

Tender for
Roof Top Signage for 318 room five-star hotel
in the airspace above Gandhinagar Railway
Station for The Leela Gandhinagar



Office of Industrial Extension Bureau (iNDEXTb)
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On behalf of Gandhinagar Railway and Urban Development Corporation (GARUD), the Joint Managing Director, (Office of Industrial Extension Bureau – iNDEXTb), Block No. 15/1, Udhog Bhavan, Sector 11 Gandhinagar 382 010 invites tender for **roof top signage for 318 Rooms Hotel above Gandhinagar Capital Railway Station, Gandhinagar**

GANDHINAGAR RAILWAY URBAN DEVELOPMENT CORPORATION LIMITED, GANDHINAGAR

TENDER NO: GARUD/GNC/Hotel Signage/543

08 June 2022

**TENDER NOTICE FOR THE ROOF TOP SIGNAGE AT THE 318 ROOMS 5 STAR HOTEL ABOVE
GANDHINAGAR RAILWAY STATION, GANDHINAGAR, GUJARAT**

Sealed & online tenders are invited from manufactures, dealers/suppliers/aggregators for fixing roof top signage for 318 room five-star hotel for The Leela Gandhinagar Group Tender documents will be issued from 08 June, 2022.

The last date of receipt of tender is **22 June 2022 up to 1600 hrs.** and the technical bid will be opened on **22 June 2022 at 1630 hrs.**

GARUD reserves the right to accept or reject any tenders received without assigning any reason whatsoever.

Joint Managing Director

(1) Name of Project : **REDEVELOPMENT OF GANDHINAGAR CAPITAL RAILWAY STATION ALONG WITH THE DEVELOPMENT OF 318 ROOMS 5-STAR HOTEL IN AIR SPACE ABOVE RAILWAY STATION AT GANDHINAGAR**

(2) Name of Work : ROOF TOP SIGNAGES AT GANDHINAGAR CAPITAL RAILWAY STATION, INVITED BY GANDHINAGAR RAILWAY AND DEVELOPMENT CORPORATION LTD. (GARUD)

(3) Tender Dates :

A	Bid Document Floating Date	Dt.	08/06/2022	&	12.00	Hrs.
B	Bid Document Submission End Date	Dt.	22/06/2022	&	16.00	Hrs.
C	Last Date & Time of online submission of tender	Dt.	22/06/2022	&	16.00	Hrs.
D	Last Date & Time of physical submission	Dt.	22/06/2022	&	16.00	Hrs.
E	Time of Technical bid opening	Dt.	22/06/2022	&	16.30	Hrs.

MEMORANDUM OF WORKS IN BRIEF

(1)	Estimated Cost including GST		Rs. 30,58,560/-
(2)	Earnest Money	1%	Rs. 30,586/-
(3)	Tender Fee		Rs. 1500
(4)	Validity period of tender offered	.	120 days from the end date of downloading Bids.
(5)	Security Deposit		
	(i) Performance Bank Guarantee of Schedule Bank	5.0%	Rs. 1,52,928.00
	(ii) To be deducted from bills	2.5%	Rs. 76,464.00
	(iii) In the form of small savings or Narmada Bonds or FDR (of minimum one-year time limit)	2.5%	Rs. 76,464.00
(6)	Time allowed for completion of the work from the date of issuance of LoA		30 days
(7)	Other details		
	(i) Mode of quoting rates in Schedule of items to be carried out		In figures as well as in works. Item Rate to be quoted for each item.
	(ii) Tender Inviting Authority		Joint Managing Director
	(iii) Tender Opening Authority		Joint Managing Director

**318 ROOM FIVE STAR HOTEL ABOVE GANDHINAGAR RAILWAY STATION FOR THE LEELA
GANDHINAGAR**

PART – I

TENDER FOR THE ROOF TOP SIGNAGE

The Joint Managing Director
Block No: 15/1, Udhog Bhavan
Gandhinagar – 382010
Gujarat

Sir,

In response to the Tender Notification No. GARUD/GNC/Hotel Signage/643 dated 08 June 2022 issued on behalf of the Gandhinagar Railway & Urban Development Corporation Limited, Gandhinagar hereinafter mentioned as the GARUD for installing roof top signage and in conformity with the terms and conditions, laid down herein.

