

04.07.2023

# LIMITED TENDER

# For Empanelled vendors of Rohtak/NZO/Delhi 1,2,3/Karnal and Chandigarh only

Re: Invitation of Bids for Signages / Glow Signs / Wrap ups / Hoardings

Sealed Bids are hereby invited from empanelled vendors of Rohtak/Delhi 1,2,3/NZO Delhi/Karnal/Chandigarh for printing/supply and installation of <u>Signages</u> /Glow Signs/ Wrap ups/Hoardings as per attached Annexure "A" and "B".

**Annexure** "A" contains the technical specifications and locations.

Annexure "B" contains Financial Bid.

The sealed bids should contain Annexure "A" and Annexure "B" in separate envelopes. (Each page should be duly signed and stamped by the Authorised person)

The tenderer is to seal the original and each envelope separately and also print the address of the purchase office and the tender reference number on the envelopes. Further the sentence 'NOT TO BE OPENED BEFORE DUE DATE AND TIME OF TENDER OPENING is also to be printed on these envelopes. The inner envelopes are then to be put inside a bigger outer envelope, which will also be duly sealed marked and reach our office by Monday, 19.07.2023 up to 05.30 PM duly sealed and addressed to

Publicity Advisory Committee, Sales Department LIC of India, Divisional Office Rohtak SCO 3-4-5, Sector 1, Rohtak- 124001

Quotations will be opened on **20.07.2023 at 11:30 AM**. The rates approved by LIC shall remain valid for 2 years from the date of acceptance and can be extended upto one more year on the sole discretion of the Corporation subject to vendor agrees to continue to work at the same rates, terms and conditions.

# Annexure "A"

# For Signages/Glow Sign Boards/Wrap Ups/Hoardings

Supply and installation of Single sided back-lit Signage/Glow Sign/WrapUps/Hoardings including providing & fixing structural steel frame in various offices under Rohtak Divisional office.

TECHNICAL SPECIFICATIONS AND DESIGN DETAILS OF SIGNAGES/GLOW SIGN BOARDS

#### 1. SCOPE

- a. This document covers the architectural design concepts, technical specification & suggested details for the manufacturing of the signage/glow sign board. Detailed designing, construction, fabrication, assembling including painting, finishing, cladding electrical work etc. should be carried out by the vendor and shall conform in all respects to high standards of design, engineering & workmanship.
- b. The drawing given with the tender for signage elements is indicative. The detailed fabrication drawing, shop drawing, mock ups, Flex materials cladding / fixing details, design to fit size should be developed by the vendor and submitted to LIC for approval. The vendor shall develop the prototype for as per the approved drawing, graphic detail and submit to LIC for approval. Prototype should be offered for inspection and approval complete in all respects including fabrication of frame/structure, painting, electrical work, cladding, graphic application, including testing and functioning of the sign complete in all respects.
- c. Detailed assessments and provision should be made for ease of internal & external maintenance.

#### 2. BASIS OF DESIGN

- a. All signage covered under this specification shall be good for installation and operation in LIC offices.
- b. All signage shall be good for outdoor installation without any shade/cover/protection.
  - c. All illuminated signs shall be suitable for operation from dusk to dawn everyday throughout the year.
- d. All signage should be designed to withstand all climatic conditions.

- e. The box frame should be of MS Square Pipe of 1" x 1" cross section, 20 gauge thickness to be covered from top, bottom and sides by 26 Gauge pre Coated GI sheet and Back side to be covered by 26 gauge plain GI sheet.
- f. Tensioning system: Aluminum L angle tensioning system for edge to edge lighting.
- g. 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.
- h. The design of signage shall facilitate easy maintenance & re-lamping. The maintenance doors/panels should remain water/dust tight during normal usage.

#### 3. CODES AND STANDARDS

a. The signage/glow sign board supplied by the vendor shall conform in all respect to the standard listed below.

Latest editions of these specifications shall be referred.

Steel Fabrication & Painting:- IS: 800 and IS:801

Structural Steel: - IS: 2062 (Weldable quality)

Structural bolts: - IS: 1367 of Class 8.8

Welding electrodes: - IS: 814.

