



World Skill Center

Block B, Sector A, Tower, 2010, Mancheswar Industrial Estate,
Bhubaneswar-751007 Country: India

Telephone/Fax: +91-674-2580079

Website: www.worldskillcenter.org, Email address: tenders@worldskillcenter.org

TENDER NOTICE FOR DESIGN, FABRICATION, SUPPLY AND INSTALLATION OF SIGNAGE AT TERRACE OF WORLD SKILL CENTER, BHUBANESWAR

Tender Enquiry No: WSC/Procurement/E-8288/593

Date: 13.03.2024

World Skill Center, a Government of Odisha company, invites tender for Design, Fabrication, Supply and Installation of Signage at Terrace of World Skill Center, Bhubaneswar

Eligible Companies/Firms/agencies are requested to submit their offer in prescribed application form. The detailed terms & conditions, eligibility etc are in the tender document which can be downloaded from the WSC website: www.worldskillcenter.org/tender. Proposals duly filled in and complete in all respects should reach the office of the Chief Executive Officer, World Skill Center at Mancheswar Industrial Estate, Bhubaneswar-751007.

For any queries related to tender, please contact Mr. Chandan Kumar, GM-Procurement & Contract Management, World Skill Center, Bhubaneswar Contact No: +91 9650607819, Email: tenders@worldskillcenter.org

Last date & Time for Submission of Tender

03.04.2024 at 02:00 PM IST

Date & Time of Opening of Proposal

03.04.2024 at 04:30 PM IST

Sd/-
Chief Executive Officer

**TENDER NOTICE
FOR
“DESIGN, FABRICATION, SUPPLY AND
INSTALLATION OF SIGNAGE AT TERRACE OF
WORLD SKILL CENTER, BHUBANESWAR”**

**(Tender No.: WSC/Procurement/E-8288/2024/593
Dt. 13/03/2024)**



World Skill Center

Block B, Sector A

Mancheswar Industrial Estate

Bhubaneswar, Odisha 751007

India

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Email: tenders@worldskillcenter.org
Website: www.worldskillcenter

March'2024

TENDER NOTICE FOR DESIGN, FABRICATION, SUPPLY AND INSTALLATION OF SIGNAGE AT TERRACE OF WORLD SKILL CENTER, BHUBANESWAR

Sir/Madam,

World Skill Center, a Section 8 company registered under Companies Act, 2013 by Government of Odisha invites sealed invites sealed tender in Two bid system (Technical & Commercial bid in two separate envelopes) from competent Firm/Manufacturer/Supplier/Agencies for Design, Fabrication, Supply and Installation of Signage at Terrace of World Skill Center, Bhubaneswar. Interested bidders may participate with complete details as per specifications of items mentioned in **Annexure - 05**.

DESCRIPTION
DESIGN, FABRICATION, SUPPLY AND INSTALLATION OF SIGNAGE AT TERRACE OF WORLD SKILL CENTER, BHUBANESWAR

Note:

- The complete details regarding scope of work, eligibility conditions, evaluation process and format for submission of technical and financial bids etc. is mentioned in this "Tender Notice" document.
- The time, date and venue details related to the proposal submission are mentioned in the "Schedule of Tender". Proposals must be received not later than time, date and venue mentioned in the "Schedule of Tender". Proposals that are received after the deadline will not be considered and no request for acceptance shall be entertained whatsoever.
- Bidder will be selected under Lowest Cost Based Selection (LCS) Criteria (L1) and procedures described in this Tender Notice.
- Interested, authorized and eligible agencies who are willing to meet the stated requirement are requested to kindly submit their competitive bids/offers.
- Interested and eligible bidders may view and download detailed tender documents from www.worldskillcenter.org. Bidders are requested to submit a hard copy of the bid duly sealed and signed to **Chief Executive Officer, World Skill Center, Block B, Sector A, Tower, 2010, Mancheswar Industrial Estate, Bhubaneswar - 751007, India on or before 03.04.2024 @ 02.00 PM.**
- Email & fax quotation are not acceptable and will not be considered.
- The non-refundable Tender Application Fee of Rs. 10,000 /- shall be in the form of Demand Draft only drawn through any Indian Nationalized Bank favouring "**World Skill Center**" payable at Bhubaneswar and shall be submitted along with the tender documents.
- This Tender Notice is Two Bid System (Technical & Commercial bid in two separate envelopes)
- Technical and Commercial Terms & Conditions and details submitted by tenderer are Fixed & Final and will be considered for offer evaluation. Any other Deviation from submitted Terms & Conditions other than will not be accepted. Your quotation is liable for rejection, if the same is not in line with Terms and conditions enclosed (Annexure-1)

- The competent authority in WSC reserves the right to amend any of the terms and conditions contained in this tender document or reject any or all the bids without giving any notice or assigning any reason thereof. The decision of a competent authority in this regard will be final and binding.
- All the prospective bidders are requested to read and understand the terms and conditions of the contract as detailed in this tender document before submitting their bids, as no change or alteration of the terms and conditions is permissible once the bid is accepted by this office.
- Interested Bidders are advised to study all instructions, forms, terms, requirements and other information in the tender documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its terms, conditions & implications. The response to this tender should be full and complete in all respects. Failure to furnish all information required by the tender documents or submission of a proposal not substantially responsive to the tender documents in every respect will be at the bidder's risk and may result in rejection of its proposal.
- The Bid proposer should sign at the bottom space of all pages of tender document.
- The technical bids shall be opened first and evaluated by the Tender Evaluation Committee (TEC). At the second stage, financial bids of only technically qualified bidders will be opened.

