



La Martiniere College, Lucknow - 226001

Advt. No. 1

Date : 16 Nov 2019

NOTICE INVITING TENDER

The Principal, La Martiniere College, Lucknow invites sealed tenders for the supply, installation, testing, commissioning and maintenance of CCTV Surveillance System as specified below from reputed Manufacturers and or their authorised dealers / agents. Interested and eligible bidders may purchase the tender document from the College Office during working hours against a documentation fee of Rs 500/- per set of tender documents.

Sr No	Description of Material / Work	Quantity
I	IP PTZ Dome Camera (Outdoor Type)	33 Nos
II	IP Fixed Camera (Outdoor Type)	111 Nos
III	IP Video Management System	3 Nos
IV	16 Channel NVR with backup for 30 days	9 Nos
V	Workstation with 55" LED Monitors	9 Nos
VI	Construction of Server cum Control room	3 Nos
VII	Walkie Talkie hand held units	4 Nos
VIII	M.S, Powder coated, Tubular poles for Camera mounting	31Nos
IX	Power cabling with Power Sockets and Data/Video Cabling, Crimping, Casing & Capping etc. per meter	As per requirement
X	Preventive Maintenance Agreement Post Warranty	12 Months
XI	Trained qualified Manpower to operate the system 24/7	24 Months

Estimated Cost of Tender : Rs 2,75,00,000/-

EMD : Rs 1,00,000/-

Tender document available: From 16 Nov 2019 to 30 Nov 2019

Pre-Bid Meeting : 02 December 2019

Due date of submission : 06 December 2019

Due date and time of opening: 06 December 2019 at 11:15 a.m.

For queries please contact : Principal or Bursar between 9:00 a.m. to 12: 30 p.m.

Phone : 9919342299 / 9919382299 / 9454469226

Detailed Notice Inviting Tender is available on the College Website at www.lamartiniereLucknow.org.

La Martiniere College, Lucknow



LMC/Tender/001/2019-2020 Dated: 16 November 2019

Supply, Installation, Testing, Commissioning, Maintenance and
Operation of CCTV Surveillance System for La Martiniere
College, Lucknow

**The Principal,
La Martiniere College, Lucknow, 226001**

**e-mail:
principal@lamartiniereLucknow.org**

**Phone:
9919342299 / 9919382299 / 9454469226**

1. INTRODUCTION

The La Martiniere College, Lucknow invites bids (Technical & Financial) for “**Supply, Installation, Testing, Commissioning, Maintenance and Operation of CCTV Surveillance System for La Martiniere College, Lucknow**”.

2. QUANTITY

I.	IP PTZ Dome Camera (Outdoor Type)	- 33 Nos
II.	IP Fixed Camera (Outdoor Type)	- 111 Nos
III.	IP Video Management System	- 3 Nos
IV.	16 Channel NVR with backup of 30 days	- 9 Nos
V.	Workstation with 55” LED Monitors	- 9 Nos
VI.	Construction of Server cum Control room	- 3 Nos
VII.	Walkie Talkie hand held units	- 4 Nos.
VIII.	Mild Steel, Powder Coated Tubular Pole	- 31 Nos
IX.	Power cabling with Power Sockets and Data/Video Cabling, Crimping, Casing & Capping etc. per meter (Quantity to be decided after site survey by vendor on Friday 02 December 2019 at 3:00 p.m.)	
X.	Preventive Maintenance Agreement Post Warranty – 12 months.	
XI.	Trained qualified Manpower to operate the system 24/7 - 24 months	

3. GENERAL REQUIREMENTS & SPECIFICATIONS

- i) The Bid should be in compliance with the hardware and other general requirements as laid down in **Annexure – 1A and 1B** which is a part of the Technical Bid **and** should be in compliance with the specifications and as per the total requirement of quantity as mentioned in para 2 (QUANTITY) as above which is to be **supplied, installed, tested, commissioned and maintain** at La Martiniere College, Lucknow as per details provided in **Annexure – 2A, 2B, 2C, 2D and 2E** which is a part of the Technical Bid. Each bid must have the relevant information as sought in all the Annexures with supporting documents as and where sought / required.
- ii) The formats of all the relevant Annexures that form a part of the final bid for submission are enclosed with this document. It is the responsibility of the bidder to submit the final bid as per these enclosures **ONLY**. All the documents that are required to be submitted are to be properly filled up complete in all respects. Incomplete documents may be a reason for rejection of the bid.
- iii) Submitted documents in the Technical and Financial bid are to be properly filled up, complete in all respects. Each sheet is to be signed, numbered and stamped with the official seal of the bidder and properly secured together. This is the responsibility of the bidder.

