



Mizoram University

Tanhril - 796004, Aizawl, Mizoram

No. 1/6/2016-GAD(A)

Date: 20th June, 2017

Public Tender

On behalf of **Mizoram University**, sealed items rate tenders are invited from reputed and eligible contractors/firms in two bid system (Technical & Financial) for the **Supply and Installation of IP based CCTV cameras and other required accessories for the working of the CCTV in the University Campus at Tanhril - 796004, Aizawl, Mizoram.**

Tender document can be downloaded from Mizoram University website i.e., www.mzu.edu.in

1.	Name of the work	Supply and Installation of IP based CCTV cameras in the University Campus at Mizoram University, Tanhril - 796004, Aizawl, Mizoram.
2.	Pre Tender (Bid) clarifications, if any	All the interested tenderers / firms may get it clarified on this issue if any clarifications needed from the office of Dy. Registrar (GAD) upto 13 th July, 2017 only. After that no correspondence will be entertained.
3.	Last date, time and venue for submission of EMD and Technical bid documents	Dt 14th July, 2017 upto 02:00 p.m. in the office of Registrar, Mizoram University, Tanhril - 796004, Aizawl, Mizoram.
4.	Date and time for opening of technical bid	Technical Bid: 14 th July, 2017 at 02.30 p.m. and Financial Bid: 17 th July, 2017 at 2:30 pm in the office of office of Registrar, Mizoram University, Tanhril - 796004, Aizawl, Mizoram.
5.	EMD	Rs. 80000/- (Eighty Thousand only) in favour of Finance Officer, Mizoram University, Tanhril - 796004, Aizawl, Mizoram.
	The bids shall be submitted in two stages viz.(i) <i>Technical bid</i> (ii) <i>Financial bid</i> . Detailed specification of the item(s) to be supplied is placed at <u>Annexure-F.</u>	

(REGISTRAR)

TENDER DOCUMENT

FOR

Supply and Installation of IP based CCTV cameras and other required accessories for the working of the CCTV in the University

AT

**Mizoram University Campus
Tanhril - 796004, Aizawl
Mizoram**

**REGISTRAR
Mizoram University
Tanhril - 796004, Aizawl
Mizoram**

NOTICE INVITING TENDER

TENDER NO.

Registrar, Mizoram University invites item rate tender (in two bid system – Part I & II) from reputed and experienced manufacturer/contractors/suppliers for the **Supply and Installation of IP based CCTV cameras and other required accessories for the working of the CCTV.**

1. **Particulars of Items: Supply and Installation of IP based CCTV cameras and other required accessories for the working of the CCTV**
2. **Technical specification, Quantity:** As per **Annexure-F.**
3. **Earnest Money Deposit (EMD) in DD/BG/FDR :- Rs. 80,000/-** (Rupees Eighty Thousand only) in favour of **Finance Officer, Mizoram University.**
4. **Completion period:** Supply within 4 weeks from the date of issue of work award letter/Purchase Order, whichever is later and installation within 12 weeks after the receipt of material at University.
5. **Availability of Tender Document:** Tender Documents with detail terms & conditions may be obtained from the Office of the Assistant Registrar, GAD(A), MZU during office hours on payment of Rs. 500/- or may be downloaded from Mizoram University website i.e., www.mzu.edu.in. Receipt for purchase of Tender Documents should be attached with technical bid in case of downloaded Form.
6. **Validity Period of Offer:** The rates offered in Part II (Financial bid) should be valid for one hundred and Eighty days (180) from the date of opening of Part II (Financial Bid) of the Tender.
7. **Receipt and opening of Tenders:** The Technical bid along with EMD should reach to this office on or before **14th July, 2017** upto 02.00 PM. The Technical Bid will be opened on the same day at 02.30 PM.
8. The required EMD as stated above in the form of DD/BG from any scheduled bank must be enclosed with the technical bid failing which the offer will be treated as non-responsive.
9. The University reserves the right to accept or reject any or all the tenders wholly or partially without assigning any reason thereof.
10. The University reserves the right to relax any terms & conditions in the interest of the University.

INSTRUCTIONS TO BIDDERS

11.0 Scope

The work consists of:

- 11.1 **Supply and Installation of IP based CCTV cameras and other required accessories for the working of the CCTV** in the University Campus.

12.0 Definitions:

12.1 MZU means Mizoram University, Tanhril, Aizawl.

12.2 **University** means Mizoram University, Tanhril, Aizawl.

12.3 **Employer** means Registrar, Mizoram University, Tanhril, Aizawl and his successor.