Sincerely,

-Sd-

**Chief Executive Officer,
World Skill Center, Bhubaneswar**

SCHEDULE OF TENDER (SOT): -

1	Name of Work	:	DESIGN, FABRICATION, SUPPLY AND INSTALLATION OF SIGNAGE AT TERRACE OF WORLD SKILL CENTER, BHUBANESWAR
2	Mode of Tender	:	BY POST / BY HAND/BY COURIER
3	Contact Persons at WSC	:	Chief Executive Officer World Skill Center, Block B, Sector A, Tower, 2010, Mancheswar Industrial Estate, City: Bhubaneswar ZIP code: 751007 Country: India Telephone: +91-674-2580079 E-mail: tenders@worldskillcenter.org
4	Bid Submission Start Date	:	Date: - 14.03.2024 Time: -10:00 AM (IST) Onwards
5	Bid Submission End Date	:	Date: - 03.04.2024 Time: - 02:00 PM (IST)
6	Technical Bid Opening Date / Time	:	Date: - 03.04.2024 Time: - 04:30 PM (IST)
8	Financial Bid Opening Date / Time	:	To be intimated later to technically qualified bidders

Enclosure:

1.	General Terms & Conditions	Annexure -1
2.	Bidders Information Sheet	Annexure -2
3.	Work Order Format	Annexure -3
4.	Tender Acceptance Form	Annexure -4
5.	Scope of Work	Annexure -5
6.	FIN 1 & FIN 2	Annexure -6
7.	Performance Security Format	Annexure -7

Annexure -1

TERMS & CONDITIONS

Your bid should be submitted in accordance with the following instructions, procedures, and the terms and conditions of the Contract.

Any person signing the tender form or any documents forming part of the contract shall be deemed to have necessary authority on behalf of the bidder and if it subsequently comes to light that the person so signing had no authority to do so, the purchaser may without prejudice to other civil and criminal remedies cancel the order or the tender and hold the supplier liable for all costs and damages.

1. Eligibility Criteria

- i. The Bidder must be a registered Service provider/manufacturer/distributor of signage with central or state government or reputed Private Firm. The bidder, anywhere in India, declared blacklisted or debarred by any competent authority, shall not be allowed to participate in bid process.
- ii. Work Experience: Similar Experience of supply and installation of Signages to Institutions/Central Autonomous Body/Central Govt. /State Govt. /PSUs/Reputed Private Organization etc. Please enclose a copy of the purchase order.
- iii. Any change in the constitution of the firm/company, etc. shall be notified forthwith by the supplier in writing to Chief Executive Officer, World Skill Center, Bhubaneswar, and such change shall not relieve any former member of the firm/company, etc. from any liability under the contract.
- iv. The bidder should have the after sales office in Odisha.

2. Submission of Bids

- I. All the information requested for pre-qualification shall be provided by the bidder. Failure to provide information, which is essential to evaluate the bidder's qualification, or to provide timely clarification or substantiation of the information supplied may result in disqualification of the bidder.
- II. Pre-qualification will be based on meeting all the following minimum eligibility criteria regarding the Bidders' general and special experience, personnel, equipment and financial capabilities, as mentioned by the bidder in its response form attached.
- III. The non-refundable Tender Application Fee of Rs. 10,000/- shall be in the form of Demand Draft only drawn through any Indian Nationalized Bank favouring "World Skill

Center” payable at Bhubaneswar and shall be submitted along with the tender documents.

- IV. Bidders submitting bids has to submit bid security of an Earnest Money Deposit (EMD) of **INR 1,20,000/- (Rupees One Lakh Twenty Thousand Only)** in form of demand draft/ Bank Guarantee in favour of **“World Skill Center.”**
- V. Tenders received without Tender fees & EMD shall be ignored straightaway and will not be considered under any circumstances. The EMD of unsuccessful bidders will be returned / refunded within 15 days of award of the contract with the successful bidder.
- VI. The exemption shall be given to MSE’s and Startups as per OGFR guidelines. The bidder seeking EMD exemption must submit the valid supporting document for the relevant category. Only manufacturers of goods and service providers of services are eligible for exemption from EMD. Traders are excluded from this policy.
- VII. The bidder should satisfy the below mentioned criteria and should invariably submit valid documentary evidence to support the eligibility claim:
- VIII. The bidder must invariably possess adequate expertise in the entire process as per the Scope of work including complete Design, Fabrication, Supply, Installation, and commissioning of Signage. The Service Provider must have extensive prior experience of working in a similar area with other educational/training institutions/government bodies/reputed private firms.
- IX. The bidder should be a reputable, reliable and well-established Agency in the form of a Individual or company registered under the provisions of companies’ act, 1956 or a partnership under the Indian partnership act or LLP and should have been in the business for more than 3 years. The following documents may be submitted in support:
 - a. Copy of Certificate of Incorporation,
 - b. Copy of Memorandum & Articles of Association
- X. The bidder should have an average annual turnover of Rs. 5 Crore (Five Crore) or above during audited financial years 2020-21, 2021-22 and 2022-23, and submit the following in support of the same:
 - a. Copy of audited financial statements for financial years 2020-21, 2021-22 and 2022-23.
 - b. Copy of GST Registration Certificate
 - c. Copy of PAN Card
 - d. Aadhar Card
- XI. Bidder has to submit a detailed list of clients to whom similar service has been/ is being provided. A list of clients to whom similar services have been supplied in the