4. **SCOPE OF WORK**

4a) S.I.T.C. OF CCTV SYSTEM:

Supply, Installation, Testing and Commissioning of CCTV surveillance system at various locations as specified in Annexure 1A in La Martiniere College, campus at Lucknow. Thereafter the successful bidder is required to maintenance and operations the CCTV system through qualified manpower for 24 months from date of Commissioning.

The system shall be handed over to the College in fully functional and working order to be operated and maintained by the College and its appropriate staff on the completion of 24 months from the date of Commissioning.

4b) Installation & Working satisfactory report:

The Successful Bidder, shall supply, install, test, commission and operate the Cameras and the related hardware and software as per the specifications referred in **Annexure 2A and 2B** of the Technical Bid. All hardware and associated material as detailed in Annexure 2A, 2B, 2C and 2D shall be delivered at the La Martiniere College, Lucknow. The hardware shall then be checked, installed, tested and commissioned in the College Premise at the designated stops in presence of representatives appointed by the Principal. La Martiniere College, Lucknow who will thereafter issue **Commissioning & Working satisfactory report**. This is required for further process of auditing, payment, lodging of complaints if any etc.

4c) CIVIL WORK:

The bid must be inclusive of all related civil work for the installation and Commissioning of the CCTV system. This included digging and compacting of trenches for cabling if and where required, digging and securing of poles for installation of outdoor cameras, construction of the server room and all related civil and electrical work thereof as per the specifications contained in Annexure 2E and shall be attached and submitted with the Technical Bid as - **Annexure 2E**.

4d) Operation and Maintenance of the CCTV System:

The bid must be inclusive of cost to operate and monitor the CCTV surveillance system on a 24 hour basis, compete with suitable and trained manpower which shall include **1 shift supervisor** and **4 trained personal** per shift 24/7 to operate and monitor the Server cum Control rooms and equipment connected to the Server Rooms for a period of 24 months from the date of Commissioning of the CCTV System at La Martiniere College, Lucknow. as per the specifications contained in **Annexure 2H** and shall be attached and submitted with the Technical Bid as - **Annexure 2H**.

4e) Payment Processing:

Only after issuance of such certificate (*Commissioning & Working satisfactory report*.) as mentioned above **4(b)** with a proper documentation of the successful bidder, the final payment shall be processed by La Martiniere College, Lucknow.

5. QUALIFICATIONS CRITERIA

The bidder shall possess the following qualifications as minimum conditions:

- a) Technical Specifications - Compliance sheets is to be filled in and completed and submitted with the Technical Bid as - **Annexure 1A, 1B, 1C, 1D, 1E, 2A, 2B, 2C, 2D, 2E, 2F, 2G AND 2H.**
- b) The bidder should provide proof that the Manufacturer of the Hardware as per Annexure 1A and 1B has a turnover of at least Rs. 50 lakh per annum, for the products offered in Annexure 1A and 1B in the last three years i.e. for the year 2016-2017, 2017-2018 and 2018-2019. Bidders who have experience in installation of CCTV may be preferred. **Turnover Information** and documentary evidence to support this response shall be attached and submitted with the Technical Bid as - **Annexure 1C.**
- c) The successful bidder should be a manufacturer or an authorized dealer and shall submit **Manufacturer Authorized Form (MAF)** which shall be attached and submitted with the Technical Bid as - **Annexure 1D.**
- d) Experience in relevant area is to be summarized and submitted with the Technical Bid as - **Annexure 1E.**
- e) Financial Bid is to be submitted in the format at **Annexure 3A** inclusive of all Taxes, Levies, freight, forwarding, other expenses, etc. **Conditional or variable price bid shall not be accepted and will be rejected outright.**
- f) Bidders should be GST and all other statutory requirement complaint and should submit the proof of GST registration.
- g) PAN number of the firm allotted by the Income Tax authorities should be submitted.
- h) The bidder should be registered with Service tax department of the Government.