12.4 **Bidder** means the Manufacturer or his direct authorized distributor (dealing at first point With Authorization letter to participate in the tender from the Manufacturer. Only One Participation per Manufacturer), proprietary firm, partnership firm, limited company private or public or corporation

12.5 **“Year”** means “Financial Year” unless stated otherwise.

13.0 Who can apply :

13.1 If the bidder is a proprietary firm, the application shall be signed by the proprietor with his full name in typewritten and the full name of his firm with its current address, Contact details etc.

13.2 If the bidder is a firm in partnership, the application shall be signed by all partners of the firm with their full typewritten names and current addresses, or alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases, a certified copy of partnership deed and current address of all the partners of the firm should accompany the application.

13.3 If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a certified copy of the power of attorney. The bidder should also furnish a certified copy of the Memorandum and Articles of Association duly attested by a Public Notary.

13.4 **Joint Venture/ Consortiums are not accepted.**

14.0 Sealing and Marking of Bids

14.1 Technical Bid shall be submitted along with EMD.

14.2 The bidder shall place the two separate sealed envelopes marked **“Technical Bid”** and **“Earnest Money Deposit”** in one outer envelope. The inner envelopes will have marking as follows:-

- a) Technical Bid
- b) Earnest Money Deposit(EMD)

14.3 The sealed outer envelope containing the technical bid and EMD shall be addressed to the **Registrar**, Mizoram University, Tanhril, Aizawl-796004.

14.4 The sealed tender shall bear the name and identification number of the Tender on the cover of the Envelope(s).

14.5 In addition to the identification required as above, each of the envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late or is declared non-responsive.

- 15.1 **Bid Submission:**
- 15.2 The envelop named “**Technical Bid**” shall comprise of all documents as per **Clause-16 and must be Physical submission**
- 15.3 The “**Financial Bid**” must be physical submission.
- 15.4 Each page of the Technical Bid, Tender Document must be sealed and signed by the authorized signatory of the bidder.
- 15.5 Duly signed tender document along with all corrigenda, addendum issued, if any, should also be sealed as part of technical bid.
- 15.6 Conditions other than those laid down in the Tender document will not be entertained.

16.0 Eligibility Criteria for Technical Bid

All eligibility documents with EMD must also be submitted in hard copy as per the date and time mentioned above.

The formats/Annexure for the documents to be submitted, with Technical bids are placed at **Section –II (Annexure – A, A1, A2 to Annexure – F) :**

16.1	Letter of Transmittal	Annexure –A
	Declaration by Bidder	Annexure –A1
	Compliance to Bid Requirement	Annexure –A2
	A declaration by the manufacturer.	Annexure –A3
16.2	Organizational Structure:- Legal status of the company/ organization with legal proof along with certified copies.	Annexure-B
16.3	Income Tax Registration (PAN No.)	Attach certified copies
	Service Tax Registration,	
	VAT Registration/ TIN Number	
16.4	That the bidder/organization has not been blacklisted/debarred by any of the government/ public sector agencies in India. A declaration of fair business practice by the Bidder.	Annexure-C
16.5	The bidder must submit the technical specification of the quoted items along with printed catalogues for technical evaluation.	Enclose Copy
16.6	The intending bidder must submit compliance report of the each item of the bid.	Enclose Copy
16.7	Certificate of Authorized dealership/distributor/manufacturer. (In case of manufacturer, they will self certify so). Authorized dealers/distributor shall attach manufacturer authorization certificate for this tender addressed to the Registrar, Mizoram University.	Enclose Copy
16.8	All items of the Tender must be quoted by the Manufacturer or his direct authorized distributor (dealing at first point), proprietary firm, partnership firm, limited company, private or public or corporation. Incomplete quote shall be summarily rejected.	

17.0 Opening of Technical Bids &Evaluation:-

The details submitted by the bidders will be evaluated in the following manner:

- 17.1 The “initial eligibility criteria” prescribed in Para 16.1 to 16.8 above in respect of experience in similar class of works completed and valid registrations, etc. will first be scrutinized.
- 17.2 Examination of the specification of all the items will be done by specialized specification evaluation Committee.
- 17.3 Even though any bidder may satisfy the above requirements, he/she would be liable to disqualification if he/she has:-
- Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
 - Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.

18.0 Opening of Financial bid and evaluation:

After the Technical evaluation of the bids, the University will open the 'Financial Bids' of all the bidders who have qualified in the Technical Eligibility Criteria as per Clause 16, at notified time, date and place, if any. The lowest financial bidder shall only be considered for award of work.

