

TENDER NOTICE

TENDER NO. CCTV-2015-16/FO/CPO/01

Dated: 26 December 2015

Aligarh Muslim University (AMU), Aligarh invites sealed tender in two bid system i.e. Technical and Financial in separate sealed envelope for **“REPAIR & MAINTENANCE/UP-GRADATION AND SUBSEQUENT COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) OF EXISTING CAMPUS-WIDE WIRELESS LAN BASED, CCTV SURVEILLANCE SYSTEM AT AMU, ALIGARH, (U.P.)”**, from reputed manufacturers, system integrators and/ or their authorized distributors with sufficient experience relevant to the requirement of maintenance, repairs and support to large scale CCTV Surveillance System. The existing CCTV system at AMU is based on RF communication equipment mounted on towers and is partially non-functional.

Interested bidders may submit completed tender document along with Earnest Money Deposit of **Rs. Two Lakhs**.

Copies of the tender document can be downloaded from Purchase and Tenders Section of Aligarh Muslim University Website (<http://www.amu.ac.in>).

Schedule of Events	
Sr. No.	Events
1.	Pre-Bid Conference: 14 January 2016 (at 11:00 A.M.)
2.	Last Date of Submission: 21 January 2016 (upto 11:00 A.M.)
3.	Technical Bid Opening: 21 January 2016 (at 12:00 Noon.)
4.	Financial Bid Opening of qualified bidders: 27 January 2016 (at 11:00 A.M.)
<i>Venue: Office of the Finance Officer, AMU, Aligarh-202002 (U.P.), India</i>	

Tender Fee: ₹ 2000/-
(Non Refundable)

TENDER DOCUMENT

FOR

**REPAIR & MAINTENANCE/UP-GRADATION
AND SUBSEQUENT COMPREHENSIVE ANNUAL
MAINTENANCE CONTRACT (CAMC) OF EXISTING CAMPUS-
WIDE WIRELESS LAN BASED, CCTV SURVEILLANCE SYSTEM
AT
ALIGARH MUSLIM UNIVERSITY, ALIGARH-202001
UTTAR PRADESH, INDIA**

CHAPTER – 1

INSTRUCTIONS TO BIDDERS

1.0 General:

- 1.1 The CCTV system installed in Aligarh Muslim University (AMU), Aligarh (UP) campus consists of 72 IP cameras connected to the main server through a network of RF towers covering approximately 25 sq kms of the campus. The system is partially non-functional due to inadequate maintenance of the cameras, power supply units, towers and RF communication wiring with ancillaries systems. Bids are invited from established, reputed manufacturers, system integrators and/ or their authorized distributors with sufficient experience relevant to the requirements of maintenance, repairs and support to large scale CCTV Surveillance System for taking-up the entire work, on turnkey basis, which includes:
- 1.1.1** Full re-activation of the existing CCTV surveillance systems installed at Aligarh Muslim University (AMU), Aligarh (UP) that includes RF Communication system based on Motorola Canopy, Cameras, Towers, UPS, Servers, and Displays etc.
 - 1.1.2** Enhancement /Up-gradation/augmentation of existing setup in view of technological advancement for future expansion of existing setup and also to cover more areas of campus. *Cameras for future expansion should also have IR (Night Vision) capabilities. Further, leveraging the campus wide network (OFC-backbone) of AMU may also be explored to augment the existing surveillance system.*
 - 1.1.3** Design and implementation of a robust solution (inclusive of requisite hardware and software) for mirrored storage of CCTV-footage Data on a Secure & Network Attached Storage.
 - 1.1.4** Comprehensive Annual Maintenance Contract (CAMC) for five years (Year wise).
- 1.2 Bidders are advised to study the tender document thoroughly. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- 1.3 It will be imperative on each bidder to fully acquaint himself with the local conditions and factors, which would have any effect on the performance of the contract and cost of the stores/equipment. No request for the change of price or time schedule of delivery of stores/equipment shall be entertained, on account of any local condition or factor once the offer is accepted by the University.
- 1.4 Bidders shall not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.
- 1.5 Tender document can be downloaded from Purchase and Tenders section Aligarh Muslim University Website (<http://www.amu.ac.in>). Tender fee Rs.2000/- (Non refundable) to be paid by demand draft, in favour of Finance Officer, AMU, Aligarh, payable at Aligarh should accompany Technical bid.

2.0 Schedule of Tender:

- 2.1 Pre-Bid Conference is scheduled on 14 January 2016, 11:00 A.M. at the Office of The Finance Officer, AMU, Aligarh. Interested bidders are advised to attend.
- 2.2 The sealed bids will be accepted till **21st January 2016, upto 11:00 AM**. The sealed bids can be put personally in the Tender Box kept in the Central Purchase office of the University or sent by post to **AFO (Purchase), Central Purchase Office, Aligarh Muslim University, Aligarh-202001, U.P., India**.
- 2.3 The Technical bid will be opened **on 21st January 2016 at 12:00 Noon** in the office of the Finance officer, AMU Aligarh, in the presence of Technical Expert Committee,

Registrar, Finance Officer and Proctor, AMU Aligarh. After opening of technical bid each bidder must give a technical presentation of their proposed solution of 10 minutes duration only for technical assessment. Representatives of the bidders are welcome to be present at their own expenses during technical and well as financial bid opening.

