

**TENDER FOR RENOVATION OF OFFICE SPACE**

The Office of the Pr. Chief Commissioner of Income-tax, Karnataka and Goa Region, Bengaluru proposes to provide fixtures and furniture, renovate fixtures of Office Space at 4<sup>th</sup> Floor, Unity Building Annexe, Mission Road, Bengaluru-560001.

The communication in this regard is also uploaded in the Central Public Procurement Portal <https://eprocure.gov.in> and Office Notice Board.

Interested Parties are requested to obtain the tender forms, terms of conditions, scope of work and procedure from the Income tax Officer (Infrastructure), O/o Pr. Chief Commissioner of Income-tax Karnataka and Goa Region, Bengaluru, 2nd Floor, C R Building, Queen's Road, Bengaluru-560001 from **22/11/2019 to 04/12/2019** on all working days from **10.30 am to 4.00 pm**. The same can be obtained on payment of **Rs 500/-** (Five hundred only) which is non-refundable, by Demand Draft, drawn in favour of ZAO, CBDT, Bengaluru and payable at Bengaluru. **The pre-bid meeting will be held on 27/11/2019 at 3.00 PM at "Sharavati Hall", C.R. Buildings, Queens Road, Bengaluru.**

The sealed tender super scribed as "**Tender for Renovation of office space**" as per specifications mentioned in the Annexure-I should be submitted to above said officer on or before **04.00 P.M of 04/12/2019.**

The tenders will be opened in front of parties at **3.00 pm on 05/12/2019** at "**Sharavati Hall", C.R. Buildings, Queens Road, Bengaluru -560001.**

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



**(K. MEGHANATH CHOWHAN)**

Addl. Commissioner of Income tax (HQ)(Admn)  
O/o Pr. Chief Commissioner of Income tax  
Karnataka & Goa Region, Bengaluru

**Sub: Tender for Renovation work –reg.**

\*\*\*\*\*

1. The office of the Pr. Chief Commissioner of Income-tax, Karnataka and Goa Region, Bengaluru invites sealed Tenders for the work (as per the specification enclosed) at 4<sup>th</sup> floor, Unity Building Annexe, Mission Road, Bangalore-560 027.
2. Sealed Tenders should be addressed to the Deputy Commissioner of Income tax (HQ)(Admn) O/o Pr. Chief Commissioner of Income-tax Karnataka and Goa Region, Bengaluru at 2nd Floor, C R Building, Queens Road, Bengaluru-560001 on or before **04/12/2019** by **04.00 PM**. The contractor shall submit the bill on completion of the work along with the completion certificate obtained from this office.
3. The communication in this regard is also uploaded in the Central Public Procurement Portal <https://eprocure.gov.in>. And also will be put up on Office Notice Board

**TERMS AND CONDITIONS:**

- A. The contractor shall bear all costs associated with the preparation and submission of its bid. Deputy Commissioner of Income tax (HQ)(Admn) O/o Pr. Chief Commissioner of Income-tax Karnataka and Goa Region, Bengaluru, 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 for the proposed work in the prescribed **proforma along with the plan for carrying out the renovation viz seating arrangement, placement of cubicle for officials etc. All the columns in the proforma should be mandatorily filled and the contractor should mention rates separately for each work.**
- C. **The contractor should submit the Technical and Financial Bid separately.**  
**The financial bid should be placed in sealed cover.**
- D. The rate quoted should be **inclusive of all taxes**, including labour and other miscellaneous costs etc.
- E. **Besides the buyback amount should be deducted from the total bid amount before taxes. We are also offering buy back of old furniture & partitions .In case contractor opts for the buyback of old furniture, the cost at which the same is proposed to be buy back should be specified and the contractor should mention item wise description for the buyback amount quoted in the tender.**
- F. The selected contractor should be in a position to complete the work within 15 days of awarding the contract.
- G. **Escalation:** No escalation on any of the items or statutory levies will be entertained. Prices shall be fixed till the end of the contract.
- H. 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.