past three years should be furnished with particulars like name of the organization, nature and quantum of service supplied, name, address & phone number of contact person. Certificates from the past and present clients for successful completion of the work order (along with the work order) must be enclosed.

- XII. The bidder in his/its name should have relevant and proven experience of having successfully completed works of similar nature relation to Design, Fabrication, Supply and Installation works of Signage & Graphics for companies, Govt. bodies, financial institutions, Banks, Insurance, Advertising agencies etc. should be either of the following.

Three similar* completed works each costing not less than Rs. 60 Lakhs

OR

Two similar* completed works each costing not less than Rs. 80 Lakhs

OR

One similar* completed work costing not less than Rs. 1 crore

- XIII. The bidder should not have been debarred or blacklisted by any Central Government Ministry, Department, Attached Office, subordinate office, Statutory Body, Regulatory Body, Central University, Autonomous Body, CPSEs or State Government Department, Attached Office, subordinate.

3. Instruction to Bidders

The interested companies may submit their application cum Bid in 2 envelopes should clearly write the following:

- (a) **Envelope 1** – Technical Bid which shall contain the relevant evidence of their credentials, along with details of work supplied and installed and copy of work order or Performance Certificate of the works executed in the past.
- (b) **Envelope 2** - Price Bid
- (c) Envelopes 1 & 2 of the tender duly filled in and signed should be submitted in 2 Outer separate sealed covers.
- (d) All the two sealed envelopes should be placed in another single cover and superscripted “**Tender for Design, Fabrication, Supply and Installation of Signage at Terrace of Worl Skill Center**” should reach the office of **Chief Executive Officer, World Skill Center, Tower 2010, Block B, Sector A, Mancheswar Industrial Estate, Bhubaneswar on or before 03.04.2024 at 02:00 PM .**
- (e) The prices should be quoted for supply and delivery to World Skill Center, Bhubaneswar, Odisha and should be accompanied by adequate technical documentation, samples (if any) and catalogue(s) and other printed material or pertinent information (in English language) for each item quoted, including names and addresses of firms providing after-sales service facilities in **Bhubaneswar**.
- (f) You shall submit only one set of quotations for the above items. Your quotation must **be typed or written in indelible ink and shall be signed by you or your authorized representative**. Without a signature in your Form of Quotation, your quotation will not be

considered further.

- (g) Your quotation(s) should be valid for a period of **120 days** from the deadline for submission of the quotation/(s) as indicated below. If you withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then you will be excluded/blacklisted from the list of Suppliers for the project for two years.
- (h) The bidders have to observe the highest standard of ethics while bidding for a tender. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected rightly.
- (i) While submitting this tender, the bidders will be deemed to have read, understood and accepted all the items and conditions stated in this Tender Document. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions stipulated in this Tender Document, may be clarified from WSC, Bhubaneswar at least 05 days before tender closing date. Requests for postponing the tender opening date for the same shall not be accepted.
- (j) The Successful Bidder shall not in any case assign the awarded contract in full or any part thereof to any third party. Joint Ventures are not allowed.
- (k) Subject to other terms of the Tender Document, the bidder(s) whose rate is accepted will be notified for the award of contract by WSC, Bhubaneswar. The terms and conditions stipulated in the Tender Document shall be fully applicable to the resultant contract and taken as an integral part of the contract concluded based on this Tender Document.
- (l) The successful bidder will have to enter a formal, legally enforceable contract with the Chief Executive Officer, WSC, Bhubaneswar to abide the quoted rates, Terms & condition of the Tender Document within 15 days from the date of award of this tender in his favor and needs to furnish a performance security as per the terms of the Tender Document.
- (m) At any time prior to the deadline for submission of tenders, the purchaser may, for any reason as deemed fit by it, modify the tender documents by issuing suitable amendment(s) to it. All such amendments will be notified only on the website www.worldskillcenter.org/tender. No amendments or corrigendum in respect of this tender will be issued in the press. Prospective bidders are advised to visit the aforesaid website regularly.
- (n) Bidders are required to quote their unconditional fixed rates strictly as per list of items enclosed for the entire period of the Contract. Tenders of the firms received with prices quoted on variable basis shall be rejected straightaway.
- (o) Any request for the enhancement of contracted rates shall not be considered under any circumstances. It may be noted that no compromise on quality would be made, and no firm will be permitted to change the specifications mentioned in the tender notice and if any firm submits the tender with changed specification, their tender will be rejected.

(p) Tenders received after due date and time of submission will be not considered and rejected.