- 2.4 As a part of technical bid evaluation, technical solution assessment will be done by Technical Expert committee, Registrar, Finance Officer and Proctor, AMU Aligarh with due diligence of document verification by University Purchase Office. List of qualified bidders for consideration of opening of financial bids will be displayed on the University Website of Central Purchase Office. Financial Bids (Sealed envelopes) of the technically disqualified bidders would be returned back, at the time of **opening of Financial Bids on 27th of Jan'2016 at 11:00 AM** in the office of the Finance Officer, AMU, Aligarh. The decision of the committee on technical suitability of the offer shall be final and shall not be open for discussion.
- 3.0 University Reserves the right to vary quantities at the time of placement of Supply Order/signing of Contract.
- 4.0 **University's right to accept any Bid and to reject any or all bids:** The University reserves the right to accept any bid, and to annul the bid process and reject all bids at any time, without assigning any reason, prior to placement of supply order/ signing of contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for the University's action.
- 5.0 **Bidder Qualification:** The "Bidder" as used in the tender document shall mean the one who has signed the Bid Form provided the bidder has sufficient experience relevant to the requirements of maintenance, repairs and support to large scale CCTV Surveillance System. The Bidder may be either the manufacturer of the Stores/Equipment for which prices are quoted on the Price Schedule or duly authorized distributors/dealers/system integrators, in which case the bidder shall submit a certificate of authority.
- 6.0 **Bid Security (Earnest Money):** All Tendering firms/bidders except those registered with Central Purchase Organization (e.g.DGS&D), NSIC, are required to submit Earnest Money Deposit of ₹ **2,00,000 (Rupees two lakhs only)** in the form of a DD in favour of **Finance Officer, AMU, Aligarh, payable at Aligarh** from any commercial bank. Failure to do so will result in the rejection of the bid. Earnest money shall be submitted along with the technical bid.
- 6.1 No interest will be payable by the University on the Earnest money amount.
- 6.2 The Bid Security (Earnest Money) may be forfeited:
- a) if a bidder withdraws his bid during the period of bid validity; or
 - b) in the case of the finally selected bidder, if the bidder fails;
 - i) to sign the Contract in accordance Clause 1 of Chapter-2; or
 - ii) if at any stage any of the information/ declaration is found false.
- 6.3 Earnest money of unsuccessful bidders will be refunded within five weeks of finalization of the successful bidder.
- 7.0 **Period of Validity of Bids:** Bids shall remain valid for 02 (two) calendar months from the date of Bid opening. A bid valid for a shorter period may be rejected by the University as non-responsive.
- 8.0 **Registration with Sales Tax Department:** The bidders should have their firm registered with the Sales Tax Department, with respect to Sales Tax/ VAT and shall furnish copies of the same with their Technical Bid on the enclosed Performa (**Annexure-A of Chapter-5**) from the concerned department.

9.0 Terms and conditions for Bidders:

In addition to general terms and conditions of AMU, Aligarh (ANNEXTURE-H, CHAPTER-5) the following term & conditions shall also be applicable for this tender.

- 9.1 The bidder is required to formulate an optimized solution for an effective RF communication link so as to re-activate the system to its optimum level with ability to enhance the present capability, to minimum 30% additional Day Night IP cameras (with IR features) with seamless video streaming. The bidder could make use of the existing system, where ever possible, but not at the cost of bandwidth. Sufficient bandwidth to carry the video feed of the installed cameras or additional camera which is required to be deployed in the network should be available without any hindrance. Accordingly, the bidder must propose better version/configuration in line with technical specifications. In addition, the bidder is required to study the nuances of re-activation of partially non-functional wireless LAN based CCTV system along with Power supply and repair of the Communication towers. BOM of the existing CCTV system are mentioned in chapter -3. A detailed report with justification on the Bill of Material quantities of the devices proposed with proper justification for bandwidth availability should necessarily be enclosed with the offer, without which the offer will be summarily rejected. This report should be enclosed in the technical bid document.
- 9.2 Bidders must state categorically whether or not their offer conforms to all the tender terms and conditions. If there is a variation in any of the terms and conditions, the extent of variation and the reasons thereof shall be clearly mentioned in the technical bid.
- 9.3 Bidders must state categorically whether or not their offer conforms to the item specifications given in Chapter 4, specify clearly deviation if any of the tender.
- 9.4 Bidder must visit the site and conduct a survey by seeking prior appointment with Coordinator, AMU CCTV surveillance system.
- 9.5 Bidder shall be solely responsible for all expenses associated with responding to this tender.

10.0 Bid Requirements:

- 10.1 The Bidder must conduct a detailed site survey for need assessment and quote for all items and quantities accordingly as listed under the BOM of existing CCTV setup (**Chapter- 3**) in the Price Schedule format.
- 10.2 Bidder is required to obtain MAF (MANUFACTURER AUTORIZATION CERTIFICATE) from the OEM of RF and CCTV system (M/S Cambium and M/S PANASONIC) with authority to negotiate and participate in the tender for the job. **Failure to obtain the certificate will disqualify the bidder.**
- 10.3 All the bidders participating in the Tender must submit a list of their owners, partners, etc. and a certificate to the effect that the firm is neither blacklisted by any Government Department nor any Criminal Case is registered against the firm or its owner or partners or directors anywhere in India.
- 10.4 Bidder should have executed jobs of a similar nature in Corporate/Public/Private institutions in the capacity of contractors/consultants costing more than Rs 1.5 Crores. A certificate with this effect with the list of projects shall be attached with the Technical bid.
- 10.5 Bids not accompanied by Earnest Money will be rejected.
- 10.6 Conditional bids, Telex/Fax bids and incomplete bids will be summarily rejected.

