

TENDER INVITATION

JRG BANK (Jharkhand Rajya Gramin Bank)

Website: www.jrgb.in

TENDER IS INVITED FOR **HIRING OF VENDOR(S) FOR OUTDOOR ADVERTISING** **&** **PUBLICITY ON ANNUAL RATE CONTRACT BASIS**

TENDER No. 03/2022-23 dated 19.04.2022

Date of Publish of Tender : 19.04.2022

Last Date for submission of Sealed Tender : 10.05.2022

Name of the Tenderer:

Address:

Telephone No: _____.

Email Id: _____.

Head Office:

3rd Floor Zila Parishad Premises Kutchery Chowk, Ranchi-834001, Jharkhand

Ph No. **9931902062 (Ms Anuradha Maurya)**

Email: hoaccount@jrgb.in

TENDER NO. 03/2022-23 dated 18.04.2022

BIDDING DOCUMENT

HIRING OF VENDOR(S) FOR OUTDOOR ADVERTISING & PUBLICITY ON ANNUAL RATE CONTRACT BASIS

(COMPLETE BIDDING DOCUMENT)

Time schedule for tender process:

Date of Request/Publication of Tender	19.04.2022
Last date for Receipt Tender in Sealed Envelope	10.05.2022 / 4.00 PM
Date & Time of the Opening of Technical Bids	11.05.2022 / 11.00 AM
Date & Time of the Opening of Financial Bids	11.05.2022 / 04.00 PM

Section-1

Notice Inviting Tender

TENDER INVITATION DETAIL:

JRG BANK (Jharkhand Rajya Gramin Bank) hereby invites tender (in sealed envelope) under two bid system i.e. technical and financial bid from the manufacturers/suppliers for printing & supply of different types of advertisement materials on annual rate contract basis on F.O.R basis for delivery at different location in Jharkhand.

SI No	Name Of Item	Annual Qty	Unit	Remarks	Delivery Site
1	HIRING OF VENDOR(S) FOR OUTDOOR ADVERTISING & PUBLICITY ON ANNUAL RATE CONTRACT BASIS.			The rate quoted must be on F.O.R. at site basis inclusive of P&F, Insurance, Freight, GST and all other statutory duties	Different location in Jharkhand

The bid shall be submitted in two separate envelopes (under one main envelope) superscribing: 'TENDER FOR HIRING OF VENDOR(s) FOR OUTDOOR ADVERTISING & PUBLICITY ON ANNUAL RATE CONTRACT BASIS'.

Tender schedule is as follow:

1. Cost of document : Rs.1,000.00
2. Tender Start Date : 18.04.2022
3. Tender submission End Date & Time : 10.05.2022 / 05.00 PM
4. Technical Bid Opening Date & Time : 11.05.2022 / 11.00 AM
5. Financial/Commercial Bid Opening : 11.05.2022 / 3.00 PM

Bid validity up to 120 days from the date of opening of Technical bid

All the tenders will be acceptable only in 'Sealed Envelope' on or before the due date.

SEALED-TENDERS are invited in single stage two envelope system i.e Pre-Qualification/Technical Bid(Envelope-1) and Financial Bid (Envelope-2) as below:

Envelope 1: Technical Bid

The bidder should submit eligibility criteria, technical details as required in enclosed Annex-I in the Technical Bid Envelope.

Envelope 2: Commercial Bid

The bidder should quote the prices in Indian Rupees in price bid format enclosed as Annex-II in the commercial Bid Envelope.

The Sealed Tender (comprising Envelope 1 & Envelope 2) under one main envelope super scribing "Tender for Hiring of Vendor(s) for Outdoor Advertising & Publicity on Annul Rate Contract Basis" to be submitted at below address:

3rd Floor, Zila Parishad Premises,

Kutchery Chowk, Ranchi-834001, Jharkhand

The technical bids will be opened on the **11.05.2022 @ 11.00 AM** and evaluated by the Purchase Committee of JRG Bank. At the second stage, Financial Bids of technically qualified Bidders only will be opened at a subsequent date to be intimated in advance to such eligible bidders.

General Manager

Section-2

General Notice

1. Eligibility / Pre-Qualification Conditions:

1.1 The bidder should be a Private/Public Ltd Company registered under the Companies' Act, 1956/2013 or a firm or a sole proprietorship firm.

