



बंगाल केमिकल्स एण्ड फार्मास्यूटिकल्स लिमिटेड
BENGAL CHEMICALS & PHARMACEUTICALS LTD.
(भारत सरकार का एक उपक्रम)
(A GOVT. OF INDIA ENTERPRISE)
क्रय विभाग : 6, गणेश चंद्र एवेन्यू,
Purchase Dept.:6, Ganesh Chunder Avenue
कोलकाता / Kolkata 700 013

Bengal Chemicals & Pharmaceuticals Ltd invites proposals for Design, Fabrication, Supply and Installation of ACP LED Signage at front façade of Bengal Chemicals Bhavan Building located at 502, S.V Savarkar Marg, Prabhadevi, Mumbai-400025, Maharashtra.

SEALED tender in two Bid System is invited from reputed Firm/ company/agency to undertake the below mentioned job, with terms and conditions described in this tender document.

All bidders are requested to submit their sealed quotation to the following address: **Bengal Chemicals & Pharmaceuticals (A Government of India Enterprise) 6, Ganesh Chunder Avenue, Kolkata 700 013 by super scribing tender number & date and due date on the sealed envelope.**

The content of this tender document consists of two parts. After the submission of the Technical and Financial bids according to the instructions provided in the sections below, the bids will be evaluated through a two-stage process.

The Documents to be submitted:

A) The “Technical Bid” shall contain the following:

Form and attached under Form 1 & 2 All the documents required as per eligibility criteria in Technical round/bid Any other details that the bidder may like to provide.

B) The “Price Bid” shall contain the following:

The Vendors should submit the proposal as per the financial bid format.
Taxes should be included in the above proposal.

The Technical Bids and Financial Bids are to be sealed in two different envelope and both the technical bid and financial bids(envelopes) are to be submitted in a single envelope with super scribing Tender no and due date.

Tender summary

S. No.	Item	Details
1.	TENDER NO	BCPL/SIGNAGE /CO/2026-27/01 DT 13.07.2026
2.	Delivery Period/Job Completion period	1 Month
3.	Performance Bank Guarantee	5% of total contract value
4.	Earnest Money Deposit (EMD)	10,000/-





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5.	Bid Validity	60 days
6.	Last date & time of Bid submission	28.07.2026 till 3.00 PM
7.	Date & Time of Bid Opening (technical bid only)	28.07.2026 AT 4.00 PM
8.	Total no. of Pages	1 to 10

Submission of Tenders and instruction to tenders:

Submission of bids should be as per two bid system i.e., Technical and Financial bid separately.

The tenderers may quote their rates for all the required jobs OR any specific item mentioned in scope of work.

The tender is not transferable under any circumstances. The price shall be quoted in Indian Rupee only.

The submission of quotation shall be taken as an acceptance of the terms and conditions including furnishing of Earnest Money for the desired amount Rs.10,000/- (Ten thousand only) in the form of DD in favor of "Bengal Chemicals & Pharmaceuticals Ltd, payable at Kolkata. Cheques will not be accepted.

The earnest money of the unsuccessful tenderers will be returned as soon as possible after the tenders are settled but in r/o the successful tenderer EMD will be retained till submitting of performance security.

In case You're able to EMD exemption then you have to submit documentary evidence of MSME Certificate. Validity of tender: The Bids will be valid for a period of 60 days.

The Competent Authority of BCPL may cancel the tender at any time without assigning any reason.

The financial bids will be considered for opening for those Bidders who had fulfilled the requirements of Technical bid and will be informed accordingly. Intervention of the tenderers in this regard will not be entertained in any form.

Any dispute in this regard after opening of tenders, the decision of DF/MD shall be final and binding for all the tenderers.

If any tenderer withdraws his tender before the expiry of the period fixed for acceptance before finalizing the bid, the earnest money, if any, deposited will be forfeited and no correspondence in this regard will be entertained thereafter.

Tenderers shall invariably specify in their tenders the delivery conditions including the time required for executing the work.

The successful tenderer before signing the agreement and within the period specified in the letter of acceptance of his tender must deposit a 5% Performance security deposit for the satisfactory fulfillment of the contract.

Any minor changes made therein for convenient and betterment is to be accommodated with extra charges.





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Extra charges will be only payable if any minor additions/alternations in proofs, if required. Only those firms who have well experienced in Advertising, Branding, printing and have evidence to that extant only need to submit their quotations. In the event, they are liable to be rejected.

Earnest Money Deposit (EMD)/ Bid Security: EMD in the form of Demand Draft (D.D) payable to BCPL at Kolkata which should be together with the technical bid or the EMD amount as specified can be transferred electronically to below mentioned. account no and the proof of such transfer to be annexed with the technical bid.

