

Supply and installation of CCTV, Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines for International Film Festival 2015 (IFFI) on hire.

Date: 10/10/2015



GOA ELECTRONICS LIMITED

A Subsidiary of EDC Ltd. (A Government of Goa Undertak

Ground Floor, "Shrama Shakti Bhavan", Patto Plaza, EDC Complex, Panaji - Goa 403 001

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TENDER NOTICE

Tenders for supply and Installation of CCTV Cameras (Indoor and Outdoor type) with recording facility, providing access control Door Frame Metal Detector, providing Hand Held Metal Detector and Biometric Machines at various IFFI venues on rental basis during International Film Festival 2015 are hereby invited from the vendors by Goa Electronics Limited on behalf of ESG through the e-tendering process using the website www.etender.goa.gov.in. The tender documents can be downloaded from GEL Website: www.goaelectronics.co.in or www.etender.goa.gov.in.

The tenders have to be submitted as per Terms & Conditions mentioned at **Annexure-‘A’**. Format of Technical Bid is mentioned at **Annexure-‘B’** and financial bid is mentioned at **Annexure-‘C’**. Detailed specification and estimated quantity are mentioned at “Annexure – D”

The tender document containing “Technical bid” and “financial bid”, complete in all respect should be uploaded on www.etender.goa.gov.in on or before 26/10/2015 which will be opened in the presence of the tenderers or their representatives who may like to be present at that time as per the schedule mentioned in the tender document.

Failure to furnish all information required as mentioned in the tender documents or submission of a proposal not substantially responsive to the tender documents in every respect will be at the vendor’s risk and may result in rejection of the proposal and forfeiture of the bid. The tender fees shall not be refunded even if the bid is not submitted.

The vendors are required to get registered with www.tenderwizard.com/GOA. The vendor must have valid digital signature to submit the bid. The interested vendors fulfilling the terms & conditions should quote their minimum rates along with earnest money deposit as mentioned in the tender document.



Goa Electronics Limited (GEL) reserves the right to reject all or any of the tenders without assigning any reason thereof. The Tender which is conditional/ incomplete/ belated/ without earnest money, processing fees, tender fees will not be entertained.

**Chief Executive Officer
Goa Electronics Limited**

**TENDER DOCUMENT**

- | | |
|---|---|
| 1. No. GEL/IFFI/HW-08 | Date: 10/10/2015 |
| 2. Name and Address of the party | Goa Electronics Limited,
Mezzanine floor, Block 'B',
EDC House, Dr. Dada Vaidya Road,
Panaji, Goa-403001 |
| 3. Tender Document for | Supply and installation of CCTV, Door
Frame Metal Detector, Hand Held
Metal Detector and Biometric
Machines for International Film
Festival 2015 (IFFI) on hire. |
| 4. Earnest money | Rs.35,000/- |
| 5. Cost of tender document | Rs. 2,000/- |
| 6. Cost of tender processing | Rs. 1,500/- |
| 7. Last date for submission of tender. | 26/10/2015 at 2:30 PM |
| 8. Technical Bid to be opened on | 28/10/2015 at 2:30 PM |
| 9. Financial Bid to be opened on | 30/10/2015 at 2:30 PM |
| 10. Last date for submission of written
Queries for clarifications | 16/10/2015 |
| 11. Contact Person for queries | Milind Vengurlekar
Asst. Manager Hardware |

Note:

All the Pre Bid Queries would be accepted in written form (and a copy through mail also) only at below address:

Chief Executive Officer,
Goa Electronics Limited,
Mezzanine floor, Block 'B',
EDC House, Dr. Dada Vaidya Road,
Panaji, Goa-403001

Mail: milind@goaelectronics.co.in/revati@goaelectronics.co.in

**ANNEXURE-'A' - (TERMS AND CONDITIONS)**

1	Tender documents should be downloaded from http://www.etender.goa.gov.in as per the dates mentioned in the Tender Document.
2	The vendor should use the electronic mode of tendering using the website http://www.etender.goa.gov.in to submit his best possible quotes for the items given therein.
3	Late submission will not be entertained and will not be permitted by the e-Tendering System.
4	Last minute submission should be avoided. As such Technology Functional Area will not be responsible for any failures in submission of bids.
5	Incomplete or conditional bids will be summarily rejected.
6	The vendors are expected to examine all instructions, forms, terms and other information in the tender documents.
7	Tender shall be uploaded separately through the e-Tendering System under Two Bid System viz Technical bid & Financial bid, as per the prescribed formats only. Failure to comply with these requirements may result in the bid being rejected.
8	The tender fees shall not be refunded even if the bid is not submitted.
10	The tender should be uploaded by 26/10/2015. Along with the scanned copy of the DD towards EMD, Cost of Tender Document and Tender Processing Fee. The tenders without earnest money will not be entertained and shall be rejected straightway. The rates should be quoted in figures as well as in words.
11	GEL will not accept delivery of proposal in any manner other than e-Tendering process. Proposal delivered in any other manner shall be treated as defective, invalid and rejected.
12	If any bidder does not qualify in technical evaluation, the Commercial Proposal shall not be opened.
13	The price should not be mentioned in the Technical bid in any form or manner. In case the prices are mentioned in the technical bid, the offer will be liable for rejection.
14	The technical bid and financial bid will be opened on two different dates. The technical bid will be opened on due date as mentioned in the tender document.
15	The financial bid will be opened in respect of only those tenderers whose documents are found in order and whose items qualify technically. The price comparisons in deciding lowest quotation for the complete value of all the items shall be made only over the rates quoted inclusive of all taxes. The lowest evaluated valid quotation will be selected.



16	Hard Copy of the Technical bid only along with the challan mentioned at point 1 of the Annexure – B has to be submitted at GEL before 26/10/2015 at 2:30 PM. <u>No Hard Copy of Financial Bid is to be submitted.</u> Financial bid has to be strictly uploaded on the www.tenderwizard.com/GOA and www.etender.goa.gov.in Any bid received with the Hard Copy of Financial Bid will be rejected.
17	Hard copy of the Technical Bid to be scanned and uploaded to the e-tendering website
18	The vendor shall submit bank guarantee equal to 10% of the total cost of hardware as security deposit. On completion of the Festival, the Security Deposit would be refunded to the Bidder. However, GEL shall be at liberty to enforce such bank guarantee in case the supplier firm fails to provide the services as per requirement.
19	The EMD of successful tenderer may be adjusted towards security till the complete Festival and will be refunded without any interest. The EMD of unsuccessful tenderer will be returned after completion of tender process.
20	If the tenders opening day happens to be holiday, the same will be accepted and opened on the next working day.
21	The make / brand of the quoted hardware must be mentioned.
22	The person signing the tender form (or any other document forming part of the contract) on behalf of another, shall be deemed to warranty that he has the authority to sign such documents and if, on inquiry it appears that the person so signing had no authority to do so, the purchaser, may without prejudice to other civil and criminal remedies against the contract, holds the signatory liable for all costs and damages and forfeiture of the earnest money.
23	The attempt on the part of the tenderer, to negotiate directly or indirectly, with the authority to whom the tender is being submitted or with the tender accepting authority, before the finalization of tenders, will make tenderer liable for exclusion from the consideration of his/her tender.
24	GEL reserves the right to reject all or any tender without assigning any reason.
25	Any dispute, arising out of this contract will be under the jurisdiction of Courts in Goa
26	The approximate quantity along with minimum hardware specifications required have been mentioned at Annexure-D. However, these are indicative figures and variations may happen as per detailed assessment/ requirements.



27	<p><u>Penalty</u></p> <p>An uptime of 99.99% is expected from the vendor.</p> <p>User may make a complaint about the service through letter, fax, email, phone, SMS or any other means as the user thinks fit or convenient to the service center of vendor. Vendor shall provide contact numbers/ e-mail IDs clearly on stickers to be displayed on the Cameras, Access Control Door Frame Metal Detector and Hand Held Metal Detectors.</p> <p>On receiving complaint the Vendor shall respond/ repair/ resolve or provide required services within the period as stated below.</p> <table border="1" data-bbox="231 728 1460 1220"> <thead> <tr> <th>Description</th> <th>Response Period</th> <th>Resolution period</th> <th>Penalty for Downtime</th> </tr> </thead> <tbody> <tr> <td>For calls registered prior to the commencement of the IFFI</td> <td>1 hrs</td> <td>3 hrs</td> <td>@2.5% of total contract value for delay of every 2 hrs subsequent to the permitted Resolution period</td> </tr> <tr> <td>For calls registered during the period of IFFI</td> <td>0.5 hrs</td> <td>1hr</td> <td>@5% of total contract value for delay of every 1hr subsequent to the permitted Resolution period</td> </tr> </tbody> </table> <p>If the successful bidder fails to execute the project as per the Terms and Conditions of the agreement executed, a penalty at the rate of maximum 10% of total contract value shall be levied on the contractor, which shall be recovered from the security deposit or from the payment to be made to the contractor and the contract may be terminated at the risk and cost of the contractor. However, the decision regarding the quantum of penalty shall vest with the GEL.</p>	Description	Response Period	Resolution period	Penalty for Downtime	For calls registered prior to the commencement of the IFFI	1 hrs	3 hrs	@2.5% of total contract value for delay of every 2 hrs subsequent to the permitted Resolution period	For calls registered during the period of IFFI	0.5 hrs	1hr	@5% of total contract value for delay of every 1hr subsequent to the permitted Resolution period
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28	A detailed contract will be signed with the successful bidder on issue of work order												
29	The Vendor should hand over the recorded CD's at the end of the day to the respective Engineer In-charge in ESG.												
30	The above work has to be executed in co-ordination/guidance under Supdt. Of Police (Security) Police Inspector Panaji town and PI Security Altinho, Panaji-Goa and any other Government Dept. / Agencies connected with the event, for approval and permissions etc.												



SCOPE OF WORK

1. **Supply:** The vendor has to supply the CCTV Camera, access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines on rental basis at address mentioned below on “Annexure – D”(Description of Item)
2. **Installation:** The vendor has to deliver the CCTV Camera, access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines at the address mentioned on “Annexure – D”(Description of Item) and ensure installation of the same.
3. **Ensure working condition:** The vendor must ensure that all the CCTV Camera, access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines provided on rentals must be in working condition at all times
4. **Maintenance of CCTV Camera, access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines :** The vendor has to maintain all the CCTV Camera, access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines. Requisite technical support engineers have to be stationed to meet the required uptime. All calls for faults and repairs have to be attended and resolved immediately as per uptime requirements mentioned at clause 27 (**Annexure-A**) of this document.



5. **Replacement of Parts** : The vendor has to ensure rectification of the faulty CCTV Camera, access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines or providing replacement for the same as per uptime requirements mentioned at clause 27 (Annexure-A) of this document.

6. **Onsite Technical Support** : One Onsite Technical Support Engineer must be provided. Technical support has to be provided 24X7 at the location during the festival.



ANNEXURE 'B' (TECHNICAL BID FORMAT)

The technical bid should contain the following documents which must be attached with the technical bid:-

1. The vendor should submit the tender payments in the e-Payment mode towards Cost of the Tender Document, EMD & Tender Processing Fee: To be paid online through e-payment mode via NEFT/RTGS/OTC/debit card/credit card facility/net banking (Axis Bank) with pre-printed challans available on e-tendering website and directly credit the amount to ITG account as generated by challans and upload the scanned copy of NEFT/RTGS/OTC/debit card/credit card facility/net banking (Axis Bank) challan along with the bid.

The following amount have to be paid:

- a. Rs. 50000/- (Rupees Fifty Thousand only) towards Earnest Money Deposit (EMD).
- b. Rs. 2000/- (Rupees Two Thousand only) towards Cost of tender document.
- c. Rs.1500/- (Rupees One Thousand Five Hundred only) towards Cost of tender processing fee.

All the challans towards same has to be scanned and uploaded to the e-tendering website within the period of tender application submission. All the three challans along with the Hard Copy of the Technical Bid Only (Hard copy of the Financial Bid is not to be submitted. Financial bid to be uploaded only to the website mentioned) shall be placed in single envelope superscripted as "Technical Bid towards Tender No. GEL/IFFI/HW-08 for Purchase of Computers, Laptops, Printers, Scanners and other peripherals" and the due date of opening of the bid mentioned and to be deposited in the office of the Goa Electronics, Panaji on or before the tender submission date.



2. The person signing the tender shall be deemed that he has the authority to sign the tender on behalf of the said company. Letter of Authority to be attached.
3. Proof of Income Tax, Sales Tax, Service Tax and VAT Registration number (As applicable): Self attested copies to be attached.
4. The product profile of the company along with last year turnover, not less than Rs.50 lakhs duly certified must be attached. Audited Balance Sheet and Profit and Loss account (amount in Rupees) for last year should be submitted.
5. The vendor should have a fully functional service/ support centre with minimum 5 qualified support staff to provide quality service support. Undertaking mentioning office address and No of Employees with qualification to be enclosed.
6. Vendors should have executed at least one order towards supply of CCTV Camera, preferably including access control Door Frame Metal Detector, Hand Held Metal Detector and Biometric Machines of value of Rs. 10 Lac or above in the last 2 years. The company has to provide proof of satisfactory completion and Purchase Order.
7. The company/firm should be in existence and should have been in operation for a period of at least 1 year. The company/firm has to produce Certificate of Incorporation/Registration with Shops and Establishments/ Sales Tax Registration for the last Year.
8. PAN No. of the company/firm, TIN No. (As applicable): Self attested copies to be attached.
9. The bidder should not have any of their contracts terminated or blacklisted by any State or Central Government / PSU/ BFSI/ Private Sector. (Affidavit duly notarized to be submitted).
10. All items have to be less than 3 years old. Undertaking to be submitted by the vendor for the same.
11. Vendor should have executed at least one order with Government of Goa or Government Undertaking / PSU of Goa of CCTV camera of value not less than 2 lakhs.

**ANNEXURE-'C'- (FINANCIAL BID FORMAT)**

Quotation for Supply and installation of CCTV cameras (indoor and outdoor type) with recording facility, providing access control Door Frame Metal Detector, providing Hand Held Metal Detector and Biometric Machines at various IFFI venues on rental basis during International Film Festival 2015

S.No.	Item	Make/Brand	Qty	No. Of days	Rates per unit inclusive of all taxes	Amount
1	CCTV cameras (indoor and outdoor type)		35 Nos.	11 days		
2.	Door Frame Metal Detector		35 Nos.	11 days		
3.	Hand Held Metal Detector		50 Nos.	11 days		
4	Biometric Machines		10 Nos.	11 days		
Total amount (Rs):						
Total amount in words(Rs):						

Financial Terms and Conditions:

1	The vendors must use only the format provided in the e-tender website for submitting the financials. Any other formats/ forms will not be accepted and such tenders will be rejected.
2	The vendor must provide the Commercial Proposal in e-tender mode only. Hardcopies of the Commercial proposals are not to be submitted.
3	The rates should be quoted in figures as well as in words, on the form attached at Annexure-'C' and duly signed and stamped by the authorized person.
4	Rates mentioned above are inclusive of all taxes, F.O.R. destination and installation charges and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.
5	GEL reserves the right to alter the quantity of the computers and peripherals.
6	The vendor has to raise the invoice at the completion of festival towards the supply of Computers, Laptops, Printers, Scanners and other peripherals on rental basis for 21 days and the cost towards consumable i.e toner/cartridges will be paid at actual based on consumption consumables utilized. Payment would be made within 30 days of raising the invoice. All payments would be made after deductions calculated based on any penalties if applicable.

**ANNEXURE-'D' - (Description of Item)**

SN	Item	Description of Item	Approx. Quantity	No. of days
1	CCTV Cameras	Installation of CCTV cameras (indoor and outdoor type) with good resolution and recording along with providing backup during the period of IFFI 2015 and recording facility on rental basis at Kala Academy, Inox, Maquinez Palace & Annexe, Old GMC and other IFFI venues as per the requirement of ESG including connections from the available source of power and operators in shift duties. a) 20/11/2015 to 30/11/2015	35	11 days
2	Access control Door Frame Metal Detector	Providing access control Door Frame Metal Detector of reputed brand not more than 3 yrs old on rental basis during the period of IFFI 2015 complete with connections & Technicians etc at Kala Academy, Inox Multiplex, Old GMC, Maquinez Palace & Annexe and other IFFI 2015 venues as per requirement of ESG. a) 20/11/2015 to 30/11/2015	35	11 days
3	Hand Held Metal Detector	Providing Hand Held Metal Detector of reputed brand not more than 3 yrs old on rental basis at Kala Academy, Inox Multiplex, Old GMC building, Maquinez Palace and another IFFI venues as per the requirement of ESG as per the requirement of ESG during IFFI 2015 with required Technicians. a) 20/11/2015 to 30/11/2015	50	11 days
4	Biometric Machines	Providing Biometric Machines of reputed brand not more than 3 yrs old on rental basis at Kala Academy, Inox Multiplex, Old GMC building, Maquinez Palace and another IFFI venues as per the requirement of ESG as per the requirement of ESG during IFFI 2015 with required Technicians. 20/11/2015 to 30/11/2015	10	11 days

