

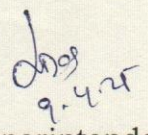
**OFFICE OF THE SUPERINTENDENT  
SCB MEDICAL COLLEGE HOSPITAL, CUTTACK**

E-mail: [scbsuperintendent@gmail.com](mailto:scbsuperintendent@gmail.com)

No 8458 //Dt 16.04.25

**TENDER CALL NOTICE**

Sealed Tenders are invited from the interested reputed Firms/ Suppliers having past experience for supply and installation of signage work in SCB Medical College & Hospital, Cuttack. The tender paper and details terms and conditions will be available at the website "[www.scbmch.in](http://www.scbmch.in)" and also from the Central Store, SCB MCH, Cuttack in all working days on deposit Rs. 500/- (Rupees Five hundred) only in the Accounts Section by cash/DD in favour of the 'Superintendent, SCB Medical College & Hospital, Cuttack' (Non refundable) from 16.4.25..... The tender paper should be reached in the office of the undersigned through Speed Post/Regd. Post only on or before 9.5.25..... by 5 P.M. The authority is not responsible for any delay/ omission on part of the bidder. The authority reserves the right to cancel or reject any or all the tenders without assigning any reason thereof.

  
Medical Superintendent  
SCB Medical College Hospital  
Cuttack



**TERMS & CONDITIONS OF THE TENDER FOR SIGNAGE WORK IN  
SCB MCH CUTTACK**

**OFFICE OF THE SUPERINTENDENT , S.C.B.MEDICAL COLLEGE  
& HOSPITAL CUTTACK  
(HEALTH & F.W.DEPTT , GOVT OF ODISSA)**

**DATE OF SELLING OF THE BID DOCUMENT : FROM ..18.05.25.....**

**LAST DATE & TIME OF RECEIPT OF BID DOUCEMENT : ..19.05.25..... till 5 p.m**

**DATE OF OPENNING BID DUCEMENTS : ..13.05.25..... till 3.30 p.m**

**PLACE OF OPENING OF BID DUCEMENTS : Office of The Superintendent  
SCB Medical College & Hospital,  
Cuttack**

**ADDRESS FOR COMMUNICATION**

**AND**

**RECEIPT OF BID DOCUMENTS**



## TERMS AND CONDITIONS

1. The sealed tender for Signage Work in SCB Medical College Hospital Cuttack are invited by the Superintendent, SCB MCH, Cuttack from the reputed Registered Firms/ Suppliers on their letter pad.
2. The Bidders may download the Tender documents directly from the WEBSITE available at "<http://www.scbmch.in>" from Dt. 18.05.25..... The Tender cost fee of Rs. 500/- (Rupees Five hundred) only (Non-refundable) by way of separate Demand Draft drawn in favour **Superintendent, S.C.B. Medical College & Hospital, Cuttack** payable at Cuttack should be enclosed alongwith the Bid. The bidders should specifically superscribe, DOWNLOADED FROM THE WEBSITE on the top left corner of the outer envelope containing the bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website/Office of the undersigned before last date of sale of tender document the Superintendent, S.C.B Medical College Hospital Cuttack shall have no responsibility for any delay/ omission on part of the bidder. The last date of submission of tender on or before Dt. 09.05.25.. Upto 5.00 PM through Speed Post/Regd. Post.
3. The Bids shall be opened infront of the Bidder or their authorised representatives. There is no bar for opening the tender by the competent authority even if the Bidder or their representative is not present.
4. Tenderer should deposit Rs. 500/- (Rupees Five hundred) only (Non-refundable) in the Accounts Section from dt. 18.5.25..... in between 11.00 AM to 04.00 PM any working days towards cost of the tender paper. The tender documents can be obtained from the Store section on production of money receipt from 11.00 AM to 04.00 PM. The last date of submission of tender on or before Dt. 09.05.25.. Upto 5.00 PM through Speed Post/Regd. Post and it will be opened on Dt. 13.05.25 at 3.30 P.M.
5. An index be attached in the 1<sup>st</sup> page of the Technical Bid indicating the list of all document enclosed duly signed the tenderer. All the documents should be signed by the bidder.
6. The tender should be in "Two Bid type". All documents and specification of the equipments should be closed in a separate envelope super scribed as "TECHNICAL BID" and individual "PRICE BID" of each items should be furnished in a sealed close cover separately super scribed with name of the items in an envelope TENDER FOR SIGNAGE WORK OF SCB MEDICAL COLLEGE & HOSPITAL , CUTTACK. The tender should submit through the Regd. Post/ Speed Post only.



