

**Invitation for Tender**  
**For**  
**Procurement of HD Video Conference System with accessories for**  
**SLNA, WDC-PMKSY, Assam**

**Important Dates:**

Downloading of Tender Paper	08/05/2021 to 18/05/2021
Last date for submission of Tender	Up to 2:00PM, 18/05/2021
Tender opening date	3:00PM, 18/05/2021

1. Tenders are invited for supply and installation of HD Video Conferencing (VC) System as per following technical specification:

**Technical Specification of the HD Video Conferencing (VC) System**  
**(Brand: Polycom/ Cisco/ Logitech/ Sony or equivalent):**

**PTZ FULL HD CAMERA: 1 no.**

Smooth motorised pan, tilt and zoom controlled remote or console

Pan +/- 90°

Tilt +35° -45

10x lossless HD zoom

Field of View:

Diagonal: 90°

Horizontal: 82.1°

Vertical: 52.2°

Full HD 1080p 30fps

H.264 UVC 1.5 with Scalable Video Coding (SVC)

Autofocus

5 camera presets

Far-end control (PTZ) of Conference Cam Product (with supported services)

Kensington Security Slot

Video mute/ unmute LED indicator

Standard tripod thread

**REMOTE CONTROL: 1 no.**

Camera, speakerphone and call control

5 camera presets

Docks on speakerphone

IR 8.5 m

CR2032 battery



**SPEAKERPHONE: 1 no.**

Full-duplex performance  
Acoustic echo cancellation  
Noise reduction technology  
Ultra-wideband audio  
Pairs with mobile devices via Bluetooth and NFC  
LCD for caller ID, call duration and other functional response  
LEDs for speakerphone streaming, mute, hold and Bluetooth  
Tactile button for call answer/end, volume and mute, Bluetooth and camera controls  
5 camera presets for pan, tilt and zoom settings  
Kensington security slot

**MICROPHONE: 1 pair**

Pickup range: 6m  
Pickup range with expansion mics: 8.5m  
Four omni-directional, beamforming microphones  
Frequency response: 100Hz – 11KHz  
Sensitivity: -28dB +/-3dB  
Distortion: <5% from 200Hz

**HUB/ CABLES/ POWER:**

Central mountable hub for connection of all components  
Under-table mounting adhesive  
One cable to camera: 5m  
Two cables for connection between hub and camera speakerphone (length: 5m)  
One USB cable for connection to PC/Mac (3m)  
AC power adaptor with regional plugs  
Power cable (3m)

**MOUNT:**

Dual purpose bracket works for both wall mounting and tabletop elevation

**COMPATIBILITY AND CERTIFICATIONS:**

Plug and play USB connectivity  
Certified for Skype for Business and ready for Teams  
Zoom certified  
Fuze certified  
Microsoft Cortana  
Cisco Jabber  
Compatible with Blue Jeans, BroadSoft, GoToMeeting, Vidyo and other conferencing, recording and broadcasting applications that support USB cameras

**2. ELIGIBILITY CRITERIA:**

The bidder must qualify the following eligibility criteria and documentary proof for each should be enclosed with the proposal.



- 2.1. Bidder must be a Company, Partnership Firm or Sole Proprietorship Firm registered under authorized agency/Govt. Certificates of the same should be submitted.
- 2.2. The Bidder must be registered with all applicable Tax Departments and registered with GST (Goods & Services Tax) Department and should submit a copy of GST Registration Certificate.
- 2.3. The Bidder should have a minimum 3 years experience in supplying of similar products, including any type of audio visual equipment.
- 2.4. Submit the Audited Balance sheet and IT return for last three years.
- 2.5. The bidder must have adequate training manpower to train SLNA officials on complete handling and functioning of the equipment.
- 2.6. Earnest Money 2% of the bid value for General Category and 1% of the bid value for S.C/ S.T/ O.B.C/ M.O.B.C in the form of Demand Draft/ Bankers Cheque in favour of CEO, SLNA, IWMP, Assam must be accompanied with the technical bid documents. The bidders, if registered with MSME/ NSIC will be exempted from EMD. They must produce copy of the MSME/ NSIC registration Certificate with the technical bid.
- 2.7. The bidder is advised to visit the site of installation at his own expense and obtain all information that may be necessary for preparing the quotation, as the bid must include all requisite for proper installation.