19.0 Earnest Money Deposit:

19.1 The Earnest Money Deposit (EMD) must be attached (see Clause 3). The Earnest money shall be accepted in the following forms and shall be in favour of "**Finance Officer, Mizoram University, Tanhril, Aizawl, Mizoram**".

19.2 Tenders with no earnest money deposit will summarily be rejected. In case of successful bidder of the financial bids, the earnest money will be returned after obtaining the required 5% Performance Security in the form of FDR/BG (FDR/BG should be valid for a period of 3 years 6 months) along with the agreement on non-judiciary stamp paper of Rs.100/-.

19.3 In the case of unsuccessful bidders, the Earnest Money Deposit will be refunded without any interest.

20.0 Financial Bid:

20.1 The bidder shall quote unit item rates in INR only, both in words and figures in the Financial Bid only. In case of difference between the rates of items written in figures and in words, the rates of items written in words shall be taken as correct. No changes in unit rates shall be allowed. The rates quoted in schedule of quantity (Financial Bid) are for finished and completed items and no extra amount for cartage or transporting material, labour etc. shall be paid. The rates should be inclusive of all loads and lifts for all materials for the completed items and also include all taxes, insurance, royalties etc. as applicable. Supplier has to quote the price inclusive of all charges i.e. freight, insurance, packing, handling, assembling, installation, commissioning upto the University or as given in the work order.

21.0 General:

21.1 All information called for in the enclosed forms should be furnished against the relevant places in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against at the relevant place. Even if no information is to be provided in a column, a "Nil" or "No Such Case" entry should be made in that column. If any particular/query is not applicable in case of the bidder, it should be stated as "not applicable". The bidders are cautioned that incomplete information called for in the tender document or deliberate suppression of any information may result in the bid being summarily disqualified. Bids received after the expiry of the stipulated date and time mentioned in the tender document will not be entertained.

21.2 The bid document should be legibly written and serially numbered with proper tagging and binding. The bidder should sign on each page of the bid.

21.3 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing with date and rewriting. Pages of the eligibility criteria document are to be numbered. Additional sheets, if any added by the bidder, should also be numbered. Bid should be submitted as a package with signed letter of transmittal.

21.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by officer of the client organization with name & designation.

21.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of tender document unless it is called for by the University.

21.6 Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of any work in Mizoram University which may also result in forfeiture of EMD/performance security.

21.7 The successful bidder shall have to work in co-ordination and co-operation with any other agencies appointed by the University to work simultaneously in the same or adjoining area. The decision of the University in case of any dispute between the different agencies appointed by the University shall be final and binding.

21.8 Income tax, Works Contract Tax and any other tax at the rates in force during the progress of contract / **award of work** that will be in force from time to time shall be recovered / deducted from the released payment amount.

- 21.9 Sales Tax, purchase Tax, turnover tax or any other tax on material applicable on the date of submission of bid in respect of this contract shall be payable by the contractor and University will not entertain any claim whatsoever in respect of the same.
- 21.10 The bidder shall have to make his own arrangement at no extra cost to the University for water, sanitation and electric, etc. at the site of work for supply installation of the items.
- 21.11 On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the University shall be communicated in writing to the Registrar.
- 21.12 If the bidder obtains a contract with the University as a result of wrong tendering or other non-bonafide methods of competitive tendering, the University reserves the right to terminate the contract without any liability to the contractor, which may also result to forfeiture of EMD/performance security.
- 21.13 Without prejudice to any of the rights or remedies under this contract if the contractor dies, the University shall have the option of terminating the contract without compensation to the legal heir of the contractor.
- 21.14 Escalation: Increase in rates of material / Labour shall not be payable on any account. Price quoted shall be firm and no escalation will be allowed on any account.
- 21.15 The successful bidder will have to sign an agreement within stipulated time period as mentioned in the letter of intent. The necessary fees, stamp paper, etc. required for completing the agreement have to be borne by the bidder.
- 21.16 The University reserves the Right to vary in quantities at the time of placement of Purchase Order/signing of contract.

22.1 Scope of Works

The Scope of work shall consist, Supply & Installation, erection and placing in position at site, complete in all respects, and its maintenance during One Year Support period for items specified at Section-II, Annexure-F.

- 22.2 The University reserves the right, without being liable for any damages or obligation to inform the bidder, to:
- (a) Amend the scope and value of contract to the bidder.
 - (b) Reject any or all the applications without assigning any reason.
- 22.3 Any effort on the part of the bidder or his agent to exercise influence or to pressurize the University would result in rejection of his bid. Canvassing of any kind is prohibited.