7. The tender will remain valid for one year from the date of finalization of final proceeding which may be extended for another one year basing on the decision of the Committee as well as willingness of the bidder.

#### **8. BID DOCUMENT:-**

##### **TECHNICAL BID:-**

- a. The following documents duly signed by the Bidders should accompany the envelope in superscribe (TECHNICAL BID)
- b. The detail description and specification of individual items, hard copy and soft copy required.
- c. Certificate of undertaking for guaranty/ Warranty.
- d. Copy of the money receipt for purchase of tender paper.
- e. EMD Rs. 10,000/- in shape D.D Drawn in favour if Superintendent SCB Medical College & Hospital Cuttack.
- f. Attested Xerox copy of the Valid up-to-date GSTIN certificate.
- g. Detail address and phone number of the Bidders.
- h. Attested copy of the PAN Card.

##### **PRICE BID:-**

- a. Basic price should be quoted in Indian Currency.
  - b. TAX structure be mentioned separately.
  - c. Rate should be quoted per square feet/Unit cost.
  - d. **The price bid should be submitted in computerized typed format & no hand writing of price bid will be accepted & the price of the said item will be rejected.**
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9. There is no provision for letter of credit (L/C) payment will be made after successful installation and commissioning.
  10. Supplier shall be responsible for installation and demonstration of the work at their own cost and risk.
  11. Delivery of the items should be for destination in concerned department of SCB MCH, Cuttack.
  12. The Rate of the items should be quoted in the Indian currency both in words and figures excluding taxes. The tax position and other charges if any should be clearly mentioned separately.
  13. If any information or documents furnished by the tenderer are found to be incorrect or misleading at any stage, the tender or conditional Tender will be rejected.
  14. The undersigned/committee is not bound to accept the lowest tender rate considering the technical aspect.



15. The authority/committee reserve the full right to accept in full or reject any or all the tenders without assigning any reasons thereof.
16. The work should be completed within 10 days from receipt of the work order. On emergency cases, the approved firms will complete the work as and when required immediately.
17. The firm will ensure display and maintain signage plan for period of one year from date of its display. If there is any damage from out occurred due to wear & tear/ Natural calamity the hording will be repaired/replaced by the firm immediately at their cost.
18. The Flex/Glow sign board/Retro reflective Board will be immediately changed/ replaced by the firm if the colour of the above items design fades way/becomes less visible prior to completion of One year.
19. The Flex shall be changed after a period of one year if flexes shall not be turn out or Colour effect less visible prior to one year, the same shall be changed immediately.
20. If is there any defect noticed from the verification any of the inspection team (Store Medical Officer/Hospital Manger/Jr. Engineer PWD/GED of this institution, the same will be rectified immediately.
21. The exact location for erection of signage/hording shall have to ascertain from the Concerned HOD/Hospital Manager/PWD/GED of this institution.
22. The Firm will supply the requisite number of workmen with means & materials as well as tools appliance machines implements vehicles for transportation cartridge etc. required for the execution of work.
23. The signage work will be implemented in consultation with the Hospital Manager/ Concerned HOD / Asst. Engineer PWD/GED, SCB Medical College Hospital campus Cuttack time to time as and when required.
24. The bidder should visit the site before submission of bid documents.
25. Any legal dispute arising out of this is subject to Cuttack jurisdiction only.
26. Terms of Payment :- Payment will be made after successful installation and demonstration of the signage work obtaining from the concerned department & Hospital Manager of this hospital. The photocopy of the work should be submitted along with the bills.
27. If the firm fails to execute the work according to the tender terms & conditions, the EMD & security deposit will be forfeited.



**28. Name of the Items & Specification**

1. Glow Signboard with lighting arrangement different size.
2. Departmental framing board Non lit different size.
3. Name plate board **making with vinyl cutting & pasting on sun board** both side printing English & Odia.
4. Name plate board **making with Acrylic board** both side printing English & Odia.
5. Name plate board **making with vinyl cutting & pasting on fiber board** printing English & Odia.
6. Arrow indicator board wall mounting with vinyl cutting & pasting.
7. Pole mounted indicator board (Reflecting type)
8. Wall painting.
9. Incumbency board per sq. Ft.
10. Acrylic Board per sq Ft.

*Handwritten signature*  
9-4-25

Medical Superintendent  
SCB Medical College & Hospital  
Cuttack