

## **Short Notice Inviting Tender for Supply, Installation, Commissioning and Maintenance of CCTV Systems with Central Monitoring System**

North Eastern Regional Agricultural Marketing Corporation Ltd(NERAMAC) invites bids for **Supply, Installation, Commissioning and Maintenance of CCTV Systems with Central Monitoring System for its Head Office/Zonal Offices and other Units in single bid system**. The interested Company/Firm/Agency may download the terms and conditions and format for bid submission from website: [www.neramac.com](http://www.neramac.com) . The bids along with all the required document must reach the office of **North Eastern Regional Agricultural Marketing Corporation,9 Rajbari Path, Ganeshguri, Guwahati- 781005, Assam** on or before 15/06/2018 before 2.00 PM. The Envelope containing the bid document would please be sealed and super scribed as under :-

### **“Bid for Supply, Installation, Commissioning and Maintenance of CCTV Systems with Central Monitoring System for NERAMAC Head Office/Zonal Offices and other Units”**

#### **Important Dates:**

<b>Last date and time for the submission of Bid</b>	: 15/06/2018 before 2.00 PM
<b>Date of opening of Bids</b>	: 15/06/2018 at 4.00 PM
<b>Place of submission and opening of Bids</b>	: NERAMAC HEAD OFFICE 9 Rajbari Path, Ganeshguri, Guwahati- 781005, Assam

In case the date opening falls on a holiday, the bids shall be opened on next working day at the same time and it will be binding on the Tenderer / Bidders for acceptance.

#### **General Terms & Conditions:**

- A. The bids received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.
- B. Bids must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative. In case of signing of bid by the authorized representative letter of authorization must be attached with the bid.
- C. Rates must be quoted in **Indian rupees** and as per the format specified taxes extra if any must be written separately.
- D. Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.)
- E. No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.

- F. The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- G. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- H. RTGS/NEFT details need to be furnished by the supplier with the bid on the letter head of supplier/firm/agency.
- I. The following conditions and self-attested copy of the same are to be attached with the bid:
- (i) A registered Company/Firm/Agency having ISO -9001:2015/SSI/MSME/NSIC certifications are eligible to participate in the bid process.
  - (ii) Copies of Original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the bidder.
  - (iii) Should have valid Registration Certificate / Labour License with EPF / Trade License / PAN Card /GST Registration.
  - (iv) The bidding Company/Firm/Agency must have supplied CCTV Systems to at least three Government Departments/ P.S.U./Institutions/Corporate firms in the last 3 years. Copies of Purchase Orders /satisfactory working completion certificate are required to be enclosed with the Quotation.
  - (v) Minimum 3 years in the CCTV business required. Documentary evidence i.e. Certificate of Incorporation and Memorandum of Article are required to be enclosed.
  - (vi) The Company/Firm/Agency should have average annual sales turnover of Rs. 5.00 lacs or above during each of the last 3 financial years.
  - (vii) The bidding Company/Firm/Agency should have service facility in Guwahati and should be capable to render service within 24 hrs in all the 8 NE state, Delhi and other states like Kolkata, either directly or have arrangement.
  - (viii) The bidding Company/Firm/Agency should quote for Models of the OEM/Manufactures and submit MAF(Manufacturers Authorization Certificate) in standard format.
  - (ix) The bidding Company/Firm/Agency should not be blacklisted by Central or State Government or Government Organizations/Agencies.
- J. The validity of offer of the successful Company/Firm/Agency shall be 03(Three ) years from the date of finalization of the order and the successful firm/agency will be bound to supply the items at agreed rates and terms during this period. This validity period may be further extended by one year with mutual consent.
- K. No Bidder shall be allowed at any time on any ground whatsoever to claim revision or modification in the rates quoted by him. Representation to make correction in the bid documents on the ground of clerical error, typographical error, etc., committed by the firm/agency in the bid shall not be entertained after submission of the bids.
- L. The Management of NERAMAC reserves the right to cancel the bid without assigning any reason whatsoever.

