

**RUNNING CONTRACT**

No. MCC/ES/Stickers/16/

03/03/2020

**Name of work: Providing and fixing display boards & stickers for various Departments- Reg.**

Sealed and competitive running contracts are invited from the experienced agencies/contractors for the above works. The last date of submission of quotation is **18/03/2020**. The terms & conditions and specification of the works are detailed below.

**Schedule**

<b>No.</b>	<b>Item Description</b>	<b>Unit</b>	<b>Rate/works</b>
1	Providing & fixing white glossy PVC vinyl sticker over glasses wherever necessary as directed by the Engineer including cost of materials, conveyance and labour charges etc. completes.	Per sqft	
2	Providing & fixing sun control film over glasses wherever necessary as directed by the Engineer including cost of materials, conveyance and labour charge etc. completes	Per sqft	
3	Providing & fixing etching sticker with necessary design work over glasses as directed by the Engineer including cost of materials, conveyance and labour charges etc. complete.	Per sqft	
4	Providing & fixing vinyl sticker with lettering of approved colour and design directed. The rate including cost of materials, conveyance and labour charges etc. everything as per drawing provided.	Per sqft	
5	Providing & fixing 3mm thick clear acrylic sheet display board of required size. This includes clear vinyl sticker with printed letters of approved colours and design and white vinyl sticker, and cost of materials, conveyance and labour charges etc.complete in all respect as directed by Engineer.	Per sqft	
6	Providing & fixing 4mm thick sun board of required size with vinyl sticker with letters of approved colours and design. The rate includes cost of materials, conveyance and labour charges, etc. completes in all respect as directed by Engineer.	Per sqft	
7	Providing & fixing 3mm thick ACP sheet display board of required size with 25mm edge folding including, The rate including printed letters of vinyl sticker / vinyl sticker with lettering of cost of materials, conveyance and labour charges etc. complete as directed by Engineer.	Per sqft	

## **TERMS AND CONDITIONS**

1. The sealed quotation superscripted thereon the name of work mentioned above and addressed to the Director, Malabar Cancer Centre, Thalassery
2. Materials to be used are as per specification and the same should be approved by the Engineer-in charge of the work.
3. Date & time of submission of duly filled quotation- Up to 5pm on 18/03/2020
4. Completion time of works - 2 week from the receipt of name board details/as and when required.
5. The quoted rate shall be for total charges for executing the whole works mentioned above as per the direction of Engineer.
6. The quoted rate should be inclusive of all taxes, GST,duties, transportation, loading, unloading of all materials at site and all labour charges.
7. Payment: 100% advance after successful completion of work.
8. The work should be completed as per Standard specification and the direction of Engineer-in charge.
9. The approved quotationer should submit the copy of PAN card & GST certificate before submission of the work bill.
10. Draft matter of the display board shall be submitted for approval, only after approval of matter the board shall be prepared.
11. Sample of each type of board shall be submitted for approval before commencing works.
12. The quotation should be an unconditional one and the quotationers are not permitted to impose any of their conditions, stipulations, alterations, commissions, and instructions, specify any terms for executing the work under this contract other than those specified herein. A conditional quotation is liable to be summarily rejected.
13. Security norms: You will have to comply with the security restrictions enforced by Malabar Cancer Centre. The directions issued by us should be strictly followed by your service personnel so as to ensure minimum disturbance to the hospital functioning.
14. The under signed has reserves the right to reject any or all the quotations or postpone the bid without assigning any reason.
15. The work order will be issued subject to the requirement only.
16. The rate quoted in the proposal still be valid for 1year, which may be extended upto a maximum of 3years subject to mutual consent.

**DIRECTOR**

Copy to:

- 1) All Notice Boards, Municipal office & PWD office
- 2) Office file
- 3) MCC's website