

## TENDER NOTICE

Reference No.: SU/REG/Systems/F-2/07/2018/Vol-I/1286

Dated: 24/10/2018

### **Tender Notice for the Annual Rate Contract for troubleshooting, supply and installation of CCTV equipment for Sikkim University**

Bids are invited by Sikkim University from eligible and authorized agencies for the **Annual Rate Contract for troubleshooting, supply and installation of CCTV equipment for Sikkim University** as per the details given below:

Sl. No.	Item details	Unit
1	CCTV Camera [Type 1] Specifications (Read <i>Specs</i> in whole document): Reputed Make and Model / IR / Bullet / 1.3 MP / Outdoor usage ready / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.
2	CCTV Camera [Type 2] Specs: Reputed Make and Model / IR / Bullet / 850 TVL / Outdoor usage ready / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.
3	CCTV Camera [Type 3] Specs: Reputed Make and Model / IR / Dome / 1.3 MP / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.
4	CCTV Camera [Type 4] Specs: Reputed Make and Model / IR / Dome / 850 TVL / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.
5	CCTV Cable installation. Cable quality of reputed make and model.	Meter
6	Casing bit supply and installation	No.
7	4 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty	No.
8	8 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty	No.
9	16 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty	No.
10	1 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty	No.
11	2 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty	No.
12	4 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty	No.
13	Diagnosis of faults including troubleshooting that does not require replacement of parts. If replacement of parts required then diagnosis report to be submitted. Once reported, diagnosis of faults to be done on same or next working day basis.	Location
14	15" LED Monitor: Reputed Make and Model / HDMI and VGA Input / 1 year	No.

Sl. No.	Item details	Unit
	warranty	
15	USB Optical Mouse: Reputed Make and Model / 1 Year warranty	No.
16	VGA cable: Reputed Make and Model / 1.5 Meters / 1 Year warranty	No.
17	HDMI cable: Reputed Make and Model / 1.5 Meters / 1 Year warranty	No.
18	Power Chord for DVR / Monitor: Reputed Make and Model / 1.5 Meters / 1 Year warranty	No.
19	Power adapters for CCTV cameras: Reputed Make and Model /1 Year Warranty	No.
20	4 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty	No.
21	8 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty	No.
22	16 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty	No.

### **Terms and Conditions**

- The products quoted and supplied should be of reputed make and model.
- Sealed quotation should be submitted along with Covering Letter, Annexure I – Company Profile (with signed certified photocopies of relevant supporting documents) and Annexure II – Technical and Financial bid (signed and sealed in official letter head) along with the datasheets of the relevant products. The sealed envelope should be superscribed as “Annual Rate Contract for troubleshooting, supply and installation of CCTV equipment for Sikkim University. Ref. No.:SU/REG/Systems/F-2/07/2018/Vol-I/1286 dated: 24/10/2018”
- The sealed quotations have to be submitted by: **14/11/2018 (05:30 P.M.)**
- An amount of Rs. 1000/- (non-refundable cost of downloaded tender form) in the form of NEFT and Earnest Money Deposit (EMD) of Rs. 5000/- (refundable) should be remitted in the form of NEFT of any Scheduled /Nationalised Bank favouring ‘Sikkim University’, payable at Gangtok should be submitted to the University.  
Bank account details for NEFT transaction is as follows:
  - Account Holder’s Name: Sikkim University
  - Account No: 112010100231541
  - Account Type: Savings Account
  - IFS CODE: UTIB0000112
  - Branch: Gangtok [SK]
  - Bank Name: AXIS Bank
- Bid should be strictly submitted as per the format given in Annexure I and Annexure II in the official letter head of the firm. Any alteration of the bid format will result in disqualification of the quote.