Welding procedure :- IS: 816, IS: 1024, IS: 1261, IS: 1323 and IS: 9595.

Structural steel hollow section: - IS: 4923.

#### b. Electrical works

- i. 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.
- ii. It shall be possible to maintain & replace, light fittings, chokes etc. inside the signage, without dismantling the signage by providing adequate space inside the signage and providing suitable removable entry/access doors/covers.
- iii. Rubber grommet shall be used at the circuits for entry of wires to the sign box.

- iv. All lighting work shall be completed in all respects even if not indicated and spread of light should be uniform.
- v. All the electrical equipment except lighting fixtures to be located inside the signage board shall be weatherproof and suitable for outdoor duty.
- vi. Work shall be performed in conformity with the specifications / Codes of practice of the Bureau of India Standards. In case of any conflict, stipulation given in tender document shall govern.
- vii. Junction box should be provided at suitable places for the backlit signages.
- viii. In addition, work shall also conform to the requirements of latest editions /amendments of the following:
- ☐ Indian Electricity Act and Rules. ☐ Fire Insurance Regulations ☐ Regulations laid down by Central Electricity Authority. ☐ Any other regulation by the Central/State//Municipalities/Local Authorities from time to time during execution of this contract.
- c. Powder coating Standards for Powder coating (Pure Polyester based powder to be used for powder coating of all frames ) are as follows:

$\ \square$ ASTM D 52360 : Gloss 60° $\ \square$ ASTM D5870 : Cross hatch adhes	sion
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 $\ \square$  ASTM :3363 : Pencil hardness  $\ \square$  ASTM D2794 : Impact resistance  $\ \square$  ASTM B117 : Salt Spray resistance  $\ \square$  ASTM D2247 : Humidity resistance  $\ \square$  IS 1477 : Spray Painting.

# d. Surface Preparation for Powder coating

Prior to painting, surface should be free of any visible loose particles, welding spatters or foreign bodies. The structural hollow tube should be treated with seven tank treatment for removal of grease in the degreasing tanks, cleaning of surface with water in Rinsing tank, acid treatment in pickling tank , cleaning of surface in water tank & treatment of surface with chromate & phosphate. Surface should be suitably cleaned to achieve require finish as per relevant ASTM standard. The DFT for the powder coating should be between 70 -100 micron.

e. **Painting (PU coating paint)** Prior to painting, surface should be free of any visible loose particles, welding spatters or foreign bodies. The surface preparation for painting shall be made by thoroughly descaling & cleaning of surface for application of paint.

Painting of surface should be carried out by Air spray painting methods.

The primer shall be one coat of zinc phosphate of 35 micron DFT. Second coat of primer shall be of high build MIO (50 micron). The total thickness for the primer coat shall be 85 micron DFT. Finish shall be with PU coat in not less than two coats. Paint to be mixed as per manufacturer specification to get the required colour. Apply the paint in two or more coats to achieve 80 micron DFT (40 micron DFT each coat).

The first coat of primer must be applied on dry surface immediately and in any case within 4 hrs of surface treatment. Applied paint shall have required Dry Film Thickness (DFT) after drying. Each coat shall be in a proper state of cure or dryness before the application of succeeding coat. Manufacturer's instruction shall be followed for intercoat interval.

All welded joints shall be buffed and coated with stripe coat of Zinc phosphate & epoxy zinc phosphate primer prior to taking up the finished coat.

Any part of mild steel portion below ground level shall be painted with three coat of red lead paint.

#### 4. COLOURS

Colour of the signage shall comply with approved shades. Vendor shall submit colour samples of vinyl film & paint to obtain clearance before proceeding with the art/painting work for all relevant signage.

#### 5. TESTING OF MATERIALS

All the materials shall be procured from approved manufacturer as per the specification and shall be accompanied by Manufacturer Test certificate.

#### 6. INSPECTION OF WORK

Vendor to facilitate to carry out the inspection of materials, works, fabrication at their works and at the site during the installation by LIC representative as per the scope of work.

