

No. BT/A.14/003/2017
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY

- - - -

Dated: 08.08.2018

**NOTICE INVITING TENDER FOR DIGITAL AUDIO CONFERENCE SYSTEM IN
THE DEPARTMENT OF BIOTECHNOLOGY (DBT)**

Sealed bids in two bid formats are invited from professionally competent and experienced firms / organizations for the supply and installation of Digital Audio System with buy back of old audio Systems in the Department of Biotechnology, New Delhi. The specification of Digital Audio Conference system is given at ANNEXURE-I.

2. The bids will be submitted in two parts namely the technical and financial bids. The technical bid will contain the profile of the bidding firms, vis-à-vis past experience in supplying of Digital Conferencing System to the Ministries/Departments of the Govt. of India, availability of infrastructure, etc. The technical bid (ANNEXURE-II) shall be followed by the financial bid (ANNEXURE-III) in a separate envelop which shall contain the quotes in terms of rupees for each item/unit. It may, however, be noted that financial bids of the firms which are successful in technical bids shall only be considered.

3. Technical and Financial Bid should be in Separate sealed cover must reach to the Under Secretary (Admn.) **Room No. 519, 5th Floor, Block No.3, CGO Complex, New Delhi by 12.00 noon on 14.08.2018** in sealed covers clearly indicating "Technical/Financial quotation for Digital Audio Conferencing System". An amount of Rs.60,000 (Rupees sixty thousand only) in the form of Demand Draft/Pay Order favouring Drawing and Disbursing Officer, Department of Biotechnology, may be enclosed with the technical bid towards Earnest Money Deposit, without which the bids of a firm shall not be entertained.

The tender documents can be downloaded from the website of Central Public Procurement Portal (<https://eprocure.gov.in>) and also from DBT website <http://www.dbtindia.nic.in>. The tender bid technical and financial will be opened

(J. K. Dora)
Under Secretary to the Govt. of India
Tele: 011-24363989/24361822
E-mail: jagadish.dora@nic.in

CHECK LIST (Technical Bid)

The details in respect of the company are as follows:

S.No	Details	Page No.
1.	The Tender should be accompanied by earnest money of Rs. 60,000/- (Rupees sixty thousand only) in the form of Demand Draft/FDR drawn in favour of D.D.O., D.B.T., New Delhi, without which the Tender will not be considered.	
2.	The Bidder must be registered GST (Copy of Documentary proof of same must be enclosed)	
3.	The Bidder must have PAN No., Copies of Documentary proof of same must be enclosed.	
4.	The Bidder should have minimum turnover of Rs. 50 lakh and above during each of the last two financial years. Necessary proof should be enclosed	
5.	Income tax returns for the last three years i.e. 2014-15, 2015-16 and 2016-17. The firm /company should be in profitable (Attach copies).	
6.	The Bidder must submit an undertaking on its letter head they have not been blacklisted by any State/Government/ Central Government/ PSU Department in India.	
7.	Past experience of working in similar job/work in Government Deptt/ Ministry/State Govt./PSU. Copies of work order received from them should be enclosed as proof. Must have successfully executed at least 3 work order with a value as mentioned below: i) Should have executed single order worth not less than Rs.15 lakh of similar work OR ii) Should have executed minimum two orders worth not less than Rs.10 lakh each of similar work OR iii) Should have executed minimum three orders worth not less than Rs.7 lakh each of similar work.	
8.	All pages of the tender document and all enclosures should be serially numbered and signed by the bidder.	
9.	Certificates for successful execution of such services by the bidder shall be submitted from Government offices with technical tender bid as already indicated.	
10.	Ink signed authorization certificate from OEM.	
11	OEM Sales/Service Centre in India from last 2 Years	
12	OEM must provide the letter of Authorization to the bidder and ensuring after sales support for next 5 years.	

