



TENDER DOCUMENT FOR PROCUREMENT OF

Supply and Installation of Video Conferencing High Definition End Point System (Qty.: 02) and 65 inch HD LED Display (Qty.: 02)

At CSIR – NEIST, JORHAT – 785006, ASSAM, INDIA

Tender/NIT No. 3(POQ)/193/18-19/PUR/T-183

Bid Submission End Date & Time: 11.03.2019 & 11:00 AM

Bid Opening Date & Time: 12.03.2019 & 11:00 AM

**STORES & PURCHASE OFFICER
CSIR – NEIST,
JORHAT – 785 006
ASSAM, INDIA**

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The tender form/bid documents may be downloaded from the web site: <https://etenders.gov.in/eprocure/app>
2. Bids must be mandatorily submitted Online through Central Public Procurement Portal <https://etenders.gov.in/eprocure/app>
3. Manual/Offline bids shall not be accepted under any circumstances.
4. Tenderers/bidders are requested to regularly visit the website: <https://etenders.gov.in/eprocure/app>. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
5. In case, the day of bid opening is declared a holiday by the government, the tenders will be opened on the next working day at the same time. No separate intimation shall be sent to the bidders in this regard.
6. Since, it is an online application/process, the tender opening or any other process may be delayed due to any technical/server issue. And if any such issue arises, this will not be tantamount to process delay and CSIR-NEIST will not be responsible for the same.
7. On opening of quotations online, accepting the bid will not mean that the firm is technically or financially qualified. The same exercise will be done at CSIR-NEIST and be uploaded accordingly.
8. The Director, CSIR-NEIST, Jorhat reserves the right to accept or reject any or all the tenders.
9. The Firms are also required to upload copies of the following documents: -
 - A. GST Certificate/Scanned copy of GST No of the Firm.
 - B. Scanned copy of RTGS/Bank details of the firm or it may be given in technical bid also.
 - C. The bidders are requested to furnish the user list including recent customer, if any.
10. Uploading of Irrelevant papers/documents may be avoided. Documents should be related with claim and currency like leaflets, brochures, client list, organization certificate etc.
11. **Please attach Covering Letter with your Technical/Techno Commercial Bid.**
12. **In Case of Two-Bid System, please include payment and other terms & conditions (except the prices) with Technical Bid along with Covering Letter.**



NIT No. 3(POQ)/193/18-19/PUR/T-183

Date: 14.02.2019

Note: Please send your quotation in **ONLINE** as per the time schedule given in online tender notice.

To,

Prospective bidders
 Through CPP Portal
<https://www.etenders.gov.in>

Dear Sirs,

Kindly arrange to send your offer **ONLINE in TWO BID System with EMD ₹ 50,000.00 and PERFORMANCE SECURITY @10% of order value** quoting this office file / NIT reference on the uploaded offer within due-date and time as per the terms & conditions given in this NIT:

Item: Supply and Installation of Video Conferencing High Definition End Pint System (Qty.: 02) and 65 inch HD LED Display (Qty.: 02)

Places of Installation: CSIR – NEIST, JORHAT – 785006, ASSAM, INDIA.