10.7 The bid shall contain no interlineations; errors or overwriting and all pages of the Bid must be signed and sequentially numbered by the Bidder.

11.0 BID PRICES:

11.1 The Bidder shall include on the Price Schedule (**Chapter – 4**) attached to these documents the Unit Prices and total Prices of the Stores it proposes to install under this tender the following:-

- i) Unit price for each Item in Indian Rupees
- ii) Extended price in Indian Rupees.
- iii) Sales Tax in Indian Rupees.
- iv) Other Govt. levies, if any.
- v) Incidental charges, if any.
- vi) Total Price, FOR destination.

11.2 The price should be quoted strictly in line with the price schedule leaving no column blank whatsoever to avoid any ambiguity. The bid should be properly categorized to mention the following separately: restoration/enhancement of RF Communication link along with the plan, and items other than communication link.

12.0 Contents of Bid: The Bids prepared by the Bidder shall comprise of the following two components:-

- a) **Technical Bid** comprising of the following and to be filled on the format sheets provided in each Tender Document. This is mandatory:
 - i) Bidders Particulars (**Annexure –A, Chapter-5**)
 - ii) Bid Form along with list of projects executed(**Annexure-B, Chapter-5**)
 - iii) Guarantee (**Annexure-C, Chapter-5**)
 - iv) A Demand Draft in favour of Finance Officer AMU, Aligarh. (**Clause 6 of Chapter-1**)
 - v) All technical brochures/documents relevant to the Bid
 - vi) Copies of ST/VAT Regn (**Clause 8, Chapter-1**)
 - vii) Certificate as per clause 10.3 of **Chapter-1**
 - viii) Check List of Technical Bid (**Annexure-D, Chapter-5**)
- b) **Financial Bid** comprising of the following and to be filled in accordance with the formats provided in the Tender Document:
 - i) Bid Letter (**Annexure-E, Chapter-5**)
 - ii) **Price Schedule (Chapter-4) & CAMC Rates (Annexure-G, for 5 years (year wise))**
 - iii) Detailed BOM of proposed CCTV setup (**with reference to Chapter-3**)
 - iv) Check List of Financial Bid (**Annexure-F, Chapter-5**)

13.0 Procedure for Submission of Bids:

13.1 It is proposed to have a **Two-Cover System** for this tender.

(a) Technical Bid in one cover superscribing "**Technical Bid: Tender for CCTV System at AMU ALIGARH**" and bidder's Name & Address. Please note that **prices should not be indicated in the Technical Bid.**

(b) Financial Bid in one cover superscribing "**Financial Bid: Tender for CCTV System at AMU, ALIGARH**" and bidder's Name & Address.

13.2 Both the Technical Bid cover and Financial Bid Cover prepared as above are to be kept in a single sealed cover superscribed with "**Tender for CCTV System for AMU. ALIGARH**" along with bidder's Name & Address.

CHAPTER – 2

CONDITIONS OF CONTRACT

1.0 Award of Contract:

- 1.1 Prior to the expiry of the period of bid validity, the University will notify the finally selected Bidder and place the supply order thereafter. If a need for extension of the bid validity period arises, it could be extended. The notification of award/placement of supply order will constitute the formation of the Contract.
- 1.2 At the time of placement of the Purchase and Installation order, the finally selected Bidder shall sign the contract with the University. The finally selected bidder shall bring along with him, the power of attorney and common seal etc. for signing the contract.

2.0 Payment Schedule:

- 2.1 All payments shall be made as per University rules.
- 2.2 After successful installation of the equipment/material in accordance with the requirements as mentioned in contract, on request of the bidder/contractor, final inspection will be conducted by the University. If found OK, this date shall be deemed to be the date of successful installation/commissioning of the setup.
- 2.3 The system will be considered as installed and accepted only after successful uninterrupted operation of the entire system at site for a period of minimum 30 days.
- 2.4 After successful uninterrupted 30 days operation period, work completion certificate (handing over and final acceptance) will be issued by the university.
- 2.5 Payment Milestones

S. No.	Percentage (%) of amount of Total work cost less CAMC cost	Details/Milestones
a.	50%	on successful installation and commissioning as first payment
b.	40%	On issue of completion certificate, (i.e. after successful uninterrupted 30 days of operation after commissioning)
c.	10%	Upon subsequent signing of Comprehensive Annual Maintenance Contract (CAMC) with AMU, Aligarh. In the prescribed format of University, detailing the specific parameters and SLAs applicable for the period of CAMC.

- 2.6 Earnest money shall be released upon signing the CAMC and submission of **Performance Bank Guarantee** of 5% of the amount of work cost of CAMC with reference to Annexure -G, in the form of Demand Draft/Fixed Deposit from a Commercial Bank or a Bank guarantee from a Commercial Bank in favour of Finance Officer, AMU, payable at Aligarh.