I/We do hereby submit my/our tender duly signed by me/us for the above supply.

- 1) I/We agree to execute all the supplies at the rates quoted by me/us within a specified period.
- 2) I/We undertake to effect the supply at the Leela Gandhinagar, Gandhinagar Railway Station, Gandhinagar in all respects on receipt of the order from GARUD.
- 3) In the event of the whole supply as tendered by me/us is not given to me/us, I/we do agree to accept and carryout such portions of the supply included in my/our tender or may be allocated to me/us.
- 4) We are enclosing herewith following documents as desired.

Signature of the Tenderer

1. **Tender Fee Rs. 1500/- (Rupees Fifteen Hundred only) in form of Demand Draft in favour of Gandhinagar Railway and Urban Development Corporation.**
2. **EMD of Rs. 30,586/- (Rupees Thirty Thousand Five Hundred Eighty-six only) in form bank guarantee or Demand Draft or FDR in favour of Gandhinagar Railway and Urban Development Corporation.**
3. Registration certificate of firm/Partnership Deed/ Shop & Establishment Certificate.
4. Previous experience in the same trade with: supporting copies of documents.
5. Last 3 years IT returns: certificate (enclosed Photocopy)

**Signature, Name &
Designation of the signatory
Status and Office seal**

318 Room Five Star Hotel above Gandhinagar Railway Station, Gandhinagar
For The Leela Gandhinagar

TENDER NOTIFICATION

It is proposed to fixing roof top signages for the 318 room five-star hotel at Gandhinagar Railway Station, Gandhinagar.

1. A competitive tender is hereby invited from reputed manufactures/suppliers/dealers/aggregators for the supply & Installation of the items in time and in good conditions.
2. Tenders should be submitted intact in the prescribed tender forms in sealed covers in two cover bid systems. The main cover should be super scribed with the name of **installation of Roof top Signage for Leela Gandhinagar Hotel Project** so as to reach it to the office of Joint Managing Director of GARUD hereinafter mentioned as the Joint Managing Director before 1600 hrs. of 22.06.2020.
 - i. 1st cover super scribed with name of **Technical bid** comprising of DD of tender fee, DD or FDR of EMD both in favour of Gandhinagar Railway & Urban Development Corporation Limited and following technical documents:
 - a) Work order/work completion certificate for similar nature of work of installation of signage. (Similar nature of work shall mean supply, installation, testing and commissioning of signage with MS structure at the roof top.)
 - b) GST Certificate
 - c) Copy of PAN card
 - d) Last 3 years IT return (2019-20, 2020-22 & 2021-22)
 - ii. **Financial bid** to be submitted on www.nprocure.com and no hard copy to be submitted.
3. GARUD reserves the right to refuse to issue the tender documents to any person or firm without assigning any reasons for it.
4. Tenders will be considered firm for acceptance for a period of three months from the last date of receipt of tenders. Tenderers are not free to withdraw or modify the tenders during this firm period. **The tenderer must sign each and every page of tender form.**
5. The accepted tender form of the tender notification, terms & conditions of this contract, specifications, samples, correspondence and general conditions shall form part of the agreement.
6. The tender should be free from errors and corrections, if any should be made neatly and attested by the tenderer. The number of corrections in each page of tender schedule should be noted in words at the bottom of each page.

