

Visva-Bharati, Santiniketan
Watch & Ward Section



No: VB/WW/35/18-19

Date: - 13/05/2018

Sub: - Expression Of Interest For CCTV Hiring For Convocation 2018

- 1) This is to invite quotations in sealed envelopes for the work schedule as per appendix A, B & C.
- 2) There will be spot verifications by every intending Vendor in presence of the Representative of Watch and Ward on 18/05/2018 at 1100 hrs. A composite rate for hiring and manning **(for four days, i.e. 23.05.18 to 26.05.18)** for each schedule has to be submitted to the office of the undersigned by 1500 hrs same day.
- 3) Work Order will be given to the lowest Bidder for each and every schedule **by 19/05/2018**.
- 4) Trade License for CCTV operation, documents of experience for working and surveillance in VIP duties / important events. PAN, GST and other requisite papers are required.
- 5) Details of the Technician including self attested photo copy of Aadhaar Card / Voter Card / 1 copy PP size photo / Mobile number and address have to be given alongwith the other documents.
- 6) The decision of the Tender Committee will be final and if not satisfied with the performance / operation, Watch and Ward or Police Authority may request the Vendor to replace the apparatus / improve the system within 8 hours otherwise the Work Order will be treated as cancelled and no payment will be made. In such case L-2 / L-3 will be invited to work / supply the same at the rate of L-1(if agreed).
- 7) Bills are to be submitted to the office of the undersigned and payment will be made by Account Section, Visva-Bharati.

(Supriya Gangopadhyay)
Chief Security Officer (Offg)
Visva-Bharati

Copy to:-

- 1) Coordinator, Convocation 2018
- 2) Convener and All Members Security Sub Committee, Convocation 2018
- 3) PA to Registrar
- 4) JR-Accounts
- 5) AR & In-charge PR
- 6) Various Vendors working with Visva-Bharati

Schedule: 1

Rathindra Athiti Griha, Purbapally, Santiniketan

- 1) The following area is to be covered with CCTV surveillance by HD, IR, minimum 3MP Cameras, 24" LED Monitor, appropriate Hard Disk for storage of Data for atleast 03 (Three) days:- a) All the gates, b) Garden area, c) Portico, d) Peripheral boundaries.
- 2) Backup system for all above apparatus.
- 3) 24 hours availability of Technician.
- 4) Storage data for entire recording to be handed over to the office of the undersigned.
- 5) Operational control will be exercised by Watch and Ward / West Bengal Police / SPG as required.

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Schedule: 2

Ratan Kuthi Guest House:-

- 1) The following area is to be covered with CCTV surveillance by HD, IR, minimum 3MP Cameras, 24" LED Monitor, appropriate Hard Disk for storage of Data for atleast 03 (Three) days:- a) All the gates, b) Garden area, c) Peripheral boundaries.
- 2) Backup system for all above apparatus.
- 3) 24 hours availability of Technician.
- 4) Storage data for entire recording to be handed over to the office of the undersigned.
- 5) Operational control will be exercised by Watch and Ward / West Bengal Police / SPG as required.

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Schedule: 3

Amrakunja and Shal Bithi Area:-

- 1) The following area is to be covered with CCTV surveillance by HD, IR, minimum 3MP Cameras, 24" LED Monitor, appropriate Hard Disk for storage of Data for atleast 03 (Three) days:- a) Convocation area b) Gates c) Salbithi d) Adjoining area if required.
- 2) Backup system for all above apparatus.
- 3) 24 hours availability of Technician.
- 4) Storage data for entire recording to be handed over to the office of the undersigned.
- 5) Operational control will be exercised by Watch and Ward / West Bengal Police / SPG as required.

(Supriya Gangopadhyay)
Chief Security Officer (Offg)

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