

भारत सरकार

GOVT. OF INDIA

वित्त मंत्रालय

MINISTRY OF FINANCE

राजस्व विभाग

DEPT. OF REVENUE

आयकर समझौता आयोग

INCOME TAX SETTLEMENT COMMISSION



PHONE.: 022-2354 9504

FAX : 022- 2354 8953

अतिरिक्त बेंच, महालक्ष्मी चेम्बर्स,

ADDITIONAL BENCH, MAHALAXMI CHAMBERS,

सामंतभाई के. राठोड मार्ग

SAMANTBHAI K. RATHOD MARG,

महालक्ष्मी, मुंबई - ४०० ०३४.

MAHALAXMI, MUMBAI - 400 034.

F. NO.:

दिनांक Date :

**TENDER NOTICE**  
**OUTSOURCING OF VARIOUS KINDS OF SERVICES**

Income-Tax Settlement Commission, Additional Bench-I & II, Mahalaxmi, Mumbai, intends to outsource the work of (i) Data Entry Operators/Clerk-typist, (ii) Stenographers, Retired Officials from the Income-Tax Department (Inspectors, Tax/Sr. Tax Assistants) to work as (iii) Technical Assistant, (iv) Enquiry Officer and (v) Multi-Tasking Staff initially for a period of 01 (one year) and may be extended depending upon the need and abiding by the policy adopted by the Central Govt. from time to time. The selected candidates shall be paid minimum wages as prescribed by the State Govt. of Maharashtra from time to time.

2. The retired Govt. Officials from the Income-Tax Department, Central Secretariat Services, etc. who are selected will be paid remuneration equal to Last Pay Drawn Plus Dearness Allowance as reduced by the Pension and Dearness Relief on Pension. The age of the candidate should not exceed 62 years.

3. Interested registered manpower supplying company/firm/agency/contractor should send its sealed offer in the prescribed tender document. The Tender Document and details of the General Terms and Conditions may be obtained from the Office of the Income Tax Settlement Commission, Additional Bench 2<sup>nd</sup> Floor, Mahalaxmi Chambers, Samanthbhai K. Rathod Marg, Mumbai-400 034 on payment of Rs. 2,000/- being Tender Cost (Rs. 2,500/- by post) (both Non refundable) by way of DD drawn in favour of the Zonal Accounts Officer, Pre-check unit, Mumbai OR can be downloaded from the Departments' Website- [www.itscindia.gov.in](http://www.itscindia.gov.in). **In case, the tender Document is downloaded from the Department's Website, Tender Fee of Rs. 2,000/- as above, must be paid at the time of submission of the duly filled in Tender Document failing which, the Tender Document will be treated as Invalid and stand rejected.**

4. The sealed Quotation (containing technical and financial bids separately) addressed to the Secretary should reach latest by 2:00 pm on **30/10/2015** in the office at the address mentioned above. The Tender will be opened on the same day in Room No. 03 of the office, in the presence of bidders only/or their authorized representatives who may like to be present.

5. The Commission reserves the right to accept or reject any/all tender(s) without assigning any reason.

( R.P. MEENA )  
SECRETARY  
ITSC, MUMBAI.