

INVITATION FOR QUOTATION  
DEPARTMENT OF ZOOLOGY  
VISVA-BHARATI

Ref. No. Ref: DOZ/Dev/2015(Re)

Date. 14/11/2015

<b>Last date of submission</b>	<b>4/12/2015</b>
<b>Hours (IST)</b>	<b>4.00 pm</b>

Sealed quotations are invited for the following items so as to reach to **Head of the Department , Department of Zoology, Visva-Bharati, Santiniketan- 731 235** by Ordinary Post/Speed Post/Courier (Courier details should be intact) for supply and installation and Maintenance of Closed Circuit Television Systems (CCTV) within due date and time mentioned above. Only one quotation from each bidder is invited.

The General and technical specifications of the requirements for supply and installation and Maintenance of Closed Circuit Television Systems (CCTV) are listed in the following table. The quantity of items shown in the tender is tentative.

**GENERAL AND TECHNICAL SPECIFICATIONS FOR CLOSED CIRCUIT  
TELEVISION SYSTEMS (CCTV) IN THE DEPARTMENT OF ZOOLOGY, VISVA-  
BHARATI UNIVERSITY, SANTINIKETAN**

Sl No.	General Specification	Technical Specification ( <b>Technical specification mentioned below are the minimum. Any better specification may be added optional in the bid.</b> )	Qty for which price to be quoted
1	Colour Dome Camera with varifocal lens (Supported by Technical literature for each product/service, covering full technical specifications in the form of catalogue/brochure/leaflet)	600TVL IR dome camera, Built in 1/3" High Definition Image Sensor, Built in IR LED minimum 20m, True day night vision, Vandel proof, IP66, PAL	12
2	Colour bullet Camera with varifocal lens (Supported by Technical literature for each product/service, covering full technical specifications in the form of catalogue/brochure/leaflet)	600TVL IR bullet camera, Built in 1/3", High Definition Image Sensor, Built in IR LED minimum 30m, True day night vision, Vandel proof, IP66, PAL	01
3	16-Channel Stand alone DVR (Supported by Technical literature for each product/service, covering	Standalone DVR with 960H resolution. Video standard PAL/NSTC, Recording rate	01

	full technical specifications in the form of catalogue/brochure/leaflet)	400/480fps, Remote and live display upto 16 Cameras but Single channel composite multiview output and swithching, 16 channel audio inputs, Smart Camera setting with alarm triggered, privacy masking, camera lock, colour setting and tile display. 1 HDMI and 1 VGA monitor output, USB Flashdrive Drive Backup / Export, Internal SATA HDD(minimum 16TB). Password protection.	
4	Backup and figure format/export facility of the system	Compatible to Windows 2000/XP/Vista/7/8	
5	Power supply	AS appropriate for HDD	
6	Operating temperature	Suitable for the location of installation	
7	Certification	UL/FCC/ CE	
8	2 TB SATA surveillance HDD		01
9	Supply and Installation of LED flat Monitor of branded company with all related accessories as per technical specifications of the CCTV system.	Screen size 32". Internal flash memory, Network port, Minimum one speaker Built.	01
10	Supply and Installation of 2KVA UPS off line.		01
11	Power supply units	20 AMP AMPS	01
12	Video Cable for video signal (suitable distance between CCTV Camera and Stand Alone DVR)	ISI make, as per required	1000mtr
13	BNC Connector	As per specification of the CCTV system	26
14	DC Connector	As per specification of the CCTV system	13
15	OVC Conduit pipe	1" PVC ISI Make conduit pipe along with accessories	750 mtr
16	HDEP Pipe	IS certified, ISI make	30 mtr
17	Housing and Boxing for camera	12 dome camera, 01 bullet camera as per specification stated	13
18	VGA cable		5 mtr
19	Installation, configuration, cable lying and other work exclusively related to installation only	As per the requirement of the CCTV system	---

The details of the bid other than “GENERAL AND TECHNICAL SPECIFICATIONS” are given below. **Bidders are requested to go through all terms and conditions as well as the requirements of the bid before finally submitting the bid to the Department of Zoology, Visva-Bharati University, Santiniketan.** Incomplete bids will be rejected.

1. Bids are invited for supply, installation and Testing of Closed Circuit Television Systems (CCTV) in the Department of Zoology, Visva-Bharati University, West Bengal (hereafter Department). The Department is looking for vendors who have experience in supplying and installing the CCTV system. Bidders are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document before submission of bid. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect may result in the rejection of the bid.

2. Sealed offers prepared in accordance with the procedure enumerated in this tender document should be submitted to **Head of the Department, Department of Zoology, Visva-Bharati, Santiniketan- 731 235** not later than the date and time laid down.

3. A non-refundable application fee of Rs. 1000/- (Rs One thousand only) must accompany the bid. The application fee should be paid in the form of Demand Draft in favour of the “Accounts Officer, Visva-Bharati University” payable at State Bank of India, Santiniketan.

