

**NOTICE TENDER- SIGNAGES SERVICES**

**TENDER/QUOTATION FOR INDIAN PREMIER LEAGUE 2024 FROM 20<sup>th</sup> April -14<sup>TH</sup> MAY 2024.**

Sealed Tender / Quotation are invited for providing Signages Services to Delhi & District Cricket Association (DDCA) situated at Ferozeshah Kotla, New Delhi – 110002 from reputed firms/agencies/companies having valid licenses and sanctions and experience in the field of Signages services for a minimum period of two years, to quote their best offers in SEALED COVERS for INDIAN PREMIER LEAGUE from 20 April -14th May 2024 to be held at Arun Jaitley Stadium, Ferozeshah kotla ground, DDCA.

Time schedule for tender process:

Date of publication of tender notification on official website	04/04/2024
Last date for Sale of tender document	10/04/2024
Last date for receipt of duly filled in tenders	10/04/2024
Cost of Tender	1,000/- (Non-refundable- to be deposited in form of Demand Draft along with bid document)

The Company is required to give the following details:-

<b>COMPANY/FIRM PROFILE</b>	
Name of the Company/Firm and complete registered address	
Legal Status (Individual, Sole Proprietary firm, Hindu Undivided Family (HUF) business, Partnership firm, Consortium, Joint Venture, Limited Company or Corporation)	
Status of the signatory of the applicant	
Year of commencement of Business	
Has your company been ever blacklisted by any organization?	
Were you or your company ever required to suspend services for a period of more than 06 months continuously after you have commenced the business of providing services? If so, give the name of the contract and reasons thereof.	
Has your company/firm ever changed its name any time? If so, when, the earlier name and the reason thereof?	

Name, Designation and Tel. No(s) of the Contact Person -Fax No(s) -E-mail address	
Statutory Details (Photocopy duly signed to be attached) - Registration No. of the Firm - PAN - EPF – Registration No. - ESI Registration No. - GST Registration No. - Name & Address of Bankers alongwith Current Account Details	

(Rs. In Lakhs)

	FY 2020-2021	FY 2021-2022	FY 2022 -2023
Details of annual financial turnover (gross)			

### Special Conditions of Contract

1. Please read the Terms & Conditions carefully before filling up the document.
2. Incomplete Documents will be rejected. It is in the interest of applicants that they may inspect the proposed premises before submitting the bid.
3. DDCA reserves the right to obtain feedback from the previous/present clients of the applicant and also depute its team(s) to inspect the site(s) at present contract(s) for on the spot first-hand information regarding the maintenance and other signages related services provided by the applicant. The decision of the DDCA in this regard will be final and binding on all bidders.
4. The applicant should be in the business of providing Signages services for a minimum period of two years as on date of submission of tender.
5. The service provider shall provide the services mentioned at Annexure-A to the satisfaction of DDCA/JSW GMR.
6. All costs pertaining to placement, removal, printing and designing of signages incl. all costs pertaining to transportation to and from the stadium shall be borne by the service provider.
7. The rates may be quoted separately for wooden and metal frames.
8. The applicant shall ensure that all statutory compliances for its personnel are its responsibilities.

9. All statutory taxes/fees of any kind shall be borne by the applicant.

**Instruction to the Bidder**

1. The necessary details / clarification if any can be obtained from the Tender Committee, DDCA Office between 11.30 AM to 5.00 PM on any working day.
2. All quotations / offers / Tenders should be on the form given at Annexure 'X' with Company / Firms / Organization Stamp.
3. An Earnest Money Deposit (EMD) of 10% of quoted final cost in the form of Bank Draft shall be submitted by all bidders. The Bank Draft will be favouring Delhi & District Cricket Association payable at New Delhi. All quotations submitted without EMD shall be rejected. EMD amount shall be refunded to unsuccessful Bidders within a week of opening the commercial bids. EMD shall be submitted by all bidders along with PAN No. / TAN No. /Service Tax Number and I.D. Proof with Company / Organization / Firm's details of Registration, Memorandum & Articles, Partnership / Proprietorship details as the case may be.
4. The payment for the services provided by the Bidder shall be made within 45 working days after the submission of the bills after the match.
5. DDCA reserves its right to accept or reject any of the offers or cancel all offers and also modify conditions of effect any other change in items, terms and conditions.
6. The envelope containing quotations SUPERSCRIBED with the name of item is to be addressed to Tender Committee, Delhi & District Cricket Association, Ferozshah Kotla Grounds, New Delhi-110002 should be dropped in a box kept at the reception of DDCA during office hours 10 A.M. to 5 P.M.
7. The quotation must reach the office of the DDCA by 10/04/2024 by 03.00 PM.
8. The incomplete quotations in any manner will be summarily rejected.
9. In the event another party is sought to be engaged as a supplier for the purposes of the tender, this may only be done by obtaining consent in writing of the Authorized official of DDCA.
10. All disputes shall be subject to the jurisdiction of courts of Delhi.
11. It is hereby clarified that all rights granted pursuant to the Tender are valid only for this match. No future rights are sought to be granted.
- 12. The Bidder should not be member of DDCA and should not have any close family relatives working in DDCA. Signed undertaking shall be submitted with the tender.**

