

TENDER DOCUMENT FOR INSTALLATION AND MAINTENANCE OF CCTV SURVEILLANCE SYSTEM

TENDER NOTICE NO. : 1/R&S dated 1/2011

DATE & TIME OF OPENING TENDER(Pre Qualification bid only):
January 31, 2011 at 3.15 p.m.

Latest time and date for receipt of Pre-qualification, Technical and
Commercial bids : January 31, 2011 at 3.00 p.m.

NAME AND ADDRESS OF TENDERER : The Registrar
Panjab University,
Chandigarh 160014

TENDER PURCHASE DETAILS:

- i. In cash: Rs. 500/- (Amount deposited in the Account of Registrar, Panjab University, Chandigarh) code No.
- ii. Rs. 500/- (If the Tender Downloaded from internet) Demand Draft No. _____ date _____ in favor of the Registrar, Panjab University, Chandigarh..
- iii. Rs. 600/- by Demand Draft No. _____ dt. _____.
Name of Bank : _____ Amount _____ (if required by post)
in favor the Registrar, P.U. Chandigarh.

EARNEST MONEY DETAILS :

- (i) Rs 30,000/- By Demand Draft* No. _____ dated
_____.

Name of Bank _____

*In favor of The Registrar, P.U. Chandigarh.

**The Registrar
PANJAB UNIVERSITY, CHANDIGARH.**

[Website : www.puchd.ac.in]

**TENDER DOCUMENT FOR INSTALLATION AND
MAINTENANCE OF CCTV SURVEILLANCE SYSTEM**



LAST DATE FOR RECEIPT OF Tender January 31, 2011 at 3.00 p.m

**DATE & TIME OF OPENING PRE Qualification Bid: January 31, 2011 at
3.15p.m**

PRICE Rs. 500

**TENDER DOCUMENT FOR INSTALLATION AND
MAINTENANCE OF CCTV SURVEILLANCE SYSTEM**

**By
Panjab University, Chandigarh**

Table of Contents

SECTION – I

1. Invitation for Bids

SECTION – II

1. Procedure for submission of Bids
2. Cost of Tender
3. Clarification of Tender Document
4. Amendment of Tender Document
5. Language of Bids
6. Documents comprising the Bids

SECTION – III

1. Technical Specifications of Requirements
2. Financial Bid

SECTION – IV

1. General Terms and Conditions

SECTION – I

1. Invitation for Bids

- 1.1 The university proposes to install the surveillance system at various locations in Panjab University campus sector 14 and 25 Chandigarh. The Panjab University is looking for vendors who have experience in supplying and installing the security system.
- 1.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.
- 1.3 Sealed offers prepared in accordance with the procedure enumerated in Clause 1 of Section II should be submitted to The Assistant Registrar (R&S,) Panjab University, not later than the date and time laid down, at his address given in the schedule for invitation to Tender under Clause 1.26 of Section I.
- 1.4 All bids must be accompanied by a bid security of Rs. 30,000/- in the form of Bank Draft / Bankers Cheque drawn from a scheduled bank in favour of the Registrar, Panjab University, Chandigarh, payable at Chandigarh.
- 1.5 This tender document is not transferable.
- 1.6 The categories of items and quantity indicated in the Tender Document are tentative, PU reserves the right to increase or decrease the quantity or delete some or all of the items depending on the needs of the Department/University without assigning any reasons.
- 1.7 The tenderer should indicate specifically the Basic Price, Taxes/Excise duty, other duties (if any), and levies chargeable quantitatively against each item. No additional information will be entertained after due date.
- 1.8 The bids should indicate clearly that the rates are F.O.R. destination, P.U., Chandigarh.
- 1.9 The tender should be submitted in three cover system i.e. a, b and c. There should be proper indication of the contents on each envelope as indicated in clause 1.1 of section II.