4. Evaluation and Comparison

The tender is being issued on a Least Cost Selection (LCS) method where the lowest bidder (L1) would be awarded the contract on rate quoted. For the purpose of the evaluation of the bids, the technical bid documents of all the bidders will be evaluated on the basis of the list of documents mentioned in the tender document. The Bidders who qualify in each & every aspect as per the terms & conditions of the tender and qualify as per the technical evaluation criteria (given later in this bid document), will be declared eligible for opening of their financial bids. The entire process will be carried out in a transparent manner by the Tender Evaluation Committee as appointed and approved by the competent authority at WSC.

- i. The technical bids will be evaluated by Technical Evaluation Committee (TEC) on the basis of eligibility criteria given in this bid documents. The bidders who fulfil all the criteria shall be qualified technically and financial bids of only technically qualified firms will be opened. The technical scrutiny shall be done on the basis of documents/ work order/client's certificate etc., submitted by the bidder with the bid document.
- ii. TEC will open the technical proposals for qualification in the presence of bidder/ bidders' representatives who wish to attend, as per time schedule published.
- iii. The demand draft/BG for Tender Fess & EMD shall be attached with technical bid failing which bid shall be rejected.
- iv. In evaluating the quotations, the Purchaser will adjust for any arithmetical errors as follows:
 - a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and
 - b) where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.

5. Delivery and Documents

(a) The Design, Fabrication, Supply, Installation, Commissioning of Signage must be completed within **60 Calendar Days (2 Months)** from the date of receipt of the confirmed purchase/work order as per the quantity mentioned in the consignee list. The purchaser shall have the right to inspect the deliverables before release of payment.

(b) Upon delivery, the Supplier shall provide the following documents to the Purchaser:

- I. Three copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount inclusive of all taxes.
- II. Delivery Challan of the items.
- III. Inspection and acceptance certificate of the items and services.

- IV. Warranty of items and services
- V. Any other document, if required

- (c) The supplier shall deliver the goods and perform the services under the contract within the time schedule specified by the Purchaser in the contract. The time for and the date of delivery of the goods stipulated in the schedule shall be deemed to be of the essence of the contract and the delivery must be completed not later than the date (s) as specified in the contract.
- (d) Any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions:
 - Imposition of liquidated damages,
 - Forfeiture of its Performance Security and Termination of the Contract for default.
- (e) If at any time during the execution of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform the Purchaser in writing about the same and its likely duration and make a request to the Purchaser for extension of the delivery schedule accordingly. On receiving the supplier's communication, the Purchaser shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

6. Taxes and Duties

- The Supplier shall be entirely responsible for all Taxes (Including GST), Octroi, Duties, license fees, etc., incurred until delivery of the contracted items/Goods to the Purchaser.

7. Cost of Bid preparation:

- The bidder shall bear all costs associated with the preparation and submission of their bids and WSC shall in no case be responsible or liable for such costs regardless of the result of the bidding process. The bidder whose bid is not accepted shall not be entitled to claim any cost, charges and expenses of and incidental to or incurred by him through or in connection with his submission of bid, even though WSC may elect to modify/ withdraw the bid.

8. Bid Currency:

- All costs and charges related to the bid shall be expressed and indicated in Indian Rupees only.

9. Inspection, Testing and Quality Control

- I. The purchaser and/or its nominated representative(s) will, without any extra cost to the purchaser, inspect and/or test the ordered goods and the related services to confirm their conformity to the contract specifications and other quality control details incorporated in the contract. In case the goods are rejected in the first instance and the supplier requests for re-inspection, and if same is accepted by Purchaser/Consignee, all subsequent inspections shall be at the cost of the supplier. The expense will be to and

from Economy Airfare, Local Conveyance, Boarding and Lodging of the inspection team for the inspection period.”

- II. The Technical Specification incorporated in the contract shall specify what inspections and tests are to be carried out and, also, where and how they are to be conducted. If such inspections and tests are conducted in the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to the purchaser’s inspector at no charge to the purchaser.
- III. If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, the purchaser’s inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to the purchaser and re-submit the same to the purchaser’s inspector for conducting the inspections and tests again.
- IV. In case the contract stipulates pre-dispatch inspection of the ordered goods at supplier’s premises, the supplier shall put up the goods for such inspection to the purchaser’s inspector well ahead of the contractual delivery period, so that the purchaser’s inspector is able to complete the inspection within the contractual delivery period.
- V. If the supplier tenders the goods to the purchaser’s inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to the purchaser under the terms & conditions of the contract.
- VI. The purchaser’s contractual right to inspect, test and, if necessary, reject the goods after the goods’ arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by purchaser’s inspector during pre-dispatch inspection mentioned above.
- VII. “On rejection, the supplier shall remove such stores within 14 days of the date of intimation of such rejection from the consignee’s premises. If such goods are not removed by the supplier within the period mentioned above, the purchaser/consignee may remove the rejected stores and either return the same to the supplier at his risk and cost by such mode of transport as purchaser/consignee may decide or dispose of such goods at the suppliers risk to recover any expense incurred in connection with such disposals and also the cost of the rejected stores if already paid for.”

- VIII. Goods accepted by the purchaser/consignee and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchaser's/consignee's right to reject the same later, if found deficient in terms of the warranty clause of the contract.