- I. The work shall be carried out under the direction and supervision of this office.
- J. 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. **Technical requirements are subjected to enhancement/modification and the bidder will be bound to adhere to such conditions.**
- K. The work shall comply with the specifications, Drawings, and other Contract Documents.
- L. The Materials, workmanship, fabrication and construction shall be of the specified and agreed quality and all materials shall be new.
- M. 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.
- N. The Contractor should have minimum 05 years' experience in the field of **renovation of office space including rooms/chambers and necessary proof of having carried out such work should be enclosed with the bid document.**
- O. 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.**
- P. The contractor should have a yearly turnover of **one crore** and above. Self attested copy of Income Tax return should be enclosed (latest 3 Assessment Years copy 1 17-18, 18-19 & 19-20).
- Q. 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.
- R. A consolidated bill 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.
- S. The **Technical bid** should be as per **Annexure-II** and **Financial Bid** as per **Annexure-III** (on **Buy Back offer** as per rule GFR-176.).
- T. **Commencement of work:** The work shall commence immediately after the issuance of the letter of intent or work order whichever is earlier.
- U. **Interim Bills:** No interim bills will be raised until the completion of the project.

V. **Bid Security** amounting to 5 % of bid amount (**excluding GST**) should be submitted in the form of Account Payee Demand Draft, Banker's Cheque.

W. **All the enclosures should be self attested.**



**(K. MEGHANATH CHOWHAN)**

Addl. Commissioner of Income tax (HQ)(Admn)  
O/o Pr. Chief Commissioner of Income tax  
Karnataka & Goa Region, Bengaluru

**ANNEXURE-I**

**TENDER FOR PROVISION OF FIXTURES AND FURNITURE OF OFFICE SPACE IN 4<sup>th</sup> FLOOR, UNITY BUILDING ANNEXE , MISSION ROAD, BANGALORE-560 027-WORK-SPECIFICATION**

1. Glass Partition – for Seven chambers
2. Cassette air conditioner capacity 2 tr with 360° uniform airflow. In 3 No.s
3. Window Blinds Blackout Pull Down Window Shades - Room Darkening - Light Blocking
4. Split A/C for all rooms 1.5 tr for 5 numbers and 1tr for 6 numbers
5. One Chamber to remove the partition between 401 and 402 and make it one room
6. Fixtures for Ladies and Gents Toilet and washroom
7. Providing Electrical work such as electrification of AC points, Computer points and lighting points in all chambers and section with tube light and switches/sockets etc.
8. Officials working table size 2 ft x 4 ft of 27 numbers
9. Vinyl flooring for all chambers.
10. Grid False ceiling for newly created chambers.
11. General cleaning of the entire floor including Bathrooms, Bathroom fittings, white washing, window cleaning tagging of hanging wires and new socket plus points
12. Repair of existing furniture sofa- 4No's, Chairs—20 No's and tables 5 No's.
13. Requisite repair and polishing of existing doors, existing furniture
14. Providing name plates and signage as per prescribed norms and repair of existing reception area

  
(K. MEGHANATH CHOWHAN)

Addl. Commissioner of Income tax (HQ)(Admn)  
O/o Pr. Chief Commissioner of Income tax  
Karnataka & Goa Region, Bengaluru

## ANNEXURE-II

### 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 :
6. Client list to be enclosed :
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.

(Signature of the Authorised Signatory with Date)

**Annexure-III**  
**FINANCIAL BID DOCUMENT**

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

Sl.	Particulars	Rate
01	Partition's and workstation work	
02	Civil Work	
03	Electrical & Networking	
04	<b>Buy Back old furniture and others scrap</b>	

DECLARATION

I / We hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I / We understand that in case any deviation is found in the above statement at any stage, I / We will be blacklisted and will not be permitted to have any dealing with the department in future.

(Signature of Authorized Signatory with date)