

No.D-14011/2/2007-Admn. (NBO)
Government of India
Ministry of Housing and Urban Poverty Alleviation
(National Buildings Organization)

Nirman Bhawan, New Delhi
Dated 12th August, 2011

Office Memorandum

Subject: Tender Document for AMC of Video Conferencing unit of NBO for the year 2011-12- regarding

The undersigned is directed to refer to the subject cited above and to forward a copy of the Tender Document (both hard and soft copies) for uploading on the website of NBO on priority basis.



(P. Pulamte)

Section Officer (Admn.)

Ph: 23063375

Encl. As above.

To

1. Scientist Gr.D (Sh. M.E.Arasu) , NIC, NBO, Nirman Bhawan

Copy to:

1. PA to Director (NBO).



(P. Pulamte)

Section Officer (Admn.)

By Regd.Post/Speed Post

No. D-14011/2/2007/Admn. (NBO)
Government of India
National Buildings Organisation
Ministry of Housing and Urban Poverty Alleviation

G Wing , Nirman Bhawan,
New Delhi , Dated : 12th August, 2011

To,

As per enclosed list

Sub : Limited Tender Inquiry for AMC & Operation of Taiden Digital Audio Conferencing Unit & Sony Video Conferencing unit of NBO from the authorized dealer / distributors-regarding

Sealed tenders are invited for the above said works under two-bid system (Technical and Financial Bid) as per terms and condition indicated in tender document.

1. Details of the Equipments:- As per list at Annexure-A

2. AGREEMENT

This agreement shall remain in force for a period of Twelve Months from September, 2011 to August, 2012. Thereafter this agreement may be renewed for further period of one year, under the same terms & conditions with the approval of the Competent Authority.

3 MAINTENANCE SERVICES SHALL CONSIST OF:

- a) Corrective maintenance of equipment- whenever the office reports a fault in the above systems, the engineer of Service Provider will report within 24 working hours of receipt of complaint and the machine will be made operational within two working days of inspection of fault.
- b) Preventive maintenance of equipment. Preventive maintenance will be done once every quarter (three months).

A. The maintenance Service include

1. Repair of all spare parts that are required to be repaired for the smooth and efficient functioning of the system
2. A preventive maintenance of the machine
3. Alignment of LCD/ Prism block assembly / Lens
4. Adjustment / Oiling of all mechanical parts
5. All kind of service/ maintenance charges
6. Operational Service of AV/VC unit for 24 days per Annum which may increase as per requirement of this office and for which extra charges will be paid as per approved rates.

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7. Preventive Maintenance for all of the following:

- Audio System (Amplifiers, Speakers, Mixers, Microphone System).
- Video Conferencing System (Video Camera, Video DSP, Main Camera, Additional Camera, ISDN PRI/BRI Module).
- Video System (Projector Lift, Plasmas, Switcher, DVD Recorder/Player, Document Camera, Signal Management Device).
- Control System (Controller, Touch Panel, Interface, Wireless Networking Module).
- Software/Firewall upgrade (Touch Panel Control System, MCU Software, Software for Video DSP, Signal Management Device, Mixer).

B. Maintenance Service does not include

The spare / consumable items which does not include in the Maintenance Contract must be clearly mentioned by the bidders in Technical Bid. The bidders should also quote the price of these items separately in their Financial Bid as per Proforma, so that, this office may procure these items during the course of the present AMC for replacement etc. with the approval of the competent Authority.

4 CHARGES & PAYMENTS

The office will pay the AMC Charges to the successful bidder in this Tender in advance on half yearly basis against the requisite Bank Guarantee. Payment will be released against the invoice submitted in triplicate.

5 Eligibility Criteria

1. The Agency should have experience in Maintenance of such equipments and should have completed two similar works for any government department. The copy of the satisfactory completion must be attached with the tender.
2. The firm should have been in operation for a minimum period of two (2) years as on date of submitting the Bid.
3. The firm should have a fully functional and support office in Delhi/NCR
4. The firms are advised to enclose copies of all relevant documents for proof of their VAT, Service Tax Registration and Valid ITCC along with their application failing with which their applications are liable to be rejected.

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6 **Selection Process :**

The tender/bids shall be examined by approved committee of this office. Technical assessment will be made based on technical bids submitted. Selection shall be made out of technically qualified agencies based on Total rates offered.

7 **Terms and Conditions :**

1 Tender form should be filled up in all respects and returned by the tenderer duly signed on each page of the original tender form including the pages containing the terms and conditions and should be properly sealed. The tender should consist of two parts in separate in two envelopes marked as technical bid and commercial bid.

2 The Tender Form should be submitted in two envelopes. Envelope -A (Technical Bid) should contain the tender form containing Terms & Conditions and Technical bid. The Envelope-B (Financial Bid) should contain Financial bid. Each envelope should be clearly super scribed with the words "**Limited tender for AMC of Video Conferencing & A.V unit of NBO**". Technical /Commercial bids should be sealed & placed in another sealed envelope. The name and address of the tenderer should also be specified on the envelope.

3. The sealed envelope shall be addressed to:-

Director & H.O.D
National Buildings Organisation
Ministry of Housing and Urban Poverty Alleviation
G Wing , NBO Building Nirman Bhawan,
Maulana Azad Road
New Delhi – 110011.

4. You are requested to submit your tender quoting the rates as per the format for the above noted work. The Tender shall reach this office on or before 1200 Hrs of 25th August, 2011. The Tenders will be opened at 1630hrs on the same day in the presence of their respective representative.

5. There will no extension in respect of last date for submission of Tender. However, if the last date happens to be a holiday, the tender shall be submitted on the next working day at same time

6. The tenderer whose tender may be accepted, shall hereinafter be called the "Contractor" & which term shall include its heirs, executors, administrators and assignees.

