



Ref. No.: STPI/KOL/ADM/GENA/F&F/2022-2023/1, Dated: 23.06.2023
Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur

SOFTWARE TECHNOLOGY PARKS OF INDIA
(Ministry of Electronics & Information Technology)
2nd FLOOR, WEBEL STP-II BUILDING, PLOT NO -53, BLOCK-DN,
SECTOR-V, SALT LAKE, KOLKATA- 700091.
<https://kolkata.stpi.in>

Limited Tender for Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur”

Software Technology Parks of India, Kolkata, an Autonomous body under Ministry of Electronics and Information Technology, Govt. of India, invites sealed quotations from the reputed agency/vendor for Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur, Sahid Sukumar Banarjee Sarani, opposite to Spencers, Bidhan Nagar, Dist – Burdwan, Durgapur – 713212, WB.

Interested agency/ vendor can collect this bid document from STPI-Kolkata or STPI-Durgapur office on all working days between 11:00 AM to 04:00 PM or may download from our official website <https://kolkata.stpi.in> & <https://kolkata.stpi.in/durgapur>.

The last date & time of submission of sealed tender is 30th June, 2023 on or before 03:00 PM.

The agency/vendor have to submit the sealed quotation at Software Technology Parks of India, 2nd Floor, Webel STP – II Building, Plot No.:53, Block – DN, Sector – V, Saltlake, Kolkata – 700 091 by Hand/ Post/ Courier. The sealed quotations will be opened on 5th July, 2023 at 04:00 P.M. at STPI-Kolkata.

Manjit Nayak
Director
STPI-Kolkata

Seal & Signature of the Bidder



Ref. No.: STPI/KOL/ADM/GENA/F&F/2022-2023/1, Dated: 23.06.2023
Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur

General Terms & Conditions

1. The agency/ vendor must submit all the document in sealed envelope after seal & sign on every page by their authorized personnel.
2. “*Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur*” must be superscripted on the envelope.
3. It is requested to interested vendor/ agency to visit the site where the installation has to be done for clear understanding of the work i.e. size, materials, complete fittings of LED tube lights, area of installation, printing matters, Font Size, logo & its respective colors & size etc.
4. Details of the bidding party must be submitted as per **Annexure-I** along with supporting documents.
5. All price must be quoted as per **Annexure-II**.
6. The L1 bidder will be contracted the work.
7. The party has to complete the whole work within 07 days from issuance of the Work Order.
8. 100% Payment will be done through online mode after the successful completion of the work, against invoice/ bill submitted by the party.

Scope of Work

(A) For Glow Signboard:

1. Glow Signboard (12' X 4' incl. all accessories like tin, LED lights, wire, etc.) at roof top angle of STPI-Durgapur building. The Glowsign Board must glow & shine properly with sufficient number of LED tube light).
2. The front facia should be vinyl board along with printed of color/material/text/logo & design as instructed/ provided by STPI.
3. The body material of the glow signboard should be of good quality.
4. The party will provide all man, material & transport for carrying & installation of glow signboard till the completion of installation process and successful testing at their own cost.
5. Specimen copy of Glow sign Board is given in **Annexure – III**.

Seal & Signature of the Bidder



Ref. No.: STPI/KOL/ADM/GENA/F&F/2022-2023/1, Dated: 23.06.2023
Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur

(B) ACP Signboard:

1. Supply & Installation of ACP Signboard (Size 8' x 3') in front of STPI-Durgapur office building near office main gate.
2. The signboard must be made of Good GI material with Iron pole(Galvanized or GI) and will be installed along with all other necessary items.
3. The both Iron pole must be installed upon the 2 nos. of concrete base of minimum 2ft. height from the ground.
4. The front facia should be printed of color/ material/ text/ logo & design as instructed/ provided by STPI.
5. The party will provide all man, material & transport for carrying & installation of glow signboard till the completion of installation process and successful testing at their own cost.
6. Specimen copy of ACP Sign Board is given in **Annexure – III**.

Seal & Signature of the Bidder



Ref. No.: STPI/KOL/ADM/GENA/F&F/2022-2023/1, Dated: 23.06.2023
Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur

Annexure – I

DETAILS OF BIDDING PARTY

1. Name of the Company :

2. Full postal address :

Email id :

Mobile No. :

3. Name & designation of
Authorized person :

4. PAN card no. :

5. GST registration no. :

6. Bank Account Details :

a. Name of the Bank :

b. Account No. :

c. Branch Address :

d. Branch Code :

e. IFSC Code :

(Supporting documents regarding Sl. no. 4 & 5 must be attached with company stamp & sign)

Seal & Signature of the Bidder



Ref. No.: STPI/KOL/ADM/GENA/F&F/2022-2023/1, Dated: 23.06.2023
Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur

Annexure-II

Price Quote

Sl. no	Description	Qty	Rate (in Rs.)
1	Supply & Installation of Glow Signboard at STPI-Durgapur	1 no.	
2	Supply & Installation of ACP Signboard at STPI-Durgapur.	1 no.	
3	GST, if any @ _____ %		
4	Any other charges, pls. specify,		
Total	Rupees (_____) Only		

Signature :

Name :

Designation :

Seal :

Date :

Place :

Seal & Signature of the Bidder



Ref. No.: STPI/KOL/ADM/GENA/F&F/2022-2023/1, Dated: 23.06.2023
Supply & Installation of Glow Signboard & ACP Signboard at STPI-Durgapur

Annexure-III

Specimen copy of Glow Signboard



सॉफ्टवेयर टेक्नोलॉजी पार्कस ऑफ इंडिया
SOFTWARE TECHNOLOGY PARKS OF INDIA
दुर्गापुर/ DURGAPUR

Specimen copy of ACP Signboard



सॉफ्टवेयर टेक्नोलॉजी पार्कस ऑफ इंडिया
SOFTWARE TECHNOLOGY PARKS OF INDIA
इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार
Ministry of Electronics & IT, Govt. of India
Sahid Sukumar Banarjee Sarani, Bidhan Nagar
Durgapur – 713212, West Bengal
<https://kolkata.stpi.in/durgapur>

Seal & Signature of the Bidder