3.0 Inspection or Tests:

- 3.1 The University shall have the right to inspect and/or test the Stores/Equipments/Materials for conformity to the Contract Specification.

- 3.2 As a part of installation procedures the bidder shall be required to register all the equipment/material supplied to AMU with the OEM and provide an authenticated copy of evidence of registration prior to inspection by the University. Should any inspected or tested Stores fail to conform to the specification, the University reserves the right to reject them and the Bidder shall either replace the rejected Stores or make all alterations necessary to meet specification requirements free of cost to the University.
- 3.3 The Bidder shall provide installation and standard test procedures for the individual equipment and for the complete System offered.
- 3.4 The Bidder shall test individual equipment and the complete System end-to-end, after installation at site. The Bidder shall submit test reports, evidence of registration of equipment with OEM and complete documentation of all the measurements conducted during installation period, prior to inspection by the University, for deciding the date of commissioning.
- 3.5 After successful installation of the equipment/material in accordance with the requirements as per this tender document, on request of the Agency/firm/contractor, inspection will be conducted by the University. Inspection report, will be examined by the University and if found OK, the date shall be deemed to be the date of commissioning, for starting the period of 30-days observation.
- 3.6 After successful uninterrupted 30 days operation period, completion certificate will be issued by the University.
- 3.7 Upon successful completion, an CAMC will have to be signed by the bidder, in the prescribed format of University, detailing the specific parameters and SLAs applicable for the period of CAMC.
- 3.8 A document comprising of the technical problems faced during installation, testing and commissioning period and their solutions shall be submitted by the Bidder at the time of handing over the completed works to the University.
- 3.9 The installation or commissioning shall not deem to have been completed unless all the Stores and System are accepted by the University.
- 3.10 Before the equipment is taken over by the University, the Bidder shall supply installation, operation, repair and maintenance manuals of the equipment/system. This shall include the (i) System Interface Drawings, (ii) System Interconnection and Block Diagrams, (iii) User Operation Manuals & (iv) Equipment Maintenance Manuals etc.

4.0 Guarantee/Warranty

- 4.1 The Bidder shall provide comprehensive on-site Guarantee/Warranty for all Stores/equipment supplied under the Contract for a **minimum period of one year** from the date of **completion** of the System.
- 4.2 The Bidder must create a **maintenance base in Aligarh** to provide maintenance service, of the System being offered, efficiently and promptly.
- 4.3 If the performance of any individual equipment or System so supplied fails to meet the contract specifications then the same shall be replaced by the Bidder free of cost during the term of the Guarantee/Warranty period.
- 4.4 The Bidder shall provide necessary Software update free of cost during the Guarantee/Warranty period and also during the period of CAMC.

- 4.5 The maintenance services, including spares so supplied shall be free of cost during the Guarantee/Warranty period.
- 4.6 During the term of Guarantee/Warranty the service/repair calls will have to be attended by the Bidder within two hours from the time of such calls. The defective card/item/equipment should be repaired the same day at University's location. In case of major defects requiring the defective card/item/equipment to be taken to the Bidder's workshop, it should be returned within six weeks duly repaired and an immediate substitute card/item/equipment will be provided by the Bidder for uninterrupted and smooth operation of the System. The to and fro transportation of the card/item/equipment will be the responsibility of Bidder.
- 4.7 Apart from the service/repair calls, the service engineer deputed by the Bidder will be located at site so as to assess the serviceability of the System to carryout the Preventive Maintenance and diagnostics of the system during the Guarantee/Warranty Period.
- 4.8 Delays in attending the calls and or repairing the defective card/item/equipment beyond time limit specified in this Clause, without providing the substitute, will attract penalties as deemed appropriate by the University.
- 4.9 If the Bidder fails to repair or replace the defective Equipment/ Item within the expected time lines, the University reserves the right to initiate necessary penal action as deemed fit from time to time including (but not limited to) forfeiture of Performance Bank Guarantee.

5.0 Comprehensive Annual Maintenance Contract (CAMC)

- 5.1 The CAMC shall commence immediately on signing of CAMC contract with AMU, Aligarh after issue of completion certificate by the University for the Setup.
- 5.2 CAMC shall cover spot breakdown maintenance, preventive maintenance, servicing and repairing of machines/equipment, transportation of machines/equipment.
- 5.3 The bidder shall be responsible for the comprehensive on-site maintenance of the System, at a price so quoted, for a period of five years after expiry of the warranty/guarantee period.
- 5.4 The Bidder shall quote the rates for comprehensive Annual Maintenance of the entire System in the Price Schedule year wise for next 5 years (Ref. : Annexure-G) for the complete system from the date of handing over.
- 5.5 The payment towards CAMC shall be made quarterly as per payment terms agreed and documented in the CAMC.
- 5.6 Under the CAMC, the Bidder shall provide comprehensive maintenance services of the entire System including the spares and there shall be no hidden cost.
- 5.7 Preventive maintenance service of the System under CAMC must be carried out at least once in three months.
- 5.8 During the term of CAMC the service/repair calls will have to be attended by the Bidder within twenty four hours from the time of such calls. The defective card/item/equipment should be repaired the same day at University's location. In case of major defects requiring the defective card/item/equipment to be taken to the Bidder's workshop, it should be returned within six weeks duly repaired and an immediate substitute card/item/equipment will be provided by the Bidder for uninterrupted and smooth

operation of the System. The to and fro transportation of the card/item/equipment will be the responsibility of Bidder.