1.2 The Company/Firm should have experience in similar field for more than 03 years as on the date of tender and must have a dedicated office with all required services and machineries to undertake such works. The Company which have the Work Orders/Invoices/Agreements directly from government /State Government/Semi Government/PSUs/Departments/Chambers of Industry Association /Private Companies in its own name, pertinent to the 'Eligible Assignments' as below, shall only be considered for this purpose.

1.3 The Agency should have a single client in Central/State/PSU/Autonomous, in the last three years, where the billing is 10.00 lacs or more per year per annum. Certificate, etc.to be attached.

1.4 The Bidder shall have undertaken 05 (five) similar nature of outdoor advertising orders where the orders should be of minimum order value of Rs.10 Lac each or more. Subcontracted or sublet jobs on their names will not be considered towards eligibility.

1.5 The concerned suppliers/company whose product has been declared as of spurious or adulterated quality and any criminal case is filed and pending in any court shall not be eligible to participate for that particular product, in the Bid. Similarly convicted firm/company shall also not be eligible to participate in the Bid.

1.6 The Traders/processors/suppliers should have valid trade license, GST registration issued by the concerned authorities.

1.7 Copy of the Pan Card number.

1.8 Copy of Income Tax Returns for three previous years for income tax purpose.

1.9 Copy of TDS certificate issued by the client to substantiate the claim for value of works executed in the private sector.

1.10 Copy of form 26 AS for the last three Financial years.

All the supporting documents in this regard to be submitted along with the physical bid document.

2. Scope of works:-

2.1 The hoarding/Banners/Other Publicity Materials must be prepared as per the creative's provided by the JRG Bank. The data in this regard shall be provided by the Tender Inviting Authority to the selected bidder. The samples will be approved by the Tender Inviting Authority.

2.2 The hoardings/Banners/Other Publicity Material must be in the languages of Hindi, English after acquiring appropriate approval from the Tender Inviting Authority.

2.3 Evidence of the hoarding/Banners/Other Publicity Materials (installed at the allotted locations) in the form of photograph and video of location along with the date of installation to be submitted immediately after the installation is done.

2.4 The bidder shall ensure that in no circumstances any hoarding/Banners/Other publicity Materials or cut-out shall fall/break.

3. Rates and Quotes

The rates quoted shall be inclusive of all taxes and duties as applicable as per the law. The quoted rates shall be firm and shall not be subject to any change whatsoever.

4. Tender Evaluation

The technical bids will be opened and evaluated by the Purchase Committee of JRG Bank. At the second stage, Financial Bids of technically qualified Bidders only will be opened at a subsequent date to be intimated in advance to such eligible bidders.

5. Errors and Omissions

Tenders should notify to JRG Bank of any error, fault, omission, or discrepancy found in this tender document but not later than five working days prior to the due date for submission of tender.

ACCEPTANCE OF TERMS

A tender will, by responding to JRG Bank tender document, be deemed to have accepted the terms as stated in this document.

Scrutiny of Tenders:

Unresponsive bids:

The tenders will be scrutinized before further evaluation to determine whether they are complete and meet the essential and important requirements, conditions etc as prescribed in the Tender Document. The tender received, are liable to be treated as non-responsive and will be summarily ignored, if following documents are not attached along with the bid.

I. Tender form(Annexure) not duly signed and stamped (i.e all the terms & conditions of tender document are acceptable.)

II. Tender is unsigned and incomplete in any aspect.

III. Tender validity is shorter than the required period.

6.Tender Validity:-

The tenders shall remain valid for acceptance for a period of 120 days (one hundred twenty days) after the date of tender opening prescribed in the Tender Document.

7. Award of work:-

Award of work against the tender is at the sole discretion of the Tender Inviting Authority. Proposal of the successful tenderer would form the basis for future negotiations and lead to issuing of a work order.

General Manager

(For all the terms & conditions of tender document are acceptable to tenderer)

To,

General Manager,
JRG Bank
Head Office, 3rd Floor, Zila Parishad Premises,
Kutchery Chowk, Ranchi-834001, Jharkhand

Ref No.

Dated

I/We the undersigned have examined the above mentioned tender document, including amendment/corrigendum No. dated (if any), the receipt of which is hereby confirmed. we now offer to supply and deliver the goods and services in conformity with your above referred document.

