

E-Tender No.: PEDA/ET/BG/2023-24/38

BIDDING DOCUMENT

FOR

**Design, Printing and Installation of
Hoardings at Govt. Buildings/Institutions anywhere in
the State as per requirement of PEDA.**



**PUNJAB ENERGY DEVELOPMENT AGENCY
SOLAR PASSIVE COMPLEX**

**Plot no. 1 & 2, Sector 33-D
CHANDIGARH 160 034, INDIA**

***PHONE: 0172-2663328, 2663382,
WEBSITE: HTTP://PEDA.GOV.IN***

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Notice Inviting E-Tender

E-tender notice no. PEDA/2023-24/38

Name of work	EMD (Rs.)	Tender document fees (Rs.)	Date of start of downloading E-tender document	Last Date & time for submission of E-bids	Date & time of opening of Techno-commercial bids
PEDA invites online bids on design, printing and installation of hoardings at govt. buildings/institutions anywhere in the state.	20,000/-	2000/-	24.11.2023	04.12.2023 up to 11:30 AM	04.12.2023 at 03.00 PM

Pre-bid meeting: 29.11.2023 at 2:30 PM in PEDA Office.

Cost of Tender Document	Non-refundable Tender Document fee Rs. 2,000/- through online Mode only.
Earnest Money Deposit	Earnest Money as mentioned above shall be deposited through online mode

- Eligibility criteria and other terms & conditions for the works are given in the Tender Document which can be downloaded from www.eproc.punjab.gov.in.
- For participating in the above e-tendering process, the developers shall have to get themselves registered with <https://eproc.punjab.gov.in> and get user ID, Password. Class-2/3 Digital Signature is mandatory to participate in the e-tendering process. For any clarification/difficulty regarding Bid document, please contact us on **0172-2663328, 2663382, and for any Bid uploading or Portal related issues please Contact 0172-2970263, 2970284.**
- Corrigendum / Addendum / Corrections, if any will be published on the e-tender website and no separate notices shall be issued
- PEDA reserve the right to accept or reject any or all the tenders without assigning any reason thereof.

DIRECTOR

CRITICAL INFORMATION

Availability of Bid Document	24.11.2023
Last date & time for submission of bids	04.12.2023 up to 11:30 AM
Pre-bid meeting	29.11.2023 at 02:30 PM
Date and Time for opening of Technical bids	04.12.2023 at 03:00 PM
Authorized office and place of receipt of sealed bids	Through E-Tender Website
Place of opening of bids	Punjab Energy Development Agency, Solar Passive Complex, Plot No. 1 & 2, Sector -33 D, Chandigarh.
Contact Person for queries	Jaspal Singh, Additional Director, Punjab Energy Development Agency Solar Passive Complex, Plot No. 1 & 2, Sector 33 D, Chandigarh Phone No. 0172-2663328 Email. jaspalsingh@peda.gov.in

PUNJAB ENERGY DEVELOPMENT AGENCY
PLOT NO. 1-2, SECTOR-33 D, CHANDIGARH
DETAILED NOTICE INVITING TENDER

- Scope of work : Design, Printing and Installation of Hoardings at govt. buildings/institutions anywhere in the State as per requirement of PEDDA.
- Tentative Sites : 40 sites in different Districts of the State of Punjab. The sites may be increased or decreased.
1. Earnest Money : 20,000/-
 2. Tender Document fee : 2,000/-
 3. Date of access of bid documents : 24.11.2023
 4. Last date & time of submission of bids : 04.12.2023 up to 11:30 AM
 5. Date & Time of opening of bids : 04.12.2023 at 03:00 PM
- Time for completion of work : Within 30 days from the date of issue of work order

GENERAL INSTRUCTIONS & ELIGIBILITY CRITERIA:

1. E-tenders shall be submitted on www.eproc.punjab.gov.in. Conditional tenders and tenders without EMD shall not be accepted.
2. The rates quoted should be including of all type of taxes etc.
3. Installation will be completed as early as possible but within **30** days from the date of issue of work order.
4. The bidders must have past experience for 3 years. The documentary proof regarding experience should be submitted.
5. The bidder should have not been blacklisted or debarred by any Central/State/Public Agency.
The bidders are required to submit a certificate to this effect duly attested by a public notary.
6. Annual turnover of the bidder should have Rs.10,00,000/- per year for last three financial years i.e. 2020-21, 2021-22 & 2022-23.
7. Documents in support of eligibility must be enclosed with the tender. The list of required documents is given at **Annexure-I** offers without satisfying eligibility conditions will be out rightly rejected.
8. **Tender without EMD of Rs. 20,000/- and tender document cost of Rs. 2000/- shall not be accepted. No exemption of EMD is allowed in any case.**
9. The list of components and Technical Specifications of the Hoarding are given in **Annexure-II** The left-out specifications if any be as per site actual requirements.
10. Tender bids will be submitted in two parts, technical bid and financial bid and all required information should be filled in the bids Performa's.
11. Financial bid of only those bidders will be opened on later date whose technical bids will qualify after evaluation by PEDDA as per the specified technical criteria.
12. PEDDA reserve the right to split the work order on the lowest quoted rates to one or more than one technically qualified bidder other than L1 for early completion of work or any other circumstances due to which such decision is essential to be taken. The decision of PEDDA regarding quantity will be final and binding on selected bidders in this case.
13. The rates would be valid for a period of six months from the date of opening of the tenders.
14. EMD of all the unsuccessful bidders shall be returned within one month after award of the contract/work order to the successful bidder. No interest will be paid on the earnest money.
15. After the installation of Hoardings shall be inspected by the designated committee constituted for the purpose at the site.
16. Failure to complete the work in time shall attract penalty @0.5% of the value of delayed work for every week of delay or part thereof to a maximum of 10% of the total bid value of work order. However, under force majeure conditions extension may be granted with approval of competent authority. If the work is not completed within the

stipulated period penalty may also attract cancellation of work order and forfeiture of performance security.