23.0 Final decision making authority

The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders. No claim whatsoever will be entertained / paid by the university to the bidder(s).

24.0 Summary Rejection of tender:

- 24.1 The tenders not accompanied with Earnest Money Deposit shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document; or any conditions mentioned, etc., his tender is liable to be rejected.

25.0 Particular provisions

- 25.1 The University reserves the right to execute the work or reject the tender without assigning any reason or incurring any liability to the bidder.
- 25.2 The University has the power to make alteration in, omission from, addition of or substitution for the original specifications, drawings, designs.

26.0 Site visit

The bidder is requested to visit the work site and get acquainted with site conditions regarding layout and all other matters, affecting the work before filling in the item rates. Submission of a tender by a bidder, implies that they have read these instructions and have made themselves aware of the scope of the work, conditions of contract and University will not, therefore, bear any extra charges on any account, in case the bidder finds later on to have misjudged the site conditions or specification.

27.0 Amendment of tender document:

27.1 Before the deadline for submission of tender, the University may modify the tender document by issuing addenda.

27.2 Any addendum thus issued shall be a part of the tender document and shall be uploaded ON OUR WEBSITE. Prospective bidders must visit the website before filling and submission of Tender Document for such information.

28.0 Validity of Tender:

One hundred and Eighty days from the date of opening of Financial Bid of the tender. During this period no bidder shall be allowed to modify/withdraw his tender. In case of withdrawal, the EMD submitted by the bidder shall be forfeited and no claim shall be entertained on this regard.

29.0 Performance Guarantee:

29.1 The successful bidder shall be required to furnish a Performance Guarantee of 10% of the total tendered value after successfully installation of the product at site. The Performance Guarantee should be valid up to 4 years 6 months. The Performance Guarantee shall be accepted in the following form and shall be in favour of "Finance Officer, Mizoram University, Tanhril, Aizawl payable at Aizawl.

29.2 Performance Guarantee will be refunded after completion of the One Year Support period.

29.3 In case of non submission of Performance Guarantee within specified time, the earnest money will be forfeited and the University may consider to black list/de-bar the contractor.

29.4 In case a fixed deposit receipt/ Bank Guarantee of any bank is furnished by the contractor to the University as part of the Performance Guarantee and the Bank is unable to make payment against the said item. The loss caused thereby shall fall on the supplier and the supplier shall forthwith on demand furnish additional security to the University to make good the deficit.

30.0 Training

30.1 The scope of work envisages that the Bidder shall undertake to train the staff nominated by the University in different aspects of equipment design, functioning, field installation, testing, commissioning, system management, operation & administration, maintenance and repair.

30.2 The supplier shall at every stage of installation; testing and commissioning provide all facilities for adequate training of University personnel who may be deputed to work on the project.

30.3 The system Administration and Maintenance Training program at the University will be structured so as to train the University employees deputed for the purpose.

30.4 The user operational training program at the University will be structured so as to train up supervisory and training personnel who will, in turn, train individual operators.

30.5 The maintenance training program at the University will be structured to train up engineers and technicians in the complete trouble shooting and maintenance of the equipment to both the board replacement and board repair level.

30.6 Bidder will provide complete details on the training programs to be offered including:

30.6.1 Material to be covered

30.6.2 Number of hours of training per operator or technician for each specific course

30.6.3 Supporting documentation to be provided

31.0 Spare Parts: The Bidder will undertake that supplies of necessary maintenance equipment and spare parts will

be made available for the complete System for a period of 3 years on continuing basis and life time spares after 3years.

32.0 Site Preparation: The site for installation of the CCTV System shall be provided by the University as per the required environmental conditions before the installation of the system. The Supplier shall provide site plan and equipment layout plan for the System. The complete installation of the System including civil work at the University site shall be the responsibility of the Supplier. Earthing arrangements for all the Equipment shall be the responsibility of the Supplier and to be carried out as per standard procedures.

33.0 Responsibility of Completion & Software Optimization: Any fittings or items which may not be specially mentioned in the specifications but which are necessary are to be provided by the Supplier without any extra charge for completeness of the work under this Tender.

34.0 Duration

The items covered under this tender are required to be delivered and installed in University Campus within 90 days. The 90 days will start after 10 days from date of Issue of letter of Indent /Purchase Order by the University.