10. Safety Code:

- The bidder shall at his own expense arrange for the safety provisions as appended to these conditions or as required by the Engineer-in-Charge, in respect of all labour directly or indirectly employed for performance of the works and shall provide all facilities in connection therewith. In case the Contractor fails to make arrangements and provide necessary facilities as aforesaid the Engineer-in-Charge shall be entitled to do so and recover cost thereof from the Contractor.
- The contractor shall provide and maintain at his own expenses guards, fencing and matching when and where necessary or required by the Engineer-in-Charge for the protection of the works or for the safety and convenience of those employed on the works or the public.
- The corporation shall not be liable for any accident, injury or for any other mishap caused to him/them/their employees/agents and labour employed by the contractor and for any kind of damage during the execution of the contract or work done. For any kind of such injury or loss caused to any person/persons mentioned herein above, the contractor shall be exclusively liable.

11. Incidental Services

The supplier shall be required to perform the following services:

- a) Installation & Commissioning, Supervision, Demonstration, Trial run etc. of the Signage.
- b) Turnkey work (if any).
- c) Training of Consignee's trainers, operators etc. for operating and maintaining the signage.

12. Payment

- Payment of the contract price shall be made in the following manner:
 - (a) 90% within 45 days after Supply of items, Installation, commissioning, and Training in accordance with the scope of work including the required documents in clause 5; and
 - (b) 10% upon final acceptance on submission of Supplier's claim supported by the acceptance certificate issued by the Purchaser.

13. Guarantee/ Warranty

- I. Bidder shall provide warranty of **24 Months**.
- II. During this period, it will be the responsibility of the agency to maintain and support the system fully and ensure the availability of the system, providing all supplies and services

necessary for the maintenance at no extra cost.

- III. After sales service should be available at the city Institution on 24 (hrs) X 7 (days) X 365 (days) basis. Complaints should be dealt with properly, within a maximum of 12 hrs. The service should be provided directly by Bidder/Indian Agent.
- IV. The bidder will quality check the products/items and accomplish the adjustments necessary for successful and continuous operation of the services supplied at installation site and shall ensure maintenance of the supplied products during the warranty period. All the repairing / replacing of defects shall be done by the bidder totally free of cost.

14. Performance Security/ Bank Guarantee (PBG): -

- The supplier should furnish a Bank Guarantee for 5% of Contract value (format enclosed at Annexure-VI) valid for the warranty period of 12 months + 3 months claim period in support towards satisfactory performance of the items. The BG should be made through any nationalized bank in India.

15. Indemnification

- The bidder shall at all times indemnify, keep indemnified and hold harmless the WSC and its officers, directors, employees, affiliates, agents, successors and assigns against all actions, claims, demands, costs, charges and expenses arising from or incurred by reason of any infringement of patent, trade mark, registered design, copy rights and/or industrial property rights by manufacture, sale or use of the equipment supplied by the bidder whether or not the WSC is held liable for by any court judgement. In this connection, the WSC shall pass on all claims made against him for settlement. The bidder assumes responsibility for and shall indemnify and save harmless the WSC from all liability, claims, costs, expenses, taxes and assessments including penalties, punitive damages, attorney's fees and court costs which are or may be required to be paid by the WSC and its officers, directors, employees, affiliates, agents, successors and assigns arising from any breach of the bidders obligations under the Contract or for which the bidder has assumed responsibilities under the Contract including those imposed under any local or national law or laws, or in respect to all salaries, wages or other compensation for all persons employed by the bidder or suppliers in connection with the performance of any work covered by the Contract. The bidder shall execute, deliver, and shall cause his suppliers to execute and deliver, such other further instruments and to comply with all the requirements of such laws and regulation as may be necessary there under to conform and effectuate the Contract and to protect the WSC. The WSC shall not be held responsible for any accident or damage incurred or claims arising, due to the bidder's error there from prior to completion of work. The bidder shall be liable for such accidents and after completion of work for such accidents as the case may be due to negligence on his part to carry out Work in accordance with Indian laws and regulations and the specifications set forth herein.

16. Default and Termination

WSC may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the bidder, terminate the Contract for services in whole or in parts:

- I. If the Supplier fails to deliver either the whole or part of the services.
- II. If the Supplier fails to perform any other obligation(s) and,
- III. If the Supplier, in either of the above circumstances, does not cure its failure within a period of 07 days (or such longer period as WSC may authorize in writing) after receipt of the default notice from WSC.
- IV. All data /reports collected by the Bidder shall be returned to WSC in its original form upon such termination. Bidder shall not have any right on this database, which is proprietary to WSC.
- V. The Purchaser without prejudice to any other contractual rights and remedies available to it the Purchaser, may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the Purchaser.
- VI. The Performance Security in such cases will be forfeited.
- VII. Unless otherwise instructed by the Purchaser, the supplier shall continue to perform the contract to the extent not terminated.

17. Patent Rights

- The supplier shall, at all times, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against the purchaser, the purchaser shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to the purchaser.