A: Technical Specifications

Sl. No.	Description	Specification Parameter
1	Package	Full HD 1080p60 camera, codec, Microphone Array, cables, and remote control
2	Video Standards and Resolutions	It should support H.323, SIP standards for communications.
		It should support H.261, H.263, H.264 AVC/ SVC, H.264 High Profile/H.265
		It should support 1080p 60 fps, 1080p 30 fps, 720p 60 fps and 720p 30fps
3	Content Standards and Resolutions	It should support content sharing using standard based H.239 & BFCP. It should also support audio from PC used for content sharing.
		It should transmit both people and content both simultaneously to the far end location at 1080p 30fps
4	Audio Standards and Features	It should support G.711, G.728, G.729A, G.722, G.722.1, AAC-LD or better
		It should support 20kHz or better bandwidth with crystal clear audio and stereo sound.
		Automatic Gain Control and Automatic Noise Suppression
		Keyboard noise reduction and instant adaptation echo cancellation
5	Video and Audio Inputs	1 x HDMI/HDCI input for connecting main HD camera
		1 x HDMI/DVI & 1 VGA input for connecting PC/Laptop to share HD content
		1 x Microphone Input or more(Support for minimum 3 mics)
		1 x 3.5mm stereo line-in
6	Video and Audio Outputs	2 x HDMI output for connecting main monitor & second monitor.
		1 x 3.5 mm stereo line-out
7	Other Interfaces	1 x 10/100/1000 LAN port
		2 x USB for software upgrade and connecting external devices
		1 x RS-232 mini-DIN 8-pin or equivalent
8	Camera	It should support 1080p60fps with 10x optical zoom.

	Future Upgradable	It should be capable of enhancing video conferencing experience with advanced face-recognition technology such that it automatically scans the room and seamlessly commands the main camera to appropriately frame the users during a call without any manual intervention. It should support PAN Range of +/-90°, and Tilt of +/-20°
9	Network Features	H.323 and SIP bandwidth up to 6 Mbps IPv4 and IPv6 support from day one Auto Gatekeeper Discovery IP Precedence, QoS H.323 based Packet Lost Recovery
10	Multisite Feature	It should support multiple sites.
11	Security	Media Encryption (H.323, SIP): AES-128, AES-256 Authenticated access to admin menus, web interface and telnet API Local account password policy configuration
12	Other Standards	H224/H.281, H.323 Annex Q, H.225, H.245, H.241, H.239, H.243, H.460 It should support native integration with on premise Lync server & SFB server.
13.	Warranty	3 Years Warranty

Note:

1. The OEM should have a presence in India for minimum 10 years and provide after sale-service upto 10 years.
2. The OEM should have a spares warehouse in India to provide advance replacements.
3. The proposed system must support PAL with a PTZ camera. The codec must be based on ITU standards The VC End Point should be a codec based hardware. No software based solution is accepted here. All components of the VC system like Codec, Camera and Microphone should be from the same OEM.

65 INCH DISPLAY SPECIFICATION:

Sl. No.	Parameter	Description
1.	Panel Size & Aspect Ratio	65-inch (1638 mm) or higher with 16:9 aspect Ratio
2.	Panel Type	LED
3.	Resolution	1920 x 1080
4.	Brightness	350 cd/m2
5.	Contrast Ratio	4000 : 1
6.	Response Time	Min 8.0 ms
7.	Viewing Angle	178° / 178°
8.	Panel Surface	Anti-Glare (Haze 2 %)
9.	Video Ports	HDMI Type A Connector x 2 DVI-D 24 pin x 1, VGA Port,
10.	LAN port	RJ45 x 1, 10BASE-T / 100BASE-TX
	Serial Port	D-Sub 9 pin x 1, RS-232C Compatible
11.	Speaker	20 W [10 W + 10 W] and 1 x stereo audio out
12.	Orientation	Landscape / Portrait both should be supported
13.	Warranty	3 Years onsite Warranty

B- Other Requirements to be quoted/submitted OR mentioned OR assurance should be given (as applicable)

Bid(s)	Under Two Bid System : Technical Bid & Price Bid Separately With Technical Bid, the copy of Price Bid (but without mentioning of prices) may also be attached for details (Please try to include all the requirement in main bid and do not put in optional)	To be submitted
EMD	As per "Sl. No.1 Invitation of Bid" under "Terms & Conditions"	To be submitted
Accessories	System must be supplied with all accessories/items required for installation of the system.	To be quoted
Warranty	As per "Sl. No.7(iii) of Schedule of Requirement" under "Terms & Conditions"	To be quoted/ mentioned
Training	Training on operation and maintenance of the machine are to be imparted by the firm during installation and commissioning.	Required

