



# NATIONAL LAW SCHOOL OF INDIA UNIVERSITY

Post Bag No. 7201, NAGARBHAVI, BENGALURU - 560 242. (Old Code No. 560 072), INDIA.

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Date:31.3.2022

## QUOTATIONS

The National Law School of India, Bangalore ("NLSIU") is a University established under the National Law School of India Act, 1986, imparting legal education. Sealed quotations for "**Signages and Way Finding works**" at NLSIU are hereby invited from eligible contractors by the undersigned, subject to the terms and conditions enumerated hereunder.

<b>Description of Work</b>	<b>" Signages and Way Finding works" at NLSIU</b>
<b>Date of Issue of Quotation</b>	31.3.2022
<b>Last Date for Submission</b>	Up to 5.00 PM on 11.04.2022
<b>Time of Completion</b>	<b>13 weeks</b>

### **Terms and Conditions:**

1. The intending Bidder shall quote its rate as per the specifications provided in **Annexure 1**, and the Bidder or its Authorised Representative shall sign the Quote Sheet at **Annexure 2** on each page and affix the seal of the firm alongside.
2. Interested Bidders must make a visit to the site and take a detailed survey as per requirements mentioned and submit the quote accordingly.
3. A consolidated amount (inclusive of taxes and all other charges) is to be submitted in the form of email quotation to NLSIU. The subject line of the email should clearly state "**Quotation for Signages and Way Finding works at NLSIU**". Email Quotations will be accepted up to 5.00 PM on 11.4.2022. You may send the email quotation to [procurement@nls.ac.in](mailto:procurement@nls.ac.in).
4. The quotations received after the due date will not be entertained.
5. Rates quoted by the bidders shall be inclusive of all applicable taxes (except GST). Income Tax and all other statutory deductions like labour cess etc. will be deducted from the payments made as per prevailing rules.
6. GST Registration number and PAN number of the Bidder shall be mentioned in the quotation.
7. Bidder's quoted Rates/Prices for executing the Work shall remain firm for two years from the date of the Quotation & shall not attract any escalation under any circumstances whatsoever.
8. The University shall not bind itself to accept the lowest quoted rate. The University shall accept the quotation that is in best interests of the University, as determined

by the University authorities. The University reserves the right to not accept any of the Quotations submitted during this process.

9. Date of start of work shall be reckoned from the date of the issue of the Work Order.
10. **Pre-qualification criteria:**

Interested bidders must meet ALL the qualifications as provided below, and submit the supporting documents along with their Quotation.

  - a. The bidder shall provide two client references for completing similar works.
  - b. The bidder shall have been in the same business at least for 3 years
11. Any damage to NLSIU property will be made good at Selected Bidder's risk and cost.
12. NLSIU will not be held responsible for payment of any compensation to the labourers engaged by Selected Bidder. Selected Bidder will pay all compensations including accident compensations due to its labourers.
13. Selected Bidder shall follow all safety rules and security procedure that are in force and applicable during execution of work.
14. Selected Bidder shall comply with applicable provisions of all acts, statutes, rules and regulations of Central & State Governments, as the case may be.
15. **Penalty:** In case of non-compliance of any terms & conditions mentioned in the Work Order or delay in completion of work, penalty may be imposed up to 10% of billing amount.
16. Bidders are subjected to be disqualified, even though they meet the qualifying criteria if they:
  - a. Provide misleading or false information in the request, statements and attachments submitted in proof of qualification requirement including withholding information.
  - b. Have a record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in competition, litigation history or financial failures, requesting for claims not admissible under the contract conditions etc.
17. The University retains the discretion to relax any of the conditions mentioned in this Notice Inviting Quotations and or enhance the shortlisting criteria during scrutiny of Quotations.
18. This University reserves the right to cancel this enquiry at any time without assigning any reason.
19. The terms and conditions stipulated in this Notice Inviting Quotations are binding on the Bidder.

