

**BIDDER QUALIFICATION CRITERIA**

**Tender for supplying, installing and commissioning of CCTV system in  
Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**

*The Bidder Qualification Criteria should be submitted in separate sealed envelope duly superscripted as **Bidder Qualification Criteria** which should contain the following documents:*

1. *Firm should have done installation of CCTV in at least Two Government/Semi Government institutions / Autonomous bodies (duly supported by documentary proofs including the list of Clients).*
2. *Firm should have a qualified team having at least one BE/B.Tech. Engineer in the team (duly supported by documentary proofs).*
3. *GST & PAN (Permanent Account Number) allotted by the Commercial / Income Tax Department, Govt. of India.*
4. *Non-refundable tender fee of Rs.500/- in the shape of DD in favour of “Principal, Rashtriya Sanskrit Sansthan – Shri Ranbir Campus” payable at SBI Kot Bhalwal.*
5. *Undertaking to the effect that the tenderer has not been blacklisted by any Govt. organization.*
6. *Firm should submit an undertaking that it shall be providing training to the staff for the smooth running of the CCTV system and its maintenance up to two (02) year period free of cost.*
7. *Firm should submit MSME certificate of the Manufacturer, preference to be given to Indian Manufacturer.*
8. *Firm should submit a Manufacturer Authorization Letter duly signed by the official representative of the Manufacturer.*
9. *The tenderer shall have to deposit Earnest Money Deposit (E.M.D.) of two per cent (2%) of the estimated cost. The tender without E.M.D. will not be considered at all. The amount of E.M.D. will be refunded in case of unsuccessful tenderer.*

**Tender for supplying, installing and commissioning of CCTV system in  
Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**

1. *Sealed tenders are invited from Firms for supplying, installing and commissioning of CCTV system in Rashtriya Sanskrit Sansthan – Shri Ranbir Campus.*
2. *Installation of CCTV system has to be completed within 15 days from the supply order as per the specifications indicated in **Annexure-III**.*
3. *The tenderer should quote the rates only in **Annexure-III** of the tender floated by this office and not on any other form.*

*The tenderer should submit the offer in **two separate envelopes**. The tenderer should provide the documents mentioned in **Annexure-I**, in the **envelope (A)** with superscription “**Tender for supplying, installing and commissioning of CCTV system in Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**”.*

4. *The rates both in words and figures without any corrections or overwriting should be quoted in **Annexure-III**, for each individual item separately. The rates must be valid for a period of at least one year from the date of opening of the Tender. The rates must be quoted in Indian National Rupees ( ). Rates quoted in foreign currency will not be accepted.*
5. *Certificate of authorized manufacturer/authorized reseller/dealers of overseas company/ authorized dealer of manufacturer/authorized service center.*
6. *Tenders received late will not be considered. In case tenders are sent by registered post, it shall be the responsibility of intending supplier(s) to ensure that they are received before the stipulated time. The tenders are proposed to be opened in the presence of the intending supplier or their authorized representatives who may desire to attend.*
7. *The intending Firm shall also have to mention the name of manufacture / make, model of the article and has to enclose the pamphlets/picture of the item offered, for which the rates are quoted. In the absence of the above details of items offered may not be considered. The preference will be given to the items bearing ISI/ISO quality Central Mark for the Hardware and Software.*
8. *Rashtriya Sanskrit Sansthan – Shri Ranbir Campus will accept the tender for items mentioned in **Annexure-III** from only*
  - (a) *Indian Manufacturer*
  - (b) *Authorized dealer of an Indian Manufacturer*
  - (c) *Authorized supplier which is having adequate experience in under taking such work/job. Such agencies must enclosed adequate documents to prove their claims.*

*Rashtriya Sanskrit Sansthan – Shri Ranbir Campus reserves the rights to accept or reject tenders of these agencies. The decision of the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus regarding this will be final and shall be binding on the tenderer.*

9. *Rashtriya Sanskrit Sansthan – Shri Ranbir Campus will not accept the assembled Hardware and software of any assemble item(s).*
10. *Tenderer should give two years onsite and comprehensive warranty of the hardware and software.*
11. *The tenderer should provide rates quoted only in the format of **Annexure-III** along with **Annexure-IV** in second envelope (B) with superscription “**Tender for supplying, installing and commissioning of CCTV system in Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**”. This envelope should clearly state the serial number and name of the items from **Annexure-III**, for which rates are quoted by the tenderer.*

*The intending supplier should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packing and forwarding, insurance, etc. i.e. “All Inclusive”. The Hardware/Software will have to be installed as per the specification within 15 days.*