- 5.9 Delays in attending the calls and or repairing the defective equipment beyond time limit given in this Clause, without providing the substitute, will attract penalties under risk and expense clause (as per SLA), the liabilities of which will be borne solely by the bidders.
- 5.10 During the period of CAMC quarterly reconciliation of CAMC performance will be done jointly with the University representative against the Service Level Agreement (SLA) parameters specified in the CAMC document and necessary corrective and preventive measures for the next quarter will be incorporated. The University reserves the right to initiate necessary penal action as deemed fit from time to time including (but not limited to) forfeiture of Performance Bank Guarantee.
- 5.11 The University shall also have the right to decide whether or not to enter into the maintenance agreement with the Bidder.

6.0 Training

- 6.1 The scope of work envisages that the Bidder shall undertake to train AMU engineers and other staff nominated by AMU in different aspects of equipment design, functioning, field installation, testing, commissioning, system management, operation & administration, maintenance and repair.
- 6.2 The Bidder shall at every stage of installation; testing and commissioning provide all facilities for adequate training of AMU Staff who may be deputed to work on the project.
- 6.3 The maintenance training program, at the manufacturer's location, will be structured to train up to 02(Two) engineers and 03(Three) experienced technicians in the complete trouble shooting and maintenance of the equipment to both the board replacement and board repair level.

7.0 Site Preparation

- 7.1 The site for installation of the System shall be provided by the University as per the required environmental conditions before the installation of the system.
- 7.2 The Bidder shall provide site plan and equipment layout plan for the System.
- 7.3 The complete installation of the System at the University's site shall be the responsibility of the Bidder.
- 7.4 Installation of the equipment and cabling work will be done with due diligence and care, so as not to damage or alter the basic structure and aesthetics of the campus. Colour code of the cameras, conduits and cables must mesh into and conform to the background and color of the building. Damage to structure, if inevitable, shall be done only after taking due clearance from the respective departments/units of the University. Restoration of damages to its original shape shall be done immediately thereafter at the cost of the bidder.

8.0 Responsibility of Completion & Software Optimization:

- 8.1 REPAIR & MAINTENANCE/UP-GRADATION work should be successfully completed within **4-6 weeks from the date of award of contract.**

- 8.2 As a part of installation procedure the bidder shall be required to register all the equipment/material supplied to AMU with the OEM and provide an authenticated copy of evidence of registration to the University.
- 8.3 Any minor fittings or items which may not be specially mentioned in the specifications but which are necessary are to be provided by the Bidder without any extra charge for completeness of the work under this Tender.
- 8.4 The bidder will be responsible for the System software and user interactive windows configuration after carrying out thorough study of the operations. Subsequent optimization shall also be the responsibility of the bidder.

- 9.0 Force Majeure:** The Contractor shall not be liable for forfeiture of its termination for default, if the delay in performance or other failure to perform its obligations under the contract is a result of an event of Force Majeure. For purposes of the clause, "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence and not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, quarantine restrictions, freight embargoes etc.
- 10.0 Resolution of Disputes:** In the case of any dispute or difference arising between the University and the Bidder relating to any matter connected with this work, the same shall be dealt with as per University rules.
- 11.0 Contact for Clarification:** For any clarification prior to submission of bids, you may submit your enquiries by email to amucctv@amu.ac.in. Mentioning "request for clarification: AMU CCTV Tender" as subject of email, and clearly articulating specific queries.

CHAPTER – 3

BOM of existing setup of CCTV Surveillance System at AMU, Aligarh

*(The bidders are required to conduct a comprehensive site survey for need assessment and quote for **Requirements** of items and quantities accordingly)*

S.No	Equipment	Quantity
CCTV Surveillance System		
1.	High Speed Dome PTZ Cameras – 30 X , 360 degree endless, true IP NW 960 (Panasonic)	20
2.	Fixed Box Type Day Night camera, True IP NP 472 (Panasonic) Lense: High range 5-40mm Varifocal, Auto Iris, LZA61/8SE (Panasonic) : 31 Lense: Small range 3.5-8mm Varifocal, Auto Iris, LZA61/2SE (Panasonic) : 21	52
3.	Central Management Master Server (Make: HP): Include Video Management Software License cover 100 cameras(Milestone)	02
4.	PC Workstation (Make:HP)	02
5.	Motorola Canopy: AP-26, SM-70 (other supporting equipments/Items)	96
6.	Tower : 45 (Guy Roped-18, Self Support-24, Base Station-03) Pole :15	60
7.	UPS (Online Networked UPS 800 VA, 30 min back-up, Make: EMERSON-Liebert)	70
8.	Plasma Display 42", Make : Panasonic	04

Important Note for Bidders:

1. Some of the items/equipment listed above is partially non-functional. The bidders are required to conduct site-survey and assess the functional/non-functional items regarding their reusability for the purpose of activation of the CCTV Surveillance System to the fullest extent.
2. For Upgradation and expansion of the setup (e.g. additional IP Cameras, RF equipment, UPS, Servers and storage for disk mirroring etc.), additional items /equipments/ancillaries are to be assessed by the bidders.
3. For Network Map of existing CCTV setup refer Annexure-I.

