



INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY
(An Autonomous Institute under Department of Science and Technology, Govt. of India)
Paschim Boragaon, Vigyan Path, Garchuk, Guwahati-781035

Notice Inviting Quotations (NIQ)

Advt. No: 250

Date: 31/08/2020

Sealed quotations are invited in two bid systems (Technical and Financial) from reputed manufacturer/authorized distributors/dealers for supply and installation of following IT equipment for the Institute of Advanced Study in Science and Technology (IASST). Bid document with other terms & conditions can be submitted with bid fee as per following.

Bid fee-DD (non - refundable)	Last Date and Time for submission of bids	Venue for Opening of Technical Bids
Rs.1000.00 (Rupees one thousand only)	23 rd Sept, 2020 at 3.00 pm	Office of the Registrar, IASST, Guwahati – 781035 Dt: 24 th Sept, 2020 at 3.00 pm

Name of the Equipment's and quantity:

- 1. Video configuration (VC) system with display (01 No)**
- 2. IP Phone Alcatel-Lucent (04 Nos)**
- 3. Mid-range CCTV cameras with NVR , 16 Channel NVR (01 No), 3MP IR based DOME camera (08 Nos) and 2MP IR based Bullet Camera (04 Nos)**
- 4. Layer 2 PoE Network Switch (01 No)**

Participating firms may attend at the time of opening of bid as per date and time mentioned above. Detail tender document will be available at IASST website www.iasst.gov.in

There will not be any separate notice for participation of bidder in the bid opening time.

Registrar, IASST

Technical Specifications of the equipment's

Item No 1:- Video configuration (VC) system with display

Basic Configuration: - IASST is looking for a hybrid VC system, which can be used with end point VC (like polycom, cisco, Panasonic etc) and also with software based VC system like zoom, skype etc.

Specification Details:-

SI #	Name of Item	Required Technical Specification and Standards	Bidder's Technical Specification and Standards
01	Quantity	1 (One)	
02	Video Standards	H.261 , H.263, H263+, H.263++ , H.264 High Profile, H.264 Baseline Profile	
03	Video Frame Rate	Should support 60 fps with 1080p resolution from day one	
04	Video Features	Ability to send and receive two live simultaneous video sources in a single call, so that the image from the main camera and PC or document camera can be seen simultaneously.	
05		Should support H.239 and BFCP protocols with 1080p resolution	
06	Multi-Point Feature	Should have 4 way SIP/H.323 in 1080p/60fps Multipoint video conference feature enabled from day one.	
07	Video Output	Should have at least 2 nos. of HDMI / or equivalent (High Definition Multimedia Interface) output to connect Full High Definition display devices such as plasma and projectors for both Video and Content.(Dual Monitor Support)	

08		Should support 2 monitors for Self-View, Remote View and Content all in separate Monitors	
09	Video Input	Should have at least 2 HD video Input to connect full HD cameras.	
10		Should have at least one additional video Input to connect auxiliary full HD camera.	
11		Should have VGA/DVI/HDMI port to connect PC/ Laptop directly to the Video conferencing system and display resolutions upto 1080p	
12	Audio : Audio standards supported	G.711, G.722,G.722.1, 64 kbps MPEG-4 AAC-LD or equivalent standard must be supported.	
13	Other Desirable features	Noise Reduction, Automatic Gain control, Acoustic Echo Canceller,	
14	Audio Inputs	Should support 4 Microphone inputs from day one	
15		Bidder should supply 1 tabletop microphone.	
16		The microphones must be standard based microphones.	
17		The pickup of the microphones should be at least 10 feet from the microphone	
18		Echo Cancellation for every input must be available	
19	External devices	Should have USB port for recording, Firmware updates ,logs etc	
20	Network Interfaces	1 LAN /Ethernet-10/100/1000 Mbps full duplex. Should have support for IPV4 networks	

