



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
OFFICE OF THE PRINCIPAL COMMISSIONER OF INCOMETAX,
(ReAC)(AU)-1, 4th Floor, SIGNATURE TOWERS, KONDAPUR, HYDERABAD-500084
Phone: 040-23486172, Email: hyderabad.pcit1.au.reac@incometax.gov.in

F.No. Estt/Pr.CIT(ReAC)(AU)-1/Hyd/Tenders/Audio/2020-21

Dated: 29-12-2020

TENDER DOCUMENT

Sub: Tender for Supply & Installation of Audio System at the Conference Room of the O/o PCIT (ReAC)(AU)-1, Hyderabad at 4th Floor of Signature Towers, Kondapur, Hyderabad – 500084 – reg.

Date of issue of tender document	29 th December, 2020
Last date and time of receipt of tenders	11 th January, 2021 at 3:00PM
Date and time for opening of Tender Document	
Technical Bids	12 st January, 2021 at 11:00 AM
Financial Bids for eligible tenderers	12 st January, 2021 at 12:00 PM

1. NOTICE INVITING TENDER (NIT):

1.1 The Office of the Principal Commissioner of Income Tax (ReAC) (AU) – 1, Hyderabad invites sealed tenders from interested and experienced parties based in Hyderabad for Installation of Audio System for the Conference Room of the O/o PCIT (ReAC)(AU)-1, Hyderabad at 4th Floor, Signature Towers, Kondapur, Hyderabad as per the terms and conditions enumerated in the tender document. The Tender documents shall be dropped in the sealed box kept in Room No. 402, Signature Towers, Hyderabad. The tenders received after the above said scheduled date and time will not be considered.

2. SCOPE OF WORK & TECHNICAL SPECIFICATIONS:

2.1 To supply, install and test equipments of audio system as per following schedule:

Sl.No.	Brand/ Model	Description	Quantity
1	Bosch- LB2 – UC 30 – D1	30 Watt Cabinet Speaker	4
2	Bosch- PLE – 1ME120 – 3IN	120 Watt Mixing Amplifier	1
3	Shure	Wireless Handheld Mic	3
4	Shure	Wireless Collar Mic	1
	Roxy	Mic Stand	3
5	Yamaha – MG06X	6 Channel Mixer Amplifier	1
6	Surabhi	100 Meters Speaker Cable	1
7	-NA-	Ceiling Mount for Projector	1
8	-NA-	15 Meters HDMI Cable	2
9	Netrack	6U Rack	1

3. TERMS AND CONDITIONS:

- 3.1 The work relating to installation of equipments for the audio system shall be completed within a week's time.
- 3.2 The firms can visit the Conference Room (if available) on a mutually convenient working day between 10:30 AM to 4:30 PM until the last date of filing the bid.
- 3.3 To provide necessary training to the staff in the O/o PCIT (ReAC)(AU)-1, Hyderabad which will cover implementation, administration, usage, trouble shooting, interpretation and other activities related to the audio system for new conference hall.
- 3.4 The party to whom the tender is awarded should carryout comprehensive onsite warranty for 3 years and also maintenance of the equipment in good condition for 3 years from the date of commissioning.
- 3.5 All civil works like cabling, conduit or hiding in false roofing shall be done by the awarded firm. Rates quoted in the Financial Bid should be inclusive of all related civil works and installation charges, on-site warranty and maintenance for 3 years and all applicable taxes and cesses.

4. ACCEPTANCE OF TERMS AND CONDITIONS:

- 4.1 The bidder must agree to abide by the terms and conditions contained herein and **submit the technical bid and financial bid separately**. The required documents in the Technical Bid must be submitted as per annexure – I given below. Financial Bid must be submitted separately as per annexure – II incorporated in this bid document.

