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| **2386/PS/2020/KSACS** | **Date: 03.12.2020** |

To

The Agencies

Sir,

**Sub: Invitation of quotations for production and Fixing of boards – IEC- Reg.**

Sealed competitive quotations are invited by the undersigned from the agencies for the production placing of Display boards need to be installed in the various centres across the state mentioned in **Annexure 2.** The specifications of the boards are mentioned in **Annexure 1**.

1. **Quoted Price**
   1. The bidder shall quote for all the items mentioned in Annexure 1 separately.
   2. All duties, taxes, other levies, labour charges, installation charges & transportation charges payable by the bidder shall be included in the item rate.
   3. The rate quoted for each item will be fixed for the duration of the contract and shall not be subject to adjustments.
   4. Rates for partial quantity of an item is not acceptable;
   5. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
   6. Telex and Facsimile or email quotations are not acceptable.
   7. The bidder shall obtain necessary permissions from the local bodies, if required.
2. **Each bidder must submit only one quotation.**
3. **Validity of quotations**

The quotation shall remain valid for a period not less than 10 days after the deadline fixed for submission of quotations or otherwise decided by the Project Director, Kerala State AIDS Control Society, Thiruvananthapuram – 35

1. **Place, time of delivery**

The materials mentioned are to be delivered & installed within 45 days from the date of Work order .

**5. Special conditions**

0.5% of the total amount quoted for each item will be deducted for each weeks delay, for the corresponding item, after the specified date.

1. **Evaluation of quotations**

KSACS will evaluate and compare the quotations determined to be substantially responsive ie: which

* 1. are properly signed and
  2. conform to the terms and conditions and specifications
  3. The bidder who has quoted for the partial quantity of any one or more item(s) would be treated as non-responsive.

1. **Award of contract**
2. KSACS will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price.
3. The selected firm should be made an agreement in `200/- stamp paper within a week of the acceptance of the tender. The firm shall also deposit a sum of 5% of the Probable Amount of Contract which shall be treated as Security for the proper fulfillment of the work.
4. KSACS reserves the right at the time of awarding contract to increase or decrease the quantities, or award the work partly or jointly.
5. KSACS prior to the expiration of the quotation validity period will notify the bidder whose quotation is accepted of the award of contract. **The terms of the accepted offer shall be incorporated in the Work order.**
6. The payment will be made after the work satisfactorily completed and the bills produced along with the installation report from the institutions, or based on other valid documents as per existing Rules and Regulations.
7. Notwithstanding the above, KSACS reserves the right to accept or reject and to cancel the bidding process and reject all quotations at any time prior to the award of the contract, without detailing any specified reasons whatsoever.
8. **Last date and time of receipt of quotations**

The last date and time of receipt of quotation is mentioned in **Annexure 4.**

The date of opening of quotations is mentioned in **Annexure 4**

**The format for submitting quotation is mentioned in Annexure 3**

Quotations will be opened in the presence of the Bidders or their representatives who choose to attend at the time and date mentioned in **Annexure 4**

1. **All decisions of the Project Director will be final and binding to all in every respect.**
2. **Preparing of Sealed quotations:**

You are requested to submit the **sealed quotations** super scribed on the envelope as

“**Quotations for production & fixing of boards”**

We look forward to receiving your quotations and thank you for interest in this Project.

Yours faithfully,

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|  | Sd/-Dr.R.RameshProject Director |
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**Annexure 1**

**Specification of the board**

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| Sl.No. | Type of Material | Number required | Specification |
| 1 | LED Digital Display Boards | 10 Nos.  (List of centres where the boards to be installed will be provided by  KSACS | Size of Board: 3.5’ x 2.5’ with stand  Material: 1” Metal square pipe frame, outer box covering with 16 gauge GI sheet  Front display: Trans light Film slide (10 number of messages to be displayed)  Inside: High quality LED light (12 watt)  2 Motors with DC power supply.  **Note: Fabrication, Trans light printing, electrical work, packing and transportation should be done by the Agency.** |
| 2 | Notice Board for IEC material | 50 Nos. | Size of Board: 3’ x 2’ with stand  Material: 1” square GI pipe pole, 6’  Height, 2.5’ width, 3 Nos. poles, folding type, with clamp (Tripod, like Black Board stand)   * 4mm Acrylic sheet base board * A4 Size 3 mm Acrylic Box pouch-2 Numbers and A 5 size 3 mm Acrylic pouch 3 numbers to be fixed on the Acrylic sheet base board.   Note: Packing and Transportation  Should be done by the Agency. |

