



सत्यमेव जयते

भारतसरकार
GOVERNMENT OF INDIA
कार्यालय, प्रधान मुख्य आयकर आयुक्त, मुंबई
OFFICE OF THE

PRINCIPAL CHIEF COMMISSIONER OF INCOME-TAX
3RD FLOOR, AAYAKAR BHAVAN, MAHARSHI KARVE ROAD, MUMBAI - 20.
☐022) 2201 6181 (DIRECT), (022) 2203 9131 EXTN.2345

No.Pr.CCIT/MUM/Admn/Tender Committee_Scrap/2024-25

Date: 12.07.2024

TENDER NOTICE

Tender Submission Start Date: 15-07-2024 at 04:30 PM

Tender Submission close Date: 24-07-2024 at 12:30 PM

Tender Opening Date: 24-07-2024 at 03:30 PM

**UNSERVICEABLE AND DISCARDED SCRAP ITEMS LIKE CUPBOARDS,
CHAIR, TABLE, ETC.**

Sealed quotations are invited from the interested parties for the purchase of unserviceable and discarded scrap items like cupboards, chair, table, etc. on "as is where is basis" lying in different floors of Air India building, Nariman Point, Mumbai 400 021. **The quotation along with tender document should be submitted in two separate sealed envelopes, one each for Technical Bid and Financial Bid. Both these envelopes have to be submitted in one envelop and should be submitted in the drop box kept outside the office of the Income Tax Officer (HQ)Admin.-III, Mumbai at Room No.345, 3rd Floor, Aayakar Bhavan, M K Road, Mumbai-400 020.** The items are tagged, identified and kept on different floors of Air India building, Nariman Point, Mumbai 400 021 which may be inspected by the eligible vendee between 11AM to 4PM (excluding lunch time) on working days up to 23.07.2024 except Saturday, Sunday and closed holiday (17.07.2024). Sealed tender documents superscribed with "Tender for Purchase of **unserviceable and discarded scrap like cupboard, chair, table, etc.**" should be submitted latest by 12:30 PM on 24.07.2024. **The reserve price for this tender is of Rs.14,01,710/-**

The detailed tender document containing guidelines for submission of tender/quotations can be obtained by visiting the CPP Portal www.eprocure.gov.in/epublish/app and www.incometaxmumbai@gov.in.



(SANGEETHA G IYER)
Income Tax Officer (HQ)
Administration-III, Mumbai

& Member (Secretary) of Waste Disposal Committee

TECHNICAL BID
FORMAT FOR FURNISHING BIDS FOR THE CONTRACT FOR DISPOSAL OF
UNSERVICEABLE AND DISCARDED SCRAP ITEMS LIKE CUPBOARD, CHAIR,
TABLE, ETC. LYING IN DIFFERENT FLOORS OF AIR INDIA BUILDING, NARIMAN
POINT, MUMBAI 400 021.

From

To

The Income-tax Officer (HQ) Admin-III
O/o The Pr. Chief Commissioner of Income Tax,
Room No.345, Aayakar Bhawan, Mumbai - 400 020

Sir/Madam,

I/We hereby offer to purchase from the Income Tax Department the unserviceable and discarded scrap items like cupboard, chair, table, etc. on "as is where is basis" lying in different floors of Air India building, Nariman Point, Mumbai 400 021.

1. Our/my particulars are as under:

Sr. No.	Particulars		
1.	Name of the bidder	:	
2.	Complete Address of the Concern (With Tel No. and Email)	:	
3.	Name & Address of the Proprietor/Partners/ Directors (With Mobile No.)	:	
4.	Contact Persons (with mobile numbers) who would be overseeing the execution of the contract	:	
5.	PAN (enclose photocopy of PAN CARD)	:	
6.	GST Registration Number (photo Copy of GST Registration Certificate)	:	
7.	Vendee should submit the copy of return of income for the latest financial year	:	
8.	EMD details (DD of EMD must be submitted with technical bid documents)	:	

I accept that non-submission of documentary evidence of the details mentioned at Sr. No. 2, 5, 6,7 and 8 shall lead me/us to disqualify on technical evaluation.

I also declare that the terms and conditions of the tender mentioned in the tender document as uploaded on CPP portal (<http://eprocure.gov.in/epublish/app>) and www.incometaxmumbai@gov.in are acceptable to me/us and also binding on me/us.