### 3. **BID PRICE:**

- 3.1. The contract shall be for the full quantity as described above and any additional required for proper installation.
- 3.2. All duties, taxes and other levies payable by the contractor under the contract shall be included separately in the total price.
- 3.3. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- 3.4. The Prices should be quoted in Indian Rupees only.

### 4. **MODE OF SUBMISSION OF THE BID:**

The tender should be submitted in a two bid system **a) Technical bid b) Financial Bid**. The tender should be submitted to the following address on or before 2:00PM on 18/05/2021.

**Chief Executive Officer**  
**SLNA, WDC-PMKSY, Assam**  
**Bhumi Sangrakshan Bhawan**  
**R.G. Baruah Road, Guwahati-5**

The Technical Bid and Financial Bid shall be placed in a sealed envelope marked as "Technical Bid" and "Financial Bid". The envelopes containing the technical and financial bid shall be placed into an outer envelope and sealed. The SLNA will not be responsible for misplacement, loss, and delay during transit of the bid documents. The tender must be signed by duly authorized signatory of the Bidder.



5. **DOCUMENTS TO BE SUBMITTED WITH THE TENDER:**

The Bids prepared by the Bidders shall comprise of following components:

(A) Technical Bid shall consist of the following:

- i) Bid Proposal sheet duly filled in, signed and complete in all respects.
- ii) Documentary proofs of qualifying the eligibility criteria by the bidder.
- iii) Technical Compliance (as per the ANNEXURE-I)
- iv) The bidder should indicate make & model of the quoted product.
- v) Technical Brochures of the product quoted and also current certifications, if any, should also be enclosed.

(B) Financial Bid consisting of the following:

Price Bid as per the ANNEXURE-II

6. **DELIVERY AND INSTALLATION:**

- 6.1. The delivery and installation for commissioning, period would be 1 (one) week from the date of signing the contract or work order.
- 6.2. Place of delivery and installation: **Principal Secretary, Soil Conservation Department and Chairman, SLNA, WDC-PMKSY, Assam, 1<sup>st</sup> Floor, 'D' Block, Assam Secretariat, Dispur, Guwahati-6.**
- 6.3. The delivery period should be adhered to as will be mentioned in the Award of Contract. The supply shall actually be deemed to have been complete on the actual date of entire installation of all components/ items.
- 6.4. Any default or breach of contract or non-execution of work shall lead to appropriate action by the CEO, SLNA, WDC-PMKSY, Assam including black listing/ delisting the bidder for future work.

7. **WARRANTY:**

Mention the period of comprehensive onsite warranty for all the equipments supplied  
Fault rectification response time - with replacement/ repair of faulty part by the end of next business day.

8. **AWARD OF CONTRACT:**

- 8.1. The Chief Executive Officer, SLNA, WDC-PMKSY, Assam will award the contract to the bidder whose quotation has been finally evaluated and accepted.
- 8.2. The Chief Executive Officer, SLNA, WDC-PMKSY, Assam reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

- 8.3. The bidder whose bid is accepted will be notified of the award of contract by the Chief Executive Officer, SLNA, WDC-PMKSY, Assam, prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9. **GENERAL TERMS AND CONDITIONS:**

- a. Rate should be quoted inclusive of all taxes as applicable will be deducted at source for which necessary tax deduction certificates will be issued as and when required.
- b. The rates quoted by the bidder shall be fixed and shall not be subject to adjustment/modification on any account.
- c. 100% payment will be made on successful completion of the work.
- d. If any item supplied / installed is found to be below standard quality, it should be taken back and replaced at own cost of supplier.
- e. All the documents submitted along with the tender should be duly signed by the authorized person of the firm/ company.
- f. Partial financial quotation will not be acceptable and such proposals shall be considered as non-responsive and shall not be evaluated.
- g. In case of legal dispute the jurisdiction will be the Gauhati High Court only.

*Arzumpi*  
7/5/21  
**Chief Executive Officer**  
SLNA, WDC-PMKSY, ASSAM

## Technical Compliance

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**ANNEXURE-II**  
**Price Bid**

Sl. No.	Description of Goods	Qty.	Rate per Unit (in Rs.)	Amount (in Rs.)

(Amount in Rupees \_\_\_\_\_) only.

**Signature of Bidder**

Name: \_\_\_\_\_

Contact No. \_\_\_\_\_