6. The delivery of goods would be done at the risk and cost of the supplier and all products delivered would be approved only after the examination of the same is done by the Central Stores of the University.
7. The rate should be quoted including all costs such as labour charges, materials, transportation etc.. No other extra charges will be entertained under any circumstances over and above the total cost quoted in the financial bid.
8. The point of delivery is as follows: Sikkim University, Gangtok. The delivery has to be made during the working hours of the University (Mon-Fri – 09:30 AM to 05:30 PM) excluding holidays. Troubleshooting /Installation has to be done in locations as per University orders.
9. All support related to maintenance and service should be provided by the supplying vendor during the entire warranty period of the supplied item.
10. The supplier should provide the certificate of originality at the time of delivery of the goods.
11. Refund of EMD amount will be done on the written request of the participating bidder after the tendering process is completed. All other financial matters of this tender (like Performance Guarantee amount, payment terms and conditions etc.) will be governed by the ARC agreement.
12. Since the fundamental purpose of ARC is to improve the efficiency of the CCTV system setup and maintenance work, hence any items order by the University under ARC has to be supplied by the vendor on priority basis. Full details about the ARC items delivery schedule and other terms and conditions will be as per the ARC agreement document.
13. All bidding documents should be sent to the University in a sealed format by registered or speed post at the below postal address on or before the last date mentioned above and should be addressed to:

**Systems Management**

**Sikkim University, 6<sup>th</sup> Mile, Samdur, Tadong, Gangtok, Sikkim. Pin: 737102**

Note: An intimation email in the following format may be sent to [smt@cus.ac.in](mailto:smt@cus.ac.in) once the sealed hardcopy of the tender document is dispatched –

*“The bid in response to Tender Notice bearing Reference No.: SU/REG/Systems/F-2/07/2018/Vol-I/1286 dated: 24/10/2018 for Annual Rate Contract for troubleshooting, supply and installation of CCTV equipment for Sikkim University has been dispatched via: (Carrier service name) on (dispatch date) by (Bidder’s name). The tracking number for the dispatch is: (Tracking no)”*

14. For any further information please contact Systems Management at 03592- 251186/ 8967684511.
15. The Registrar, Sikkim University, has the power to reject any tender or all tender or extend the date of opening of tender without citing any reasons. Decision of The Registrar, Sikkim University will be final and binding to all tenderers.
16. Arbitration of all disputes related to the procurement, delivery and service of the goods would be done in the Gangtok jurisdiction, Sikkim.

**Sd/-  
Registrar**

**Note: Annexure I and II both should be submitted in the official letter head of the firm. All pages of Annexure I and II has to be printed in official letter head and have to be duly signed and stamped by the authorized signatory.**

**Annexure-I**

**COMPANY PROFILE AND FEE DETAILS**

**Tender Notice for the Annual Rate Contract for troubleshooting, supply and installation of CCTV equipment for Sikkim University**

**Tender Reference No.:** SU/REG/Systems/F-2/07/2018/Vol-I/1286 **dated:** 24/10/2018

**Bidder's Ref. No.....**

**Dated.....**

**FOLLOWING DETAILS ARE TO BE FURNISHED BY THE BIDDING FIRM**

1. Name of the Firm:
2. Address of the Firm:
3. Contact no:
4. Email address:
5. Registration details:
6. Permanent Account Number:
7. GST details:
8. Bank Account details including Account Number, Bank name, Branch name & IFSC code:
9. Application fee details – Name of Bank: ..... NEFT no. ....  
Date: ..... Amount: .....
10. EMD fee details – Name of Bank: ..... NEFT no. ....  
Date: ..... Amount.....

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the tender notice and I/We undertake myself/ourselves to abide by them.

I/We further, declare that all the information given above are true.