SPECIFICATIONS**DESCRIPTION OF ITEMS TO BE SUPPLIED/INSTALLED**

S.No	Description of items	Qty.
1	<p>Central Control Unit</p> <p>Supply of control unit for Digital wired conference system with following features:</p> <ul style="list-style-type: none"> • Microphone units can be connected in two lines or in a ring • Control Unit support upto 100 units without any external power Supply • Power supply via external power supply unit (included with delivery) • High-quality housing made of brushed aluminium • Glass panel for operation and to display individual menus and a status line • Rotary encoder to select and set menus • Illuminated corona to display standby or operating mode • Insertion for SD card and REC button to record audio signals • Control and configuration of the microphone units • Plug-in type inputs and outputs • RS232 interface for control and configuration of the system • Reset to restore the factory settings • NOM function – max. Number of open Microphones, up to 8 microphone units can be allocated simultaneously • Automatic audio channel allocation of the microphone units • Fixed audio channel per chairman unit (max. 8) • Operating modes: Normal – each participant can turn the microphone on or off, Voice activation – the microphone is activated when someone speaks into it , FiFo – when the number of open microphones is exceeded, the microphone which was activated first, will be deactivated . • Plug-in connections on the rear: 1x bal. audio master output via 3-pin XLR, 1x unbal. audio master output via RCA phono, 1x unbal. audio input via RCA phono, 1x RS232 via 9-pin Sub-D, 2 x microphone connections via RJ45; with CAT5e cables (S/UTP, AWG 26 or better) • Desktop housing 	01No.
2	<p>Chairman Unit</p> <p>Supply of Chairman microphone for Digital wired conference system as per</p>	01No.

	<p>Supply of Chairman unit for Digital wired conference system with following features:</p> <ul style="list-style-type: none"> • Coated plastic housing with metal bottom plate • Inserts made of optically hardened acrylic glass • 5-pin XLR connection with hidden lock for removable Classis gooseneck microphone in different lengths • Illuminated LED on the gooseneck microphone displays ready-to-speak status • Microphone button to turn the microphone on or off • Three-coloured backlit silicone microphone button for microphone unit ON, microphone ON and microphone OFF. • Clear button to clear/deactivate all active delegate microphone units • Configurable function button • Voice-controlled activation of the microphone possible • Integrated loudspeaker with voice equalization • Loudspeaker is automatically turned off when microphone is turned on • Headphone output (3.5 mm stereo jack) with control to select volume and channel (original and 1 AUX-IN e.g. foreign language channel) • Two RJ45 sockets to connect to the control unit or to another microphone unit/system unit • Automatic power off when the control unit is turned off • Two holes on the bottom plate for permanent attachment to a table (theft protection) 	
3	<p>Delegate Unit</p> <p>SITC of delegate unit for Digital wired conference system with following features:</p> <ul style="list-style-type: none"> • Coated plastic housing with metal bottom plate • Inserts made of optically hardened acrylic glass • 5-pin XLR connection with hidden lock for removable Classis gooseneck microphone in different lengths • Illuminated LED on the gooseneck microphone displays ready-to-speak status • Microphone button to turn the microphone on or off • Three-coloured backlit silicone microphone button for microphone unit ON, microphone ON and request-to-speak entered, microphone still OFF. • Voice-controlled activation of the microphone possible • Integrated loudspeaker with voice equalisation • Loudspeaker is automatically turned off when microphone is turned on 	24 Nos.

	<ul style="list-style-type: none"> • Headphone output (3.5 mm stereo jack) with control to select volume and channel • Two RJ45 sockets to connect to the control unit or to another microphone unit/system unit • Automatic power off when the control unit is turned off • Two holes on the bottom plate for permanent attachment to a table (theft protection) • Configuration as semi chairman microphone unit or press unit via control unit 	
4	<p>Supply of Gooseneck microphone illuminated ring for Digital wired conference system with following features:</p> <p>Transducer type Condenser (electret)</p> <p>Operating principle. Pressure gradient</p> <p>Microphone connection 5-pin XLR (male)</p> <p>Gooseneck diameter 6 mm approx.</p> <p>Total length 470 mm approx.</p>	
5	<p>Supply of system cable CAT6 of 2mtr length with RJ45 connector as per</p> <p>Supply of Connecting patch cord of minimum length 2 mtr</p>	
6	<p>Ceiling Speaker</p> <p>SITC of Ceiling Speaker System : 30 W Continuous Program Power; 15 W Continuous Pink Noise, 86 dB SPL @ 1 m (3.3 ft) with crossover frequency of 3.5 kHz</p>	08 Nos.
7	<p>Amplifier</p> <p>8ohm, Sensitivity- .775Vrms , Frequency Response (at 1W, 20Hz to 20kHz)- +0dB, -1dB, Signal to Noise Ratio- >97dB, TDH- <0.5%, Crosstalk- At 1kHz: > 85dB At 20kHz: > 55dB</p>	01No.
8	<p>SITC of Wireless handheld microphone with True diversity receiver (UHF) Display on Transmitter and Receiver , RF Power output 10mW or Better , Polar Pattern :- Cardioid , Carrier frequency range 500Mhz to 865Mhz , Frequency response 20Hz to 20Khz , Mute Button on Transmitter , Battery Operation time Minimum 8hr , Should have Charging Contact in Transmitter , Receiver dynamic range 100 dB (A-weighted) Or better , switching bandwidth Minimum 24Mhz Or better etc complete</p>	01No.
9	<p>Recording Facilities</p> <p>Single Channel Recording with HD Footage at 1080P, without any PC, Single button recording, Pause and resume recording H.264 hardware compression, Zero delay for pass-through video, Built-in 2.5" HDD slot, Input:- HDMI, Component Video and Audio,</p>	

