

# **MUNICIPAL CORPORATION MANDI**



## **BID DOCUMENT**

**NAME OF WORK:** P/F Hoarding for advertisement on MC Railing near Employment Office in Mandi Town H.P.

**Cost of Tender /Bid Document:** Rs. 350/-

**Due Date of Opening:** 15.10.2026

**Service Period:** - 36 Months(3 Years)

**Reserve Price:-** 132000/-

  
**Additional Commissioner,  
Municipal Corporation, Mandi (HP)**

## **MUNICIPAL CORPORATION MANDI (HP)**

Municipal Corporation Mandi Himachal Pradesh (herein after referred as "MC Mandi") is the Autonomous Body which has been upgraded by the Himachal Pradesh Govt. vide notification dated 28.10.2020 from Municipal Council Mandi (HP). MC Mandi has decided to invite open competitive offers through online mode for "Leasing out Advertising space for Hoardings" within its Jurisdiction for a period of three years.

## **MUNICIPAL CORPORATION MANDI (HP)**

### **TERMS & CONDITIONS OF HOARDING TENDER NOTICE**

1. The bidders are required to produce documentary evidence of their ownership or partnership of the firm, Original "power of Attorney " in case person other than the bidders has signed the tender document, in case of firms and partnership firms PAN & GST registration certificate and permanent residential proof shall required to be submitted.
2. The contractor will not have any right to put up hoarding advertisement until or unless he executes agreement with the MC Mandi (H.P) within 3 days from the date of issue of acceptance letter.
3. No subletting of work shall be allowed.
4. No hoarding advertisement should exceed dimensions/ sizes of hoardings.
5. The hoarding advertisement should be put up only at the places fixed by M.C. Mandi and not at any other places. Existing hoarding structure is the property of previous contractor and successful bidder have to erect his own structure of same size and design.
6. The hoarding advertisement should be put in such manner that same does not obstruct the traffic. Movement of public or causes any hindrance/ inconvenience to the general public.
7. While putting up hoarding on building/ structure the successful bidder/ contractor will have to take care of the fact that the same should in no way spoil the beauty of such building/structure or obstruct light / air of such building/structure.
8. Municipal Corporation Mandi (HP) reserves its right to remove hoarding advertisement in case the same is put at a place other than the place sites as the case may be pointed out by Municipal Corporation Mandi ( H.P) . The contractor / bidder will then have to bear all costs spent on the removal of hoarding advertisement.
9. In the case by putting up hoarding advertisement on the property of Municipal Corporation Mandi or of any other deptt. is damaged then Municipal Corporation Mandi will have right to recover the loss firstly by adjusting the security amount toward loss and thereafter by proceeding in court of law or by restoring to provision of MC Act. 1994.
10. **The successful bidder has to deposit performance security @ 10% of the offered price in the form of FDR duly pledged in the favour of the Commissioner MC Mandi.**
11. Earnest money of the successful bidder will be refunded only after the deposit of performance security and bid amount.
12. Bidders are required to quote price above the reserve price. Any price quoted not above the reserve price will not be considered and will be rejected.
13. Allotment will be made on the basis of highest amount quoted by the bidder subject to the fulfillment of above condition i.e. offered price, in no case, shall be less than the reserve price. The bidder quoting the highest amount will be declared successful bidder subject to the fulfilling other terms and conditions of the NIT.