Availability of Spares	1. The OEM should have a presence in India for minimum 10 years and provide after sale-service upto 10 years. 2. The OEM should have a spares warehouse in India to provide advance replacements.	To be assured
Performance Security	As per "Sl. No.6(d) of Payment" under "Terms & Conditions"	To be assured
Validity & Delivery	As per "Sl. No.7(i) & (ii) Schedule of Requirement" under "Terms & Conditions"	To be mentioned

C- Documents to be submitted while bidding: (If not submitted may be submitted afterwards on request)

Covering Letter	Addressed to Director, CSIR-NEIST describing the bid if bid does not contain the detailed information
Technical & Other requirement Compliance Sheet	A Compliance Sheet mentioning the requirement/specifications/parameters in Part-A and B above.
Technical Brochure/leaflet of quoted model	Technical brochure/leaflet to be attached of the given model and above compliance sheet must be based upon given brochure/leaflet and bidding details.
Authorization Certificate	If not manufacturer, a valid authorization certificate to be attached.
EMD Exemption Certificate	Valid NSIC, Udyog Aadhar as per "Sl. No.1 Invitation of Bid" under "Terms & Conditions"
Other requirement as per "Sl. No.7 Schedule of Requirement" under "Terms & Conditions" not covered in part B above may also be mentioned in the bidding document. However if not submitted may be submitted afterward on request.	
Any confirmation/clarification on any point may be obtained after bidding with supporting documents.	

D- For Information

Bid Pricing	The Quotations must be quoted on FOR Destination basis . (Means like "freight at actual" will not be acceptable. Machine unloading and complete installation is the necessary responsibility of suppliers. However, in foreign currency, firm may quote DDP/DAP/CIP/CIF/FOB/FCA basis. Conversion for price comparison will be done as per As per "Sl. No.8 Evaluation of Tenders" under "Terms & Conditions"
Technical & Financial Term	Each technical & financial terms/parameters has been clearly mentioned. Please do not put any financial terms which complicate to decide the lowest quote like "freight at actual", "Installation on NEIST part", "Boarding & Lodging of Installation Engineers to Borne by NEIST" etc. Your bid may be rejected considering this as Incomplete Bid. Any cost cannot be added after receiving of tender. Any clarification, if required, may be taken / before submission of bid.
Alternate Offers	The best offer may be quoted as per our requirement and avoid two or more alternate offers.
Price Comparison	Price comparison will be done on overall lowest basis.
CSIR-NEIST GST	CSIR – NEIST, Jorhat GST No. 18AAATC2716R4ZB
DSIR Registration for Concessional GST & Custom Duty	CSIR – NEIST is entitled for concession in GST & Custom Duty as per Notifications mentioned under heading of "CUSTOMS & GST" under "Terms & Conditions". The firm have to abide by this in the applicable items, otherwise the bid may be rejected.
After Sales Service	If the quotation is being submitted by dealer, the after sales service will be responsibility of that dealer only. We will not directly co – ordinate with the manufacturer.

आपको धन्यवाद, / Thanking you,

भवदीय, / Sincerely,


भंडार एवं क्रय अधिकारी

Stores & Purchase Officer
Tel: 91 – 0376 – 2372710,
E-mail: spo@neist.res.in

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TERMS & CONDITIONS

1. INVITATION OF BID

Director, CSIR – NEIST, Jorhat invites digitally signed for each item(s) in **TWO BID System** with EMD of ₹ 50,000.00 in form of DD/BG (Format as per Annexure-A)/TDR/FD/Bankers Cheque/Online E Transfer is required to be submitted. The documents should be valid at least for 45 days beyond the validity of the bid. Since the BID is to be submitted on-line, the Original Bid Security should be sent by post/hand to reach CSIR-NEIST, Jorhat Assam-785006 and scanned copy of EMD in the form of DD/FDR/TDR/BG on or **before bid opening time**. Also a copy of the same may be attached with technical bid. BUT without receipt of BID Security in original given time, the tender will not be accepted. CSIR-NEIST will not be responsible for any postal delay. For E Transfer the account detail is as under: However, in case of E-transfer must be done on or before bid submission end time.