- M. All disputes or differences in relation to the contract or the interpretation of any of their terms or implementation there-of or arising out of or concerned directly or indirectly with the contract shall be referred to the arbitration (Managing Director, NERAMAC will be the sole arbitrator). The venue of arbitration shall be at Guwahati. The court of law at the Guwahati alone will have jurisdiction in the matter of any disputes whatsoever.
- N. Successful Company/Firm/Agency shall have to execute an agreement as specified within 10 days from the date of dispatch of letter of acceptance and have to submit an amount equal to 5% of the total value as Performance Security within seven days of acceptance of their offer by Demand Draft drawn in favour of NERAMAC Ltd. payable at Guwahati or by NEFT/RTGS to NERAMAC's account:- NERAMAC Ltd., **State Bank of India, Account No: 10566982782, IFSC Code: SBIN0000221**
- O. Delivery Period – within 10 days from Purchase order.
- P. If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- Q. Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the officials of NERAMAC.

- Encl :** 1) Annexure 'A' for Technical Qualification.  
2) Annexure "B" for Suppliers' Profile.  
3) Annexure "C" for Price Bid.  
4) Annexure "D" -Undertaking.  
5) MANUFACTURER'S AUTHORIZATION FORM (issued by the Manufacturer)  
6) Performance Statement

I/We have read and examined the Short Notice Inviting Tender, Annexures, Specifications Applicable, General Rules and Instructions, General Conditions of Contract, and all other documents referred to in the conditions of contract and all other contents in the tender document for the work and accept the terms and conditions of the tender in full conformity.

**Date :**

**Place :**

SEAL & SIGNATURE OF THE FIRM/AGENCY

**TECHNICAL QULAIFICATION FOR CCTV  
( To be submitted on tenderer's Letter-Head )**

SL.NO.	GENERAL REQUIREMENTS	TENDERER'S RESPONSE
1.	Name of the OEM / <b>Manufacturing firm</b> of the CCTV System	
2.	Whether the letter of the OEM authorizing the tenderer to quote on behalf of them is enclosed ?	
3.	Whether the letter of the firm confirming the validity of rates during the period of supply is enclosed?	
4.	Whether certified copy of Registration confirming that the tenderer is in the business for last 3 years is enclosed?	
5.	Whether the order copies for having executed such order/s earlier by the tenderer in any one of the preceding 3 Financial Years are enclosed?	
6.	Whether the list of clients of the tenderer is enclosed?	
7.	Whether the firm has in house facility for maintenance and testing of the equipment as per specifications?	
8.	Whether the firm has its service center <b>in Guwahati</b> ?	
9.	Whether the CCTV equipment for which the rates are quoted is strictly as per specifications.	
10.	Indicate if comprehensive AMC up to 2 years will be undertaken.	
11.	Whether all parts of the CCTV System including Hard Disk of NVR will stand minimum of One Year on site warranty?	
12.	Whether all parts of CCTV System are CE and FCC certified?	

**Date :**

**Place :**

SEAL & SIGNATURE OF THE FIRM/AGENCY

**SUPPLIER'S PROFILE**

**( To be submitted on tenderer's Letter-Head )**

1. Name of the Organization and Address:
2. Year of Establishment:
3. Status of the firm:  
Whether Pvt. Ltd. company / Public Ltd. company/ Partnership Firm / Proprietorship Firm
4. Name of the Chairman/Managing Director/CEO/Country Head (as the case may be):
5. Whether registered with the Registrar of Companies/Registrar of Firms in India. If so, mention number and date and enclose Registration Certificate copy.
6. Name and address of Bankers :
7. Turnover of the Company/Firm in:  
2015-16:  
2016-17:  
2017-18:  
(Please attach a copy of audited Balance Sheet and Profit & Loss Account certified by Chartered Accountant.
8. Whether registered for GST Certification. If so, mention number and date. Also furnish copies of certificate.
9. Whether an assessee of Income Tax. If so, mention Permanent Account Number.
10. Since when and how long your Company/firm has been manufacturing **CCTV SYSTEMS** .
11. Furnish the names of renowned organizations, where you have installed **CCTV Systems** in the last three years ending 31 March 2018– **Furnish Details.**