17. Any dispute relating to this work shall be subject to the jurisdiction of Chandigarh and Chief Executive PEDDA shall be the sole arbitrator.

18. The undersigned reserve the right to accept or reject any or all the tenders without assigning any reason in the interest of the Punjab Energy Development Agency.

19. To execute the work in time PEDDA may split the work among bidders as per the rates offered by L1 party.

20. The bidder should have working office in Punjab or Tricity.

21. Performance Bank Guarantee:- A PBG of 10% of the value of work order to be submitted within 10 days from the date of issue of work order. If the bidder shall not submit the PBG within the stipulated time period then work order may be cancelled and EMD may also be forfeited. The PBG shall be discharged after successfully installation subject to satisfaction of PEDDA.

22. Payment Terms.

1. 100% payment of work order value would be released after completion of work subject to satisfaction of PEDDA. The site wise payment can be released.

DIRECTOR

Component and specification of Hoarding:

1. The hoardings shall be installed in Govt. Buildings/Institutions of each district of Punjab.
2. The flex board size 8'X6' feet shall be fitted within this structure and appropriate support shall be provided for strengthening.
3. The structure size of hoarding frame shall be H-pole structure 15 feet Hight of both side and 2"X2" square MS pipe of 2mm thickness with Black paint. The 6"X6" base plate of 3mm thickness should be fitted at base of pipe. The base pipe should be grouted up to 3 feet by using 1:2:4 PCC Mortar of size 8"X8". If any extra support is required the same shall be provided within quoted cost.
4. The printing of slogan on this board shall be part of work.
5. The complete design of hoarding shall be submitted by the successful bidder for approval of PEDDA. The final design of hoarding shall be approved by PEDDA before execution of work.

Annexure-II

FORMAT FOR FORWARDING LETTER

(To be submitted by tenderers on the official letter head of the company)

No.

dated.:-

To

**The Director
Punjab Energy Development Agency
Plot No. 1 & 2, sector 33D, Chandigarh.**

Subject:- Design, Printing and Installation of Hoardings at govt. buildings/institutions anywhere in the State as per requirement of PEDDA..

Sir,

We hereby submit our offer in compliance with terms and conditions of the Notice inviting. As specified, the offer have been submitted .

We also further declare :-

- a. That we are submitting this offer under the above mentioned notice after having fully read and understood the nature of the work and having carefully noted all the specifications, terms and conditions laid down in the tender document.
- b. That we have never been debarred from executing similar type of work by any central/state/public sector undertakings/departments.
- c. That we shall execute the offers work as per specifications. Terms and conditions of the tender document
- d. That our offer shall remain valid for placement of work order/orders upto one year from the opening of bids
- e. We are not involved in any major litigation that may have an impact of affecting or comprising the delivery of services are required under this contract.
- f. I/we read and accepted all the terms and conditions of DNIT.

**Yours Faithfull,
Proprietor
(.....)**

**Name, Seal & Signature
(Authorized signatory)**

DOCUMENTS TO BE ENCLOSED WITH THE OFFER

1. Part-I-Technical bid

The technical bid Part-I of tender shall be furnished complete in all respects on the bid proforma downloaded from website and the scanned copy of complete document along with supporting document be uploaded on E-procurement website.

- A. Forwarding letter as per Annexure-II
- B. Non debaring /Non blacklisting certificate
- C. Power of attorney for authorized signatory by the contractor.
- D. Completion Certificate indicating name of customers, photocopies of work order/purchase orders.
- E. Earnest money deposit proof.
- F. Tender document cost proof.
- G. Copy of registration
- H. Copy of valid GST and PAN.

2. Part-II- Financial Bid.

- A. The price of complete structure and hoardings along with installation including all applicable taxes be quoted in Financial Bid Format.

PERFORMANCE SECURITY FORM

(To be stamped in accordance with Stamp Act if any, of the Country of the Issuing Bank)

To: _____ (Name of Purchaser)

WHEREAS (Name of Supplier)
(hereinafter called "the Supplier") has undertaken , in pursuance of Contract No.....
dated,..... 20... to supply.....(Description of Goods and
Services) (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you
with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance
with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the
Supplier, up to a total of (Amount of the Guarantee
in Words and Figures) and we undertake to pay you, upon your first written demand declaring the
Supplier to be in default under the Contract and without cavil or argument, any sum or sums within
the limit of (Amount of Guarantee) as aforesaid, without your needing to prove or
to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....20.....

Signature and Seal of bank
.....
Date.....20.....
.....
.....
Address:.....
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