7. The tendered rates should be net rates inclusive of all taxes/insurance/packing/forwarding/freight charges/monogram printing charges/Shifting to rooftop/Installation/testing and all other incidental charges if any. The rates should be given both in figures and words. Alternative proposals/rates are liable to be rejected.
8. The material shall be of the best quality and of the exact kind, quality and description demanded and if any stage these are found unsuitable/sub-standard shall be liable to be rejected by the Authority, and their decision shall be final and binding on the supplier. In case of any of the said material being rejected or not being supplied as aforesaid, the Authority shall be at liberty to purchase the same at the cost and expenses of the supplier and the supplier shall on demand, pay to the Authority all such extra costs incurred on account of such purchases shall be deducted from the running bills/EMD/any other payment. In case of repeated defaults, the Authority reserves the right to terminate the contract and the supplier shall have no right to any compensation or damages in this regard.
9. Any additional or extra item of supply made by the contractor without the written authority of the Joint Managing Director or Officer authorized by him will not be paid.
10. The Technical bid will be open at 1630 hrs onwards. The financial bid of the technically qualified bidders will be only open at later stage by the competent committee of GARUD.
11. Rates should be quoted strictly according to the unit of the measurement specified against each item. Tenderers have to supply, installation, testing and commissioning the items to the respective locations according to the requirements.
12. The acceptance of quoted rate should be approved by the Project Committee.
13. Any further information regarding this tender, can be obtained from the Office of GARUD at Block No 15/1, Udyog Bhavan, Office of iNDEXTb Gandhinagar during working hours on any day prior to the last date fixed for receipt of the tenders.

JOINT MANAGING DIRECTOR

Having made myself/ourselves thoroughly acquainted with the clauses of the above tender notification and understanding the terms thereof. I/We agree to confirm there to in all points.

Name of the Tenderer in full:

Address of the Tenderer:

Location:

Date:

SIGNATURE OF THE TENDERER

GENERAL CONDITIONS

1. The tender should be submitted only in the prescribed form issued from the office of the Joint Managing Director, GARUD, Block No.15/1, Udhyog Bhawan, Gandhinagar – 382010.
2. The supply, installation, testing, commissioning shall be made as per the tender specifications and instruction of engineer in charge. Samples of the sign board material should be produced and got approved before executing the agreement.
3. Any additional work done by the vendor without written authority of the authorized officer from GARUD, will not be paid for.
4. GARUD has the right to get the work executed from any other vendor in connection with this contract at any time, if found necessary. In case the tenderer refuses to accept the award or refuses to comply with any of the terms and conditions for the award of contract, the EMD shall be forfeited.
5. If the vendor fails to execute the work on time, he has to pay GARUD the cost of damage and loss occurred due to his delay. If he fails to pay this sum in time, such sum arrived at shall be recovered from his pending payments/EMD/from any other dues.
6. The successful tenderer shall complete all necessary formality & obtain permission/all licence etc. at their own cost as per rules before execution and also provide structure stability certificate after installation.
7. The GARUD reserves the right to modify one or more or any of the terms and conditions of this tender on genuine grounds.
8. Payment conditions:
 - a. 20% after delivery of material on site
 - b. 20% after erection of MS structure including all fittings and cement concrete works
 - c. 20% after installation of Letter and Logo based on approval released by Project Architect, Leela and authorised representative of GARUD.
 - d. 20% after testing, commissioning and handover based on approval released by Project Architect, Leela and authorised representative of GARUD.
 - e. 20% after 3 months of successful commissioning of works as certified by Leela.
9. GARUD has the power to terminate the contract at any time, if found unsuccessful, and to award the contract to another agency, which cannot be questioned anywhere. GARUD reserves the right to negotiate for reduction in the rates or to reject any or all tenders without assigning any reasons.
10. In case of dispute or differences between the two parties arises during the course of contract, the same shall be referred to Civil Courts of Gandhinagar (Gujarat) and the jurisdiction of such matter will be at Gandhinagar (Gujarat) Courts only.
11. The management reserves the right to call upon the vendor to continue the work at the contractual rates for six months in excess of the contract period & vendor is bound to execute the work at the same rate and Terms & Conditions. Similarly, GARUD also reserves the right to defer the commencement of the work period by six months.

