



SALEM DIVISION

Marketing Department,
Divisional Office,
Salem – 636 007

TENDER NOTICE

LIC of India, Divisional Office, Salem invites applications from the **Empanelled Vendors** of SALEM & COIMBATORE for the installation of BACKLIT LED MODULE WRAP UP SIGNAGE BOARDS at Divisional Office, Salem.

Tender Documents may also be downloaded from our web site www.licindia.com by clicking "BACKLIT LED MODULE WRAP UP SIGNAGE BOARD under the link "Tenders".

The filled in tenders are to be submitted on or before 22.08 2024 by 3 p.m. Bid document will be opened on 22-08-2024 at 3.30 pm. In case, any holiday is declared by the Government on 23.08.2024, the tenders will be received / opened on the next working day at the same timings.

LIC of India reserves the right to accept or reject any or all offers in full part without assigning any reason whatsoever.

Place: SALEM

Date 14.08.2024

SENIOR DIVISIONAL MANAGER



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

SALEM DIVISION

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ANNEXURE-1

Installation of Backlit LED Module Wrap Up Signage Boards at SALEM DIVISIONAL OFFICE SCOPE, Terms and Conditions (Also see Annexure II - Scope and Specifications)

Scope of tender: Installation of BACKLIT LED MODULE WRAP UP SIGNAGE BOARDS at **Salem Divisional Office** and their trouble-free maintenance for a period of **Five Years**. The quote for the board shall therefore, **includes all costs for successful installation & maintenance of the boards for a period of five years.**

The rates quoted shall be inclusive of maintenance of signage boards for a period of five years and there will be no other Charges payable for a period of five years, from the date of installation. The rate quoted shall include maintenance of the installed boards for a period five years which shall be inclusive of Materials, labour and all other allied costs.

Specifications:

Please see Annexure II for Scope of the work and Specifications for Installation of the boards at individual locations. The said annexure shall be duly signed, and submitted along with Annexure I.

Signature of the Vendor with Seal



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**Installation of Backlit LED Module Wrap Up Signage Boards at LIC DIVISIONAL OFFICE
SALEM -Scope, Terms and Conditions**

Procedure for opening of bids:

The Vendors desirous of participating in the tender shall submit the bids as follows:

The sealed cover shall contain both Annexure I & II along with the DD/Bankers' Cheque for Earnest Money Deposit. To be superscribed "Annexures I & II - TENDER FOR SUPPLYING AND FIXING OF BACKLIT LED MODULE WRAP UP SIGNAGE BOARDS IN US BUILDINGS OF LIC SALEM DIVISIONAL OFFICE.

The Annexure I containing the Terms and Conditions shall be signed by the Authorised Signatory of the vendor along with seal in each page, in token of acceptance of the terms and conditions. The Annexure II contains the Financial Bid with the scope of work and specification for each board. The Summary Page of the Financial Bid has to be duly filled and signed by the Authorised Signatory along with seal.

The cover containing both Annexure I & II shall be duly sealed and superscribed "**TENDER FOR SUPPLYING AND FIXING OF BACKLIT LED MODULE WRAP UP SIGNAGE BOARDS IN LIC SALEM DIVISIONAL OFFICE**", "," to be submitted on or before 3.00 pm on 22.8.2024. The sealed cover containing the Annexures I & II shall be opened at 3.30 pm the same day i.e. 22.8.2024

Earnest Money Deposit (EMD)

• All the vendors desiring to participate in the said tender, shall remit an **Earnest Money Deposit** (EMD) of INR 15000/- (Rupees Fifteen Thousand Only) The EMD amount shall be remitted by way of a crossed Demand Draft / Bankers' Cheque from a Scheduled Commercial Bank, drawn in favour of "Life Insurance Corporation of India" payable at Salem, valid for a period of Three Months, drawn on a date not earlier than the date of issue of this tender. **The DD/Bankers' Cheque shall be placed in the Sealed Cover containing the Annexure I & II, as a separate cover.**

• The Earnest Money Deposit of all the unsuccessful vendors shall be refunded within a period of 15 days from the date of opening of the tender.