12. *The supplier will have to supply in full and not in part the articles as mentioned in **Annexure-III** to the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus.*
13. **Payment:** *Firm should submit a plan containing schedule for various steps in the implementation. The hundred (100) per cent payment shall be released after commissioning and demonstration of whole project.*
14. *If the ordered material is not provided within stipulated time limits, deduction @ 1% of the total cost order value per week for extra time taken will be done from the bill. However, the Institute, may condone/relax the penalty and may grant extension up to the time limit as deem fit by the Institute, provided the tenderer applies and satisfies about genuineness of the reasons for delay in supply of articles.*
15. *If the successful tenderer fails to comply with the supply order within the specified period or only partial supply is made, the undersigned or respective authority or any officer authorized by him/them, will arrange for the alternative arrangement through any other supplier or agency at risk, cost and expenses of the said original tenderer, who shall have to bear and pay all additional expenditure incurred by the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus in that behalf.*
16. *Sealed offers prepared in accordance with the procedures enumerated should be submitted to the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus not later than the date and time laid down at the address given in the Tender Notice.*
17. *This tender document is not transferable.*

18. *Schedule for invitation to tender is as per the Tender notice published on the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus Website.*
19. *The amount of Security deposit without any interest there on will be returned to the tenderer after the expiry of the warranty period.*
20. *On acceptance of the rates as per the approved tender and after completing necessary official formalities, the tenderer will be informed about the acceptance of the tender, and the supply order will be issued.*
21. *As soon as the tenderer submits the tender through tender procedure, it shall be binding on him and he shall not be able to withdraw or amend the offer.*
22. *The Rashtriya Sanskrit Sansthan – Shri Ranbir Campus reserves the right to accept or reject the supplies in full or in part which do not strictly stick up to the specifications or to accept the material/articles supplied with slight variations in specifications or with a condition that the rates accepted shall be reduced at such rates as the Competent Authority of the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus may deem fit, looking to the variations and that such rates shall be binding on the tenderer.*
23. *Rashtriya Sanskrit Sansthan – Shri Ranbir Campus reserves the right to accept or reject higher version of material etc. or any other item(s) under the same terms and conditions and same price quoted by tenderer in **Annexure-III**.*
24. *The bill should be presented in the name of respective authority as quoted in final supply order. The Rashtriya Sanskrit Sansthan – Shri Ranbir Campus will not make any extra payment, interest or any other kind of compensation, etc. for any delay in payment.*
25. *This contract will be governed as per terms and conditions mentioned above. Delay in supply within the prescribed time limit or the extended time limit, making of supplies not up to the standard specification and performance or non-observance or non-acceptance of these terms and conditions by the tenderer, shall constitute breach of contract and the security deposit or any other deposit of the tenderer shall be forfeited by this office besides other actions of reduction in bills of supplies and/or other legal actions and finally the decision of the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus shall be binding on the tenderer.*
26. *Bidder will be fully responsible for installing and commissioning of CCTV system and the performance of all its components and any malfunction/defective materials should be replaced free of cost during the warranty period. It would be responsibility of the tenderer to demonstrate functioning of entire CCTV system.*
27. *Successful bidder should always be willing to resolve any CCTV system functionality problems.*

28. *The warranty period of two years shall be effective from the date having successful installation, implementation and training regarding the CCTV system.*
29. *Complete implementation of CCTV system should be accomplished within one month from the date of issuing the work order. The company should adhere with all seriousness to the time schedule.*
30. *Firm may visit the site to understand the existing infrastructure and work requirements.*
31. *Firm should mention any other requirements for the smooth implementation of the software.*
32. *Software CDs, user guides, manuals, etc. if any, should be supplied at the time of completion of implementation.*
33. *Firm quoting overall lowest bid for complete work, that is, undertaking the job of supplying, installation and commissioning of CCTV system shall be awarded the work.*
34. *The Rashtriya Sanskrit Sansthan – Shri Ranbir Campus has the right to accept or reject whole or part of the tender without assigning any reason. The decision of the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus will be final and shall be binding on the tenderer.*
35. *The products asked for should be of very high standard and of reputed company with authorized service provider in Jammu. Mutual trust and nature of services provided should motivate the service provider to give more than what is asked for in the agreement. The company should ensure quick back up response in case of equipment failure which should be replaced if needed within 24 hours of the distress call.*
36. *All the rates will be F.O.R, Rashtriya Sanskrit Sansthan – Shri Ranbir Campus.*
37. *There is no provision for making advance payment to the firms. However, the running bills for the jobs completed can be submitted by the company and will be cleared for payment within reasonable period.*
38. *The Tenderer should be a direct from the company or authorized dealer / Distributor of the company and the tenderer should submit an authorization letter strictly from the manufacturer. The manufacturer company office should be in India.*
39. *The all quoted products should have required certificate and be attached with tender.*
40. *The Rashtriya Sanskrit Sansthan – Shri Ranbir Campus has right to impose penalty in case the project is not completed in time and if any of the camera remain non-functional for more than 24 hrs.*
41. *The Financial Bid may be submitted as per the technical bids covering all possible equipment material required for the installation of the system. (Cost for each item may be mentioned separately) in **Annexure III**. Rates for CMC of surveillance system for another 3 years.*