12. The rates have to be submitted online on www.nprocure.com.
13. Any other conditions needed should be furnished in the tender forms specifically/separately, while quoting for the supply, which can be studied and conditioned, on at last date, if found reasonable by the GARUD, will only be accepted. However, GARUD is not bound to accept any such condition.
14. The successful tenderer must give an undertaking that the work will be executed as per GARUD's requirement and as per the Tender specifications.
15. The successful tenderer should provide a Bank Guarantee or FDR or DD in favour of GARUD as per the security clause of Tender Document. Performance Bank Guarantee of Schedule Bank (i.e. 5%) will be released after 6 months of successful commissioning of works as certified by Leela and remaining 5% (i.e. 2.5% FDR and 2.5% deduction in running and final bills) after Defect Liability Period as per clause no. 16 of general conditions.
16. **Defect liability period:** The contractor shall be responsible to make good and remedy at his own expense any defect which may develop or may be noticed before the period mentioned hereunder from the certified date of completion. The Employer's Representative shall give a notice in writing to the contractor about the defect and the Contractor shall make good the same within 15 days of receipt of the notice. In the case of failure on the part of the contractor, the Employer's Representative may rectify or remove or re-execute the work at the risk and cost of the Contractor. The Employer's Representative shall be entitled to appropriate the whole or any part of the amount of security deposit towards the expenses, if any, incurred by him in rectification, removal or re-execution. The Defects Liability period shall be 12 Months from the date of work completion.
- 16.1 Completion of Outstanding Work and Remedying Defects:
 - a. To the intent that the Works shall, at or as soon as practicable after the expiration of the Defects Liability Period, be delivered to the Employer in the condition required by the Contract, fair wear and tear excepted, to the satisfaction of the Engineer, the Contractor shall:
 - b. Complete the work, if any, outstanding on the date stated in the Taking-Over Certificate as soon as practicable after such date and
 - c. Execute all such work of amendment, reconstruction, and remedying defects, shrinkages or other faults as the Engineer may, during the Defects Liability Period or within 14 days after its expiration, as a result of an inspection made by or on behalf of the Engineer prior to its expiration, instruct the Contractor to execute.

Fifty percent (50%) of the Security Deposit less any amount due shall be returned to the contractor after 6 months of after successful commissioning of all signages and the remaining Fifty percent (50%) of the security deposit shall be returned only after the defect liability period is over and subject to the Employer certifying that no liability is attached to the contractor.

17. If the tenderer fails to execute any of the items as per rates, the security deposited will be forfeited and if the bank guarantee furnished for the execution will be invoked without any notice, in addition to other legal remedies available including termination of the contract & purchase of items at tenderers risk & cost.

18. In case any losses/damages/theft of any material, GARUD shall not be responsible. It is the responsibility of the contractor to keep safe all the material and in his custody till the final commissioning and handover of entire works.
19. The successful tenderer will supply, install, test and commission the items at the Hotel Leela Gandhinagar,

JOINT MANAGING DIRECTOR

TERMS AND CONDITIONS

1. Price/rate

Except as otherwise agreed in writing the stated prices are inclusive of raw material, manufacturing cost, freight, lead & lift, packaging, installation and testing etc including GST. The price is not variable for this order. Any amendment expressly referring to this order shall invalidate the said Purchase order.

2. Insurance

The liability of insurance till work completion at the Leela Gandhinagar will be of the vendor unless agreed in writing.

3. Quality

Vendor must confirm to drawing, specifications and samples. GARUD shall be free to reject material unless the quality is approved by the competent officer, whose decision shall be final and binding on the vendor.

4. Confidentiality

The vendor shall not use any blueprint, drawings, designs, manufacturing data of specifications received for execution of work for The Leela Gandhinagar in any manner whatsoever, or by anyone on the vendor's behalf for the purpose of sale.

5. Execution of work

- a. The work executed should strictly confirm to the specifications / brands indicated on the order and/ or advance samples approved. Acceptance is subject to inspection and approval at the place of delivery/ or destination. Material not found according to specifications etc. will be rejected at the vendors cost and expenses. The vendor must remove the rejected delivery and it should be made free at the premises.
- b. Work should be completed within the period of 30 days unless otherwise extended or relaxed by a competent authority. Should vendor fail to execute order or any part thereof as stipulated, GARUD shall be free, without giving any notice to vendor to get the work executed from the market at the prevailing prices and the vendor shall be obliged to reimburse the GARUD in respect of any loss or damage arising from their failure to execute the work.
- c. **The completion period would be 30 days from the date of issue of LOA. The vendor must supply all items within 15 days from date of issue of LOA.**

6. Inspection of works

During the currency of the contract two inspections shall be required in India or abroad to manufacturer's factory.