Account No. 0000030266871392, Account Name: Director, NEIST Bank: State Bank of India, Branch RRL Jorhat, Assam, IFSC Code: SBIN0005604 MICR Code: 785002007

EMD exemption will be allowed against valid NSIC or Udyog Aadhar certificate and it will be applicable for those bidders who shall produce their own goods or provide their own services.

2) SPECIFICATIONS

The offer must be strictly as per our technical specifications and may be wherever available, to be supported with scanned copy of printed technical leaflet / literature of the quoted model of the item by the bidder / manufacturer.

3) PRICES

- a) The prices quoted should clearly indicate price break-up indicating FCA, FOB, CIF, CIP, installation & commissioning, training, duties and taxes, etc.
- b) In case of domestic, the offer should contain the basic price and taxes separately. The packing charges must also be indicated separately.
- c) In case of import / price quoted in foreign currency, Indian Agent may also quote for FOR CSIR – NEIST price including inland transportation, insurance, clearance charges, etc., (The charges of inland transportation & Insurance will be at actual against proper receipt). CSIR – NEIST will provide all necessary documents for customs clearance of consignment including Customs Duty Exemption Certificate, etc.

N.B: All terms used in the Bid / Supply order/contract will have the meaning as described in the "INCOTERMS-2000 / 2010 or latest".

4) CUSTOMS AND GST

Our Institution is eligible from payment of concessional custom duty and GST vide Government notification No: Custom Duty exemption in terms of Notfn. No. 51/96-Customs dt. 23rd July 1996, Notfn. No. 47/2017-Integrated Tax (Rate) dt. 14th November 2017 and Notfn. No. 45/2017-Central Tax (Rate) dt. 14th November 2017, Notfn. No. 45/2017-Union Territory Tax (Rate) dt. 14th November 2017 & Assam Gazette (Extraordinary) Notification No. 757, Dated 18th December 2017, as amended from time to time. CSIR - NEIST (Formerly RRL, Jorhat) is exempted from Custom and GST as per DSIR Regd. No. TU/V/RG-CDE (423)/2016 dated 20th February 2018. If the items quoted comes under the above notification please charge the GST accordingly. The documents will be provided accordingly for this concessional rate.

5) AMC (Annual Maintenance Contract) (if required in the main specification/parameters & note):

The firm may give AMC (Preventive and / or Compressive) rate also. However unless it is specified in the main specification / parameters / note, this will not be included in cost comparison. The rates may be submitted bellow terms:

- The period of AMC may be for a period of 5 (five) year. However the rates may be quoted on yearly basis.
- Visits: 2 (two) preventive visits and 1 (one) emergency visit if required.
- Payment will be on bill basis.
- Transport Fare of Service Engineer to and fro and fooding, lodging etc. will be borne by the firm.

6) PAYMENT

a) Import payment

The payment against import of items shall be made with the following options. The quoting party must confirm one of the options in the quotation:

- By Letter of Credit (80% of LC amount shall be released on presentation of complete and clear shipping documents and remaining 20% after satisfactory installation commissioning / demonstration and submission of Performance Security (if required) of 10% of FCA / FOB / CIF / CIP value valid up to (two) months beyond warranty period. **Or**
- By Foreign Demand Draft or Wire Transfer. 100% payment will be made by FDD or wire transfer after receipt of material in good working condition and satisfactory installation/commissioning / demonstration and submission of Performance Security (if required) in favour of the Director, CSIR-NEIST, Jorhat of 10% of FCA / FOB / CIF / CIP value valid up to (two) months beyond warranty period.

