आई सी एम आर - राष्ट्रीय विषाणु विज्ञान संस्थान
स्वास्थ्य अनुसंधान विभाग
स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार
ICMR - NATIONAL INSTITUTE OF VIROLOGY
Department of Health Research
Ministry of Health & Family Welfare, Govt. of India

Ref: Pur/PP 4011 /e-file 298662/26-27

Date: 26-10-2026

Advertisement Tender Enquiry

We are interested in Procurement of Products as per details given below:

Please go through the attached **Terms and Conditions** and submit the quotation immediately addressing to **the Administrative Officer (Stores & Purchase), ICMR-National Institute of Virology, 20-A, Dr. Ambedkar Road, Pune 411 001.**

S.No.	Full description with complete specification	Qty
1	job work, Replacement/renovation of damaged lettering and LED lighting system on the main entrance gate signage board at ICMR-National Institute of Virology (ICMR-NIV), Pune. as per annexure enclosed.	1 Job

The above requirement is uploaded on CPP Portal (ePublishing) for open information to offer the genuine quote on the proprietary nature of the Product/Services.

Bidders are requested to quote the revised rates of GST as applicable issued by Department of Revenue, Ministry of Finance, Government of India.

The quotation super scribed as "PP 4011/2026-27- Job Work, Replacement/Renovation of damaged Lettering and LED lighting system" addressed to the Director, ICMR-National Institute of Virology, 20-A, Dr. Ambedkar Road, Post box-11, Pune – 411 001 (Attention: Administrative Officer-Stores) should be either dropped at the Admin Department at NIV or sent through by Speed post / courier (with signature & seal in company letter head) latest by 12 / 11 /2026 till 3. 00P.M

Due Date to submit the offer/quotation: 12/ 11/2026 3:00 P.M.

Thanking you,

25/11/2026. DDmarathe 18/11/2026

Sincerely,

Administrative Officer (Stores & Purchase)

Bidders may refer to OM No. P-45021/2/2017-PP(BE-II)-Part(4) Vol.II dated 08th July 2025 for requirements vis-à-vis 'Make in India' policy

a) Eligibility: The Bidder must be a Manufacturer or its authorized Agent.

b) One Bid per Bidder: A firm shall submit only one bid either individually or as a partner of a joint venture. A firm that submits either individually or, as a member of a joint venture, more than one bid will cause all the proposals with the firms' participation to be disqualified.

c) ICMR reserves the right to cancel the bid in part or full without assigning any reason and liability on the buyer. On such cancellation the decision of the DG, ICMR will be binding and final on the subject.

d) You are requested to kindly submit your detailed quote inclusive of all breakups with discounts and all applicable taxes, duties etc., and complete address of your OEM.

e) The price quoted should be upto **ICMR- National Institute of Virology (**consignee location) inclusive of packing and forwarding charges, freight and insurance. In case of local suppliers the prices quoted should be on "Free delivery basis" at ICMR-NIV Stores. No other charges except those mentioned clearly in the quotation will be paid.

f) Prices shall be quoted in Indian Rupees only.

g) Signed / E-sign & scanned quotes through email are acceptable.

h) For hazardous chemical/item, all precautionary measure as per regulation from the point of transportation/ handling/ storage/ safety/ health/ environment to be undertaken/ specified before dispatch. During dispatch, proper symbol for the hazard/ MSDS/ Batch No./ date of manufacturing/ Gross Weight/ Net Weight/ shelf Life etc are to be written/ printed/ pasted on the body of the packing.

i) **Payment Terms:** 100% payment shall be made after receipt of complete goods/Equipment in good condition, acceptance and successful installation of goods/Equipment. This payment is subject to recoveries, if any, either on account of statutory deduction/ taxes/ Liquidated Damages, if any and non-rectification of defects/ deficiencies not attended by the Supplier or otherwise.

j) Delivery Time: Maximum within 3 weeks. However, please indicate the delivery period clearly in the Quote.