CHAPTER – 4

PROFORMA FOR PRICE SCHEDULE

(Endose with Financial bid)

TENDER No.**Dated**.....**Format of Financial Bid for Repair and Maintenance/ Up-gradation for AMU CCTV Surveillance System**

We ----- hereby certify that we are established manufacturers/authorized representatives of
M/s _____ We hereby offer to supply and install
the following items at the prices indicated below :

S. No.	Description of the item	Qty A	Rep & Maintenance / Upgradation cost without tax per unit (₹) B	Total Rep&Maintenance / Upgradation cost without tax (₹) C=A×B	Amt of service and other taxes (₹) D	Total with Taxes (₹) C+D	Remark
1.							
2.							
				Grand Total (In Figures)	₹		
				Grand Total (In Words)			

(NOTE: USE SEPARATE SHEETS FOR CCTV CAMERA, RF COMMUNICATION EQUIP, SERVERS, TOWERS, DISPLAY, POWER SUPPLY UNITS/UPS, ANCILLARIES etc.)

It is hereby certified that we have understood all the terms and conditions specified in the tender document and are thoroughly aware of the nature of job required to be done and stores/items to be supplied. We agree to abide by all the tender terms and conditions.

We agree to carry out the Work at the rate quoted above. We understand that AMU, Aligarh is not bound to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.

(Name and Signature of Authorized Signatory with seal)

Date:**(Signature of the bidder)**

CHAPTER – 5

OTHER STANDARD FORMS

ANNEXURE-A

BIDDER PARTICULARS
(Enclose with Technical Bid)

1. NAME OF THE BIDDING FIRM:

.....

WebsiteURL:

.....

2. ADDRESS :

REGD. OFFICE :

.....

.....**PIN**.....

STD CODE Landline Phone No:.....FAX No:.....

Primary Cell Phone No: Alternate Cell Phone No:.....

Official E-MAIL ID:..... Alternate E-MAIL ID:.....

3. Commercial Information (Enclose Attested Copy wherever Applicable)

- a) CST Regn. No. :
- b) State ST Regn. No :
- c) TIN No. :
- d) Excise Center No. :
- e) Trade License No. :
- b) Service Tax Regn.No. :
- g) PAN No. :

(Name and Signature of Authorized Signatory with seal)

(Signature of the Bidder)

Date:

ANNEXURE-B**BID FORM****(Enclose with Technical Bid)**

To,
 AFO (Purchase)
 Central Purchase Office
 Aligarh Muslim University,
 Aligarh (UP)

Sir,

Having examined the Tender Documents of TENDER NO. _____ Dated _____

We, _____, **(Name of the Firm)** offer to supply
 and install _____

(Description of Stores and Services)

in conformity with the said tender provisions for sums as may be ascertained in accordance with the Schedule of Prices provided in the Financial Bid.

We undertake, if our bid is accepted, to complete delivery, installation and commissioning of the System as per the schedule specified in the Tender.

We agree to abide by this bid 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. This bid together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We have noted the contents of Tender Document and agree to abide by terms and conditions in the same.

We understand that you are not bound to accept the lowest or any bid you may receive. We also understand that you have the right to vary the quantities.

List of projects executed is accordingly enclosed.

(Name and Signature of Authorized
 Signatory with seal)

(Signature of the Bidder)

Date:

ANNEXURE – C

GUARANTEE
(Enclose with Technical Bid)

To,
AFO (Purchase)
Central Purchase Office
Aligarh Muslim University,
Aligarh (UP)

Ref: TENDER NO. ----- Dated:-----

We guarantee that everything to be supplied and fabricated by us here under shall be brand new, free from all encumbrances, defects and faults in material, workmanship and manufacturer and shall be of the highest grade and quality and consistent with the established and generally accepted standards for materials of the type ordered and shall be in full conformity with the specifications, drawings or samples, if any, and shall operate properly. We shall be fully responsible for its efficient and effective operation. This guarantee shall survive inspection of and payment for, and acceptance of the goods, but shall expire 12 months after their acceptance by the University.

The obligations under the Guarantee expressed above shall include all costs relating to labour, repair, maintenance (preventive and unscheduled), and transport charges from site to manufacturers’ works and back and for repair/adjustment or replacement at site of any part of the equipment/ item which under normal care and proper use and maintenance proves defective in design, material or workmanship or fails to operate effectively and efficiently or conform to the specifications and for which notice is promptly given by the University to the Bidder.

List and Details of major projects executed is attached.

NAME & SIGNATURE OF THE WITNESS

(NAME & SIGNATURE OF AUTHORISED
SIGNATORY WITH SEAL)

SIGNATURE OF BIDDER

DATE _____

ANNEXURE – D**CHECK LIST – TECHNICAL BID**
(Enclose with Technical Bid)

Sr. No.	Question	Yes/No	Evidence/Reference
1.	Have you signed and enclosed the Annexure-H (General Instruction and Terms & Conditions) ?		
2.	Have you paid the tender document fee of ₹2000/-?		
3.	Have you furnished bidder's particulars furnished as per Annexure-A?		
4.	Have you furnished Bid Form (Annexure-B)?		
5.	Have you furnished Bid security (Earnest Money)demand draft?		
6.	Have you enclosed un-priced Requirement giving details of equipment quoted?		
7.	Have you conducted comprehensive site survey of the existing setup at AMU as a part of your proposal/bid preparation?		
8.	How you enclosed the survey report?		
9.	Have you factored the findings from the site survey into your proposal for full restoration and Upgradation of existing setup?		
10.	Have you furnished the OEM's Authorization Cert?		
11.	Have you quoted for all the items of the tender?		
12.	Have you enclosed Tax registration certificate of the bidding firm?		
13.	Have you signed, stamped and sequentially numbered each page of your Bid? Please mention total number of pages enclosed along with your bid		
14.	Have you enclosed the certificate as per clause Annexure A-F)?		

