

Tender no. SPMU/NRC/HR-Bills/138/2015/78 dated 20th January, 2017

Tender for

Supply, Installation, Testing & Commissioning of a Projector with Screen and partial technical modification of existing Projection System in the Conference Hall of State Project Management Unit, National Register of Citizens, Assam

Issued by

Office of the State Coordinator, NRC, Assam
Achyut plaza, 1st floor, Bharalupar, Bhangagarh, Guwahati- 05, Assam
Tel no. 0361-2463300/03
Website: www.nrcassam.nic.in

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SECTION I

NOTICE INVITING TENDER

The Office of the State Coordinator, NRC, Assam invites sealed tenders with court fee stamp of Rs. 8.25 from reputed authorized distributors/dealers for Supply, Installation, Testing & Commissioning of a Projector with Screen. The distributor/ dealer has to have sound technicians to meet up variations of technical modifications in an established conference hall system with an already existing projector and display system.

The last date for submission of tender is 11th February, 2017 on or before 2.00 p.m. Tender received after due date and time shall be summarily rejected.



State Coordinator,
National Register of Citizens, Assam

SECTION II

BACKGROUND

One projector is already installed in the conference hall of NRC office. There are five panels to connect the laptop with VGA, HDMI port and LAN port. However, due to non-availability of HDMI connections, the ports are not in use in the panels. Moreover, along with the projector, one LED TV is also installed to facilitate people sitting at the dais. The present projector cannot connect to the Projector Screen, LED TV and Laptop simultaneously. So, the proposed system through this tender should be able to connect the above mentioned devices simultaneously. The Conference hall is also having a Video Conference (VC) set-up which is currently in mobile mode. The proposed system should fix the VC set-up permanently which can easily be switched between presentation mode and VC mode. The above mentioned LAN ports in the panels are not functional as of now. The proposed system should enable functioning of the LAN ports of all panels.

SECTION III

ELIGIBILITY CONDITIONS

A	Name of Work	Supply, Installation, Testing & Commissioning at site one Projector with Screen and partial technical modifications of the existing projection system in the conference hall with required specifications as mentioned at Annexure- A, Annexure- B & Annexure- C.
B	Pre-Qualification Requirement of the Tenderer	<p>The Bidder should have experience in Installation, Testing & Commissioning of Projector with same or higher specification as mentioned in the tender document atleast for the past 3 years. The bidder should enclose Work Orders to establish experience.</p> <p>The Bidder must submit letter of authorization from prime manufacturer indicating that their unit is authorized to sell the product.</p> <p>Other requirements from Bidders placed at Annexure- A, Annexure- B & Annexure- C respectively.</p>
C	Earnest Money Deposit (EMD)/Tender Fee	<p>The bidder shall furnish as part of its Tender Bid an EMD of Rs. 18,000/- (Rupees Eighteen Thousand) only in the form of Demand Draft issued by any Nationalized Bank of India in favour of Commissioner & Secretary, Home & Political Department payable at Guwahati with validity period for 90 days from the date of issue of Tender Document. The EMD will be returned to unsuccessful Bidder within 30 (thirty) days from date of finalization of order. The EMD of the selected Bidder will be returned upon the Bidder signing the Agreement and submitting a Performance Guarantee of Rs. 50,000/- (Rupees Fifty Thousand) only.</p> <p>Intending eligible Bidders may obtain Bid Document from the Official Website www.nrcassam.nic.in. The Bidder shall pay a fee of Rs. 250/- (Rupees Two Hundred and Fifty) only which is non-refundable as Tender Fee along with its bidding document in the form of a Demand Draft drawn on any Nationalized Bank of India in favour of Commissioner & Secretary, Home & Political Department and payable at Guwahati.</p>
D	Last date of submission of Tender	The complete and duly filled in tender in a sealed envelope super-scribed as 'Tender for the Supply of Projector and Partial Technical Modifications' mentioning Tender no. – SPMU/NRC/HR-BILLS/138/2015/78 dated 20 th Jan' 17. The bidder should also mention closing date and time on the cover of the Bid document.
E	Annual Turn Over	The bidder should have an Annual Turnover of Rs. 15,00,000/- (Rupees Fifteen Lakhs) only during the last 3 financial years (2013-14, 14-15 & 15-16), Certification by Chartered Accountant
F	PAN/VAT	The Bidder has to enclose certified copies of up-to-date PAN/VAT certificates.
G	Date of opening of Tender	The envelope containing bid will be opened on 11 th February, 2017 at 2.30 p.m. in the Office of the State Coordinator, NRC, Assam, Bhangagarh, Guwahati-781005.