  
Registrar

## **Annexure- 1**

### **BRIEF SCOPE OF WORK**

The scope of work includes the following tasks

#### **1: Design phase**

- Task 1: Analyze site conditions
- Task 2 : Create tasks and timelines
- Task 3 : Develop conceptual orientations for signage panel design keeping cognisance of indicative designs submitted by NLSIU
- Task 4 : Develop detailed drawings and BOQs from Indicative BOQs submitted by NLSIU
- Task 5: Approval from NLSIU

#### **2: Manufacture phase**

- Task 6: Install prototypes on-ground
- Task 7: Modify and finalize signage panel based on inputs
- Task 8 : Manufacture and install final signage

#### **3: Warranty phase**

- Task 9: Maintain and repair the signage for a period of 2 year
- Task 10: Provide warranties and other documentation

### **DETAILED SCOPE OF WORK**

#### **1. DESIGN PHASE**

##### **Task 1: Analyze site conditions**

- Perform site visits to verify the locations provided by NLSIU, ground conditions and available area for installation of signage
- Identify potential conflicts with architecture or landscape for its visibility and access
- Identify any other potential non spatial challenges/ conflicts related to internal transport, unloading and installation of signage

##### **Task 2: Create tasks and timelines**

- Develop a concept for signage, design development, prototyping and installation schedule to ensure timely deadlines are achieved.
- In the interest of time, utilize time effectively by adequate coordination of tasks for printing of maps vs design and manufacture of signage panel
- Estimate quantity of Prototypes

- Report to the concerned NLSIU team as and when the tasks are completed as per the scheduled timelines. Weekly meetings are required

### **Task 3: Develop signage panel design**

- Provide detailed signage frame design based on the preliminary prototype developed during the selection phase (incorporating changes as suggested by the NLSIU).
- This has to include a rigid and a durable frame developed with a sub-surface installation detail. Frame design to also include details to accommodate the designed layout elements and graphics on the signage panel provided by NLSIU
- Provide design and fixture details of the signage panel to accommodate all the components of signage information, including text and graphics
- Prepare sign layouts based on actual sign messages to determine sign and letter sizes and determine need for variations to the signage program.

### **Task 4: Develop detailed drawings and BOQs**

- Prepare Good for Construction drawings and detailed list of material and costing for the panel designs finalized in consultation with NLSIU
- This implies set of designs are converted into a detail drawing, finalized in consensus with NLSIU
- Draft drawings to be shown and discussed in detail NLSIU and the manufacturer shall incorporate all the revisions and recommendations and submit the final drawings
- No changes should be done in the designs unless discussed with NLSIU. A consistency should be maintained in the line weights, drawing standards, units, fonts, sheet templates, labelling and sheet sizes.

### **Task 5: Seek approval from NLSIU**

- Submit and seek approval from NLSIU on finalized design, materials, installation process and timelines for the prototypes
- Submit the necessary drawings and reports for approval

## **2. MANUFACTURE PHASE**

### **Task 6: Install prototypes**

- Manufacture and Install at least 2 prototypes in designated locations for pilot implementation identified and approved by NLSIU
- Towards delivering finished product, coordinate the tasks and take responsibility of accommodating the printed matter in the signage panels, if the printing is done by a third party.
- Be responsible for the installation of the signs in accordance with the design intent of the approved program

### **Task 7: Modify and finalize signage panel based on inputs**

- Seek approval for the prototype signage panel design and materials, by NLSIU, based on stakeholder review and inputs in a span of 3 weeks post their installation on ground
- Revise the content, panel design and materials based on the inputs provided

### **Task 8: Manufacture and install final signage**

- Adopt the design and materials approved by NLSIU, post stakeholder consultation for manufacturing of the remaining number of signage units
- Manufacture the remaining approved number of units as per the designated timeline
- Install all the units in designated locations identified and approved by NLSIU
- All the permission has to be formal documented through respective formats

