



Hamdard Institute of Medical Sciences & Research & Associated HAH Centenary Hospital

Hamdard Nagar, New Delhi-110 062

Website: www.himsr.co.in

TENDER DOCUMENT

**“Supply and Fixing of LED Illuminated Signage” at Hamdard
Institute of Medical Sciences & Research, Hamdard Nagar,
New Delhi-110062**



CONTENTS

Sr. No.	Details	Page No.
1	NOTICE INVITING TENDER	03
2	GENERAL TERMS AND CONDITIONS	04
3	TECHNICAL BID	05
4	FINANCIAL BID	06



Tender No. Nil

Date: 27.06.2022

NOTICE INVITING TENDER

Sealed tenders are invited on behalf of HIMSR under Single-Bid System from the established, reputed and experienced agencies in the field of Signage for “Supply and Fixing of LED Illuminated Signage” at Hamdard Institute of Medical Sciences & Research, Hamdard Nagar, New Delhi-110062 as per schedule, specifications and as per the terms and conditions mentioned in this tender document. Tender documents can be downloaded from institute’s official website www.himsr.co.in.

Name Of Work	“Supply and Fixing of LED Illuminated Signage”
Address:	Hamdard Institute of Medical Sciences & Research (HIMSR), Guru Ravidas Marg, Hamdard Nagar, New Delhi-110062
Contact Details	Junior Engineer, HIMSR +91 7290971558
Tender Fee	₹ 500/- (Non-refundable)
Tender Uploading Date	27.06.2022
Tender Closing Date & Time	05.07.2022 Time 15:00 Hrs
Date of Opening of bids	05.07.2022 Time 15:30 Hrs

Duly filled tenders in sealed envelope along with **Tender Fee in the form of Banker’s Demand Draft drawn in favor of “HIMSR”** payable at **New Delhi** duly super scribed as **“Tender for Supply and Fixing of LED Illuminated Signage”** should submitted in the tender box kept at 9th Floor of HAH Centenary Hospital Block-B, **on or before 05.07.2022 by 03.00 p.m.** The Bids will be opened on same day at 03.30 p.m. in the presence of HIMSR committee only. Tenders without tender fee will be summarily rejected.

HIMSR reserves the right to reject one or all tenders without assigning any reasons.

Sd/-

**Dean/Principal
HIMSR**



General Instruction and Terms & Conditions

1. Tender received without Tender Fee and Earnest Money Deposit (EMD) and with incomplete details shall be rejected.
2. The party shall be deemed to have visited to the site, understood the work prior to quoting of rates.
3. The agency should have valid License / Registrations whichever are applicable by law and required for providing services mentioned in this tender.
4. The tender is not transferable.
5. The Agency should have experience of undertaking such works/projects for Commercial/ Education/Government establishments etc.
6. Assigning or Subletting full or any portion of the contract shall not be allowed under any circumstances.
7. The bidder must quote the prices strictly in the matter as indicated in the document, failing which tender is liable for rejection. The rate/ cost shall be entered in words as well as in figures.
8. Tender with incomplete details / false details / with omissions & errors etc. shall be rejected. Conditional tender will be rejected.
9. Tenders offer shall be valid for a period of 90 days from the date of submission of tender.
10. HIMSR does not bind to accept the lowest or any tender and reserves the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons thereof. HIMSR may finalise the agency based on the criteria which deemed to be fit as per HIMSR requirements.
11. Direct or indirect canvassing in any form is strictly prohibited.
12. **Warranty / Guarantee:** Bidder must provide one (1) year warranty and it commence from the date of the satisfactory commissioning of signage against any manufacturing defect, workmanship or poor quality of the components. No offer of the vendor will be accepted without warranty/ guarantee of their supplied/ installed goods. During warranty defective signage will be replaced free of cost.
13. **Installation:** All the work shall be completed within 30 days from the date of issue of work order. All the aspects of safe installation shall be the exclusive responsibility of the supplier. If the supplier fails to complete the work on or before the stipulated date, then a penalty at the rate of 0.5% per day of the order value shall be levied subject to maximum of 5 % of the order value.
14. **Payment Term:** After satisfactorily delivery & Installation of the goods, completion of work. The bill should have full particulars of the items.
15. The above rates must be inclusive of all applicable Taxes, handling and freight charges etc. & all applicable taxes shall be deducted at source from the contractor's bill.

Note: Payment will be made as per actual measurement basis.



Annexure - I

TECHNICAL BID

SN	Particulars	<u>Please fill the details and enclose documents wherever required</u>
1	Name of the organization/Agency/Firm	
2	Year of Registration / Establishment	
3	Type of Agency: (i.e. Proprietorship, Partnership, Ltd, etc.)	
4	Name of the Proprietor/Director/ Contact Persons of the Organization	
	Phone No.	
	Mobile No.	
	Email address	
	Website, if any	
	PAN No.	
	GST Registration Number	
	Details of EMD / Bank Draft No.:	
	Address for Communication (with pin code).	
	Any other details need to be specified	



Annexure-II

FINANCIAL BID

Sr No.	Item	Unit	Qty.	Rate	Amount
1	LED 3D Letter, 1.5 V with latest water proof Hi Light -Samsung Modules or equally reputed module in 3mm Acrylic sheet, Iron Frame, ACP Sheet 3 mm thick, beneath each letter as per cutting to impart mechanical strength to letters fixing, sealed with sealant complete to make IP Grade 67,moisture dust ingress free, in the approved font of white colour light complete with electrical wiring, power drivers as per site requirement and as per instructions of Engineer-in Charge Letter size 1.5 Ft (Height), colour white 3 mm acrylic sheet	Sq.ft	360		
	GST				
	Grand Total, Inclusive of GST				

Amount in words: Rupees