21	Bandwidth	Should work with low bandwidth	
22	Security : Menu Control	Password protected system menu	
23	Encryption of video call	<ul style="list-style-type: none"> • ITU-T standards based Encryption of the video call • Call should be encrypted end-to-end on IP • Should support Standards-based: SRTP (AES 128 bit), H.235 (AES 128 bit) 	
24	Software Based VC integration	Should support integration with software based VC like zoom, skype, cisco webx etc	
25	Camera	12x optical zoom cameras with 1920x1080p 60 frames per second.	
26	Specifications:	Pan range: +/-130 degrees, Tilt range: + 90, - 25 degrees	
27	Warranty	Mentioning manufacturer warranty part number should be quoted, minimum 3(Three) year warranty should be provided for this unit from the date of successful commissioning	
28	Manufacture Authorization Format	Manufacture Or OEM should issue MAF specific to this tender.	
29	Accessories	Fox fixing camera/microphone in wall or table	

For Display: - 55 inches full HD Smart LED display preferable brand LG, Panasonic, SAMSUNG.

SI #	Name of Item	Required Technical Specification and Standards	Bidder's Technical Specification and Standards
01	Quantity	1 (One)	
02	Resolution	(1920 x 1080) Full HD	
03	Speaker inbuilt	Minimum 10W x 2	
04	Number of HDMI Ports	2	
05	Number of Ethernet Ports/wifi direct	1	
06	Number of VGA Ports	1 (preferable)	
07	Number of USB Ports	2	
08	Non EOL and EOS	OEM should declare in their letter head that offered product is new and Non EOL will declare for 1 year and non EOS will declare for next 3 years.	
09	Warranty	Mentioning manufacturer warranty part number should be quoted, minimum 3(Three) year warranty should be provided for this unit from the date of successful commissioning	
10	Manufacture Authorization Format	Manufacture Or OEM should issue MAF specific to this tender.	

Bidder need to take care the complete installation of VC system and Display unit with all required accessories.

Item No 2:- IP Phone Alcatel-Lucent with 3 years warranty

a) Alcatel lucent 8028s premium desk phone (1no) for reception

b) Alcatel lucent 8018 premium desk phone (3nos)

Manufacture Authorization Format	Manufacture Or OEM should issue MAF specific to this tender.
Warranty	minimum 3(Three) year warranty should be provided for these units from the date of successful commissioning

Item No 3:- Mid range CCTV cameras with 16 Channel NVR – 1No with adequate numbers of 6 TB SURVEILLANCE/ENTERPRISE Hard disk drive keeping recording up to 30 days.

SI #	Name of Item	Required Technical Specification and Standards	Bidder's Technical Specification and Standards
01	Quantity	1 (One)	
02	Video/Audio input	IP video input 16-ch Up to 16 MP resolution	
03	Features	Connectable to the third-party network cameras	
04	Network	At least Incoming bandwidth 250 Mbps Outgoing bandwidth 250 Mbps	
05	Video/Audio output	Recording resolution 12 MP/8 MP/6 MP/5 MP/4 MP/3 MP/1080p	
06		HDMI output resolution 1-ch, 4K (3840 × 2160)/30Hz, 1920 × 1080p/60Hz,	
07	HDMI and VGA Interface	Should have atleast 2 HDMI and VGA interface	
08	Audio output	2-ch, RCA	
09	Decoding	Decoding format H.265	

10		Live view / Playback resolution 12 MP/8 MP/6 MP/5 MP/4 MP/3 MP/1080p	
11		Synchronous playback 16-ch	
12	Network management	Network protocols TCP/IP, DHCP, DNS, DDNS, NTP, SADP, SMTP, NFS, iSCSI, UPnP™, HTTPS	
13	Hard disk	Should support at least 8 SATA interfaces for 8HDDs	
14	capacity	Up to 10TB capacity for each HDD	
15	HDD	5*1TB SURVEILLANCE/ENTERPRISE level HDD	
16	RAID	Should support RAID 5, RAID 6, RAID 10	
17	External interface	At least Network interface 1, RJ-45 10/100/1000 Mbps	
18		USB interface 2 × USB 2.0	
19	Certificate	CE,FCC,UL, BIS Certificate, ROHS,CB TEST Certificate	
20	Power supply	100 to 240 VAC; 50 to 60 Hz	
21	Warranty	Mentioning manufacturer warranty part number should be quoted, minimum 3(Three) year warranty should be provided for this unit from the date of successful commissioning	
22	Manufacture Authorization Format	Manufacture Or OEM should issue MAF specific to this tender.	