	3.5mm, Output :- HDMI and 3.5mm Audio:- Headphone, recording format- AVI (Codec: H.264 and MP3), Storage :- Internal and External.	01No.
10	Pop up Presentation Point with VGA,HDMI, Audio, Power socket with LAN	01No.
11	HDMI Switcher 01 In 06 Out Input: One female HDMI, Output: Six female HDMI, Supports computer and video resolutions up to 4K, data rates up to 10.2 Gbps, Deep Color up to 12-bit, 3D, and HD lossless audio formats, HDCP compliant, Automatic color bit depth management, Front panel USB configuration port, Rack mountable, metal enclosure.	02No.
12	HDMI Cable 20 Meter for Display	07 Nos.
13	HDMI Cable 25 Meter for Display	01 No.
14	SITC of Digital Conference System: Connecting cable, RJ45 / Multicore connectors, length 20m all required accessories etc.	Complete
15	Speaker Cable	On Actual
16	Installation Charges	Lot

A. GENERAL CONDITIONS SHALL BE AS UNDER: -

- a) Tender can be submitted by Original Equipment Manufacturers (OEM) directly or through its authorized distributors, who are regularly supplying to Government Department/ Ministries. In this regard, certificates for successful execution of such services by the bidder shall be submitted from Government offices with technical tender bid as already indicated.
- b) Bidder should submit ink signed authorization certificate from OEM to the department along with technical bid without which the bid will not be accepted.
- c) The bid should be accompanied by a pay Order/Demand Draft of Rs. 60,000/- favouring "Drawing and Disbursement Officer, Department of Biotechnology" towards EMD. The bids not accompanied with the above Pay order/Demand Drafts, shall be summarily rejected. The EMD of unsuccessful bidders will be returned to them on completion of the tender process. The EMD of the successful bidder(s) shall be returned after timely delivery & successful installation. No interest shall be paid on the EMD. If any of the selected bidder, refuses or is unable to execute the order, the EMD will be forfeited.
- d) The bids will be examined by a Committee of Officers including technical officers of the Department, which may call for clarifications/ additional information from the vendors, if required, which must be furnished to the Committee in a stipulated time.
- e) The prices quoted should be Local Delivery at site inclusive of GST loading-unloading, installation charges etc. The rate should be firm and valid for 06 months from the date of tender closing i.e. 14.08.2018. No price escalation on any ground whatsoever will be entertained during the period of validity of the rates.

- f) **Tender should strictly conform to the specifications. Tender not conforming to the specifications will be rejected summarily.**
- g) Technical and Financial bids should be submitted as per the specimen only. If not followed, it will be rejected summarily.
- h) Any incomplete or ambiguous terms/conditions/quotes will disqualify the offer, All the items/components mentioned in this tender notice will be reckoned as one item for the purpose of arriving at L1 rates. However, if there are wide variations in individual item rates, then sourcing of the lowest rates for different items from different bidders will be resorted to. The DBT reserves the right to change location or increase/decrease the number of location where equipments are to be supplied. DBT also reserves the right to order individually, any one or more of the item (s) for any of its location till the validity of rates.
- i) DBT reserves the right to accept/reject any or all bids without assigning any reasons thereof.
- j) Any set of terms and conditions from the Vendors will not be acceptable to DBT.
- k) DBT reserves the right to stop the tender process at any stage and go in for fresh tendering without assigning any reasons.
- l) The bids should be valid for 6 month and L1 vendor is bound to execute the orders placed at L1 rates during the currency of the tender.
- m) DBT reserves the right to impose and recover penalty from the vendors who violate the terms & conditions of the tender including refusal to execute the order placed on them for any reasons.
- n) DBT has the right to reject the goods on receipt at site during final inspection and testing by a committee of officers. However, such rejection should be strictly within the contractual terms & conditions and no new conditions should be adopted while rejecting the good during final inspection.
- o) No binding legal relationship will exist between any of the bidders and DBT until execution of a contractual agreement. Bids must remain valid and open for evaluations according to their terms for a period of at least six (6) months from the date/time of submission of Bids. Bids valid for less than 6 month are liable to be rejected.
- p) The vendor (if selected) shall supply only new and unused items.
- q) The items should be delivered and installed within 2 weeks, from the date placing the Purchase Order. In case any vendor awarded the contract is unable to deliver equipment by the stipulated delivery date, DBT will charge a penalty of 1% of order value for each week delay, subject to a maximum of 5% of the order value. The amount of penalty so calculated shall be deducted at time of making payment. The DBT also reserves the right to cancel the purchase order for delay beyond five week. In the event of cancellation of the forfeited. Time shall be essence of the contract. No Advance Payment will be released along with purchase order.
- r) Payment term – No advance payment. Full payment of the contract will be paid to the contractor, subject to statutory deductions, if any, only after installation/commissioning of the system to the full satisfaction of this Department.
- s) OEM Sales/Service Centre in India from last 2 Years. OEM must provide the letter of Authorization to the bidder and ensuring after sales support for next 5 years. The Bidder must be associated with to OEM as a dealer for minimum last 2 years. Prices FOR Site & SITC inclusive of all taxed.
- t) The sealed envelopes containing the quotation will be submitted to the Under Secretary (Admin), latest by **12.00 noon PM on 14.08.2018 at room No.519 5th Floor , Block No.3. CGO Complex, Lodhi Road, New Delhi - 110001 and the**

technical bids will be opened on the same day at 3.00 pm at **Room No. 503, Block 3, CGO Complex, Lodhi Road, New Delhi** in the presence of the participating bidders, who wish to participate. The quotations received after the said time limit shall not be considered. The financial bids of the technically qualified bids will be opened on 17.08.2018 at 3.00 pm.

- u) All pages should be serially numbered
- v) First page of the Tender should be the check list of technical bids mentioning therewith page numbers.
- w) Guarantee/warranty period and free repair/maintenance during the warranty period of the system to be installed may be specified.
- x) L1 will be decided after taking into account buy back offer quoted by the bidder for the old system.
- y) The old Ahuja make PA System was purchased at a total cost of Rs.92,200/- and installed on 26.05.2012.
- z) Before submission of the bids, the bidders may inspect the present conference system, if they so desire, on any working days between 9th to 13th August, 2018.

B. PARTIES: -The parties to the Contract are the contractor (the bidder to whom the work will be awarded) and the Under Secretary to the Govt. of India, Department of Biotechnology, New Delhi.

C. ADDRESSES: -For all purposes of the contract including arbitration there under, the address of the contractor mentioned in the tender shall be final unless the contractor notifies a change of address by a separate letter sent to the Under Secretary to the Govt. of India, Department of Biotechnology, CGO Complex, Lodhi Road, New Delhi – 110003. The contractor shall be solely responsible for the consequences of any omission or errors in notifying changes in address.

D. The successful bidder will have to submit the Performance Security @ 10% of order value of the contract within 7 days on receipt of the work order either in the form of a) Bank Guarantee issued by a reputable Bank or in (b) Demand Draft payable to DDO, DBT, New Delhi. The Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations by the supplier. EMD will be refunded to the successful bidder on receipt of Performance Security.

INVITATION FOR BIDS: -

Invitation for bids through the Tender Notice is for selection of the firm (also called the 'bidder'). Sealed bids prepared in accordance with the procedures enumerated in this Tender Notice should be submitted to the following address on or before 12.00 noon on 14.08.2018 to the Under Secretary to the Govt. of India, Department of Biotechnology, Room No.519, 5th Floor, Block No.3, CGO Complex, Lodhi Road, New Delhi -110003. The bids will be opened on the same day at 3.00 PM. Or as per the decision of the Committee constituted for the purpose.