## **3. WARRANTY PHASE**

### **Task 9: Maintain and repair the signage**

- Include maintenance and repair of the signage for damage due to its build quality or manufacturing defect, for a minimum period of 2 years as a part of the contract (maintenance contract)
- Provide a maintenance contract or an equivalent mechanism for maintenance and repair of signage, for damage caused due to external forces

### **Task 10: Provide warranties and other documentation**

- Provide warranties, guarantees, record drawings and other documentation
- Provide operating and maintenance instructions on lighting, replacement of printed layout and any other to incorporate in the maintenance manual
- The manufacturer to retain all the invoices and document all the expenses for accounting purposes

### **TIME FRAME AND OUTPUTS/DELIVERABLES**

<b>Stage</b>	<b>Content</b>	<b>Tasks</b>	<b>Deliverable</b>	<b>Time (indicated after signing of contract)</b>
Stage 1	Inception Stage	Task 1 & 2	Report & Presentation	Within 2 weeks
Stage 2	Design development	Task 3	Report & presentation	Within 4 weeks

Stage 3	Detail drawings & Estimation	Task 4	Report & presentation	Within 6 weeks
Stage 4A	Installation of prototypes	Task 5	Official letters	Within 7 weeks
Stage 4B	Installation of prototypes	Task 6	Signage units manufactured with approved materials & design to scale, Prototypes installed in allocated locations	Within 9 weeks
Stage 5	Implementation of finalized signage units	Task 7 & 8	Signage units implemented as per the specifications agreed with NLSIU	Within 13 weeks

### Technical Specifications

Shall include, but not be limited to the following:

1. Supply, installation, fabrication, erection and finishing in all aspects complete of internal and external Signage Works for NLSIU as per drawings and to the satisfaction of Engineer In Charge.
2. Graphics shown in attached render are indicative. Actual details may change as per approval/site conditions.
3. The font style shall be as per NLSIU standards/As approved by ENGINEER IN CHARGE.
4. All external vinyl shall be light reflective External Grade vinyl and shall be of approved make.
5. Exact lettering / size / copy to be confirmed with NLSIU / Architect prior to execution for each item in the BOQ.
6. Scale & dimensions may change according to the site conditions.
7. If the signages are to be mounted on clear glass surfaces, then they shall be fixed using either transparent vacuum brushes or 3M double sided tape. If the signages are to be mounted on solid surfaces, then they shall be affixed using channels and studs as detailed.
8. A sample / mock up shall be done for each item in the BOQ and written approval shall be taken from the Architects/Owner before execution of work at site.
9. The Lower & upper case of the text shall be got approved before execution.

10. All Material, Finishes, Size and Other specifications of the finished product shall match with the approved mockup / written specifications.
11. Vendor to submit shop drawings for structural work for approval before execution at site.
12. The rate quoted by the Contractor shall include the cost of signage, accessories for fixing, Installation charges & necessary scaffolding etc., and include transportation to site, etc. GST shall be quoted separately
13. The rate quoted shall include the cost of providing & fixing the information panel firmly into the ground using structural steel framework and anchors. Excavation, RCC, grouting, curing etc., complete for all external post mounted signage, bottom 150mm skirting with flamed granite, shall be included in the cost
14. Gauge of SS Sheet for lettering(If applicable) - sides to be 18gauge sheet & front to be 16 gauge sheet
15. Steel work: The work shall be carried out as per CPWD specifications, Vol. -1, Sub-head-10. However, where CPWD specifications and relevant IS standards are not available; the work shall be carried out with prior approval of Engineer in charge. The rate quoted by the contractor shall be inclusive of the following clauses as well.
16. Painting Structural Steel Work: The work shall be carried out as per CPWD specifications, Vol. -2, chapter-13. However, where CPWD specifications are not available, the work shall be carried out with prior approval of Engineer in charge.

#### **LIST OF APPROVED MAKES**

List of approved makes of materials is listed below. However, approved equivalent materials of any other specialized makes may be used, in case it is established that the brands specified below are not available in the market and subject to approval by the engineer-in-charge.