**Date :**

**Place :**

SEAL & SIGNATURE OF THE FIRM/AGENCY

ANNEXURE 'C'

**PRICE BID (RATE /UNIT):-**

( To be submitted on tenderer's Letter-Head )

Sl.No.	Material Description	Qty.	Unit Rate(Incl. of all taxes)
1	H.D NVR 16 CHANNEL /DS-7P16NI-E2 /HSN : 85219090. MAKE : HIKVISION.	1No.	
2	H.D NVR 08 CHANNEL /DS-7P08NI-E2 /HSN : 85219090. MAKE : HIKVISION.	1No.	
3	H.D NVR 04 CHANNEL /DS-7P04NI-E1/HSN : 85219090/MAKE : HIKVISION.	1 No.	
4	H.D IR IP BULLET CAMETA 1 MP /DS-2CD120P(D)-I3/I5 /HSN : 85258020 /MAKE : HIKVISION.	1No.	
5	H.D IR IP DOME CAMETA 1 MP /DS-2CD130P-I(C) /HSN : 85258020/MAKE : HIKVISION.	1No.	
6	POE SWITCH 16 PORT/DS-3E0318P-E /HSN : 85176209/MAKE : HIKVISION / D-LINK or any other compatible reputed brand.	1No.	
7	POE SWITCH 08 PORT/DS-3E0109P-E /HSN : 85176209/MAKE : HIKVISION / D-LINK or any other compatible reputed brand.	1No.	
8	4 TB HARD DISK/SURVEILLANCE/HSN : 84717020/MAKE : SEAGATE/WD)	1No.	
9	19" LED MONITOR/HSN : 85285200/MAKE : LG/HIKVISION	1No.	
10	CAT – 6 WIRE/HSN : 85444992/MAKE : D-LINK HIKVISION/DIGILINK or any other compatible reputed brand.	PER/MTR	
11	INSTALLATION PROGRAMMING CHARGE -CCTV SYSTEM (ASSAM)	PER/BR	
12	INSTALLATION PROGRAMMING CHARGE-CCTV SYSTEM (OTHER NE STATE)	PER/BR	
13	INSTALLATION PROGRAMMING CHARGE-CCTV SYSTEM (OTHER THAN NE STATE)	PER/BR	

Date :

Place :

SEAL & SIGNATURE OF THE FIRM/AGENCY

**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT  
FOR 2 YEARS EXCLUDING WARRANTY PERIOD**

<b>Sl. No.</b>	<b>Description</b>	<b>Rate</b>
<b>1</b>	For 1 <sup>st</sup> year after expiry of warranty period	
<b>2</b>	For 2 <sup>nd</sup> year after expiry of warranty period	

**Date :**

**Place :**

SEAL & SIGNATURE OF THE FIRM/AGENCY

**ANNEXURE D**

**(ON STAMP PAPER DULY SIGNED BY NOTARY)**

**DECLARATION BY THE FIRM/AGENCY**

1) I \_\_\_\_\_(Name of the person), am authorized to declare on behalf of the agency / Organization / Society \_\_\_\_\_ (Name of the Agency/ Organization / Society) hereby declare that the agency has Full-fledged office establishment in India with needed manpower.

2) I also declare that all the statements made in this application are true, complete and correct to the best of my knowledge and brief. I understand that if at any stage, it is found that any information given in this application is false / incorrect or that our Agency/Organization/Society does not satisfy the eligibility criteria, our candidature/empanelment is liable to be cancelled/ terminated.

3) I understand that the decision taken is final in all matters.

4) I hereby agree to work as per the terms and conditions rolled out by NERAMAC.

5) I understand that NERAMAC reserves the right to accept or reject and to cancel the empanelment process and reject all expression of interests at any time prior to the award of contract, without assigning any specified reasons whatsoever.

**Date :**

**Place :**

SEAL & SIGNATURE OF THE FIRM/AGENCY