

Ref: - SDO/E&OS/CCTV

Dated: 18.02.2016

<u>Last Date & Time for</u>	<u>04.03.2016</u>
<u>Submission of Tender</u>	<u>15:30 Hrs.</u>
<u>Tender Opening</u>	<u>04.03.2016</u>
<u>(Technical Bid) Date & Time</u>	<u>14:00 Hrs.</u>

Dear Vendor,

Re: TENDER FOR SUPPLY & INSTALLATION OF CCTVs IN BO'S & SO'S UNDER SATNA DO

Tenders are invited for purchase/supply, installation and training of CCTVs under two bid systems to be installed at our different Offices as detailed below:

<u>Sr.No.</u>	<u>Name & Address of the office</u>	<u>No. of Cameras to be installed.</u>
1.	Rewa-I	4
2.	Rewa-II	6
3.	Amarpatan	6
4.	Maihar	4
5.	Khajuraho	6
6.	Tikamgarh	6
7.	Chhatarpur	6
8.	Niwari	6
9.	SO-Chitrukoot	1
10.	Nagod	1
11.	Amanganj	1
12.	Baikunthpur	1
13.	Laudi	1
14.	Jatara	1
15.	Mangawan	1
16.	CLIA-Chhatarpur	1
17.	CLIA-Tikamgarh	1
18.	Nawgaon	1
19.	Badamalerah	1
	Total Nos of Cameras	55 Nos.

The terms and conditions governing the tender are as follows:

SPECIAL TERMS & CONDITIONS

1) The offer shall be in two separate parts for the above item, containing technical bid (as per Annexure 'A') and financial bid (As per Annexure 'B'). Two sealed envelopes containing Technical and Financial Bids separately should be inserted together in a large envelope, sealed and superscribed as **"Tender for CCTVs Ref. No. and Name of the Tenderer."** The tender will not be considered if Technical and Financial bids are submitted in one envelope.

Both the envelopes containing Technical Bid and Financial (price) Bid should be submitted in one big envelop securely sealed, stamped and must be superscribed with the following information:-

Type of Bid (Technical or Financial)

Name of the item for which tender is submitted

Tender Reference No.

Name of the Tenderer.

A) **The envelope No. 1** containing Technical bid should not contain any price information and should indicate whether the equipment is as per the specifications in the tender enquiry and other requirements as asked with reference to Annexure 'C' along with (i) **Annexure 'A'** duly signed by authorized person with rubber stamp of the firm and (ii) Demand Draft favoring Life Insurance Corporation of India for **20000/- (Twenty Thousand only)** drawn on any Scheduled Bank payable at **SATNA** towards Earnest Money Deposit (EMD). This envelope should also contain other Demand Draft favoring Life Insurance Corporation of India for **250/- (Two Hundred Fifty Only)** payable at **SATNA**, being the non-refundable application fee.

B) **The envelope No. 2** should contain only financial bid as per **Annexure 'B'**. It must give all the relevant price information, (both, in figures & words). The financial offer should not contradict the technical offer in any manner. The price schedule must be filled in completely without any error, cutting or alterations in rates (both in figures & words). In case of any difference in figures and words, amount written in words will be accepted as valid bid. The Financial bid of only those Tenderers who qualify themselves in Technical bids will be opened.

C) **The Tenderer whose tender would be approved [L1 bidder] will have to Deposit an amount Equal to 10 % of financial bid value as Security Deposit which will be valid up to one year /expiry of warranty period, whichever is later with a further claim period of six months. The Security Deposit has to be submitted within 10 days of the issue of LOI.**

For entire period of AMC, the amount of security deposit will be equal to 20% of average of the 5 years AMC amount, which will remain with us till the expiry of the AMC period and will be refunded without interest after successful completion of AMC period.