6. PERIOD OF WARRANTY

- a) The warranty shall be for a period of 2 (Two) Years (24 months) with comprehensive onsite support for all the Hardware parts.
- b) If additional period of warranty is provided by the vendor at the same cost, that will be an added advantage.

7. EARNEST MONEY DEPOSIT (EMD):

Each bidder shall pay **Rs. 1,00,000/- (Rupees One Lakh) only** as the Earnest Money Deposit in the form of demand draft. The demand draft should be drawn on a nationalized/scheduled bank valid for minimum 90 days and in favour of **“Principal, La Martiniere College, Lucknow”** payable at Lucknow. The tender without the EMD shall be rejected outright.

8. PERIOD OF RATE CONTRACT

This rate quoted in this bid shall be valid for a period of **12 (Twelve)** months from the date of entering into the agreement. La Martiniere College, Lucknow reserves the right to place orders for additional quantities as and when required during this period on the same rates, terms and conditions as contained in this tender documents.

9. RESPONSIBILITY OF THE SUCCESSFUL BIDDER

The responsibilities of the Successful bidder are as follows:

- a) Supply, Installation, Testing, Commissioning, Maintenance and thereafter Operation of CCTV Surveillance System at La Martiniere College, Lucknow for 24 months from the date of Commissioning of the System.
- b) Comprehensive onsite maintenance for 24 months including all the Hardware that are going to be supplied by the vendor for the period of warranty.
- c) An agreement shall to be executed in the form approved by the Principal, La Martiniere College, Lucknow. – Draft **Service Level Agreement (SLA)** is at **Annexure 3B**.
- d) The vendor shall maintain and operate all the items at La Martiniere College, Lucknow, without any additional charge.
- e) The Successful Bidder shall keep adequate **floaters stock** of such equipment that would be required to keep the CCTV system fully operational on a 24/7 basis. This *Floaters Stock* shall be kept with the Duty Supervisor and be readily available and easily accessible.

10. OTHER TERMS OF CONTRACT

- i. **Quote:** The bidders shall quote in Indian Rupees and the quoted price **shall be inclusive** of all taxes, duties and levies for Supply, Installation, Testing, Commissioning, Maintenance, Operation, freight, forwarding, transportation and local conveyance if any. **No Change** in the quoted price is allowed after the submission of the bid.
- ii. **Licenses:** All licenses should be in the name of the “Principal, La Martiniere College, Lucknow”.
- iii. **Performance Bank Guarantee (PBG):** The successful bidder is required to furnish an unconditional and irrevocable Bank Guarantee for an amount equivalent to 10% of total price as quoted in the financial bid within 15 days of issue of purchase order valid for the period of contract + 1 month. Else, EMD amount would be forfeited.
- iv. **Unresponsive Bids:** Bids with incomplete documentation may be treated as non-responsive and summarily be rejected. Bidders are hereby directed to ensure that all documentation/supporting documentation including documentary evidences in support of qualification criteria, testimonials etc., are complete and submitted as part of the Bid.

- v. **Award of Contract:** The Contract will be awarded to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined as the Best Value Bid. The decision of the Principal, La Martiniere College, Lucknow shall be final and binding in this regard.

- vi. **Reports:** Report to be collected from the La Martiniere College, Lucknow by the successful bidder – After Supply, Testing and Installation of CCTV at respective Locations, the successful bidder shall collect the report as contemplated in **Clause 4(b)**.

- vii. **Payment to Successful Bidder:** The payment terms shall be as follows:
 - (i) Payment towards the total cost of Cameras, Video System, NVR and LED monitors as quoted in Financial Bid against serial number 1 to 6 of Annexure 3A shall be released on physical receipt of the Cameras and related hardware at La Martiniere College, Lucknow after physical inspection thereof.

 - (ii) Balance payment as quoted in Financial Bid against serial number 7 to 11 of Annexure 3A shall be processed **ONLY** on receipt of the commissioning report and working satisfactory report as referred in **clause 4(b) and 4(e)** of this tender document.

 - (iii) Payment as quoted in Financial Bid against serial number 12 of Annexure 3A shall be processed on a monthly basis, on receipt of a bill along with attendance details of the manpower deployed, their UID numbers, their Provident fund and E.S.I.C. details and compliance to any other statutory requirement if any, as and when imposed by the Government or their appropriate authority. It is the responsibility of the bidder to ensure that minimum wages and other requirements are in compliance with the law of the land. This amount shall be divided into 24 equated installments and paid accordingly.

 - (iv) The Principal, La Martiniere College, Lucknow is entitled to make recoveries of penalties, excess payment and applicable taxes from bidder's bill if lawfully needed.

- Viii **Penalty for delivery and installation:** If successful bidder fails to supply and install the hardware within **60 (sixty) days** from the date of issue of Purchase Order, a penalty of 1% of the total cost of the particular hardware per week will be charged and deducted from the amount payable to bidder. For supplies and installation beyond two weeks, penalty of 2% per week will be charged until the delivery & installation is complete.

- Ix **Termination of contract:** The Principal, La Martiniere College, Lucknow reserves the right to cancel the contract placed on the bidder if:
 - a) The bidder commits breach of any of the terms and conditions.

 - b) The bidder goes in to liquidation voluntarily or otherwise.

 - c) The service is found unsatisfactory during the warranty period.

- X **The Earnest Money Deposit (EMD):** may be forfeited:
- a) If the bidder withdraws its bid during the period of bid validity.
- OR**
- b) In case of successful bidder, if the bidder fails to sign the contract and furnish the Performance Bank Guarantee (PBG) as per **clause 10(iii)** from the date of issue of the Purchase Order.
- Xi **Unsuccessful bidder's Earnest Money Deposit (EMD):** will be discharged as early as possible.
- Xii **Successful bidder's Earnest Money Deposit (EMD):** will be discharged upon the bidder furnishing the Performance Bank Guarantee (PBG) as per **clause 10 (iii)** along with all other compliances of Supply, Testing, Installation etc.,
- Xiii **Location not ready:** In case it is found that, the location (installation point) is not ready for installation, the vendor has to make extension of data cable from the nearest Network Switch.
- Xiv **Variation in Quantity:** The quantity of items to be procured is indicative & the same may vary.
- Xv **Service Centre of the Bidder:** Bidder should have at least one authorized Service Centre in the State of Uttar Pradesh and the address of the same shall be furnished to this office at any time on demand. In case the Bidder does not have one, the bidder will have to open/arrange a Service Center within one month of the issue of the Purchase Order.
- Xvi **Floater Stock:** The Successful Bidder shall keep adequate *floater stock* of such equipment that would be required to keep the CCTV system fully operational on a 24/7 basis. This *Floater Stock* shall be kept with the Duty Supervisor and be readily available and easily accessible.
- Xvii **The bidder should not be blacklisted:** by Central Government /Government of Manipur/any Other State Government/UT or its agencies for any reasons including for corrupt or fraudulent practices or for indulging in unfair trade practices or for backing out from execution of contract after award of work.
- Xviii **Pending Judicial Case:** Neither the bidder nor the OEM should have any pending case with Central/State/UT pertaining to fraud/any corrupt practices in India.
- xix **Technical Manuals:** All equipment will have to be supplied with all the detailed operational & maintenance manuals at free of cost.
- xx **Currency Rate Variation:** La Martiniere College, Lucknow is not responsible for variation in foreign currency exchange rates if any.
- xxi **Validity of the Bid:** The bid validity is 180 days from the date of opening the Financial Bid.
- xxii **Legal Jurisdiction:** All legal disputes are subject to the jurisdiction of the courts in Lucknow jurisdiction.