7. The revision of rates etc. shall not be allowed after the tenders are opened and the approved/accepted rates shall be valid till completion of project.

8. Director, National Buildings Organisation reserves the right to accept or reject any or all the tenders or accept any tender without assigning any reason thereof. The Director, NBO also reserves the right to award the work to more than one tenderer at the approved lowest rates.

9. The Bidders will have to submit Bid Security of Rs.25000/- (Rs. Twenty five thousand only) in the form of A/c Payee Bank Draft in favour of PAO, Sectt., UEPA payable at New Delhi.

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10. National Buildings Organisation reserves the right to place the order for anyone or all the activities as mentioned in the scope of work of this tender.
11. Tenderer shall provide reasonable mode of communication for attending Service enquires by NBO.
12. The equipment shall be maintained by the contractor for free of charges for 12 months after this agreement.
13. The contractor shall furnish a performance guarantee in a shape of Bank Guarantee @ 50% of contract value in favour of PAO (Sectt), UEPA, New Delhi within seven days of receipt confirmed order.
14. The Contractor shall submit his pre- receipted bill(s) in Triplicate in printed forms. The charges to be made in the bill(s) shall always be entered at the rates specified in the tender & approved by National Buildings organization or in the case of any extra work ordered, at the rates specified in the order granting extra work. Income Tax shall be deducted at source as per rules.
15. Except otherwise specified in the contract and subject to the powers delegated to him by the Government under the code and rules for the time being in force, the decision of the Director – National Buildings Organisation shall be final, conclusive and binding on all parties to the contract on all questions relating to the meaning of the specifications, and instruction herein force mentioned and as to the quality or workmanship of the work.



(P. Pulamte)

Section Officer (Admn.)

National Buildings Organisation
Ministry of Housing and Urban Poverty Alleviation
G-Wing, NBO Building, Nirman Bhawan
New Delhi-110108
Ph: 23061940

ANNEXURE-I

<u>LIST OF AUDIO VISUAL EQUIPMENT COVERED UNDER AMC</u> <u>(NBO, NIRMAN BHAWAN, NEW DELHI)</u>			
S.No.	Description	Unit	Qty.
A	VIDEO PROJECTION SYSTEM		
A-1	65" Plasma Display panel having resolution 1920 x 1080 (Full HD resolution) Make/Model: PANASONIC TH 65 PF-9 SERIES	Each	1
A-2	Laptop Computer Make/Model: SONY VGN-AR59GU	Each	2
A-3	Multimedia LCD Projection System, True SXGA + (1400 x 1050) resolution, 4000 ANSI Lumens Make/Model: SONY VPL-FE40	Each	1
A-4	High gain,High power surface matte white Motorized Projection Screen size 8 feet x 6 feet with infra red remote control Make/Model: Da-Lite	Each	1
A-4	Presentation Plate with Durable pneumatic movement and mechanical latching mechanism Make/Model: Extron HSA-200	Each	3
A-5	Projector Lift Make/Model: Chief SL-150	Each	1
A-6	Controller to Control all the Audio Visual equipments Make/Model: AMX NI2100+7.5" MODERO	Each	1
B	VIDEO CONFERENCING SYSTEM		
B-1	Multipoint Video Conferencing System with Camera & Echo cancellation microphone Make/Model: Sony PCS-G50P	Each	1
B-2	MCU H.323 Make/Model: SONY PCSA-M3G50	Each	1
B-3	MCU H.320 Make/Model: Sony PCSA-MOG50	Each	1
B-4	ISDN Unit up to 2 Mb/s PRI interface Make/Model: Sony PCSA-PRI	Each	1

Continued.....

C	AUDIO CONFERENCING SYSTEM		
C-1	Fully Digital System main unit (Central Control Unit) Make/Model: Taiden HCS-4100MC/05	Each	1
C-2	Fully Digital System Chairman's Unit Make/Model: Taiden HCS-4200CE	Each	1
C-3	Fully Digital System Delegate Unit Make/Model: Taiden HCS-4333D	Each	15
C-4	Professional Digital Video & Audio Recorder Make/Model: Taiden HCS4120M+HCS4220/10	Lot	1
C-5	Digital Powered Mixer Make/Model: Sony SRP-X500P	Each	1
C-6	Wall Mount Full-Range Two Way Speaker Make/Model: Electrovoice EVID3	Each	4
D	CABLES & CONNECTORS		
D-1	Interconnects Cables, Connectors (VGA, Video & Audio) and software etc required for smooth & efficient working of the system.	Lot	1

Annexure-II

**GENERAL INFORMATION ABOUT THE BIDDER (to be enclosed with technical
bid)**

1	Name & address of the tenderer	
2	Constitution of the tenderer (whether company, partnership firm or Proprietary concern	
3	Sales Tax no. / Work Contract no.	
4	PAN no. / GIR no	
5	Year of establishment	
6	Name & address of proprietor/partners/ Director as the case may be	
7	Has the tenderer undertaken such project in the past or at present is in hand similar projects elsewhere? If so, give details in Annexure - III attached.	
8	<u>Proofs in respect of Eligibility Criteria as mentioned in Para 5 of this Tender Notice.</u>	
9.	Any Other Relevant Information	

Signature of the tenderer & stamp

LIST OF SIMILAR WORKS UNDERTAKEN (to be enclosed with technical bid)

SI No	Name of the clients Contact Person, Address Phone No., email	Name of Work	Period of Execution	Value of contract

Note:- Certificate from the clients along with copy of work order for proof should also be enclosed by tenderer.

Signature of tenderer