- D) Earnest Money Deposit (E.M.D.) will be forfeited in case the Tenderer refuses to execute the order, either full or part, if placed at the quoted rates. In that event LIC may decide/debar/blacklist the concerned Supplier and the decisions will be final and binding on all concerned.
- E) E.M.D. of the Tenderer/s getting the order will be adjusted against Security deposit on vendor's request or refunded without any interest, on submission of the Bank Guarantee/Demand draft of the requisite value.
- F) EMD of the Tenderers not getting orders will be refunded without any interest within 30 days from the date of finalization of the orders without any interest thereon.
- G) Once the tender is submitted, no Tenderer will be allowed to withdraw the tender. Even if, any tenderer withdraws the tender, E.M.D. of that tenderer will be forfeited in full.
- H) Any error on the part of the tenderer while quoting the rates will not be accepted as an excuse for refusal to execute the order for any or all items, if order is placed on the basis of the quoted rates. For refusal of the order, the E.M.D. of the tenderer will be forfeited by us.
- 2) Tenderer will have to essentially mention the product name of the Company whose product is to be supplied and the country of origin of the product along with the technical specifications. They will also have to submit certificate in respect of the country of origin.
- 3) Tendering Firm has to submit a certificate from the manufacturers along with technical specifications that they are the authorized agents for the sale and service of their product and manufacturer undertakes to support the after sales service of the product.
- 4) Tenderer will have to submit a certificate from the manufacturer that the spare parts for the supplied product will be available for after sales service.
- 5) **The tenderer must sign each page of terms and conditions enclosed herewith as confirmation of acceptance of our terms and conditions.**
- 6) The rates quoted for door delivery and installation should be inclusive of all taxes including Octroi, VAT, etc., wherever applicable. No separate payment of whatsoever nature will be made other than the rates quoted.
- 7) Rate should be valid for one year from the date of finalization of Rates/issuance of approval letter.

- 8) Within validity period of one year, the vendor is supposed to consider for supply approved products on the same approved rate in case of further requirements intimated by the Life Insurance Corporation of India, Divisional Office, Satna.
- 9) Rate should be on F.O.R. basis inclusive of all taxes, Installation, Packing & Transportation charges to our Offices listed above.
- 10) All products will stand for minimum Two year on site, for all comprehensive warranty against all manufacturing defects. During the warranty period the Vendor shall have to provide quarterly preventive service and shall have to attend to all break-down calls within 24 hours under AMC.
- 11) Tenderer has to submit the details of the annual maintenance contract to be provided, stating the charges for such services as per Annexure 'B'. One service in each quarter has to be provided in addition to breakdown/complaint call.
- 12) For any problem arising in functioning of CCTV, shall be rectified by the service engineer within 24 hrs from the time of lodging of complaint.

The time which will be treated as the time of lodging of the complaint is the 1ST call on mobile or the time of 1ST e-mail send to the service centre in this regard. In case of failure in providing service within the above time frame, Corporation has the discretion/reserves the right to impose penalty as mentioned below:

1-7 days excluding date of		
Lodgment of complaint	:	100/- per day
From 8 th day to 30 days	:	250/- per day
More than 30 days	:	350/- per day

The penalty amount will be recovered from AMC charges or from the Security Deposit lying with our Office, as the case may be.

- 13) Vendor will have to provide separate Service Engineer for our Headquarter. The list of such engineers along with the address and phone numbers of service centers should be provided with the tender. In addition to that, at the time of installation of CCTV, the concerned employees operating the CCTV in the office must be imparted training free of cost by the service engineer.
- 14) The CCTV will be supplied by the vendor at our office within **Fifteen days** from the date of placing the order and installation of the same must be completed within next **Seven days** from date of supply/ delivery.

15) In the event of delayed delivery / installation of CCTVs after the stipulated period, the vendor shall be liable to pay liquidated damages at a percentage of the total order value subject to minimum of 500.00 and maximum of 3% as detailed below:

- a. @ 1% for the first week
- b. @ 2% for the second week
- c. @ 3% for the third week & above

For calculating the delay as above, part of the week will be considered as full week. Delay in the delivery obligations may also attract any or all of the following action in addition to the above:

- i) Forfeiture of deposits
- ii) Imposition of penalty
- iii) Termination of contract

16) The liquidity damages as mentioned above may not be enforced if the contractor applies for extension of time mentioning the reasons for such extension. Corporation may grant such extension in case it is found that the contractor is not at fault for extending the work beyond the stipulated date of completion.

17) Tenderer must arrange to obtain Entry Permits, Road Permits and Certificates that might be required, from all concerned local/other authorities for final delivery and should not look to Corporation to obtain such entry permits. Delay arising in the final delivery because of delay in obtaining such permits and certificates for whatsoever reasons will also attract penalty under Clause 15 of the tender.

18) The tenderers shall be solely responsible for any damages arising during transit. Any damages arising on delivery or while installing the CCTV for whatsoever reasons should be made good forthwith.

18) The Tenderer will have to **submit documentary evidences confirming** that they have minimum experience of 3 years in providing security equipment system.