#### 7. TECHNICAL SPECIFICATION OF MATERIAL

Specification for Flexible substrate

The flex used in making the sign face shall conform to the following specifications Property Value Thickness 0.056cm +/- 0.005 Gloss at 60° 17.5 +/- 10 Whiteness Index

110 +/- 10 Color L\*=90, a\*=+70, b\*=11.5 Light Transmission 26 +/- 2% Tear strength Weft -13kg/cm Warp - 18kg/cm Tensile strength Weft -24kg/cm Warp - 24kg/cm Flammability ASTM E-84 class - I U.L recognition UL-48 recognized for sign accessories

Along with the above, the flexible substrate should bear a watermark clearly showing the brand and material type. The flex should be coated on both sides with a dirt resistant coating.

# **Specification for vinyl**

Property Value Tensile Strength 0.8-0.9 kg/cm at 23°C Applied Shrinkage Max 0.5mm Service Temperature -40°C to +75°C Adhesion Strength Arcylic, Uncoated,clear Polycarbonate 0.5 kg/cm Film Characteristics Film Description 0.050mm translucent vinyl Thickness film & adhesive 3 to 4 mil (0.08 to 0.010mm) Adhesive type & color Permanent pressure sensitive clear adhesive Liner Synthetic liner

Application Surfaces Flat without rivets Min Application Temperature 16°C The vinyl should be RoHS complaint, confirming to EU RoHS standards

### Warranty:

- Contractor should provide a Comprehensive Warranty from the single source manufacturer of the translucent vinyl and the flexible substrate for a period of at least 3 years.
- On completion of work, the Contractor must submit a warranty document from the Principal Manufacturer having direct presence in India (not Liaison office / dealer / Representative Office / Distributor / Agents / Reseller / Importer) of the translucent vinyl and the flexible substrate.
- The Authorized personnel of the Indian Subsidiary / branch of the Principal Manufacturer should validate the Comprehensive Warranty with the Name clearly indicated and signature provided for the same.
- The Contractor should be an Authorized Contractor of the Indian Subsidiary / branch of the Principal Manufacturer of the translucent vinyl and the flexible substrate.
- Warranty should be issued by a notified solution provider by virtue of being a branch / subsidiary and enforceable in Indian Law court.

- The Signs should be warranted by the Indian subsidiary / branch of the Principal Manufacturer for all sorts of Indian weather and dust conditions without any sub clauses for high Traffic areas / high Pollution areas / high temperature areas.
- This means that there should be tested field warranties and not just product warranties.

# Warranty should be against:

- 1. Yellowing / Graying of Flex
- 2. Wicking of flex
- 3. Fungus or Mildew formation
- 4. Vinyl peel-off, fading, shrinkage, cracking and crazing
- The Authorized Contractor's final bills would be cleared only on submission of the duly endorsed Warranty Documents that fulfill all the above conditions.

## 8. LIST OF APPROVED MAKE OF MATERIALS FOR SIGNAGES/GLOW SIGN BOARDS

Sr No	Materials	Approved makes	
1.	ACP	Alpolic, Alcobond, Renybond (3 mm / 0.3 mm thick)	
2.	Vinyl	3M (Scotchal 3630 series, 3650 series, 7725 series)	
3.	Steel	SAIL, Tata, Jindal	
4.	LED lamps	Philips, Wipro, Surya, Havells	
5.	Ballast (copper)	Philips, Crompton, Wipro, Havells	
6.	Starter	Philips, Crompton, GE, Wipro, Havells	
7.	Tube connector	ISI approved	
8.	Wires (copper)	Finolex, Polycab, National, Rallison	
9.	Cable (copper)	Polycab, ICI	
10.	Powder coating	Asian, Nerolac , Berger (all pure polyester based	
		powder)	
11.	Aluminium	Hindalco, Jindal, Bhoruka	
	sheet/angle		
12.	G I sheet	Tata, SAIL	
13.	PU paint/ primer	Asian , Berger , Nerolac	
14.	Flex material	3M (Panaflex Series 945 GPS) (Flexible fabric)	
15.	Retro reflective sheet	3M (Reflective H I grade)	
16.	Laminate film	3M (Series - 8519)	
17.	Exterior acrylic paint	Berger, Asian, ICI	
18.	Light enhancement film	3M make	

