

# **Motilal Nehru College**

**(UNIVERSITY OF DELHI)**

**Benito Juarez Marg, South Campus, New Delhi-110021**

## **TENDER DOCUMENT**

**Limited Tender Enquiry No.: MLNC/2015/809 Dated 20<sup>th</sup> August 2015**

**TITLE: Limited Tender Enquiry for Supply and installation of CCTV Cameras for Motilal Nehru College, Benito Juarez Marg, South Campus (University of Delhi) New Delhi, Delhi-110021.**

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**Last date for Submission of Tender: 31/08/2015 till 5:00 p.m.**

**(Signature & seal of the bidder)**

## I. NOTICE INVITING TENDER

Sealed tenders in the prescribed format under two bid system consisting of Technical and Financial Bids are invited from the manufacturers and authorized distributors/dealers for Supply and Installation of CCTV Cameras under the following terms & Conditions.

### A. SCOPE OF WORK

Description of Items	Required Quantity
Metric Switcher 48 View	01
Metric Switcher 32 View	01
Godrej Outdoor PTZ Camera	05
Sony LED Screen 42”	01
Power Supply PTZ Camera (24V)	05
RG-6, Video Cable	1500 meter
2-Core Power Cable	1000 meter
Conduit	1000 meter
Connectors	110
RG-6 Wire	400 meter
Wire D-Link Cat-6	1000 meter
G.I. Pole 20’ Height	03
G.I. Pole 5’ Height	02
Other Consumable Accessories	As per the CCTV System Needed

**\* Bidders are requested to quote the rates of above items with quality and brand as per the latest technology in surveillance.**

### B. TERMS AND CONDITIONS:

1. EARNEST MONEY DEPOSIT: Rs.50,000/-(Fifty Thousand only)

2. Tender must be submitted in prescribed format in two parts, i.e., (i) Technical Bid and (ii) Financial/Price Bid. The tenderer must submit their tenders in two separate sealed envelopes prominently super scribed as ‘Technical Bid’ and ‘Financial/Price Bid’. These two separate envelopes shall together be kept in a third envelope super scribed with Tender for CCTV Cameras. Duly completed Tender in all respect may be sent to PRINCIPAL, Motilal Nehru

College, Benito Juarez Marg, South Campus, New Delhi -110021 so as to reach latest by 5:00 PM on 27<sup>th</sup> August, 2015.

3. Technical bid should contain all the pages of tender documents duly filled & signed and stamped by the tenderer except the “Price Bid. All the test certificates, brochures, PAN, TIN details etc. shall be enclosed with Technical Bid only.

4. Price Bid should not contain anything except Price Bid in given Format as given in Annexure-III.

**(Signature & seal of the bidder)**

5. No tender will be accepted without requisite E.M.D. of Rs.50000/-. The E.M.D. shall be in the form of A/C Payee Demand Draft from any scheduled State Bank of India in an acceptable form in favour of PRINCIPAL, Motilal Nehru College, Benito Juarez Marg, South Campus, New Delhi-110021. The EMD should be valid for Forty Five days beyond the bid validity. All SSI units registered with NSIC/DGS&D for this specific item are exempted from the EMD. Provided they have to enclose valid registration document/exemption certificate with their tender in this regard.

6. MLNC takes no responsibility for any delay/ loss of documents or correspondences sent by courier/post. Late tenders or delayed Tenders (received after Due Date & time) will be rejected.

7. The quoted rate should be inclusive of all taxes, duties, installation charges and F.O.R. Motilal Nehru College, Benito Juarez Marg, South Campus, New Delhi -110021 (including Transportation and Installation) and it should be valid for 90 days from the date of opening of bid.

8. Technical Bids will be opened on 1<sup>st</sup> September, 2015 at 11:30 A.M. in Motilal Nehru College, New Delhi in the presence of tenderers or their representatives who would like to be present. Sealed Price bids will be opened for the offers of only those tenderers, whose bids are found technically acceptable on the same day if not, date of opening of sealed Price Bid will be intimated, by post or e-mail or by notice on the College Website separately to the tenderers who qualify in the Technical bid.

9. **EVALUATION CRITERIA:** The criteria of evaluation of Technical bids will be on the basis of documents submitted by the bidders. Decision of MLNC Purchase Committee in this regard shall be final and shall be a binding on bidders. MLNC may ask successful Bidder to submit the acknowledgement/appreciation certificate from previous buyer. Supply order will be placed on over all L-1 bidders.

10. If any information/documents submitted by the contractor are found false/fake at any stage, the tender will be cancelled and the bidder may be black listed for future.

11. **INSPECTION:** The inspection of materials will be carried out at the destination works by the MLNC official.

12. **TEST CERTIFICATES:** Necessary test certificate shall be submitted with Technical Bid of Tender. MLNC shall reserve the rights to test the items supplied by vendor to check the quality and strength of the items.

**(Signature & seal of the bidder)**

13. **DELIVERY/INSTALLATION:** Full quantity of CCTV Cameras be installed within 30 days from the date of placement of Purchase Order.

14. Report of functioning the installation.

15. **TERMS OF PAYMENT:** Payment will normally be made by Cheque or NEFT/RTGS within 30 days of installation of CCTV in good condition & the invoice. All payment will be subject to deduction of taxes at source as per applicable rules. No advance payment shall be made by MLNC. The party will submit the bank details along with the cancelled cheque for NEFT/RTGS.

16. **GUARANTEE CERTIFICATE:** Guarantee certificate to be submitted at the time of installation.

17. **REJECTION:** On inspection, if the material or workmanship is not found as per the specification or any item is found damaged the same shall be rejected. In case of rejection of materials, no payment will be made for the rejected items.

