



सी.एस.आई.आर - हिमालय जैवसंपदा प्रौद्योगिकी संस्थान

CSIR-INSTITUTE OF HIMALAYAN BIORESOURCE TECHNOLOGY

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद् / Council of Scientific & Industrial Research)

पोस्ट बॉक्स नं.-06, पालमपुर-176061 / Post Box No.06, Palampur-176 061

(हिमाचल प्रदेश/Himachal Pradesh), भारत/India

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निविदा के लिए निमंत्रण / INVITATION TO TENDER

सं./No. 4/6(34)2024-Pur.

March 04, 2024

OPEN TENDER

प्रिय महोदय/Dear Sirs,

Sub./विषय: Conclusion of Annual Maintenance Contract (AMC) for CCTV Surveillance System installed at CSIR-Institute of Himalayan Bioresource Technology Palampur-176061, H.P./ सी.एस.आई.आर.-हिमालय जैवसंपदा प्रौद्योगिकी संस्थान पालमपुर में सी.सी.टी.वी. निगरानी प्रणाली के लिए वार्षिक-रखरखाव-अनुबंध ।

हम निम्नलिखित दी गयीं निबंधन एवं शर्तों के अनुसार उपरोक्त विषयक वार्षिक-रखरखाव-अनुबंध में रुचि रखते हैं। अतः, ई-टेंडर (etenders.gov.in) के माध्यम से व्यौरेवार अपनी सूची प्रस्तुत करें।

This office intent to procure the subject cited Annual Maintenance Contract (AMC) installed at our Institute and invites tenders accordingly. Kindly submit your detailed tender through e-procurement portal (etenders.gov.in): Latest by 26.03.2024 – 3:00 pm. To be opened on 27.03.2024, at 3.00 PM.

Sr. No.	Detailed Specifications	Quantity
1.	AMC FOR SURVEILLANCE SYSTEM WITH ONSITE SUPPORT ENGINEER (complete details are as per Annexure -I attached)	As per Annexure - 1

TERMS & CONDITIONS

- The price quoted should be F.O.R CSIR-IHBT Palampur, HP.
- The bidder shall attend to the calls for the mentioned items for normal functioning within 1-2 hours after receipt of communication from the Institute. In addition, scheduled preventive maintenance and remedial maintenance for normal functioning of the system shall have to be provided on routine basis.
- No advance payment shall be made. Payment will be made on **quarterly basis** against pre-receipted bill after completion of a quarter. TDS will be deducted as per applicable rules.
- The cleaning of surveillance system and allied equipment should be done on routine basis as per the requirement.
- Bidder should have minimum one-year experience in maintenance of tendered systems and shall submit records on their past experience.
- The successful bidder shall depute an experienced on full time basis to CSIR-IHBT, Palampur, HP.
- Fax/email/manual tenders not be accepted.
- The tender should be valid for at least ninety (90) days from the date of opening.
- The Director, CSIR-Institute of Himalayan Bioresource Technology, India reserve the right to reject any
 - Tender without assigning any reasons whatsoever partly or wholly or to accept partly or wholly.
 - The Contract will be concluded for a minimum period of one year and may be extended for one year at the same rates based on satisfactory performance and on mutual agreement.
- Any dispute if arises out of this contract will be subject to jurisdiction of Himachal Pradesh India Court only. The language of legal proceedings will be English only and venue will be Himachal Pradesh.
- The purchaser reserves its right to terminate the maintenance contract at any time after giving due notice without assigning any reason. The contractor will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the contractor for maintenance services already performed in terms of the contract, these would be paid to it/him as per the contract terms.

भवदीय/Yours faithfully,

S.O.(S&P) / Stores & Purchase Officer

कृते वैज्ञानिक और औद्योगिक अनुसंधान परिषद्/for and on behalf of
Council of Scientific and Industrial Research

DETAILED SPECIFICATIONS & SCOPE OF WORK

for
ANNUAL MAINTENANCE CONTRACT (AMC) FOR CCTV SURVEILLANCE SYSTEM at CSIR-IHBT Palampur-176061

Sr. No	Equipments	Make & Type	Qty.
1.	Day and night high resolution IR; weather proof bullet camera with power supply	Samsung	13
2.	Day and night high resolution IR; dome camera with power supply	Samsung	19
3.	Day and night high resolution IR; Dome camera with auto pan PTZ control system	Samsung	01
4.	Day and night high resolution IR; IP dome camera with power supply	E-Hawk	09
5.	Day and night high resolution IR; IP weather proof bullet camera	E-Hawk	03
6.	Digital video recorder 16 channel with 2TB surveillance hard disk	Samsung	02
7.	Day and night high resolution IR; IP HD bullet and dome cameras	W-Box	46+24*
8.	Day and night high resolution IR; IP Dome camera with auto pan PTZ control system	W-Box	01
9.	Day and night high resolution IR; IP HD Dome cameras	Bosch	08*
10.	Day and night high resolution IR; IP HD Dome and bullet cameras	Cp plus	02*
11.	16 Channel HD network video recorder with 8 POE and 8 NON POE switches with surveillance hard disk	Bosch	01*
12.	W- Box 8 channel HD network video recorder with 2TB surveillance	W-Box	01*
13.	W-Box 32 channel HD network video recorder with 4 TB surveillance hard disk	W-Box	02+01*
14.	W-Box 16 channel HD network video recorder with 2 TB surveillance hard disk	W-Box	02
15.	Digital video recorder 8 channel with 2TB surveillance hard disk	Samsung	02
16.	Digital video recorder 4 channel with 1TB surveillance hard disk	Samsung	04
17.	High definition 43 & 32 inch LED	LG, Panasonic & Samsung	06
18.	Single mode media convertor & Digital video recorder	TP Link/D-link	4+3*
19.	UPS online 5KVA with isolation transformer suitable for single phase AC circuit	Uniline	2+3
20.	Biometric and access control reader less smart card with LCD display	Saviour	1+1*
21.	Attendance and access control single use licensed software	Saviour	9+9
22.	600 lbs double door EM lock with LED indicator lamp switch & all reqd. accessories		02
23.	Sagem fingerprint enrolment scanner	Sagem	07
24.	AMC should also upgrade restore re-install the existing software as required		01
25.	AMC should also cover all existing (OFC RG & power cables) and its termination, splicing & testing as used in the existing surveillance system		02