19) The Tenderer will have to **submit documentary evidences confirming** that they have minimum turnover of 20 Lacs per annum during the last three years. Have at least 2 major service contracts/supply orders of at least Rs. 3 Lacs each for security equipments on hand with reputed organizations including Corporation's.

20) The Tenderers will have to **submit documentary evidences confirming** Registration with Sales Tax, Service Tax or any other statutory obligation required to be complied with by the vendor.

21) The sealed quotations should be addressed to following addressee:

“ The Chairman Stores Committee,”
Life Insurance Corporation of India,
Divisional Office, Krishna Complex, Satna.

The envelope containing quotations should be superscribed as “**Technical Bid for Supply and Installation of CCTV**” and “**Financial Bid for Supply and Installation of CCTV**”. The last date for receipt of quotations is 04.03.2016.

GENERAL TERMS AND CONDITIONS

1. The tender form should be completed and sent so as to reach our office on or before the last date. Quotation not received within the stipulated time & date will be summarily rejected.
2. Model, Make & Specifications as per 'Annexure 'C' must be clearly stated.
3. The contract may be allotted for - Installation of CCTV Units and 5 years AMC after the Expiry of the minimum warranty period of 1 year.
4. Tender will be awarded for installation of CCTV Units on the basis of total cost as per "I" "II" & "III" of Annexure "B" (Financial Bid).
5. Any dispute arising out of or relating to this tender shall be deemed to have arisen at and shall be subject to adjudication by a Court in .
6. If, after the supply, it is discovered that the equipment supplied do not conform to the specifications, such equipment may be rejected at the supplier's cost who will have to supply the equipment exactly according to specifications and in the event of noncompliance with this condition, the Corporation shall be at liberty to take such action as it may deem fit, in addition to penalizing the supplier of such additional cost as may be incurred by it in replenishing it with supplies from other sources. Stores rejected after receipt will have to be taken back necessarily by the Supplier at their own risk and cost.
7. If a supplier fails to deliver the machine on or before the date specified, the Corporation reserves the right to purchase the machine from other company and in such case; the erring supplier has to make good, the loss.
8. Any tender not complying partly or wholly with the terms and conditions shall be liable for rejection.
9. The Tenderer shall remove all debris etc. wash and clean the floors at their own cost and hand over the site in proper manner on completion of the work.
10. The Tenderer shall make adequate arrangement for Watch and Ward of his materials and shall ensure safety, breakage and any theft of materials fixed or unfixed by them.
11. The work executed should be got approved by the Corporation and the Tenderer shall rectify any bad workmanship pointed out at any stage and remove from site all the rejected materials immediately.
12. The Tenderer shall be responsible for application of labour laws, compensation for injury and accident to person, whether employed by them or by their sub-contractor(s).
13. The Tenderer shall ensure that no damage is caused to Corporation's property/ or any decorative structure/fittings, while carrying out the work. The Tenderer will have to rectify/make good such damages at their cost.
14. The Tenderer shall ensure that the workmen employed by them for execution of the work are suitably covered against Workmen's' Compensation Act (**copy of policy to be attached**) or ESI and other legislative enactments applicable for such works and the Corporation shall not be liable for payment of any compensation etc in this regard.

15. The work shall be carried out as per Corporation's instructions and the work which creates noise/disturbances are to be carried out during non-office hours and no extra payment shall be made on this account.

16. The Tenderer shall give due notice to the Corporation to check the measurements of any work, which is likely to be hidden before covering the same.

17. Statutory deductions like income tax and other applicable taxes shall be deducted at source from each payment of the Tenderer.

18. In case the delay in completion of the work pertains to the Corporation, Corporation will grant extension of time for completion of the work and the Tenderer shall not make claim for compensation & damages in relation thereof.

19. The Corporation is not bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever. **Conditional tenders are liable to be rejected.**

20. No interim payment will be made.

21. Full and final payment shall be made after successful completion of the work and after adjustment of deductions mentioned hereinabove and deduction of TDS etc. as per rules.

NOTE: - Copy of certification of Equipment i.e. CE/FCC/ROHS.

Copy of document of authorization from manufacturer to Indian dealer and from Indian dealer to supplier. Undertaking that the cards supplied are original

Sr. Divisional Manager

TECHNICAL BID FOR CCTV

(To be submitted on Tenderer's Letter-Head)

General Requirements for Supply and installations of CCTV with Comprehensive Annual Maintenance Contract for Five (5) Years after Expiry of Warranty Period.