A/c No 0084250200198

IFS Code: PUNB0008420

Bank: Punjab National Bank

Branch: Calcutta (Kolkata), West Bengal: 700001

Other Terms & Conditions:

The bidders should provide all the technical details about the Firm, experience, clientage, etc., in technical bid whereas in the Financial Bid will contain the rates of the desired job which includes all taxes. Tender evaluation Committee will open the Financial Bids of only those bidders who stand qualified on the basis of details provided in Technical Bid following the terms and conditions of the tender.

The bidder should have the following qualifications for bidding:

Shall be having sufficient experience and expertise in the relevant field.

Should have valid GST registration.

The tenderers have to submit self-attested Xerox copies of their firm / company registration.

Firm should have valid PAN card in the name of firm.

Designing of display material will be done by the selected firm.

The tender submitted without the requisite valid documents/EMD will be summarily rejected.

The tenderer should read and sign on each page of this tender document along with stamp of his firm.





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THE SCOPE OF WORK:

The scope of all the above jobs includes design, fabrication and installation of the backdrop/Signboard/ Signage's, graphics and other display materials.

Concerned Firm/Agency/Company after qualifying its bid both technically and financially should be able to depute personnel for various assignments as per instructions from BCPL with all required materials.

The material should be delivered and fixed within the specified time frame.

SL No.	DESCRIPTION	QTY
a)	METAL SIGNAGE IN ENGLISH AND MARATHI BACK SIDE ACP BOX FRAMING WITH BEND ON 4 SIDES LETTERS SIZE:2”X1.25”X15” MADE IN SS 304 WITH BLUE – COLOUR PU COATING WITH LED LIGHT & POWER SUPPLY. BOARD BACK SIZE: 25 FT X 2.5 FT BLUE COLOUR PU COATING WARRANTY MUST BE FOR 10 YEARS LED LIGHT & POWER SUPPLY WARRANTY MUST BE FOR 3 YEARS	2 Nos.





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Eligibility Criteria in Technical Round(bid)/DOCUMENTS TO BE SUBMITTED IN THE TECHNICAL BID ENVELOPE:

S. No.	Basic Requirements	Specific Requirements	Documents to be submitted in TECHNICAL BID ENVELOPE
1	Legal Entity	The Bidder(s) interested in participating in the Selection Process must be a duly registered legal entity in India, under any one of the following categories: - • A Limited Liability Partnership (“LLP”) registered under the LLP Act, 2008; • an Indian Company (“Company”) registered under the Companies Act, 1956/ 2013; • a Sole Proprietorship firm, registered as such under the Applicable Laws of India.	Registration documents of the Bidder as a company/firm or any legal entity along with: i. Certificate of the company ii. PAN Card of the registered legal entity iii. GST certificate of the registered legal entity iv. Copy of Statement filed in the Register of Firms disclosing names, addresses and relevant details of ALL partners of the Partnership Firm v. MSME Certificate (if applicable) vi. Any other supporting document, as may be required
2	Average Annual Turnover	The bidding entity must have minimum average annual turnover of 40 lakh or more in the last three financial years (i.e., 2021-22, 2022-23 and 2023-24).	i. Audited Financial Statements of FYs 2023-24, 2024-25 and 2025-26; or ii. Turnover certificate by CA (original) with UDIN Number for FYs 2023-24, 2024-25 & 2025-26
3	Technical Capability & Experience	The Bidder should have experience of providing Signage, Advertisement or Branding services to Central/ State Govt departments/ PSUs/ Autonomous bodies / private organizations	Work Order / Work Completion Certificates issued by Client.
4	Non-Blacklisting declaration	The bidder shall not have been blacklisted by any central or state government agency, PSU etc. in the last 5 years preceding the proposal due date	As per format in Form of Annexure-... signed and stamped on company letterhead
5	EMD (Earnest Money Deposit)	Amounting in form of D.D of Rs-10,000/- TO BE DRAWN in favor of “BENGAL CHEMICALS & PHARMACEUTICALS LTD”, Payable at Kolkata (Refundable to unsuccessful Bidders) The EMD should be together with the Technical bid Envelope.	
6	COMPANY PROFILE	Name of the Organization * (As appearing on PAN Card) Registered Office Address * Mobile no.:	





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		Email Address:	
7	STATUTORY DETAILS	GST Details MSME(UDYAM) Registration Certificate, If any PAN NO. NATURE OF ENTITY PROPRIETOR/PARTNERSHIP/ LPP/ PRIVATE LIMITED /PUBLIC LIMITED/GOVERNMENT	

Opening of Financial Bids:

The Financial Bids of only those bidders who qualify in the **Technical Evaluation Stage** shall be opened

The date and time of opening of Financial Bids shall be communicated to the technically qualified bidders.