<b>Sl.no.</b>	<b>Materials</b>	<b>Manufacturer/supplier/make</b>
1	Vinyl	3M, Avery Denison
2	Structural steel	As per relevant clause/ annexure of SCC
3	Aluminium composite panel	Alcopla, Alucomat, Alucobond, Aludecor, Alpolic
4	Silicon sealant	GE, Dow Corning
5	Laser engravable plastic	Rowmark, Gravotech

<b>Sl.no.</b>	<b>Materials</b>	<b>Manufacturer/supplier/make</b>
6	Modular aluminium frame	Cosign, as approved by engineer in charge
7	Computer cut vinyl text	Ultramark, as approved by engineer in charge
8	Double sided tape, safety tapes	3M, as approved by engineer in charge
9	Led	Osram, Cree
10	Stainless steel	Jindal
11	Acrylic	Margacipta, Micalite



## Pictures

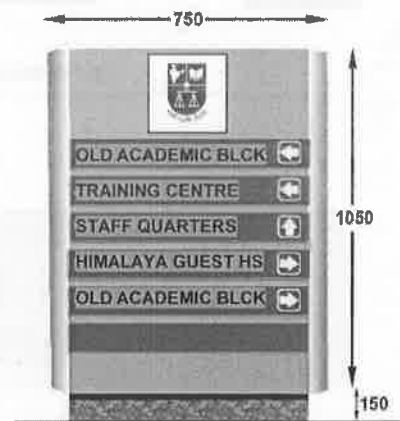
### SIGNAGE TYPES



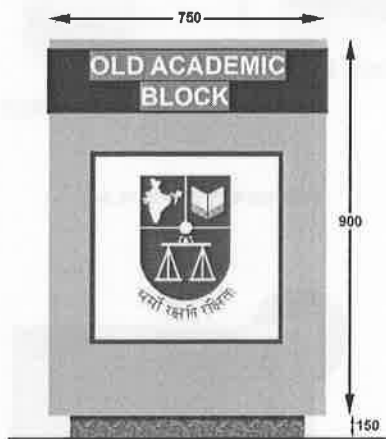
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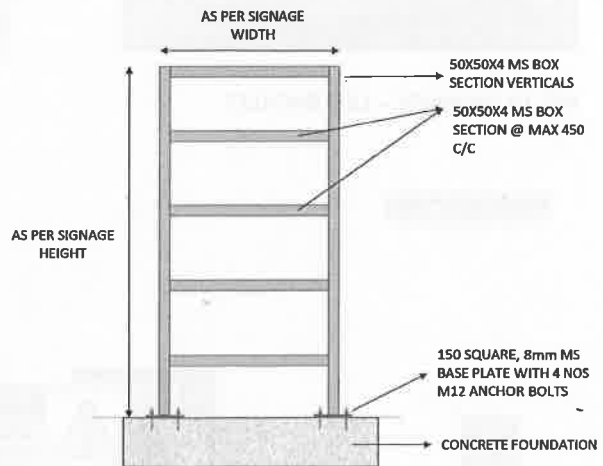
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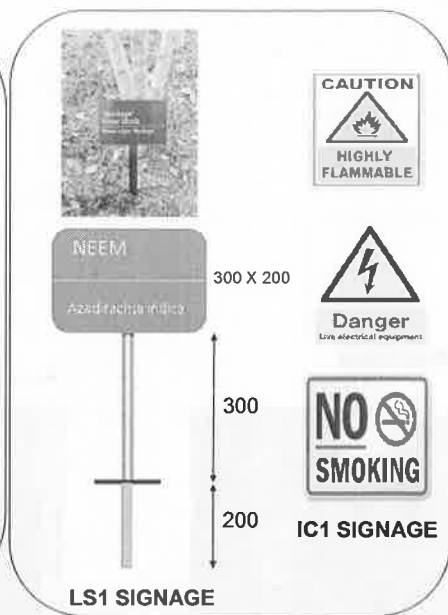
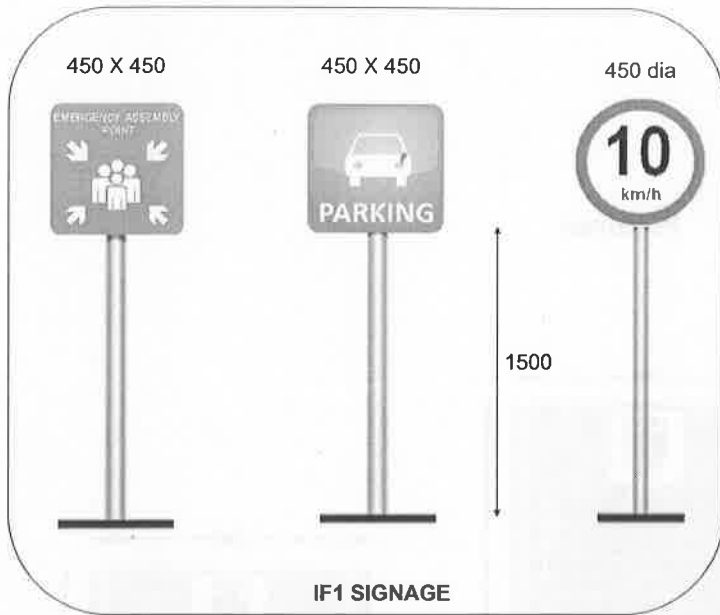
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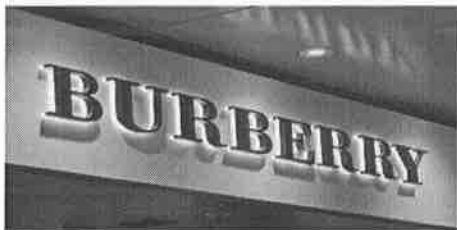
S1 SIGNAGE