- a) 1st visit shall be required when the basic skeleton of both the Signages and Letters are ready.

b) 2nd visit shall be required when signages/Letters are complete in all aspects (Including LED's) and final finishes before packaging and dispatch for final inspection as per the Specifications. The cost of such inspections for group of four people which includes transportations, lodging and boarding charges, local travel expenses, per-diem charges shall all be borne by the vendor/ contractor and no additional amount shall be payable to the vendor/contractor in this regard

7. Work to be open for inspection

Contractor or Responsible Agent to be present All works under or in course of execution or executed in pursuance of the contract shall, at all times be open for the inspections and supervision of the Employer's Representative and his sub-ordinate and the contractor shall, at all times during the usual working hours and all other times at which reasonable notice of the intimation of the Employer's Representative or his sub-ordinate to visit the works shall have been given to the Contractor, either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing present for that purpose. Orders given to the Contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the Contractor himself. The CONTRACTOR shall maintain all prescribed registers, records and other documents in compliance with applicable labour laws and allow the RE to have access to these documents for inspection. However, these inspections shall not absolve the CONTRACTOR of his responsibility for any breach or violation of rules and regulations under the respective Acts and the provisions of the contractual conditions.

8. Contractor's Failure to Carry Out Instructions

In case of default or delay on the part of the Contractor in carrying out such instruction within a 15 days, the Employer shall be entitled to employ and pay other persons to carry out the same and if in the opinion of the Engineer, the Contractor was liable to do at his own cost under the Contract, then all costs consequent thereon or incidental thereto shall, after due consultation with the Employer and the Contractor, be determined by the Engineer and shall be recoverable from the Contractor by the Employer, and may be deducted by the Employer from any monies due or to become due to the Contractor and the Engineer shall notify the Contractor accordingly, with a copy to the Employer.

9. Cost of Remedying Defects

All work shall be executed by the Contractor at his own cost if the necessity thereof is, in the opinion of the Engineer, due to:

- a) The use of materials, Plant, Works or workmanship not in accordance with the Contract, or
- b) Where the Contractor is responsible for the design of part of the Permanent Works, any fault in such design, or
- c) The neglect or failure on the part of the Contractor to comply with any obligation, expressed or implied, on the Contractor's Part under the Contract.

10. Workmanship

The Contractor shall execute the whole and every part of the work in substantial and workman-like manner and both as regards materials and in other respects in strict accordance with specifications. The Contractor shall also conform exactly, fully and faithfully to the design, drawings and instructions in writing for the work signed by the Employer's Representative.

The Contractor will be entitled to receive the certified copy of the accepted tender along with the work order free of cost and will also be entitled to receive, on request two sets of working drawings, according to the progress of work, as and when needed, free of cost.

11. Action where no specification

In the case of any type of work for which there is no specifications, such work shall be carried out in accordance with the Employers specifications and in the event of there being no Employers specifications, then, in such case the work shall be carried out in all respects in accordance with the instructions, and requirements of the Employer's Representative.

12. Alteration, Additions and Omissions:

12.1. Variations

The EMPLOYER'S representative shall in consultation with the Employer make any variation in the form, quality or quantity of the Works or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any other reason it shall, in his opinion, be desirable, he shall have the power to order the CONTRACTOR to do and the CONTRACTOR shall do any of the followings:

- (a) Increase or decrease the quantity of any Work included in the Contract;
- (b) Omit any such Work;
- (c) Change the character or quality or kind of any such Work;
- (d) Change the levels, lines, position and dimensions of any part of the Works;
- (e) Execute additional work of any kind necessary for the completion of the Works;
- (f) Change any specified sequence or timing of construction of any part of the Works; and no such variation shall in any way vitiate or invalidate the Contract, but the value, if any, of all such variations shall be taken into account in ascertaining the amount of the Contract Price.