SECTION IV

INSTRUCTIONS TO BIDDERS

The Tender shall have to be submitted in accordance with instructions mentioned below and Tender which does not conform to the instructions as under is liable to be rejected. These instructions shall form part of the Tender and the Agreement to be executed subsequently.

1. The intending Tender have to possess valid authorized distributorship or dealership license from Prime Equipment Manufacturer and that they are regular in supplying, installing, testing & commissioning similar equipment since the last 3 years.
2. The tenders will be opened at the Office of the State Coordinator on 11th February, 2017 at 2:30 p.m. The Bidder or their authorized representative may be present at the time of opening of the Tender.
3. The tender shall have to be completed in all respect and should be signed with date by the Authorized Signatory of Tenderer with company stamp on all the pages of the Tender.
4. The equipment shall be in compliance to the specifications mentioned at Annexure A Annexure B & Annexure – C of the Tender. The selection of specifications is purely at the discretion of Technical Committee constituted by this office.
5. Any optional Accessories/Tooling besides the equipment mentioned in the Tender for the better performance of the equipment, if offered, may be provided with full technical details including its use and advantage in a separate sheet with the tender documents. Warranty period, if applicable, should be specified for the item(s).
6. All columns at Annexure A and B & C shall be duly, properly and exhaustively filled up. The Tender must be typed and signed by the authorized person on all the pages. The rates and units shall not be overwritten. The financial part in the bid shall be both in figures and words. In case of discrepancy in words or figures, the amount written in figure will be treated as final.
7. Bidders may visit the site, seek clarifications, if any, before submitting the Tender.
8. While submitting the Tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the Tender is liable to be rejected. If any Bidder stipulates any condition of his own, such conditional Tender is liable to be rejected.
9. The State Coordinator, NRC, Assam reserves the right to reject any tender/ bid wholly or partly without assigning any reason.

10. The Tender Inviting Authority has the right to verify the particulars furnished by the bidder independently.
11. Bidder shall take into account all costs including installation, commissioning, cartage etc., if any, for giving delivery of material at the site, i.e. at the Office of the State Coordinator, NRC, Assam, Achyut Plaza, 1st floor, Bharalupar, Bhangagarh, Assam. In this regard no claim for any extra payment for any reason shall be entertained.
12. The material shall be inspected on receipt at site ie. At the Office of the State Coordinator, NRC, Assam, Achyut Plaza, 1st floor, Bharalupar, Bhangagarh, Assam and supplier shall be responsible for any damage during the transit of goods.
13. All communications with respect to the Tender shall be addressed to:

*The State Coordinator, NRC, Assam
Achyut Plaza, 1st Floor, Bharalupar, Bhangagarh, Gauhati- 05, Assam.*

14. In the event of any dispute, the legal matter shall be subjected to the jurisdiction of Gauhati High Court only.
15. The tender shall be valid for a period of 60 (sixty) days from the date of opening of the tender.
16. The equipment shall be securely boxed, crated and protected from mechanical damage, moisture etc. during the transit to their final destination and suitable for storage according to the nature of the material.
17. The price shall be with discount, if any. The Bidder shall inform the Tender Inviting Authority of any variation in the taxes, duties, levies, etc. during the period of supplies.
18. The successful Bidder shall complete supplies strictly within the accepted delivery period.
19. Cost of supply, installation & commissioning of Projector with Screen and other technical modifications as mentioned in Annexure C shall have to be to the Office of the State Coordinator, NRC, Assam shall have to be included in the price bid, if any. The comprehensive catalogue which includes instructions for Operation, Maintenance, Troubleshooting & all other areas which are necessary for smooth functioning of equipment shall have to be provided along with the equipment by the successful Bidder.
20. In order to ensure proper and timely after post sales service, contact details with addresses of service center nearest to the Office of the State Coordinator, NRC, Assam shall be provided along with the bid.
21. Also, Bidder shall have its own qualified mechanics and the work should not be given to sub-contractor in any case.