The bidder is expected to examine all instructions, forms, terms and conditions in the Tender Notice. The bid should be precise, complete and in the prescribed format as per the requirements detailed in this Tender Notice. All the pages comprising the technical and financial bid shall be serially numbered. Failure to furnish all information required, or submission of a bid not conforming to the requirements in every respect will be at the Bidder's risk and may result in rejection of the bid and forfeiture of Earnest Money Deposit.

E. EARNEST MONEY DEPOSIT (EMD): -

The Bidders must enclose Demand Draft/ Pay Order for Rs. 60,000/- (Sixty thousand only) as Earnest Money along with the Technical Bid, in favour of “DDO, DBT payable at New Delhi as per detail mentioned above. The EMD of unsuccessful bidders shall be returned without any interest only after finalization of the tender and after the successful bidder signs the contract. Non-submission of Earnest Money will summarily lead to rejection of the Bid. Proper documents are to be furnished in case of claiming exemption from the same.

Performance Bank Guarantee shall be released after all contractual obligations by the supplier including warranty obligation is over. This can be withheld or forfeited in full or in part in case the work order is not executed satisfactorily and up to the required quality within the stipulated period within the warrantee period to the best satisfaction of the user/DBT.

F. FORFEITURE OF EMD: -

The EMD will be forfeited if the agency

- Withdraws the bid during the period of bid validity.
- Does not accept the correction of errors.
- If the successful Bidder fails to sign the Contract within the time stipulated by the DBT.
- Adopts unfair practices to influence the outcome of the bid process.

G. VALIDITY PERIOD: -

The bids shall remain valid for six months after the date of bid opening prescribed by DBT depending upon the programme of work and performance of the farm. On completion of the validity period, unless the bidder withdraws his proposal in writing, it will be deemed to be valid until such time that the bidder formally (in writing) withdraws his proposal. DBT holds the rights to reject a bid valid for a period shorter than one year as nonresponsive.

H. DISQUALIFICATION

DBT reserves the right to reject bids in the following cases: -

- The Bids which are received after due date and time.
- Bids not accompanied by all requisite documents along with the Earnest Money Deposit (EMD).
- If the hard copy of financial bid is not signed by the authorized signatory of the agency.
- Bids not substantially responsive and not submitted in accordance with the required formats.
- If the agency increases the quoted prices during the validity of the bid or its extended period, if any.
- If the bidder submits the bid specifying his own terms and conditions.
- Information submitted in technical bid is found to be misrepresented, incorrect or false.
- Financial bid is placed in the same envelope as technical bid.
- Bidder fails to deposit the Performance Bank Guarantee (PBG) or fails to enter into a contract within 15 working days of the date of notice of award of contract or within such extended period, as may be specified by DBT.

- If bidders not submit ink sign authorization by OEM in technical bid.

I. DEADLINE FOR SUBMISSION OF BIDS: -

The Bids (both Technical and Financial) must be received at Room No.519, 5th Floor, Block No.3, Department of Biotechnology, CGO Complex, Lodhi Road, New Delhi – 110003 not later than 12.00 noon on 14.08.2018. In the event of the specified date for the submission of Bids being declared a Government holiday, the Bids will be received up to the appointed time on the next working day.

Extension of last date for Submission: DBT may, at its own discretion, may extend the deadline for submission of bids and notify the same through the website, in which case all rights and obligations of DBT and Bidders will thereafter be subject to the deadline as extended.

J. LATE BIDS: -

Any bid received by DBT after the deadline / extended deadline for submission of bids prescribed by DBT will be summarily rejected and returned unopened to the Bidder. DBT shall not be responsible for any postal delay or non-receipt/ non-delivery/ incomplete bids. No further correspondence on this will be entertained.

K. PRICE: -

The price would be inclusive of all taxes, duties, charges and levies as applicable. The bidder may indicate separately such charges in the bid. The prices, once offered, must remain fixed and must not be subject to escalation, for any reason whatsoever, within the period of contract. A proposal submitted with an adjustable price quotation or conditional proposal will be rejected as non-responsive.

L. MODIFICATION AND WITHDRAWAL OF BIDS: -

The Bidder is not permitted to modify, substitute, or withdraw the bid proposal after submission.

M. Acknowledgement of understanding of terms by submitting a bid, each agency shall be deemed to have acknowledged that it has carefully read all sections of this Tender Notice, including all forms and has fully informed itself as to all existing conditions and limitations.