Signature of the Vendor with Seal



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Installation of Backlit LED Module Wrap Up Signage Boards at LIC DIVISIONAL OFFICE AT SALEM-Scope. Terms and Conditions

- The Earnest Money Deposit (EMD) of the successful vendor shall form part of the **Security Deposit** (as mentioned in Point No 4 of the Terms and Conditions) and the vendor shall remit such balance amount, so that the EMD amount and the balance deposit amount, amounts to 10% of the basic cost of the bid amount (excluding GST)
- The EMD of the successful vendor will be forfeited, if the lowest 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.**

Terms & Conditions:

1. The Backlit LED Module Wrap up Signage Boards shall be installed at all the places as mentioned in the tender documents and the Vendor shall undertake a **trouble-free maintenance** of the board for a period of **five years** from the date of successful installation and display.
2. All the Backlit LED Module Wrap up Signage Boards shall strictly conform to the specifications stipulated in Annexure II.
3. The rate quoted for the installation of Backlit Signage Boards, as mentioned above, shall be inclusive of **all costs for successful display** viz. cost of the unit, fabrication cost, electrical connection, transportation costs, scaffolding costs if any, installation **and maintenance for trouble-free functioning of the board for a period of five years. Only the cost of the overall quote (excluding GST) including maintenance costs less buy back costs wherever applicable for all the seven works together** shall be considered to decide the LI Vendor based on the Financial Quote (Annexure-II) **No other maintenance charges shall be paid by LIC for a period of five years.** The rate quoted by the Vendor shall include the cost of replacement of spares and also components, labour and transport and all other incidental charges, so as to **ensure trouble-free maintenance for a period of five years.**
4. The successful vendor, before issuance of work order, shall make an **interest- free deposit with LIC amounting to 10% of the Basic Cost of the bid amount (exclusive of GST) quoted in column(9)** of the financial bid in Annexure II. The said deposit shall be

Signature of the Vendor



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Installation of Backlit LED Module Wrap Up Signage Boards at LIC DIVISIONAL OFFICE at SALEM Scope. Terms and Conditions

Maintained in the books of LIC till the completion of the maintenance period viz. five years from the date of successful installation of the boards.

5. **The vendors may inspect all the work sites before quoting the Tender Amount, including the Basic Structure and facilities available at the work site. The existing old Back Lit wrap up Boards have to be removed and taken away by the L1 vendor, and the rate quoted shall include the buyback value wherever applicable.**
6. Time is the essence of the Contract. The entire work has to be completed within a period of 20 days from the date of receipt of the Work Order from LIC
7. The penalty for non-completion of the aforesaid work within the stipulated time limit as mentioned above will attract a penalty of 0.50% of the Contract Amount for every week of delay, subject to a maximum of 10% of the accepted tender amount.
8. **The successful vendor shall take prior approval** of the materials used in the said installation work. **The worksite shall be subject to surprise / frequent visit for inspection by the LIC officials.** LIC will provide power within 5 meter radius from the point of erection.
9. **Any repair shall be attended to and the backlit LED Module Wrap up Signage Boards, shall be put back in a working condition within two working days.** 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.
10. LIC of India shall have the discretion, in **the case of failure by the Vendor to restore the display within the time stipulated in (10) above,** to meet the charges for repair through other sources besides **imposing appropriate penalty** which shall be **charged to the said interest-free deposit.** If the Vendor fails to maintain successful display within the

Signature of the Vendor with Seal



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Stipulated time mentioned in (10) above in **more than two occasions**, the **entire amount of deposit shall stand forfeited** besides getting black-listed from future works of LIC. Subject to the above, the security deposit made shall be refunded to the successful L1 Vendor, after the maintenance period of five years of the installation of the Backlit LED Module Wrap Up Signage Boards.