3. Each bid must be accompanied by EMD of Rs. 20,000/- in the form of Demand Draft in favour of the “Accounts Officer, Visva-Bharati University” payable at State Bank of India, Santiniketan.

4. Each page of this tender document should be signed and submitted along with the bid. Each page of the bid document of the firm should also be signed and sealed. These documents shall be signed by person / persons on behalf of the organization having necessary authorization / Power of Attorney (put seal) to do so.

5. Bidder must submit information asked in the tender in the desired format only wherever mentioned. Submission of tenders in any other format will not be entertained and will be summarily rejected.

6. All tenders will be opened on 05/12/2015 at 11:30 A.M. Bidders willing to participate in the bid opening should submit authorization letter from the appropriate authority of the bidding firm. However, if the date of opening is declared to be a holiday the tenders will be opened on the next immediate working day. No separate invitation will be issued to bidders for this reason.

7. If necessary, bidders may be asked to give a presentation/demonstration of their quoted system on the day of bid opening. Demonstration of the camera system is compulsory for qualified bidders.

8. The bid, if submitted by OEM can not be transferred to its authorized partner/any other firm or vice versa. A declaration of OEM signed by appropriate authority (state designation) on the official letter head of the firm must accompany the bid. If the bidder is not OEM, an authorization letter from OEM must be enclosed detailing the dealership/distributorship to deal with such items by the bidder. Such authorization letter should clearly describe the nature of contract and period of validity of contract of the firm with the OEM.

9. The office/branch of the OEM should be in India for at least last ten years.

10. The bidder must enclose a copy of Registration certificate of the firm issued by competent Government agency, India.

11. All copies of document submitted with the bid must be self attested.

12. In support of the qualifications, the bidder should have -(i) Proof of installation of CCTV Surveillance in any govt. organization should be attached with the bid. (ii) The bidder should have active service wing and proof of providing service to the institution or similar institutions nearby should be attached with the bid. (iii) The Satisfactory Certificate of any two govt. organization/Public sector undertaking should be attached with the bid where the bidder has installed the CCTV system.

13. The quantity of items indicated in the Tender Document are tentative, the Department reserves the right to increase or decrease the quantity or delete some or all of the items depending on the needs of the Department without assigning any reasons.

14. The bid should indicate clearly the Basic Price, Taxes/Excise duty, other duties (if any), insurance, and levies chargeable against each item. If the rates are inclusive of insurance please write "Included in the prices" otherwise state "Not included". In case local supplier where insurance is not necessary, they may mention "Does not arise". Other incidental charges which are not fully accounted for by the points given above, may be mentioned. The aggregate amount will be treated as the actual price of the item. All quotations should be net, after showing discounts etc, if any. The Sales Taxes/excise duty, VAT, any other duty, if not quoted properly, the bid will be cancelled.

15. The bids should indicate clearly the rates for F.O.R. destination, i.e. Department of Zoology, Visva-Bharati University, Santiniketan. The purchaser will not pay any charges against packing and forwarding of items.

16. Two years warranty and three years free maintenance is essential. However, five years warranty is desirable for high quality service.

17. The bidder should clearly indicate the delivery period and validity period of the bid. The bidder shall have no right to revise the quote within the period of validity on the plea of fluctuations in the market rate. Normally the validity of the offer should be for a specified period of 90 days.

18. All payments will be made after receipt, inspection, installation/testing of the tendered items as per the University procedure.
19. All damaged or unapproved goods shall be taken back at bidders risk and cost and the incidental expenditure thereupon shall be recovered from the concerned party.
20. Any conditions of the firm sent along with the bid, if any, shall not be binding on the purchaser.
21. In case the order is not executed within the stipulated period, the Department will be at liberty to make purchases through other sources, and to forfeit the earnest money of the bidder.
22. It is not binding on the department to purchase all the items listed in the tender or quoted by any particular firm.
23. The Department shall not be responsible for non-receipt/non-delivery of the documents due to postal delay or delivery at other address.
24. The Department is not liable to bear any cost incurred by the bidder for preparing the bid, attending the bid opening event, presentation, demonstration or any other relevant expenditure to the tender.
25. In case of any amendment by the Department to any part of the tender, the same will be notified in the institutions website. The bidders may submit their response to the amended part separately in a sealed envelop super scribing 'Amended bid for supply, installation and Maintenance of Closed Circuit Television Systems (CCTV) (Date of amendment notice)''.
26. The language of bid is English.
27. The purchaser may not bound to consider LQ.
28. The Department reserves the right to reject any or all tenders without assigning any reason whatsoever.
29. Visva-Bharati deserves the right to impose liquidated damage as and when required; the rate of penalty will be at par with the same of the Govt. of India's instruction.
30. Bank Commission where applicable will have to be borne by the supplier.
31. All disputes subject to "Bolpur, Birbhum, W.B. Jurisdiction" only.

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