STRUCTURAL DETAIL



**INT 1A SIGNAGE - PLAIN**



**SIGNAGE TYPES**



**FIRE SAFETY FLOOR PLAN**



BILL OF QUANTITIES FOR SUPPLY AND INSTALLATION OF SIGNAGES							
SL NO	SIGNAGE TYPE	DESCRIPTION	SPECIFICATION	UNIT	QUANTITY	RATE	AMOUNT
<b>EXTERNAL SIGNAGES</b>							
1	D1	Directional Signages 1	Supply, Fabrication & Installation of exterior directional sign board of size 750W X 1800H (Information panel) mounted on M.S. internal skeletal framework made out of M.S. box sections as detailed. All MS work should have one coat of primer and 2 coats of Epoxy paint applied as per manufacturers instructions. The information panel shall be made out of 4mm thick Aluminium Composite Panel boxing of approved make and colour bent to curved/straight profile on both the sides as detailed. Graphic shall be printed on External Grade External Grade Vinyl and stuck to the main panel. The panel formed shall have overall minimum thickness of 90mm. The panel to have NLSIU Logo, Text in trilingual, etc as detailed. The panel shall be fitted 150mm above ground level. Exposed part of the panel grouted to the foundation shall be clad with Flame finish steel grey granite, all complete as per drawings, specifications	EACH			

			<p>&amp; directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing and grouting if any, etc. Cost for Excavation, Concrete and granite cladding shall be paid separately under their respective items.</p>			
2	D2	Directional Signages 2	<p>Supply, Fabrication &amp; Installation of exterior directional sign board of size 750W X 1050H (Information panel) mounted on M.S. internal skeletal framework made out of M.S. box sections as detailed. All MS work should have one coat of primer and 2 coats of Epoxy paint applied as per manufacturers instructions. The information panel shall be made out of 4mm thick Aluminium Composite Panel boxing (Di-bond / Aluco bond or approved equivalent make) of approved colour bent to curved/straight profile on both the sides as detailed in the drawing. Graphic shall be printed on External Grade Vinyl and stuck to the main panel. The panel formed shall have overall minimum thickness of 90mm. The panel to have NLSIU Logo, Text in trilingual, etc as detailed. The panel shall be fitted 150mm above ground level. Exposed</p>	EACH		