The Financial Proposal shall be evaluated on the basis of the **quoted cost for the scope of work as specified in the tender document.**

The bidder quoting the **lowest financial proposal** shall be Awarded the job.

Note: Exemption of EMD for MSEs/ Startups applicant:

“Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) and Startups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT)” are exempted from submission of EMD (Bid security) in this tender.

Designs and Samples: The vendor shall prepare and submit all designs, artwork, samples, related to signboards to BCPL for review and approval prior to execution. No fabrication or installation shall commence without prior written approval from BCPL. In case of any deviation from the initially approved designs, the vendor must submit revised designs or samples to BCPL at least 7 (seven) days in advance for approval. The final approval of all designs, materials, and treatments shall rest solely with the BCPL Authorized Person, whose decision shall be final and binding. No additional cost shall be borne by BCPL for any revisions or re-submissions made to secure the necessary approvals.





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Performance Bank Guarantee: A 5% of the total Contract Value to be submitted after selection of the qualified vendor or issuance of Letter of Intent. The PBG to be issued from any Nationalized Bank or scheduled Commercial Bank. The PBG must remain valid for the entire duration of defect liability period/ entire warranty period with a claim period of another 02 (two) months. This is to be noted that PBG to be submitted within 15 days from the date of issuance of Letter of Intent or written confirmation from us.

Payment Terms:

- Payment of 20% of the total contract value will be made after submission of Performance Bank Guarantee.
- Remaining payment of 80% of total contract value will be made after 100% Completion of Work and within 10 (Ten) days of submission of invoice complete in all respect.

Force Majeure:

Neither party shall be held responsible for non-fulfillment of their respective obligations due to the exigency of one or more of the force majeure events such as but not limited to Acts of God, war, flood, earthquakes, strike, lockouts, epidemics, pandemics, riots, civil commotion etc., provided on the occurrence and cessation of any such events. The affected party thereby shall give a notice in writing to the other party within one week of such occurrence or cessation. If the force majeure conditions continue beyond six months, the parties may then mutually decide about the future course of action.

Force Majeure shall not include:

any event which is caused by the negligence or intentional action of a Party or by individual or of such Party's agents or employees, nor any event which a diligent Party could reasonably have been expected both to take into account at the time of the signing of the Contract and avoid or overcome with utmost persistent effort in the carrying out of its obligations hereunder.

Insufficiency of funds or manpower or inability to make any payment required for execution of services under this Contract.





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FINANCIAL BID:

S. No	Description	Size (ft.)	Qty. (Nos)	BASIC Rate (Per No.) (exclusive of taxes)	Amount (Rs) (exclusive of taxes)
1	METAL SIGNAGE IN ENGLISH AND MARATHI BACK SIDE ACP BOX FRAMING WITH BEND ON 4 SIDES LETTERS SIZE:2”X1.25”X15” MADE IN SS 304 WITH BLUE – COLOUR PU COATING WITH LED LIGHT & POWER SUPPLY. N.B: The Basic Rate is doorstep delivery basis and must be inclusive of all kind of charges including transportation.	25 X 2.5	2		
Total Amount (Rs.) (exclusive of taxes)					
GST (%)					
Total Amount (Rs.) (inclusive of taxes)					

Sign & Stamp





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Form 1: Format for Non-Blacklisting Undertaking

(To be submitted on the Letterhead of the responding firm)

To,

Subject: Non-Blacklisting declaration in connection with Tender Ref. No. dated _____ for

Dear Sir,

This is to notify you that our Firm/Company/Organization _____ intends to submit proposal in response to invitation for Tender Ref. No. ____ for <>. In accordance with the above, we declare that:

We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this agreement.

We are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Signature (in the capacity of)

Date:





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Form 2 – Format - UNDERTAKING FOR MSME / STARTUP EXEMPTION (EMD EXEMPTION)

To,
Sr. Manager (Purchase),
Bengal Chemicals & Pharmaceuticals Ltd.
6, Ganesh Chunder Avenue, Kolkata 700 013.

Subject: Undertaking for Claiming Exemption from Earnest Money Deposit (EMD)

We, M/s _____, hereby declare and undertake that:

1. Our firm is registered as Micro / Small Enterprise under MSME Act, 2006 and holds valid Udyam Registration Certificate.
2. We are claiming exemption from submission of Earnest Money Deposit (EMD) as per Government of India procurement policy applicable to MSMEs / Startups.
3. We understand and accept that in case we withdraw or modify our bid during the validity period or fail to sign the agreement or fail to submit Performance Security after award of contract, we shall be suspended / debarred as per applicable procurement rules.
4. We further confirm that the goods/services offered by us fall within the category of our registered MSME activity.
5. We are enclosing a valid copy of Udyam Registration Certificate in support of our claim.

Authorized Signatory

Name:

Designation:

Company Seal:

Date:

