



ANNEXURE – I

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

(Also see Application-cum-Profile of Vendor, Annexure II & Annexure III)

Bids are invited from Vendors who specialize in the field of Outdoor Display Units of Type P6 & above and *whose offices are located in the States of Kerala, Tamil Nadu & the Union Territory of Pondicherry.*

Scope of tender: Outright sale of P6 LED Outdoor Units to LIC as per specifications along with an undertaking for a trouble-free maintenance period of three years. The Bid for each board shall, therefore, *include all costs for successful display & maintenance* viz.

- the basic cost of the units along with the software & stabilizer etc for successful display with remote access. The Units shall also display time, current temperature and weather.
- the cost of transport of the same to the respective places specified by LIC Southern Zone for its Offices located in Tamil Nadu, Kerala & Pondichery.
- the cost of fabrication and all other ancillary expenses
- AMC charges for three years

Item: P6 LED Outdoor Display Units

Proposed No. of Units to be Purchased: Ten Units. The Units are to be installed in the various offices of LIC in Tamil Nadu, Kerala and maintained for three years. For more details in this regard please refer to the “Terms and Conditions”.

Important dates:

1. Last date for receipt of tenders by CC Dept., Zonal Office, Chennai: on or before 04.00 pm on 10.04.2023.
2. Date of opening of Technical Bid : 11.04.2023
3. Date of opening of Financial Bid: Will be informed later to the eligible vendors.

Signature of the Vendor with Seal

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

Locations: (Addressess of the locations can be had from the CC Department, SZO,Chennai)

Sl No	Location of the LIC Office where the P6 Units are to be installed	Size of the Unit
1	Branch Office: Tiruvottriyur, DO-2, Chennai	10ft (L) x 6ft (H)
2	Divisional Office Premises, Coimbatore	10ft (L) x 6ft (H)
3	Unit 1 Branch Office, Madurai Road, Trichy	10ft (L) x 6ft (H)
4	Divisional Office Premises, Thiruvananthapuram	10ft (L) x 6ft (H)
5	Divisional Office Premises, Thrissur	10ft (L) x 6ft (H)
6	Divisional Office Premises, Kozhikode	10ft (L) x 6ft (H)
7	Tiruvannamalai BO, Vellore	10ft (L) x 6ft (H)
8	Divisional Office Premises, Tirunelveli	10ft (L) x 6ft (H)
9	CBO-3, Madurai	10ft (L) x 6ft (H)
10	Divisional Office Premises, Ernakulam	10ft (L) x 6ft (H)

Specifications:

Please see Annexure III for Specifications. The said Annexure-III shall be duly signed and submitted along with Annexure I & the Application-cum-Profile of the Vendor.

Pre-qualification for participation:

- Vendor should have proven expertise in erection, successful display of P6 Outdoor LED Units for a minimum period of TWO YEARS as on 31.03.2023 with Concerns/Institutes either by way of renting out the Units or by way of outright sale.
- In case of renting out the Units, copy of work orders or certificates issued by the Concerns/Institutes to that effect shall be enclosed. In case of outright sale, copy of Sale Invoice/Bills issued to Concerns/Institutes shall be enclosed.

Signature of the Vendor with Seal

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

- Applicant-Vendors should pay an Earnest Money Deposit (EMD) of **Rs.80,000/-** (Rupees Eighty thousand only) in form of Demand Draft/Pay Order in favour of “Life Insurance Corporation of India” payable at Chennai, to be enclosed alongwith the Application-cum-Profile, Annexure –I & III in Technical Bid as mentioned below.
- Applications without the stipulated enclosures viz. copies of work orders or certificates or Sale Invoice/Bills and EMD shall be summarily rejected.

Procedure for opening of bids:

The Vendors desirous of participating in the bid shall submit the bids as given below:

- The first sealed cover which is termed “*Technical Bid*” should contain the Application-cum-Profile, Annexure I & III and Demand Draft/Pay Order of Rs.80,000/- (Rupees Eighty thousand only) payable at Chennai in favour of “Life Insurance Corporation of India” towards Earnest Money Deposit (EMD). To be superscribed “ **Technical Bid (Application-cum-Profile, Annexures I, III & EMD) - for P6 LED Outdoor Display Units**”.
- The second sealed cover which is termed “*Financial Bid*” should contain Annexure II only. To be superscribed “ **Financial Bid (Annexure II) - for P6 LED Outdoor Display Units**”.
- On both the covers Name & Address of the Vendor should be clearly written.

Both the sealed covers are to be kept in one single cover duly sealed and superscribed “*Bids for P6 LED Outdoor Display Units*” to be submitted on or before **04.00 pm, 10th April 2023**.

- **Only Technical Bid containing Profile of Vendors, Annexures I & III & EMD shall be opened at 11.00 am on 11th April 2023.** The Financial Bids of only those Vendors found eligible to participate in the Financial Bid by the Competent Authority shall be opened on a later date under due information to such eligible Vendors. The Competent Authority’s decision in this regard shall be final.