**ANNEXURE – 2**

**List of 50 ICTCs &10 ART Centres**

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| **List of ICTCs** | | |
| ICTC  Community Health Center Vizhinjam |  | ICTC  Taluk Hospital Attingal, Trivandrum |
| ICTC Taluk Head Quarters Hospital Nedumangad, Thiruvananthapuram |  | ICTC  Community Health Center Poovar Thiruvananthapuram |
| ICTC  Taluk Head Quarters Hospital Punalur, Kollam |  | ICTC  Taluk Head Quarters Hospital Karunagappally, Kollam |
| ICTC  District Public Health Lab Kollam |  | ICTC  Taluk HQ Hospital, Kadakkal  Kollam Dist. |
| ICTC  General Hospital Tiruvalla, Pathanamthitta |  | ICTC  Taluk Head Quarters Hospital Ranni , Pathanamthitta |
| ICTC  Taluk Head Quarters Hospital Chenganoor, Alappuzha |  | ICTC  Taluk Head Quarters Hospital Mallappally ,Pathanamthitta |
| ICTC Taluk Hospital Thuravur  Alappuzha |  | ICTC  Taluk Head Quarters Hospital,  Kayamkulam, Alappuzha |
| ICTC  District Hospital Mavelikkara Alappuzha |  | ICTC Taluk Head Quarters Hospital Vaikom, Kottayam |
| ICTC  Kanjirappally Kottayam |  | ICTC Taluk Head Quarters Hospital Pampady  Kottayam |
| ICTC  W&C Hospital Mattenchery  Ernakulam |  | ICTC  Taluk Head Quarters Hospital Kothamangalam  Ernakulam |
| ICTC  Taluk Head Quarters Hospital  Thripunithara, Ernakulam |  | ICTC  Taluk Head Quarters Hospital Noth Paravoor, Ernakulam |
| ICTC  District Hospital Nedumkandam Idukki |  | ICTC  District Hospital Vandiperiyar |
| ICTC  Taluk Head Quarters Hospital Kattappana, Idukki |  | ICTC  Taluk Head Quarters Hospital Kodungallor, Thrissur |
| ICTC  Taluk Head Quarters Hospital Chavakkad Thrissur |  | ICTC  Community Health Center Thiruvillwamala |
| ICTC  District Hospital Wadakkanchery |  | ICTC  Taluk Head Quarters Hospital Pudukkad, Thrissur |
| ICTC  Community Health Center Alappad,Thrissur |  | ICTC  Taluk Headquarter Hospital Mannarkkad Palakkad |
| ICTC  Taluk Head Quarters Hospital Chittur, Palakkad |  | ICTC  GTSH, Kottathara, Attappadi, Palakkad |
| ICTC  Taluk Headquarter Hospital Pattambi Palakkad |  | ICTC  Taluk Head Quarters Hospital  Thirurangadi,Malappuram |
| ICTC  District Hospital Perinthalmanna, Malappuram |  | ICTC Taluk Head Quarters Hospital, Malappuram |
| ICTC  General Hospital Kalpetta, Wayanad |  | ICTC  General Hospital Vythiri, Wayanad |
| ICTC  Taluk Head Quarters Hospital Thaliparambu, Kannur |  | ICTC  W&C Hospital Mangattuparambu, Kannur |
| ICTC  Central Prison Kannur |  | ICTC  Community Health Center Kumbla , Kasargod |
| ICTC  Taluk Hospoital Panathady, Kasargod |  | ICTC  Community Health Center Thrikkarippur Kasargod |
| ICTC  Community Health Center Kuttiyadi, Kozhikode |  | ICTC  Taluk Hospital Nadapuram, Kozhikode |
| ICTC  Community Health Center Narikkuni, Kozhikode |  | ICTC  Community Health Center, Balussery , Kozhikode |

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| List of ART Centres |
| Medical College Hospital Trivandrum- |
| Govt.T.D.Medical  College Hospital,  Vandanam,  Alappuzha |
| Govt. Medical College   Kottayam |
| USHUS  Medical College  Chest Hospital,  Mulagunathukav, Thrissur |
| USHUS Medical College,  Kozhikode |
| USHUS District Hospital Palakkad |
| USHUS  General Hospital Hospital Road , Ernakulam |
| ART Centre  General Hospital, Kasaragod |
| FI ART Center District Hospital, Kollam |
| FI ART Center District Hospital, Kannur |

**FORMAT OF FINANCIAL BID**

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| **Sl. No.** | **Work description** | **Number of Boards** | **Size** | **Total Amount** |
| 1 | LED Digital Display Boards | 10 | 3.5’ x 2.5’with stand |  |
| 2. | Notice Board for IEC material | 50 | 3’x 2’ with stand |  |

**\*** The rates quoted should be inclusive of all duties, taxes, other levies, labour charges, installation and transportation charges etc.

**Annexure 4**

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| **1** | **Last date & Time of submission of quotations** | 12 noon, 28th December 2020. |
| **2** | **Date & Time of opening of quotations** | 3.00 pm, 28th December 2020. |