



INDIAN INSTITUTE OF COAL MANAGEMENT

KANKE, RANCHI-834 006, JHARKHAND, INDIA

TEL : +91-651-2451030-33

FAX : + 91-651-2451022

Ref No. : Head/IICM/System/Foundation/NIQ/2018-19/ 1023

Date: 15.10.2018

Notice Inviting Quotation (NIQ)

Indian Institute of Coal Management, Ranchi, (IICM), a training & development institution formed under Societies Registration Act – 1860 and promoted by Coal India Limited invites sealed offer/quotation for arrangement of Audio Visual display of the event through LED Video Wall (Including Audio) for the guests sitting outside & inside the auditorium during 25th Foundation Day Celebration on 10.11.2018 at IICM, Ranchi.

Name of the Work	Estimated Cost including GST (Rs.)	Earnest Money in Rs.	Period of Contract
Arrangement of Audio Visual display (Video LED Wall) for Foundation Day Celebration at IICM on 10.11.2018	30208.00	400.00	One day on 10.11.2018

Scope of Work/Service:

1. The bidder will provide (On rent for the event) two nos. of LED Display Wall/Video Wall (Including Audio facility also). Size of one video LED wall will be of 10 ft X 8ft which will be installed outside the auditorium for audio visual display of the event for the guests sitting outside the auditorium of IICM. Size of another video wall will be of 8 ft X 6ft, which will be installed inside the auditorium of IICM where the event will take place. The LED will be p4 type LED having Pixel Pitch 4.8 mm and brightness will be minimum 5200cd/m². All necessary equipment like Mixer, HD Camera, Mixer, and Switcher should be installed.

2. The bidder should be ready & make functional their system for the event minimum 02 hours before the event.

TERMS AND CONDITIONS OF QUOTATION ENQUIRY:

1. Submission of Offer (Three-Envelope System):

1.1. The offers are required to be submitted in three envelopes all of which are to be put inside and sealed in a fourth envelope (Super Cover) inscribing as under:-

- i) NIQ Notice No. and date.
- ii) Name and address of the firm and contact no., which shall be addressed to DGM System Department, Indian Institute of Coal Management, Kanke, Ranchi – 834 006.
- iii) Name of the work as “QUOTATION FOR arrangement of Video LED Wall for Foundation Day Celebration at IICM, Ranchi.

The three separate envelopes shall contain the following:

a) Envelope 1:

Earnest Money: The first envelope shall contain the Earnest Money Deposit of ₹ 400.00/- (Rupees Four Hundred only) in the form of Demand Draft of any scheduled Bank of India in favor of Indian Institute of Coal Management payable at Ranchi. The body of envelope should clearly indicate the following:

- (i) Amount of Earnest money: ₹ 400.00
- (ii) Demand Draft No. : _____ Date: _____
- (iii) Name of the bank issuing the Demand Draft: _____
- (iv) The Earnest Money Deposit (EMD) will be retained in the case of successful bidder and EMD of the unsuccessful bidders will be refunded after opening of Price-bid and EMD will not carry any interest. The unsuccessful bidder for this purpose means the bidders who have not qualified for opening of Price-bid and those who have not emerged as successful bidder after opening of Price-bid. The Earnest money of successful bidder shall be retained till the expiry of contract period and shall be refunded without any interest after successful execution of contract which will be paid without any interest.
- (v) In case a bidder fails to submit EMD, his bid will be rejected without making any further communication.

b) Envelope 2: It should contain the following documents:-

- i) Copy of the downloaded/ collected NIQ affirming that the bidding firm is in agreement with the terms and conditions of the NIQ for which the bidder will have to sign on each and every page of the NIQ with the official stamp in the name and style of the firm
- ii) Copy of the GST Registration Certificate
- iii) Copy of the PAN Card
- iv) Document in support of Proprietorship firm or Partnership firm or Company or any other establishment
- v) Document in support of similar services/work in the past to any Government Dept./Public Ltd. Company/ Private Ltd. Company/ IICM/ Educational or Training

Institutions/ Registered Societies, the work order of the same may be submitted in Envelope-I.

Similar Work: Similar work means work related to Video Wall Set Up or AudioVisual Set up for Indoor/Outdoor Activity or Live Webcasting event set up.

v) Confirmation to organize the event as per description mentioned in Annexure-A

c) **Envelope 3:** It should contain the price offer i.e. rate part strictly in the format prescribed in Annexure – I of the ‘NIQ (Price Bid).