18. Intellectual Property Rights

- i. Prior to the commencement of each project, "BIDDER/SERVICE PROVIDER/CONTRACTOR" shall specify the ownership held by "BIDDER/SERVICE PROVIDER/CONTRACTOR" or any third party of the material used or to be used in the deliverables and services. "BIDDER/SERVICE PROVIDER/CONTRACTOR" grants WSC right to use over such rights to the extent they are incorporated in the deliverables and services.
- ii. All rights, title and interest to all copyrights, patents and other intellectual property rights of whatsoever nature in or related to any work done by "BIDDER/SERVICE PROVIDER/CONTRACTOR" under this agreement, including but not limited to deliverables, services and associated documentation, shall be vested in and be the

exclusive property of “BIDDER/SERVICE PROVIDER/CONTRACTOR”. “BIDDER/SERVICE PROVIDER/CONTRACTOR” grants to WSC an irrevocable, non-exclusive, worldwide, royalty free, transferable license to use, copy, modify and develop the same for internal purposes.

- iii. WSC shall not take any action that jeopardizes such proprietary rights of “BIDDER/SERVICE PROVIDER/CONTRACTOR” or acquire any right to any work produced by “BIDDER/SERVICE PROVIDER/CONTRACTOR” under this agreement. However, all test reports, raw test data and other input material related to tests which have been provided by WSC, would remain the property of WSC and the Bidder would have no right on it.

19. Resolution of Disputes

- The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of an unresolved dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the Laws of India.

20. Failure to Perform

- Delivery must be completed within the delivery schedule. Otherwise, WSC reserves the right to (a) cancel the agreement without liability and to charge Supplier with any loss incurred as a result of Supplier's failure to make the complete/partial delivery within the delivery schedule specified in contract terms & conditions from the Invoice / Performance Security; or (b) charge a penalty of 1% of the total price for every week of breach of the delivery schedule by the Supplier up to 10% of the contract value.

21. Force Majeure

- The supplier shall not be liable for penalties or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
 - (a) For purposes of this Clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
 - (b) If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

22. Termination Due to Integrity Violation

- The Purchaser may terminate this Contract, in whole or in part, if the Supplier, in the judgment of the Purchaser, has engaged in integrity violations in competing for or in executing this Contract.

23. Accounts and Records

- The Supplier shall keep accurate and systematic accounts and records in respect of the delivered goods in such form and detail as are customary in the industry, for a period of no less than 3 years after the expiration or termination of this Contract.

24. Limitation Of Liability

- Except in cases Criminal Negligence of willful non-Performance or willful default.
 - a. The Supplier/ Contractor shall not be liable to the Employer, whether in contract, tort or otherwise, for any indirect or consequential loss or damage, loss or use, loss of Production, or loss of profit or interest costs.

AND

- b. The aggregate liability of the Supplier/ Contractor to the employer, whether under the contract, in tort or otherwise including the cost of rectification, shall not exceed the 100 % (Hundred percent) of the contract price plus escalation if applicable as per contract, provided that this limitation shall not apply to any obligation of the contract, to indemnify the employer with respect to copyright, patent infringement, workmen compensation and statutory liabilities in general that the employer may be required to additionally bear due to default of the supplier/contractor.

25. Terms & Conditions (General)

- Rates mentioned in the quotation, if accepted shall remain fixed during the bid validity period and no requests for any increase in the rates will be entertained during the said period. No escalation in rates will be allowed during the bid validity period.
- No requests for payment in advance or no invoices raised for any advance payment shall be entertained or accepted at any point, during the entire duration of the bid process.
- The competent authority in WSC reserves the right to amend any of the terms and conditions contained in the bid document or reject any or all the bids. However, any changes in any of the bid parameters or terms and conditions, based on pre-bid meeting or clarifications requested or otherwise, would be made by WSC not less than 72 hours before the last date and time of submitting the bid, and the same would be uploaded on all the relevant websites. It would be the responsibility of the bidders to keep a watch on the changes being made.
- The duly constituted Technical Evaluation Committee (TEC) shall open and evaluate the bids. The lowest quoted bidders (L1) shall be chosen on the basis of the total/individual bid price received.
- WSC reserves the right to cancel the contract or to withhold payment in the event of non-commencement or unsatisfactory performance by the bidder. In such an eventuality, WSC further reserves the right to purchase the service from any other bidder/ market and the cost

of the same shall be borne by the contractor.

- WSC reserves the right to cancel the tender at any stage notwithstanding anything specified in this tender document in its sole discretion, unconditionally and without assigning any reason.
- Contractors can be de-barred or blacklisted if found to be indulging in wrong/ unethical practices or sub-standard material.
- In case the selected agency is found in breach of any condition(s) of the contract at any stage or services of the supplier are found not to the satisfaction of the competent authority in WSC, the contract may be terminated. The decision of the competent authority in WSC shall be final and binding in this regard.
- If the agency, after submission of bid and/or due acceptance of the same fails to abide by the terms and conditions of the bid document, and/ or execute as per prescribed schedule, WSC will have the right to invoke the performance security deposited by the contractor and get the work done from other bidder at the risk and consequences of the bidder. The decision of the competent authority in WSC in this regard will be final and binding.
- All the civil works, if required, like fixing of load hooks, making chases in the wall, drilling of holes, fixing of doors and finishing of jambs, providing scaffolding for carrying out complete works shall be arranged by the contractor and making good the same. Nothing extra on these account shall be considered or paid.
- The contractor shall be fully responsible for the any injury or damage caused to the workmen deployed by him at site for carrying out the work and WSC has nothing to do with such happenings and in no way shall be held responsible for the same.
- All disputes shall be subject to the Indian laws and jurisdiction of the courts located in Bhubaneswar, Odisha only.
- The bid submitted will be non-transferable.

