



आयकर आयुक्त (प्रशासन एवं टीपीएस), बंगलुरु का कार्यालय।

OFFICE OF THE COMMISSIONER OF INCOME TAX (ADMIN & TPS), BENGALURU.

ग्राउंड फ्लोर, सेंट्रल रेवेन्यू बिल्डिंग, नंबर: 1, क्वींस रोड, बंगलुरु-560001

Ground Floor, Central Revenue Building, No: 1, Queen's Road, Bengaluru-560001.

टेली / Telephone : 080-22862632 फैक्स / Fax : 080-22860398

F.No.MW/NGV-Dona Cynthia/CIT(Admn.&Tps)/2023-24

Date: 05.01.2024

NOTICE INVITING TENDERS FOR MINOR REPAIR WORKS AT INCOME TAX DEPARTMENT OWNED RESIDENTIAL ACCOMMODATION AT DONA CYNTHIA, PRIMROSE ROAD BENGALURU

The Office of the Commissioner of Income-Tax (Admin & TPS), Bengaluru proposes to carry out minor repair works at residential flats owned by the Income-Tax Department at Dona Cynthia, Primrose Road, Bengaluru. Tenders are invited from eligible contractors with 05 years' experience in the field of repairs of residential Accommodation belonging to Central / State Government or Public Sector Undertakings. The details and bid forms may be obtained from the Income Tax Officer (TPS), O/o Commissioner of Income Tax (Admin & TPS), Ground Floor, C.R. Building, Queen's Road, Bengaluru on all working days between 10.00 am to 2.00 pm from 05/01/2024 to 17/01/2024 on payment of Rs. 500/- (Rupees Five hundred only) which is non-refundable, by Demand Draft, drawn in favour of Zonal Accounts Officer, CBDT, Bengaluru and payable at Bengaluru. The communication in this regard is also uploaded in the Central Public Procurement Portal <https://eprocure.gov.in> and the departmental website <https://www.incometaxbengaluru.org/>.

2. The interested parties may send their offers in sealed cover super-scribed as "**Tender for Minor works of IT Quarters at Dona Cynthia, Primrose Road, Bengaluru**" in the prescribed format. The terms and conditions of the lease can be downloaded from the website. The pre-bid meeting will be held on 08-01-2024 at 11:00 AM at O/o Commissioner of Income Tax (Admin & TPS), Ground Floor, C.R. Building, Queen's Road, Bengaluru. Any clarification regarding tender/work specification may be discussed at the Pre-Bid Meeting. The bidders can inspect the flat on the same day between 10.00 AM and 2.00 PM.

3. The offers [Technical and Financial Bids separately], in the prescribed format, must reach the office of Commissioner of Income Tax (Admin & TPS), Ground Floor, C.R. Building, Queen's Road, Bengaluru either by speed post or in person on or before 17/01/2024 at 03.00 P.M. No tender will be accepted by FAX or email or Courier or any such other means.


Last date for receipt of tender: 17/01/2024 before 03.00 PM

Time for opening of bids: 17/01/2024 at 04.00 PM

The Department reserves the right to accept or reject any tender.

Sd/-

(AVVARI SREENIVASA RAO, IRS)
Commissioner of Income Tax (ADMIN & TPS)
Bengaluru.


(SADANANDA DODAMANI)
INCOME TAX OFFICER (TPS),
O/o Commissioner of Income Tax (ADMIN & TPS)
Bengaluru.

Sub: Tender for Minor work – reg.

The Office of the Commissioner of Income-Tax (Admin & TPS), Bengaluru proposes to carry out the following minor works at the residential flats owned by the Income-Tax Department at Dona Cynthia, Primrose Road, Bengaluru.

REPAIR WORKS TO BE CARRIED OUT AT FLATS IN DONA CYNTHIA, BENGALURU:

I) Quarter No. C-01, Dona Cynthia:

1) Painting Work:

- (i) Removing old paint and applying two coats of putty, primer, and emulsion paint (200 sq. ft.)
- (ii) Removing old paint and applying one coat of putty and two coats of emulsion paint in 2 bedrooms and 1 balcony (350 sq. ft.)
- (iii) Wall and ceiling emulsion paint with touch up putty (3250 sq. ft.)
- (iv) Enamel painting with touch up putty (1584 sq. ft.)

