

कार्यालय अपर आयकर आयुक्त,
(आरईफएसी) (निर्धारण एकक(-)1(3),
इंफिनिटी टावर, सन्करमठम रोड,
सान्तीपूरम, विशाखापट्टनम -
530016.



Office of the
Addl. Commissioner of Income Tax,
(ReFAC)(A.U.)-1(3), 1st Floor,
Infinity Tower,
Shankarmatam Road, Shantipuram,
Visakhapatnam 530 016.
Ph: 0591 2731045, Fax 2595200

F.No.7/ Addl. CIT/ReFAC(AU) -1(3)/VSP/2020-21

Date: 01.09.2021

TENDER NOTIFICATION FOR HIRING OF OPERATIONAL VEHICLES

The Addl. Commissioner of Income Tax, ReFAC(AU)-1(3), Visakhapatnam and holding additional charge of ReFAC(AU)-1(4), Visakhapatnam (hereinafter in this document mentioned as Department), on behalf of the President of India intends to hire Operational Vehicle (one small size vehicle) as per details given below for office use for the period of two years from the date of commencement, which would be extendable for one more year at the discretion of the Addl. Commissioner of Income Tax, ReFAC(AU) -1(3), Visakhapatnam.

| Sl. No. | Particulars | Quantity Required | Type | Place of deployment of vehicle | Amount should not be more than |
|---------|---|---------------------|----------------------|---|---|
| 01 | Category : Small Size Swift Dzire/Toyota Etios/Maruthi Ertiga/Hyundai Xcent/Honda Amaze | 1 (One) 5 Seater | Taxi / Commercial | O/o the Addl. CIT, ReFAC(AU) -1(4), Visakhapatnam | Rs. 40,000/- per vehicle per month (exclusive of taxes) |

The Agencies/Service providers, (hereinafter referred to as the "Vendor") if interested, may submit their quotations to the office of the Addl. Commissioner of Income Tax, ReFAC(AU) -1(3), 1st Floor, Infinity Tower, Shankarmatam Road, Shantipuram, Visakhapatnam 530 016 with the terms and conditions enumerated below :

1. Tender document can be collected from this office on all working days or can be downloaded from the Department's websites i.e. www.incometaxhyderabad.gov.in.

2. Quotations should be submitted in two bid patterns, i.e. Technical Bid as per Annexure-I and Financial Bid as per Annexure-II. Both the bids in prescribed formats along with required documents as prescribed should be placed in separate envelopes sealed and superscripted as "Tender for Hiring of Operational Vehicles – Technical Bid" and "Tender for Hiring of Operational Vehicles – Financial Bid" respectively. Both the envelopes should be placed in a single cover and superscripted as "QUOTATION FOR HIRING OF OPERATIONAL VEHICLES" and should be sent by registered post or handed over to O/o the Addl. Commissioner of Income Tax, ReFAC(AU) -1(4), 1st Floor, Infinity Tower, Shankarmatam Road, Shantipuram, Visakhapatnam 530016 latest by 06/09/2021 before 4.00 P.M. The bids will be opened on 06/09/2021 at 6.00 P.M. in the Chamber of Addl. Commissioner of Income Tax, (ReFAC)(A.U.)-1(3), Visakhapatnam. However, the Addl. Commissioner of Income Tax, ReFAC(AU) -1(3), 1st Floor, Infinity Tower, Shankarmatam Road, Shantipuram, Visakhapatnam reserves the right to postpone the opening of bids and the same shall accordingly be intimated to all the bidders.

3. Bidders or their authorized representatives may remain present at the time of opening of tenders. Bid documents, incomplete or deficient in any respect will be rejected at the discretion of the Addl. Commissioner of Income Tax, (ReFAC)(A.U)-1(3), Visakhapatnam.

4. The vendor / bidder should be agreeable to other terms and conditions as at **Annexure-III**.

5. The technical bids will be opened first. The financial bids will thereafter be opened only, if the applicant's tender is selected in the technical bid qualifying in all aspects as per the eligibility criteria. Rates quoted should be all inclusive with proper break-up and no separate claims will be entertained except GST.

6. The successful bidder shall have to execute the Contract as decided by the Department.

7. The Addl. Commissioner of Income Tax, (ReFAC)(A.U)-1(3), Visakhapatnam reserves its right to reject any or all the bids at any stage of the bid process without assigning any reason.

8. Each technical bid should accompany the **Earnest Money Deposit of Rs.10,000/- (Rs. Ten thousand only) per vehicle** in the form of Demand Draft of any scheduled bank payable at Chennai drawn in favour of the Zonal Accounts Officer, CBDT, Visakhapatnam. The bids without Earnest Money Deposit will be rejected. The EMD of unsuccessful bidder will be returned on completion of bid process. The EMD of successful bidder will be converted as security deposit and will be kept for two years without interest. **The contract shall be awarded to the vendor/service provider with the lowest bid for the above vehicles as per the terms & conditions mentioned in the tender documents.**

9. The successful bidder shall deploy the vehicle(s) at the above mentioned offices **within one week** from the date of award of contract.


(एन गोपीकृष्णा N GOPIKRISHNA),
Addl. Commissioner of Income Tax,
(ReFAC)(A.U)-1(3), Visakhapatnam.

Copy submitted to:

➤ The Pr. Commissioner of Income Tax (ReFAC)(AU)-1, Visakhapatnam

Copy to the Notice Board