

INDIA TOURISM, DELHI
(Ministry of Tourism, Government of India)
88 Janpath, New Delhi-110001
Tel; 23320005,

NOTICE INVITING QUOTATIONS

File No: ITO/WD-2018

Dated 15-6-2018

Renovation of Office Sign Boards (5 Nos) and beautification of right hand side Window

India Tourism, Delhi, an office of the Ministry of Tourism, Government of India invites quotations from agencies having prior experience in design, conceptualization and construction and beautification of Office Sign Boards. The interested agencies may download full tender document with details scope of work, eligibility criteria from www.tourism.gov.in , and www.tender.gov.in. Sealed quotations as per format should be received in the above address before 1700 hrs within 3 weeks from the date of publishing of this tender i.e 6.7.2018.

India Tourism Delhi

15.6.2018

INDIA TOURISM, DELHI
(Ministry of Tourism, Government of India)
88 Janpath, New Delhi-110001
Tel; 23320005

TENDER DOCUMENT

File No: ITO/WD-2018

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Renovation of Office Sign Boards (5 Nos) and beautification of right hand side Window.

India Tourism Delhi is located at 88 Janpath, New Delhi and every day many domestic and foreign tourists visits the office for information and assistance. Hence it is proposed that the office sign board and right hand side window should have good visibility as it is land mark of the office. It is proposed that the same may be replaced with new and well illuminated signboards and right hand Window, so that tourists does not face any difficulty in locating the tourist office.

SCOPE OF WORK

Windows Beautification:

3 Windows beautification with mannequins with uses of wood, LED Modules, Backlit Clip-on Panels (3 nos. 2X3 ft each), moving models of river, fibre, acrylic, teracota & wooden panel boards approx 600 sq. ft.,

Backlit Signages:

1. Backlit signage, 4X3 ft (double sided hanging) with 3 inches sheet box with Led Modules
2. Backlit signage, 10 X 3 ft. with 3 inches pre coated GI Sheet box with LED Modules
3. Backlit signage, size 15 X 3 ft with 3 inches pre coated GI Sheet box with LED Modules
4. Clip on panel, 3 X 10 ft with digital print mounted
5. Backlit signage, 20 X 3 ft with 3 inches pre coated GI Sheet box with LED Modules

ELIGIBILITY CRITERIA.

Professional agency / or a consortium agency having previous experience of handling work of similar nature, i.e. Renovation of Office Sign Boards and beautification of display Window.

GUIDELINES FOR SUBMITTING TENDERS:

The tender should be submitted in two sealed covers as follows:

Cover-1: Superscribed "Renovation of Office Sign Boards at India Tourism Delhi – Technical Bid.

To include the following documents/details:

- (i) Details of the Tenderer
- Profile of the Agency / Company.
 - Track record – details of involvement in similar activities, with copies of relevant work orders in support of the details furnished. Experience of renovation of office sign boards during the last three years may be highlighted.

Cover-2 Superscribed "Renovation of Office Sign Boards at India Tourism Delhi – Financial Bid.

OPENING OF BIDS AND SELECTION PROCEDURE:

1. Technical bids will be opened by a Constituted Committee which will evaluate the Technical Bid of the agencies which are found eligible after initial scrutiny. The bids will be opened in the presence of the representative of the company.
2. Technical Evaluation will carry a weightage of 70 marks; financial bids will carry weightage of 30 marks. The agencies scoring 70 percent marks or above in the Technical Evaluation shall be eligible for opening of their bids.

The agency which scores the highest aggregate marks on the basis of technical and financial evaluation (after adding the scores from the technical and financial evaluation) will be awarded the contract for **Renovation of Office Sign Boards (5 Nos) and beautification of right hand side Window.**

TREMS OF PAYMENT: Payment will be made to the successful bidder after completion of work and no advance payment will be made.

Assistant Director

India Tourism Delhi

FORMAT FOR FINANCIAL BIDS
(On the letter head of the company)

Date:

We hereby accept the terms and conditions of the tender number. Fife No.ITO/WD-2018
Dated: 14-6-18 and provide our financial bid as follows:

Particulars	Cost (INR)
1. Renovation of office sign boards (5 nos) And beautification of right hands side Window.	
2. Transportation of material if to the site and back.	
3. Decoration of material if to the site and back.	
4. Expenditure on other activities as listed in the scope of work above.	
5. Taxes	
6. Others	
7. Total	

Applicable rate of Tax to be clearly stated.

(Signature of Authorized Representative)