



राबैंक(ओ डी)/ 5271 / 2019-20

दिनांक: 19 /02 /2020

NB (ODI)/5271/LED-Sign Board//2019-20

Date- 19 /02 /2020

सभी पात्र संस्थाएं

All Eligible Agencies

महोदय /Dear Sir,

नाबार्ड क्षेत्रीय कार्यालय, भुवनेश्वर में एलईडी प्रदर्शन पट्ट (साइन बोर्ड) की स्थापना और प्रचालन के लिए निविदा का आमंत्रण

Invitation of Tender for fabrication, installation and commissioning of LED SIGN BOARD for NABARD Regional Office at Bhubaneswar

नाबार्ड, ओडिशा क्षेत्रीय कार्यालय, भुवनेश्वर द्वारा अपने कार्यालय भवन में एलईडी प्रदर्शन पट्ट (साइन बोर्ड) की स्थापना और प्रचालन के लिए मुहरबंद कोटेशन निर्धारित प्रारूप में आमंत्रित किया जाता है। इससे संबन्धित निर्धारित नियम एवं शर्त इसके साथ संलग्नक-I में दिया गया है।

(2) उक्त के परिप्रेक्ष्य में, हम आपसे अनुरोध करते हैं कि आप अपने कोटेशन और अन्य संबन्धित विवरणों को अनुलग्नक -II के अनुसार **28 फ़रवरी, 2020** को दोपहर 3.00 बजे तक मुख्य महाप्रबंधक, नाबार्ड, ओडिशा क्षेत्रीय कार्यालय, सामान्य प्रशासन विभाग(जी ए डी) , 1/2 सिविक सेंटर, नयापल्ली, भुवनेश्वर 751015 -को संबोधित करते हुए अग्रेषित करें। आपका यह कोटेशन मुहरबंद लिफाफे में होना चाहिए जिसपर " में एलईडी प्रदर्शन पट्ट (साइन बोर्ड) की स्थापना और प्रचालन" लिखा गया हो।

Sealed quotations are invited for Tender for fabrication, installation of LED SIGN BOARDS for NABARD Regional Office at Bhubaneswar on the terms and conditions stipulated in Annexure-I enclosed hereto.

2. We request you to forward your quotations and other particulars as per Annexure-II, latest by **3.00 p.m.** on or before **28 February 2020**. Your quotation should be in a sealed cover, super scribed "Tender for fabrication, installation of LED SIGNBOARDS" and addressed to the Chief General Manager, NABARD, Odisha Regional Office, General Administration Department, 2/1 Civic Centre, Nayapalli, and Bhubaneswar-751 015.

भवदीय /Yours faithfully,

Sd/-xxx

(के मोहन साई गणेश / K Mohan Sai Ganesh)

उप प्रबन्धक /Asst. Manager

संलग्नक/Encl- अनुबंध I और II

Technical bid

ANNEXURE-I

Invitation of Tender for fabrication, installation and commissioning of LED SIGN BOARD for NABARD Regional Office at Bhubaneswar

Name of the Job- Fabrication, installation and commissioning of LED SIGN BOARDS for NABARD Regional Office at Bhubaneswar.

Estimated Cost- Rs 6 Lakh

Scope and Description of work in general:

LED Sign Board at the Entrance.

1. A new LED sign board of dimensions 17.5 ft. x 5.5 ft. with name of the Bank written on it in trilingual form-Odiya at the top, Hindi in the middle and English at below- as per prescribed design given below is to be installed fixing it on the wall near main entrance of the building in the ground floor. The above size of the board is indicative only. The size of the board only in length may increase to be clearly legibly visible up to a distance of around 200 feet.



2. The acronym of Bank in the Logo shall be English only as shown above.
3. The background colour of the board shall be bottle green and the colour of the letters shall be white.
4. No modification in font, colour, design, outline and dimensions of the board shall be allowed. The successful bidder has to ascertain all these factors before starting construction and the constructed board shall have to be submitted for scrutiny and certification by the competent officials of the Bank before mounting.

Logo on top of the building

1. NABARD logo along with Hindi inscription of dimension of 7 ft. x 5.5ft. is to be placed on the terrace of NABARD Office building.