26. Terms and Conditions (Commercial):

- The Payment of the service would be made on basis of Payment terms.
- No advance payment will be made in whatsoever manner.
- GST and any other statutory tax / cess / levy / TDS shall be deducted at source as per rules prevalent at the time and deposited with the quarter concerned.

27. Disclaimer

All the information contained in this document is stated only for the purpose expressed in the document. It is amply made clear that any indications given by the WSC about the future plans if any, are only broad indicators and are subject to change without any notice. There is no commitment or obligation whatsoever on the part of the issuer of this document, or officials associated, regarding the implementation of this or any future plans. Any assumptions made by Bidders, on the basis of information shared herein, will be at their own risk and responsibility.

28. For any queries, please contact Mr. Chandan Kumar, General Manager-Procurement & Contract Management, World Skill Center, Contact No: 09650607819, Email: tenders@worldskillcenter.org

(Note: Duly filled Information to be submitted by Bidder with name, signature and official stamp)

Annexure- 02

Basic information

1.0	Name of the Applicant / Organization	
1.1	Address of the registered offices (With Phone Nos. Fax Nos. & Email ID & Contact Person)	
2.0	Year of Establishment	
3.0	Type of the Organization (whether Sole Proprietorship, Partnership, Private Ltd. Or Ltd. Co. etc.) (Enclose Certified Copies of documents as evidence)	
4.0	Name of the Proprietor / Partners / Directors of the Organization / Firm)	
5.0	Details of Registration - Whether Partnership Firm, Company, etc. Name of Registering Authority, Date & Registration Number. Enclose certified copies of Document as evidence.	
6.0	Whether Registered with Government / Semi Government/Municipal Authorities of any other Public Organization and if so, in which class and since when? (Enclose certified copies of document as evidence)	
a)	No. of years of experience in the field and details of work in any other field.	
b)	Whether ISO Certified, furnish the details.	

7.0	Yearly turnover of the organization during last 3 years (year wise)	
8.0	PAN No. :	
9.0	Details of Registration for GST	
10.1	Details of Registration for a. ESIC b. EPF	
11.0	Details Description and Value of works done (Annexure- I)	Filled the information in (Annexure- I)
12.0	Details of key personnel permanently employed	
13.0	Other infrastructural information to be used/ referred for this project. List of available plants, Machineries equipments etc.	

Annexure - 03

(LIST OF SIMILAR WORKS EXECUTED BY THE ORGANISATION DURING THE LAST 5 YEARS)

SR. NO .	NAME OF WORK / PROJECT WITH LOCATION	NAME & ADDRESS OF THE CLIENT	CONTRACT AMOUNT (RS.)	TIME OF COMPLETION (YEARS)	PURCHASE ORDER / CLIENTS CERTIFICATE
1	2	3	4	6	8

Attach separate sheet (if required)



Tender No. WSC/Procurement/E-8288/2024/593

Date: 14-03-2024

**Signature
(Name, Designation & Address)**

**(In the capacity of)
Duly authorized to sign bid for and on behalf of**

**Witness:
(Signatures Name, Designation & Address)**

*** (Format for covering letter to be submitted on printed letterhead of the bidder and duly signed by an authorized signatory)*

Enclosed: List of documents (may be given separately)

Annexure-5

SCOPE OF WORK

Design, Fabrication, Supply and Installation of Signage at Terrace of below mentioned items.

Sr. No.	Particulars	Description	Size	Qty.	Unit
1	Highway Side - English Letter (World Skill Centre)	5" deep .063 Aluminium, All insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1" height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED.	62' x 10.5'	1	Set
2	Highway Side - WSC Logo	5" deep .063 Aluminium, All insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1" height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED or Equivalent	10.5' x 8'	1	Set

3	Highway Side - Reginal Letters (World Skill Centre) Oriya	5" deep .063 Aluminium, All insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1"height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED/ LT LED	29' x 6.5'	1	Set
4	Highway Side - English letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade		1	Set
5	Highway Side - WSC letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade		1	Set
6	Highway Side - Reginal letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade		1	Set
7	City Side - Reginal Letters (World Skill Centre) Orriya	5" deep .063 Aluminium, All insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect	29' x 6.5'	1	Set

		vinyl. Black in day white in night effect. With 1”height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED.			
8	City Side - Reginal letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade		1	Set
9	Power supply	Cables, Plug and Sockets etc.		1	Lot

Note-

- For installation of above-mentioned items gondola, trolley from the terrace, scaffolding and other accessories required shall be arranged by the Vendor.
- Before fabrication the artwork of signage, signage details, letter size, font, makes, models of fitting & fixtures etc. to be finalized in consultation with WSC.
- Vendor should follow all the relevant direction on safety & the direction related to safety norms.
- WSC will provide necessary electrical connections and arrangements for fabricating the structure.
- The signage should withstand wind speeds of approx. 180 KM/Hr or higher side and to the entry of wind driven rain at a range of 2.5L/sec under cyclonic conditions.