If our tender is accepted, we undertake to supply the goods and perform the services (Installation & commissioning etc.) as mentioned in tender document with the delivery schedule specified in the “List of Requirements” of tender document.

I/We further confirm that, if purchase order placed with us, we shall provide you with a performance security of required amount in an acceptable form for due performance of the contract.

I/We agree to keep our tender valid for acceptance as required in tender document or for subsequently extended period, if any, agreed to by us. I/We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. I/We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

I/We further understand that you are not bound to accept the lowest or any tender you may receive against your above –referred tender enquiry.

We confirm that we do not stand deregistered /banned/blacklisted by any Govt. Authorities.

I/We confirm that we fully agree to the terms and conditions specified in above mentioned Tender document, including amendment /corrigendum etc. if any.

(Signature with date) (Name and Designation)

To be signed by the Proprietor/All partners of the Firm/Directors of the company under Its Common seal

Section-4

Instructions to Tenderer

Tender Contents:

- 1.The organization/Agency should have been a bonafide registered body having valid registration number.
2. The organization/Agency should have PAN/GST holder & up to date GST, Service Tax clearance certificate.
- 3.The undersigned will have no liability regarding transportation loading and unloading of materials and all the material shall be delivered/erected at JRG Bank or its specified location as and when communicated.
- 4.Rate quoted against this tender enquiry shall remain valid up to 12 months after acceptance of the rates. No request for increasing in rate, if any will be entertained during this period.
5. The tenderers shall have to deposit interest free Earnest Money Deposit of Rs.2,00,000 (Two lakh only) in the form of a crossed Demand Draft in favour of “Jharkhand Rajya Gramin Bank” payable at Ranchi while submitting the tender. Submission of earnest money by any mode other than specified above shall not be accepted and the related tender shall not be accepted and the related tender shall not be eligible for consideration.
- 6.Earnest money deposit of unsuccessful tenderers will be returned within 30 days from the date of finalization of tender. The earnest money deposit of the successful tenderer/s shall be converted into interest free security deposit, which shall be released on successful completion of the Annual Rate Contract.
- 7.Payment terms-within 30 days after receipt of material/ completion of work and submission of bills.
- 8. In case of delivery of material at variance from the terms of purchase order, JRG Bank reserve the right to take appropriate action.**
- 9.JRG Bank will not be responsible for any loss suffered due to increase or decreases in quantity and will not be responsible for any damages/loss during transportation and installation.
- 10.Validity of Rates: One year from the date of award, extendable on mutual agreement.
- 11.On receiving orders from JRG Bank, the supply of product at JRG Bank, Ranchi or any location specified by it shall be the responsibility of the supplier. The rejected material, if any, shall have to be lifted by the supplier at their own cost within a week time from the date of intimation from JRG Bank. JRG Bank shall not be responsible for any deterioration due to delayed lifting of the rejected material by the supplier.
- 12.JRG Bank reserves the right to accept or reject any or all the offers without assigning any reason thereof.
- 13.The supplier of hoardings/Banners/Other Publicity Materials and such mounted advertisement materials shall indemnify the JRG Bank against any accident, loss or damage to any person/property because of such items.
- 14.General Manager, JRG Bank shall be Arbitrator in case of any disputes and his decision will be final and binding on both the parties. For all legal matters & dispute

Ranchi court shall be our jurisdiction. Any money found recoverable shall be recovered under the public demand Recovery Act without prejudice to any other mode of recovery.

Financial Proposal:

The financial proposal for printing, Fixing of Flex and Installation of Hoardings / Banners / Other Publicity Materials should be quoted as the final cost inclusive of all applicable taxes.

Additional Information:

Tenderers may add any further information that they consider relevant for the evaluation of their tender that gives a better understanding of their capability.

Right to Accept / Reject Tender

No tender will be considered unless the tender documents are fully and completely filled in. All information that may be asked from a tenderer must be unequivocally furnished.

JRG Bank reserves to itself the right to accept or reject any tender or reject all tenders without assigning any reason thereof, and without thereby incurring any liability to the affected bidders.

The tenders shall be considered invalid and non-responsive for non-submission of any document stipulated herein.

Commencement of work

The date of receipt of work order shall be considered to be the date of commencement of work.