SL. NO.	GENERAL REQUIREMENTS	TENDERER'S RESPONSE
1.	Name of the manufacturing firm	
2.	Whether the letter of the manufacturing firm Authorizing the tenderer to quote on behalf of them is enclosed.	
3.	Whether the letter of the firm confirming the validity of rates during the period of supply is enclosed.	
4.	Whether certified copy of registration confirming that the tenderer is in the business for last 5 years is enclosed.	
5.	Whether the order copies for having executed such order/s earlier by the tenderer in any one of the preceding 3 Financial Years are enclosed.	
6.	Whether the list of clients of the tenderer is enclosed.	
7.	Whether the firm has in house facility for maintenance and testing of the equipment as per specifications?	
8.	Whether the firm has its service centre at Bhopal, Madhya Pradesh.	
9.	Indicate the maximum number of persons who can be trained and the maximum no. of days, training can be given.	
10.	Indicate the number of refresher's training for the period of warranty.	
11.	Whether the machine is strictly as per specifications given is annexure "C"	
12.	Indicate if comprehensive extended AMC up to 5 years will be undertaken.	

Signature of Authorized Signatory of the Company

Name and Seal:

Name of the Contact person:

Tel/Mob. No.:

Date:

FINANCIAL BID FOR CCTV

(To be submitted on Tenderer's Letter-Head)

Tender Reference No.....Dated..... Due on.....

Requirement for Supply and Installation of CCTV Setup 4/8/16 Channel with Comprehensive Annual maintenance For 5 Years After Expiry of Warranty Period.

S.No.	Item	Rate in Rupees (both, in figures & words) inclusive of all Taxes, Duties, incidentals, Transportation, Transit, Insurance, Installation, Training to our staff etc. as per tender conditions.	
I)	MAKE/MODEL OF THE CCTV Unit Equipments		
		In Figures	In Words
1A	Cost of One 4 CHANNEL STAND ALONE DIGITAL VIDEO RECORDER WITH 2 TB HARDDISK AS PER ANNEXURE 'C'-1a. FOR S.O.		
1B	Cost of One 8 CHANNEL STAND ALONE DIGITAL VIDEO RECORDER WITH 4 TB HARDDISK AS PER ANNEXURE 'C'-1b. FOR DIVISIONAL OFFICE.		
1C	Cost of One 16 CHANNEL STAND ALONE DIGITAL VIDEO RECORDER WITH 4 TB x 2 HARDDISK AS PER ANNEXURE 'C'-1c. FOR BRANCH OFFICE.		
2	Cost of IR Outdoor Colour Camera with Power Supply and Connectors AS PER ANNEXURE 'C'-2.		
3	Cost of IR Dome color Camera with Power Supply and Connectors AS PER ANNEXURE 'C'-3.		
4	Cost of 18" LED Monitor		
5	Cost of 25" LED Monitor		
	TOTAL COST(1 -5)		

II)	Rate for cable- (per metre) (i) Video Cable: RG-59 /RG- 6 Coaxial Cable in PVC Pipe. <u>(medium gauge)</u>		
	(ii) Power Cable: <u>copper and 0.75 sq.mm</u> 2 Core in PVC Pipe Cable Make: Havels/Legard/Finolex/Enter etc. PVC Pipe Make: <u>(medium gauge)</u> Crown/BEC/AKG/Precision		
II)	<u>Comprehensive</u> AMC for 5 Years excluding warranty Period.		
	For 1st Year after expiry of warranty period.		
	For 2nd Year after expiry of warranty period.		
	For 3rd year after expiry of warranty period.		
	For 4 th year after expiry of warranty period.		
	For 5 th year after expiry of warranty period.		

Signature of Authorized Signatory of the Company

Name and Seal:

Name of the Contact person:

Tel/Mob. No.:

TECHNICAL SPECIFICATIONS FOR CCTV SYSTEM

1. a) 4 Channel Video Recorder Specifications:

System	Digital Video Recording with 2 TB HDD Supply, installation, testing and commissioning of 04 Channel Digital Video Recorder with 2 TB Harddisk, Display Resolution: 1024X768 PAL Digital Zoom, having H.264 Compression having, connectivity of 1 Monitor & 1 TV. Remote Operation via the Control Center having 4 audio supportable ports. Intuitive User Interface Recording for 800 fps, feature of: 1. Motion detection. 2. Remote Viewing (Make : Sony/ Samsung/ Honeywell/Secureye/ Panasonic/ Sparsh/ Hikvision/ Dahua) CE & FCC of Products & ISO 9001:2000 Certification of Manufacturer
--------	---