35.0 Payment Terms

35.1 First payment: The University shall pay to the Supplier forty percent (40%) amount of the total value of the Purchase Order after due inspection of the material by the Inspection Committee of the University as First Payment, within Thirty (30) working days from the date of receipt of all material and bill complete in all respects.

35.2 Final payment of 60%: The University shall pay, to the Supplier, the balance 60% amount with applicable VAT/Service Tax amount as "Final Payment" within thirty (30) working days after successful installation, commissioning and Final Acceptance of the system and receipt of bill complete in all respect.

35.3 Each invoice should be submitted in duplicate clearly specifying contact no, goods description, quantity, unit price, total amount along with warranty certificate, etc.

35.4 No advance payment will be made under any circumstances.

36.0 Delay and Non Conformance

36.1 If the bidder fails to Install the Equipment with in the period specified in the Purchase Order, University shall without prejudice to its other remedies under the Purchase Order, deduct from the contract price, as liquidated damages, a sum equivalent to 1% (one percent) of the contract price of the delayed goods weekly or part thereof of delay until actual delivery. The penalties will be maximum of 10% of the contract amount / awarded value.

36.2 In case of extraordinary delay or beyond 30 days of stipulated delivery period, University reserves the right to terminate the contract, without any liability to cancellation charges, forfeiting cash the submitted Performance Guarantee and blacklist/debar the defaulting firm.

37.0 Services during One Year Support period

37.1 The Supplier shall provide necessary Software updating free of cost during One Year Support period. During this period, 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 University premises.

37.2 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.

37.3 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 carryout the Preventive Maintenance and diagnostic of the system during the One Year Support Period.

37.4 Delays in attending the calls and or repairing the defective item beyond time limit specified, without providing the substitute, will attract penalties in accordance with Clause 37.

37.5 If the Supplier fails to repair or replace the defective item, the University will be free to get the same repaired/replaced from the market and its cost will be adjusted from the Supplier's Performance Security.

38.0 Packing and Marking

38.1 All packing should be strong enough to withstand rough handling during loading/ unloading and transporting. Fragile articles should be packed with special precaution and should bear the marking like Fragile, handle with care, This side up etc.

39.0 Substitution and Wrong Supplies

Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the contractor at contractor's cost and risk.

40.0 Insurance, Freight and Deliveries

40.1 The supplier shall make his own arrangements towards safe and complete delivery including insurance, freight, state level permits etc. as applicable at the designated locations indicated by University in the Purchase Order.

40.2 The contractor shall keep University informed about changes, if any, in various stages of deliveries, installation.

41.0 Arbitration and Settlement of Disputes:

41.1 University and the contractor shall make every effort to resolve amicably by direct information negotiation by difference or dispute arising between them under or in connection with the University order.

41.2 If after thirty (30) days from the commencement of such informal negotiations, University and the supplier are unable to resolve amicably the dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:

41.3 Any dispute or differences whatsoever arising between the parties out of or relating to the manufacturing, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on the parties. The sole arbitrator shall be appointed by the Vice-Chancellor, Mizoram University.

41.4 The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the contractor is specifically directed by University to desist from working in this behalf.

41.5 The venue of arbitration shall be Aizawl. The language of proceedings shall be English. The Law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to the jurisdiction of the Court at Aizawl and Writ jurisdiction of Guwahati High Court of Aizawl Bench.

41.6 It is also a term of that if any fees are payable to the arbitrator, these shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.

42.0 **Force Majeure:** For purpose of this Clause, Force Majeure shall mean fires, floods, natural disasters or other acts, that are unanticipated or unforeseeable, and not brought about at the instance of the party claiming to be affected by such event, or which, if anticipated or foreseeable, could not be avoided or provided for, and which has caused the non-performance or delay in performance, such as war, turmoil, strikes, sabotage, explosions, quarantine restriction beyond the control of either party. A party claiming Force Majeure shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effects thereof on the performance of its obligations under this Supply Order.

If a Force Majeure situation arises, the supplier shall promptly notify the University in writing of such conditions and the cause thereof. Unless otherwise directed by the University in writing, the Supplier shall continue to perform its obligations under the Purchase Order as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

SECTION I – I
INFORMATION REGARDING TECHNICAL ELIGIBILITY
(Annexure A to F)

LETTER OF TRANSMITTAL

From:

To

The Registrar
Mizoram University
Tanhril
Aizawl

Sub: Submission of Tender Document for the work of “**Supply and Installation of IP based CCTV cameras at Mizoram University Campus, Tanhril, Aizawl**”.