The last date for submission of above Tender /Offer / Quotation for INDIAN PREMIER LEAGUE 2024 FROM 20th APRIL -14TH MAY 2024 to be held at DDCA, Arun Jaitley Stadium, Ferozshah Kotla Grouunds, New Delhi is 10/04/2024 by 03.00 PM

Chairman, Tender & Purchase Committee

04/04/2024

**ANNEXURE 'X'**

**PROFORMA FOR SUBMISSION OF COMMERCIAL BID  
PA SYSTEM**

S.No.	Item Name	Cost Per Item	Quantity	Total Cost	Taxes	Final Cost

Total Cost in Figures: \_\_\_\_\_

Total Cost in Words: \_\_\_\_\_

Date:

Place:

Signatures

(Name of Authorised Signatory)

Company Stamp

## Annexure 'A'

### Detailed Scope of Work

The Security, Directional, Traffic signage will be required as:

- **Signage inside stadium and stadium periphery** - flex on the frame, flex only, sun board, vinyl textured printing, Sun board digital printing with lamination, stickers, all gates, floors, stairs, security points, generic, generic instructions, media signage, restricted items, bhag doud and security instructions, directional and traffic signage, etc. inside and outside the stadium.
  - Flex on frame – Approx. 20974 Sq ft
  - Sun board digital printing and pasting – Approx. 2655 Sq ft
  - Vinyl printing and pasting – Approx. 700 Sq ft
  - Flex only - Approx. 1000 Sq ft
  - Sun board vinyl – 360 Sq ft
  - Arrows – 425
  - Stickers – 1600
  - Business cards – 11000
  - Temp cards – 1500

Agency are requested to submit their rate as per the format given below:

- Flex on Iron frame mounted – per sq ft
- Only flex printing and pasting – per sq ft
- Star flex on Iron frame – per sq ft
- Only Star flex printing & pasting – per sq ft
- Sun board with digital printing – per sq ft
- Sun board with vinyl – per sq ft
- Digital printing only – per sq ft
- Vinyl only – per sq ft
- Digital Vinyl – per sq ft
- Digital printing with lamination – per sq ft
- Arrow small vinyl – each
- Arrow big vinyl – each
- Arrow U turn small vinyl – each
- Arrow U turn big vinyl – each
- Temporary Card 300 GSM (Art Card) – each
- Important Contact number (6 fold art card) – each
- Visiting Card Metallic sheet – per 100
- A3 Stickers with lamination gum sheet – each
- A4 Stickers with lamination gum sheet – each
- Transparent gumming sheet - each
- Delhi Capitals logo sticker – each
- Delhi Capitals logo on a transparent sheet – each
- Stickers home/away/reserve - each
- LNJP sticker round with gum sheet 170 GSM – each

- Star flex both sides with hanging rod 4x2 ft – each
- Star flex both sides with hanging rod 5x2 ft – each
- Standees 3x6 ft – each

The schedule of work inside the Stadium will be:

- Signage work to be completed (i) inside of the Stadium by M-3 days and (ii) outside of the Stadium on M day (M defined as match day).
- The maintenance/replacement of all boards, a separate team consisting of 1 supervisor, and 6 workers in each area of signage and branding separately should be available at the site.
- Remove all the boards immediately after the match and then put it again just before the next match.
- All the removed boards are to be kept in your safe custody
- Maintain all boards for entire the season
- Put all removed boards again just before the next match
- Take all boards from the Stadium by M+3 days without fail