9. SPECIMEN OF SIGNAGE ARTWORK (TRINGUAL) AND SCALE ARE AS MENTIONED BELOW: (ARTWORK IS NEEDED IN BILUINGUAL FOR OUR OFFICES- HINDI & ENGLISH)



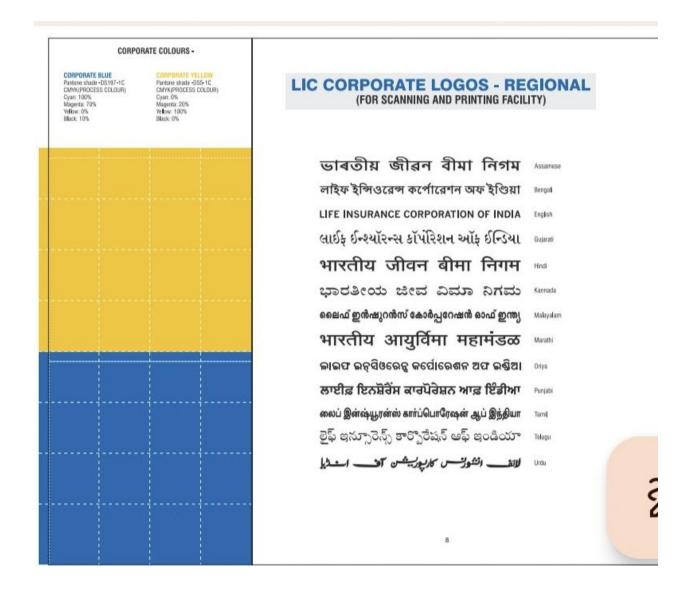


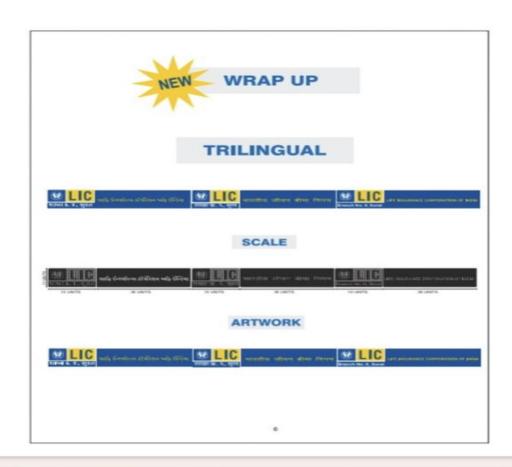
**ARTWORK** 



#### 10. LIST OF APPROVED MAKE OF MATERIALS FOR WRAP UPS/HOARDINGS

Sr No	Materials	Approved makes	
1.	ACP	Alpolic, Alcobond, Renybond (3 mm / 0.3 mm thick)	
2.	Vinyl	3M (Scotchal 3630 series, 3650 series, 7725 series)	
3.	Flex material	3M (Panaflex Series 945 GPS) (Flexible fabric)	
4.	Retro reflective sheet	3M (Reflective H I grade)	
5.	Laminate film	3M (Series - 8519)	
6.	Exterior acrylic paint	Berger, Asian, ICI	
7.	Light enhancement film	3M make	











#### CORPORATE COLOURS -

CONFORMER SLUE
Partisms shade -05197-10
CMHKIPROCESS COLOUR
Cyae: 100%
Magenta: 70%
H\$cox: 0%
Black: 10%

Paritone shade -DSS-1C CMMK/PROCESS COLOU Cyar: 0% Magenta: 20% Vidtos: 100% Black 0%