12.2. Orders for Variations

No such variations shall be made by the CONTRACTOR without an order in writing from the EMPLOYER'S engineer-in-charge/ representative. Provided that no order in writing shall be required for increase or decrease in the quantity of any work where such increase or decrease is not the result of an order given under this clause, but is the result of the quantities exceeding or being less than those stated in the BOQ. Provided also that if for any reason the EMPLOYER'S engineer-in-charge/ representative shall consider it desirable to give any such order verbally, the CONTRACTOR shall comply with such an order and any confirmation in writing of such verbal order given by the EMPLOYER'S engineer-in-charge/ representative, whether before or after the carrying out of the order, shall be deemed to be an order in writing within the meaning of this clause. Provided further that if the CONTRACTOR shall within 7 (seven) days confirm in writing to the EMPLOYER'S engineer-in-charge/ representative and such confirmation shall not be contradicted in writing within

14 (fourteen) days by the EMPLOYER'S engineer-in-charge/representative, it shall be deemed to be an order in writing by the EMPLOYER'S engineer-in-charge/ representative.

13. Payment

Payment will be made as below

- a. 20% after delivery of material on site
- b. 20% after erection of MS structure including all fittings and cement concrete works
- c. 20% after installation of Letter and Logo based on approval released by Project Architect, Leela and authorised representative of GARUD.
- d. 20% after testing, commissioning and handover based on approval released by Project Architect, Leela and authorised representative of GARUD.
- e. 20% after 3 months of successful commissioning of works as certified by Leela

14. Samples

- a. Before proceeding to execute this order, vendor shall obtain the approval of samples of such material as have to be obtained or manufactured to suit the requirements.
- b. If any samples are furnished to vendor by the Authority, the same should be returned in good condition.

15. Rejected material

Rejected material lying with the Authority will be at supplier's risk and should be removed by them at their own cost immediately on receipt of advice from the Authority to this effect. The Authority shall be entitled to recover from the vendor this full amount of freight and other charges, if any incurred in respect of rejected material.

16. Disputes

Any disputes arising out of this order will fall under the jurisdiction of competent court at Gandhinagar District court only.

17. Warranty/Guarantee

- a. On completion of work, the Contractor must submit a warranty for acrylic sheets.
- b. The Signs should be warranted by the contractor for all sorts of Indian weather and dust conditions without any sub clauses extreme weather condition.
- c. This means that there should be tested field warranties and not just product warranties.

The vendor must submit warranty/guarantee certificate to GARUD as below:

- i. Backlight illumination along with waterproof LED and driver: 5 years
- ii. Product (Including installation) : 5 years

18. GST Registration number

GST Registration number must be shown on each invoice.

19. The Vendor shall not offer or give or agree to give to any person in the Authority any gift or consideration of any kind as an inducement or reward for doing or for bearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other order or for showing or for bearing to show favour or disfavour to any person in relation to this or any one employed by him or acting on his behalf whether with or without his knowledge shall entitle the Authority to terminate the order forthwith and to recover from the Vendor the amount of loss or damage suffered by the Authority.

JOINT MANAGING DIRECTOR

GENERAL SPECIFICATION

The rates quoted shall include all applicable taxes, insurance, packing, and forwarding, landing, Transportation, unloading, lead & lift, installation, testing etc. Freight, monogram printing and any other incidental charges if any. A final decision on the order will be taken only after taking into consideration the rates and quality of the items offered. The bidder shall arrange the sample at Gandhinagar at his own cost & risk. The Technical Qualified bidder shall supply samples of materials as informed by GARUD.

Samples shall be produced on demand for assessing quality for final discussion.

A Security Deposit of 2.5% of work order amount needs to be submitted for by tenderer as bank Guarantee or FDR or Demand Draft in favour of Gandhinagar Railway & Urban Development Corporation Limited, payable in the Nationalized Bank. Further, GARUD will deduct 2.5% amount of the Running bills & Final bill and the 5% (SD amount) will be refunded back as per clause 16 (Defect Liability Period).

Joint Managing Director

Signature of the Tenderer with Name and date

PRE-QUALIFICATION CRITERIA

Work order/work completion certificate for similar nature of work of installation of signage. (Similar nature of work shall mean supply, installation, testing and commissioning of signage with MS structure at the roof top in last 5 years.) Agency has to submit the proof.