Escalation of Prices

The prices quoted shall be firm and shall remain applicable during the entire period of the contract till completion (including extension of time granted, if any) and no escalation in prices will be permitted due to increase in prices of materials, rise in labour prices or due to any other reasons.

LIQUIDATED DAMAGES(LD)

1. The tenderer shall take appropriate steps to ensure that the delivery is completed within the stipulated time to avoid imposition of liquidated damages. In the event of any delay in delivery as per contract /order schedule, liquidated damages @ 0.50% per week of the total order value will be recovered from the Bills submitted against the delivery/consignment.

2. If any supplier has any genuine problem beyond his control for arranging the supplies as per our schedule, he will have to get the extension in delivery schedule well in time, failing which schedule given to him in original will be final. Request for extension in delivery schedule after expiry of schedule time and supply will not be entertained.

Section 5

Terms & Condition

1. Bidders are strictly advised to go through all the documents in connection with this contract carefully.
2. The work shall be carried out in appropriate stages under the direction and supervision of the Tender Inviting Authority.
3. The Successful Bidder shall not be entitled to any compensation for any loss suffered by him on account of delay in commencing or executing the work whatever the

cause for such delays may be including delays in procuring Government controlled or other materials.

4. The Tender Inviting Authority decision with regard to the material and the workmanship will be final and binding and any material rejected by the Tender Inviting Authority shall be immediately removed from the Site.

5. Damage to Persons and Property the Successful Bidder shall indemnify and keep indemnified the Tender Inviting Authority against all losses and claims for injuries or damages to any person or property whatsoever which may arise out of or in consequence of the construction and maintenance of works and against all claims, demands, proceeding, damages, costs, charges, expenses, whatsoever in respect thereof in relation thereto.

6. **Compliance with the Law:**

I. The Successful Bidder shall comply with all the bye-laws and regulations of local and other statutory authorities having jurisdiction over the works and shall be responsible for the payment of all fees and other charges and the giving and receiving of all necessary notices, and keep the Tender Inviting Authority informed of the said compliance with the by-laws, payments made, notices issued and received.

II. If any conflict arises between the selected bidder and the Tender Inviting Authority during the period of execution or after completion of work, Hon'ble Courts of Ranchi shall have the jurisdiction and the venue of arbitration shall be Ranchi and will be governed by provisions of the Indian Arbitration & Reconciliation Act.

7. **Payments:** Successful Bidder can claim the payment only after completion of the job against invoice. The selected agency shall be ready to take up work beyond the mentioned scope if felt necessary and asked by the Tender Inviting Authority and the Tender Inviting Authority shall give effect to such payment arising out of the additional work.

8. **Work treated as Completed:** The work shall not be treated as complete until and unless

a. The site is clear from all unused, excess, waste material etc.

b. The Successful Bidder to the satisfaction of the Tender Inviting Authority has rectified any damage caused by the Successful Bidder to the location where the work is executed.

9. **Scope of Contract:** The Successful Bidder shall carry out and complete the said work in every respect in accordance with this contract.

a. The removal/re-execution of any works executed by the Successful Bidder.

b. The amending and making good of any defects after completion.

10. Prices for Extra Work, Ascertainment of Should it be found after the completion of the works that some extra work has been carried out on due instruction from the Tender Inviting Authority, the price for such extra work will be ascertained on mutually negotiated terms.

Delivery Terms and Conditions:

1.1 Purchase orders along with the delivery destinations will be placed on the successful Bidder.

1.2 Delivery Period: The delay in delivery period should be informed to the undersigned authority.

1.3 It shall be the responsibility of the supplier for any shortage/damage/breakages at the time of receipt at the designated places.

Cancellation of Agreement

1.1 The supplier, if breaches any condition or clause of the agreement the Federation is entitled to cancel the agreement and also entitled to demand and recover the loss incurred to it due to such cancellation/termination of the agreement.

1.2 If the Government scheme is closed or partly revised or modified, due to accidental decision of State/Central Government or any amendment and the proceedings of purchase is stopped or revised or modified by the Federation then the agreement will automatically come to an end or partly continues for which supplier is not entitled to demand/receive any type of loss amount or cannot initiate any legal proceedings.

Instruction for Bidders:

The bidders are instructed to read the complete bid document carefully. The above points may be noted so that mistakes/lapses/shortcomings during Bid submission may be avoided.