# 11. LOCATION OF OFFICES

LOCATION	BO Code	
Rohtak	176	
HISSAR I	177	
Bhiwani	178	
Sonepat	317	
Narnaul	318	
Sirsa	319	
CAB,Rohtak	1181	
Tohana	17L	
Hansi	16E	
Bahadurgarh	16J	
Gohana	17C	
Fatehabad	17D	
M.Dabwali	17G	
Charkhi Dadri	17K	
HISSAR II	17M	
SO Jhajjar	B. GARH	
SO KOSLI	B. GARH	
SO-CLIA	B. GARH	
SO CLIA	Bhiwani	
SO Ratia	F. BAD	
SO Gannaur	GOHANA	
SO Barwala	HANSI	
SO Adampur	HSR-II	
SO Mohindergarh	NNL	
SO CLIA, Rohtak	ROHTAK	
SO Meham	ROHTAK	
SO Ellanabad	SIRSA	
SO Kharkhoda	SONEPAT	

# Annexure "B"

# FINANCIAL BID

Name of Empanelled Firm	
Division with which Empanelled	
Contact Person	
Mobile No	
Mail ID	
PAN No	
GST No	

	Particulars	Rates (per sq Feet) Exclusive of GST	
S.No	Signage/Glow Sign Board	In Figures	In Words
1.	Printing, Supply and installation of Single sided back-lit Signage including providing & fixing structural steel frame made out of MS square pipe of 1" x 1", red oxide primer with two coat of synthetic enamel painting, providing & fixing 26 gauge powder coated MS Sheet top, bottom & sides, echo solvent printing on 3M Lumina backlit flex, LEDs with all fittings including electric cable & conduit provision etc. complete as per drawing and specifications mentioned in the Technical specifications of Signages/Glow Sign Boards as per Annexure "A"	· ·	
2.	Printing, Supply and Installation including providing & fixing structural steel frame made out of MS square pipe of 1" x 1", red oxide primer with two coat of synthetic enamel painting, providing & fixing 26 gauge powder coated MS Sheet top, bottom & sides, echo solvent printing on 3M Lumina Flex for Signage/Hoarding		
3.	Printing, Supply and installation of WrapUps on echo solvent printing on 3M Lumina flex as per specifications mentioned in the Technical specifications as per Annexure "A"		

4.	Repair, Printing, Supply and Installation of 3M Lumina Flex on the already existing frame for Signage/Glow Sign Board/Hoarding	
5.	Repair, Printing, Supply and Installation of 3M Lumina Back Lit Flex on the already existing frame for Signage/Glow Sign Board/Hoarding	

# • Rates should be quoted on FOR basis without GST and taking into consideration transportation and labour charges etc at all locations

I/we engage to supply the material(s) to your office and comply the following:

Tender schedule and technical specification indicated Item/tender specific conditions for this tender. Terms and conditions printed overleaf. General conditions of contract signed by me at the time of supplier registration (for registered suppliers).

I/we confirm that set off for the GST & other applicable taxes etc. Paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST & other taxes etc.

This offer is valid for 90 (ninety) days from the date of opening of the tender.

That we have not been debarred by any Government/Undertaking That the rates quoted are not higher than the rates quoted for same item to any Government/ Undertaking.

That the bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Signature & Seal Place & Date: Name of Authorised Signatory:

Address: Tel No / Fax No. / Mobile No. Email Id:

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#### TERMS AND CONDITIONS

- 1. The quotation must be in the form furnished by Procuring Entity and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested. If not the quotation will not be considered. Quotation written in pencil will not be considered.
- 2. Quotation will be opened on due date at the indicated venue in presence of the tenderers or their representatives who may wish to be present.
- 3. The LIC of India reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
- 4. Participation in this tender is by invitation only and is limited to the selected Limited Tenders which are uploaded on LIC's Website. Unsolicited offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may bring it to the notice of Procuring Office and apply for registration as per procedure.
- 5. Manufacturer's name and country of origin of materials offered must be clearly specified.
- 6. Please quote whether your organisation is large scale industry or small scale industry. If you have NSIC/MSE/MSI/DGS&D Certificate, please attach it to the quotation. Mention your registration details.
- 7. Complete details and ISI specification if any must accompany the quotation. Make/brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.
- 8. All supplies are subject to inspection and approval before acceptance. Manufacturer/supplier warranty certificates and manufacturer/Government approved lab test certificate shall be furnished along with the supply, wherever applicable.
- 9. The LIC of India reserves the right to modify the quantity specified in this enquiry.
- 10. The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be free delivery at destination including all charges otherwise the quotation is likely to be rejected. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.
- 11. Delivery period required for supplying the material should be invariably specified in the quotation.
- 12. In case your quotation is accepted and order is placed on you, the supply against the order should be made within the 15 days of placing of order after final approval. The LIC of India reserves the right to recover any loss sustained due to delayed delivery by way of penalty. Failure to supply the material within the stipulated period shall entitle Procuring Office / Dept for the imposition of penalty without assigning any reasons @1/2% (Half percent) of the total value of the item covered in order as penalty per day subject to a maximum of 5% (five percent) unless extension is obtained in writing from the office on valid ground before expiry of delivery period.
- 13. If the deliveries are not maintained and due to that account Procuring Office / Dept is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.

