



Public Web Notice  
(For reputed Manufacturer, Supplier & Distributor)

CRGB/CO/Infra/58/2023-24  
Date - 19/02/2024

Dear Sir/ Madam,

**Quotation for Supply of Glow Sign Board / Sign Board/ Notice Board**

We invite quotations from reputed vendors for supply of Glow Sign Board / Sign Board for the branches/offices situated all over Chhattisgarh, terms & conditions (Annexure-II), Specification and requirement of signage is given in Annexure-III

The Bids shall be placed in sealed envelopes super scribed as:

**"Quotation for the supply of Glow Sign Board / Sign Board for  
CHHATTISGARH RAJYA GRAMIN BANK"**  
**(Private & Confidential)**

Should be submitted to the

**General Manager,**  
CHHATTISGARH RAJYA GRAMIN BANK  
Corporate Office  
Plot No 47, Sector 24,  
ATAL NAGAR  
NAVA RAIPUR(C.G) 492018

Please arrange to submit your best offer with complete Details/Brochure by 04/03/2024 3:00 pm Sharp.

Yours Faithfully

**Senior Manager (Infra)**



### Eligibility Criteria

- 1) The Bidder should be a registered firm.
- 2) Should possess a valid PAN in the name of the Proprietor/ Firm.
- 3) The bidder should have well established offices and service facility in state of CG.
- 4) The bidder should be a profit-making firm in the last three years with an average annual turnover of at least ₹ 25 Lakh (from signage business). Copies of the Audited Balance Sheet for the last three years (2020 -21, 2021-22 & 2022 - 23) should be provided.
- 5) The bidder should have the experience of having successfully completed similar work (Banking / MNC Company) for minimum 3 years. (copy of purchase order to be enclosed)
- 6) The bidder should have own printing UV facility of the required materials.
- 7) The bidder should not have been black listed / barred by any of the Government Departments / PSU's / Public Sector Banks / Public Sector Financial Institutions in the last three years. An undertaking on the same is to be provided by the bidder.
- 8) Copies Documentary proof of above requirements should be provided. Proof like relevant pages of Company's registration & memorandum of understanding, PAN card, Trade License, Office address proof audited balance sheets, Work Order / Contract ,Successful completion certificates, OEM / Authorized Dealership certificate, Undertaking etc. all to satisfy the eligibility criteria laid above.
- 9) The Vendor has to deposit Earnest Money of **₹ 10,000.00** (Rupees Ten thousand Only) by way of Demand Draft favoring "Chhattisgarh Rajya Gramin Bank" Payable at Raipur along with the Technical Bid. No Interest will be paid on the amount.

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To,

**General Manager,**  
CHHATTISGARH RAJYA GRAMIN BANK  
Corporate Office  
Plot No 47, Sector 24,  
ATAL NAGAR  
**NAVA RAIPUR (C.G)** 492018

Sir,

**Quotation for Supply of Glow Sign Board / Sign Board / Notice Board**

With reference to your letter CRGB/CO/Infra/58/2023-24 Dated -19/02/2024,

We submit necessary information herewith

1. Name & address of the Company:

(With direct phone numbers)

2. Name of Head/Chief of the company:

3. Email Address:

4. Income Tax PAN

5. GST Registration No.

**DECLARATION**

1. I/We hereby declare that the terms and conditions of the offer stated herein and as may be modified/mutually agreed upon are acceptable and binding to me/us.

2. We assure to comply with specification. Materials / Parts will be original, no duplicate or old/used Materials / parts will be supplied.

3. We undertake to give a service commitment along with availability of spare parts for at least five years.



4. We undertake that the Glow Sign Board / Sign Board / Notice Board will be supplied at respective sites/branches of CRGB and proper service/support centre(s) will be provided by our qualified/experienced service personnel.

5. Complaints of repairing will be solved within 48 hours of receipt of complaints from branches/offices. This lead time for making the faulty system operational will include travel time of service personnel.