Sir,

Having examined the details given in Tender document for the above work, I/we hereby submit the relevant information:-

1. I/we hereby certify that all the statement made and information supplied in the enclosed annexure / forms accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to Supply & Installation.
3. I/we submit the requisite certified solvency certificate and authorize the Registrar, Mizoram University to approach Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorize the University to approach individuals, employers, firms and corporation to verify our competence and general reputation.

Name & Signature (s) of Bidder (s) with
seal

DECLARATION BY THE BIDDER

We _____(Name of the Bidder) hereby represent that we have gone through and under stood the Bidding Documents and that our Bid has been prepared accordingly in compliance with the requirement stipulated in the said documents.

We are submitting a copy of Bidding Document marked “Original” as part of our Bid duly signed and stamped on each page in token of our acceptance. We undertake that Part-I (Technical Specifications) and Part-II (Financial Bid) of the Bidding Document shall be deemed to form part of our bid and in the event of award of work to us, the same shall be considered for constitution of Contract Agreement. Further, we shall sign and stamp each page of this Part-I and Part-II as a token of Acceptance and as a part of the Contract in the event of award of Contract to us.

We further confirm that we have indicated prices in Schedule of Quantities and submitted in Price Bid in separately sealed envelope. We confirm that rate quoted by us includes price for all works/activities/supply etc. as mentioned in item description of the items in Schedule of Quantities.

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

Note: This declaration should be signed by the Bidder’s representative who is signing the Bid.

COMPLIANCE TO BID REQUIREMENT

We hereby agree to fully comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Bidding Documents and Addendum to the Bidding Documents, if any, for subject work issued by the University.

We hereby further confirm that any terms and conditions if mentioned in our bid (Un-priced as well as Priced Part) shall not be recognized and shall be treated as null and void.

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

DECLARATION BY THE BIDDER

We _____(Name of the Bidder) hereby declare that the item for which we have quoted our price in the Financial Bid would not be an item used so far for demo/any other purposes and will be unused (brand new).

SIGNATURE OF BIDDER: _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

Note: This declaration should be signed by the Bidder's representative who is signing the Bid.

ORGANISATION STRUCTURE

1. Name & Address of the Bidder :
2. Telephone No./Fax No./e-mail :
3. Legal status of the Bidder (attach copies of original document defining the legal status)
 - a) An Individual
 - b) A proprietary firm
 - c) A firm in partnership
 - d) A limited company or Corporation
 - e) A Public Sector Undertaking
4. Particulars of registration with various Government Bodies (Attach attested Photo Copy) Organization /Place of registration Registration No.
5. A. PAN No. _____
B. VAT No. _____
C. Service T No. _____
6. Names and Titles of Directors & Officers with designation to be concerned with this work. :
7. Name & Designation of individuals authorized to act for the organization: (Pl attach power of attorney in favour of authorized representative duly signed by authorized signatory)
8. Has the Bidder ever required to suspended work for a period of more than six months continuously after you commenced the business? If so, give the name of the project and reasons of suspension of work. :
9. Has the Bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment. :
10. Has the Bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details. :
11. Has the Bidder, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details. :
13. Any other information considered necessary but not included above:

(Stamp, Name & Signature of Bidder)

DECLARATION FOR FAIR BUSINESS BY THE BIDDER

This is to certify that We, M/s _____ in submission of this offer confirm that:-

- i) We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- ii) We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- iii) Business has not been banned with us by any Central / State Government Department/ Public Sector Undertaking or Enterprise of Central / State Government.
- iv) We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
- v) The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.
- vi) We understood that in case of any statement/information/document furnished by us or to be furnished by us in connection with this offer is found to be incorrect or false, our EMD in full will be forfeited and business dealings will be banned.
- vii) We have not been punished / penalized by way of imprisonment in last three years.
- viii) We have not been blacklisted/debarred by any of the Government/Public Sector Agency in last three years.

SEAL, SIGNATURE & NAME OF THE BIDDER

Signing this document

CHECK LIST FOR SUBMISSION OF BID

Bidder is requested to fill this check list and ensure that all details/documents have been furnished as called for in the Bidding Document along with duly filled in, signed & stamped checklist **with each copy of the "Un- priced bid (Part – I)"**.