ANNEXURE-E**BID LETTER**
(Enclose with Financial Bid)

To,
AFO (Purchase)
Central Purchase Office,
Aligarh Muslim University,
Aligarh (UP)

Ref: Tender for REPAIR & MAINTENANCE/UP-GRADATION of AMU CCTV Surveillance System

Sir,

We declare:

1. a) That we are manufacturers / authorized agents of _____.
b) That we /our principals are equipped with adequate machinery for production, quality control and testing of materials manufactured and used by us.
2. We hereby offer to supply the Stores/equipment at the prices and rates mentioned in the Financial Bid at **Chapter 5**.
3. Period of Delivery: We do hereby undertake, that in the event of acceptance of our bid, the supply and installation of CCTV system shall be completed at site within **stipulated period** from the date of Award of Contract, and that we shall perform all the incidental services as per contract.
4. Terms of Delivery: The prices quoted are inclusive of all charges upto delivery at AMU, Aligarh, U.P.,India.
5. We enclose herewith the complete Financial Bid as required by you and also enclosed the Check List.
6. We agree to abide by our offer for a period of 60 days from the date fixed for opening of the financial Bids and that we shall remain bound by a communication of acceptance within that time.
7. We have carefully read and understood the terms and conditions of the tender and the conditions of the Contract applicable to the tender and we do hereby undertake to supply as per these terms and conditions.
8. Certified that the Bidder is:
a sole proprietorship 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 a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by 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.
(NOTE: Delete whatever is not applicable. All corrections/ deletions should be duly attested by the person uthorized to sign the tender document.)
9. We do hereby undertake, that until a formal Contract is prepared and executed, this bid, together with your written acceptance thereof and placement of letter of intent awarding the contract, shall constitute a binding Contract between us.

Dated this _____ day of _____ 2016.

Name & Signature of the Bidder with Seal

Details of enclosures:

Full address:

Telephone

Fax No.

Mobile No.

Email address:

ANNEXURE-F**CHECK LIST – FINANCIAL BID****(Enclose with Financial Bid)**

Sr. No.	Question	Yes/No	Evidence/Reference
1.	Have you furnished the Bid Letter? (Annexure-E, Chapter 5)		
2.	Have you filled in the Price Schedule? (Chapter 4)		
3.	Have you quoted for all the items as per Chapter 3?		
4.	Have you quoted for Comprehensive Annual Maintenance Contract CAMC (Annexure-G, chapter 5)?		

ANNEXURE-G**Format for Financial Bid for Comprehensive Annual Maintenance Contract (CAMC) for
AMU CCTV Surveillance System****(Enclose with Financial Bid)**

Sr. No.	Description	Cost without taxes. (₹)	Amount of service tax and other tax if any. (₹)	Maintenance cost including taxes (all inclusive) (₹)
Year 1				
Year 2				
Year 3				
Year 4				
Year 5				

We agree to carry out the Work at the rate quoted above. We understand that AMU, Aligarh is not bound to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.

(Name and Signature of Authorized Signatory with seal)

Date:

(Signature of the bidder)

ANNEXURE-H
(Enclose with Technical Bid)

Finance and Accounts Office,
 Aligarh Muslim University, Aligarh
INSTRUCTIONS TO SUPPLIERS /TERMS & CONDITIONS

