

From: Odisha Gramya Bank Head Office GANDAMUNDA BHUBANESWAR 751030		Telephone: 0674-2353023 0674-2353045 Telefax: 0674- 2353011 email: atm@odishabank.in
Ref .No: OGB/IT/ATM/ 144 /2018-19		Date : 17-11-2018

To,
All the eligible service providers.

Sub: Request for closed and competitive quotation for procurement of 13 numbers of Sign Boards at various ATM Sites.

Odisha Gramya Bank invites closed and competitive quotation from open market to submit closed bids for procurement of 13 numbers of signboards for its ATMs at various ATM sites

Schedule:

The bid with all the document should reach Head Office of Odisha Gramya Bank in closed envelope on or before 26st Nov 2018, 5 p.m.

The bid will be opened on 27th Nov 2018 at 11:30 am.

Address of Bid Submission:

General Manager
Information Technology Department,
Head Office
Odisha Gramya Bank
Gandamunda,
Bhubaneswar – 751030

The bidder should comply below requirements and documents:

1. Commercial:

a. The commercial should be submitted as per below format:

SI No	Details	Units	Unit Rates	Unit Cost	GST %
1	Cost of translucent Vinyl flex of the Signboard	13	Cost/square feet		
2	Cost of Tube lights of Philips and equivalent make (40 w) inside the glow Board.		No of Units		
3	Cost of the Sign Board frame.		Cost/square feet		
Total of SI. No. 1 + 2 + 3					(A)

One Time Cost: (Table # 1)

- b. Selection of L1 bidder will be reckoned based on the total price mentioned in Table 1
- c. All price should be quoted in INR excluding Taxes.
- d. Price quoted in Table# 1 are subject to negotiation between the L1 bidder and Bank.

Handwritten signature

2. Payment:

- a. 100% cost will be released on delivery and installation. The payment will be released on receipt of satisfactory letter from Branch after an observation period of 7 days from the date of installation.
- b. Bidder need to file the GST within the valid time period.

3. Terms and Conditions

- a. Prices should be in INR excluding all the taxes, duties and GST.
- b. Delivery and installation should be within 2 weeks from the date of release of Purchase order.
- c. GST rate should be mentioned. Billing address should be Head office of Odisha Gramya Bank, Bhubaneswar. GSTIN of Odisha Gramya bank is: 21AAAJ0221H1ZW.
- d. There should be 1 year of warranty.
- e. The quote should be valid for 1 year.
- f. Bank reserves right to cancel the Bid any time before issuance of the Purchase order without assigning any reason.
- g. Bank has the right to amend/modify any typing error / material error before the delivery.
- h. Prices should be provided in the commercial format as per the advertisement in the company letter head.
- i. Bidders need to provide led lights inside the sign board.
- j. Bidders need to quote the materials or hardware including labor charges/ installation cost.
- k. In case of replacement of tube light the quoted price should include the installation cost of the tube light.

Yours Faithfully



R. R. Venkatachary
General Manager ITD