6. Earnest Money Deposit Detail

| Demand Draft Number and Date | Amount                                    | Payable at              | Issuing Bank - Branch |
|------------------------------|---|-------------------------|-----------------------|
|                              | ₹ 10,000.00<br>(Rupees Ten Thousand Only) | <u>RAIPUR</u><br>(C.G.) |                       |

For, -----

(Signature of authorized Signatory)

Name –

Designation –

Place –

Date

Company Stamp

Mobile No –

Email

List of Documents Attached –

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_



**GENERAL TERMS AND CONDITIONS**

1. No tenders shall be accepted after the stipulated date and time. Bank reserves the right to accept or reject the entire quotation, without assigning any reason thereof at any stage.
2. Necessary documents should be attached with offer.
3. Validity: Rates quoted shall be valid up to 12 months. The Bank, however, reserves the right to call for fresh quotations at any time during the period if considered necessary or extend the current rent with consent of L1 vendor.
4. Requirement shown in Annexure-IV is indicative and may vary as discretion of CRGB.
5. The "Financial Bid" should contain competitive prices of various signage board in per Square Feet.
6. Prices to be quoted must be inclusive of **Three years onsite warranty** support, onsite installation including all taxes and transportation to respective locations.
7. Order will be placed in phased manner. Delivery of Boards & installation thereof to be made in our different location of branches/offices as suggested by CRGB. Delivery shall be made within four weeks from date of purchase order. Any delay will be penalized @1% of the order value per week of delay or part thereof. Amount of penalty so calculated will be deducted at the time of making payment.
8. Product Brochures and technical literature should invariably be attached with technical bid.
9. The rates quoted once will be treated as final. No alteration either in rates or in term & conditions will be entertained.
10. The successful bidder(s) to whom the work is awarded will be under direct liaison of the representative of CRGB, CO, Raipur and has to follow his instructions from time to time.
11. In case of any dispute, decision of CRGB authority shall be final and abiding to the vendor.
12. Bank reserves the right to accept the offer of only one vendor in full or more than one vendor in part or reject any or all quotations, without assigning any reason therefore and irrespective of L1 criteria, at any stage
13. The bidder(s) will not be permitted to assign or give sub contract of the work awarded to him without prior permission from CRGB authority. The decision of CRGB authorities in this regard shall be final and binding to the vendors/bidders.
14. The vendor(s) must meet necessary statutory and legal compliances. CRGB will not be responsible for any legal action arising out of non-compliance to statutory & other similar legal compliances.
15. No attempt shall be made by the vendor(s) or their staff deputed at CRGB to unlawfully reveal, misuse or encroach upon the intellectual or private data/information to which they have access.
16. Any loss or damage caused to the CRGB property by the personnel deputed by the vendor will be recovered from payment of bill to the vendor and the decision of CRGB authority in this matter will be treated as final and abiding to the vendor.



**17. Payment Terms:**

- a) No Advance Payment will be made for any Purchase Order released.
- b) After satisfactory Supply and installation of Glow Sign Board / Sign Board at respective sites 90% of Invoice amount will be paid. Rest 10% will be paid on expiry of Warranty period of Three Years.
- c) No payment, however, will become due in case of any short supply of equipment, delay in carrying out onsite installation.
- d) The necessary TDS will be made as per Central Government norms.
- e) In case of failure on the part of the vendors to provide warranty / sustain repair or maintenance work to the satisfaction of the Branch/Office, CRGB authority reserves the right to forfeit 10% deposit amount kept as security deposit and any of the dues due to the vendor, terminate the contract with immediate effect and will be at liberty to get the work executed through a separate vendor at the risk and cost of the defaulting vendor.
- f) Bills/Invoices should be detailed/annexed HSN Number and mentioning GST separately, although prices to be quoted inclusive of all taxes with breakup.

18. Damage during supply/shipment will not be accepted and payment will not be released. Supplier must replace the damage goods within 15 days.

19. Complaints of repairing/fault will have to be solved within 24 hours of receipt. This lead-time will include travel time of service personnel.