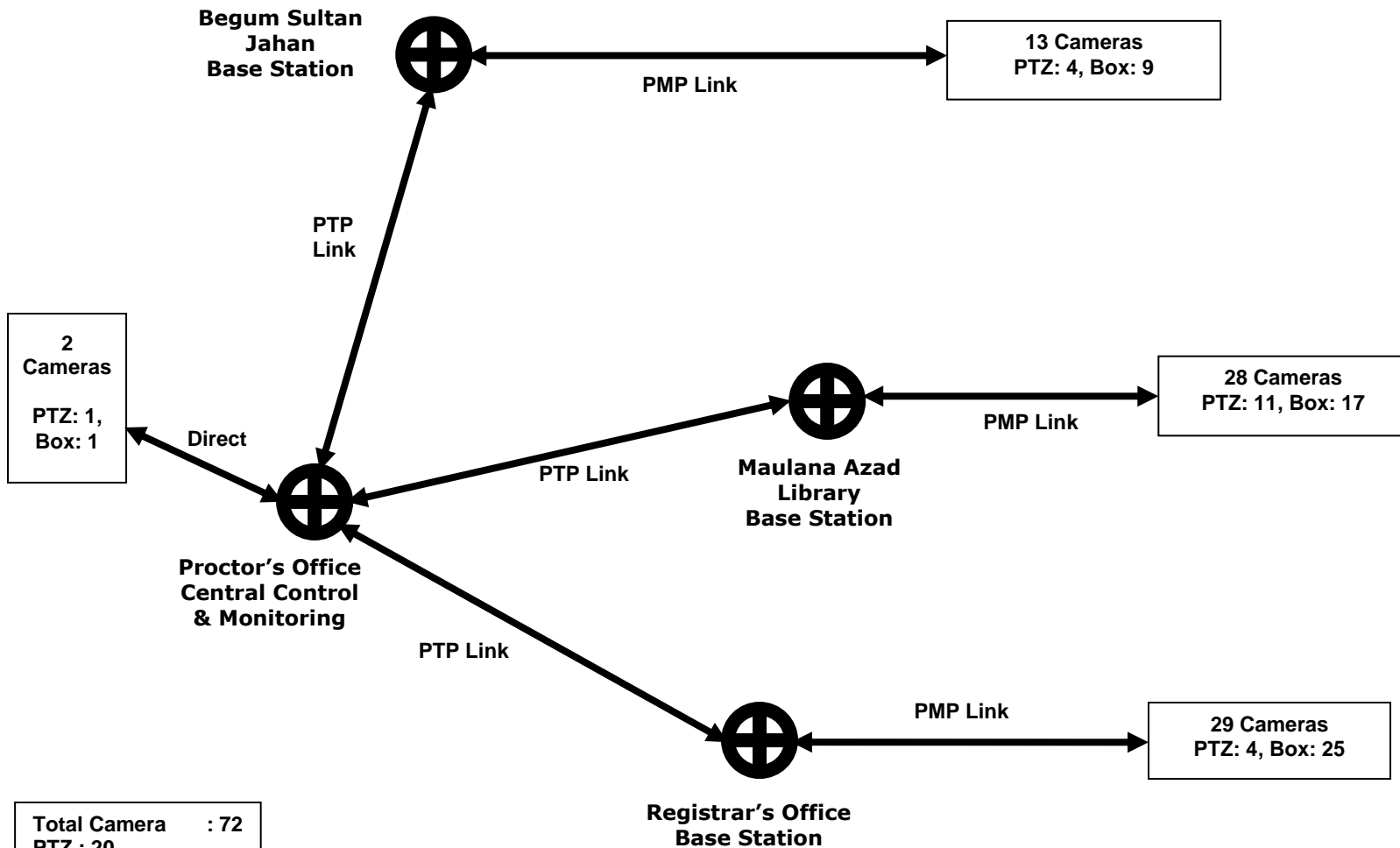
1. Quotations/Tenders must be properly sealed in envelop/cover and addresses to the -----, AMU Aligarh. The sealed envelop must have the name of work mentioned on it.
2. Items will be supplied in the name of the -----, AMU, Aligarh.
3. The conditional quotation are likely to be rejected.
4. The rates quoted by the firm shall be inclusive of all taxes like VAT discount etc./as instructed in the tender notice / form, F.O.R. site/store at AMU, Aligarh unless specified separately.
5. All disputes will be settled in Aligarh court only.
6. The quotations / Tender will be accepted from only those suppliers who have valid TIN / ST numbers and authorized dealers of OEM, the copies of the same may also be submitted with the tender.
7. Quotations/ Tenders should be accompanied by Earnest Money Deposit of Rs.Two Lakhs only in the form of Demand Draft in favour of Finance Officer, AMU, payable at Aligarh. DOCUMENTS UNACCOMPANIED BY EARNEST MONEY SHALL BE OUTRIGHTLY REJECTED.
8. Quotations /Tenders shall be received in the _____ office, AMU Aligarh.
9. Quotations / Tenders shall be opened in _____, office, AMU Aligarh in the presence of the tender/representatives of the firm.
10. The University reserves the right to accept or reject all or any of the quotations /tenders without assigning any reason thereof.
11. The supply is to be completed within _____ days of the acceptance of the quotations in writing.
12. Supply should be in accordance with the specifications given in the bill of quantity. The articles not found according to the specification or are damaged, will not be accepted and the supplier will be liable to remove the same from the University campus, otherwise, University will not be responsible for safe custody of the same. The cost of return shall be borne by the supplier.
13. Failure to execute the supply of items within stipulated time period may lead to black listing of supplier.
14. Any increase in the rate of or imposition of new taxes etc. during the course of supply shall not be acceptable.
15. The incidental expenses such as, package, carriage, railway freight, forwarding and insurance etc. will be borne by the firm/supplier.
16. Payment shall be made against bill which should be forwarded in triplicate.
17. Warranty period shall be mentioned clearly on the tender form and free service after sale should be ensured during warranty period.
18. Any defect in the item if reported shall be promptly rectified or replaced during warranty period.
19. other terms and conditions if any shall be announced at the time of opening of bid.

(Sd/-)
 Signing Authority, AMU, Aligarh

I certify that I have read the instructions/ terms and conditions carefully and agreed.

(Vendor/ Supplier)

ANNEXURE-I



Total Camera	: 72
PTZ	: 20
Fixed Box Type	:52
Motorla Canopy	:96
AP	:26
SM	:70
Tower	:45
Guy Roped	:18
Self Support	:24
Base Station	:03
Pole	:15

NETWORK MAP
AMU CCTV Surveillance System