2) Polish work:

- (i) 5 doors polish work

3) Electrical Work:

- (i) Replacement of Ceiling Fan (2 No.)
- (ii) Replacement of LED Tube light (3 No.)
- (iii) Replacement of LED Bulb (4 No.)
- (iv) Replacement of Switch Socket with plate (1 No.)

4) Plumbing Work:

- (i) Western Commode (3 No.)
- (ii) Wash basin with pedestral (3 No.)
- (iii) Basin Mixer & Wall Mixer (3 No. each)
- (iv) Shower (3 No.)
- (v) Health Faucet (3 No.)
- (vi) 2 in 1 tap (3 No.)
- (vii) Towel rod and towel ring (3 No. each)
- (viii) Paper Holder (3 No.)
- (ix) Kitchen taps (2 No.)

Probable amount of above contract is Rs. 2,00,000/- plus applicable taxes.

II) Quarter No. C-05, Dona Cynthia:

1) Painting Work:

- (i) Painting of Walls and Ceiling Applying Putty and Painting (3980sq. ft.)
- (ii) Enamel Painting of Wardrobes Kitchen and bedroom Windows Grills. (1784 sq. ft.)

2) Civil Work:

- (i) Kitchen Utility Area Civil Work (L.S.)
- (ii) New sajja for windows towards the roadside with M S Angle, SHS Box Section 2mm Thickness Poly Carbonate Sheet Fixing. (150 sq. ft.)
- (iii) Replacement of aluminium window (42 sq. ft.)
- (iv) Replacement of Wash Basins

3) Carpentry Work:

- (i) Main door Lock Replacement With Safety chain (2 No.)
- (ii) Kitchen utility area door replacement

4) Polish Work:

- (i) Kitchen area and main entrances marble Polishing

5) Electrical Work:

- (i) Whole Flat Switch, Sockets, Tube Lights And Any Other Minor Work

7) Cleaning Work:

- (i) Acid Wash in Bathrooms (4 No.)
- (ii) Cleaning of common area on terrace and in the front of the main door
- (iii) Cleaning of entire house after work completion

Probable amount of above contract is Rs. 2,00,000/- plus applicable taxes.


- The above probable price is inclusive of all material, supply, installation, labour, any other charges plus applicable taxes.
- The items to be provided should be as per the brands/quality prescribed and approved by CPWD.
- The work shall comply with the specifications, using the standards material with ISI mark as prescribed in the National Building code and as per guidelines prescribed by the Central Public Works Department, Government of India.
- Sealed Tenders should be addressed to the Income Tax Officer (TPS), O/o Commissioner of Income Tax (Admin & TPS), Ground Floor, C.R. Building, Queen's Road, Bengaluru and submitted on or before 17/01/2024 by 03.00 PM. The communication in this regard is also uploaded in the Central Public Procurement Portal <https://eprocure.gov.in> and Departmental Website <https://www.incometaxbengaluru.org>.

TERMS AND CONDITIONS:

- A. The contractor shall bear all costs associated with the preparation and submission of its bid. The department will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
- B. The Contractor shall quote the rates separately for each flat quoting separate rate and GST for the proposed work in the prescribed proforma. Separate contracts will be awarded for each flat.
- C. The contractor should submit the Technical and Financial Bid in separate sealed covers. **The rate quoted should be inclusive of all charges, including labour and other miscellaneous costs etc. The contractor should quote the rate for each flat separately. The Quote should be valid for 6 months. Tender shall be awarded to L1 bidder flat wise after obtaining approval from the Competent Authority.**
- D. The selected contractor should be in a position to **complete the work within 28 days of awarding the contract.**
- E. The contractor shall submit the bill on completion of the work along with the completion certificate obtained from the occupant of the quarters. In case, the quarter is vacant, the certificate has to be obtained from the Officer/officials in charge deputed by this office.
- F. Escalation: No escalation on any of the items or statutory levies will be entertained. Prices shall be fixed till the end of the contract.
- G. 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.
- H. The work shall be carried out under the direction and supervision of this office.
- I. **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 material as prescribed in National Building code and as per guidelines prescribed by the Directorate of Estates. Technical requirements are subjected to enhancement/modification and the bidder will be bound to adhere to such conditions.**
- J. The work shall comply with the specifications, using the standard material as prescribed in National Building code and as per guidelines prescribed by the Central Public Works Department, Government of India.