N.B: All foreign bank charges shall be borne by the supplier.

b) Indigenous payment

In case of indigenous items, payment will be 100% within 30 days after receipt and acceptance and satisfactory installation / commissioning / training (as applicable) of materials / equipment and submission of Performance Security (if required) of 10% of order value valid up to (two) months beyond warranty period.

c) Any other payment terms whether Import or Indigenous shall be on mutual agreed terms.

d) Performance Security (From the successful bidder/ firm to whom contract/order is awarded): Required to be submitted

Performance Security (PS) for 10% of Contract Price of goods from a Nationalized/Scheduled Bank or International Bank **confirmed in India** by a nationalized/scheduled bank which must be valid for 2 (two) months beyond warranty period from the date of installation.

PS may be submitted either by the principal or by the Indian agent

The Performance security shall be in one of the following forms:

- (a) A Bank guarantee or stand-by Letter of Credit issued by a Nationalized/Scheduled bank located in India or a bank located abroad in the form provided in the bidding documents. Or
- (b) A Banker's cheque or Account Payee demand draft in favour of the purchaser. Or,
- (c) A Fixed Deposit Receipt pledged in favor of the Purchaser.

In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter. **Format of Bank Guarantee will be provided to successful bidder.**

e) Liquidated Damage

Director, North-East Institute of Science & Technology, Jorhat reserves the right not to accept the delivery beyond due date of supply and to claimed liquidated damages @ 0.5% per week subject to the maximum of 5% of the total order value for non-compliance of the order in time unless and until the situation falls under force majeure like wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

7) SCHEDULES OF REQUIREMENT AS APPLICABLE

- i. The offer should be valid at least **90 days** from the date of opening. If not mentioned or given shorter period but accepted/confirmed afterwards, bid will be accepted.
- ii. Delivery & Installation period: The standard delivery period is **60 days**. However the supplier should give appropriate delivery period as per their schedule. The Installation, Commissioning and Demonstration of the system should be completed within four weeks from the date of arrival of the items at destination.
- iii. Warranty: The equipment(s) should have at least **03 (Three) years onsite warranty from the date of installation**.
- iv. Please provide the name and address of Indian Agent along with authorization letter if quoted directly by foreign principal.
- v. Indicate the names of the Indian reputed organizations where the similar equipment has been supplied and may attach the satisfactory performance report of the equipment from users.
- vi. If you have supplied identical or similar equipment to other CSIR / Labs / Instt., the details of such supplies for the preceding three years should be given together with the prices eventually or finally paid.
- vii. Installation, Commissioning and satisfactory demonstration of the whole system and training should be included in case of equipment as per requirement.
- viii. Please indicate the approximate dimensions & weight of the stores/consignment quoted for: tare Weight, Net weight and Volume (LxBxH).
- ix. The acceptance of quotation will rest with the DIRECTOR, CSIR – NEIST, Jorhat who does not bind himself to accept the lowest quotation and reserves the right to himself to accept or reject partially the quotations received, without any assigning any reason whatsoever.
- x. All other related terms and conditions from the **“CSIR Manual of Best Practices 2008 and GFR 2017”**, will be applicable in this tender.

N.B: The Quotation / Proforma Invoice should show the above information with relevant technical literature.

8) EVALUATION OF TENDERS

Unless specifically mentioned, the overall lowest bid meeting the technical specifications will be selected for placement of purchase order.