FINANCIAL BID

2. I/We quote the rates as under:

Sr. No.	QUOTATION	Amount in Rs.
1.	Total Sales Value (For sale and disposal all items on "as is where is basis")	
2	GST @ 18%	
3	Total Contractual amount (1 + 2)	

3. I /We have thoroughly examined and understood the terms and conditions of the tender issued by the Income Tax Department, Mumbai.
4. I/We shall bound by the terms and conditions laid down in the tender is enclosed.
5. I/We agree to deposit the entire cost of unserviceable and discarded scrap items like chair, table, iron cupboards etc. immediately after receiving the work order and before picking up the materials mentioned above.
6. I/We hereby declare that the entries made in this tender form are correct to the best of my/our knowledge.
7. I/We hereby agree to forfeit the earnest money if the contract is abandoned by me/us after the contract is awarded to me/us.

Date: -----

Place: -----

Signature of the tenderer

Terms and Conditions

1. The unserviceable and discarded scrap items like chair, table, iron cupboards etc. shall have to be lifted from different floors of Air India building, Nariman Point, Mumbai 400 021. within a week from the date of award of contract and against the requisite/necessary payment at the rate quotes in the bid.
2. Arrangement for picking up of unserviceable and discarded scrap items like chair, table, iron cupboards etc. "as is where basis is" shall have to be made by the purchaser/contractor at his own cost.
3. Sealed tender documents should be submitted by the eligible vendee at the office of the Income Tax Officer (HQ), Admn.-III, Mumbai, Room No.345, 3rd Floor, Aayakar Bhavan, M K Road, Mumbai - 400 020 prior to the closing date and time of tender. Once the tender is submitted no withdrawal will be allowed. No tender shall be accepted without earnest money and after due date and time. For the purpose of this tender, the definition of eligible vendee is as under:
 - i. Vendee should have valid PAN;
 - ii. Vendee should have valid GST Registration Number;
 - iii. Valid proof of address of the Vendee;
 - iv. Copy of Aadhar Card in case of individual.
 - v. Vendee should produce the copy of return of income for the latest financial year.
4. No opportunity shall be given to the bidders to modify or withdraw the tender at any stage during the validity period. Incomplete tender or tenders submitted without qualifying conditions or with condition at variance with the Special as well as General terms and conditions of tender are liable to be rejected.
5. Demand Draft of earnest money deposit (EMD) should be attached with technical bid documents failing which the bid will be treated as disqualified.
6. Both technical and financial quotation documents should be submitted in two separate sealed envelopes, one each for Technical Bid and Financial Bid. Both

these envelopes have to be submitted in one big envelope. In case financial bid document is enclosed with technical bid document, the bid will be treated as disqualified.

7. Authorization by the vendee to lift the unserviceable and discarded scrap items like cupboard, chair, table, etc. to somebody else will not be entertained. Assignment of contract and/or subletting of this contract either in whole or in part are strictly prohibited. The Pr. Chief Commissioner of Income Tax, Mumbai may at his discretion terminate the contract and forfeit the security money in the event parting of any interest, in assignment of and/or subletting of the contract, either in whole or in part by the tenderer, if and when the fact of such parting assignment and/or subletting comes to light.
8. The vendee will be bound by the rate given by him in the quotation filed, irrespective of the market price which may fluctuate during the period.
9. Delivery shall be made ex-godown and lifted by the tenderer at his own cost.
10. The interested bidders should furnish Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten Thousand) by A/c payee demand draft/pay order/bankers cheque issued by a scheduled bank in favour of "Zonal Accounts Officer C.B.D.T. Mumbai" along with the bid. No interest will be paid on the earnest money deposit.
11. The Earnest Money Deposit submitted by the successful bidder will be converted into Performance Guarantee deposit and no interest will be paid on Performance Guarantee deposit. Earnest money deposit of all unsuccessful bidders will be returned in due course. However, if the successful tenderer abandons the contract, his earnest money will be forfeited.
12. The contract will be awarded to the successful highest bidder. In case the successful bidder does not lift the items mentioned within the stipulated period given in the work order, the Performance Guarantee Deposit shall be forfeited and contract will be awarded to the second highest bidder. Penalty of Rs.5,000/- per day will be imposed on the defaulting party, from the day of default till the day the contract is awarded to the second highest bidder.

