



Dr. Ram Manohar Lohia Institute of Medical Sciences
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Ref.no. 1246/ RMLIMS/2021

Date 24.08.2021

Request for Expression of Interest (EOI)

Expression of Interest (EOI) is invited from all interested eligible bidders/ consultants in two bid process for designing the logo, flag & medals of the Institute reflecting the medical education, research & care in proposed graphics and it should depict the vision and mission of the Institute. Bidders should have at least three years experience in designing and providing the expert services at state or national levels.

EOI should contain all business terms & conditions and should submit the EOI at above mentioned address on or before 28.09.2021 up to 4.00pm. For more information & details can be had from the website of the Institute www.drmlims.ac.in.

Director reserves the right to accept or reject any or all EOI without assigning any reason thereof.

DIRECTOR

Expression of Interest (EOI) Terms and Conditions

The Institute invites the sealed Expression of Interest (EOI) from all interested experts/consultants/agencies/companies to submit technical proposal for preparation of Logo, Flag & Medals of the Institute reflecting vision & mission of the Institute.

1. Scope of work

- Preparation & submission of preliminary offer
- Preparation of detailed graphic design & drawing
- Preparation of estimates stating the specifications & size
- Preparation of write up of logo, flag & medals

2. Eligibility criteria

- All bidders should have existence & minimum three years experience for execution of work in Central/ State Government organizations/ PSUs/ Medical Universities/ Medical & Engineering colleges (Proof of work to be attached)
- The bidders should have successfully completed at least two project work/ task/ orders in Government organization
- The bidders should have annual turnover of Rs. 20 Lacs
- The bidders should have owned original work & design
- The bidders should be registered in GST & have a PAN
- The bidders should be registered/ incorporated under any Indian Law

3. Language of the proposal

- Shall be in English

4. Taxes and duties

- All taxes as applicable at the time of submission of bid

5. Validity of offer

- Proposal should be kept valid for a period of 180 days

6. Terms of payment

- Shall be mentioned clearly

7. Advisory services

- The bidder shall be required to provide all necessary clarifications & elucidation of structure or design for approval
- The entire services shall have to be completed within one month from the date of award of contract/ agreement/ LoI

8. Key assumptions

- Bidder shall ensure all deliverables are based on vision & mission of the Institute that is medical education, research and patient care

9. Evaluation criteria

- The evaluation would be done in a transparent manner through a committee, Dean and Director of the Institute

- Presentation shall be score based apart from qualification & experience or profile of the bidder
- It is expressly made clear that mere submission EOI by a bidder, whether eligible or ineligible shall not confer any right whatsoever or any commitment of work unless it is awarded to a successful bidder

10. Bill of Quantity (BOQ)

Sl	Requirements	Qty.
1.	18" Cutouts of Logo for walls	05 Nos.
2.	3' Flags of the Institute	06 Nos.
3.	Table Flags	50 Nos.
4.	Medals design & its blocks (As & when required basis for students)	--
5.	Cutouts of Logo for main buildings of the Institute	10 Nos.
<i>Quantity may increase or decrease depending upon requirements & functions</i>		

- 11.** Expression of Interest (EOI) duly sealed will be submitted to RSD Cell, Administrative Block, Ground floor, Dr. Ram Manohar Lohia Institute of Medical Sciences, Vibhuti Khand, Gomti Nagar, Lucknow-226010 and sealed envelope should be super scribed as "Expression of Interest for.....".

12. Critical dates

- Last date & time of submission/ receipt of EOI: 28.09.2021 up to 4:00pm
 - Date & time of opening of EOI: 30.09.2021 at 3.00 PM
 - Director reserve the right to change the EOI opening date & time
- 13.** All intending bidders shall submit the self- certified copies of documents
- 14.** Short listed bidders will be invited for financial quote & they will have to comply with all rules and regulations applicable
- 15.** The successful EOI is liable to pay all Government taxes extra.
- 16.** All above guidelines will form part and parcel of EOI
- 17.** Any modification to the design, pattern, color, graphics etc. shall be finalized only after approval of the Director
- 18.** All disputes and differences arising out of or in any way touching or concerning EOI shall be decided by mutual cooperation failing which it will be subjected to Courts of Lucknow.

19. The Director reserves the right to reject any or all EOIs in part or full without assigning any reason.