Annexure – 06

FIN-1

COVERING LETTER (In Bidders Letter Head)

[Date]

To
Chief Executive Officer,
World Skill Center
Mancheswar Industrial Estate
Bhubaneswar, PIN-751007. Odisha

Subject: Design, Fabrication, Supply and Installation of Signage at Terrace of World Skill Center, Bhubaneswar. [FINANCIAL PROPOSAL]

Ma'am/Sir

I, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal No. _____, Dated: _____ Our attached Financial Proposal is for the sum of[Insert amount(s) in words and figures*].

The above quoted amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the Tender document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of 120 days. I have carefully read and understood the terms and conditions of the tender and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive.

Yours faithfully,

Authorized Signatory [In full and initials]:
Name and Designation of Signatory with Date and Seal:
Address of the Bidder:

*** Amount must match with FIN-2 :**

FIN-2

DETAILS OF FINANCIAL PROPOSAL

Sr.No.	Particulars	Description	Size/Unit	Qty.	Rate in INR
	Highway Side - English Letter (World Skill Center)	5" deep .063 Aluminium, all insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED/ or Similar supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1"height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED / LT LED/ or equivalent make	62' x 10.5'	1	
2	Highway Side - WSC Logo	5" deep .063 Aluminium, all insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1"height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED / LT LED/ or Equivalent Make	10.5' x 8'	1	
3	Highway Side - Reginal Letters (World Skill Center) Orriya	5" deep .063 Aluminium, All insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED/ Equivalent Make Supporting 220V. 3/4 Retainer to be	29' x 6.5'	1	

		used with 5 mm Acrylic with 3M Red vinyl as per brand specification 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1"height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED / LT LED/ Equivalent Make			
4	Highway Side - English letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade	As per requirement	1	
5	Highway Side - WSC letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade	As per requirement	1	
6	Highway Side - Reginal letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade	As per requirement	1	
7	City Side - Reginal Letters (World Skill Center) Oriya	5" deep .063 Aluminium, all insides pre-painted White; Outsides painted Red to match faces. M LOGO: .080 alum. - Insides painted White. Logo illuminated using OSRAM LED / LT LED/ Equivalent Make supporting 220V. 3/4 Retainer to be used with 5 mm Acrylic with 3M Red vinyl as per brand specification. 150 mm Depth - Aluminium Channel letters having front facia in 040 White acrylic with 3M dual effect vinyl. Black in day white in night effect. With 1"height trimcap of Jewelite. Internally painted white & outside painted black. Illuminated using OSRAM LED/ LT LED/ Equivalent Make	29' x 6.5'	1	
8	City Side - Reginal letter Support Pipe	5 mm Metal Brackets as per letter character for fixing of signage on styronext façade	As per requirement	1	
9	Power supply	Cables, plug and sockets etc.	Lumpsum	1	
10	Implementation	Installation Charges	Lumpsum	1	
11	Packing	Packing Charges	Lumpsum	1	
12	Transportation	Transport Charges	Lumpsum	1	
	NOTES:				

	1	Bidders should quote the rates which will exclude all taxes
	2	Payment will be made on the actual quantities of the job to be executed

Terms & Conditions:

- i. Once quoted, the bidder shall not make any subsequent price changes. Such price changes shall render the bid liable for rejection.
- ii. Prices quoted should be in Indian National Rupees (INR).
- iii. Prices quoted should be in metric system format.
- iv. All taxes should be mentioned separately in the financial bid format.

Note:

- i. The bid should be inclusive of all costs.
- ii. All documents submitted as part of the bid shall be duly stamped and signed by the authorized signatory.
- iii. Unsealed bids and bids without full signatures and stamp of bidder will not be accepted.
- iv. A person signing the bid or any other document forming part of the contract on behalf of the bidder shall be deemed to warranty that he has the authority to bind the bidder for all purposes/conditions/clauses of the contract/bid and if at any state it is found that the person so signing had no authority to do so, WSC may, without prejudice to other civil and criminal remedies against the contract, hold the signatory and the bidder liable for all costs and damages.
- v. WSC shall not be bound by any printed conditions or provisions in the bidder’s bid.

Signature of Authorized Signatory of Bidder:

Name of Authorized Signatory:
Designation:
Direct Line:
Mobile:
E-Mail:
Name of Bidder:
Complete postal address of Bidder:
(Stamped with Corporate Seal/Company Seal)

Date:
Place:

Annexure-7

Performance Security Format

[Bank's name and address of issuing branch or office]

Beneficiary: [Name and address of the Purchaser].....

Date:.....[Insert date (as day, month, and year)]

Performance Guarantee No.:

We have been informed that [name of the supplier](hereinafter called "the Supplier") has entered into Contract No. [reference number of the contract]dated [date] with you, for the execution of [name of contract and brief description of goods and related services](hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Supplier, we [name of the bank]hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of [name of the currency and amount in words] [amount in figures] such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Supplier is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the [date] dayof [month], [year], and any demand for payment under it must be received by us at this office on or before that date.

.....
[Signature(s) and seal of bank (where appropriate)]