- K. The Materials, workmanship, fabrication and construction shall be of the specified and agreed quality and all materials shall be new and material as prescribed in National Building code and as per guidelines prescribed by the Central Public Works Department.
- L. Where, during such guarantee periods as mentioned above, any material or equipment or workmanship or generally any item of work fails to comply or is not in conformity with the requirements stipulated in the Contract Documents or not 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. In addition to the same 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.
- M. **The Contractor should have minimum 05 years' experience in the field of repairs of residential Accommodation belonging to Central / State Government or Public Sector Undertakings. Necessary proof of having carried out such work should be enclosed with the bid document.**
- N. Applicant contractor should have a reputed client base and also should have provided service to other Government agencies/ other known agencies. The client list should be submitted along with the bid. Work order copies from the clients should be enclosed.
- O. Self-attested copy of Income Tax return should be enclosed (latest 3 Assessment Years copy 2021-22, 2022-23 & 2023-24).
- P. The contractee reserves the right of accepting the whole or any part of the tender received and the contractor shall be bound to perform the same at the rates quoted.
- Q. **The Technical bid should be as per Annexure-I and Financial Bid (on Buy Back offer as per rule GFR-176) as per Annexure-II.**
- R. Commencement of work: The work shall commence immediately after the issuance of the letter of intent or work order whichever is earlier.
- S. Contractor should not undertake any other work which are not specified in the nature of work to be carried out. The Contractee is not responsible for such additional work and no payment will be made for such work. The Contractor should obtain a work completion certificate from the occupant of the quarter after completion of the work. In case the occupant is not satisfied with work carried out by the contractor, the same has to be rectified by the contractor without any additional cost. In case the contractor refuses to rectify the defects pointed out by the occupant immediately, the Contractee reserve the right to reduce the amount to the extent of work to be rectified.
- T. Bills will be submitted after completion of the work for payment. The bills will be cleared within a reasonable time. However, in case of any unexpected delay, the contractor should be in a position to offer credit facility for the period.
- V. **Interim Bills:** No interim bills will be raised until the completion of the project.
- W. **Bid Security (EMD) amounting to 5% of bid amount (excluding GST) should be submitted in the form of Account Payee Demand Draft, Banker's Cheque in favour of Zonal Accounts Officer, CBDT, Bengaluru along with the Financial Bid for each flat separately. The successful bidder shall submit Performance Security/Performance Bank Guarantee of 5% of bid amount within 21 days of notification of work award and it should be valid for a period of 60 days beyond the date of completion of all contractual obligations of the contractor, including Defect Liability Period (DLP).**
- X. **In case of non-completion of work, the same work will be entrusted to different contractor and additional cost over and above the amount quoted by the previous contractor will be recovered from the previous contractor after adjusting the EMD.**
- Y. All the enclosures should be self-attested.

- Z. The contractor should give an indemnity bond to undertake to repair at free of cost if any defects are found in the work done by him/her within six months.


(SADANANDA DODAMANI)

INCOME TAX OFFICER (TPS),
O/o Commissioner of Income Tax (ADMIN & TPS)
Bengaluru

ANNEXURE-I
TECHNICAL BID DOCUMENT

1. Name and address of the Bidder
2. Telephone No./Fax No./Mobile No. :
3. PAN & GST No. :
4. Year of Commencement of Agency with Evidence. :
5. Yearly Turnover for the previous 3 years along with ITRs :
6. Client list to be enclosed along with proof :
7. Any other remarks :

Signature of the Authorised Signatory

DECLARATION

I / We hereby certify that the information furnished above is full and correct to the best of my/our knowledge and belief. I / We understand that in case any deviation is found in the above statement at any stage, the agency will be blacklisted and may not be permitted to bid in future.

I / We further certify that I/we was/were not blacklisted by any Government Ministry/Department/Organisation/Institution/agency/PSU etc.

(Signature of the Authorised Signatory with Date)

ANNEXURE-II
FINANCIAL BID DOCUMENT

1	Name of the party	
2	Address with Tel.No.	
3	Name & address of the proprietor/Partners/Directors (with Mobile No.)	
4	Contact Person (s) (with mobile number):	
5	Total Amount Flat wise (Both in words and figures):	

QUOTATION FOR MINOR WORKS

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(viii) Paper Holder (3 No.)	
(ix) Kitchen taps (2 No.)	
Total	
GST	
Grand Total	

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DECLARATION

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(Signature of Authorized Signatory with date)