#### 42. **Warranty/CMC**

- *The bidder shall provide 2 years Warranty and 3 years CMC (extendable) (on-site and comprehensive) on all items from the last date of final acceptance by the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus and shall be responsible for any defects that develop in the item. They shall also replace any defective part of the product supplied and other accessories, without any exception and recourse, free of cost.*
- *The bidder is responsible for all packing, unpacking, assembly, installation of units. The bidder will test the products and accomplish the adjustments necessary for successful and continuous operation of the products supplied at all installation sites and shall ensure maintenance of the supplied products during the warranty period. All the repairing / replacing of defects shall be done by the bidder totally free of cost.*
- *The Supplier must have a maintenance base in Jammu to provide maintenance service, efficiently and promptly. If the performance of any individual equipment or System fails to meet the contract specifications then the same shall be replaced by the Supplier free of cost during the term of the warranty and CMC period.*
- *The Supplier shall provide necessary Software updating free of cost during the Warranty and CMC period. During the term of warranty and CMC the service/repair calls will have to be attended by the Supplier within two hours from the time of such calls. The defective item should be repaired the same day at Rashtriya Sanskrit Sansthan – Shri Ranbir Campus premises.*
- *In case of major defects requiring the defective item to be taken to the Supplier's workshop, it should be returned within two weeks duly repaired and an immediate substitute item will be provided by the Supplier for the smooth operation of the System. The to and fro transportation of the item will be borne by the Supplier.*
- *Apart from the service/repair calls, the service engineer deputed by the Supplier will visit the site once every fortnight to assess the serviceability of the System and once in every 03 months to carry out the Preventive Maintenance and diagnostic of the system during the Warranty and CMC Period.*
- *The contractor will render maintenance service from 9:30 A.M. to 5:00 P.M. on all working days plus on general holidays, to keep the equipment in good working condition and order.*

43. **Performance Security:** *Performance security of two percent of the total value of the work order in the shape CDR/FDR in favour of “Rashtriya Sanskrit Sansthan – Shri Ranbir Campus” payable at any State Bank of India covering the warranty period has to be deposited by the successful tenderer.*

Place:  
Date

Signature of Supplier  
(with seal)

**Annexure-III**

**Tender for supplying, installing and commissioning of CCTV system in  
Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**

**FINANCIAL BID**

<b>S. No.</b>	<b>Particulars (Specifications)</b>	<b>Qty</b>	<b>Per Unit Rate</b>	<b>Amount inclusive of all taxes</b>
1	<i>Bullet IR Camera: 1/2.9" 2MP progressive scan CMOS 1080P @25FPS Long distance real-time transmission IR LED Range 10-20m AHD/TVI/CVI/CVBS Switchable Video Output Supports ultra low illumination True Day/ Night IP66 Supported</i>	1 Pc.		
2	<i>Bullet IR Camera: 1/2.9" 1MP progressive scan CMOS 720P @25FPS Long distance real-time transmission IR LED Range 10-20m AHD/TVI/CVI/CVBS Switchable Video Output Supports ultra low illumination True Day/ Night IP66 Supported</i>	1 Pc.		
3	<i>Dome IR Camera:- 1/2.9"2MP progressive scan CMOS 1080P @25FPS Long distance real-time transmission IR LED Range 10-20m AHD/TVI/CVI/CVBS Switchable Video Output Supports ultra low illumination True Day/ Night</i>	1 Pc.		
4	<i>Dome IR Camera:- 1/2.9"1MP progressive scan CMOS 720P @25FPS Long distance real-time transmission IR LED Range 10-20m AHD/TVI/CVI/CVBS Switchable Video Output Supports ultra low illumination True Day/ Night</i>	1 Pc.		
5	<i>DVR:- 16 Channel, 1080p Recording, 2-SATA Slot</i>	1 Pc.		
6	<i>DVR:- 8 Channel, 1080p Recording, 2-SATA Slot</i>	1 Pc.		
7	<i>12 V DC, 2 Amp SMPS</i>	1 Pc.		

8	Stand arrangement for camera	1 Pc.		
9	2 cX 1.5 SQ MM Copper conductor cable for power supply	R/M		
10	Rg-6 coaxial cable for signal	R/M		
11	25mm dia PVC pipe	R/M		
12	16" LED HD screen	1 Pc.		
13	32" LED HD screen	1 Pc.		
14	HDD 2 TB	1 Pc.		
15	HDD 4 TB	1 Pc.		
16	Connectors	1 Pc.		
17	DVR Rack (4U)	1 Pc.		
18	PVC pipe	1 Pc.		
19	Wireless mouse for DVR	1 Pc.		