N. BID SUBMISSION: -

Submission of bids shall be in accordance with the instructions given in the Table below.

Envelop 1 – Technical bid	The Technical Bid shall be in a sealed envelope duly filled as per the forms prescribed in this Tender Notice along with EMD. The sealed envelope should be super scribed "Technical Bid –Supply and installation of Digital Audio Conference System in the Department of Biotechnology (DBT)
Envelope 2: Financial Bid	The Financial Bid shall be submitted in a separate sealed envelope as per the forms prescribed of this Tender. The sealed envelope should be super scribed "Financial Bid Supply and

	installation of Digital Audio Conference System in The Department Of Biotechnology (DBT)".
Envelope 3	All the above 2 envelopes should be put in envelope 3, which shall be properly sealed and superscribed "Tender for Supply and installation of Digital Audio Conference System in The Department Of Biotechnology (DBT).
Note:	The outer and inner envelopes mentioned above shall indicate the name, address, and contact name along with phone number of the agency.

The bids shall be submitted to: Under Secretary to the Govt. of India, Room No.519, 5th Floor, Block No.3, Department of Biotechnology, CGO Complex, Lodhi Road, New Delhi – 110003

Ph:011-24361822

TECHNICAL BID
Bid Letter

To,

Ref. Tender No BT/A.14/03/2017 Dated

Sub: Proposal for supplying and installation of Digital Conference Audio System in the Department of Biotechnology – Reg.

Sir,

Having examined the conditions of contract as in the eligibility and general instructions, scope of work and special terms and conditions, I/we, the undersigned, offer to undertake supply and install the digital conference audio systems in the Department of Biotechnology in conformity with conditions of contract and specifications for sum as may be ascertained in accordance with the technical and financial bids attached herewith and made part of this Bid.

I/We undertake, if our Bid is accepted, to supply and install the above items within 2 weeks and to complete delivery of all the services as specified in the work order within stipulated time mentioned in work order.

If our Bid is accepted, I/we will obtain the performance guarantees of a Scheduled Bank for a sum equal to 10% of the contract value for the due performance of contract and in accordance with the agreement and submit the same to DBT as Security Deposit.

I/We agree to abide by this Bid for a period of six months from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Work Order of Contract is prepared and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

I/We also declare that the printed terms and conditions, if any at the back of our tender quotation or any other paper enclosed are not applicable.

I/We understand that you are not bound to accept the lowest or any bid, you may receive.

I/We enclose herewith the complete Technical Bid as required by you. Certified that I/we am/are:

A sole proprietor firm and the person signing the tender is the sole proprietor / constituted attorney of the sole proprietor, Or

A partnership firm and the person signing the tender is the signing authority and he/she has the authority to refer to arbitration disputes concerning the business of the partnership by the virtue of the partnership agreement/by virtue of general power of attorney. Or

A company and the person signing the tender is the constituted attorney. Or

The person signing the tender is the constituted attorney or authorized signatory of the primary party in case of consortium bidding.

We do undertake that, until a formal contract is prepared and executed, this bid, together with your acceptance thereof, the tender document and placement of letter of intent awarding the contract, shall constitute a binding contract between us.

Dated this..... day of..... 2018 Signature :.....

[NAME IN BLOCK LETTERS of the SIGNATORY]

In capacity of Duly authorized to sign the bid for and on behalf of.....

Name of Witness

Address.....

Name & Signature.....

Date:

Name & Signature of the Bidder

Or

Officer authorized to sign the Bid

Documents on the behalf of the bidder

Note :

- In case of authorized signatory the authorization letter on letter head of the firm must accompany.
- Delete whatever is not applicable. All corrections/deletions should invariably be duly attested by the person authorized to sign the tender document.

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

Subject: Authorization for attending bid opening
on.....(date) in the tender
of.....