			<p>part of the panel grouted to the foundation shall be clad with Flame finish steel grey granite, all complete as per drawings, specifications &amp; directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, grouting and grouting if any, etc. Cost for Excavation, Concrete and granite cladding shall be paid separately under their respective items.</p>			
3	S1	Building / Location identifiers	<p>Supply, Fabrication &amp; Installation of exterior building signboard of size 750W X 900H (Information panel) mounted on M.S. internal skeletal framework made out of M.S. box sections as detailed. All MS work should have one coat of primer and 2 coats of Epoxy paint applied as per manufacturers instructions. The information panel shall be made out of 4mm thick Aluminium Composite Panel boxing of approved make and colour bent to curved/straight profile on both the sides as detailed in the drawing. Graphic shall be printed on External Grade Vinyl and stuck to the main panel. The panel formed shall have overall minimum thickness of 90mm. The panel to have NLSIU Logo, Text in trilingual, etc as</p>	EACH		

			<p>detailed. The panel shall be fitted 150mm above ground level. Exposed part of the panel grouted to the foundation shall be clad with Flame finish steel grey granite, all complete as per drawings, specifications &amp; directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, grouting and grouting if any, etc. Cost for Excavation, Concrete and granite cladding shall be paid separately under their respective items.</p>			
4	<b>IF1</b>	Informatory signs	<p>Supply, Fabrication &amp; Installation of exterior Informatory signboard of size 450W X 450H / 450 dia mounted on 50 mm dia M.S. Pipe Medium (B-Class), with one coat of primer and 2 coats of Epoxy paint applied as per manufacturers instructions as indicated. The information panel shall be made out of 4mm thick Aluminium Composite Panel of approved make and colour as detailed in the drawing. Graphic shall be printed on External Grade Vinyl and stuck to the main panel, all complete as per drawings, specifications &amp; directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, grouting and grouting if</p>	EACH		

			any, etc. Cost for Excavation, Concrete shall be paid separately under their respective items. Top of board shall be 1950 from Finished floor level.			
5	IC1	Cautionary signs	Supply, Fabrication & Installation of cautionary signs of size as per design made of 2mm thick Aluminium plate with Reflective External Grade Vinyl stickers, Fixed to surface using 3M tape, including necessary surface cleaning, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.	SQM		
6	LS1	Landscape signage	Supply, Fabrication & Installation of Landscape tree/plant identifier signs of size 300 X 200 made of 4 mm thick Aluminium composite panel with Reflective Vinyl stickers, Plate is mounted on 25x25x2 MS stake with one coat of primer and 2 coats of Epoxy paint applied as per manufacturers instructions, and frame fixed 200mm below ground and 300mm above ground, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of fixing, etc.	EACH		
<b>INTERNAL SIGNAGES</b>						

7	INT 1A	RECEPTION BACK DROP - PLAIN	Supply, Fabrication & Installation of <b>Plain signage</b> with 20mm thick hollow individual brush finish stainless steel letters in approved font style. The size of the letters shall be of 200MM high. The stainless steel used shall be brush finished and of SS 304 grade. The letters shall be fixed on to the wall directly using stainless steel bolts and grouted, / or fixed using 3M double side tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, grouting etc. Quoted rate is for one Letter	EACH LETTER			
8	INT 1B	RECEPTION BACK DROP - LED BACKLIT	Supply, Fabrication & Installation of <b>LED BackLit signage</b> on with 20mm thick hollow individual brush finish stainless steel letters in approved font style. The size of the letters shall be of 200MM high. The stainless steel used shall be brush finished and of SS 304 grade. Each letter shall be evenly lit from behind using LED of approved color and wattage. LED lights and drivers and all associated components shall be suitable for both indoor and outdoor use. The letters shall be fixed on to the wall directly using stainless steel bolts and grouted, / or fixed using 3M double side tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, grouting etc. Quoted rate is for one	EACH LETTER			