14. The Contractor will not have any right to put up hoarding advertisement until or unless he executes agreement with the MC Mandi (H.P) within 7 days from the date of issue of acceptance letter.
15. In the case contractor fails to remove the hoarding/ advertisement on the expiry of contract period the cost incurred for the remove of hoarding advertisement will have to be borne by the contractor.
16. The Mayor, Deputy Mayor, Commissioner, Municipal Corporation Mandi and any other officer or official authorized by Mayor, Commissioner Municipal Corporation Mandi will have right to inspect the pointed place/on or and any other place where the hoarding advertisement is put up by the contractor.
17. The contractor will have also to pay other tax, fee which is payable to Central Govt. or State Govt. on account of putting up of hoarding advertisement. The said tax fee will be in addition to contract amount.
18. The cost of agreement will have to be borne by the contractor.
19. The contractor will not publish any such matter which is against the policy of Govt. and local bodies or which hurts the feelings of public. In case he does any such act then the M.C Mandi will have right to remove such hoarding advertisement and will have right to cancel the contract and forfeit the security.
20. Every contractor will have to mention his/her agency name, acceptance letter No. date and period of contract on the hoarding. In case the contractor fails to comply with the term & conditions of contract, Municipal Corporation Mandi will have right to remove the hoarding advertisement, without any notice.
21. In case the contractor commits breach of any of the conditions mentioned above then the contract given to contractor will be deemed to have been cancelled ipso-facto and the security will stand forfeited. If at any time any question to difference whatever shall arise between the two parties (Municipal Corporation Mandi one hand and vendor on the other hand) in relation to work either of the parties may give to the other notice in the writing the existence of such a question dispute or difference in connection with this work within 30 days of the beginning of such dispute failing which all right or claims shall be deemed to have been forfeited and absolutely barred. Before proceeding with the reference the arbitrators shall appoint nominate an umpire. In the event of the arbitrators not agreeing in their award the umpire appointed by them enter the reference and his award shall be binding on the parties. The venue of the arbitrator shall be at Municipal Corporation Mandi.
22. The provision of the Indian Arbitration and Reconciliation Act, 1996 and of the rules framed under any statutory modifications thereof shall be deemed to apply and be incorporated for the supply, installation and commissioning etc.
23. Upon every or any such reference the cost of any incidents to the reference and awards respectively shall be at the discretion of the arbitrators on the event of their not agreeing of the umpire appointed by them who may determine the amount thereof or direct by whom and in what manners the same shall be borne and paid.
24. The Court at Mandi will have the exclusive jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other than as mentioned above shall have jurisdiction in the matter.
25. The Municipal Corporation will not be responsible for any damage caused due to natural or unnatural conditions in any hoarding site
26. Commissioner Municipal Corporation Mandi H.P. reserves the right to postpone/ cancel/ modify any or all the tenders without assigning any reason.
27. If any tenderer has any objection on the terms and conditions of the tenders, he can file his objections before the opening of the respective tenders. After that any kind of objection will not be valid.
28. The amount of the tenders will have to be written in clear words and figures in the tender form prescribed by the Corporation, on which no cutting or overwriting will be accepted and the name of the tender will have to be written on the envelope in case of offline tenders. Incomplete tender will not be accepted. The tender form can be obtained from the office after paying tender form cost.

29. For E- tendering: Only tenders filled online with technical documents having original tender form cost and Earnest Money(FDR) deposited in the office will be valid.
30. Tenders received without earnest money will be cancelled. No consideration will be given to them.
31. The earnest money will be accepted in the form of FDR or can be submitted online in the account of MC Mandi as mentioned, in the favor of Commissioner Municipal Corporation Mandi H.P.
32. All the guidelines issued from time to time by the Government and Commissioner Municipal Corporation Mandi will be binding on the tenderer.
33. Commissioner/Additional Commissioner or other executives of Municipal Corporation Mandi will have the right to inspect the sites allotted on contract at any time.
34. If the highest tenderer leaves the contract before the stipulated time, the security amount deposited will be confiscated. In case of any dispute in the properties to be allotted, the decision taken by the Commissioner Municipal Corporation Mandi will be acceptable to both the parties. In case of dispute, the court jurisdiction will be Mandi.
35. The "DECLARATION" enclosed herewith should be signed and should be enclosed with the tender offer.
- 36.

**PAYMENT:-**

The successful bidder/ contractor will have to deposit 10 % the bid amount to Municipal Corporation Mandi (H.P) within seven days of letter of acceptance and balance 90 % of bid amount in eleven equal installments in advance through quarterly postdated cheques. The site shall be handed over only after realization of 1<sup>st</sup> installment of 10 % amount of bid and receipt of other postdated cheques of eleven installments. Offer amount shall be clearly written in figures as well as in words and there shall not be any cutting or overwriting. If the successful bidder fails to deposit the bid amount at the time of agreement then work will be rescinded after forfeit of security deposit.

**GST as applicable have to be borne by the Firm/Contractor on his own under RCM Regime (Reverse Charge Management).**

**EARNEST MONEY**

1. Offers without requisite amount of earnest money shall not be entertained.
2. Conditional Offers shall not be considered.
3. Earnest money will be refunded after the successful completion of work agreement.