Signature of the Vendor with Seal

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

Screening & Shortlisting:

- There shall be an initial screening based on the Application-cum-Profile received from Vendors with the necessary enclosures. Vendors will be shortlisted based on their profile, expertise and suitability. **The decision of the Competent Authority in this regard shall be final.**
- After shortlisting, the Competent Authority, at his discretion, may appoint a Committee/Committees to inspect such P6 Outdoor Units rented out/sold by the shortlisted Vendors besides checking with the Concerns/Institutes for whom the said P6 Units have been installed as to their satisfaction over the performance of the Units installed and the service of the Vendor.
- In such a case, the Committee/Committees will inspect one of the P6 Outdoor LED Units so installed by the Vendors (subject to proof of sale of the Unit/renting out the Unit) at their Client's premises. The Unit shall be in display on the day of inspection.
- The Committee/Committees will also examine whether the expertise of the Vendors is relevant and consistent with the requirements of LIC so as to decide the eligibility of the Vendors to participate in the Financial Bid (Annexure-II).
- In the case of a Committee/Committees being appointed by the Competent Authority for inspection or otherwise, the sealed covers Financial Bid containing the Annexure II shall be opened only in respect of those Vendors approved by the Competent Authority. **The decision of the Competent Authority in this regard shall be final.**
- The date of opening the sealed covers Financial Bid (Annexure II) shall be intimated to such eligible Vendors in due course.

Terms & Conditions:

1. The P6 LED Outdoor Units (as per the specifications in Annexure-III attached herewith duly signed by the Applicant-Vendor shall form part and parcel of this form) shall be sold to LIC, successfully installed and displayed at the respective places by the Vendor (L1) who succeeds the Financial Bid.

Signature of the Vendor with Seal

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

2. Besides, the said Vendor shall undertake a trouble-free maintenance of the boards for a period of three years from date of successful installation and display. Any repair shall be attended to and Units be put back in working condition within ten days (inclusive of public holidays). In extra-ordinary circumstances when more time is warranted, the Vendor shall intimate in advance and it will be discretion of the Competent Authority to extend this time limit.
3. The P6 Outdoor Units shall strictly conform to the specifications stipulated.
4. All P6 Outdoor Units shall be remotely controlled and it will be the responsibility of the Vendor to upload / remove the creatives as and when requested by LIC which shall be effected within 4 Hrs.
5. The Units shall also display time, current temperature and weather.
6. The Financial Bid for every P6 Unit shall be inclusive of ***all costs for successful display*** viz. cost of the units, transport to their respective places, fabrication and ***maintenance for trouble-free display for three years***. Only the cost of such overall bid amount (excluding GST) mentioned in column D of Financial Bid (Annexure-II) for all **Ten Units** shall be considered to decide the L1 Vendor. The Vendor shall not be paid any other charges or costs whatsoever other than the Bid Amount for AMC for all three years. The AMC charges for all three years, therefore, shall include the cost of spares and also every other component and the transit charges to the respective places of installation as well.
7. Every applicant-bidder should pay Earnest Money Deposit (EMD) of Rs.80,000/- (Rupees Eighty thousand only) in the form of DD/Pay Order payable at Chennai in favour of “Life Insurance Corporation of India” and shall be enclosed alongwith the Application-cum-Profile, Annexure I & III. The EMD will not carry any interest. The EMD furnished by all unsuccessful bidders will be duly refunded after opening of Financial Bids.

Signature of the Vendor with Seal

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

8. The L1 Vendor who succeeds the financial bid (Annexure-II), before issuance of work order, shall make an interest- free Security Deposit with LIC amounting to 10% of the total value of the bid amount (exclusive of GST) in column (D) of the Financial Bid (Annexure II). The said deposit shall be maintained in the books of LIC till the completion of the maintenance period viz. AMC of three years for all Ten Units.
9. The EMD of the Vendor succeeding the Financial Bid (L1) will be refunded, without any interest, on payment of interest-free deposit of 10% of the total value of the bid amount as mentioned in (8) above. The EMD of such Vendor will be forfeited, if the bidder withdraws from undertaking the work. Further, if the L1 vendor fails to pay interest-free security deposit to LIC within the specified period, the EMD will be forfeited.
10. In the case of failure by the Vendor (to whom the work is awarded) to restore the display in any of the boards within the time stipulated in (2) above, the Unit/s under repair shall be rectified by LIC and the charges incurred for the same shall be charged to the said security deposit of the Vendor. If the Vendor fails to maintain successful display within the stipulated time stated above on more than two occasions, the entire amount of Security Deposit shall stand forfeited besides getting black-listed from future contracts/empanelment with LIC. Subject to the above, the deposit made shall be refunded after the maintenance period of three years of all Ten Units.
11. Acceptance or rejection of the Bid shall be the sole discretion of the Life Insurance Corporation of India.

Signature of the Vendor with Seal

Purchase of P6 LED Outdoor Units by CC Dept.,LIC, Southern Zone

Scope, Terms & Conditions

Declaration:

I/We hereby declare that the information given above are true and agree to the Selection Process, Terms & Conditions mentioned above. I/we further undertake that the bid amount for each board is inclusive of the cost of the Unit besides the cost for transporting the Unit to the respective place stipulated, cost of fabrication, electrical connections etc for successful display as described earlier in this Annexure -I, cost of trouble-free maintenance for three years from the date of successful installation and display of each Unit. We declare that the Units conform to the Specifications stipulated by LIC. We are conversant with the locations viz. premises of LIC wherein the ten Units of P6 Outdoor Display are to be erected.

Place :

Date:

Signature of the Vendor with Seal