2. The logo, strictly as per the prescribed design and dimensions below shall be mounted on the existing iron stand. The acronym of the Bank "NABARD" shall be in Hindi only. The logo shall be of bottle green colour on the white back ground. No modification in colour, design, outline and dimensions shall be allowed. The successful bidder has to ascertain all these factors before starting construction and the constructed logo shall have to be submitted for scrutiny and certification by the competent officials of the Bank before mounting



3. The stand may be suitably modified as per requirement. The fixing of the existing stand on the rooftop of the building may be made more firm with desired additional fixtures.

4. The installation should be designed to withstand the wind velocity of around 200kmph during cyclones. The frame and letters may be made hollow to allow the air to pass through.

5. The existing iron frame of the old and broken LED sign board shall be removed leaving the required frame for mounting the new logo. The removed frame shall have to be bought back or arranged for disposal by the bidder.

6. Both the board and the logo shall be so designed to be easily openable for repair as and when required.

Eligibility of Contractors

The intending bidding agency must fulfil the following criteria to be eligible to bid for the job:

1. The agency must have executed minimum two works of similar nature and of equal or more volume in the recent past for Govt. agencies/Public Sector Undertakings/Reputed Pvt. organisations. The agency has to enclose copies of work order and work completion certificates issued by the concerned organisations for whom the jobs have been executed along with any other relevant documents indicating all the above mentioned aspects.

Criteria of Selection

1) The tendering is a two-bid process-Technical Bid & Price Bid. Both the bids shall be analyzed and evaluated by a Purchase Committee appointed by the competent authority of NABARD.

2) All the technical bids shall be initially opened, analyzed and evaluated thoroughly by the appointed committee.

Upon qualifying on technical parameters, the Price bids of the agencies will be opened.

3) The proportionate weightage of rates quoted by the bidder's vis-à-vis the quality shall be the criteria for selection.

4) The bidders may choose to offer additional features and specifications, if any, to improve upon the ones mentioned by us to ensure better quality of the job.

5) Both the Technical and Price bids shall have to be submitted strictly in the prescribed proforma –Annexure-1 and 2.

6) During evaluation of technical bid the bidders may be asked to give a detailed presentation before the Purchase Committee.

7) EMD shall have to be submitted along with the Technical Bid failing which the bid may be rejected outright.

8) Detailed plan of execution of the job, design with dimensions and specifications of all the materials (including brand, quality, and measurements like length, width and thickness) has to be submitted along with the technical bid.

Terms and Conditions

1. Before submitting the tender, the intending bidder should visit the sites and assess the actual work to be executed.

2. Materials used and the completed work should conform to the stipulations as in the relevant IS Codes (Latest edition)/BIS and CPWD Specifications. However, in the absence of the same, the decision of NABARD will be final.

3. The agency will provide required manpower to ensure that all the items indicated in the scope of work are attended to and executed to the satisfaction of the Bank.

4. **Proforma of Quotation-** The rates should be quoted by the agency strictly as per the prescribed proforma in Annexure-II. Any other form of quotation may be summarily rejected.

5. Rates and Taxes:

i) Comparison of rates - The cumulative total of the rates quoted for all the components shall be reckoned for comparing the lowest rate for awarding the tender.

ii) The bidders shall take all care to ensure that the rates are quoted taking entire scope of the job and statutory obligations for engagement of contract labour into consideration. The competent authority of NABARD reserves the right to seek additional clarifications, if felt necessary, from any of the bidders to (i) ensure

successful performance of the contract and (ii) pre-empt any possibility of exploitation of labour, at the quoted rate. In case of non-satisfactory explanation the bid of such bidder/s may be rejected outright, their EMD may be forfeited and they may also be debarred from participating in the rebidding.

iii) In case of tie in rates quoted by various bidders the decision of the competent authority of NABARD for awarding the contract to one or more of such parties shall be final.

iv) Validity of the rate for the period-6 months

v) The base rates quoted should include the cost of manpower, cost of equipment/machinery/material, if any; and contractor's service charges/profit and any other charge to be specified, exclusive of all taxes. All other taxes including GST applicable on the base rates should be mentioned separately. Only the base rates quoted shall be considered for comparison.

vi) The rates quoted are firm and cannot be revised during the contract period except only as per statutory requirements like in case of payment minimum wage.

vii) The rates quoted should be rounded off to the nearest rupee; if not so done, shall be deemed to have been rounded off to the nearest rupee.