SD/-

Additional Commissioner,  
Municipal Corporation, Mandi (HP)

**"BIO-DATA OF THE PARTY"**

Reference Tender notice No. \_\_\_\_\_

Dated: \_\_\_\_\_

To be opened on:

1) Name & Address of Bidder /Firm/Agency :

2) Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No. (0) \_\_\_\_\_

Mobile \_\_\_\_\_

Email: \_\_\_\_\_

Whether it is a proprietorship or

Partnership Concerned: \_\_\_\_\_

Full Name(s) of proprietorship or partners: \_\_\_\_\_

(Attested copy of partnership deed invariably be attached)

1) PAN No. of the Bidder /Firm/Agency \_\_\_\_\_

2) GST Registration Number of the Bidder /Firm/Agency \_\_\_\_\_

Signature of Tenderer  
With Seal

### "DECLARATION"

(To be downloaded filled, signed with seal, scanned and uploaded in the e-tender portal)

1. I/We, \_\_\_\_\_ (Name of bidder) having examined the Tender No .....  
Dated..... and fully understood its content hereby submit the tender for, "Leasing out Advertising space for Hoardings" in MC Mandi on "as is where is" basis.
2. I/We accept all the terms & conditions of the Tender Document, including its addendum/corrigendum etc.
3. I/We do hereby confirm that no changes have been made in the tender document downloaded and submitted by us for the tender.
4. I/We do hereby undertake that I/we have not made any payment or illegal gratification to any person/authority connected with the bidding process of tender so as to influence the bidding process and have not committed any offence under the PC Act in connection with the bid.
5. I/We have submitted copies of the required documents.
6. I/We have quoted the rate of annual fee payable, above the Reserve Price.
7. I / We understand that MC Mandi reserves the right to accept or reject any tender and to annul the tendering process and reject all tenders at anytime without any liability or any obligation for such acceptance, rejection or annulment without assigning any reason thereof.
8. I / We hereby undertake that we will abide by the decision of MC Mandi in the matter of examination, evaluation and selection of successful bidder and shall refrain from challenging or questioning any decision taken by MC Mandi in this regard.

#### PARTICULARS OF EARNEST MONEY ATTACHED

FDR No. \_\_\_\_\_ Dtd. \_\_\_\_\_ for Rs. \_\_\_\_\_ of  
\_\_\_\_\_ Bank \_\_\_\_\_ Branch.

"I/We hereby declared that I/We have carefully gone through the terms & condition of tender in detailed & agreed to the rates submitted by me/us in the rate Sheet and I/We agreed in full"

- 1) Signature of the Bidder / Firm/ Agency

\_\_\_\_\_  
(Full Name in block Letters)  
Capacity in which the tender is signed \_\_\_\_\_  
(Rubber Stamp is required)

- 2) Full Address: \_\_\_\_\_

- 3) Telephone No (0) \_\_\_\_\_

- 4) Mobile No: \_\_\_\_\_

- 5) Email: \_\_\_\_\_

**SCHEDULE OF QUANTITY**

**JOB NO. -1**

Estimate Cost = 132000.00  
Earnest Money = 2700.00  
Time = 3 Years

Issue To: - \_\_\_\_\_

Date: - \_\_\_\_\_

Assistant Engineer  
Municipal Corporation  
Mandi (H.P.)

Name of work: - P/F Hoarding for advertisement on MC railing near Employment Office in Mandi Town H.P.

| SR.<br>No. | Location/ Site                                   | SIZE OF<br>HOARDING ( mtr) | NO'S OF<br>HOARDING | AREA OF<br>HOARDING<br>(sqmt) | UNITS        | AMOUNT   |            |
|------------|--------------------------------------------------|----------------------------|---------------------|-------------------------------|--------------|----------|------------|
|            |                                                  |                            |                     |                               |              | IN WORDS | IN FIGURES |
| 1          | MC Railing near Employment Office in Mandi Town. | 18X3                       | 2                   | 108                           | Complete Job |          |            |
|            | Total                                            |                            |                     |                               |              |          |            |

Assistant Engineer  
Municipal Corporation  
Mandi (H.P.)