k) Penalty Clause: Any delay in dispatching the material may attract penalty @ 0.5% per week subject to a maximum of 10% of the total value of order.

l) Insurance: The supplier shall make all necessary arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.

m) Address of Consignee (Place of Work) : Watch and Ward, ICMR-NIV, Camp Road, Pune- 411001

n) Validity of the quotation: Minimum 180 days validity from the date of quote to be provided.

o) GST will be applicable as per the latest GoI notification.

p) If the material is perishable in nature, sufficient dry ice/gel should be added, so that sustainability of the material remains for at least 10 days.

q) Bidder is requested to give undertaking Certificate regarding land border "I/ We have read the clause issued by Government of India regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/ We certify that the bidder is not from such a country or, if from such a country, have been registered with the Competent Authority"

Signature of the Bidder with seal

UNDERTAKING FOR REASONABLE PRICE ANNEXURE-I

This is to Certify that we have offered the possible reasonable prices vide our Quote No. _____ dated _____ in response to ICMR-NIV Enquiry No. _____, Dated _____ and we further undertake that we will not offer less than the offered rates during the validity period to any other State / Central / PSU / Autonomous Bodies / Universities / R&D Institutes / Pharmaceutical Laboratories / Public Limited Companies.

Place:

Date:

Sign. of Bidder with Seal

Annexure

Subject: Proposal for replacement/renovation of damaged lettering and LED lighting system on the main entrance gate signage board at ICMR-National Institute of Virology (ICMR-NIV), Pune.

Work Details

Sr. No.	Description of Work / Item	Approximate Quantity
1.	Removal of existing damaged letters, safe disposal, and supply & installation of new high-grade 3D illuminated letters (Bilingual: Hindi & English text)	Letters / Characters + logo
2.	Replacement of complete internal LED modules/strips, wiring, waterproof power supplies, and testing	1 Complete Set

3. Scope of Work

The selected vendor/agency shall be responsible for executing the following comprehensive tasks at the ICMR-NIV main entrance gate:

1. **Site Inspection & Measurements:**
    - Thoroughly inspect the existing main gate structure and verify dimensions for both lines of text ("आई सी एम आर - राष्ट्रीय विषाणू विज्ञान संस्था" and "ICMR-NATIONAL INSTITUTE OF VIROLOGY") as well as the upper "NIV" logo.
2. **Safe Dismantling:**
    - Carefully dismantle and remove all old, broken, and weathered letters and dead LED wiring without damaging the underlying aluminium composite panel (ACP) or structural facade of the gate.
3. **Supply of New Materials:**

    Supply premium quality weather-resistant, durable 3D acrylic/metal-trimmed letters matching the exact font style, height, color branding, and specifications of the institute.

4. **LED Lighting Retrofitting:**
    - Install high-efficiency, bright waterproof (IP67) LED modules or back-lit/front-lit strip lighting inside the letters to ensure uniform, crisp night illumination.
5. **Installation & Wiring:**
    - Securely mount the new letters onto the main gate facade, execute concealed weatherproof electrical wiring, integrate with the existing automated/manual switchboard, and conduct rigorous load and lighting tests.
6. **Site Clearance:**
    - Clear all debris, leftover materials, and old scrap from the site post-installation, leaving the entrance clean and professional.

4. Technical Specifications

- **Letter Material:** Acrylic face with high-grade aluminum/stainless steel side trims or solid durable cast acrylic, resistant to UV radiation, heavy rain, and dust.
- **Lighting Type:** Energy-efficient SMD LED modules with high lumen output, cool white/warm white as per institutional aesthetics, housed in waterproof casings (IP67 certified).
- **Power Supply:** Heavy-duty, regulated SMPS power supply units with short-circuit and overload protection.
- **Warranty:** Minimum 1 to 2 years comprehensive warranty on letters against fading/breakdown and on LED drivers/modules against failure.

Note: 1. Visit site before submitting quote

2. The payment will be done after satisfactory completion certificate from Engineer in charge