



**SOFTWARE TECHNOLOGY PARKS OF INDIA**  
(Ministry of Electronics & I.T. (MeitY), Govt. of India)  
**STPI-ELITE, Plot No.2/A, IDCO Industrial Area,**  
**Gothapatna, Po-Malipada, Bhubaneswar – 751 003 ,**  
**Odisha, Tel/Fax: 0674-2623000**  
**URL: www.bhubaneswar.stpi.in**

### खुला ई-निविदा सूचना / OPEN E-TENDER NOTICE

**Tender Title : Design, Fabrication, Supply and Installation of Aesthetic LED 3D Signage at STPI-Ranchi**  
**GeM BID ID : GEM/2021/B/1440723**  
**Last Date & Time : As per GeM BID**

#### 1. निविदा का प्रणाली / MODE OF TENDERING : दो प्रस्ताव प्रणाली / Two-Bid System

प्रस्ताव दो प्रस्ताव प्रणाली के अंतर्गत ऑनलाइन, <https://eprocure.gov.in/eprocure/app> पर केवल जमा करने की जरूरत है। किसी भी अन्य प्रणाली द्वारा भेजा गया प्रस्ताव को स्वीकार नहीं किया जाएगा। / Bid to be submitted online only in <https://gem.gov.in>. Bid sent by any other mode will not be accepted.

मानदंड आदि के समर्थन में सभी दस्तावेज और पात्रता, निविदा दस्तावेज के साथ अपलोड किए जा ना चाहिये। निविदा दस्तावेज के अनुसार अपेक्षित सभी सूचनाओं को प्रस्तुत करने में विफलता, ई-प्रस्ताव को अस्वीकार कर दिया जयेगा। / All the documents in support of eligibility criteria etc. are to be scanned and uploaded along with the Tender Documents. Failure to furnish all information required as per the Tender Document may result in the rejection of the e-Bid.

#### महत्वपूर्ण तिथि एवं तथ्य / Critical Date & Fact Sheet

प्रकाशन तिथि / Date of Publishing	As per GeM BID
प्रस्ताव प्रस्तुत करने की तिथि / Bid Submission Start date & Time	As per GeM BID
प्रस्ताव जमा करने की समाप्ति तिथि / Bid submission End Date & Time	As per GeM BID
प्रस्ताव खोलने की तारीख / Bid Opening Date & Time	As per GeM BID
6	As per GeM BID
निविदा आमंत्रित प्राधिकारी / Tender Inviting Authority	The Director, STPI-Bhubaneswar
वित्त प्रस्ताव खोलने की तारीख / Financial Bid opening Date	Will be notified later only to the technically qualified agency/bidder

निविदा दस्तावेज किसी भी समय वेबसाइट [www.bbs.stpi.in](http://www.bbs.stpi.in) और [www.gem.gov.in](http://www.gem.gov.in) से डाउनलोड किया जा सकता है। / Tender can be downloaded any time from STPI website [www.bbs.stpi.in](http://www.bbs.stpi.in) or GeM portal [www.gem.gov.in](http://www.gem.gov.in).

निविदा दस्तावेज से संबंधित किसी भी स्पष्टीकरण / प्रश्नों के लिए, कृपया खरीद समन्वयक से संपर्क करें। / For any clarifications/queries related to tender document, please contact the Purchase coordinator at above given contacts ([s.mohanty@stpi.in](mailto:s.mohanty@stpi.in)) and Local Site Contact([siddharth.rai@stpi.in](mailto:siddharth.rai@stpi.in)).

Please keep visiting our website for any corrigendum / amendments and submit the bid documents accordingly. Changes made in the tender documents due to reasons beyond the control of STPI will be uploaded on the website only and no additional notification will be issued in Newspaper.

## **SCHEDULE OF REQUIREMENT**

The Director, STPI-Bhubaneswar invites online bids from reputed & financially sound agencies/bidders for Design, Fabrication, Supply and Installation of Aesthetic LED 3D Signage at STPI-Ranchi in two bid systems taking into account the following conditions:

1. Design, Fabrication, Supply and Installation of Aesthetic LED 3D Signage with following specification.
  - **Aesthetically Designed LED 3D letter signage**
    - Signage: [Inscription in Hindi, All capital letters]: “SOFTWARE TECHNOLOGY PARKS OF INDIA”
    - Letter Size as given in drawing
  - **Aesthetically Designed LED 3D Logo signage**
    - Signage: “STPI Logo”
    - 88” x 88” Size
  - **Aesthetically Designed Reception signage with Logo**
    - As given in drawing
  - **General specification**
    - 4mm Imported Acrylic Sheets (Individual Letters and logo shall be Computerized Laser Cut)
    - Back female sheet of 12mm
    - Solid aluminium body
    - Imported Modular LED Fitting inside the letters to glow up from inner side.
    - Power supply for DC by suitable transformers wiring from inner side for constant illumination
    - ACP Board of 3mm thickness exterior 10 years warranty
    - LED and Power supply with 3 year warranty.
    - Position : at Top of building front side outer wall
2. Signage should be designed to withstand all climatic conditions.
3. LED lights of required wattage and numbers shall be placed in such a manner to achieve uniform lighting of the signage (min one LED light (4ft) size per 4 sqft area). It shall be ensured that no dark patches, hot spots, shadows and light leaks appear when the lights are turned on.
4. The design of signage shall facilitate easy maintenance & re-lamping. The maintenance doors/panels should remain water/dust tight during normal usage.
5. The wires running inside the signage box shall not run/hung loose. The wires shall be taken inside the Conduit / PVC sleeve and all cable shall be saddle properly, which shall be properly supported. All wiring should be numbered with ferrules.
6. All the electrical equipment except lighting fixtures to be located inside the signage board shall be weatherproof and suitable for outdoor duty.
7. No used components shall be used as any part or piece of installed system.
8. **Should ensure minimum warranty of the System for one year and shall give service back up for 7 x 24 hrs of a week against any failure, software / hardware problem etc.** Providing all-inclusive service including all spares, etc. during warranty period.
9. Necessary training for the successful operation & trouble shooting to the STPI-Ranchi responsible staff member is also included in the scope.
10. Major Civil works is excluded from the scope however necessary excavations if required, making, closing of cutouts in the wall, necessary supports and grouting, drilling etc are included in the scope.

11. All Civil works like chasing & making good the chases making pockets for grouting if necessary, grouting of panels etc. is Included in scope.
12. Fabrication and fixing of supports, frames etc. are included in the scope.
13. **Removing and re-fixing of any exiting structure in order to access the area for laying of cable and fixing of poles etc., will be in the scope of this contract. No additional payment shall be made on this account. Any damage to the STPI's property shall be made good without any additional claim.**
14. The contractor shall arrange and provide at no extra cost, the service of a competent, factory-trained engineer or technician authorized by the manufacturer of the fire alarm equipment to technically supervise and participate during all of the adjustments and tests for the system.
15. **All the bidders must compulsorily visit the site at STPI, Plot -8 Part, Namkum Industrial Area Namkum Ranchi-834010, Jharkhand, Tele Fax 0651-6451162/2462270, +91-8986641170, Email: siddharth.raai@stpi.in before quoting the rates so as to understand the exact requirement of System along with its accessories.**
16. The contractor shall prepare three copies of as done / as build drawing after completion of the work and shall submit along with the final bill.
17. All warranty certificates from OEM shall be generated in the name of tender inviting Authority and shall submit along with the final bill.
18. The contractor shall remove all the debris collected at site on everyday basis and shall be cleaned properly, as per the entire satisfaction of STPI's Engineers.

## **INSTRUCTION TO BIDDERS & GENERAL TERMS & CONDITIONS**

### **A. ELIGIBILITY OF BIDDERS**

Agencies with annual average turnover of **Rs. 5.00Lakh** and above for last three financial years with all valid licenses and statutory registrations are eligible to participate in the tender. Proof of supporting documents should be submitted as per the instructions mentioned below in the tender document.

#### **Technical Evaluation**

The Technical Bids will be evaluated by the Committee on the basis of Technical Eligibility Criteria as specified under. The following documents (self attested) are required to be submitted along with bid document.

- i. The bidder should be registered under the Companies Act, 1956 of India. **Self attested documentary proof should be provided**
- ii. The bidder should have local office in Bhubaneswar.
- iii. Audited Statement of Accounts and Balance sheet with ITR of last three years.
- iv. GSTIN / PAN No. (Company or individual in case of proprietorship firm)
- v. The bidder must have at least 5 years of experience for providing similar services. They should also have experience for providing similar services to atleast three Govt. organization/PSU/similar organizations. A work order or relevant document in support must be furnished.
- vi. Bidder should furnish a declaration mentioning that the agency is not blacklisted by any Central/State/Govt./Autonomous body/PSU etc.
- vii. **Point-wise compliance to the technical specifications provided in the tender document shall be provided.**
- viii. Design/art work with confirmation to all technical specifications should be submitted to STPI for approval.

The decision of the evaluation committee towards selection of design shall be final & binding.

## **B. PAYMENT TERMS**

1. In case of submission of PBG, 100% payment will be paid to the vendor after successful delivery, installation & testing/commissioning of the supplied material.
2. In case of non-submission of PBG, 97% payment will be paid to the vendor after successful delivery, installation & testing/commissioning of the supplied material at respective STPI Centers and rest 5% will be kept as performance guarantee for warranty period from the date of installation & testing/commissioning and shall be paid to the vendor after expiry of warranty period.
3. The payment shall be made after submission of tax invoice in triplicate in the name of "*The Director Software Technology Park of India, ELITE Building, Plot No.2/A, IDCO Industrial Area, Gothapatna, PO-Malipada, Bhubaneswar-751003, Odisha*" subjected to satisfactory installation & commissioning report by duly signed by concerned officer and will be released through cheque after deducting TDS as applicable / applicable taxes. **The invoice should contain the correct GSTIN of both parties, HSN Code, GSTIN for TDS, etc.**

## **C. SERVICE DELIVERY**

Service delivery shall be within Three weeks from the date of PO/Contract. The installation, configuration, testing and commissioning should be completed by the Bidder within 5days upon the supply of products/equipment at site. If the Service Conditions as per the Contract are not met, the vendor will be blacklisted and they will not be considered for any future proposals.

## **D. LIQUIDITY DAMAGES**

Contracts are subjected to Liquidity Damages

- I. Deviation in any of the terms of the WO/PO with due acceptance from STPI will not attract any liquidity damages.
- II. In case of delay in completion the supply and installation within the implementation timelines fixed under tender for reasons attributable to the Vendor, then STPI shall levy penalty @ 1% per week with a maximum limit of 10% of the contract value or PBG may be forfeited. Delay beyond Ten weeks lead to cancellation of PO, forfeiture of EMD and disallowing of participation in future STPI tenders.
- III. Support service for any problem must be attended within one day of receiving verbal/written complaint from STPI, otherwise penalty for delay in service will be charged by extending warranty period (i.e. one day for each day delay after completion of one day from receiving the verbal/written complain).
- IV. In case of delay beyond the resolution time of 3days for faulty hardware replacement then the penalty shall be applicable as 1% of respective line item cost as per the PO value per day.
- V. In case the vendor is not being adhered to the time schedule fixed under contract, STPI has the right to cancel the Contract wholly or in part without any liability to cancellation charges and procure the Goods and Services elsewhere and in a manner decided by the client. In such case the successful Bidder shall pay the difference of the cost of Goods and Services procured elsewhere and price set forth in the Contract Agreement with the successful Bidder/ Contractor.

**FORM-A**

**DECLARATION REGARDING ACCEPTANCE OF TERMS & CONDITIONS CONTAINED IN THE TENDER DOCUMENT**

To

**The Director  
Software Technology Parks of India  
Bhubaneswar**

Sir,

I/We have downloaded/ obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site <https://eprocure.gov.in> and [www.bbs.stpi.in](http://www.bbs.stpi.in). I/We have carefully gone through the Terms & Conditions contained in the Tender Document Tender No: \_\_\_\_\_

Dated: \_\_\_\_\_ for Design, Fabrication, Supply and Installation of **Aesthetically Designed LED 3D letter and logo Signage at STPI-Ranchi**. The corrigendum(s) issued from time to time by your department/organization too has also been taken into consideration, while submitting this acceptance letter. I/We also ensure to provide the comprehensive warranty service support for the supplied equipment for a period of One year from date of completion of the Acceptance Test of the equipment. We also undertake that the quote equipments of latest manufacture conforming to the current production standard and the equipment shall not reach end of support for the period of at least SIX (6) years from date of completion of the Acceptance Test of the equipment.

I/We hereby declare that our company has not been debarred/black listed by any Government / Semi Government organizations in India. I hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage, the supplier will be blacklisted and will not be permitted to have any dealing with the STPI-Bhubaneswar in future.

I/We also declare that all the provisions of this Tender Document and corrigendum(s) as applicable are unconditionally acceptable to my Company. I/ We hereby certify that all the statements made and information supplied in the enclosed Annexures/Para's etc. furnished herewith are true and correct. I/ We understand that you are not bound to accept the lowest or any bid you may receive. I/We further certify that I/We am an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours truly,

Name: \_\_\_\_\_

**Designation:** \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Before award of contract to successful bidder, the party shall provide the breakup as per following.

3D SIGNAGE								
S.No	Description	Quantity	Size	Inch	Unit Cost	GST %	GST amount	Total Cost Inclusive of Tax
1	Design, Fabrication, Supply and Installation of Aesthetically Designed LED 3D letter Signage: [Inscription in Hindi, All capital letters]: "SOFTWARE TECHNOLOGY PARKS OF INDIA" as per scope defined in tender document	25	16.5"	412.50				
1.1	[ ि ि ] Matra	2	22"	44				
1.2	[ ] Matra	3	12"	36				
1.3	[ ं ] Matra	4	5"	20				
2	Design, Fabrication, Supply and Installation of Aesthetically Designed LED 3D letter Signage: STPI Logo as per scope defined in tender document	01	88" + 88"	176				
3	Design, Fabrication, Supply and Installation of Aesthetically Designed Reception single with Logo without light as per scope defined in tender document	01	3'	176				
4	Other Charges	01	LS	-				
						<b>GRAND TOTAL IN ₹.</b>		

Grand Total in Words:





Ministry of Electronics & Information Technology  
Government of India