Following is hereby authorized to attend the bid opening for the tender mentioned above on behalf
of (Bidder)..... Order of
Preference Name Specimen Signatures

Alternate Representative

Signatures of bidder

or

Officer authorized to sign the bid documents
on behalf of the bidder

Annexure B

ANNEXURE-II**Technical Bid**

The details in respect of the company are as given under:

Name of Firm & Address and year of Establishment			
Name of the proprietor of the Agency			
Telephone No. of Agency and Proprietor			
S.No	Details	Yes/No	Page No. in the Tender
1.	The Tender should be accompanied by earnest money of Rs. 60,000.) in the form of Demand Draft/FDR drawn in favour of D.D.O., D.B.T., New Delhi, without which the Tender will not be considered.		
2.	The Bidder must be registered GST (Copy of Documentary proof of same must be enclosed)		
3	The Bidder must have PAN No., Copies of Documentary proof of same must be enclosed.		
4.	The Bidder should have minimum turnover of Rs. 50 lakh and above during each of the last two financial years. Necessary proof should be enclosed		
5.	Income tax returns for the last three years i.e. 2014-15, 2015-16 and 2016-17. The firm /company should be in profitable (Attach copies).		
6.	The Bidder must submit an undertaking on its letter head they have not been blacklisted by any State/Government/ Central Government/ PSU Department in India.		
7.	Past experience of working in similar job/work in Government Deptt/ Ministry/State Govt./PSU. Copies of work order received from them should be enclosed as proof. Must have successfully executed at least 3		

	work order with a value as mentioned below: i) Should have executed single order worth not less than Rs.15 lakh of similar work OR ii) Should have executed minimum two orders worth not less than Rs.10 lakh each of similar work OR iii) Should have executed minimum three orders worth not less than Rs.7 lakh each of similar work;		
8	All pages of the tender document and all enclosures should be serially numbered and signed by the bidder.		
9.	Certificates for successful execution of such services by the bidder shall be submitted from Government offices with technical tender bid as already indicated.		
10.	Ink signed authorization certificate from OEM for this tender		
11.	OEM Sales/Service Centre in India from last 2 Years		
12.	OEM must provide the letter of Authorization to the bidder and ensuring after sales support for next 5 years.		

This is certified that the above facts are true, complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not black listed by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partner anywhere in India. It is certified that I/We have read and understood the terms and conditions of the Tender Notice BT/A.14/003/2017.

(Signature of Proprietor)

Financial Bid Proforma

S.No	Description of items	Qty.	Unit price	Total (3+4)	GST (%)	Grand total (5+6)
1	2	3	4	5	6	7
1	Central Control Unit Supply of control unit for Digital wired conference system with following features: <ul style="list-style-type: none"> • Microphone units can be connected in two lines or in a ring • Control Unit support upto 100 units without any external power Supply • Power supply via external power supply unit (included with delivery) • High-quality housing made of brushed aluminium • Glass panel for operation and to display individual menus and a status line • Rotary encoder to select and set menus • Illuminated corona to display standby or operating mode • Insertion for SD card and REC button to record audio signals • Control and configuration of the microphone units • Plug-in type inputs and outputs • RS232 interface for control and configuration of the system • Reset to restore the factory settings • NOM function – max. Number of open Microphones, up to 8 microphone units can be allocated simultaneously • Automatic audio channel allocation of the microphone units • Fixed audio channel per chairman unit (max. 8) • Operating modes: Normal – each participant can turn the microphone on or off, Voice activation – the 	01No.				

	<p>microphone is activated when someone speaks into it , FiFo – when the number of open microphones is exceeded, the microphone which was activated first, will be deactivated.</p> <ul style="list-style-type: none"> • Plug-in connections on the rear: 1x bal. audio master output via 3-pin XLR, 1x unbal. audio master output via RCA phono, 1x unbal. audio input via RCA phono, 1x RS232 via 9-pin Sub-D, 2 x microphone connections via RJ45; with CAT5e cables (S/UTP, AWG 26 or better) • Desktop housing 					
2	<p>Chairman Unit Supply of Chairman microphone for Digital wired conference system as per Supply of Chairman unit for Digital wired conference system with following features:</p> <ul style="list-style-type: none"> • Coated plastic housing with metal bottom plate • Inserts made of optically hardened acrylic glass • 5-pin XLR connection with hidden lock for removable Classis gooseneck microphone in different lengths • Illuminated LED on the gooseneck microphone displays ready-to-speak status • Microphone button to turn the microphone on or off • Three-coloured backlit silicone microphone button for microphone unit ON, microphone ON and microphone OFF. • Clear button to clear/deactivate all active delegate microphone units • Configurable function button • Voice-controlled activation of the microphone possible • Integrated loudspeaker with voice equalization 	01No.				

	<ul style="list-style-type: none"> • Loudspeaker is automatically turned off when microphone is turned on • Headphone output (3.5 mm stereo jack) with control to select volume and channel (original and 1 AUX-IN e.g. foreign language channel) • Two RJ45 sockets to connect to the control unit or to another microphone unit/system unit • Automatic power off when the control unit is turned off • Two holes on the bottom plate for permanent attachment to a table (theft protection) 					
3	<p>Delegate Unit</p> <p>SITC of delegate unit for Digital wired conference system with following features:</p> <ul style="list-style-type: none"> • Coated plastic housing with metal bottom plate • Inserts made of optically hardened acrylic glass • 5-pin XLR connection with hidden lock for removable Classis gooseneck microphone in different lengths • Illuminated LED on the gooseneck microphone displays ready-to-speak status • Microphone button to turn the microphone on or off • Three-coloured backlit silicone microphone button for microphone unit ON, microphone ON and request-to-speak entered, microphone still OFF. • Voice-controlled activation of the microphone possible • Integrated loudspeaker with voice equalisation • Loudspeaker is automatically turned off when microphone is turned on • Headphone output (3.5 mm stereo jack) with control to select volume and channel 	24 Nos.				

	<ul style="list-style-type: none"> • Two RJ45 sockets to connect to the control unit or to another microphone unit/system unit • Automatic power off when the control unit is turned off • Two holes on the bottom plate for permanent attachment to a table (theft protection) • Configuration as semi chairman microphone unit or press unit via control unit 					
4	Supply of Gooseneck microphone illuminated ring for Digital wired conference system with following features: Transducer type Condenser (electret) Operating principle..... Pressure gradient Microphone connection 5-pin XLR (male) Gooseneck diameter 6 mm approx. Total length 470 mm approx.					
5	Supply of system cable CAT6 of 2mtr length with RJ45 connector as per Supply of Connecting patch cord of minimum length 2 mtr					
6	Ceiling Speaker SITC of Ceiling Speaker System : 30 W Continuous Program Power; 15 W Continuous Pink Noise, 86 dB SPL @ 1 m (3.3 ft) with crossover frequency of 3.5 kHz	08 Nos.				
7	Amplifier 8ohm, Sensitivity- .775Vrms , Frequency Response (at 1W, 20Hz to 20kHz)- +0dB, -1dB, Signal to Noise Ratio- >97dB, TDH- <0.5%, Crosstalk- At 1kHz: > 85dB At 20kHz: > 55dB	01No.				
8	SITC of Wireless handheld microphone with True diversity receiver (UHF) Display on Transmitter and Receiver , RF Power output 10mW	01No.				

	or Better , Polar Pattern :- Cardioid , Carrier frequency range 500Mhz to 865Mhz , Frequency response 20Hz to 20Khz , Mute Button on Transmitter , Battery Operation time Minimum 8hr , Should have Charging Contact in Transmitter , Receiver dynamic range 100 dB (A-weighted) Or better , switching bandwidth Minimum 24Mhz Or better etc. complete					
9	Recording Facilities Single Channel Recording with HD Footage at 1080P, without any PC, Single button recording, Pause and resume recording H.264 hardware compression, Zero delay for pass-through video, Built-in 2.5" HDD slot, Input:- HDMI, Component Video and Audio, 3.5mm, Output :- HDMI and 3.5mm Audio:- Headphone, recording format- AVI (Codec: H.264 and MP3), Storage :- Internal and External.	01No.				
10	Pop up Presentation Point with VGA,HDMI, Audio, Power socket with LAN	01No.				
11.	HDMI Switcher 01 In 06 Out Input: One female HDMI, Output: Six female HDMI, Supports computer and video resolutions up to 4K, data rates up to 10.2 Gbps, Deep Color up to 12-bit, 3D, and HD lossless audio formats, HDCP compliant, Automatic color bit depth management, Front panel USB configuration port, Rack mountable, metal enclosure.	02No.				
12	HDMI Cable 20 Meter for Display	07 Nos.				
13	HDMI Cable 25 Meter for Display	01 No.				
14	SITC of Digital Conference System: Connecting cable, RJ45 / Multicore connectors, length 20m all required accessories etc.	complete				
15	Speaker Cable	On Actual				
	Total cost of the system					
	Add Installation Charges					
	Less - Buy back old Ahuja Conference Systems					
	Grand Total					

Signature of the Authorized Representative
Authorized Person Name:
Seal