

Tender Document

Sealed tenders are invited from the interested parties regarding preparation and installation of Glow Signs (Lit Boards) to be installed at various Fair price Shops within HP for the awareness of general consumers. Tenders shall reach in the office of Director, FCS&CA on 15.12.2016 till 12:00 noon. No tenders will be accepted after that. Tenders will be opened in the presence of Director FCS&CA or the committee constituted for this purpose on the same day at 3:30 PM.


Specifications of Glow Signs (Lit Boards)

The size of Glow Signs (Lit Boards) will be 4.5 ft*2.5 ft. Glow sign board must be waterproof and it must have two tubes of Philips with attachments. Black out sheet must be used for sides and back of the board. Printing must be eco-solvent.

Submission of tender

Submission of tender bids should be as per two bid systems i.e. technical and financial bids separately in two different sealed envelopes. These envelopes should be super-scribed " Financial bid" and "Technical bid" and put inside a bigger sealed envelope which shall be super-scribed with the words "Tender for empanelment of printers for preparation of glow sign boards". The sealed cover must be dropped in the tender box by personally visiting the office of director, FCS&CA on fixed date and time. Tender through other media like by post etc. will not be considered.

Conditions of tender

1. The glow sign boards will be installed in fair price shops (FPS) within entire state of Himachal Pradesh in phased manner. Initially boards will be installed in FPS located in district headquarters of all districts, Nagrota Bagwan block of Kangra Distt and few blocks of Distt. Chamba & distt. Sirmour which will number around 500 (+/- 100). Later Glow Sign Boards may be installed in remaining FPS depending on availability of funds in phased manner.
 2. Almost 70 % contents of all the sign boards will be same while around 30% contents will vary.
 3. The agencies will be empanelled for three years.
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4. The rates quoted should include the cost of board, installation charges, handling charges as well as transportation charges to various FPS located in different districts within HP. The rates quoted must be inclusive of all taxes.
5. The tenderers have to quote their rates in the enclosed tender form only, provided for the purpose. The rates are to be quoted in words and figures. Corrections will not be entertained and overwriting to be avoided. The rates quoted in words will be taken as final in case of any discrepancy.
6. Bids must be accompanied with earnest money of Rs. 50000/- (fifty Thousand only) in shape of FDR duly pledged to the director, FCS&CA by designation.
7. Earnest money of unsuccessful bidders will be returned only after the finalization of the tender process. Earnest money of successful bidders will be returned only after the completion of empanelment period.
8. The Earnest Money deposit of a bidder shall be forfeited, if a bidder:
 - ✓ Withdraws its bid during the process of finalization of tenders
 - ✓ If a Bidder indulges in any such deliberate act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization. The decision of the Director, FCS&CA regarding forfeiture of the Bid Security shall be final & shall not be called upon any question under any circumstances.
9. Earnest money of successful bidder (L1) will convert in to security deposit.
10. In case the successful bidder (L1) totally fails/ denies to provide the services the second lowest bidder (L2) will be bound to provide the services and EM/Security Deposit of L1 will be forfeited in favour of govt. without making any communication and same will follow for L2 and so on.
11. For empanelment purpose other bidders except L1 may also be considered if they agree to work on the rates as quoted by L1 depending upon the urgency of work. For this, the other bidders will have deposit the security of Rs. 50000/- in shape of FDR duly pledged to Director, FCS&CA by designation if his Earnest Money has been released, otherwise same will be converted into security deposit.
12. The Glow Sign Board shall be strictly as per prescribed specifications and boards not conforming to the specifications shall liable to be rejected and no payment against the rejected supply shall be claimed/ released.
13. Tender document may be downloaded from website of the department epds.co.in & <http://admis.hp.nic.in/ehimapurti>.



14. Every page of the tender document shall be duly signed by the bidder or his authorized person agreeing to the terms and conditions.
15. Payment will be released only once the successful bidder produce the certificate from concerned inspector, FCS&CA in whose area Glow Sign Board has been installed stating that Glow Sign Board has been successfully installed at FPS and are as per specifications.
16. Director FCS&CA shall have every right to cancel the tender at any point of time without assigning any reason.
17. Conditional tenders shall not be accepted.
18. Documents to be enclosed:
 1. With technical Bid
 - a. FDR duly pledged to Director FCS&CA by designation
 - b. Copy of PAN card
 - c. Copy of VAT registration/TIN
 - d. Undertaking at annexure II.
 - e. Tender Document duly signed on each page.
 2. With financial bid
 - a. Annexure I.
19. Financial bids of those bidders will be opened who will fulfill the requirement of technical bids.



Annexure-I

Tender Form

To

The Director,

Food, Civil Supplies & Consumer Affairs,

HP. Shimla-09

Madam,

I have gone through the terms and conditions laid down in the tender notice no. FDS-H(05)-16/2007-IV-18495 dated 01.12.2016 for preparation and installation of glow sign boards as per specifications. I agree to the terms and conditions mentioned therein. I shall abide by all the conditions of the tender documents.

| Specifications of Glow Signs (Lit Boards) | Rates per Glow Sign board (In fig. & words) |
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| The size will be 4.5 ft*2.5 ft. Board will be waterproof and will have two tubes of Philips with attachments. Black out sheet will be used for sides and back of the board. Printing will be ecosolvent. Rates also include handling, transportation, installation charges at various FPS and all taxes. | |

Name and address with contact No. of tenderers

Date:-

(In Block Letters)

Signature of tenderer



Annexure-II**Declaration**

I.....S/O.....Prop/Manager/Partner
of.....(complete address of the firm) hereby declare
that we have sufficient machinery to perform the task as specified in the tender notice
no FDS-H(05)-16/2007-IV-18495 dated 01.12.2016

Signature

Name and address

Date:-