			Letter			
9	<b>INT 2</b>	DEPARTMENT / ROOM INDEX SIGNAGE	Supply, Fabrication & Installation of wall mounted Individual Department index signage of size 450mm x 250mm, formed out of computer cut vinyl printed matter of approved colour pasted on to 6mm thk acrylic sheet and fixed to surface using double sided tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.	EACH		
10	<b>INT 3</b>	INFORMATORY INDEX SIGNAGE	Supply, Fabrication & Installation of Informatory index signage of size 150mm x 200mm (wash rooms) formed out of computer cut vinyl graphic as per approved design and pasted on 6mm thk acrylic sheet and fixed to surface using double sided tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.	EACH		
11	<b>INT 4</b>	FLOOR INDEX SIGNAGE	Supply, Fabrication & Installation of wall mounted index signage of size 450mm x 300mm, formed out of computer cut vinyl graphic as per approved design and pasted on 6mm thk acrylic sheet and fixed to surface using double sided tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.	EACH		
12	<b>INT 5A</b>	CABIN SIGNAGE FRAME	Supply, Fabrication & Installation of cabin signage of size 300mm x 300mm formed out of 6mm thk	EACH		

			acrylic sheet with suitable arrangement to slide in the name of the occupier, and fixed to surface using double sided tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.				
13	<b>INT 5B</b>	CABIN SIGNAGE NAME SLIDE	Supply, Fabrication & Installation of 1mm thick PVC sliding name plate of approximate size 200x300 for the above with lettering formed out of computer cut vinyl graphic as per approved design. The vinyl used for the text shall be of approved make, all complete as per drawings, specifications & directions of Engineer In Charge. The Contractor has to collect the list of names from the client and soft copy of the same shall be submitted for spell check before executing the job.	EACH			
14	<b>INT 6A</b>	WORKSTATION SIGNAGE FRAME	Providing & fixing work station signage with 250 mm x 50 mm x 4 mm thick Acrylic. / Aluminium powder coated sleeve of approved colour with provision for 1mm thick PVC sliding insert. The vinyl used for the text shall be of approved make, all complete as per drawings, specifications & directions of Engineer In Charge.	EACH			
15	<b>INT 6B</b>	WORKSTATION SIGNAGE NAME SLIDE	Supply, Fabrication & Installation of 1mm thick PVC sliding name plate of approximate size 240x40 for the above with lettering formed out of computer cut vinyl graphic as per approved design. The vinyl used for the text shall be of approved	EACH			

			make, all complete as per drawings, specifications & directions of Engineer In Charge. The Contractor has to collect the list of names from the client and soft copy of the same shall be submitted for spell check before executing the job.				
16	INT 7	EXECUTIVE ROOM SIGNAGE	Supply, Fabrication & Installation of wall mounted index signage of size 450mm x 300mm, formed out of computer cut vinyl printed matter of approved font size and colour. The signage shall be mounted on 6mm thk acrylic sheet and fixed to surface using double sided tape with 15 mm thick modular aluminium frame and backing, all complete as per drawings, specifications & directions of Engineer In Charge. Signages are to be mounted on surfaces using double sided tape.	EACH			
17		MISCELLANEOUS	Supply, Fabrication & Installation of wall mounted signage of size as required, formed out of 6 mm thk acrylic plastic of approved colour. The signage shall be mounted on to surface using double sided tape, all complete as per drawings, specifications & directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.	SQM			
18		MISCELLANEOUS	Supply, Fabrication & Installation of wall mounted signage of size as required, formed out of 4 mm thk ACP of approved colour. The signage shall be mounted on to surface using double sided tape, all complete as per drawings, specifications &	SQM			

		directions of Engineer In Charge. The rate quoted shall include the cost of scaffolding, fixing, etc.				
		<b>GRAND TOTAL</b>				