**Name:**

**Designation:**

**Signature:**

**[Official Seal]**

**Place:**

**Date:**

**Annexure II**  
**TECHNICAL BID**

**in respect to**

**Tender Notice for the Annual Rate Contract for troubleshooting, supply and installation of CCTV equipment for Sikkim University**

**Tender Reference No.:** SU/REG/Systems/F-2/07/2018/Vol-I/1286 **dated:** 24/10/2018

**Bidder's Ref. No.**.....

**Dated**.....

FOLLOWING DETAILS ARE TO BE FURNISHED BY THE BIDDING FIRM

**Table 1: Product Make and Model**

Sl. No.	Item details with specifications	Unit	Quoted Product Make and Model No.
1	CCTV Camera [Type 1] Specs: Reputed Make and Model / IR / Bullet / 1.3 MP / Outdoor usage ready / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.	
2	CCTV Camera [Type 2] Specs: Reputed Make and Model / IR / Bullet / 850 TVL / Outdoor usage ready / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.	
3	CCTV Camera [Type 3] Specs: Reputed Make and Model / IR / Dome / 1.3 MP / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.	
4	CCTV Camera [Type 4] Specs: Reputed Make and Model / IR / Dome / 850 TVL / Installation with all necessary accessories (Excluding cable) / 1 year warranty	No.	
5	CCTV Cable installation. Cable quality of reputed make and model.	Meter	
6	Casing bit supply and installation	No.	
7	4 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty	No.	
8	8 Channel Digital Video Recorder (DVR) for CCTV system	No.	

Sl. No.	Item details with specifications	Unit	Quoted Product Make and Model No.
	Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty		
9	16 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty	No.	
10	1 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty	No.	
11	2 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty	No.	
12	4 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty	No.	
13	Diagnosis of faults including troubleshooting that does not require replacement of parts. If replacement of parts required then diagnosis report to be submitted. Once reported, diagnosis of faults to be done on same or next working day basis.	Location	
14	15" LED Monitor: Reputed Make and Model / HDMI and VGA Input / 1 year warranty	No.	
15	USB Optical Mouse: Reputed Make and Model / 1 Year warranty	No.	
16	VGA cable: Reputed Make and Model / 1.5 Meters / 1 Year warranty	No.	
17	HDMI cable: Reputed Make and Model / 1.5 Meters / 1 Year warranty	No.	
18	Power Chord for DVR / Monitor: Reputed Make and Model / 1.5 Meters / 1 Year warranty	No.	

Sl. No.	Item details with specifications	Unit	Quoted Product Make and Model No.
19	Power adapters for CCTV cameras: Reputed Make and Model / 1 Year Warranty	No.	
20	4 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty	No.	
21	8 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty	No.	
22	16 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty	No.	

[If the quoted model no. is not available at the time of supply then a product of equal or higher configuration has to be supplied after taking formal approval from the University]

**Table 2: Eligibility criteria fulfillment [Please attach product datasheets for relevant products]**

Sl. No.	Item wise Advertised Specifications (Product eligibility criteria)	Have you quoted for this product [Yes/No]	Please state in (Yes/No) whether the quoted product in table 1 fulfills the product eligibility criteria.
1	CCTV Camera [Type 1] Specs: Reputed Make and Model / IR / Bullet / 1.3 MP / Outdoor usage ready / Installation with all necessary accessories (Excluding cable) / 1 year warranty		
2	CCTV Camera [Type 2] Specs: Reputed Make and Model / IR / Bullet / 850 TVL / Outdoor usage ready / Installation with all necessary accessories (Excluding cable) / 1 year warranty		
3	CCTV Camera [Type 3] Specs: Reputed Make and Model / IR / Dome / 1.3 MP / Installation with all necessary accessories (Excluding cable) / 1 year warranty		
4	CCTV Camera [Type 4] Specs: Reputed Make and Model / IR / Dome / 850 TVL / Installation with all necessary accessories (Excluding cable) / 1 year warranty		
5	CCTV Cable installation. Cable quality of reputed make and model.		
6	Casing bit supply and installation		