Please tick the box and ensure compliance:

- 1 EMD
- 2 Bid Forwarding Letter
- 3 Power of Attorney in favour of the person who has signed the bid on stamp paper of Appropriate value.
- 4 Partnership Deed in case of partnership firm and Article of Association in case of limited company.
- 5 Compliance to Bid Requirement
- 6 Declaration by the bidder
- 7 All pages of the bid have been page numbered in sequential manner.
- 8 Annexure(s) – A to D
- 9 Valid, PAN, DVAT, Service Tax, Excise Registration

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

Form of Performance Guarantee Bank Guarantee Bond

1. In consideration of the Mizoram University (hereinafter called “The University”) having offered to accept the terms and conditions of the proposed agreement between _____ and _____ (hereinafter called “the said Contractor(s)”) for the work _____ (hereinafter called “the said agreement”) having agreed to production of a irrevocable Bank Guarantee for Rs. _____ (Rupees _____ only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.

We, _____ (indicate the name of the Bank) _____ (hereinafter referred as “the Bank”) hereby undertake to pay to the University an amount not exceeding Rs. _____ (Rupees _____ only) on demand by the University.

2. We, _____ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).
3. We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

4. We, _____ (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Project-in-Charge on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We, _____ (indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any

time or from time to time any of the powers exercisable by the University against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the University or any indulgence by the University to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, _____ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto _____ unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. _____ (Rupees _____ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the _____ day of _____ for _____ (indicate the name of the Bank)

SECTION – II**TECHNICAL SPECIFICATIONS**

	Items	Type	Description
1	Camera	Bullet	Vandal Proof, Minimal Lux, 2 Megapixels, Infrared (IR), IP based, Vari focal lens, Auto Iris
		License Plate Recognition Cameras	Vandal Proof, Weather Proof, IP based, Infrared (IR), 1080p HD Resolution
2	Video Management Server	Server E5	24xx processor, 12 GB Ram, 8 core with 2 LAN Ports - 4nos.(Minimum)
3	Network Video Management & Monitoring Software (NVMMS)		<p>5.1 Standard Network Video Management & Monitoring Software (NVMMS) for recording / Analysis</p> <p>5.2 The VMS shall have at present capacity to switch, control and record up to 64 cameras per server. One master server shall have the capacity to control 99 slave servers. The system shall be able to Support Minimum 100 cameras and shall be expandable to unlimited cameras in future by adding more slave and master servers.</p> <p>5.3 VMS should support 3 motion detection methods.</p> <p>5.4 The VMS shall be Windows based supporting native or virtualized Windows Server 2008R2 and Server 2012 and Windows 7 and 8. The VMS shall allow operation with PC Keyboard, Mouse and DirectX compliant CCTV Keyboard(Joystick).</p>
4	Video Recorder	Network Video Recorder (NVR)	32 Channels, 2 SATA Ports, HDD Support, extendable upto 32TB, Recording mode: Manual, Timer, Motion detection, Alarm
5	Video Recorder Server	Server E5	24xx processor, 12 GB Ram, 8 core dual LAN Ports - 1 no.(Minimum)
6	Storage	Hard Disk Drive (HDD)	Capable of storing data for 70 cameras for 30 days
7	Display Screen for monitoring	42 inch Full HD	42” Full High Definition 1920 x 1080
8	Desktop Computer set	Desktop PC	Full set of assembled Desktop PC with pre-loaded OS (Windows), Updated specs.
9	NMS Software		1. Should be of same make of the offered switches

			<ol style="list-style-type: none"> 2. Management station should be enabled for minimum 200 active devices from day 1 3. It shall be possible to manage, configure, administer, monitor, upgrade and troubleshoot all the switches from a central Element Network Management System(SOFTWARE). 4. The offered SOFTWARE should be deployable of Linux, Solaris and Microsoft Windows Server on Intel based Hardware for Flexibility 5. It shall be possible to monitor real time device status and network traffic for individual devices and ports. 6. The SOFTWARE shall be able to upload firm ware images & boot rom images to multiple switches at the same time 7. The SOFTWARE shall be able to upload and download configuration files to /from multiple switches at the same time and also able to schedule the activity on periodic interval. 8. The SOFTWARE shall able to set baseline configuration for every switches and do comparison analysis on configuration changes 9. The SOFTWARE shall be able to receive network events like snap alerts , RMON threshold changes , display alerts and make configuration changes on the network switches based on the alert information without the requirement of human intervention 10. The SOFTWARE shall support pictorial display of the status of power supply and active ports /slots 11. Should support User Based Policies, Policies specifically configured to control user network access and resource access at the entry point of the network. User Based Policies may be QoS and / or security policies. User Based Policies can applied on an individual user or on a group / department of users 12. Complete reporting status for policies deployed throughout network 13. The SOFTWARE shall be able to authenticate login access to all network devices without the requirement of a separate application/server 14. The SOFTWARE should support ability to create single template configurations which can be deployed on single or multiple device with the facility to input device specific information when prompted to reduce the need for creating / editing the templates every time. 15. The SOFTWARE shall support ability to push
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			<p>policies on the switches which can be triggered by time , network event , user authentication , device detect</p> <p>16. The SOFTWARE shall support topology maps to monitor the link state of the network devices with real time update of the link utilization on the same map</p> <p>17. The SOFTWARE shall have support for custom port descriptions which should be reflected onto pology maps</p> <p>18. The SOFTWARE shall be able to receive all error logs from the network devices and display on a per device context</p> <p>19. The SOFTWARE shall be able to schedule Jobs and Configuration Tasks on periodic intervals without manual intervention.</p> <p>20. The SOFTWARE should not require separate client installation or if it necessary the client installation should be automated.</p> <p>21. OEM should be ISO 9001:2000 and 14000 certified in areas of design, service and distribution of telecom hardware and software products</p>
10	Switch	Optical Fiber Switch	24 Port Optical Fiber Manageable switch
		Optical Fiber Switch	8 Port (POE) with GBIC support Manageable Switch
11	SFP		Single Mode SFP for Optical Fiber Switch