5. JURISDICTION AND APPLICABLE LAW:

- 5.1 This Contract is governed by the laws of India and any disputes shall be subject to the same.
- 5.2 No advance payment will be made. TDS & other applicable deductions will be made as per rules.
- 5.3 Tender application without complete documents/information as called for shall not be considered.
- 5.4 The firm will be entirely responsible for any loss caused to Government or to any Government property as result of negligence or carelessness of the firm. The firm should make good the financial or any other loss caused to/ suffered by the Government on this account. If necessary, to adjust the loss incurred, the balance, as may be necessary, shall be recovered from the contractual charges due to the firm. The decision of this Office in this context is final and shall be binding on the contractor.
- 5.5 The contract awarded firm has to ensure that it fulfils all the requirements as per tax laws and other laws applicable to the firm/ business. This Office shall not be liable for any violation of any laws/ rules & regulations on the contractor and the firm.
- 5.6 In case of a tie, suitable method will be adopted by the purchase committee to resolve the same. The decision of the purchase committee in this regard is final & binding on all parties.


(M SANTI SUDHA)

Income Tax Officer (HQrs)

O/o the PCIT (ReAC) (AU) – 1, Hyderabad.

Encl: Annexure – I: Proforma for Technical Bid.
Annexure – II: Proforma for Financial Bid.
Annexure – III: Format for Tender acceptance letter.

Copy to: The DDIT (Systems), Hyderabad, with a request to upload the tender document on www.incometaxhyderabad.gov.in & at www.eprocure.gov.in.

PROFORMA FOR TECHNICAL BID

(Supply and installation of Audio System at the Conference Room of the O/o PCIT (ReAC)(AU)-1, Hyderabad)

Tender in F.No. Estt/Pr.CIT(ReAC)(AU)-1/Hyd/Tenders/Audio/2020-21 dated 28-12-2020:

S.No	Details to be submitted
1	(i) Name of the Company/ Firm/ Business concern. (ii) Registered address with telephone No.s and email. (iii) Contract person's name with mobile number.
2	The firm must be an O.E.M or Authorized dealer/ agent/ channel partner of the O.E.M for supplying the given items. Authorization letters to this extent shall be submitted.
3	Experience certificates, award letters, performance certificates may be submitted, if any.
4	The firm participating in tenders must have Relevant Registration Certificates, PAN and GST. Documents to be submitted in this regard.
5	Technical documents like brochures having make and model should be submitted. These documents should have clear specification resemblance as given in Annexure – 2.
6	Tender acceptance letter (To be given on the Company Letter Head as given in Annexure – 3)

Declaration

I hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case of any deviation is found in the above statement at any stage, the firm will be blacklisted and will not have any dealing with the O/o PCIT (ReAC)(AU)-1 in future.

(Name and Signature of Authorized signatory with stamp)

PROFORMA FOR FINANCIAL BID

(Supply and installation of Audio System at the Conference Room of the O/o PCIT (ReAC)(AU)-1,
Hyderabad)

Tender in F.No. Estt/Pr.CIT(ReAC)(AU)-1/Hyd/Tenders/Audio/2020-21 dated 28-12-2020:

Description	Amount in Rs.
Total Cost of the equipment as per the Schedule in Point 2.1 of the tender document including on-site Warranty & maintenance for 3 years and installation.	
All applicable taxes & cess, if any.	
Total	

(Name and Signature of Authorized signatory with stamp)

TENDER ACCEPTANCE LETTER

(To be given on company letterhead)

Date:

To

The Pr. Commissioner of Income Tax (ReAC)(AU)-1,
Room No. 401, Signature Towers,
Opp. Botanical Garden, Kondapur,
Hyderabad – 500084.

Sir,

Sub : Acceptance of terms and conditions of tender.

Tender Reference No.: Tender Document in F.No. Estt/Pr.CIT(ReAC)(AU)-
1/Hyd/Tenders/Audio/2020-21 dated 28-12-2020.

Name of tender/ work: Supply and installation of Audio System at the Conference Room of the
O/o PCIT (ReAC)(AU)-1, Hyderabad.

1. I/ we have downloaded/ obtained the tender document for above mentioned work "Supply and installation of Audio System at the Conference Room of the O/o PCIT (ReAC)(AU)-1, Hyderabad" as per your advertisement/ website.
2. I/ we hereby certify that we have read entire tender document from page 1 to 2 and also all the relevant annexures (from I to III) and I/ we shall abide by all the terms/ conditions/ clauses contained therein.
3. I/ we unconditionally accept the tender conditions of the above mentioned tender document entirely.
4. In case any provisions of this tender are found violated, your organization shall without prejudice to any right or remedy be at liberty to reject this tender.

Yours faithfully,

(Signature of the bidder with Official seal)