- 1.10 A photocopy of the receipt of Earnest Money (The draft must be in a separate sealed envelope) indicating the amount, tender Notice Number and due date be enclosed with the prequalification bid.
- 1.11 The tenderer should clearly indicate the delivery period and validity period of tender.
- 1.12 The tenderer should clearly indicate the availability of service and maintenance facilities at Chandigarh for the items quoted.
- 1.13** The above mentioned details particularly the Sales Taxes/excise duty, VAT, any other duty, if not quoted properly, the bid can be cancelled.
- 1.14 The tenderers are required to quote for each item separately in terms of basic price and all other charges.** Prices be quoted in Indian Currency only.
- 1.15 The Tender should be submitted along with refundable Earnest Money of Rs.30,000/- in the shape of Demand Draft valid for a period of 6 months in favour of The Registrar, PU, Chandigarh. Tenders not accompanied by Earnest Money or incomplete in any respect will be rejected outright.
- 1.16 The Tender must be submitted along with the copies of :
- Latest Income Tax Return.
- 1.17 The Panjab University reserves the right to reject any or all tenders without assigning any reason whatsoever.
- 1.18 The tenders will be opened on the date and time indicated in the presence of tenderers if any present on the occasion. If the date of opening is declared to be a holiday the tenders will be opened on the next working day.
- 1.19 No advance payment or payment against Performa invoice will be made. Payment will be made after receipt, inspection, installation/testing of surveillance system.**
- 1.20 All damaged or unapproved goods shall be returned at the Tenderer risk and cost and the incidental expenditure thereupon shall be recovered from the concerned party.
- 1.21 Printed conditions of the firm sent along with the quotation, if any, shall not be binding on us.
- 1.22 Packing list must be put in all packages.

1.23 On acceptance of tender, the date of installation should be strictly adhered to otherwise, PU reserves the right not to accept the delivery in full or in part. In case the order is not executed within the stipulated period, PU will be at liberty to make purchases through other sources, and to forfeit the earnest money of the Tenderer.

1.24 No claim on account of payment of octroi etc. within the limits of the Municipal Corporation, Chandigarh shall be accepted.

1.25 Payment of bill will be made through by crossed account payee Cheque drawn on the State Bank of India, Panjab University, Chandigarh. The decision to install the system shall be taken on comprehensive solution. The purchase of any item is dependent of other items quoted by the firm. However, It is not binding on the department to purchase all the items quoted by any particular firm.

1.26 Schedule for Invitation to Tender

- a) Address at which tender is to be submitted:
The Registrar
Panjab University,
Chandigarh.

Latest time and date for receipt of tender: January 31, 2011 at 3.00 p.m

- b) Place, Time and Date of opening of Tender :

Place: Office of Registrar
Panjab University, Chandigarh.

Time & Date: January 31, 2011 at 3.00 p.m.

- c) Date till which the tender is valid:
180 days from the opening of technical bid.
Installation of whole equipment will be within 8 weeks
after the allotment of tender.

- d) Panjab University shall not be responsible for any postal delay about non-receipt/non-delivery of the documents.

SECTION – II

1. Procedure for submission of Bids

- 1.1 It is proposed to have a Three Cover System for this tender
 - a) Prequalification Bid in one cover with cover super scribing the wordings “Prequalification Bid: CCTV ”
 - b) Technical Bid (in duplicate) in one cover.
 - c) Commercial bid (in duplicate) in one cover.
- 1.2 Each copy of Technical Bid of the Tender should be covered in a separate sealed cover super scribing the wordings “Technical Bid”. Each copy should be marked as “Original Copy” and “First Copy”. Both should be put in a single sealed cover super scribing the wordings “Technical Bid”.
- 1.3 Each copy of Commercial Bid of the Tender should be covered in a separate sealed cover super scribing the wordings “Commercial Bid”. Each copy should be marked as “Original Copy” and “First Copy”. Both should be put in a single sealed cover super scribing the wordings “Commercial Bid”. Commercial Bid should only indicate prices (Preferably item-wise).
- 1.4 The documents viz. Technical Bid Cover and Commercial Bid Cover prepared as above are to be kept in single sealed cover super scribed with

“ CCTV SURVEILLANCE SYSTEM”

- 1.5 The cover thus prepared should also indicate clearly the name and address of the tenderer to enable the Bid to be returned unopened in case it is declared “late”.
- 1.6 A photocopy of the received of Earnest Money, if paid in cash, must be enclosed along with the Tender. In case the Earnest Money is paid by Demand Draft, the draft must be in a separate sealed envelope indicating the amount, tender Notice Number and due date and enclosed with the bid.

2. Cost of Tender

The tenderer shall bear all costs associated with the preparation and submission of its Bid, including the cost of presentation for the purpose of clarification of the bid, if so desired by the client and the client will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering Process.

3. Clarification of Tender Document

A prospective tenderer requiring any clarification of the Tender Document may notify the client in writing at the Client's mailing address indicated in Clause 1.26 of Section I. The Client will respond to any request for clarification of the Tender Document, received not later than 07 working days prior to the last date for the receipt of bids prescribed by the Client. In case of any further clarification on any of the points in the tender, if required, a meeting can be held.

4. Amendment of Tender Document

4.1 At any time prior to the last date for receipt of bids, the client may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the Tender Document by an amendment.

4.2 The amendment will be notified in writing or by telex or E-mail to all prospective Tenderers who have received the Tender Documents by post and will be binding on them. Those who download the form announcement regarding amendment shall be notified on the PU website tenders.puchd.ac.in.

4.3 In order to afford prospective Tenderers reasonable time in which to take the amendment into account in preparing their bids, the Client may, at its discretion, extend the last date for the receipt of the Bids.

5. Language of Bids

The bids prepared by the Tenderer and all correspondence and documents relating to the bids exchanged by the Tenderer and the Client, shall be written in English language, provided that any printed literature furnished by the Tenderer may be written in another language so long as accompanied by an English translation in which

case, for purposes of interpretation of the bid, the English translation shall govern.

6. Documents comprising the Bids

6.1 The Bids prepared by the Tenderers shall comprise of following components: -

a) Prequalification Bid shall consist of the following

Qualification Criteria

1. The bidder should have dealt in Supply & Installation work in CCTV Surveillance at least from the last five years. The proof of installation of CCTV Surveillance in any govt. organization five years back should be attached with the tender.
 2. The bidder should have Service center in Chandigarh (Tricity) and proof of local registered service tax no. in the name of bidder should be attached with the tender.
 3. The bidder should have successfully minimum three local installations in Govt. organization & the value of the single order should not be less than 20 lacs / two orders of 10 lac in the last three years.
 4. The bidder should have authorized dealer of quoted product and the latest certificate from the manufacturer only should be attached with the bid.
 5. The office of the manufacturer should be in India at least from the last five years and the quoted product should be in the production.
 6. The Satisfactory Certificate of any three govt. organization should be attached with the bid where the bidder has installed the CCTV Surveillance.
 7. The quoted product (CAMERAS etc.) should be CE, FCC and UL listed. Latest income tax return of the company.
 - (i) Profile of the company
 - (ii) Filled Performa for pre qualification bid
 - (iii) Envelope containing Earnest money.
 - (iv) Address of Local Service Center
- b) Technical Bid shall consist of the following: -

- (i) Technical Bid for the equipment should furnished all technical details of the product along with manufacturers name and model to be used in surveillance system.
 - (ii) Technical literature for each product/service, covering full technical specifications.
 - (iii) The company should provide of mechanism of laying the cables with its technical detail.
 - (iv) Certifications of the Cameras.
 - (v) Must fill the performa provided in section Technical bid.
- c) Commercial Bid consisting of the following: -
- (i) Bid prices duly filled, signed and complete as per the technical bid along with approximate cost of the total project.
 - (ii) Maximum educational discount as could be offered should also be mentioned.

**PERFORMA TO BE FILLED IN BY THE FIRM FOR
PREQUILIFICATION .**

Names of Satisfied Organizations/Inst. /Company. With contact address	1. 2 3,	Contact address
Income Tax Return	<u>Year</u>	
Registered Service Center Address in Tricity, Chandigarh, Panchkula, Mohali		

Technical Requirements

S. No.	Specifications	Conformance Yes/ No	Deviation if any
1.0	General Requirements		
1.1	It is intend to purchase CCTV System to cover sensitive areas of the Punjab University, Chandigarh and the connectivity of all the cameras to DVRs through RG6 cable for completion of project. All the DVRs laying in different blocks and again connected through LAN network to the main Security office & VC office or desired by the purchase committee.		
1.2	Application of the CCTV Surveillance should include the generating alarms, recording on the basis of motion detection and private zone masking.		
1.3	The Recording of CCTV cameras should be clear & the recording resolution should be D1 quality. The DVR also give the 25fps per channel on live display and recording.		
1.4	The Recording & display can be viewed on network and by the individual department where the DVRs are installed.		
1.5	The recording of the DVR can be viewed on the remote location on network. The recording also should be record on remote location.		
1.6	If the DVR generated any alarm it should be E-mail to the desired person as required by authority.		
1.7	All the CCTV cameras and DVRs should be CE, FCC and UL listed. The Certificate Should be attached with the bid.		
1.8	The bid must be complete with all equipments and required accessories along with necessary power system plugs, Video connectors and brackets.		
1.9	The authorization that the items quoted by bidder are in production and latest in this technology as on delivery of the material. The after sale service support by minimum 10 years.		
1.10	The all outdoor weather proof housing should be IP66 with heavy duty brackets.		
1.11	All the software and the firmware are upgrades shall be free of charges for at least 10 years. Free of cost Complete Maintenance of every product including accessories for two years from the date of installation.		
1.12	The CMS software of DVR Should support at least 64 cameras on LAN or WAN network.		
1.14	The CCTV Cameras, DVRs and LCD monitors should be the reputed brands like :- Sony/Panasonic/Bosch/Sanyo/Pelco/Samsung/LG etc.		

Technical Specification

S. No.	Specifications	Conformance Yes/ No	Deviation if any
2.0	Fixed C-mount day/Night Camera		
2.1	Latest 1/3" imager CCD or better		
2.2	Minimum Horizontal Resolution 540 TV lines		
2.3	Total Pixels 470K		
2.4	Minimum Illumination 0.06 in color and 0.0006 in B/W mode Sense-up auto F1.2		
2.5	Lens With varifocal Auto iris 3.5 to 8mm		
2.6	Camera setting on screen display for camera programming		
2.7	White Balance Auto		
2.7	Auto day/night		
2.8	Signal to noise Ratio more than 50db		
2.9	WDR 60db		
2.10	Motion Detection should be available		
2.11	Operating Temperature should be -10 to 50 degree		
2.12	Power source external 12V DC power supply		
2.0	Fixed Dome Camera		
2.1	Latest 1/3" imager CCD or better		
2.2	Minimum Horizontal Resolution 570 TV lines		

2.3	Total Pixels 470K		
2.4	Minimum Illumination 0.05 (F2.0)		
2.5	Fixed lens 3.6 mm		
2.6	Camera setting on screen display for camera programming		
2.7	White Balance Auto		
2.7	Auto day/night		
2.8	Signal to noise Ratio 48db		
2.9	WDR 60db		
2.10	Motion Detection should be available		
2.11	Operating Temperature should be -10 to 50 degree		
2.12	Power source external 12V DC power supply		
3.0	Standalone Digital Video Recorder 4 channels		
3.1	Video input 4 cameras & output though VGA & composite 1.0Vp-p, 75 ohm BNC,		
3.2	Alarms input 16 NC/NO selectable & 4 output relay NC/NO selectable.		
3.3	Video Compression small file sizes H.264		
3.4	The storage Hard disc capacity 2 TB internal		
3.5	Recording Real time 100 IPS@704x576		
3.6	Backup Internal DVD writer & USB, e-SATA and network		
3.7	Network: Ethernet 10/100/1000M, RJ-45		

3.8	Expert file format- AVI/JPEG		
3.9	Multi screen display 4/1		
4.0	Standalone Digital Video Recorder 16 channels		
4.1	Video input 16 cameras and 16 loop , output though VGA & composite 1.0Vp-p, 75 ohm BNC,		
4.2	Alarms input 16 NC/NO selectable & 4 output relay NC/NO selectable.		
4.3	Video Compression small file sizes H.264		
4.4	The storage Hard disc capacity 4TB internal		
4.5	Recording Real time 400IPS@704x576		
4.6	Backup Internal DVD writer & USB, e- SATA and network		
4.7	Network: Ethernet 10/100/1000M, RJ- 45		
4.8	Expert file format- AVI/JPEG		
4.9	Multi screen display 16/9/4/1		
5.0	LCD Monitor High Resolution		
5.1	Screen size 22" / 21.5"		
5.2	Maximum Resolution 1920x1080		
5.3	Brightness 300 cd/m2		
5.4	Contrast Ratio 1000:1		
5.5	Response time not less than 5ms		
5.6	One VGA output and one BNC		
5.7	Viewing angle 178 degree/ 178 degree		

5.8	Aspect Ratio 16:9		
6.0	Offline UPS 800VA (make APC/Liebert/BPE or equivalent with Two Batteries)		
6.1	Internal batteries for one hour backup		
6.2	Input fluctuation handle 150V to 270V		
6.3	Output voltage 220 , 50Hz pure sine wave and voltage regulation +1%,		
6.4	Visual alerts on front side LCD for output voltage, Frequency, load percentage		
6.5	Protection overload, Short Circuit, over temperature.		
8.0	Video Cable RG6 (make like Finolux, Commscope)		
8.1	Inner conductor of cable not less ten 1.02mm		
8.2	Dielectric; Physical gas injected foam 4.55mm		
8.3	Outer PVC 6.91mm		
8.4	The material of inner conductor should be copper.		
10.0	Power Cable (make like Finolux, Hevells, Plaza)		
10.1	Two core Inner Conductor 1mm sq.mm		
10.2	PVC insulated and working temperature higher than 60 degree		
10.3	Insulation Resistance more than 100M ohm		
9.0	PVC Conduit (make like Diplast, Canon)		
9.1	Outer dia 1' , 25mm		
9.2	Color white heavy duty with all related accessories.		

Price Bid for installation of CCTV Surveillance

S No	Description of items	Qty	Rate/unit	Amount	Amount including Taxes
01	Supply, Installation, Testing and commissioning of Fixed C-mount day/night Camera with 3.5 to 8mm auto iris varifocal lens with all related accessories as per technical specifications of the tender.	36			
02	Supply, Installation, Testing and commissioning of Fixed Dome Camera with all accessories as per technical specifications of the tender.	28			
03	Supply, Installation, Testing and commissioning of Standalone Digital Video Recorder 4 channel with all related accessories as per technical specifications of the tender.	06			
04	Supply, Installation, Testing and commissioning of Standalone Digital Video Recorder 16 channel with all related accessories as per technical specifications of the tender.	05			
05	Supply, Installation, Testing and commissioning of LCD Monitor with all related accessories as per technical specifications of the tender.	07			
06	Supply, Installation, Testing and commissioning of UPS off line..	11			
07	Supply & Installation of weather proof housing IP 66 with mounting and all accessories.	36			
08	Supply, Installation, Testing and commissioning of Video cable RG-6 double shielded copper conductor.	15,700			
09	Supply, Installation, Testing and commissioning of power cable two core copper conductor.	6800			
10	Supply, Installation, Testing and commissioning of PVC conduit 1” dia heavy duty.	4300			

Total cost of the project:

Cost of CMC for another 3 years
Cost of CMC for another 5 years

Locations for Installations of CCTV Surveillance

S. N.	Locations	Day/Night Camera	Fixed Camera	DVR 4 Ch.	DVR 16 Ch.	LCD 26"	Video Cable	Power Cable	PVC Pipe	UPS
01	Dental College Sec-25	01	12		01	01	3100 meter	1500 meter	1000 meter	01
02	UIET, Sector-25	04	05		01	01	2500 meter	1300 meter	800 meter	01
03	Girls Hostel Sec-25	08			01	01	2000 meter	1000 meter	500 meter	01
04	UILS	04	11		01	01	2500 meter	1000 meter	1000 meter	01
05	VC office	02		01			600 meter	300 meter	100 meter	01
06	Main Gates 1 no. & 2 no.	04		02			600 meter	300 meter	100 meter	02
07	Student Center	03		01		01	500 Meter	300 meter	200 meter	01
08	Boys Hostel No.8	4		01		01	1000 meter	300	300	01
09	Girls Hostel No.7	4		01		01	1000 meter	300	300	01
10	Parking Law Auditorium	02					1000 meter	500	300	01
	Total	36	28	06	05	07	15,700 meter	6800 meter	4300 meter	11

Financial Bid

The Financial Bid may be submitted as per the technical bids covering all possible equipment material required for the installation of the system. (Cost for each item may be mentioned separately) in the form provided above.

Rates for CMC of surveillance system for another 3years

Or/And

Rates for CMC of surveillance system for another 5years

SECTION - IV

TERMS AND CONDITIONS

1. The company should adhere with all seriousness to the time schedule provided by the Panjab University.
2. The products asked for should be of very high standard and of reputed company with authorized service provider in Chandigarh. Mutual trust and nature of services provided should motivate the service provider to give more than what is asked for in the agreement.
3. All the rates will be F.O.R, Panjab University, Chandigarh.
4. The Company shall be liable to indemnify the Panjab University in all respects and meet and pay off the litigation expenses and all the liabilities including damages, sums etc. arising out of and as a consequence of the negligence, deficiencies, mistakes, lapses, delays etc. in the execution of the various jobs and the services provided.
5. The company should ensure quick back up response in case of equipment failure which should be replaced if needed within 24 hours of the distress call.
6. There is no provision for making advance payment to the Company as per Panjab University rules. However, the running bills for the jobs completed can be submitted by the company and will be cleared for payment within reasonable period.
7. The Tenderer should be a direct from the company or authorized dealer / Distributor of the company Sony / Panasonic / Sanyo /Bosch / Pelco /Honeywell etc. and the tenderer should submit an authorization letter strictly from the manufacturer. The manufacturer company office should be in India.
8. The Company Should have Local Service Centre (Chandigarh, Mohali, Panchkula) with adequate stock of spares from the last two years to attend the CCTV complaints round the clock.
9. The all quoted products Should have required certificate and be attached with tender.
10. **The company will deposit 10 percent of the cost of the project after complete installation as guarantee towards maintenance of the surveillance system for another two year after successful commissioning.**
11. **The university has right to impose penalty in case the project is not completed in time and if any of the camera remain non-functional for more than 24 hrs.**