Sl. No.	Item wise Advertised Specifications (Product eligibility criteria)	Have you quoted for this product [Yes/ No]	Please state in (Yes/No) whether the quoted product in table 1 fulfills the product eligibility criteria.
7	4 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty		
8	8 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty		
9	16 Channel Digital Video Recorder (DVR) for CCTV system Specs: Reputed Make and Model / Installation with necessary accessories / 1 year warranty		
10	1 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty		
11	2 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty		
12	4 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD) Specs: Reputed Make and Model / Installation with necessary accessories / SATA 6Gb/s 64MB Cache / 1 year warranty		
13	Diagnosis of faults including troubleshooting that does not require replacement of parts. If replacement of parts required then diagnosis report to be submitted. Once reported, diagnosis of faults to be done on same or next working day basis.		
14	15" LED Monitor: Reputed Make and Model / HDMI and VGA Input / 1 year warranty		
15	USB Optical Mouse: Reputed Make and Model / 1 Year warranty		
16	VGA cable: Reputed Make and Model / 1.5 Meters / 1 Year warranty		
17	HDMI cable: Reputed Make and Model / 1.5 Meters / 1 Year warranty		



Sl. No.	Item wise Advertised Specifications (Product eligibility criteria)	Have you quoted for this product [Yes/ No]	Please state in (Yes/No) whether the quoted product in table 1 fulfills the product eligibility criteria.
18	Power Chord for DVR / Monitor: Reputed Make and Model / 1.5 Meters / 1 Year warranty		
19	Power adapters for CCTV cameras: Reputed Make and Model / 1 Year Warranty		
20	4 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty		
21	8 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty		
	16 Cameras CCTV Power supply device: Reputed Make and Model / 1 Year Warranty		

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the tender notice and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above is true and the Financial bid format has been quoted in compliance to the item specifications listed above in Annexure II (Technical Bid Table 1 and 2)

**Name:**

**Designation:**

**Signature:**

**[Official Seal]**

**Place:**

**Date:**

DETAILS BELOW HAS TO BE FURNISHED BY THE BIDDING FIRM FOR FINANCIAL BID.

TABLE 3: FINANCIAL BID FORMAT

Sl. No.	ITEM [Specs as per table 2 above]	Rate / unit (without taxes in Rs.) [A]	Applicable taxes (Type of taxes, Rate of taxes and total tax amount in Rs.) [B]	Any Other Taxes/Duties / Levies (Type of taxes, Rate of taxes and total tax amount in Rs.) [C]	Total Amount (With Taxes) (in Rs.) D=[A]+[B]+[C]
1	CCTV Camera [Type 1]				
2	CCTV Camera [Type 2]				
3	CCTV Camera [Type 3]				
4	CCTV Camera [Type 4]				
5	CCTV Cable installation.				
6	Casing bit supply and installation				
7	4 Channel Digital Video Recorder (DVR) for CCTV system				
8	8 Channel Digital Video Recorder (DVR) for CCTV system				
9	16 Channel Digital Video Recorder (DVR) for CCTV system				
10	1 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD)				
11	2 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD)				
12	4 TB CCTV DVR Compatible Surveillance Storage Hard Disk Drive (HDD)				

Sl. No.	ITEM [Specs as per table 2 above]	Rate / unit (without taxes in Rs.) [A]	Applicable taxes (Type of taxes, Rate of taxes and total tax amount in Rs.) [B]	Any Other Taxes/Duties / Levies (Type of taxes, Rate of taxes and total tax amount in Rs.) [C]	Total Amount (With Taxes) (in Rs.) D=[A]+[B]+[C]
13	Diagnosis of faults including troubleshooting and reporting.				
14	15" LED Monitor				
15	USB Optical Mouse				
16	VGA cable				
17	HDMI cable				
18	Power Chord for DVR / Monitor				
19	Power adapters for CCTV cameras				
20	4 Cameras CCTV Power supply device				
21	8 Cameras CCTV Power supply device				
22	16 Cameras CCTV Power supply device				

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the Limited Tender Notice and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above are true and the quoted products in Annexure II (Financial Bid Table 3) are in compliance to the item specifications listed above in Annexure II (Technical Bid Table 1 and Table 2)

**Name:**

**Designation:**

**Signature:**

**[Official Seal]**

**Place:**

**Date:**