11. TIME LINES AND INSTRUCTIONS FOR SALE OF TENDER DOCUMENT, SITE VISIT, SUBMISSION AND OPENING OF BIDS:

i) **Submission:** The original bid shall be prepared and deposited in the sealed drop box, placed in La Martiniere College Main Office, in Constantia Campus complete in all respects. The bid is to be submitted in **3** sealed envelopes clearly marked in bold letters –

- 1- “**EMD**”,
- 2- “**Technical Bid**”,
- 3- “**Financial Bid**”

These 3 sealed envelopes are to be deposited in the drop box in 1 larger size sealed cover properly labeled, secured and sealed.

ii) **Time line and last dates:**

The last date for bid submission and the date of opening of tenders will be as mentioned below:

a) DATES FOR SALE OF TENDER DOCUMENTS:

**16 November 2019 to 30 November 2019 - From the College Office
(9:00 a.m. to 12:30 p.m. on all working days)**

b) DATE FOR SITE VISIT AND INSPECTION:

Monday 02 December 2019 at 1:00 pm

c) DATE FOR PRE BID MEETING: (College Office)

Monday 02 December 2019 at 3:00 pm

d) LAST DATE FOR SUBMISSION OF BIDS: (College Office)

Friday 06 December 2019 at 11:00 am

e) DATE FOR OPENING OF BIDS: (College Office)

**Friday 06 December 2019
Technical Bid at 11:15 am**

The Financial bid of ONLY those bidders whose EMD and Technical bid is found correct shall be opened. Bids that do not have the requisite EMD shall not be opened and shall be rejected outright.

**Friday 06 December 2019
Financial Bid at 03:00 pm**

12. BID FORMAT: The tender is a three bid cover system. EMD, Technical Bid and Financial bid are to be submitted in separate sealed envelopes clearly marked and labeled as **EMD**, **Technical Bid** and **Financial bid**, these then shall be placed all together in one larger sized envelope properly sealed and labeled. The formats for bid evaluations are enclosed at **Annexure- 1A, 1B, 1C, 1D, 1E, 2A, 2B, 2C, 2D, 2E, 2F, 2G, 2H and 3A.**

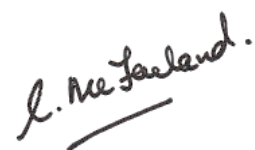
No other documents are required to be submitted with the bid. Documents enclosed as per Annexure 3B and 3C shall form a part of the Purchase Order to be placed on the successful bidder.

The bids are required to be printed on the official stationary of the bidder and each sheet of paper must bear the signature and seal of the authorized signatory. All the sheets of paper must be properly numbered and fastened together and secured so that no sheet of paper gets separated from the set of documents.

After EMD and technically qualified bids are identified, financial bids will be opened. Financial bids shall quote all-inclusive price i.e. price inclusive of all taxes and all other levies, Supply, Installation, Testing, Commissioning, Maintenance, freight & forwarding expenses, operation, transportation and local conveyance etc.

- (a) Earnest Money Deposit (EMD) shall be in the form of a Demand Draft**
- (b) Technical bids shall include format Annexure - 1A, 1B, 1C, 1D, 1E, 2A, 2B, 2C, 2D, 2E, 2F, 2G AND 2H.**
- (c) Financial bid shall be submitted in the format as mentioned in Annexure-3A Financial Bid/Bill of Quantity (BOQ) shall be filled up properly and in the financial bid.**

13. **TENDER OPENING**: The tenders shall be opened by the Principal, La Martiniere College, Lucknow in the presence of the tender committee and the bidders or their authorized representatives, who have an authority letter duly signed by the bidder to this effect.
14. **PRICE BID EVALUATION**: The Technical bid will be opened as scheduled **clause 11(ii) (e)**. Further financial bids of technically qualified bidders will be opened as per the schedule in **clause 11 (ii)-(e)**. The Contract will be awarded to the successful Bidder, whose Bid has been determined to be substantially responsive by the Principal, La Martiniere College, Lucknow and has been determined as the Best Value Bid.
15. LA MARTINIERE COLLEGE, LUCKNOW will not be liable or responsible for any delays due to postal or other unforeseen reasons.
16. LA MARTINIERE COLLEGE, LUCKNOW reserves the right to cancel the tender, without assigning any reasons and also the right to change the quantity as per its requirements.



(C. A. McFarland)
Principal,
La Martiniere College,
Lucknow