



ICMAI
THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA
भारतीय लागत लेखाकार संस्थान
Statutory Body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)
BHUBANESWAR CHAPTER

CMA Bhawan, A122/2, Nayapalli.
Nilakantha Nagar, Bhubaneswar-751012

Tel: 0674-2396622, 2395622, Mob-6370813308
E-mail: cbc@icmai.in, Website- www.icmaibbsr.in
Mob App- ICMAI-BBSR

INVITING TENDER DOCUMENT FOR
SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF OUTDOOR LED DIGITAL
DISPLAY BOARD FOR ICMAI-BHUBANESWAR CHAPTER

Tender No.: ICMAI-BBSR/33122

Dated 16.06.2026

Last Date of submission of Tender Documents: 29.06.2026 by 5.00 PM

Mode of submission: Hard Copy Only.

Issued by:

Chairman

ICMAI-Bhubaneswar Chapter



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**SALIENT FEATURE OF TENDER DOCUMENT FOR
SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF
OUTDOOR LED DIGITAL DISPLAY BOARD FOR ICMAI-
BHUBANESWAR CHAPTER**

Name of Work: Supply, Installation, Testing & Commissioning of Outdoor LED Digital Display Board

Location: CMA Bhawan, Bhubaneswar

Warranty: 3 Years Comprehensive Onsite

Completion Period: 30 Days

Bid Validity: 90 Days

Payment Terms 25% Advance + 75% after Completion

Last date & time for submission of duly filled-in Tenders: 29.06.2026 – 5.00 PM.

Duly filled-in Tender Documents, complete in all respects, to be sent by Registered Post/ speed post/Courier or in person at the below -mentioned address. No Tender Document would be accepted after **05.00 PM on 29.06.2026**. The ICMAI shall not be liable for any postal delays what so ever.

Date & Time of opening Technical Bids:

29.06.2026 at 6.00 PM

Venue for opening Technical Bids:
THE INSTITUTE OF COST ACCOUNTANTS OF
INDIA- BHUBANESWAR CHAPTER
CMA Bhawan, A/122/2, Nayapalli, Nilakantha Nagar, Unit - 8,
Bhubaneswar - 751012, Odisha.

Amarendra K. S.



NOTICE INVITING TENDER DOCUMENTS

ICMAI-BBSR/33/22

Date: 16-06-26

Sealed tenders are invited from reputed manufacturers, authorized dealers and system integrators for Supply, Installation, Testing, Commissioning and Comprehensive Warranty Support of Outdoor Full Colour P4 LED Digital Display Board at CMA Bhawan, Bhubaneswar.

The bidders should possess adequate experience and technical capability in supply and installation of LED Display Systems.

The Institute reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

INSTRUCTIONS TO BIDDERS

1. The tender shall be submitted in **Two-Bid System**:
 - o **Envelope-I:** Technical Bid
 - o **Envelope-II:** Financial Bid
2. Financial Bids of only those bidders who qualify in Technical Evaluation shall be opened.
3. Tender must be submitted in sealed cover by hand/post/courier within the prescribed time.
4. All pages of the tender document must be **signed & sealed** by the authorised signatory.
5. The quoted price shall remain **valid for 90 days** from the date of opening of Financial Bid.
6. Conditional or incomplete tenders shall be rejected summarily.

ELIGIBILITY & QUALIFICATION CRITERIA

The bidder should fulfill the following eligibility criteria:

1. Registered Firm/Company/LLP/Proprietorship.
2. Valid GST Registration.
3. Valid PAN.
4. Minimum 3 years experience in LED Display installations.
5. Completion of minimum 3 similar projects.
6. OEM Authorization Certificate.
7. Not blacklisted by any Government/PSU/Autonomous Institution.
8. Service support office at Bhubaneswar or within 15 KM radius.

SCOPE OF WORK

The successful bidder shall undertake:

Supply

- Outdoor Full Colour LED Display Board
- LED Modules
- Cabinets
- NovaStar Controller

Annex for



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- Receiving Cards
- SMPS
- Power & Data Cables
- Surge Protection Devices

Installation

- Fabrication of Supporting Structure
- Electrical Connections
- Software Configuration
- Testing & Commissioning

Training

- User Training for Content Management

Warranty Support

- Comprehensive Onsite Support for 3 Years

Payment Terms

100% payment shall be made after successful installation, testing, commissioning and acceptance of the system.

Statutory deductions like **GST-TDS / IT-TDS** shall be applicable.

Arbitration & Jurisdiction

Disputes shall be settled as per **Arbitration & Conciliation Act, 1996**.

Jurisdiction shall be **Bhubaneswar only**.

RIGHT OF ACCEPTANCE

The Institute reserves the right to **accept or reject any or all tenders without assigning any reason thereof**, and the decision of the Institute shall be final and binding.

Aravind Kishore



ANNEXURE – I

TECHNICAL BID FORMAT

(To be submitted in a separate sealed envelope)

Name of Work:

Supply, installation, testing, commissioning, cabling, controller, supporting structure, software, training and warranty support.