*Equipment under warranty and may require only monitoring or minor adjustment.

NOTE: -

- 1) The party should keep standby equipment's (DVR Cameras & Convertor) so that if fault occurs then the equipment's can be replaced immediately.
- 2) Convertors and power supply for the cameras should be covered under comprehensive AMC.
- 3) One experienced engineer is required to be deputed full time duty during CSIR-IHBT, Palampur working hours (9:00 to 05:30PM) and six days a week.
- 4) AMC includes upgrade restore, re-install the existing software as required.
- 5) AMC to cover all existing cabling (OFC, RG6 & POWER CABLES) and its termination, splicing & testing as used in the surveillance system.

निम्नलिखित चेक-सूचीबद्ध दस्तावेजों में से प्रत्येक की एक प्रति और

जहां कहीं निविदा दस्तावेज के साथ दिए गए/संलग्न निर्धारित प्रारूप (ऑ) को बोलीदाता द्वारा प्रस्तुत करना होगा

A COPY OF EACH OF THE FOLLOWING CHECK-LISTED DOCUMENTS &

WHEREVER THE PRESCRIBED FORMAT(S) GIVEN / ENCLOSED WITH TENDER DOCUMENT MUST BE SUBMITTED BY THE BIDDER

(कृपया बोली दस्तावेज अपलोड करते समय दस्तावेजों के निम्नलिखित क्रम को बनाए रखें/ The following sequence of documents strictly be maintained when uploading the bid)

क्रम सं. Sl. No.	वांछित दस्तावेज Document (s) required	संलग्नकों की स्थिति हां/ नहीं Status of attachment Yes/No	(At page Number of the bid document/ दस्तावेज की निविदा-पृष्ठ संख्या)	टिप्पणी Remarks (यदि कोई हो if any)
1.	निविदा के नियम और शर्तों की स्वीकृति Acceptance of Terms & Conditions of Tender (निर्धारित प्रारूप के अनुसार as per prescribed format)			
2.	फ़र्म का परफॉर्मा-चालान / कोटेशन / Performa invoice/Quotation of the Firm/Company			
3.	बोलीदाता/निविदाकर्ता सूचना प्रपत्र Bidder Information Form (निर्धारित प्रारूप के अनुसार as per prescribed format)			
4.	निष्ठा और हितों के टकराव की संहिता का पालन करने की घोषणा का प्रारूप (बोलीदाता द्वारा प्रस्तुत किया जाना है) Format of declaration of abiding by the code of integrity and conflict of interest (निर्धारित प्रारूप के अनुसार / as per prescribed format)			
5.	मूल्य अनुसूची (बीओक्यू) / Price Schedule (BoQ)			
6.	पैन कार्ड / Pan Card			
7.	जीएसटी नंबर की कॉपी / Copy of GST No.			
8.	तुलनपत्र/बैलेंस शीट (पिछले 03 वर्ष) Balance Sheet (last 03 Years)			
9.	उचित मूल्य का प्रमाण पत्र / Certificate of Price reasonability			
10.	गवर्नमेंट ईमार्केट (GeM) रजिस्ट्रेशन प्रमाणपत्र Certificate Government eMarket (GeM) Registration / or GeM Registration ID No.			

To _____

Date: _____

Sub.: Acceptance of Terms & Conditions of Tender

Tender Reference No. _____

Name of Tender: _____

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned tender from the website (s) namely: _____
2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. _____ to page No. _____ (including all documents like annexure(s), schedule(s) etc, which form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organisation too has also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. I/We do hereby declare that our firm has not been blacklisted/debarred by any Govt. department/Public Sector Undertaking.
6. I/We certify that all information furnished by our firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposited, absolutely

Yours faithfully,

(Signature of the Bidder with official seal)

Bidder Information Form

- (a) *The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm]*

Date: *[insert date (as day, month and year) of Bid Submission]* Tender No.:

[insert number from Invitation for bids]

Page 1 of _____ pages

01.	Bidder's Legal Name <i>[insert Bidder's legal name]</i>
02.	In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
03.	Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
04.	Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
05.	Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
06.	Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone / Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
07.	Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> Articles of Incorporation or Registration of firm named in 1, above.

Signature of Bidder _____

Name _____

Business Address _____

Format for declaration by the Bidder for Code of Integrity & conflict of interest

(On the Letter Head of the Bidder)

Ref. No: _____

Date _____

To,

(Name & address of the Purchaser)

Sir,

With reference to your Tender No. _____ dated _____ I/We hereby declare that we shall abide by the Code of Integrity for Public Procurement as mentioned under Para 1.3.0 of ITB of your Tender document and have no conflict of interest.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

a
b c

We undertake that we shall be liable for any punitive action in case of transgression/contravention of this code.

Thanking you,

Yours sincerely,

Signature
(Name of the Authorized Signatory)
Company Seal