- A. Grounds for summary rejection of bid / offer without any further clarification at preliminary evaluation stage:**
 1. The bid is not accompanied by Earnest Money Deposit (EMD) or valid exemption certificate if EMD is required
 2. The bidder is not eligible
 3. Not willing to provide performance security if it is requirement of tender.
- B. Grounds to be considered as material deviation for summary rejection of bid / offer without any further clarification during intensive technical evaluation stage:**
 1. The good(s) quoted are not meeting major / essential technical specification(s).
 2. Conditional bid, which is, not agreeing to some essential condition(s) of the tender.
- C. Grounds for seeking further clarification:**
 1. Minor informality or irregularity or non-conformity such as make / model, other documents etc. in the bid.
 2. Non-conformity between figures and words of the quoted price.
 3. No authorization letter from the manufacturer and if there is no clear mention of packing, forwarding, freight, transportation and insurance charge in the offer
 4. Requirement for more brochure or printed literature to get more clarity of certain technical specifications.
 5. Reasonableness of offer price.
 6. After sale support: rate and terms of AMC after warranty.
 7. Non-conformity between various parameters / unit of measurement etc. of technical specifications.
 8. Availability of spares.

D. Conversion of Foreign Currency for Price comparison if quoted accordingly :

<p>The firms quoting in Foreign Currency may quote on DDP / DAP basis means the rates may be up to F.O.R. Destination basis including custom clearance, custom duty, Inland freight and unloading etc. Please note that CSIR - NEIST (Formerly RRL, Jorhat) is exempted from Custom duty and GST as per DSIR Regd. No. TU/V/RG-CDE (423)/2016 dated 20th February 2018. Quotations received in foreign currency converted in INR as under :-</p>	
<p>Firms may quote their prices as under:</p>	
<p>DDP, Jorhat OR DAP, (Installation Place) Basis</p>	<p>Delivered Duty Paid Price Giving FOR price INCLUDING</p> <ol style="list-style-type: none"> 1. CIP Kolkata Cost including complete installation/ demonstration/ Training 2. Clearance 3. Inland Transportation & Insurance with unloading upto and at INSTALLATION PLACE 4. Custom Duty (It will be @5.5% against concessional certificate issued by us) UPTO INSTALLATION PLACE <p>If DAP Price is given then above Custom Duty will be added for price comparison on above cost. IGST will be NIL</p>
<p>CIP/CIF, Kolkata Basis</p>	<ol style="list-style-type: none"> 1. CIP Kolkata Cost including complete installation/ demonstration/ Training <p>Then Following will be added for price comparison on above cost.</p> <ol style="list-style-type: none"> 1. Custom Duty (It will be @5.5% against concessional certificate issued by us). 2. Clearance, Inland Transportation & Insurance with unloading upto and at INSTALLATION PLACE @ 3% (If quoted on SEZ, Noida basis then @ 4%)
<p>FOB/FCA or Ex-works Basis</p>	<ol style="list-style-type: none"> 1. FOB/FCA port of dispatch cost Kolkata Cost including complete installation/ demonstration/ Training <p>Then Following will be added for price comparison on above cost</p> <ol style="list-style-type: none"> 1. Custom Duty (It will be @5.5% against concessional certificate issued by us). 2. Freight, Insurance, Clearance, Inland Transportation with unloading upto and at INSTALLATION PLACE @ 6% <p>If Ex-works Price is given then at Sl. No.2 @7% will be added for price comparison on above cost. IGST will be NIL.</p>
<p>Note: The firms may quote on DDP/DAP price and engage the freight forwarding cum clearing agents who can take all the responsibilities to deliver the material. The Documents will be provided for clearance etc. and the payment can be made directly to their engaged freight forwarding cum clearing agents. This will help to reduce their costing. Alternatively, they can quote in any of the above manner which will be calculated and considered as above.</p>	

Sd/-

भंडार एवं क्रय अधिकारी
Stores & Purchase Officer

Annexure- A

BID SECURITY FORM

Whereas _____ (herein after called the tenderer") has submitted their offer dated _____ for the supply of _____ (hereinafter called the tender")

Against the purchaser's tender enquiry No. _____ KNOW ALL MEN by these presents that WE _____ of _____ having our registered office at _____ are bound unto _____

(Hereinafter called the "Purchaser")

In the sum of _____

For which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20_____.

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the Tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
 - b) Fails or refuses to accept/execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch