

OFFICE OF THE REGISTRAR COOPERATIVE SOCIETIES
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OLD COURT BUILDING, PARLIAMENT STREET, NEW DELHI

No. F.111/RCS/CTB/ 2014-15/ 263-70

Dated: 23/12/14

To,

1. M/s Global Enterprises, 106/4, East End Plaza, Vasundhara Enclave, New Delhi - 110096
2. M/s Mapple Leaf Intelligent Solution Pvt. Ltd., 5 M/1, 2nd Floor, Jungi House, Shahpur Jat, New Delhi - 110049
3. M/s Next Gen Tech World Solution Pvt. Ltd., B-702, Doctors Park, Sector - 5, Vasundhara, Ghaziabad - 201012.
4. M/s Leading Edge Communication Pvt. Ltd., I-50, Jungpura Extension, New Delhi-110014.
5. M/s E Secure Zone, K-1A, Basement, Kalkaji, Below Subway, New Delhi - 110019.
6. M/s Intelligent Communication Systems India Ltd. (ICSIL), DSIIDC Admn. Block, First Floor, C-Block Okhla Industrial Area-I, New Delhi-110020.
7. Asstt. Programmer, RCS Department for web based publicity on department website.
8. Notice Board of the Department.

Sub: - Purchase and installation of CCTV Camera.

The Specification for each required items with quantity is as under:-

S.No.	Specification of item	Qty.	Rate per unit including VAT Taxes Service Taxes and all other levies
1.	Sony CCD1/3" day night indoor IR Dome camera,700 TV Lines,3.6mm lens,24 LED,IR range 10Mtr. Body Type Plastic/Aluminum	16	
2.	DVR (Digital Video Recorder) 16 channel with all audio - Standard H.264 compression format, Video output composite and high resolution, VGA, HDMI, DDNS setting needless, customized UI availability, friendly GUI, Supports IMAC,IOS, Windows, Android, Recording mode auto, Manual, Timer, Playback, Mode time, Data, Event, Channel Search, Backup, Preview, Recording, Network live, Live video streaming on the internet through DDNS and even without DDNS	1	
3.	2 TB SATA HDD	1	
4.	Power Supply 12 V 10 AMP	1	
5.	Video Cable for Cameras along with Flexible/Conduits	600 Mtr. Approx. according to requirement	
6.	LED/LCD 18.5/19" Monitor	1	
7.	Installation Testing and commissioning	-----	

The following Terms and Conditions must be followed while submitting the quotations terms and condition of the quotation as follows:-

1. Sealed quotations are invited to accord the contract for the installation and purchase of CCTV Camera from reputed firms having capacity to supply items, and having capacity and experience in this field at least one years for the supply of CCTV items. The form should be dully signed by Prop/Partner/Director of the firm with rubber stamp and will be addressed to **Office of RCS, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001**. The time for submission of complete quotation is by 13.00 PM on 13.01.2015 in a sealed cover naming Technical Bid & Financial Bid in separate envelops having reference no. of this letter written on the envelope, along with the item for which the quotation is submitted. The quotation will be opened at 15.30 PM on the same day in the office of Chairman Purchase Committee, Office of RCS, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001. In case any of the above mentioned dates happens to be a holiday, the tender will be opened on next working day without further notice.
2. Tenderer/Bidders are advised to study the tender document carefully before submitting the tender form. It will be presumed that the Tenderer/Bidders have considered and accepted all the terms and conditions of this tender. No enquiry, what so ever verbal or written shall be entertained in respect of acceptance/rejection of the tender. **BIDS MUST BE UNCONDITONAL.**
3. That the service is to be provided at Office of **Office of RCS, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001**.
4. In case of any default by the company i.e. if the company is not able to provide proper service or in any case of any complaints from users, the contract may be terminated on a short period notice. List is clarified that the complaints from user which include not attending the phones or not adhering to the time schedule strictly, then the performance security shall be liable to be forfeited.
5. The firm should have previous similar experience of satisfactory execution of such type of works duly stamped copy of original completion certificate issued by the concerned office along with their dispatch number and date should be attached for the **last one years**.
6. The successful tenderer has to deposit the performance security of @ 10% of contract value in the form of Demand Draft/Banker's Cheque/ Bank Guarantee in the favor of **D.DO, O/o Registrar Cooperative Societies** having validity till one and half year i.e. 1½ year.
7. The conditional documents offered by the bidder like early inspection / payment, early placement of order, lump sum rates etc. shall not be considered and such tenders will be out rightly rejected. The tenders having any ambiguity are also liable to be rejected.
8. Bidders are advised to visit the site of work thoroughly in advance to understand the work fully before quoting the rates.
9. No extra payment will be made on account of transportation, if CCTV camera or other parts require the repair at your workshop.
10. The firm should quote rates inclusive of all taxes /duties for destination.

11. That you will submit the bills, in triplicate, along with satisfaction service report from all branches to the Caretaking branch.
12. The prospective bidder shall furnish the following documents along with their quotation (Annexure-I) in separate envelop called as Technical Bid. in case any document is not applicable the Prop./authorized signatory of the firm will submit a certificate on the letter Head of the firms stating the reason for non applicability of the same if the following items not submitted by the Tenderer then the Tenderer be called as Technically disqualified.
 - i. Self attested copy of PAN no. card under Income Tax Act.
 - ii. Self attested copy of Service Tax Registration number.
 - iii. Self attested copy of VAT registration number.
 - iv. Self attested copy of Bid Security i.e. EMD.
 - v. Self attested copy of Income Tax paid return copy for the current Financial Assessment Year.
 - vi. An undertaking to the effect that the Agency has not been blacklisted by any of the Deptt./organization of the Government of India/Govt. of N.C.T of Delhi and no criminal case is pending against the said firm/agency.
 - vii. Terms and conditions duly accepted/signed with the stamp of the prospective bidder.
 - viii. Proof to the effect those tenderer/Firm/Agency have experience of providing similar works for one year.
 - ix. Resolution of Board of Director of the company authorizing the person to sign the tender document (if applicable).
 - x. Tenderer should submit an undertaking along with the quotation to the effect that he or his firm is having capacity to supply the items as mentioned in the tender document.
 - xi. The tenderer should submit an undertaking with the Technical Bid to the effect that he or his firm have capacity for supply of items as mentioned in the Financial Bid.
13. **Schedule for Inviting tender:-**
 - a. Name of the Client: President of India through the Secretary, Registrar Cooperative Societies, Govt. of N.C.T of Delhi.
 - b. The Tender should be submitted physical on or before as mentioned in herein and time for submission of tender.
 - c. The EMD @ 5% of the value of contract i.e. Rs. 4750/- in favor of DDO, O/o RCS in original along with the Financial Bid should be drop in the Tender Box kept at the Room no. 4, CTB in the O/o RCS before the schedule time of opening of Tender.
 - d. Financial Bid will be opened only those firms who will quality the Technical Bid regarding.
14. **Opening of Technical Bid**
 - i. Technical Bid will be opened only of those firms whose EMD in original received on or before schedule time of opening of Technical Bid as per tender document.

15. **Opening of Financial Bid**

- i. Financial Bid will be opened only of those firms which qualify Technical Bid.
- ii. In case, any holiday is declared by the Government on the day of opening of the tender, the tender will be opened on the next working day at the same time but tender box will be sealed on the scheduled day and time.

16. **Refund of EMD:-**

EMD in respect of the successful tenderer will be retained till the depositing of Performance Security as well signing of the Agreement under the said tender. However, EMD in respect of unsuccessful firm will be refunded on finalization of the tender without any interest.

17. **Performance Security:-**

The firm whose tender is accepted shall deposit Performance Security @ 10% of the supply order as mentioned herein in any of the following forms within 10 days from the date of issue of work order by the Department Performance Security may be furnished in the form of Fixed Deposit Receipt from a commercial bank, or Bank Guarantee from a commercial bank in an acceptable form in favor of DDO, RCS. Performance Security will remain valid for a period of sixty days beyond the date of completion of all contractual obligations. No interest will be payable on this amount. The contract will be signed only after furnishing the Performance Security. In case of breach of contract by the contractor, the Performance Security shall be forfeited by the Government and the firm shall be blacklisted in addition to the termination of the contract.

18. **Cancellation of Tender or contract:-**

1. The Bid will be rejected in the event of information being found false or detected incorrect or incomplete at any stage prescribed in the tender or any ineligibility being detected, and no correspondence thereof shall be entertained, whatsoever.

19. **Forfeit of Bid Surety:-**

1. If any stage, any of the information/declaration given by the bidder is found false.
2. If the bidder fails to comply with the period of bid validity specified in the terms and conditions of the tender.
3. In case of any lapse/default in honoring of the terms and conditions at any stage after submitting the tender.
4. In case of final selection of bidder, if he fails to enter into the contract or fails to furnish Performance Security in accordance with the terms and conditions of the tender.

20. **Period of contract for supply of CCTV camera & its accessories & AMC of the same.**

The contract shall be valid for a period of ONE year. During the contract period the firm will provide free service and replacement the items without any charge if found any defect. The Deptt. reserve the right to curtail or to extend the validity of contract on the same rates and terms and conditions at the discretion of the Department.

21. Demo of the items.

The successful tenderer will be show the demo of the items before supply and installation of the items as mentioned in the Financial Bid without any additional charge before the Purchase Committee.

22. Terms and Conditions:-

1. The tenderer shall invariable endure time bound supply as well installation and maintained confidential and material to the standardized satisfaction of the RCS.
2. The Tenderer should take care that no column in the tender should be left blanks which would be otherwise made the tender liable for rejection. In case any column has to be left blank, it should be filled treated as the lowest value of item filled by any other bidder.
3. Any act on the part of the tenderer to influence anybody in the RCS is liable for rejection of the tender.
4. The successful tenderer shall have to deposit a performance security as mentioned in the Tender to the RCs on or before of issue of Supply order.
5. The successful tenderer shall not engage any sub-contractor or transfer the contract to any other person/firm/agency in any manner. The tenderer shall not be permitted to transfer their rights and obligations under the contract to any other person/organization or otherwise.
6. Tender not conforming to the requirements of the RCS will be rejected and not correspondence thereof shall be entertained, whatsoever.
7. Any person who is in Govt. service or an employee of this RCs should not be made partner to the contract by the Tenderer directly or indirectly in any manner whatsoever.
8. The tenderer shall indemnify the RCS against all other damages/charges and expenses for which the RCS may be held liable or pay on account of the negligence of the Tenderer or his staff or any person under his control whether in respect of accident, injury to the person or damage to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof. The RCS shall not be responsible financially or otherwise for any injury to the driver or person deployed by the Tenderer during the supply of articles.
9. During the period of contract, the rates will not be revised with the revision of any of rate taxes by the Government of NCT of Delhi or by the Govt. of India.
10. The RCS will be under no legal obligation to provide employment to any of the personnel of the Tenderer during/expiry of agreement period and the RCS recognizes no employer-employee relationship between the RCS and the personnel deployed by the Tenderer/agency.
11. The Registrar, O/o RCS reserves the right to terminate the contract without assigning any reason by giving a notice of 15 days to the Tenderer at any point of time during any of the years of the contract.

12. The Tenderer shall, however, be required to meet time bound confidential supply of CCTV items and material to the standardized satisfaction of the RCS.
 13. In case the Tenderer fails to provide the items, the RCS reserves the right to purchase the items from other source at the cost of the Tender.
 14. The rate quoted should be valid for a period of 01 year from the date of supply order which may be extended for further one year, at the discretion of the RCS on mutual agreement, if necessary. Order for the approved items under Rate Contract will be given as per requirement of the RCS from time to time. The rate contract for supply of items shall be valid initially for one year from the date of supply order.
 15. The bidders should quote prices on FOR, RCS basis for all items. Nothing extra on account of loading, unloading, cartage charges etc. will be paid by the RCS except the price quoted.
 16. The quantity may decrease/increase according to the requirement of the RCS while issuing the order. The supplier will have to supply the ordered item according to the requirement of the RCS.
 17. It shall be presumed that all the Terms & Conditions mentioned in the Tender have been duly accepted by bidder in the case he submits the Tender. No enquiries, verbal and written shall be entertained in respect of acceptance or rejection of the tender.
 18. The Registrar Cooperative Societies O/o RCS shall be the final authority to reject full or any part of the supply, which is not in accordance with the required specification, terms and conditions of the tender/schedule. The decision of the Registrar Cooperative Societies O/o RCS in this regard, shall be final and binding on the tenderer.
 19. The RCS the full right to reject/withdraw/revoke/cancel whole or any part of the Tender or Supply order at any stage without assigning any reason thereof.
 20. All the dispute shall be subject to Delhi Jurisdiction, further case of dispute, matter will be referred to arbitration for settlement, by the Registrar Cooperative Societies and his decision will be final and acceptable to both parties.
23. **Payment Terms:-**
1. The payment shall be made on submission of the bills (In triplicate) along with satisfaction service of work assigned, report from all branches to the Caretaking branch at approved rates after deducting penalties if any. No advance payment will be made.
 2. The RCS will deduct Income Tax at source under Section 194-C of Income Tax Act from the prevailing rates of such sum as income tax on the income comprised therein.
24. **Payment Terms:-**
1. In case it is found that the bidder as per the requirement of the bid has not quoted any specified item his bid on that particular item shall be evaluated on the basis of lowest quoted rates.

2. Among eligible, the Department Bid Evaluation Committee shall select the bidder who are charging reasonable rates.
25. The firm/Tender should be registered Value Added Tax Department, having proper Service tax No. and should be Income Tax Payee. /PAN No. / TIN etc. Attested photocopies of the Sales Tax/VAT registration and Income Tax Number should be attached with quotation. Without Sales Tax Registration Certificate, Service tax No. and Income Tax Number shall be rejected out rightly.

S. S. 23/12/14
(SATISH SHARMA)
Asstt. Registrar (CTB)

ANNEXURE-I

<i>S.No.</i>	<i>Specification of item</i>	<i>Qty.</i>	<i>Rate per Pcs.</i>	<i>AMC charges for One Year</i>
1.	<i>Sony CCD1/3" day night indoor IR Dome camera,700 TV Lines,3.6mm lens,24 LED,IR range 10Mtr. Body Type Plastic/Aluminum</i>	<i>01</i>		
2.	<i>DVR (Digital Video Recorder) 16 channel with all audio - Standard H.264 compression format, Video output composite and high resolution, VGA, HDMI, DDNS setting needless, customized UI availability, friendly GUI, Supports IMAC,IOS, Windows, Android, Recording mode auto, Manual, Timer, Playback, Mode time, Data, Event, Channel Search, Backup, Preview, Recording, Network live, Live video streaming on the internet through DDNS and even without DDNS</i>	<i>01</i>		
3.	<i>2 TB SATA HDD</i>	<i>01</i>		
4.	<i>Power Supply 12 V 10 AMP</i>	<i>01</i>		
5.	<i>Video Cable for Cameras along with Flexible/Conduits</i>	<i>01 Mtr.</i>		
6.	<i>LED LCD 10.5, 12" Monitor</i>	<i>01</i>		
7.	<i>Installation Testing and commissioning</i>	<i>-----</i>		

*Signature of Tenderer/authorized person
With name and seal of the firm*