A. BIDDER'S BASIC INFORMATION

Sl. No.	Particulars	Details to be filled by Bidder.
1	Name of the Bidder / Firm	
2	Legal Status (Proprietorship / Partnership / LLP / Company)	
3	Registered Office Address	
4	Local Office Address (Bhubaneswar / Odisha)	
5	Contact Person Name	
6	Mobile No.	
7	Email ID	
8	PAN Number	
9	GST Registration Number	

B. ELIGIBILITY COMPLIANCE STATEMENT

Sl. No.	Eligibility Requirement	Complied (Yes/No)	Documentary Proof Enclosed
1	Registered legal entity in India		
2	Minimum 3 years similar experience		
3	At least 3 similar installations		
4	OEM Authorisation Certificate		
5	Not blacklisted by any Govt/PSU		
6	Valid GST & PAN		

Avinash K



C. EXPERIENCE DETAILS

Details of Similar Works Executed

Sl. No.	Client Name	Nature of Work	Contract Value (₹)	Year	Completion Certificate Enclosed
1					
2					
3					

D. WARRANTY & SUPPORT

Particulars	Offered by Bidder
Warranty Period	Minimum 3 Years
Response Time for Breakdown	
Resolution Time	
Local Service Support Available (Yes/No)	

E. DECLARATIONS & UNDERTAKINGS

1. Non-Blacklisting Declaration

We hereby declare that our firm has not been blacklisted / debarred by any Government Department, PSU or Autonomous Body.

2. Code of Integrity

We certify that we shall comply with the **Code of Integrity** prescribed in ICMAI Purchase Procedure and shall not indulge in corrupt, fraudulent or coercive practices.

3. Acceptance of Tender Terms

We have carefully read and understood all terms and conditions of the tender and agree to abide by the same without any deviation.

4. Conflict of Interest Declaration

We confirm that there is no conflict of interest involved in this tender process.

G. SIGNATURE

Signature of Authorised Signatory: _____

Name: _____

Designation: _____

Firm Name & Seal: _____

Date: _____

Signature



ANNEXURE – II

FINANCIAL BID (BoQ FORMAT)

(To be submitted in a separate sealed envelope)

Name of Work:

Supply, installation, testing, commissioning, cabling, controller, supporting structure, software, training and warranty support at CMA Bhawan, Bhubaneswar.

Note:

1. Rates shall be quoted **item-wise and inclusive of supply, installation, testing, commissioning, cabling & accessories.**
2. GST shall be Inclusive.
3. Conditional prices shall not be accepted.
4. Quantity mentioned is indicative and may vary.

SCHEDULE OF QUANTITIES (BoQ)

Sl. No.	Item Description	Make	Model	Qty	Unit Rate (₹)	Total (₹)
1	P3.7 Outdoor LED Display Board (8'x4')	1 Job				
2	NovaStar Controller	1 No				
3	Receiving Cards	1 Set				
4	60 AMP SMPS	1 Set				
5	Structure Fabrication	1 Job				
6	Power & Data Cabling	1 Job				
7	Installation & Commissioning	1 Job				
8	Training & Documentation	1 Job				
9	3 Years Warranty Support	1 Job				
	Total					
	GST					
	Grand Total					

DECLARATION

We hereby confirm that the prices quoted above are inclusive of all costs related to supply, installation, testing, commissioning, warranty and statutory obligations as per the tender terms.

We agree to abide by all terms & conditions of the tender.

Signature of Bidder: _____

Name & Designation: _____

Firm Name & Seal: _____

Date: _____

Avi...



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SUBMISSION OF TENDER DOCUMENTS

The sealed bids are to be submitted in two separate envelopes:

(A) TECHNICAL BID

Superscribed:

“TECHNICAL BID FOR SUPPLY AND INSTALLATION OF OUTDOOR LED DIGITAL DISPLAY BOARD”

(B) FINANCIAL BID

Superscribed:

“FINANCIAL BID FOR SUPPLY AND INSTALLATION OF OUTDOOR LED DIGITAL DISPLAY BOARD”

Both envelopes shall be placed in a larger envelope superscribed:

“TENDER FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF OUTDOOR LED DIGITAL DISPLAY BOARD”

Addressed to:

The Chairman

ICMAI – Bhubaneswar Chapter
CMA Bhawan, A/122/2, Nayapalli,
Nilakantha Nagar, Unit-VIII,
Bhubaneswar – 751012

CHECKLIST OF DOCUMENTS TO BE ATTACHED WITH TECHNICAL BID

1. Signed Tender Document.
2. GST Registration Certificate.
3. PAN Card.
4. Firm Registration Certificate.
5. OEM Authorization Certificate.
6. Product Brochure.
7. Technical Datasheet.
8. Experience Certificates.
9. Work Orders.
10. Completion Certificates.
11. Non-Blacklisting Declaration.
12. ITR Copies for FY 2022-23, 2023-24 and 2024-25.
13. Client List.
14. Warranty Undertaking.

Amal K. Saha