

## **Empanelment of Vendors for Supply & Installation of Glow sign boards ,marketing boards,stickers etc**

### **1. Introduction**

The Nainital Bank Ltd., one of the premier scheduled commercial bank, has successfully transformed itself into a modern age bank to cater its customers efficiently and effectively. Presently, the Bank has 169 branches operating in Uttaranchal, Uttar Pradesh, Delhi, Haryana and Rajasthan.

To meet its requirements for the installation of various types of signage boards, Marketing boards, digital boards and stickers, the Bank invites applications on prescribed proforma (Annexure-1) from technically competent and financially sound Vendors for empanelment for supply, installation and commissioning of signage boards etc

Bank in general purchases following items from empaneled vendors after calling quotes as and when required.

- 1) LG Vinyl boards
- 2) LG Flex boards
- 3) Digital boards
- 5) LED boards
- 6) LED lights
- 7) Acrylic boards
- 8) Branding stickers for the branches
- 9) Water Marks

### **2. Vendors' Eligibility Criteria**

#### **1) Status of Vendor**

The vendor should be dealing in signage board, Digital boards and other items as mentioned in above list and should have expertise in installation of same

#### **2) Financial status**

Turnover of the bidder from preparation and installation of the boards should not be less than in India should not be less than Rs 15 lac (Fifteen Lac) during the last financial year (2022-2023). The balance sheet of the vendor should show profit during last 3 years.

Audited Balance Sheet (provisional, if not audited for 2023-2024) and Profit & Loss Account documents for the years 2020-21, 2021-22 and 2022-23 should be enclosed.

#### **3) Reliability/Quality of the Hardware**

Since the signage boards etc will be used at various place for display, hence the quality of the boards and other items should be good and should be such that bank visibility may be enhanced

Vendor should have capability to provide onsite support and efficiency in post installation services, delay in providing in-time after-sales support at the site, or flaws in supplied items, etc. shall de-bar vendor from empanelment

**4) Validity of empanelment** –Empanelment is valid for 1 year from the date of empanelment and extendable for 1 more year subject to the satisfactory services and quality of boards etc supplied by the vendor

**Guarantee/ warranty:** The bidder must guarantee the equipment/ materials/ supplied against faulty design/ material/ components/ workmanship giving rise to replacements. The warranty should be valid for a prescribed period as per item from the date of handing over, irrespective of the date of deliveries. . In the case of failure of the successful bidder to provide stipulated post installation/supply of items services or delay in supplying items ,bank reserves right to get it done by other agencies and adjust expenditure incurred in such work against pending bill of the vendor .Bank will charge penalty @5% of the cost of the items if the items quality is inferior or delay in supplying requisite items

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**The Nainital Bank Ltd.**  
**(Regd. Office : G.B. Pant Road, Nainital)**

Application form to be submitted for the purpose of Empanelment of Vendors for supply & installation of Glow sign boards etc

Sr.	Information required	Information to be filled by the vendor		
1.	Name of the vendor			
2.	Year of starting operations			
3.	Constitution of the vendor, i.e., Limited Company, Private Limited Company, Partnership, Sole Proprietorship, or any other type			
4	Vendor's registered address			
5	Vendor's corporate address			
6	Name(s) of partner(s), if applicable			
7	Address (es) of partner(s), if applicable			
8	Name(s) of the authorized executive(s)			
9	E-mail address (es) of authorized representative(s)			
10	Phone nos. of authorized representative(s)	1- 2-		
11	E-mail id of authorized representative(s)			
		During FY 2020-21	During FY 2021-22	During FY 2022-23
13.	Net Profit (Rs. in lac)			
14.	Total Turnover (Rs. in lac)			
15.	Revenue earned from installation of sign boards etc (Rs. in lac) etc.			
16.	Support and service experience (list the names of Institutes)			
17.	Enclosures			

The application is submitted in response to your advertisement for empanelment in newspaper and website <https://www.nainitalbank.co.in/english/tender.aspx> . The information submitted is true to the best of my/ our knowledge.

**Signature and Seal (Authorized Signatory)**

**Name -**

**Destination-**

**Vendor / Company Name-**

**Date:**

## SPECIFICATION (GLOW SIGN BOARD) BASIS OF DESIGN

(A) . All signage covered under this specification shall be good for installation .

(B) All signage, except where specified as indoor, shall be good for outdoor installation without any shade/cover/protection.

(C) All illuminated signs shall be suitable for operation from dusk to dawn everyday throughout the year.

(D) All outdoor signages should be designed to withstand all climatic conditions

. (E) . LED lights of required wattage and numbers shall be placed in such a manner to achieve uniform lighting of the signage (min one LED light (4ft) size per 4 sqft area). It shall be ensured that no dark patches, hot spots, shadows and light leaks appear when the lights are turned on.

(F) . The design of signage shall facilitate easy maintenance & re-lamping. The maintenance doors/panels should remain water/dust tight during normal usage. Electrical works The wires running inside the signage box shall not run/hung loose. The wires shall be taken inside the Conduit / PVC sleeve and all cable shall be saddle properly, which shall be properly supported. All wiring should be numbered with ferrules. ii. It shall be possible to maintain & replace, light fittings, chokes etc. inside the signage, without dismantling the signage by providing adequate space inside the signage and providing suitable removable entry/access doors/covers. All lighting work shall be completed in all respects even if not indicated and spread of light should be uniform. All the electrical equipment except lighting fixtures to be located inside the signage board shall be weatherproof and suitable for outdoor duty.

**COLOURS**-- Colour of the signage shall comply with approved shades.

Vendor shall submit colour samples of vinyl film & paint to obtain clearance before proceeding with the art/painting work for all relevant signage

Warranty: • Contractor should provide a Comprehensive Warranty from the single source manufacturer of the translucent vinyl and the flexible substrate for a period of at least 5 years.

. Warranty should be against: 1. Yellowing / Graying of Flex

2. Wicking of flex

3. Fungus or Mildew formation

4. Vinyl peel-off, fading, shrinkage, cracking and crazing

• The Authorized Contractor's final bills would be cleared only on submission of the duly endorsed Warranty Documents that fulfill all the above conditions.