage:				
	Providing & fixing of signages for officers Cabins with Aluminium Powder coated color or finishing Each Boad Size will be 600mm x 450mm.	1.00	LS		
11.00	Electrical works:				
	Supplying & fixing of Wiring for light, Tables and power points of 5A plug point with 2x1.5sq.mm.F.R.L.S., PVC insulated copper conductor cable.16 A, moulded switch and 6 Amps moulded sockets in partition with box PVC conduit.light fixtures.	6,500.00	Sft		
12.00	<u>Misscelinious works</u>				
a)	Dismantling and removing of existing Brick wall / Hollow Block work etc. including plaster, ceramic /other tiles fixed on brick wall all inclusive including clearing of all malba/ debris out of the site and to designated dumping ground as per city corporation rules, all complete including transportation and labour/ machine rate to the satisfaction of the Engineer in Charge. Rate inclusive of all transporation, loading and unloading no extra charges will be paid.	1.00	LS		

b)	Rectification of Ceiling works:	1.00	LS		
c)	Dismantling and removing of existing Gypsum / Carpentry Partitions etc. and clearing of all malba/ debris out of the site and to designated dumping ground as per city corporation rules, all complete including transportation and labour/ machine rate to the satisfaction of the Engineer in Charge. Rate inclusive of all transporation, loading and unloading no extra charges will be paid.	1.00	LS		
d)	Rectification of flooring works:	1.00	LS		
e)	Fire/ burglar alarm System :Supply, Installation Testing and Commissioning of 6 Zone conventional Fire Alarm Panel of approved make with necessary Smoke/ Heat Detectors and cable as per the standerds and necessary hardwares as required & directed	1.00	Ls		
f)	Remove and refixing of Work stations for ITI and TA's (for 26 staff members)	26.00	No's		
g)	Construction of Toilet with brick work and Tiling as per specified at the time of execution.	1.00	LS		
h)	Shifting of ASK Centre from 4 th floor to Other Floor	1.00	LS		
13	Work stations				
	Providing and fixing work stations for staff of table width of 600mm wide, 750 mm height as directed, made with 19 mm thick, commercial ply and finished with laminate of approved shade and as directed by the department. Fire retardant Plywood internal surface of the tables are finished with 0.7 mm laminate and edges are finished with PVC edge tap and finished with all necessary hardware. Minimum running length of the table (size : 4.6ft x 2.5ft height) including pedestal (For staff - 34 numbers)	34.00	No's		
	Total				

TOTAL PRICE (in words):

3. We do hereby undertake, that, in the event of acceptance of our bid, the execution of work shall be completed as stipulated in the Tender Document and that we shall perform all the incidental services.
4. The price quoted in net price per unit includes all the taxes, rates and charges.

5. We agree to abide by our offer for a period of 60 days from the date of opening of the bid documents and that we shall remain bound by a communication of acceptance within that time.
6. We have carefully read and understood the terms and conditions of Bid document and its implications. We do hereby undertake to supply the specified items.
7. 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 invariably 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 six weeks will begin with the communication of your acceptance of our bid.

Yours Faithfully,

(Signature of Bidder)

Dated this.....day of.....of 2019.

Address.....

.....

Telephone:.....

Fax:.....

E-mail id:.....

Company Seal.

ANNEXURE-I
PROFILE OF ORGANISATION

1	Name of concerns:			
2	Status of the concern (Support with Documents)			
3	Name of the Head of the organization Managing Director.			
4	Postal Address:			
5	Telephone:			
6	Fax			
7	E-mail			
8	Web-site			
9	Year of Establishment:			
10	Activities / Services Offered:			
11	PAN allotted by Income Tax Department:			
12	TAN			
13	Bank Account Details			
14	GST No.			
15	Total Annual Turnover for the preceding three Financial Years:	2016-17	2017-18	2018-19
16	Previous Experience if any, in this field enclose copy.			

Date:

Place:

Signature of Authorized Signatory
(with stamp & seal of the Bidder)

ANNEXURE - 2

To

The President of India

WHERE AS

.....
(Name and address of the Contractor) (Herein after called "the contractor")
has undertake, in pursuance of contract no. ----- dated -----
to supply -----

(descriptions of goods and services) (herein after called "the contract")

AND WHEREAS it has been stipulated by you in the said contract that the contractor shall furnish you with a bank guarantee by a scheduled commercial Bank recognized by you for the sum specified therein as security for compliance with its obligation in accordance with the contract.

AND WHEREAS we have agreed to give the contractor such a bank guarantee

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the contractor, up to a total of
.....(amount of the guarantee in words and figures) and we undertake to pay you upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the contractor shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the.....day of20.....

(Signature of the authorized officer of the Bank).....
Name and designation of the officer.....Seal
Name & address of the Bank and address of the Branch

(Bank's common seal)