20. All legal disputes between the parties shall be subject to the exclusive jurisdiction of the Courts situated at RAIPUR.

ACCEPTED THE ABOVE TERMS & CONDITIONS

(Signature of authorized Signatory)

Name –

Designation –

Place - Company Stamp



**Technical Specification of Glow Sign Board / Sign Board/Notice Board**

| Sl. No. | Parts  | Element                                | Particular  | Compliance Yes / No |
|---------|--|--|---|---------------------|
| 1       | Front Lit Board  | Flex                                   | Korean Star Flex / Black Back<br>500 GSM  |                     |
|         |  | Frame                                  | 1 Inch 3 KG pipe  |                     |
|         |  | Printing                               | <b>UV Print with 3 Year warranty of colour</b>  |                     |
| 2       | Flex GSB with LED Light  | Flex                                   | Korean Star Flex Backlit<br>500 GSM   |                     |
|         |  | Box Frame                              | 1 Inch 3 KG pipe  |                     |
|         |  | Side Cover                             | Powered coated sheet 26 gauge   |                     |
|         |  | Back Cover                             | 26 gauge GI sheet   |                     |
|         |  | LED                                    | 1.2 watt, Made in INDIA/KOREA, 3 Module 3 years warranty water proof Samsung Lens (5 modules in each sq. ft.)   |                     |
|         |  | SMPS                                   | Made Star Tack /Union/Hi-Sign or Equivalent 3 years warranty Rain Proof   |                     |
| 3       | Flex Change and Installation in exiting Glow Sign Boards of Bank | Flex                                   | Korean Star Flex Backlit<br>500 GSM   |                     |
|         |  | Printing                               | <b>UV Print with 3 Year warranty of colour</b>  |                     |
| 4       | Notice Board   | Forex Board / Sun Board                | 3 MM thickness (3x2)<br>Flat Bed UV Printing or<br>Printed Vinyl Pest   |                     |
| 5       | Timer Switch   | Timer Switch for Banks Glow Sign Board | Modular construction, Inbuilt override facility, High switching capacity, Temper Proof sealing, analog/digital version, Daily/weekly programming Brand L&T / Havelles |                     |

- Note – 1. Suitable sizes for signage are 8x3, 10x3, 12x4, 15x4 or as per space available at site.  
2. Warranty Certificate from OEM must be attached with invoice.  
3. Preferred Brand for Flex is Koren Star.

(Seal & Signature of authorized Signatory)



**Financial BID**

Requirement - 100 units of Glow Sign Board / Sign Board/Notice Board

| Sl. No. | Particular  | Unit      | Basic Price<br>₹ | GST<br>18%<br>₹ | Total Unit Price<br>(Inclusive of All)<br>₹ |
|---------|---|-----------|------------------|-----------------|---|
| 1       | Front Lit Board   | Sq. Ft.   |                  |                 |   |
| 2       | Flex GSB with LED Light   | Sq. Ft.   |                  |                 |   |
| 3       | Flex Change and Installation in exiting Glow Sign Boards of Bank (Including all charges) other Material if required extra | Sq. Ft.   |                  |                 |   |
| 4       | Notice Board (Sun Board)  | Sq. Ft.   |                  |                 |   |
| 5       | Timer Switch  | Per Piece |                  |                 |   |
| 6       | LED lights (For replacement)  | Per Piece |                  |                 |   |
| 7       | SMPS (For replacement)  | Per Piece |                  |                 |   |
| 8       | Iron Angle Charges for Board fitting if required in site  | Per KG    |                  |                 |   |

**Note:**

1. The specifications are given in Annexure - III.
2. The quantities can be increased or decreased at the discretion of the Bank.
3. The prices should be inclusive of all. i.e. F.O.R. destination (any of our office in the state of CG) all taxes, installation, loading unloading etc
4. Please attach separate sheet for the item wise repairing charges of old glow sign board.

(Seal & Signature of authorized Signatory)