- 1.2 The quotations should be downloaded from IICM Website (iicm.ac.in) or may be collected from the office of DGM(System), IICM, Ranchi from **11:30 AM of 15.10.2018 to 03:00 PM of 24.10.2018**. The quotations enquiries duly filled in all respects and having completed in all applicable formalities should be submitted **to the Office of Dy General Manager (System), IICM, Kanke, Ranchi 834 006 on or before 03:30 PM on 24.10.2018. Quotations received after 03:30 PM on 24.10.2018 for any reason what-so-ever will not be accepted.**
- 1.3 The Envelope 1 shall be opened at the first instance and on being confirmed that the quotationer has submitted requisite EMD then the Envelope 2 shall be opened. If bidder submitted all the required documents and accepted terms & conditions given in the quotation notice without stipulating any terms & conditions of their own, the Envelope 3 i.e. financial offers will be opened for further evaluation and ranking before awarding the contract.
- 1.4 If the representative of the firm desires to remain present while opening of quotation, the same will be allowed.
- 1.5 IICM reserves the right to cancel/reject or scrap any or all the offers at any stage without assigning any reason to the quotationers (s).

2. Terms of price:

- 2.1. Rate should be quoted as per the format of Price bid. Payment of the total bill by IICM would be made only on submission of GSTIN tax invoice (If applicable) clearly indicating the GST amount charged in accordance with provision of relevant GST rules. In case of any mismatch in GST return or disallowance of Input Tax Credit to IICM/CIL due to non-registration or delay/nonpayment of tax or delay/non submission of return by the service provider, that incurred by IICM or amount disallowed as Input Tax Credit, shall be recovered from the bidder. Conditional Offer shall not be considered and will be rejected. Payment will be released after satisfactory performance of the bidder for organizing the work.
- 2.2. Rates quoted shall **remain open for 120 days** after the opening of the quotation.

3. Payment terms:

3.1. Payment will be made within 21 days on submission of GST invoice in the name of IICM as decided by IICM. Payment will be made through electronic transfer RTGS/NEFT for which the successful party will have to submit necessary bank account details. Tax invoice must bear the GSTIN (20AAATI4669P1ZB) number of IICM

3.2 Payment in advance or immediately on delivery cannot be made.

3.3. The price quoted should be firm and inclusive of all taxes, surcharges, incidentals etc. On F.O.R. IICM basis.

3.4. Paying Authority: Asst. Manager (Finance), IICM

4. Work is to be done on 10.11.2018.

Dy GM (System)

Distribution:

1. Notice Board
2. IICM Website

ANNEXURE - A

**INDIAN INSTITUTE OF COAL MANAGEMENT
KANKE, RANCHI – 834 006**

Ref No. : Head/IICM/System/Foundation/NIQ/2018-19/1023

Date: 15.10.2018

Sl.No.	Description(Minimum Specification)	Agree/Disagree (Fill the choice)
2.	Audio Visual Display of the event through LED Video Wall (Including Audio) for the guests sitting inside and outside of the auditorium: <ul style="list-style-type: none">• Two nos. Video LED Wall (One No. 10 ft X 8ft and one no. 8ft X 6ft) for Audio Visual Display• P4 type LED• Pixel Pitch:4.8 mm• Brightness:5200 cd/m2• Working Environment: Indoor/Outdoor	

Note: If bidder agree then only the financial bid will be opened (Subjected to matching other terms and conditions also). IICM may enquire about the technical set up to be done before opening of price bid, if required. If the bidder have provided similar services in the past to any Government Dept./Public Ltd. Company/ Private Ltd. Company/ IICM/ Educational or Training Institutions/ Registered Societies, then work order of the same may be submitted in Envelope-I.

ANNEXURE - I

**INDIAN INSTITUTE OF COAL MANAGEMENT
KANKE, RANCHI – 834 006**

Ref No. : Head/IICM/System/Foundation/NIQ/2018-19/ 1023

Date: 15.10.2018

PRICE BID

Sl.No.	Description	Rate (Rs.)	GST as applicable (RS.)	Any other charges if any (RS.)	Total Amount including all taxes (Rs.)
1.	Two nos. Video LED Wall (One No. 10 ft X 8ft and one no. 8ft X 6ft) for Audio Visual Display as per scope of work of NIQ				
TOTAL AMOUNT					

Total Amount Quoted (in words): Rupees_____

_____ only.

The total amount quoted is inclusive of taxes, surcharges, incidentals, installation, etc., on F.O.R. IICM basis.

Signature
of the
Bidder/Authorized Signatory
(Official Seal)

Place :

Date :

Note: i)

Offers as asked for to be submitted complete in all respects in the prescribed format of Price Bid (BOQ). Any offer found to be incomplete at any stage shall be liable to be rejected without assigning any reason to the bidder. If there is any discrepancy between the total amount quoted in figures and total amount quoted in words then the total amount quoted in words shall be considered.