11. LIC of India reserves the right to decide the successful Vendor amongst the bids and the decision of the Competent Authority in this regard shall be final and no correspondence verbal or writing shall be entertained in this regard by unsuccessful Vendors.

12. Acceptance or rejection of the Tender quote shall be sole discretion side of the Life Insurance Corporation of India

13. Any depute regarding the tender shall be adjudicated before the Court of Competent Jurisdiction in SALEM City only.

14. Apart from the above, before commencing the work, necessary insurance policies should be taken by vendor. The policy should be in the combined name of LIC of India and Vendor Name and insurance amount for contractor All Risk policy & Workmen compensation as per Government Labour Wages.

15. **LIC of India reserves the right to cancel the tender process on situations warranting the same.**

16. **The authorized signatories of the Vendors shall sign on all the pages of the Tender Document in acknowledgement of having accepted the terms and conditions.**

Declaration:

I/We hereby declare that the information given above are true and agree to the Terms & Conditions mentioned above .I / we further undertake that the cost quoted for installation of Backlit LED Module Wrap up Glow Sign Boards is inclusive of the cost of the Unit besides the cost for transporting the Unit to the respective LIC Buildings, cost of scaffolding, cost of installation fabrication, electrical connections and any other direct or indirect costs etc. for successful display as described earlier in this Annexure –I, cost of trouble-free maintenance for five years from the date of successful installation and display of the Unit. We declare that the Glow Sign Boards shall conform to the Specifications stipulated by LIC. We certify that we have inspected the premises of LIC where the Backlit LED Module wrap up Glow Sign Boards are proposed to be installed.

Signature of the Vendor with Seal

Place:

Date:



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WORK REFERENCE NO SZ/2024/103

S.NO	SCOPE OF WORK
1	Location: LIC DO SALEM
2	Nature of work: Removal of existing Wrap Up Boards fixed on the top Portion of the building and replacing the boards with the Backlit LED Module Wrap up Signage Boards. Size 95 x4 ft. = 380,51 x 4 ft = 204, Total =584

SPECIFICATIONS FOR BACKLIT LED MODULE SIGNAGE BOARD

1	Frame	25mmx25mm MS CRC Square tube 6 inch depth Box Frame painted with 2 coats of anti rust redoxide and 2 coats of white enamel paint. 0.8mm precoated sheet for the rear side and four sides covered by 0.5mm Powder Coated Aluminium Sheet.
2	Electrical	Osram LED 3 Modules with Osram Power supply. Warranty: 5 years warranty will be offered for entire signboard For Fascia and LED OEM warranty Certificate to be issued.
3	Power Supply	ADS brand Rain proof Power supply with weather proof Box
4	Wiring	1.1 KV grade 2.5 square mm FRLS multi strand copper wire used in letters and main supply line 4.0 square mm FRLS multi strand copper wire, with 2mm heavy pipe PVC & PVC Vinyl hose etc. Wires: Havells/RR Kable/V guard/KEI
5	PVC Pipe	Precision/Avon plast/Sudhagar/AKG
6	Switch	Main control panel DB box of MCB along with suitable power rating ELCB & MCB with auto electronic timer of Legrand/L&T /make
7	Light Source	Water proof SMD LED 3 dot Module lights (LETTERS), 120 degree with concealed lighting behind the letters in White LED Modules of crompton/bajaj/orient/Philips/Osram with 5 years warranty. For 1 sft 5 LED modules to be used.
8	Fascia:	3M 3630 vinyl 90 microns with stencil cut warranty 5 years Translucent Graphic Film plotted and pasted on 3M Panagraphics III Backlit Flex
9	Timer	Supply & fixing of 24 hours on line Electronic Timer with On/Off 2 set of approved make with power contractor, MCB etc with suitable powder coated water proof box nearby LIC power supply point. Make:L&T/Legrand/Siemens

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