The Bids shall be submitted within the times frames set out in the Notice Inviting Tender ("NIT") and Bids submitted thereafter shall not be accepted and considered.

Bidder has to submit all the information as per required Bid document. Failure to furnish all the information as per required Bid documents or submission of a Bid containing deviations from the contractual terms and conditions, specifications and requirements, shall be rejected.

The Bidders are expected to examine all instructions, forms, terms & specifications in the Bid documents and to get fully acquainted themselves with all the conditions and matters which may affect the subject matter of the work/tender or the cost thereof. If any Bidder finds any discrepancies or omissions in the specifications and documents or any doubt in true meaning or interpretation of any part, he shall seek necessary clarifications in writing, if required.

Tenderer's Profile (to be filled & submitted in Technical envelope) ANNEX-1

No	Details		
1	Name of Vendor/Tenderer		
2	Address of Registered Office		
3	Address of Factory/Works		
4	Name of Contact Person		
5	Contact Nos		
6	Type of Firm: Ltd Co/Pvt. Ltd./Partnership/Proprietor		
7	Nature of Firm: Manufacturer/ Traders/ Autho. Dist./ Dealer		
8	Year of Establishment		
9	Name of Product, you Deal	Please, Specify in separate sheet (As per below Format)	
		S.	Item Description (Shortly) Make/Brand

		No.		
10	G.S.T. No & Reg. Date			
11	PAN No & Date			
12	Turn Over of last 3 years (Rs.)	1.	2.	3.
13	If you have maintained any quality standard (Pl. Specify)			
14	Name of Clients (If required, Pl. Specify in separate sheet)			
15	Min. Lead Time Required (Days)			
16	Bank Details	Name of Bank: Branch Address: Account No.: IFSC Code:		
17	Documents to Be Attached	1. Copy of Registration + PAN Copy + GST Regn. 2. ISO Certificates 3. Autho Dealership 4. Fin. Statements 5. Product Brochures 6. Copy of PO's (Min.5)		
Recommendation:				
Seal & Sign of Vendor				

Financial Bid		(Annexure – II)					
Items	Description	UOM	HSN	Unit	GST %	GST	Total Unit Amount
			Code	Rate		Amount	(Rs.)
Signage							

3D Lit Signage	A) Alstone / Aludecor (3mm thick ACP with 0.25mm Coil thickness top to boom with paint warranty of 10 year) with 2"x 1" Aluminum Square Pipe Framing B) 3D leer JRG Bank (leer to cutas per dimension using 040 white and orange 3mm thickness as per design referred leer height to be maintained at 2-2" Jharkhand ka apna bank can be pasted with acrylic laser cung and others leer are pasted with Cut vinyl. C) LED Module and power supply which we are using is Sumsung GOQ /Hi sign with 5years warranty and Short-Circuit Shutdown feature with Automac Restart						
2D Lit Signage	A) Router CNC cung 3mm thick ACP with 0.25mm Coil thickness top to boom with paint warranty of 10 year) with 2"x 1" Aluminum Square Pipe Framing B) 2D leer JRG Bank (leer to be laser cut per dimension using 040 white and orange 3mm thickness as per design referred leer with no raised. Jharkhand ka apna bank can be pasted with acrylic laser cung and others leer are pasted with Cut vinyl. C) LED Module and power supply which we are using is Sumsung GOQ /Hi sign with 5years warranty and Short-Circuit Shutdown feature with Automac Restart	per Sqft					
Glow Sign Board (Flex Backlit)	A) Structure of the Box 25mm x 25mm x 1.3mm MS hollow Secon Weight 0.88Kg/m an Rust Coang and Painng on the side panel, back side 26 Gauge GI sheet on top to boom. B) Facia use LG High flex 620 GSM with Green vinyl router cut to be pasted on white LG high Flex Surface. c) light LED tube with 2yr Warranty to fix light per 4 sq. wa: 40 (Philips/syska/osram)	per Sqft					

Retro Signage	A) EGP Retro 1mm both side with ACP Sheet 4mm with 5year colour warranty (structure charge as per size and thickness of frame)	per Sqft					
Lolipop Fiber litbox	Square lit box 2' x 2' with light and all fings	per Sqft					
Nonlit flex with Frame	Blackout star Flex 300GSM with MS frame 1"x1" 3kg						