13. The amount of sale proceeds payable on lifting of unserviceable and discarded scrap items like chair, table, iron cupboards etc. may be paid by the vendee through Demand Draft/Cheque issued in favour of Zonal Account Officer, CBDT, Mumbai within 3 days from the receipt of work order. The Performance Guarantee Deposit will be refunded on completion of contract.
14. Decision of the Pr. Chief Commissioner of Income Tax, Mumbai in all the matters concerning the tender will be final and binding on all. The Pr. Chief Commissioner of Income Tax has the right to cancel all or part or any tender without assigning any reason thereof.
15. All dispute and difference whatsoever arising between the parties out of or relating to the construction meaning and operation or effect of the contract or on the breach thereof shall be referred to the Pr. Chief Commissioner of Income Tax, Mumbai or his/her nominees who will act as the sole arbitrator.
16. The materials shall be taken out on any working day after prior intimation to the office of ITO(HQ)Admin-III, Mumbai and also the Caretakers of Air India Building, Nariman Point, Mumbai-4000 21.
17. The aforementioned waste material should be carried out by the vendee out of the premises within 2 working days of the receipt of work order and the occupied area of the premises should be handed over to the department in neat and clean position. If the occupied area is not handed over to the department in neat and clean position, the cleaning charges of the premises will be deducted from the Earnest Money Deposit of the vendee who will be awarded the contract.
18. The vendee should be solely responsible for the proper disposal of the waste material (scrap) collected from this office as per Government Rules and Regulations or as per rules of the Local Government Authority in force.
19. The vendee should not create nuisance within the premises while picking up the scraps.
20. The vendee should pick the scraps in such a peaceful manner that there

should not be any kind of disturbance in the official work or in commuting of the officials.

21. GST or other taxes applicable shall be borne by the vendee.

22. At any point of time if it is found that these conditions are violated, the following actions shall be taken against the vendee:

- i. The Contract will be cancelled forthwith and the contractor will be blacklisted.
- ii. A penalty of equivalent amount of cost of material lifted will be levied.
- iii. The legal actions as per the relevant provisions of Criminal/Civil Procedure Code will be taken.
- iv. Any expenses if incurred by the department on legal proceeding or otherwise due to the default caused by the vendee, will have to be borne by the vendee.

21. The sealed envelope of tender document containing separate sealed envelopes of technical bid and financial bid must be dropped in the tender box kept outside the office of ITO(HQ) Admin.III, Mumbai, Room No.345, Aayakar Bhavan, Mumbai. The **tenders will be accepted upto 12:30 PM on 24.07.2024** and will be opened and evaluated by the Committee constituted by the Pr. CCIT Mumbai, at 03:30 PM on 24.07.2024 and informed through e-mail/by post/by telephone to the bidders

GFR 10 for disposal of goods as mentioned in Rule 217 and 218 of General Financial Rule 2017, Air India Nariman Point

Sr. No.	Particulars of stores	Quantity/ Weight	Book Value/Original purchase price	Condition and year of purchase	Mode of disposal (Sale/public Auction or otherwise)	Remarks
1	Cupboard (Steel & Wooden)	402	-	Redundant	Sale	-
2	Chair	357	-	Redundant	Sale	-
3	Compactor	34	-	Redundant	Sale	-
4	Drawer	98	-	Redundant	Sale	-
5	Glass Tops For Tables	30	-	Redundant	Sale	-
6	Mirror	2	-	Redundant	Sale	-
7	Sofa	19	-	Redundant	Sale	-
8	Table	267	-	Redundant	Sale	-
9	Workstations Of Staff	155	-	Redundant	Sale	-
10	Foot Rest	5	-	Redundant	Sale	-
11	Side Table	23	-	Redundant	Sale	-
12	Sign Table	1	-	Redundant	Sale	-
13	Cubicles	52	-	Redundant	Sale	-
14	Rack	138	-	Redundant	Sale	-
15	Board	9	-	Redundant	Sale	-
16	Shelf	6	-	Redundant	Sale	-
17	Dustbin	2	-	Redundant	Sale	-
18	Trunk	3	-	Redundant	Sale	-
19	Small Locker	1	-	Redundant	Sale	-
20	Wall Unit Self	13	-	Redundant	Sale	-
21	Que Stand	6	-	Redundant	Sale	-
22	Sanetizer Stand	1	-	Redundant	Sale	-
23	Mail Box	1	-	Redundant	Sale	-
	Total	1625				