1.b) 8 Channel Video Recorder Specifications:

System	Digital Video Recording with 4 TB HDD Supply, installation, testing and commissioning of 08 Channel Digital Video Recorder with 4 TB Harddisk, Display Resolution: 1024X768 PAL Digital Zoom, having H.264 Compression having, connectivity of 1 Monitor & 1 TV. Remote Operation via the Control Center having 4 audio supportable ports. Intuitive User Interface Recording for 800 fps, feature of: 1. Motion detection. 2. Remote Viewing (Make : Sony/ Samsung/ Honeywell/Secureye/ Panasonic/ Sparsh/ Hikvision/ Dahua) CE & FCC of Products & ISO 9001:2000 Certification of Manufacturer
--------	---

1.c) 16 Channel Video Recorder Specifications:

System	Digital Video Recording with 4 TB HDD x 2 Supply, installation, testing and commissioning of 16 Channel Digital Video Recorder with 4 TB Harddisk x2 , Display Resolution: 1024X768 PAL Digital Zoom, having H.264 Compression having, connectivity of 1 Monitor & 1 TV. Remote Operation via the Control Center having 4 audio supportable ports.
--------	---

	Intuitive User Interface Recording for 800 fps, feature of: 3. Motion detection. 4. Remote Viewing (Make : Sony/ Samsung/ Honeywell/Secureye/ Panasonic/ Sparsh/ Hikvision/ Dahua) CE & FCC of Products & ISO 9001:2000 Certification of Manufacturer
--	--

2.) IR Outdoor Colour Camera :

- 1/3 " Sony Super HAD CCD/ CMOS
- WDR
- OSD
- True Day/Night Function IR Colour Outdoor type camera
- Resolution Min 800 TVL
- 3.6 MM Lense.
- 20 Mtrs IR Illumination distance.
- High Sensitivity (Zero Lux with IR) and with noise reduction technology
- Weather tight outdoor operation
- Privacy Zone
- Motion Detection
- Environmental Capability with a Wide Operating temperature
- Power DC 12 V
- With minimum 20 LED for IR

Make: **(Sony/ Samsung/ Honeywell/Secureye/ Sparsh / Panasonic/ Hikvision/ Dahua)**

Certificate: CE & FCC of Products and ISO 9001:2000 Certification of Manufacture

3.) IR Dome Colour Camera:

Supply, installation, testing and commissioning of

- 1/3 inch 0 Lux Format High Resolution CCD/ CMOS Imager IR Colour Dome Camera
- **3.6 MM Lense**
- Back Light Compensation,
- advanced DSP,
- Horizontal resolution 800 TVL,
- WDR & OSD,
- 15~20 Mtrs range,
- Suitable for operation on 12 volt DC power supply to be all complete with ceiling mounting bracket.
- With minimum 20 LED for IR

Make: (Sony/ Samsung/ Honeywell/Secureye/ Sparsh / Panasonic/ Hikvision/ Dahua)

Certification: CE & FCC for products & ISO 9001:2000 Certification of Manufacture

ACTIVITY SCHEDULE

S.No.	Activity	Details
1	Tender Date	dated
2	EMD	Rs. 20000.00 (Rs. Twenty Thousand Only) by way of Demand Draft drawn on any Nationalized/Scheduled Bank, Payable at Satna.
3	Tender fee	250/- (Two Hundred Fifty only) by way of Demand Draft drawn on any Scheduled Bank Payable at Satna
4	Address for submission of bid	The Chairman Stores Committee, Life Insurance Corporation of India, Divisional Office, Krishna Complex, Satna (MP)-485001
5	Submission of Bids Date and Time	Bidders fulfilling the eligibility conditions of CCTV Supply as per Technical Specification mentioned in the Tender should submit bids in two sealed covers. One for Technical Bid superscribed as "Technical Bid for Supply and Installation of CCTV" Another for Financial Bid Superscribed as "Financial Bid for Supply and Installation of CCTV"
6	Technical Bid Opening Date/Venue	The sealed covers having Technical Bids will be opened by the Committee on 04.03.2016 in the presence of bidders' or one of the representatives, who chose to attend.
7	Contact Details	Name: Telephone No. E-mail-
8	Official Website (URL)	http://www.licindia.in

In case there is any change in the schedule will be displayed on our website/ intimated in writing wherever feasible.

Seal & Signature of the Vendor

Sr. Divisional Manager