20 Comprehensive Installation charges ( )

21 Comprehensive Maintenance Contract (CMC) for three years after warranty period.

22 Any other item(s) tenderer feels shall be required for the installing and commissioning of the CCTVs in the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus

**Total (with higher specifications)**

**Additional Terms & Standard Conditions:**

1. The Rashtriya Sanskrit Sansthan – Shri Ranbir Campus may at its discretion ask for a demonstration at the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus of the crucial equipments like a) Cameras b) DVR etc. The Firm should agree for this demonstration at their cost.
2. The Bidder will be fully responsible for the performance of all components of the CCTV system and materials being supplied and installed and any malfunction/defective materials should be replaced free of cost during the warranty period.
3. All the required electrical and installation of related ICT tools work for installation of CCTV system has to be borne by the tenderer.

The quantity mentioned above is subject to change; however for finding out the lowest bidder the below mentioned quantities will be used.

- a. Total cost of the Project (with higher specifications)
- b. Cost of CMC for another 3 years after warranty period.

**The specification, terms and conditions of the above mentioned items have fully been understood by me and I have quoted the rates after critical thinking on it.**

*Signature of Supplier  
(with seal)*



**UNDERTAKING**

**To be given by the Tenderer for supplying, installing and commissioning of CCTV system in  
Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**

*In response to the tender floated by the **Rashtriya Sanskrit Sansthan – Shri Ranbir Campus** for supply, installation and commissioning of CCTV system along with all accessories as per the enclosed **Annexure-III**, I/We hereby offer our tender at the rates given in the enclosed **Annexure-III**, duly filled in and signed by me/us and hereby also affix my/our signature (s) below this tender voluntarily and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself/we.*

*Encl.: Appendix-II*

*Signature of the Supplier:* \_\_\_\_\_

*Name of the Supplier:* \_\_\_\_\_

*Capacity in which signing:* \_\_\_\_\_

*Full address of the Supplier:* \_\_\_\_\_

\_\_\_\_\_

*With seal/stamp:* \_\_\_\_\_

*Place:*

*Date:*

**Tender for supplying, installing and commissioning of CCTV system in  
Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**

**TENDER FORM**

To

The Principal  
Rashtriya Sanskrit Sansthan  
(Deemed University)  
Shri Ranbir Campus  
Kot Bhalwal  
Jammu

Dear Sir,

In response to the tender notice published on the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus website I/We submit herewith the tender form for **supplying, installing and commissioning of CCTV System in Rashtriya Sanskrit Sansthan – Shri Ranbir Campus**

1. I/We have thoroughly examined and understood the terms and conditions of the tender contained in **Annexure-II & III** and I/We agree to abide by them in full
2. I/We offer to undertake the supply of Hardware and Software, and have quoted the rates inclusive of all taxes, freight charges, etc. for destination as given in **Annexure-III**. It is assured that, there are no additional charges other than those mention in **Annexure-III**.
3. I/We agree to undertake the supply of the machinery at location mentioned in final supply/work order and as per the specification of the final order within period of 30 days from the date of final order.
4. I/We accept that the rates offered shall remain valid during the year 2018 from the date of execution of agreement.
5. As required by the terms and conditions of tender, two per cent of Bid Value shall be paid by me/us as Earnest Money Deposit (E.M.D.).
6. As per the terms and conditions mentioned in **Annexure-II**, I/We are submitting our offer in two envelopes. Envelope (A) contains documents as per the conditions of **Annexure-I and Annexure-II** and Envelope (B) contains rates quoted by me/us in **Annexure-III**.
7. I/We also agree that Rashtriya Sanskrit Sansthan – Shri Ranbir Campus has full rights to open/consider the second envelope (B) (Financial bid) if and only if Rashtriya Sanskrit Sansthan – Shri Ranbir Campus is satisfied with information contained in envelope (A). The decision of the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus regarding this will be final and will be binding on me/us.
8. I/We hereby declare that the entries made in this tender form, i.e. in **Annexure-III** are binding on me/us.
9. I/We hereby take the responsibility of commissioning and maintaining the Hardware and Software free of cost in warranty period i.e. three years. I/We hereby take the responsibility to provide the service for at least one year after expiry of warranty periods

10. I/We accept that the right to accept or reject whole or part of the tender without assigning any reason is reserved with the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus. The decision of the Rashtriya Sanskrit Sansthan – Shri Ranbir Campus will be final and shall be binding on me/us.

The following documents duly filled in and signed are enclosed.

Yours faithfully,

Signature of the Supplier

Place: \_\_\_\_\_

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

Capacity in which signing: \_\_\_\_\_

Name and Address of the firm/supplier: \_\_\_\_\_

Registration No. of the Supplier: \_\_\_\_\_

List of Documents:

i.

ii.

iii.

iv.

v.

vi.

vii.

Signature of constituted

Attorney / authorized representative