18. Incomplete / Conditional/optional tender will not be accepted.

19. **ARBITRATION / CONCILIATION:** In the event of any dispute arising between the parties hereafter referred as MLNC and Tenderers in respect of or connected with this Tender, in all such matters the venue of proceedings will be Delhi and only Delhi or appropriate Courts will have jurisdiction over the same.

20. Principal, MLNC reserves the right to accept or reject any or all offer without assigning any reason thereof.

**(Signature & seal of the bidder)**

## II. Technical Specifications of CCTV Cameras and its Accessories

S No.	Item Required	Requirements
1.	Metric Switcher 48 View	01
2.	Metric Switcher 32 View	01
3.	Godrej Outdoor PTZ Camera	05
4.	Sony LED Screen 42"	01
5.	Power Supply PTZ Camera (24V)	05
6.	RG-6, Video Cable	1500 meter
7.	2-Core Power Cable	1000 meter
8.	Conduit	1000 meter
9.	Connectors	110
10.	RG-6 Wire	400 meter
11.	Wire D-Link Cat-6	1000 meter
12.	G.I. Pole 20' Height	03
13.	G.I. Pole 5' Height	02
14.	Other Consumable Accessories	As per the CCTV System Needed

**\* Bidders are requested to quote the rates of above items with quality and brand as per the latest technology in surveillance.**

### **III. INSTRUCTIONS FOR TENDERERS:**

1. Each tender shall be accompanied by all information/ documents with sufficient details to enable the purchaser to make an appraisal of the quality and suitability of the items offered.
2. The offer shall be submitted as per the instructions of tender document only. One set of tender document duly signed by authorized representative of tenderer on each page shall be submitted as per Tender notice. Tenderer should note specifically that all pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing on each page) as a part of their offer. Price shall not be mentioned by them anywhere in the Technical Bid. Price shall be mentioned in the relevant price bid only and submitted in separate sealed envelope. In case of any clarification, bidder may contact Administrative Officer, Motilal Nehru College, Contact No: 011-24112604.
3. No overwriting / correction in tender documents by tenderer shall be allowed. However if correction is unavoidable, the same must be signed by authorized signatory.
5. The bidders are strictly required to attach a Copies of VAT registration certificate of the firm, with the TIN number & PAN number in the name of firm, or owners PAN number in case of propriety supported valid certificate of ownership with their quotation.
6. Bidder shall specify manufacturer's/ supplier's name, trademark and furnish illustrative leaflets, brochures, catalogues etc. giving technical particulars of CCTV in a Compliance statement as enclosed at annexure-II of Technical Bid.
7. Bidder's details as per Annexure-I shall be submitted
8. Tender document is also available on MLNC website i.e. [www.mlncdu.ac.in](http://www.mlncdu.ac.in) in and the same can be downloaded and used as tender document for submission of bids.
9. MLNC shall not entertain any correspondence from bidders in this matter .In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, MLNC interpretation shall prevail & shall be binding on the tenderer.
10. Bids will be opened on the due date and time as mentioned above, in the presence of tenderers or their representatives who would like to be present.
11. Suggested modification by the college in proposed structure of the item shall be compiled with no additional condition (financial/technical).

**(Signature & seal of the bidder)**

#### IV. BIDDER'S DETAILS

1. Name of the Supplier /Manufacturer/ Firm	
2. Name of Authorized Representative	
3. Mailing Address	
4. Phone/ Landline Nos.	
5. Mobile Nos.	
6. Fax No.	
7. E-Mail Address	
8. Web Site Address ( If Any)	
<b>9. Bank details for payment through NEFT/RTGS</b>	
a. Name of Bank:	
b. Branch:	
c. Account No.:	
d. IFSC No.:	
e. MICR No.:	
f. Note: Submit a cancelled cheque for verification of above bank details.	

**(Signature & seal of the bidder)**

## V. Compliance Certificate

S No.	Items Required	Quantity	Compliance
1.	Metric Switcher 48 View	01	
2.	Metric Switcher 32 View	01	
3.	Godrej Outdoor PTZ Camera	05	
4.	Sony LED Screen 42"	01	
5.	Power Supply PTZ Camera (24V)	05	
6.	RG-6, Video Cable	1500 meter	
7.	2-Core Power Cable	1000 meter	
8.	Conduit	1000 meter	
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12.	G.I. Pole 20' Height	03	
13.	G.I. Pole 5' Height	02	
14.	Other Consumable Accessories	As per the CCTV System Needed	

**\* Bidders are requested to quote the rates of above items with quality and brand as per the latest technology in surveillance.**

Certified that CCTV Cameras quoted are complying all above mentioned technical specifications and requirements. (Note: Signed copy of this compliance statement should be enclosed with the Technical Bid.)

**(Signature & seal of the bidder)**



**VI. FORMAT FOR FINANCIAL/ PRICE BID**

**Tender Enquiry No.MLNC/2015/809 Dated 20<sup>th</sup> August, 2015**

Sl. No.	Description of work	Quantity	Rate Per Unit in Figure	Rate Per Unit in Words	Amount (₹)
1.	Supply and Installation of CCTV Cameras and readjusting the existing ones. Proper display of all the Cameras on sites decided by the College.	05	-----	-----	-----
2.			TOTAL PRICE		
3.			CST/VAT (-----%)		
4.			Other charges(if any)		
5.			Discount(if any)		
6.			GROSS TOTAL PRICE		
Total in Words : Rupees-----					

Delivery Schedule: Full quantity within 30 days after the receipt of Purchase Order  
The prices quoted are valid for a period of 90 Days

(Signature & seal of the bidder)

**(Dr. Manju Agrawal)**  
**Principal**