- a) 3MP IR based DOME camera (Field of View 180 Degree) (Qty 8nos)**
->Up to 8 m IR range
- b) 2MP IR based Bullet Camera (Qty 4nos)**
->Up to 40 m IR range
->IP67

Item No 4:- Layer 2 PoE Network Switch

Model:- CISCO SMB SG350 with 5 yrs warranty and support.

01	Warranty	Mentioning manufacturer warranty part number should be quoted, minimum 3(Three) year warranty should be provided for this unit from the date of successful commissioning	
02	Manufacture Authorization Format	Manufacture Or OEM should issue MAF specific to this tender.	

Notice Inviting Quotation

Eligibility Criteria of bidder(s):

- The Bidder should be a reputed manufacturer/authorized distributors/dealers having after sales service agreement with the OEM (proof for the same to be enclosed along with address, phone nos. & E-mail etc. of the Service Centre).
- If the bidder is an ISO certified Company, then documentary proof should be enclosed.
- The bid document, complete in all respect should reach the Registrar, Institute of Advanced Study in Science and Technology (IASST), Vigyan Path, Paschim Boragaon, Guwahati – 781035 on or before 23rd Sept, 2020 by 3.00 pm. No bids after the last date shall be entertained.
- The bidder who can consider exclusion of time lapsed between receipts of complain from institute and the actual visit of engineer that happens due to company's inability to send service engineer to successfully repair the equipment within the warranty period. This time lapse will be added to the length of warranty period which will result in extending of termination of last date of the warranty period.
- The bidders must mandatory be able to ensure FOR IASST Guwahati.

Sequence of documents to be provided / enclosed in each copy of the bid documents:

1. Each equipment's technical and price bid should contain advt. no, equipment name on the top and these documents should be put inside a single envelop which will also contain on the top the advt. no, names, last date of submission of quotation and content (how many envelop) inside.

2. Forwarding letter duly signed by the Authorized person.
3. Balance sheet with auditor's report for the last three financial years.
4. Latest Income Tax Clearance Certificates.
5. Copy of Certificate of Registration for Central Sales Tax/VAT
6. Copy of PAN Card.
7. Proof of the authorized agent/distributor/supplier.
8. Sole Proprietary/sole manufacturer certificate for proprietary item.
9. Compliance sheet stating the deviation, if any, with reference to the terms and specifications of the equipment/ its accessories.
10. Certificate in support of the authorized agent/distributor/supplier.
11. Sole Proprietary/sole manufacturer certificate for proprietary item.
12. List of similar equipment supplied by the firm with addresses and phone numbers of customers with satisfactory completion certificate/ working certificates.
13. Name and address of registered office, Head Office and Regional Office of the company with name and phone numbers of key persons.
14. Self-declaration at Annexure –I
15. Format of Manufacturer/Supplier/Distributor information at Annexure –II.
16. Technical Specification at Annexure – III
17. Financial Bid at Annexure – IV
18. Contract Form at Annexure –V
19. Acceptance of all clauses of bids specification duly signed page wise.
20. A summary sheet as per the format must accompany the financial bid and failure to do so may result in cancellation of the bid.

The committee of experts and the user scientists will have the right to recommend /reject purchase of equipment from a firm with proper justification and scientific logics.

All the above documents except SL.No.17 should be enclosed with the Technical Bid. Sl. No.17 to be submitted in a separate sealed envelope following instruction (1) above.

Conditions forming part of NIQ

- Price of the equipment quoted should be FOR, IASST only.
- Item wise compression for technical bid as well as financial bid will be done. And item wise L1 will be selected.
- The supplier will be responsible for custom clearance and payment of customs duty and other payment due for carrying and forwarding the equipment from the nearest shipment destination to IASST. IASST will be reimburse custom duty, carrying and Forwarding charges subject to submission of valid documents in support of payments made. IASST will be responsible for providing required custom clearance documents only to the supplier.
- The two bid systems should be followed for this NIQ. Under this system the bidder must submit their offer in two separate sealed envelopes marked clearly as Technical Bid and Commercial Bid on cover page of the envelop for each item quoted. Both the sealed envelope should be placed in a third larger envelop. The main envelope which will contain both the bids should be super scribed with NIQ enquiry no. and name of the equipment quoted for.
- The bidder shall be required to deposit 2% of the quoted value as Earnest Money Deposit (EMD) along with the Technical Bid, through Bank Draft/ Fixed Deposit Receipt/Bank Guarantee drawn in favour of '**The Director, IASST**' payable at Guwahati. All quotation submitted without requisite amount of earnest money shall be rejected and their financial bid shall not be opened. The EMD will be returned to the bidders(s)/Agents whose offer is not accepted by IASST within one month from the date of placing of final order(s) to the selected bidder(s). In case of bidder(s) whose offer is accepted, the EMD will be returned on submission of Performance Bank Guarantee. The IASST shall forfeit EMD, if the successful bidder fails to furnish the required Bank Guarantee. However, if the return of EMD is delayed for any reason, no interest/penalty shall be payable to bidders.
- The Technical Bids will be opened in presence of the bidders on the specified time and date. The bidder/their authorized agents who have responded to the quotation will be allowed to be present in the opening. The bidders are requested not to insert their quoted price in Technical Bid which will lead the quotation for summarily rejection.
- The Technical Bids will be evaluated to shortlist the eligible bidders. The Price Bids of only the short listed bidders shall be considered for further processing. Bidders whose Technical Bid is found acceptable and meets the eligibility requirements as specified in this NIQ will be informed about the date and time of the opening of Price Bid.
- Bids would be rejected for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question.
- The bids received after the deadline for submission of bids prescribed by the IASST will be rejected and such bids shall be marked as late and not considered for further evaluation.

- The IASST may, at its discretion, extend the deadline for submission of bids by amending the bid documents in accordance with clause relating to Amendment of Bidding documents in which case all rights and obligations of the IASST and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- The original and all copies of the bid shall be typed and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the Contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid. Further, over-writings on documents, if any should be supported by signatures.
- The bidders may submit their duly sealed Bid by post or by hand at the address specified in the NIQ not later than the time and date specified therein. In the event of the specified date for the submission of bid being declared a holiday for the IASST, the bid will be received up to the appointed time on the next working day.
- The bidder should submit soft copies of both the bids in soft copy format through CD. The format of soft copies should be in M.S. Word format.
- Issuance of bid documents should not automatically be construed that the bidder is considered qualified. The IASST Authority has the right to reject any bids on technical grounds without assigning any reason thereof.
- IASST shall not be responsible for any delay, loss or non-receipt of bid documents sent by post.
- Prices shall be quoted in Indian Rupees for offers received for supply within India and in their currency as per the Financial Bid format in case of offers received for supply from foreign countries. The prices quoted should be FOR, IASST destination.
- The IASST may open a letter of Credit or Wire Transfer in cases where it so decides. Any variation in price from the importer and manufacturer be indicated well in advance.
- The imported equipments should be quoted by the authorized supplier/dealer. In this case, commitment of after sales service with the period applicable should be clearly mentioned.
- Compliance sheet should indicate in details of meeting up of specifications required. The bidder can mention the additional features that exist in quoted products, if any, separately.
- Payment shall be made after delivery, successful installation, commissioning, and submission of Bank Guarantee and on submission of installation and warranty certificate duly signed and stamped by the authorized representative of the user department. No advance payment will be made in case of equipment supplied by indigenous supplier. In case of imported equipments 100% payment will be made through letter of credit for equipment costing USD 20000.00(or equivalent foreign currency) or more with payment terms 80% after shipment and balance 20% after satisfactory installation and commissioning along with submission of Performance Bank Guarantee. Equipment costing below USD 20000.00 (or equivalent foreign currency) will be made after installation through Foreign Demand Draft or through wire transfer.

- All taxes, if applicable, should be quoted separately, otherwise it would be presumed that the quoted prices are inclusive of taxes (please see Financial Bid format).
- Prices quoted should be FOR IASST, Guwahati inclusive of all charges required to make the equipment functional to the satisfaction of the Institute, otherwise it would be presumed that the quoted prices are inclusive of all charges, if applicable.
- In case price for imported goods are quoted in FOR, the IASST will provide customs duty exemption certificate, if the import is made in the name of IASST and the supplier should submit original Bill of Entry in the name of the Registrar, IASST.
- Delivery should be within specified days mentioned in Purchase Order. If the equipment/instruments are not delivered within the stipulated time, the supplier shall be liable to pay a penalty of 1% of the total order value for each delay of 10 days or part thereof, and the amount will be deducted from the payment on account of purchase.
- The suppliers will undertake warranty of equipment/instruments from the date of installation and shall have to mention the period of warranty in both the bids clearly.
- The quotations must be valid for a minimum period of 90 days (three months) from the date of opening of the financial bids. No change in prices and change in terms and conditions will be permitted.
- All quoted items may carry brochure/catalogue/Pamphlets/Technical Literature and related documents.
- The supplier further warrants that the goods shall be free from defects arising from any act or omission of the supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.
- The bidder should indicate clearly in their technical bid about the pre-installation requirements. Subsequently, before the consignment lands in IASST, the bidder shall confirm that the pre-installation requirements are sufficient for installation of the equipments.
- Installation, testing, commissioning of the equipments should have to be carried out by Technical experts of the company/supplier up to the satisfaction of user department of IASST.
- Free training shall be imparted to faculty/technical staff for operation, maintenance and troubleshooting at the user department of IASST.
- The equipment should be supplied with manuals containing technical drawings, complete in all respects, so as to operate the system without having any problem.
- The bidder may submit the proprietary certificate for the item(s), if applicable.
- In a bid, either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same bid.

- If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same bid for the same product.
- IASST reserves the right to purchase varying quantity of material, less or more.
- In the process of evaluation, comparison of bids, IASST reserves the right to reject any or all bids.
- In case replacement of a part becomes necessary during warranty period, the parts of the same make and same or better configurations as were originally there in the equipments shall be used. The supplier/vendor shall maintain details of the replacements and repairs carried out, if any, in any equipment/instrument in a separate document and produce the details as and when required by the user department of IASST. The cost of the parts will be borne by the supplier.
- In case of complaint regarding repairing/replacement of equipment/instrument within the warranty period, the supplier will provide repair/replacement immediately. In case of non-compliance or delayed compliance, supplier will be penalized with an amount mutually agreed upon and it would be deducted from the Bank Guarantee.
- The technical specification wherever given in the items' specification format is basic. The equipments/instruments may also be evaluated as per additional provisions and facilities.
- **All corrigenda will only be notified on the IASST website.**
- The bidder should make arrangement of insurance of the equipment against all risks of loss or damage from the date of shipment till such time it is delivered at IASST site in case of Rupee/Foreign currency terms.
- The successful bidder should transport their products through the Institute's empanelled Carrying and Forwarding Agent from CIF/CIP destination.
- The Director, IASST shall be the final Authority for settlement of any dispute and his interpretation of any Clause/term/condition(s) of this document shall be final.
- If any dispute arises out of or in connection with the contract, or in respect of any defined legal relationship associated therewith or derived there from, will be settled under the jurisdiction of Court of Law of Guwahati.
- The Institute is not bound to accept the lowest bidder.
- Purchase terms and condition as per General Financial Rule (GFR) will be applicable for all the purchases to be made.

Authorize Signature of the firm

Name:

Designation:

ANNEXURE-I

Self-Declaration to be given by the bidder

NIQ Reference No. & Date:

Bidder's Name & Address:

Person to be contacted:

Designation:

Telephone No:

Fax No:

Email:

The Registrar,
Institute of Advanced Study in Science and Technology (IASST),
Vigyan Path, Paschim Boragaon, Guwahati – 781035.

We, the undersigned Bidder, having carefully read and examined in detail the Terms and Conditions, specifications and all bidding document in regard to the supply of equipments/instruments at Institute of Advanced Study in Science and Technology (IASST) and accept the same.

We also hereby declare

- that we have not been blacklisted/debarred by any Government/Undertaking.
- that the rates quoted are not higher than the rates quoted for same item to any Government/Undertaking.
- that the bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

For and on behalf of the firm
(Firms Name & Address)

(Signature of Authorized
Signatory)

Name:

Designation:

Phone No:

Seal:

Date: -----

Place: -----

ANNEXURE – II

FORMAT FOR OTHER INFORMATION

(To be filled in by the bidder)

Cost of Bid: Rs. 1000/- -----

Cash receipt/Bank Draft No: -----

Date: -----

- Name of the firm: -----
- Address: -----
- Telephone/Mobile No: -----
- Fax Number: -----
- Email: -----
- TIN/VAT/CST No: -----
- Firm Registration No: -----

(If any)

- PAN: -----
(Attach photocopy)
- Details of Earnest Money (Bids Security) of the estimated values of the equipment to be provided.

a) Bank Draft/Pay Order No.

b) Date.

c) For Rs.

d) Drawn On.

Place -----

(Signature of the authorized person)

Date -----

Name of the Contact person

Name of the Firm

Contact No.

Seal

Annexure – III

TECHNICAL SPECIFICATION

Advertisement No:

Sl. No (as per NIQ):

Equipment Name:

Equipment Name	Whether all specifications are as per the advertisement listed (Yes/No)	Principal Price (Rs./or any foreign currency with the equivalent rupees value on the date of submission of quotation)	Taxes			Total (Rs./ or any foreign currency with the equivalent rupees value on the date of submission of quotation)

ANNEXURE – IV

FINANCIAL BID

Sl. No	Equipments & Specifications	Amount
	Basic Cost of the Equipment	
	Sales tax & other taxes	
	Excise duty, if any	
	Customs duty, if any	
	Packaging & forwarding charges, if any	
	Octroi Duty, if applicable,	
	Training cost, if any	
	Installation and Commissioning cost, if any	
	Any other charges, if any	
	Grand Total (in figure & words)	

(Signature of the authorized person)

Name of the Contact Person

Name of the Firm

Contact No.

ANNEXURE -V

CONTRACT FORM

(To be filled by the successful bidder only)

THIS AGREEMENT is made on the ----- day of -----,20----- between the Registrar, Institute of Advanced Study in Science and Technology (IASST), Vigyan Path, Paschim Boragaon, Guwahati – 781035 (hereinafter called “the Purchaser”) of the one part and -----
---(Name of Supplier) of ----- (city and country of Supplier) (hereinafter called “the Supplier”) of the other part:

WHEREAS the Purchaser is desirous that certain equipment/instrument and after sales services viz, ----- (Brief Description of equipment/instrument and after sales services) and has accepted a bid by the Supplier for the supply of those equipment/instrument and after sales services for the sum of ----- (Contract Price in Words and Figures) (hereinafter called ‘the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. In consideration of the payments to be made by the IASST to the supplier as hereinafter mentioned, the Supplier hereby covenants with the IASST to provide the equipment/instrument and after sales services and to remedy defects therein in conformity with the provisions of the Contract in all respects.
3. The IASST hereby covenants to pay the Supplier in consideration of the supply of the equipment/instrument and after sales services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the equipment and after sales services which shall be supplied/ provided by the Supplier are as under:

SL. NO	BRIEF DESCRIPTION OF EQUIPMENT/INSTRUMENT AND AFTER SALES SERVICES	QUANTITY TO BE SUPPLIED	UNIT PRICE	TOTAL PRICE	DELIVERY TERMS