22. The Bidder shall offer warranty details of the goods as per the format given at Annexure-E. Technical modifications, maintenance of the goods after the warranty period should be covered under Comprehensive Annual Maintenance Contract (AMC) and the cost for the same should be submitted as per Annexure – B & C.
23. If the materials supplied are found to be different from those in the accepted offer and/or specifications lower than those stipulated in the accepted offer, Tender Inviting Authority shall have the right to totally reject the goods and/or to prefer a claim for compensation for the goods which are rejected. The supplier shall replace such goods/part of goods within 3 (three) days of its demand.
24. The supplier shall be responsible for arranging the rejected goods at its own cost.
25. The supplier shall also compensate for losses, if any, sustained by this Office due to defective installations of the goods.
26. The Bidder shall offer warranty as per the existing terms & conditions of the goods (12 months or more) from the date of supply of the Projector with Screen and this aspect will be taken into consideration while evaluation. While for rest of the technical modification the maintenance period is for 1 (one) year.
27. The selected firm shall be binding upon every clause of terms and conditions.
28. This Office has the right to modify/cancel any quotation without assigning any reason thereof.

SECTION V
UNDERTAKING FROM THE BIDDER ON LETTER HEAD

To,
The State Coordinator, NRC, Assam,
Achyut Plaza, 1st Floor, Bharalupar, Bhangagarh,
Gauhati- 05, Assam

Sir,
Having examined and perused the tender, the following documents are enclosed as part of the
Tender:

1. Notice Inviting Tender
2. Instruction to the Bidder
3. Commercial & General Terms & Conditions
4. Technical Specifications of
5. Annexure –A
6. Annexure – B
7. Annexure – C

I/Wedo hereby submit tender in prescribed format for Supply, Installation, Testing & Commissioning of Projector with Screen & Partial Technical Modification of existing AV system completed in all respects in accordance with the conditions as applicable.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents.

I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully followed the instructions and I/We have understood the existing system of supply, including the scope and nature of duties expected from the Bidder.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the Tender Inviting Authority based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

I/We fully understand the terms and conditions mentioned in the tender document.

Dated this.....day of.....2017.

Name & Signature of the Tenderer/s:

Seal:

Authorized Signatory:

(With complete address and phone/mobile number)

ANNEXURE A

Format for Projector Specification (proposed projector should be submitted as per the below format)

Sl. no.	Parameters	Description
1	Power Supply	
2	Pixels	
3	Lens	
4	Screen size(diagonal)	
5	Resolution	
6	Brightness	
7	Lamp	
8	Lamp replacement cycle	
9	Options for installation	
10	Terminals	
11	Wireless	
12	Cabinet materials	

PRICE BID

ANNEXURE B

PARTIAL MODIFICATIONS OF EXISTING AV SYSTEM

Sl. no.	Description	Make	Unit (in no./mtr.)	Rate per unit	Total Amount
1	HDMI To Cat 6 Extender For 02 Nos. LED TV - AV Rack to Pop Up Box in Front (Output).				
2	HDMI To Cat 6 Extender For 01 Nos. AV Rack to Projector (Output)				
3	HDMI To Cat 6 Extender For Video Conference Controller to AV Rack (Input).				
4	HDMI To Cat 6 Extender For 03 Nos of Pop Up Box to AV Rack (input).				
5	VGA To HDMI Convertor - AV Rack to Projector				
6	HDMI Cable for Pop Up Box to LED TV (Output)				
7	HDMI Cable for Laptop to Pop Up Box (Input)				
8	Cable Supporting transmission of video signal for converting to HDMI from Cat 6 PVC Condit/ Casing.				
9	Rubber Casing for lying of cable in the floor where ever required				
10	HDMI Switcher 4 In 1 Out (Input).				
11	HDMI Splitter 1 In 4 Out (Output)				