6. **TDS-** Statutory TDS at the applicable rate shall be effected from all the payments by NABARD to the agency.

7. **Mode of Payment-** All payments will be made through NEFT/RTGS only. The bidding agency must have a bank account and PAN card, the documentary proof of which shall have to be submitted along with the quotation.

8. **Defect Liability Period-**The defect liability period of the job shall be 5 (five) years. Warranty from the date of final completion as per enclosed proforma is to be submitted by the authorised signatory of the bidder on non-judicial stamp paper.

9. **EMD-**

i) While submitting its quotation the agency is required to pay refundable Earnest Money Deposit (EMD) of **Rs.10,500/- (Rupees Ten Thousand Five Hundred only)** in favour of **NABARD** through e-payment **only** into the **Current AC No.-NABREFUNDO5, IFSC-NBRD0000002 maintained with NABARD, Head Office, Mumbai.**

ii) The EMD shall stand forfeited in case the successful bidder fails to undertake the work within 2 days from the date of issue of the final work order.

10. **RMD-** 5% of the total bill approved for payment shall be recovered to be kept as interest-free security deposit with NABARD during the defect liability period

In that case the EMD of the successful bidder may be converted into Security Deposit and the balance amount, after such adjustment shall be deposited by the agency within

3 (three) days from the date of issue of final work order. NABARD reserves the right to forfeit the security deposit, in whole or part, in the event of deficient or non-performance of the contract, premature exit from the contract without following the prescribed procedure, any damage caused to NABARD by the contractor or the persons engaged by him violate any of the terms and conditions of the contract. NABARD's decision is final in this matter.

11. The successful bidder, in no case, shall assign or sublet the whole work or part thereof to any other agency/firm/individual.

12. NABARD reserves the right to cancel any/all of the quotations without assigning any reason therefor.

13. Dispute Resolution- In case of any dispute arising out of this contract/award of work between the NABARD and the agency, the decision of the Chief General Manager, NABARD, Bhubaneswar will be final and binding on the contractor.

ii. All disputes are subject to Bhubaneswar jurisdiction only.

13. Duration of the Contract-The contract shall normally be up to 31 March 2020 which can be renewed subsequently at the sole discretion of NABARD after review of the performance of the agency. However, NABARD reserves its rights to terminate the contract immediately on emergency basis without notice in the event of any unusual circumstances if it is observed/felt that the continuation of the contract any further would cause harm to NABARD or to public interest or public order.

14. Termination of the Contract - The agreement can be terminated by not less than two months' notice by the agency and one month's notice by NABARD, under normal circumstances.

15. Opening of the Bids-The quotations will be tentatively opened by the competent authority of NABARD 30 minutes after the latest time prescribed for submission of the tender and the bidding agencies are free to remain present at the time of opening of quotations at NABARD Regional Office, Ankur 2/1, Nayapalli, Civic Centre, Bhubaneswar.

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ANNEXURE-II Part-1-(Technical Bid)

The Chief General Manager
National Bank for Agriculture and Rural Development
Odisha Regional Office
“ANKUR”, 2/1, Nayapalli
Civic Centre
Bhubaneswar - 15

Dear Sir,

Invitation of Tender for fabrication, installation and commissioning of LED SIGN BOARD for NABARD Regional Office at Bhubaneswar

Please refer to your Letter No. 5271 dated 19 /02/2020 calling for quotation for executing the captioned work. Having examined the “Scope of Work and Other Terms & Conditions” mentioned in Annexure-I of your letter under reference, having visited and examined the sites of the work, having acquired the requisite information relating thereto affecting the tender and having accepted the terms and conditions mentioned therein we hereby offer to execute the works specified in the said letter and quote our rate and furnish other required information in the prescribed proforma as per details below-

