



National Institute of Electronics and Information Technology, Kolkata

(An Autonomous Scientific Society under the administrative control of
Ministry of Electronics & Information Technology (MoEIT),
Government of India)

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DUE DATE: 04/10/2016 (upto 3:00PM)

**TENDER DOCUMENT FOR
SUPPLY & INSTALLATION OF SIGNAGES FOR B+G+III STORIED
IT/ITES BUILDING OF NIELIT, KOLKATA CENTRE AT BF 267,
SALT LAKE, KOLKATA-700064**

NOTICE INVITING TENDER

Sealed quotations are invited for **“SUPPLY & INSTALLATION OF SIGNAGES FOR B+G+III STORIED IT/ITES BUILDING OF NIELIT, KOLKATA CENTRE AT BF 267, SALT LAKE, KOLKATA-700064”**. Bidders may visit the Office to understand the work, if required, so that they can quote properly. The quotations duly signed, sealed and super scribed on the envelope with the tender no and due date, should be addressed to the Director-in-Charge, NIELIT, Kolkata, Jadavpur University Campus, Kolkata-700032 so as to reach us on or before the due date stipulated above which will be opened at the scheduled time in the presence of bidders who wish to be present. The quotation should be accompanied with Earnest Money Deposit (EMD) of Rs.6,000/- (Rupees six thousand only) in the form of Pay Order/Demand Draft drawn in favour of “NIELIT KOLKATA” payable at KOLKATA. The Quotation not accompanied with EMD shall be rejected.

RELEVANT INFORMATION

Sl. No.	Details	
1	Name of Work	SUPPLY & INSTALLATION OF SIGNAGES FOR B+G+III STORIED IT/ITES BUILDING OF NIELIT, KOLKATA CENTRE AT BF 267, SALT LAKE, KOLKATA-700064
2	Date & Time of Issue of Documents	From: 28.09.2016, Website: http://nielit.gov.in/kolkata/
3	Completion Time	15 (fifteen) days from acceptance of Work Order.
4	Estimated Value	Rs.2,80,000/- including all taxes
5	Earnest Money Deposit (EMD)	Rs.6,000/- by Pay Order/Demand Draft in favour of "NIELIT Kolkata " payable at Kolkata
6	Last Date & Time of Submission of Tender	04/10/2016 upto 3:00 PM to be dropped in the Tender Box kept at Room No. 411
7	Date & Time of Opening of Tender	04/10/2016 at 3:30 PM

TERMS & CONDITIONS

1. Quotations are invited for the supply of the items as per enclosed list in **Annexure-I** and quote rates for the same in **Annexure-III**.The design and artwork of the signages are provided in **Annexure-II**.
2. Quotations received after the due date and time will not be considered.
3. The Quotations should be valid for acceptance for a period of 90 (ninety) days from the due date and the commissioning & installation should be completed within the time frame mentioned above.
4. Quotations will not be accepted by Fax, Email or any such electronic data transfer form.
5. The Quotations should be for goods exactly conforming to our requirements and specifications.
6. The technical literatures along with certificate from original manufacturer of the LED Module & Power Supply to be used in the contract are required to be produced by the bidder / vendor selected for the work.
7. Setting up of signages work including the following:
 - (i) The selected bidder will be responsible for fabrication and erection of the signages as per approved artwork along with its maintenance and other trouble shooting, if any, within the warranty period.
 - (ii) Fabrication and erection of the complete signages in two different locations (two spots of the same building) as specified by NIELIT Kolkata along with electrical fittings, etc.–as per specifications approved by NIELIT Kolkata.

- (iii) Transportation of signages from converters' work place to the site mentioned above.
- (iv) Provision of timer with automatic and manual operability.
8. Copy of Manufacturing License, Trade License as applicable, to be enclosed with the bid.
9. No Sales Tax Forms or Waybill will be provided by this office.
10. Payment will be made after completion of supply, assembly, installation and commissioning of the items covered by the order along with necessary spares supplied to the entire satisfaction of NIELIT, Kolkata Centre. **No advance payment will be made under any circumstance.**
11. Incomplete bids and bids which do not comply with all the above instructions are liable to be summarily rejected.
12. NIELIT, Kolkata does not bind itself to accept the lowest or any such quotations and has the right to accept or reject whole or any part of tenders or a portion of the supply of goods without assigning any reasons whatsoever. No correspondence in case of rejected tenders will be entertained.
13. Earnest Money Deposit (E.M.D.) is Rs.6,000/- (Rupees Six thousand only) shall be sent along with the quotations by way of Pay Order/Demand Draft in favor of "NIELIT, Kolkata", payable at KOLKATA along with the bid. In case the contractor fails to undertake the jobs within the stipulated time or leave the same incomplete or perform poor quality job, the initial EMD will be forfeited. EMD of selected bidder will be converted to Security Deposit (SD). EMD of unsuccessful bidders will be returned within seven working days.
14. A Security Deposit (SD) of 5% (five per cent) of the quoted value will be kept for the warranty period. The amount of EMD will be converted to SD and balance amount of SD will be recovered from the bill submitted for payment.
- 15. The installation work shall include all associated structural / civil work at vendor's responsibility.**
16. Any damage done to the property of the NIELIT, Kolkata during installation of items shall be responsibility of the contractor and it shall be rectified by them, at their cost to the entire satisfaction of NIELIT, Kolkata.
17. Disputes subject to jurisdiction of Kolkata.