SECTION – III

FINANCIAL BID

Supply and Installation of IP based CCTV cameras in the University Campus.

The rates should be quoted in INR only both in words and figures

S. No.	Description	Qty.	Make and Model	Unit Cost *
1	Supply and Installation of HD Bullet Network Camera as per technical specification	68 Nos.		
2.	Supply and Installation of License Plate Recognition Cameras as per technical specification	3 Nos.		
3.	Supply and Installation of Video Management Server as per technical specification	1 No.		
4.	Supply and Installation of Network Video Management & Monitoring Software (NVMMS) as per technical specification	1 No.		
5.	Supply and Installation of Video Recorder Server as per technical specification	4 Nos.		
6.	Supply and Installation of NAS Storage for 30 days as per technical specification	1 No.		
7.	Supply and Installation of 42” LED Monitor with Workstation for monitoring at Central Location as per technical specification	3 Nos.		
8.	Supply and Installation of 24 Port Core Switch as per technical specification	3 Nos.		
9.	Supply and Installation of 8 Port Switch as per technical specification	27 Nos.		
10.	Supply and Installation of NMS Software for Network as per technical specification	1 No.		
13.	Supply and Installation of Joint Box (Tiffin Type)	56 Nos.		
14.	Supply and Installation of SC-SC OFC Patch Cord SM (Duplex SC-SC Connector)	56 Nos.		
15.	Supply and Installation of LC-SC OFC Patch Cord SM (Duplex LC-SC connector)	30 Nos.		
16.	Supply and Laying of 12-Core Optical Fiber Cable, Outdoor, Single mode, 9/125um	7000 Mtrs.		
	Supply and Laying of 6-Core Optical Fiber Cable, Outdoor, Single mode, 9/125um	5000 Mtrs.		
17.	Supply and Installation of SFP as per technical specification	30 Nos.		
18.	RJ Connectors	100 Nos.		

- * (i) Offer price should be inclusive of all taxes, duties etc.
(ii) All the products, services if any, includes three (3) years comprehensive onsite warranty/ guarantee and maintenance.

19.	Supply and Laying of CAT 6 UTP Cable box, 4-Pair (305 Meters per Box)	28 Boxes		
20.	Supply and Fixing of CAT 6 (UTP) Patch Cord 1 Mtrs	70 Nos.		
21.	Supply and Installation of CAT6 UTP 24 Port Jack Panel Loaded, Straight	28Nos.		
22.	Supply and Fixing of CAT 6 (UTP) I/O with Face Plate	70Nos.		
23.	Supply and Fixing of Casing Capping (1 Inch) (6 feet) for CAT 6Cable	350 Nos.		
24.	Supply and Installation of Rack 6U Wall Mount	27 Nos.		
25.	Supply and Installation of Rack 32U	1 No.		
26.	Supply and Installation of UPS 20 KVA online including Battery	1 No.		
27.	Installation including One Year Support Service			
Total Amount in rupees (inclusive of all taxes)				

The quantity mentioned against each item is tentative and can increase or decrease as per actual requirement. Rate of unit price/Per Mtrs./Per No. of each item would be the criterion to decide Lowest bidder.

(SEAL, SIGNATURE & NAME OF THE BIDDER)