- 14. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Rohtak only.
- 15. Generally the payment terms are 100% (hundred percent) within 30 (thirty) days on receipt and acceptance of material at our site in good condition.
- 16. We are not bound to accept the lowest rates and are at liberty to reject any or all quotations without assigning any reason thereof and further reserve the right to accept the whole or part of the quotations and our decision shall be final and binding.
- 17. Late delivery can be accepted only with conditions that will be settled at that time.
- **18.** Quotations are liable to be rejected with over-writing or cutting or having specification other than required. **In case of ambiguity, the amount quoted in words will be deemed as final.**
- 19. Delivery schedule strictly to be maintained as per our terms and conditions agreed.
- 20. LIC will bear no responsibility whatsoever and not be liable to pay for any loss or damage caused to the items in transit or before being installed at our locations.
- 21. The vendor is required to fill the rates and submit this letter duly signed with rubber stamp at place provided here in below in this letter in token of acceptance of all terms and conditions.
- 22. In case of any deviation from the specifications in Quality/Make/Brand as mentioned in the technical specifications as per Annexure "A" of the tender document, the order will result in cancellation and no amount whatsoever will be released.
- 23. Payment will be released only after the Certificate provided by the Branch/Location Incharge regarding proper installation.
- 24. Force Majeure: If there is delay by the supplier to perform its obligation due to event of a Force Majeure, the supplier shall not be held responsible for such delay/failures.
- 25. **Service & Support :** Escalation Matrix For Service Support : Bidder must provide Escalation Matrix of Telephone Numbers for Service Support.

#### **26. OPTIONAL SITE VISIT:**

- 1. The Bidder is advised to visit and examine the installation site and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the Bid. The costs of visiting the site shall be borne by the Bidder.
- 2. The Bidder representative shall be allowed entry upon consignee premises for such visits, only upon the express conditions that the Bidder will release and indemnify the Buyer and Consignee against all liabilities arising out of such visit including death or injury, loss or damage to property, and any other loss, damage, costs, and expenses incurred as a result of such visit.
- 3. The Bidder shall not be entitled to hold any claim against Buyer for noncompliance due to lack of any kind of pre-requisite information as it is the sole responsibility of the Bidder to obtain all the necessary information with regard to site, surrounding, working conditions, weather etc. on its own before submission of the bid.

- 27. The successful bidder has to supply all essential accessories required for the successful installation and commissioning of the goods supplied.
- 28. Scope of supply (Bid price to include all cost components) : Supply Installation Testing Commissioning of Goods and providing Statutory Clearances required (if any)
- 29. Earnest Money Deposit of 2% of Estimated Bid Value i.e.Rs. 10000.00 to be deposited while submitting the Tender either in cash at our cash counter or through Demand Draft in favour of LIC of India, Rohtak during office hours.
- 30. Whenever the order placed with the successful vendor exceeds 1 lac during the duration of validity of the contract, the vendor is bound to submit the Security Deposit @ 10% of the placed order.
- 31. The basic rates without GST will be taken for considering L1.
- 32. In case of multiple L1, the selection of L1 will be conducted in the form of lottery in the presence of representatives of L1 bidders.

Manager (Sales)

**Terms and Conditions Accepted** 

Signature of vendor with stamp