1	Name, Address, Contact No. of the Firm/Agency-	
2	Nature of Ownership of the Firm/Agency (Proprietorship /Partnership/Registered Company). If proprietorship, enclose a photo ID card of the Proprietor, otherwise enclose Partnership Deed or Regd Certificate)	
3	Income Tax PAN No. (Attach self-attested photocopy)	
4	GST Regd. No (Attach self-attested photocopy)	
5	Details of Bank Account Name of the Account holder • Name of the Bank, Branch & Place	

	<ul style="list-style-type: none"> • A/c type (Savings or Current) • Account No • IFS code (Attach self-attested photocopy of a cheque)	
6	Brief history of the agency (Attach separate sheet, if required with supporting documents)	
7	Details of minimum 2 contracts awarded in the recent past by any Govt. agencies/Public Sector Undertakings/Reputed Pvt. Agencies whose value is Rs.3 lakh & above (Attach all the relevant documents like work orders, work completion certificates etc.)	

10. Details of EMD:

Mode of Deposit- (Electronic mode only)	Reference No.	Date	Name of Bank	Amount

Previous Experience

1. List of important similar works executed by the organisation during the last 3 years

Name of the Work	Name and address of the owner (Govt or semi-govt/Bank/Public sector organisation)	Nature & type of Works (in brief)	Location	The name & full address/contact number of the officer under whom the work Was carried out	Amount tendered
1	2	3	4	5	6

Duration/ Completion	State whether work was left incomplete, or contract was terminated by either side, giving details thereof.		Work completion certificate to be enclosed
Stipulated time	Actual time taken		
7	8	9	10

2. List of important similar works on hand each worth Rs. _____ lakh and above.

Name of the work	Name of the owner (Govt or Semi-Govt/Bank/Public Sector organisation)	Nature & type of works (in brief)	Location	Amount tendered
1	2	3	4	5

Time stipulated for completion	Present stage of work	Copies work order/LOI
6	7	8

Detailed Plan of Execution of the Job

Attach separate sheet mentioning detailed plan of execution of the job, design with dimensions and specifications of all the materials (including brand, quality, and measurements like length, width and thickness)

Yours faithfully,

Signature and seal of the authorised signatory of the agency

Place:

Date:

Enclosures-1) Address Proof

- 2) Self-attested copy of the PAN card/GST regd. Certificate
- 3) Self-attested photocopy of a cheque
- 4) Work orders, work completion certificates etc
- 5) Manufacturers Data Sheet

Part-II-Price bid(Please submit in a separate sealed cover)

Bill of Quantities

Invitation of Tender for Fabrication, Supply, Installation, testing and commissioning of LED SIGN BOARD for NABARD Regional Office at Bhubaneswar

S.No.	Description of Items	Quantity	Unit	Unit Rate in Rs.	Total Amount in Rs.
1	<p>Fabrication, Supply, Installation, testing and commissioning of required height 3D LED letters to have a clear and legible visibility up to 200 feet distance, made with minimum 2 inch Depth, 3mm thick white coloured Mitsubishi/ACAST Acrylic sheet or equivalent make / Laser cut and the female is 3mm thick white coloured Mitsubishi/ACAST Acrylic sheet or equivalent make / Laser cut .</p> <p>LED modules powered by Samsung or equivalent make with IP-65 grade to illuminate the letter to the satisfaction of In-charge.The letters are to be positioned in front wall of size 17.5 ft x 5.5 ft (approx.) at NABARD office and will be in Odia, Hindi and English, of required size and NABARD logo.</p> <p>The base will be with 3mm ACP sheet TIMEX BOND or equivalent. ACP sheet fitted on double frame fabricated out of 32mm X 32mm MS Square pipe, having 3" depth. All five sides of frame covered with ACP Sheet and back side covered with 26 gauge GI sheet.</p> <p>The emission of letters shall be of white colour on the backdrop of bottle-green colour.</p>	96.00	Square feet		

	The LED Sign Board shall be under Comprehensive warranty initially for a period of five Years.				
2	NABARD Logo (size- 7 ft. x 5.5ft. approx.) on the roof of NABARD office with all existing or modified supporting structures. The Logo may be made hollow to allow passage of wind. The emission shall be in bottle-green colour.	37.50	Square feet		
3	Discount for buy-back of dismantled iron, panels, angles etc. as scrap	1 job	LS		
Total Amount in Rs. (Both in figures & words) ((1+2)-3)					

Note:

A. Standards: The work has to be carried out in neat and tidy manner to the satisfaction of the in- charge and all care has to be taken to ensure that no part of the building gets damaged during execution of works.