Sl. no.	Description	Make	Unit (in numbers/Meter)	Rate per unit	Total Amount
12	Projector 5000 Lumens – (pref Brand : Sony/Panasonic/Epson)				
13	Motorized Projector Screen.				
14	Projector Mount				
15	Shifting Of Projector& Screen - 01 Each				
16	Mount for Video Conference Controller				
17	Extension of Mic Cable of Video Conference With Connectors in PVC Conduit / Casing				
18	Power Cable for Projector in PVC Conduit / Casing				
19	Installation , Testing , Commissioning of entire System				
20	Painting Of False Ceiling of conference Room (wherever required)				
21	Repairing of false Ceiling where ever required in regards for installation of projector & Screen.				
22	UPS for Power Backup				

Note:

1. The Bidder shall submit all supporting information with respect to the technical data, drawings or booklets of product. Any product brief, test certificates available may be enclosed.

PRICE BID

ANNEXURE C

Format for quoting price and technical specifications for the supply, installation, testing & commissioning of projector with screen

Sl. no.	Items	Make/Model	Quantity	Unit Cost	Tax/ Vat	Cost including Tax/Vat
1	5000 Lumens Brightness XGA Resolution Wireless Projector		1			
2	HDMI to HDMI Cable 50 feet		Per foot			
3	Partial modification of technical specification	Lumpsum				
3	Installation charges, if any	Lumpsum				
Total						

Signature of the Bidder _____

Name _____

Date _____

Seal _____

Service Centre Details

1. Centre Name _____
2. Address _____
3. Phone no _____
4. Working Hours _____
5. Customer Care Number/Toll Free _____
6. Working days _____
7. Time _____

Warranty details of goods:

Annexure – E

Sl. no.	Items	Warranty period
1	5000 Lumens Brightness XGA Resolution Wireless Projector	
2	HDMI to HDMI Cable (50 feet)	

Sl. no.	Description	Warranty period
1	HDMI To Cat 6 Extender For 02 Nos. LED TV - AV Rack to Pop Up Box in Front (Output).	
2	HDMI To Cat 6 Extender For 01 Nos. AV Rack to Projector (Output)	
3	HDMI To Cat 6 Extender For Video Conference Controller to AV Rack (Input).	
4	HDMI To Cat 6 Extender For 03 Nos. of Pop Up Box to AV Rack (input).	
5	VGA To HDMI Convertor - AV Rack to Projector	
6	HDMI Cable for Pop Up Box to LED TV (Output)	
7	HDMI Cable for Laptop to Pop Up Box (Input)	
8	Cable Supporting transmission of video signal for converting to HDMI from Cat 6 PVC Condit/ Casing.	
9	Rubber Casing for lying of cable in the floor where ever required	
10	HDMI Switcher 4 In 1 Out (Input).	
11	HDMI Splitter 1 In 4 Out (Output)	
12	Projector 5000 Lumens – (Pref. Brand : Sony/Panasonic/Epson)	
13	Motorized Projector Screen.	
14	Projector Mount	
15	Shifting Of Projector& Screen - 01 Each	
16	Mount for Video Conference Controller	
17	Extension of Mic Cable of Video Conference With Connectors in PVC Conduit / Casing	
18	Power Cable for Projector in PVC Conduit/Casing	
19	Installation , Testing , Commissioning of entire System	
20	Painting Of False Ceiling of conference Room (wherever required)	
21	Repairing of false Ceiling where ever required in regards for installation of projector & Screen.	
22	UPS for Power Backup	

*****END OF TENDER DOCUMENT*****