Sd/-
Authorised Signatory
NIELIT Kolkata

Annexure-I

A. Specifications for Stainless Steel (SS) Signages (Item-01):

SS Scrip Size / 3D Letters Constitution	<ul style="list-style-type: none"> (i) Signage: [Inscription in English, All capital letters]: “NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)”, as per attached design of the "Art Work".(Annexure-II) (ii) Letters' Height - 10 inch. (iii) Total number of letters - 62 nos. (iv) SS letters - 20 mm depth, Letter Fascia - 0.64 mm, SS sheet & side - 0.51 mm, Grade - 304, ALL BRUSH BOLT. (v) Base - White Acrylic.
LED Modules	<ul style="list-style-type: none"> (i) LED Module - 1.08 Watts, Per Module - 3 SMD LED, Make: GE /GOQ / Osram. (ii) LED Chip - Make: Samsung / OSRAM / NICHIA. (iii) LED Colour - 3200 Degree Kelvin, Protection IP67, CE & ROHS Certified. (iv) Number of MODULE - 496 (minimum quantity). (v) Module Efficacy - 110 lm / Watt. (vi) Warranty - 5 years warranty on Module.
Power Supply	<ul style="list-style-type: none"> (i) Make – Meanwell / Union / Philips. (ii) Driver - Having 240V AC supply. (iii) Maximum Total Power Requirement - 600 W. (iv) Additional Surge Protection - 10 KA. (v) Wiring - Finolex make, PVC insulated Copper Wiring. (vi) Warranty - 5 years warranty on Power Supply.
Base of Signage	<ul style="list-style-type: none"> (i) ACP Cladding [Board Size: 55'-0" x 2'-7"]. Signage structure to be made of square MS pipe of cross section 25 mm x 25 mm having 18 SWG thickness frame work, CNC machine cut ACP of thickness 3 mm (outdoor quality), ALUDECOR MAKE. 2 coat anti-corrosion coating or paint on MS structure. (ii) ACP Thickness - 3 mm. (iii) Top Skin - 0.25 mm. (iv) Bottom Skin - 0.25 mm. (v) Coating Thickness - 25 Micron (two coat) SDP. (vi) Back Coil - 7 Micron Service Coat. (vii) Application Exterior.
System Warranty	<p>5 years onsite system warranty is required to be provided by the selected bidder / vendor.</p> <p>A security deposit of 5% of the quoted value will be paid after satisfactory completion of the system warranty period of 5 years.</p>

B. Specifications for Acrylic Signages (Item-02):

Acrylic Scrip Size / Letters Constitution	<ul style="list-style-type: none"> (i) Signage: Inscription – Logo of NIELIT & Name of NIELIT in Hindi letters as per attached design of the "Art Work". (Annexure-II) (ii) Logo Size - 6 Ft X 3 Ft (back-lit) as per Art Work. (iii) "HINDI" Letters – 7 inch non luminous (non-lit) as per art work. (iv) Fascia of 3 mm Acrylic sheet, Tolerance of Acrylic sheet ± 0.3mm, Optical clearance - 76%, Depth of Letter - 2.5" (63 mm), Base of Acrylic Letter- 3 mm, Grade of Acrylic (0 - 50), all Screws are of Stainless Steel, Epoxy coating on Acrylic joining positions (Tolerance of acrylic ± 0.3 MM). UV protected. (v) 3M / Avery Vinyl for Logo. UV Protected.
LED Modules	<ul style="list-style-type: none"> (i) LED Module – 0.72 Watts, Per Module - 3 SMD LED, Make: GE /GOQ / Osram. (ii) LED Chip - Make: Samsung / OSRAM / NICHIA. (iii) LED Colour - 6000 Degree Kelvin, Protection IP67, CE & ROHS Certified. (iv) Number of MODULE - 200 (minimum quantity). (v) Module Efficacy - 110 lm / Watt. (vi) Warranty - 5 years warranty on Module.
Power Supply	<ul style="list-style-type: none"> (i) Make – Meanwell / Union / Philips. (ii) Driver - Having 240V AC supply. (iii) Maximum Total Power Requirement - 150 W. (iv) Additional Surge Protection - 10 KA. (v) Wiring - Finolex make, PVC insulated Copper Wiring. (vi) Warranty - 5 years warranty on Power Supply.
Base of Signage	<ul style="list-style-type: none"> (i) ACP Cladding [Board Size: 15' - 0" x 7'-0 "]. (ii) Signage structure to be made of square MS pipe of cross section 25 mm x 25 mm having 18 SWG thickness frame work, CNC machine cut ACP of thickness 3 mm (outdoor quality), ALUDECOR MAKE. For front lit signage. 2 coat anti-corrosion coating or paint on MS structure. (iii) ACP Thickness - 3 mm. (iv) Top Skin - 0.25 mm. (v) Bottom Skin - 0.25 mm. (vi) Coating Thickness - 25 Micron (two coat) SDP. (vii) Back Coil - 7 Micron Service Coat. (viii) Application Exterior.
System Warranty	<p>5 years onsitesystem warranty is required to be provided by the selected bidder / vendor.</p> <p>A security deposit of 5% of the quoted value will be paid after satisfactory completion of the system warranty period of 5 years.</p>