B. Materials used for carrying out the work shall be of Standard quality.

C. Specification of LED: Uniform intensity and Luminosity for excellent Visibility white color LEDs (Light Emitting Diodes) with specified parameters as per latest datasheet of Original Equipment Manufacturer. Only Samsung /or equivalent make LED with as per relevant specification. During dry weather, the atmosphere is likely to be full of dirt & dust. The rainfall is fairly heavy.

D. PowerSupply: All power supply units supplied are Switch Mode Power Supply type (SMPS) operated from AC source. Cables provided for each of the display boards shall have sufficient cross sectional area to withstand power load of the display board. The cable between the display boards and power supply shall form part of the supply. The unit shall have protection against open circuit and short circuit of the cable and circuits used. Protection against transient coming in the power supply source or generated by some other source should be provided along with Protection against voltage fluctuations of short durations.

E. Structure: The structure shall be fabricated processes like machining, bending, spot welding etc., shall be adopted to ensure geometry of the enclosure and the aesthetic

look. The enclosure back panel shall be given two coats of primer paint and shall be finished by black enamel paint.

All Signage are modular, such that any module (i.e. Acrylic sheet, LED strip, connector, cable, housing, power supply unit etc.) can be easily removed when defective and a fresh module is fixed to make the system functional again. The unit should be compact, robust and light in weight.

Yours faithfully,

Signature and seal of the authorized signatory of the agency

Place:

Date:

Encl-Separate Sheet, if any-Yes/No

PROFORMA FOR GUARANTEE TO BE EXECUTED BY THE CONTRACTORS FOR AFTER COMPLETION IN RESPECT OF LED SIGN BOARD.

Name of work:

Work order No:

Agreement No:

This agreement made this ___ day of _____ 2019 between _____

_____ (here in after called the Guarantor of the other part) and the Chief General Manager, NABARD (hereinafter called the NABARD of the one part)

WHEREAS this agreement is supplementary to a contract (hereinafter called the Contractor dated and made between the GUARANTOR OF THE ONE PART AND NABARD of the other part, whereby the Contractor, interalia, undertook to render the Water and leak-proof.

AND WHERE THE GUARANTOR agreed to give a guarantee to the effect that the said structures will remain water and leak proof for _____ years from the date of _____.

NOW THE GUARANTOR hereby guarantees that waterproofing treatment given by him will render the structures completely leak-proof and the minimum life of such waterproofing treatment shall be 05 years to be reckoned from the date of completion. Provided that the guarantor will not be responsible for leakage caused by earthquake or structural defects or misuse / alteration of structures and for such purpose:

(a) Misuse shall mean operation which will damage treatment, like chopping of firewood and things of the same nature which might cause damage.

(b) Alteration shall mean construction of an additional structure or a part or construction adjoining to existing structure whereby treatment is removed in parts.

The decision of the Chief General Manager with regard to cause of leakage shall be final. During this period of guarantee the guarantor shall make good all defects and in case of any defect being found render the building waterproof to the satisfaction of the NABARD at his cost and shall commence the work for such rectification within seven days from the date of issue of the notice from the NABARD calling upon him to rectify the defects failing which the work shall be got done by the Department by some other contractor at the guarantor's cost & risk. The decision of the NABARD as to the cost payable by the Guarantor shall be final and binding.

That if the Guarantor fails to execute the waterproofing or commits breach there under then the Guarantor will indemnify the Principal and his successors against all loss damage, cost expense or otherwise which may be incurred by him by reason of any default on the part of the Guarantor in performance and observance of this supplemented agreement. As to the amount of loss and/or damage and cost incurred

by the NABARD the decision of Chief General Manager will be final & binding on the parties.

IN WITNESS WHEREOF these presents have been executed by the Obligator (Guarantor) _____ and _____ for and on behalf of the NABARD on the day, month and year first above written.

SIGNED SEALED AND DELIVERED BY (Obligator / Guarantor) in the presence of:

1.

2.

Signed for and on behalf of the NABARD in the presence of

1.

2.