Annexure-II

Acrylic Signage (Day View)



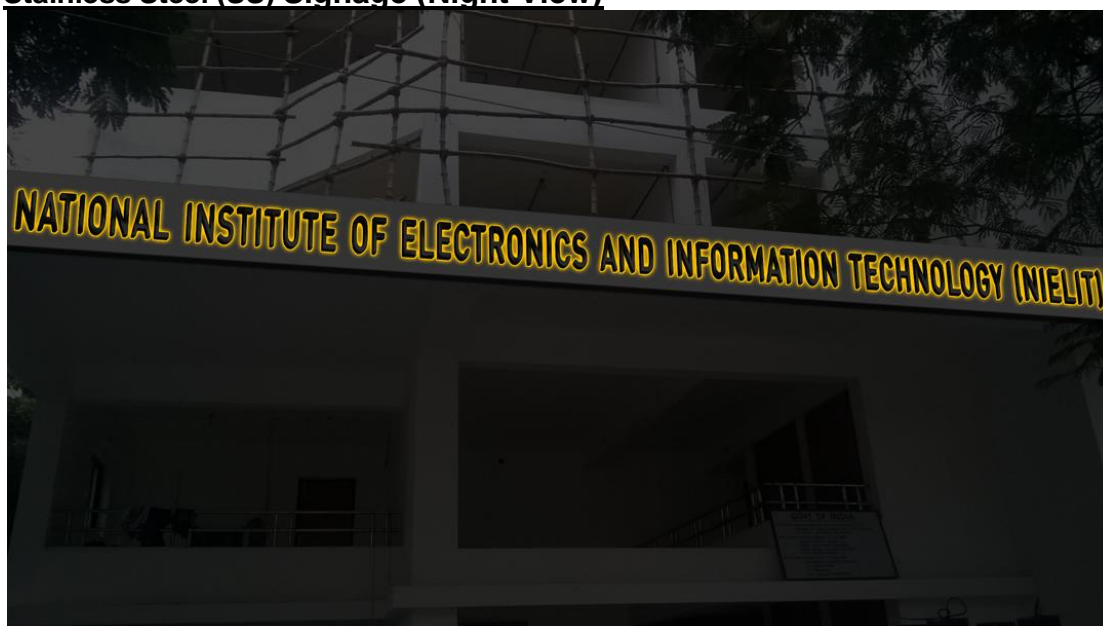
Acrylic Signage (Night View)



Stainless Steel (SS) Signage (Day View)



Stainless Steel (SS) Signage (Night View)



Artwork



ANNEXURE -III**SUPPLY & INSTALLATION OF SIGNAGESFOR B+G+III STORIED IT/ITES BUILDING
OF NIELIT, KOLKATA CENTRE AT BF 267, SALT LAKE, KOLKATA-700064**

Sl. No.	Specification	Qty.	Rate/Unit(Rs.)(inclusive of all taxes &Govt.levies etc.)	Total Price(Rs.)
1	Item 01 of Annexure-I	1		
2	Item 02 of Annexure-I	1		
5.	Total Price (In figures)			
6.	Total Price (In Words)			

Note: Price should be inclusive of all civil, carpentry work etc. required for installation. For this, you may visit our office.In case there is any dispute, bids quoted in words will be final.

The above terms and conditions accepted.
Date & Signature, Name and Address of the Contractor

Place:

Date: