



India Meteorological Department
Mausam Bhawan, Lodi Road
New Delhi-110003

Notice Inviting Tender (NIT)

Tender Enquiry No. CPU/52/1219/9936

Dated: 22 .07.2020

1. Director General of Meteorology (DGM), India Meteorological Department (IMD), Ministry of Earth Sciences (MoES), Government of India, on behalf of president of India invites ONLINE e-TENDER in two bid systems from qualified indian bidders only i.e. (i)Techno-commercial bid & (ii) Price bid from eligible and qualified firms for supply , installation & commissioning of following Goods/Articles/Services. Manual bids shall not be accepted.
2. Name of Goods/Article/Services: **Comprehensive Annual Maintenance Contract (CAMC) of Video Conferencing Systems at 9 Locations including at H.Q. IMD.**
3. Quantity & Specification: As per RFP section under tender enquiry document.
4. Tender schedule is as follows:

| | | |
|----|--|--|
| 1. | Cost of Tender Document. | Nil. |
| 2. | PRE BID Conference | No pre bid meeting will be held. For queries contact to Sh. Kuldeep Srivastava Sc-'E' at email address kuldeep.srivastava@imd.gov.in and Sh. Amar Jit Singh Sabharwal, Met.-B at email as.sabharwal@imd.gov.in latest by 14.08.2020. |
| 3. | Closing date and time for submission of tender | 04.09.2020 / 1500 Hrs |
| 4. | Tender Opening date & time (Technical Bid) | 07.09.2020 / 1500 Hrs |
| 5. | Place of Tender opening | Central Purchase Unit O/o DGM, IMD Lodi Road ,New Delhi-110003 |

5. Earnest Money Deposit (EMD): **Rs.3,72,000/- (Rupees Three Lakh Seventy Two Thousand only)**. EMD shall be accepted from the participating firm only in the form of Bank Guarantee (BG)/Fixed Deposit Receipt (FDR). Banker's Cheque/Demand Draft are NOT acceptable. Signed and scanned copy

of EMD document/MSME-NSIC Certificate must be uploaded on CPP Portal at <https://eprocure.gov.in/eprocure/app>. Original EMD document in the form of BG/FDR and Hard Copy of MSME/NSIC Certificate for EMD-Exemption must be submitted in Central Purchase Unit (CPU) room No.517 on or before closing of bids submission date. EMD shall be valid for 240 days from the date of opening of tender.

6. (a) Micro and small Enterprises registered as OEM for stores and services specified in this tender with any government bodies specified by Ministry of Micro, Small & Medium Enterprises are exempted for submitting the earnest money deposit (EMD).
(b) Firms other than SSI registered as OEM for stores and services NSIC, are also exempted for submitting EMD.
(c) The exemption and relaxation in EMD are subject to validity of their registration on the date of opening of tender.
(d) The Indian partner/agent can upload single tender on behalf of their OEM, but the EMD must be submitted by the OEM in the respective foreign currency.
7. All prospective tenderers are requested to attend the Pre Bid meeting if mentioned above. The venue, date and time are indicated in the Para 4 above.
8. The bidder shall download the Tender Enquiry Document from <https://eprocure.gov.in/eprocure/app> and <http://www.imd.gov.in/pages/tenders.php> Bidder shall upload their tender ONLINE through <https://eprocure.gov.in/eprocure/app> along with scanned copies of EMD documents as mentioned in Para 5 above. Manual bids are NOT accepted.
9. EMD should be issued in the favour of “O/o Director General of Meteorology, IMD, New Delhi” and payable at New Delhi.
10. Purchaser: The President of India
Through Director General of Meteorology
India Meteorological Department
Lodi Road, New Delhi-110003
11. Consignee: Head (ISSD)
India Meteorological Department
Lodi Road, New Delhi-110003
12. Testing & Acceptance Authority : Head (ISSD)
Lodi Road, New Delhi-110003

Central Purchase Unit (CPU)
O/o Director General of Meteorology
Lodi Road, New Delhi-110003.
Email : cpu.imd@imd.gov.in

निविदा आमंत्रित करने की सूचना (एन आई टी)

ई-निविदा जाँच सं. Tender Enquiry No. CPU/52/1219/9936

दिनांक : 22 .07.2020

1. मौसम विज्ञान के महानिदेशक (मौविमनि) भारत मौसम विज्ञान विभाग (भा.मौ.वि.वि.) पृथ्वी विज्ञान मंत्रालय, भारत सरकार, भारत के राष्ट्रपति की ओर से नीचे लिखे सामान / वस्तुएँ / सेवाओं की आपूर्ति, संस्थापन और आरंभ के लिए पात्र और अर्हक निविदाकारों से दो बिड प्रणाली अर्थात (एक) तकनीकी बिड और (दो) दर बिड में ऑनलाइन निविदा आमंत्रित करते हैं
2. सामान/ वस्तुएँ/ सेवाओं का नाम: **Comprehensive Annual Maintenance Contract (CAMC) of Video Conferencing Systems at 9 Locations including at H.Q. IMD.**
3. विनिर्देशन और मात्रा: आर एफ पी के अनुसार,
4. निविदा अनुसूची इस प्रकार है:

| | | |
|----|---|--|
| 1. | निविदा कागजात की लागत (अप्रतिदेय) डिमांड ड्राफ्ट/ पे आर्डर के रूप में | शून्य |
| 2. | प्री बिड कांफ्रेंस | |
| 3. | निविदा जमा करने की अंतिम तिथि व समय | 04.09.2020 / 1500 Hrs |
| 4. | निविदा खोलने की तिथि व समय (तकनीकी बिड) | 07.09.2020 / 1500 Hrs |
| 5. | निविदा खोलने का स्थान | केंद्रीय क्रय एकक, कार्यालय महानिदेशक, भारत मौसम विज्ञान विभाग लोदी रोड, नई दिल्ली-110003 |

5. धरोहर राशि (ई एम डी) : ₹ 3,72,000/- (₹. तीन लाख बहतर हजार केवल), बैंक गारंटी अथवा मियादी जमा रसीद (एफ०डी०आर०) द्वारा ही स्वीकार की जायेगी। ई०एम०डी०, निविदा खुलने की तिथि से २४० दिन के लिये वैध होनी चाहिये। हस्ताक्षरित ई०एम०डी० तथा अन्य दस्तावेज की स्कैन की गई प्रति वेबसाइट <https://eprocure.gov.in/eprocure/app> पर आनलाइन अपलोड करे। मूल ईएमडी (B.G./ FDR के रूप में) और छूट के लिए किसी भी अन्य प्रमाण पत्र को केंद्रीय क्रय एकक (सीपीयू) कमरा नंबर 517 में बोलियों के जमा करने की अंतिम तिथि व समय से पहले जमा करना होगा।
6. (क) लघु उद्योग, कुटीर और छोटे पैमाने पर उद्यम जो किसी भी सरकारी निकायों के साथ इस निविदा में निर्दिष्ट समान और सेवाओं के लिए पंजीकृत है, उनको निविदा शुल्क और धरोहर राशि (EMD) प्रस्तुत करने के लिए छूट दी गई है।
(ख) एन०एस०आई०सी० के साथ इस निविदा में निर्दिष्ट समान और सेवाओं के लिए पंजीकृत अन्य कंपनियों को भी ईएमडी जमा करने के लिए छूट दी गई है।
(ग) ई०एम०डी० में छूट निविदा खोलने की तारीख पर उनके पंजीकरण की वैधता के अधीन हैं।
7. ऐसे निविदाकार जो रुचि रखते हों इस आवश्यकता के बारे में और जानकारी परेषिठि से ले सकते हैं। सभी भावी निविदाकर्ता प्री बिड बैठक (समारोह स्थल, तारीख और समय) में भाग ले सकते है यदि ऊपर पैरा 4 में अनुरोध

क्रिया गया हैं। ऐसे निविदाकार जो रूचि रखते हों इस आवश्यकता के बारे में और जानकारी परेषिति से ले सकते हैं।

8. निविदाकर्ता <https://eprocure.gov.in/eprocure/app> और <http://www.imd.gov.in/pages/tenders.php> वेबसाइट से निविदा जांच कागजात डाउनलोड कर सकते हैं और डाउनलोड किए गए कागजात के अनुसार अपनी निविदा तथा हस्ताक्षरित ई०एम०डी० दस्तावेज की स्कैन की गई प्रति वेबसाइट <https://eprocure.gov.in/eprocure/app> पर आनलाइन अपलोड करें।
9. ई०एम०डी० दस्तावेज “O/o Director General of Meteorology, IMD, New Delhi” के पक्ष और नई दिल्ली में देय, जारी किया जा सकता है।

10. क्रयकर्ता: भारत के महामहिम राष्ट्रपति
भा.मौ.वि.वि.के माध्यम से
भारत मौसम विज्ञान विभाग,
लोदी रोड, नई दिल्ली-110003
11. परेषिति: प्रमुख(ISSD), भारत मौसम विज्ञान विभाग
लोदी रोड, नई दिल्ली-110003
12. जाँच प्राधिकारी: प्रमुख(ISSD), भारत मौसम विज्ञान विभाग,
लोदी रोड, नई दिल्ली-110003

केंद्रीय क्रय एकक (CPU),
मौसम विज्ञान के महानिदेशक का कार्यालय,
लोदी रोड, नई दिल्ली -110003

Email : cpu.imd@imd.gov.in

**India Meteorological Department
Mausam Bhawan, Lodi Road
New Delhi-110003**

Tender Enquiry No. CPU/52/1219/9936

Dated: 22 .07.2020.

**SECTION – I
GENERAL INSTRUCTIONS TO BIDDERS (GIT)**

Note : The bidder shall submit their bid as per Scope of the RFP document.

1. Introduction:

The Purchaser has issued this TE documents for purchase of goods/stores/articles and related services as mentioned in “Request for Proposal (RFP),” which also indicates, *inter alia*, the required stores, delivery schedule, terms and place of delivery etc. This section (“General Instructions to Bidders) provides the relevant information as well as instructions to assist the prospective Bidders in preparation and submission of tenders.

Bidders shall have to agree/accept all the terms and conditions of tenders including payment terms etc. Acceptance shall be unconditional and bidders shall have no claim and right in future on their terms if any.

2. Language of Tender:

The tender submitted by the Bidders and all subsequent correspondence and documents relating to the tender exchanged between the bidder and the purchaser, shall be written in English language.

3. Eligible Goods and Services:

All goods and related services to be supplied under the contract shall have their origin in India or any other country with which India has not banned trade relations. The term “origin” used in this clause means the place where the goods are mined, grown, produced, or manufactured or from where the related services are arranged and supplied.

4. Tendering Expense

The bidder shall bear all the costs and expenditure incurred and/or to be incurred by them in preparation, and uploading their tender including attending the pre-bid conference and or arranging demonstration of Product/Services or Field trials that may be deemed necessary by the Purchaser.

5. PRE-BID CONFERENCE:

No pre bid meeting will be held. For queries contact to Sh. Kuldeep Srivastava Sc-‘E’ at email address kuldeep.srivastava@imd.gov.in and Sh. Amar Jit Singh Sabharwal, Met.-B at email as.sabharwal@imd.gov.in latest by 04.08.2020.

6. Regular visit of website:

Prospective bidders are advised to see CPP Portal at <https://eprocure.gov.in/eprocure/app> & IMD website at <http://www.imd.gov.in/pages/tenders.php> on regular basis for any change in NIT schedule, amendment /corrigendum in Tender Document including technical requirement and pre-bid minutes etc.

7. Amendments to TE documents:

At any time, prior to the deadline for submission of tenders, the purchaser may, for any reason deemed fit by it, modify the TE documents by issuing suitable amendment(s) to it. The amendment will be uploaded on IMD web site only. In order to provide reasonable time to the prospective bidders to take necessary action in preparing their tenders as per the amendment, the purchaser may, at its discretion extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline. Prospective bidders are advised to visit/see eprocure.gov.in/ CPP on regular basis for any change in NIT schedule, amendment / corrigendum in Tender Document including technical requirement.

8. Documents Comprising the Tender:

The **Two Bid System**, i.e. “Techno – Commercial Bid” and “Price Bid” prepared by the bidder shall comprise the followings:

(1) Techno - Commercial Tender (Un priced Tender)

The following documents are to be furnished by the bidder along with their Technical Bid. Bidder shall upload following documents on CPP PORTAL eprocure.gov.in

- (i) Registration certificate of bidding firm with government body in their country. Credential/document shall be attached.
- (ii) Checklist section (as per Annexure-I) properly filled and signed.
- (iii) Original EMD in physical form shall be submitted to Central Purchase Unit of IMD on or before opening of tender.
- (iv) Scanned copy Earnest Money Deposit (EMD) in the form of FDR/BG. Original EMD in physical form shall be submitted to Central Purchase Unit of IMD on or before closing of bids submission date.
- (v) Documentary evidence for fulfillment of Eligibility /Qualification criteria(s).
- (vi) Copy of agreement between bidding firm in India and their foreign principal indicating precise relationship between them and their mutual interest in this tender must be furnished along with their technical bid.
- (vii) Tender terms & Conditions Acceptance Form (as per Annexure-II) duly signed. (i:e bidder has agreed to all the terms & condition of tender enquiry document).
- (viii) Authorization letter from principal authorizing Indian representative to only submit /deposit the tender document on behalf of foreign principal. Above documents must be enclosed with technical bids otherwise bids may be ignored and not to considered for technical evaluation.
- (ix) Technical Bid:
Un-priced/without price bid with make & model etc. should also be given as mentioned in Annexure-IV.
- (x) All pages of the Technical bid should be page numbered, indexed and signed with company/firm seal by authorized signatory.

Note*

- (i) Indian firm (Supplier /Integrator /Distributors/ Distributors /Stockist etc) for imported stores shall quote in INR only. No foreign exchange shall be released by IMD and also no payment shall be made to their foreign principal.

- (ii) The above documents (signed and scanned) shall be attached in the beginning of technical bid

(2) Price Bid:

- (i) All pages of the price bid should be page numbered, indexed and signed with company/firm seal by authorized signatory.
- (ii) Price Bid shall be preferred as per price schedule format (Annexure-IV).
- (iii) Costing for CAMC of each and every item, sub items offered in bidder's technical bid, shall be done with all breakup prices.
- (iv) The Supplier shall bear all the Income-tax liability as per rates prevailing at the time of undertaking the job in accordance with the Income-tax Act in force in India.
- (v) In case any charges not mentioned in the price bid, it will be treated as all the charges are free of cost for that item.
- (vi) Foreign bidder may quote in INR towards allied service in India to be taken by their local partner.
- (vii) If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.

Note*. Price bid shall prima-facia shall be rejected in case of any deviation from the technical bid of the bidder and found that any fact concealed or hid in price bid/technical bid.

9. Signing and uploading of Tender :

The bidders shall upload their proposal ONLINE only through CPP portal <https://eprocure.gov.in/cppp/> as manual bids are not accepted.

10. Alteration and Withdrawal of Tender :

No tender should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a bidder withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the bidder.

11. Opening of Tenders :

The purchaser will open the tenders online at the specified date and time and at the specified place as indicated in the NIT. In case the specified date of tender opening falls on /is subsequently declared a holiday or closed day for the purchaser, the tenders will be opened at the appointed time and place on the next working day. Authorized representatives of the bidders, who have submitted tenders on time may attend the tender opening, provided they bring with them letters of authority from the corresponding bidders. Two Bid system will be as follows. The Technical Bids are to be opened in the first instance, at the prescribed time and date. These Tenders shall be scrutinized and evaluated by the competent committee/ authority with reference to parameters prescribed in the TE document. During the Technical Bids opening, the tender opening official(s) will read the salient features of the tenders like delivery period, Earnest Money Deposit and any other special features of the tenders, as deemed fit by the tender opening official(s). Thereafter, in the second stage, the Price Bids of technically qualified bidders only shall be opened for further scrutiny and evaluation on a date notified after evaluation of the techno commercial tender.

12. SCRUTINY AND EVALUATION OF TENDERS:

(1). Unresponsive bids:

The tenders will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the TE document. The tenders are liable to be treated as non – responsive and will be summarily ignored if followings are not provided along with technical bids.

- (i) Registration certificate of bidding firm with government body in their country. Credential/document not attached.
- (ii) Tender is unsigned on each page.
- (iii) Checklist (annexure-I) is not enclosed.
- (iv) Tender Acceptance Form (annexure-II) not duly signed and stamped. (i.e. all the terms & conditions of tender document are acceptable. Original Letter shall be attached in technical bid.
- (v) Tender validity is shorter than the required period.
- (vi) Required EMD has not been provided unless exempted.
- (vii) Bidder has not agreed to give the required performance security.
- (viii) Copy of agreement of bidding firm from India with its foreign principal with the precise relationship between them and nature of services which would be available from bidding firm in India. Copy of this agreement must be attached with the tender.

(2). Technical Evaluation:

Tenders shall be scrutinized and evaluated by the committee constituted by competent authority with reference to parameters prescribed in the TE document.

Minor Informality/Irregularity/Non-Conformity:

If during the preliminary examination, the purchaser find any minor informality and/or irregularity and/or non-conformity in a tender, the purchaser may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the bidders. Wherever necessary, the purchaser will convey its observation on such 'minor' issues to the bidder asking the bidder to respond by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

(3). Financial evaluation:

Thereafter, in the second stage, the Price Bids of technically qualified bidders only shall be opened for further scrutiny and evaluation on a date notified after evaluation of the techno commercial tender.

The purchaser shall evaluate the technically qualified financial bids for deciding lowest bidder (L-1) on the basis of ultimate landing cost. Wherever, against a requirement, both indigenous as well as imported offers are received, the offers for imported stores will be evaluated on the basis of the total landed cost after loading the custom duty and other levies etc as may be applicable from time to time for taking purchase decision.

Conversion of currencies to Indian Rupees for Comparison of Tenders:

In case the TE document permits the bidders to quote their prices in different currencies, all such quoted prices of the responsive bidders will be converted to a single currency viz., Indian

Rupees for the purpose of equitable comparison and evaluation, as per the BC selling rate of exchange of State Bank of India prevailing on the date of opening of financial bids.

SECTION – II
GENERAL CONDITIONS OF CONTRACT (GCC)

1. Bidders shall have to agree/accept all the terms and conditions of tenders including payment terms etc. Acceptance shall be unconditional and bidders shall have no claim and right in future on their terms if any.
2. Whenever there is any conflict between the provision in the GCC regards to specific Para under this section and that in the “RFP” “List of requirements/ technical specifications”, the provision contained in the RFP shall prevail and have an over-riding effect. Any Special instructions as per “RFP-List of requirements/ technical specifications” section will also apply for this purchase. The conditions (like qualification criteria, delivery schedule, mode of delivery & sites of delivery etc.) mentioned in “RFP-List of requirements/ technical specifications section” will also apply for this purchase.

3. Alternative Tenders :

Alternative Tenders are not permitted. However the Bidders can quote alternate models meeting the tender specifications of same manufacturer with single EMD.

4. Tender Validity :

The tenders shall remain valid for acceptance for a period of 180 days (one hundred eighty days) after the date of tender opening prescribed in the TE document.

5. Purchaser’s Right to accept any tender and to reject any or all tenders :

The purchaser reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidders.

6. Price preference:

Price preference shall be given to Micro and Small Industries registered for stores and services specified in this tender document with National Small Industries Corporation or any other government agencies as per the latest guidelines/orders from Government of India. Purchase preference and quantity etc shall be decided as per the Government of India orders. The bidders shall have to attach valid registration certificate as OEM. Micro and small Enterprises are exempted for submitting fees/cost towards tender document and submission of earnest money deposit (EMD) also known as security deposit. However Micro and small Enterprises are not exempted for performance security. Micro and small Enterprises shall have to furnish performance security if purchase order is placed to them. There is no relaxation in this regard.

7. Eligibility & Qualification criterion for Bidders:

- (i) The bidder (tenderer firm) should have experience in maintenance of Video Conferencing systems, both in hardware and software for atleast Three Years.
- (ii) Work order of CAMC of Video conferencing System from Govt. and/ or Govt. Undertaking / or Reputed PSUs as proof of experience along with the tender.
- (iii) OEM Certificate for back to back support during the full CAMC period is also to be submitted along with tender.

- (iv) Integrators/ Authorized dealer/ Supplier/ subsidiary/ Distributors/ Stockiest having full back to back maintenance support agreement for hardware & software from OEM & OSC etc..
- (v) Firm from India quoting on behalf of their foreign principal:
 - (a) Copy of agreement, with their foreign principal with the precise relationship between them, their mutual interest and nature of services which would be available from bidding firm from India, shall be submitted along with their tender. Whether foreign principal has agreed to provide technical support and spares after sale services. The type and nature of after sales services to be rendered by the Indian Agent
 - (b) Firm quoting on behalf of their foreign principal shall be responsible for furnishing performance security for the entire project.
 - (c) The complete name and address of the bidding firm in India and its permanent income tax account number (PAN) as allotted by the Indian Income Tax authority must be submitted.
- (vi) Proof of registration shall be attached with technical bid. They may associate their local partner in allied services in India by their local partner; however the foreign firms shall be responsible for their local partner work. Cost towards allied work by the firm shall be quoted in INR only. Performance Security shall be furnished for all components to be taken the Indian bidder in single currency INR only.

8. Earnest Money Deposit (EMD) :

The bidder shall furnish along with its tender, earnest money for an amount as shown in the tender notice. The earnest money is required to protect the purchaser against the risk of the bidder's unwarranted conduct.

The bidders who are registered as OEM on Tender submission date with Directorate General of Supplies & Disposals or with National Small Industries Corporation, New Delhi , shall be eligible for exemption from EMD. Micro and small Enterprises specified by Ministry of Micro , Small & Medium Enterprises (MoMSME) are exempted from earnest money deposit (EMD). EMD also known as security deposit.

The EMD shall be furnished in Fixed Deposit Receipt (FDR) or Bank Guarantee (BG) (as per Annexure-III) from any commercial bank doing government business. FDR may be issued in the favour of "DDO, O/o DGM, IMD, New Delhi". Bank Guarantee issued from the foreign banks must be authenticated by STATE BANK OF INDIA or any other Nationalized Bank of India. Demand draft for EMD in INR submitted by foreign bidders shall not be accepted.

The clause "encashment /release of FDR/BG requires clearance certificate from Purchaser i:e DGM, IMD" must be mentioned in issued BG by Bank.

The earnest money shall be valid for period of sixty (60) days beyond the validity period of the tender.

Refund of EMD: Unsuccessful bidders' earnest money will be returned to them without any interest, after expiry of the tender validity period. Successful bidder's earnest money will be returned without any interest, after receipt of performance security from the bidder.

Forfeit of EMD: Earnest money of a Bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if supplier fails to furnish the required performance security within the specified period.

Firm shall have to extend the validity of EMD if extension of tender validity is agreed on the request of purchaser in exceptional cases.

9. Performance Security:

1. Successful bidder shall submit performance security within thirty (30) days from date of dispatch of supply order/award of contract by the purchaser or within twenty one (21) days from the receipt of supply order by the supplier whichever is earlier.
2. The purchaser may consider annulment/cancellation of supply order/ award of contract if performance security not received in stipulated time.
3. There is no relaxation/exemption in submitting of performance security.
4. The CAMC service provider shall furnish performance security to the purchaser for an amount equal to five per cent (5%) of the total value of the CAMC Value, valid up to sixty (60) days after the date of completion of all contractual obligations by the supplier/service provider.
5. Performance Security has to be submitted irrespective of its registration NSIC etc. Performance security is not relaxed to any supplier/service provider. Submission of Performance Security is must for all suppliers/service providers.
6. It shall be in any one of the forms namely Fixed Deposit Receipt or Bank Guarantee drawn/issued issued by a commercial bank doing government business in the prescribed form in favour of the purchaser. In the event of any amendment issued to the contract, the supplier shall, within twenty-one (21) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended. Foreign bidder may submit in the form of Bank Guarantee. Bank Guarantee issued from the foreign banks must be authenticated by STATE BANK OF INDIA or any other Nationalized Bank of India.
7. The purchaser will release the Performance Security without any interest to the supplier/service provider on completion of the supplier's all contractual obligations including the warranty obligations & after receipt of performance security for CAMC (if applicable) . The supplier shall submit pre receipt for obtaining back their security.

10. Force Majeure:

Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable. Such events may include, but are not restricted to, acts of the purchaser either in its sovereign or contractual capacity, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, and freight embargoes. If there is delay in performance or other failures by the supplier to perform its obligation under its contract due to event of a Force Majeure, the supplier shall not be held responsible for such delays/failures. If a Force Majeure situation arises, the supplier shall promptly notify the purchaser in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side. There may be a Force Majeure situation affecting the purchase organization only. In such a situation the purchase organization shall take up with the supplier on similar lines as above for further necessary action.

11. Payment Terms:

1. The bill towards payment of CAMC charges shall be raised by the supplier/service provider quarterly. Payment shall be released on quarterly basis after deducting penalty amount, if applicable and TDS etc. on the submission of certificate of satisfactory services during the period by ISSD, O/o Director General of Meteorology based on reports from stations.
2. The payment of CAMC will be made after satisfactory completion of said period and duly certified by the consignee. The consignee shall deal this issue separately and directly. The supplier shall deal CAMC agreement and payment etc directly with the consignee.
3. The supplier shall send its claim for payment in writing, when contractually due, along with relevant documents etc., duly signed with date, to respective consignees.
4. The bidder shall submit particulars of his bank account required for making payments.
 - (a) Account Number (b) Bank Name (c) Branch Name (d) Address
 - (e) IFS code (f) MICR No. (g) Telephone No.(h) SWIFT code etc.
5. Tax deducted at source (TDS) shall be done before making payment to the suppliers as per existing law in force. The bidders (foreign as well as Indian bidders) may visit website of Income Tax Department of India for details of Tax Liabilities, Rules, and Procedures etc. The bidders shall have to provide their Permanent Income Tax Number (PAN) and TAN. Firm may also mention the applicable rates of TDS as per DTAA with India. Copy of same may also be enclosed. Foreign vendor shall have to mention the details of establishment in India if any.
6. Applicable GST will be included in the total cost of the supply order issued to the successful supplier. The supplier must enclose the receipt in original as proof of payment of GST for processing the payment to IMD.

12. Award Criteria:

The work order shall be awarded to the eligible responsive tender evaluated as the most economical, technically qualified and suitable to the requirements subject to the availability of funds.

13. Modification of contract

If necessary, the purchaser may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract. If the supplier doesn't agree to the adjustment made by the purchaser, the supplier shall convey its views to the purchaser within fifteen (15) days from the date of the supplier's receipt of the purchaser's amendment /modification of the contract.

14. Fall Clause

The bidder undertakes that it has not supplied/is not supplying similar products/systems or subsystems at a price lower than that offered in the present bid in respect of Ministry/Department of the Government of India or Public Sector Unit (PSU) and if it is found at any stage that similar products/systems or subsystems was supplied by the BIDDER to any Ministry/ Department of the Government of India or Public Sector Unit (PSU) at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and difference in the cost would be refunded by the BIDDER to the BUYER (India Meteorological Department) or it will adjusted from their bills, if the contract has already been concluded.

15. Termination of tender/contract by the Purchaser:

From the time of submission of tender to the time of awarding the contract, if a bidder needs to contact the purchaser for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.

In case a bidder attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison & evaluation of tenders and awarding the contract, the tender of the bidder shall be liable for rejection in addition to appropriate administrative actions being taken against that bidder, as deemed fit by the purchaser.

The purchaser, without prejudice to any other contractual rights and remedies available to it (the purchaser), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the purchaser. In the event of the purchaser terminates the contract in whole or in part, the purchaser may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the supplier shall be liable to the purchaser for the extra expenditure, if any, incurred by the purchaser for arranging such procurement. If the supplier becomes bankrupt or otherwise insolvent, the purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the purchaser.

16. Arbitration clause:

If dispute or difference of any kind shall arise between the purchaser and the supplier in connection with or relating to the extension of contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the “List of requirements/ technical specifications” section either the purchaser or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per Indian Arbitration and Conciliation Act, 1996. In the case of a dispute or difference arising between the Purchaser/ Consignee and all suppliers relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of an officer, appointed to be the arbitrator by the Director General of Meteorology. The award of the arbitrator shall be final and binding on the parties to the contract. Each party shall bear its own cost.

Venue of Arbitration: The venue of arbitration shall be the place from where the contract has been issued, i.e., New Delhi. The contract shall be interpreted in accordance with the laws of India.

CHECKLIST

| S. N | Activity | Compliance Yes/ No/ NA | Page No. of your bid |
|------|---|---------------------------|-------------------------|
| 1 | Is Firm Registration certificate from Government bodies in their country attached with technical bid? | | |
| | (i) Have you enclosed EMD (Bank Guarantee /FDR) of required amount? | | |
| | (ii) Is the EMD submitted by other firm other than participating firm? If yes, then bid is likely to be ignored. | | |
| | (iii)Is Registration certificate from NSIC/Government bodies on SSI attached for relaxation of EMD? | | |
| | (iv)EMD shall be valid for 240 days. | | |
| 3. | Have you kept validity of your bid as per the TE document? | | |
| 4. | Have you enclosed <u>Tender Terms & Conditions Acceptance Form</u> (Annexure-II) duly filled and signed (i:e terms and conditions are acceptable) with original set of tender. Tenders may be ignored if not signed with company seal. | | |
| 5. | Have you enclosed clause-by-clause <u>compliance statement</u> for the “List of requirements/ technical specifications” section? | | |
| 6. | Have you submitted copy of the last purchase order(s) and end user certificate? | | |
| 7. | Is tender Submitted by an OEM? | | |
| | Is tender Submitted by an integrator Agent/Dealer/Supplier/Distributor/ Stockist etc of OEM? Whether Back-to-back support agreement with equipment manufacturer and software developer company attached? | | |
| 8. | (i) Permanent Account No. of bidding firm with proof. | | |
| | (ii) Is GST number along with registration certificate attached? | | |
| 9. | Name of the firm who quoted the price | | |
| 10. | Name of tender currency | | |
| 11. | Name of the bidder with complete address to whom work order is to be placed. | | |

(Name & Signature of the firm with Date & Seal)

Tender Terms & Conditions Acceptance Form

(For all the terms & conditions of tender document are acceptable to bidder)

To
The Director General of Meteorology,
India Meteorological Department,
Lodi Road, New Delhi-110003

Ref: TE document No. CPU/ _____ dated _____

I/We, the undersigned have examined the above mentioned TE document, including amendment/corrigendum No. _____, dated _____ (if any), the receipt of which is hereby confirmed. We now offer to provide *services in* conformity with your above referred document.

If our tender is accepted, we undertake to perform the services as mentioned in tender document with the details specified in the “RFP- List of requirements/ technical specifications”..

I/We further confirm that, if work order is placed to firm, we shall provide performance security of required amount in an acceptable form for due performance of the contract.

I/We agree to keep our tender valid for acceptance as required in tender document or for subsequently extended period, if any, agreed to by us. I/We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period.

I/We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

I/We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

I/We confirm that we fully accept and agree to all the terms and conditions specified in above mentioned TE document, including amendment/ corrigendum etc. if any.

(Signature with date and seal of the company)

(Name and designation)

Duly authorised to sign tender for and on behalf of bidder

Note*: 1. **Firm/company shall use their own printed letter head for issuing this certificate.**
2. **Acceptance shall be unconditional.**

MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD

(Format only)

Whereas

(hereinafter called the “bidder”)

has submitted their offer dated.....

for the supply of

(hereinafter called the “tender”)

against the purchaser’s tender enquiry No.

KNOW ALL MEN by these presents that WE

of having our registered office at

..... are bound unto

(hereinafter called the “Purchaser)

in the sum of

for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this..... day of20.....

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the bidder withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the bidder having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) If the bidder fails to furnish the Performance Security for the due performance of the contract.
 - b) Fails or refuses to accept/execute the contract.

WE undertake to pay the “Director General of Meteorology, India Meteorological Department”, up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 60 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

Bank Guarantee issued with the tender enquiry reference No. CPU/..... Dated.....

.....

(Signature of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of the Branch

PRICE SCHEDULE (Financial Bid Format)

| S No. | Name of Item | Qty. | 1 st Year | | 2 nd Year | | 3 rd Year | | 4 th Year | | 5 th Year | | 1 st + 2 nd + 3 rd + 4 th + 5 th Year |
|---------------------|--------------|------|----------------------|-------------------|----------------------|-------------------|----------------------|-------------------|----------------------|--------------------|----------------------|--------------------|--|
| | | | Price per Item (Rs) | Total Price (3x4) | Price per Item (Rs) | Total Price (3x6) | Price per Item (Rs) | Total Price (3x8) | Price per Item (Rs) | Total Price (3x10) | Price per Item (Rs) | Total Price (3x12) | Total Cost (5+7+9+11+13) |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) | (12) | (13) | (14) |
| For CAMC | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| For Manpower | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | Grand Total | | | | | | | | | | |

(a) Grand Total (1st + 2nd + 3rd + 4th + 5th) Year CAMC & Manpower excluding GST:-

(b) Rate of GST:-

(c) GST amount:-

(d) Total cost (a+c) in Figure:-

(e) In words:-

Note/ Instruction:

1. The bidder shall use their own letter head for quoting the prices.
2. Price shall be preferred in above format.
3. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
4. Rate of applicable tax must be mentioned in Price Bid. If taxes not mentioned, then it is treated that the price quoted is inclusive of taxes.
5. Costing for CAMC of each and every item which is offered in technical bid shall be done with all breakups.
6. Price Bid (in pdf format excluding note/instruction) shall be uploaded on CPP Portal <http://eprocure.gov.in>

Signature of Bidder _____



**India Meteorological Department
Mausam Bhawan, Lodi Road
New delhi-110003**

Revised

Request For Proposal (RFP) Document

For

“Comprehensive Annual Maintenance Contract (CAMC) of Video Conferencing Systems at 9 locations including HQ in IMD”

May 2020

1. Background and present setup

India Meteorological Department (IMD) had procured Video Conferencing Systems of Polycom make for EIGHT remote locations and with main control unit at head quarter New Delhi totalling to NINE Systems in all. These video conferencing systems are used for day to day discussion / meetings regarding weather forecasting, administrative matters in the country and abroad organizations like WMO and its sub offices. The system has been installed and commissioned during 2011-2012 and at present is under Comprehensive Annual Maintenance Contract (CAMC) till March 2020. All the systems are working fine. This proposal is with respect to award of CAMC whose scope of work is defined in 2.1 & 2.2.

This proposal also deals with providing manpower to operate Audio Video Equipments in Mausam Bhawan Building, Lodi Road, New Delhi whose scope of work is defined in 2.3.

2. Scope of the Work

2.1 Under the Comprehensive maintenance contract:

The comprehensive maintenance contract shall include the maintenance of hardware and software of entire **Video Conferencing Systems at all nine locations as per annexure-3**. The entire contract will be comprehensive in nature and for **five years**. Bidder shall provide 24x7x365 days on site support for all nine sites whenever required, to address, analyze and fix any technical glitches within the existing features. The scope of technical support includes rectification/debugging of errors present within the entire software and hardware. Scopes of work during contract period are defined hereunder:

- (a) Bidder shall provide onsite maintenance. All services will be provided by the bidder at respective system site(s).
- (b) Maintenance of hardware parts or sub-parts of entire Video Conferencing Systems at all **Nine locations** as per annexure-3 will be the responsibility of the bidder. Details of each system are available in annexure-3. All these VC Systems are of Polycom make.
- (c) The bidder is also required to provide software updates, if any, with license free of cost during the contract period.
- (d) Maintenance/Service/Replacement of attached UPS (5KVA, 2 KVA and 1 KVA) including batteries of the battery banks of the system at H.Q and outstations. Replacement / repair of defective hardware shall be done free of cost.
- (e) This contract specifically excludes damages caused due to fire, theft, riots, accidents and natural hazards.
- (f) IMD will give full access of the equipment to bidder to enable or to provide maintenance services and shall make them available to bidder's service representatives / appropriate staff who are familiar with the problems.
- (g) During the period of CAMC of the system, the bidder should associate IMD officials while servicing the system. Any engineer/person of the bidder will neither open any system nor replace any spare without prior permission of Nodal Officer of the concerned location of V C System. Otherwise the bidder will be responsible for the same and IMD may take necessary action accordingly.
- (h) The bidder should always be in a position to replace defective parts of all Video Conferencing Systems at all locations if it is not repairable. The bidder shall keep adequate stock of spares of all critical components to achieve maximum uptime of the Video Conferencing Network.

- (i) In case of defective parts, if the part is not repairable, the part will be replaced with the same "make and model", If that "model" is not available in the market then part will be replaced with the fully compatible part equivalent or better in performance, capacity & size (incase of Display) without any financial obligation on IMD so that the VC system should work smoothly.
- (j) The bidder must have expertise in corrective and preventive onsite maintenance and repair of **Video Conferencing Systems**, its peripherals and other hardware parts, accessories and software related issues if occurs.
- (k) If bidder provides standby system for any part which is out of order, it will be the responsibility of the bidder that before expiry of the contract agreement it should repair/replace the defective system with the same "make and model", If that "make and model" is not available in the market then system will be replaced with the fully compatible system equivalent or better in performance, capacity & size (incase of Display) so that the VC system should work smoothly. Other-wise the performance security submitted by the bidder shall be forfeited.
- (l) No system / part will be taken to workshop by the bidder unless it is very essential. Only defective parts may be taken to workshop by the bidder with the approval of IMD. In case bidder has to take any part to the workshop for its repair, bidder has to provide standby part in advance so that the work may be continued.
- (m) In case of repair of defective parts at manufacturing service center, the transportation cost, freight cost and re-export/re-import cost including custom duty etc shall be borne by the bidder providing comprehensive annual maintenance. It is the responsibility of bidder to obtain required clearance from appropriate authority.
- (n) The bidder shall provide monthly maintenance report of all the VC System sites to the Nodal officer at H.Q.
- (o) The bidder shall do preventive and corrective maintenance quarterly at all the **Nine locations**.
- (p) **Response time to attend the complaint:**
 - (i) The bidder must respond the fault within 4 hours of fault booking time.
 - (ii) On site visit by engineer within 24 hrs. or morning half of next working day whichever is earlier.
 - (iii) Replacement of defective equipment shall be done within 48 hrs. of fault booking.
 - (iv) Arrangement shall be kept in mind to attend all the systems simultaneously too, if required, for keeping VC functional.

2.2 Preventive maintenance of the Video Conferencing / terms and condition

The comprehensive AMC shall include preventive maintenance of video conferencing system which shall include all equipments, software and hardware components during the CAMC period.

1. The work of servicing and routine preventive maintenance of equipments shall be undertaken once in every three months apart from attending the routine faults calls and their rectification on site of video conferencing system whenever reported.
2. The preventive maintenance shall include checking of functionality/cleaning of all equipments, software and hardware components etc. quarterly.

3. Reports of maintenance visits should be submitted to Nodal Officer at respective field sites.
4. The nodal officer and Head (ISSD) shall be informed in advance of the preventive maintenance. The preventive maintenance shall be carried out in presence of nodal officer of the site.

2.3 Scope of work of manpower for operating Audio Video Equipments in Mausam Bhawan Building

Mausam Bhawan has different types of Audio Video Equipments namely Video Wall Systems, Video Conferencing System, Telepresence System, Public Address System, Smart Touch Screen Displays and T.V. etc. A technically qualified person who can handle (Operate) all the above mentioned Audio Video Equipments is required. The operator should have relevant diploma/degree from a recognized institution about the field and should have 4-5 years of experience to operate the above mentioned equipments also good knowledge of electronic/electrical equipments. The overall responsibility of Operator will lie with the CAMC firm (who is providing the manpower) for his Education Qualification, behavior and Police verification etc. The responsibilities of operator are as follows:

1. Operator shall be solely responsible to operate Video Conferencing System, Video Wall Systems, Telepresence System, Public Address System, Smart Touch Screen Displays and T.V. etc. installed in Mausam Bhawan building and will report in ISSD.
2. Operator shall remain available at Mausam Bhawan building 48 hours a week.
3. Operator shall be responsible for maintaining Operation Log records of the above mentioned equipments.

3. General terms and conditions of the contract

a) Pre-Bid Meeting:

Any clarification required shall be discussed and clarified during the pre-bid meeting which will be held in ISS Division. Prospective bidders may send their queries to be discussed during pre-bid meeting at least 3(Three) days in advance to Sh. Kuldeep Srivastava Sc-'E' at email address kuldeep.srivastava@imd.gov.in and Sh. Amar Jit Singh Sabharwal, Met.-B at email address as.sabharwal@imd.gov.in.

b) Unresponsive bids:

Tender must be accompanied with tender fee and EMD. Tenders, received without tender fee, EMD and less validity period, shall be treated as unresponsive tender. These tenders will not be processed further.

c) Eligibility criteria:

1. The bidder (tenderer firm) should have experience in maintenance of Video Conferencing Systems, both in hardware and software for atleast Three Years.
2. Work Order for CAMC of Video Conferencing System from Government and/or Government undertakings/ or Reputed PSUs as proof of Experience along with the tender.
3. OEM Certificate for back to back support during the full CAMC period is also to be submitted along with tender.

d) Penalty Clause:

- i. If there is failure of video conferencing system for less than or equal to 24 hours due to failure of supplied hardware/ software/ interconnecting cables etc during the CAMC no penalty shall be charged.
- ii. If the failure duration extends beyond 24 hrs during the CAMC period then the penalty shall be charged cumulatively at the rate of 0.275% per day subject to ceiling of 10% per quarter of the cost of CAMC proportionate to number of unit(s) failed.
- iii. The Customer (IMD) may also terminate the contract/work order if the bidder is unable to service/repair the system within 15 days from the booking of fault with the bidder.
- iv. In case of failure to do the routine preventive maintenance work, the penalty shall be charged at the rate of 10% of the cost of the CAMC @ per quarter proportionate to the number of site(s).
- v. For the purpose of implementation of the penalty clause for faults, the time period for failure will be counted from the time of reporting of fault.

e) Contract Validity:

Comprehensive maintenance contract shall be awarded to lowest technically qualified bidder for the period of **five years** from the date of award of contract which shall be further extended for a maximum period of three years on year to year basis on same terms & conditions depending upon the satisfactory report from the user for the services provided by the bidder during previous year. The price for the CAMC during extended period shall be taken at the minimum of the cost of CAMC quoted for five years. However IMD may terminate the contract any time with the notice of one month if services of bidder found not satisfactory.

f) Price bids:

Bidder shall quote price of CAMC with breakup of each systems and subsystems. The bidder shall also mention the GST. The rates quoted by the bidder shall include for comprehensive repairs and maintenance. The bids have to include the breakup of each VC system. The year wise quote for five (5) years Comprehensive AMC, the cost of which will be considered for evaluation and determination for lowest offer (L1).

Taxes and other levies should be mentioned separately. If applicable taxes are not quoted by the bidder/firm then it will be presumed to be included in the CAMC quote by the bidding firm.

In case equipment included in the contract is replaced during the period of contract with an equipment of similar make, model and specification, the CAMC charges will remain the same.

g) Payment terms:

The bidder shall submit the invoice (Bill) after completion of each quarter of CAMC, the payment shall be made after deducting penalty amount and TDS etc. on the submission of certificate of satisfactory services during the period from nodal officers of

different systems. **Firms must have PAN and GST registration etc.** The bidder will have to bear all Income Tax liability.

h) Termination of contract:

- (i) IMD may terminate the contract/work order if bidder is unable to service/repair the system within 15 days from the booking of fault with the bidder.
- (ii) It will be the responsibility of the bidder to keep VC Systems at all Nine Locations in working condition. If the bidder fails to do so or could not provide satisfactory services upto the expectation of IMD, the contract may be discontinued / terminated by the IMD by giving a one month notice to the bidder.
- (iii) The contract shall be terminated automatically after the expiry of contract period unless extended by IMD.
- (iv) The bidder shall be required to hand over all the equipments in working condition at the time of termination of the Contract, other-wise the performance security submitted by the bidder shall be forfeited.

Note : Comprehensive – the word comprehensive means all the consumable and non consumable material (items) excluding batteries for remote only.

Annexure-1

Details of at least TWO reference sites where Video Conferencing System have been provided/ installed and maintained by the bidder.

| S.No. | Name of the site/ Organization | Type of VC, Multipoint/ Point-to-point | No. Of locations covered | Brief configuration of the VC | Contact Person, Address, Phone, Fax Nos. |
|-------|-----------------------------------|--|--------------------------------|-------------------------------------|--|
| | | | | | |
| | | | | | |
| | | | | | |

DETAILS OF THE BIDDER

| S.No | Item | Details |
|------|--|--------------|
| 1. | Name of Company | |
| 2. | Name of the Contact Person(s) | (i) |
| | | (ii) |
| 3. | Mailing Address | |
| 4. | E-mail Address(s) | (i) |
| | | (ii) |
| 5. | Telephone, Fax Numbers and Mobile No. | Telephone : |
| | | Fax : |
| | | Mobile No. : |
| 6. | Constitution of the Company | |
| 7. | Year of Commencement of Business | |
| 8. | Name and designation of the person authorised to make commitments to IMD | Name : |
| | | Designation: |
| 9. | Sales Tax Number | |
| 10 | Income Tax Number (PAN) | |
| 11 | GSTIN Number | |

Brief financial particulars of the firm for the last 3 years – (In lacs)

| | 2017-18 | 2018-19 | 2019-20 |
|----------------|---------|---------|---------|
| NET PROFIT | | | |
| TOTAL TURNOVER | | | |
| REVENUE EARNED | | | |

List of Store, Services and Location

| S. No | Name of the Item/Store | Serial No. | Qty |
|---------------------------------------|---|-----------------------------|-------|
| 1. Location At H.Q., New Delhi | | | |
| 1 | MCU Type-1 High Definition Modular chassis Based Rack mountable multipoint Control unit(HD-MCU) with50 ports on High Definition, 4 ISDN PRI ports scalable to 8 and management & scheduling software and all other accessories. MCU should have the Necessary Modules/ Components etc., for the Following: (RMX 2000) | | 1 |
| a | Modular Chassis based Rack Mountable multipoint control (MCU) - 1 | VR2100919107 | 1 |
| b | 50 Participants on IP with full trans-coding | | |
| c | 4 ISDN PRI Ports - 1 | | |
| d | Rack Server 220, Management & Scheduling software1 and all other Accessories – 1 (RPRM) | HQXJ382 | 1 |
| e | Rack Server 220, Gate Keeper DMA 7000 | HQXH382 | 1 |
| f | Recording and Streaming solution (Polycom Capture Server) | EE1616308590DE | 1 |
| i | Hardware based videoconferencing recording and streaming solution with 2TB X 4 HDD – Polycom | | 1 |
| ii | One FTP Server (intel based) with Operating software | | 1 |
| 2 | Racks 42U with Horizontal &Vertical cable Manager, AC distribution box, Front Glass Doors, Locks, Fans, Equipment Trays(5Nos.) with all necessary Accessories for installing MCU and other Equipment as Mentioned in this BoM | | 1 |
| 3 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8212210EF36FCG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 4 | Uninterrupted Power Supply (UPS) Emerson | | |
| i | 6 KVA with 1 Hour Backup (Model- Network Power) (16 batteries of 26AH) | 110506as7033 & 110506as7043 | 2 |
| ii | 2 KVA with 30 min backup (Model – GXTMT+2KL) (8 batteries of 18AH) | 83221104100137 | 1 |
| 5 | 65" Plasma Display Panasonic, TH-P65VT20D | YK0460045 | 1 |
| 2. Location: RMC Kolkata | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8211220DF2E8CG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | 83121008100530 | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | QA1241989 | 1 |
| 3. Location : RMC Mumbai | | | |

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|--------------------------------------|--|-----------------------|--------------|
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8211220DF326CG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | | 1 |
| 4. Location : RMC. Chennai | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 82152042D86BPG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | | 1 |
| 5. Location : RMC. Nagpur | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8211220DF234CG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | QA1240154 | 1 |
| 6. Location : RMC. Guwahati | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8213120F9645PG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | | 1 |
| 3 | 42" Plasma Display Panasonic, LH43DM350DX | | 1 |
| 7. Location : DDGM(WF) Pune | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |

| | | | |
|--|--|-----------------------|--------------|
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8211220DF2E1CG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | QA124179 | 1 |
| 8. Location : DDGM(Training) Pune | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8211220DF316CG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | QA1241290 | 1 |
| 9. Location : M.C. Bhubneswar | | | |
| 1 | Video conferencing End Points, Eagle eye camera 1080P and HDX Mic array - Polycom | | |
| a | HD Video Conferencing end Point/Codec.(HDX 8000) | 8213120F94CBCG | 1 |
| b | 1 +3 MCU software | | 1 |
| c | Visual data presentation (Hardware/Software) | | 1 |
| d | PTZ Eagle Eye Camera1080P | | 1 |
| e | HDX Mic Array | | 1 |
| f | Remote, Cables and accessories | | 1 Set |
| 2 | 1 KVA with 30 Minutes Backup Uninterrupted Power Supply (UPS) Emerson (Model – GXT MT+1KL) | 83121010454 | 1 |
| 3 | 42" Plasma Display Panasonic, TH-42X30D | | 1 |

List of sites and their locations

| S.No. | Name of Station | Address |
|-------|-----------------|--|
| 1. | Delhi | D.G.M. Office, Mausam Bhavan, Lodi Road, New Delhi-110003. |
| 2. | Mumbai | Regional Meteorological Centre, Colaba, Mumbai |
| 3. | Kolkata | Regional Meteorological Centre, 4 Duel Avenue, Alipore Kolkata |
| 4. | Chennai | Regional Meteorological Centre, College Road, Chennai |
| 5. | Nagpur | Regional Meteorological Centre, Dr. B.R. Ambedkar I Air port, Sonegaon, Nagpur |
| 6. | Guwahati | Regional Meteorological Centre, L.G.B.I Airport, Guwagati |
| 7. | Pune | D.D.G.M. (Training) Pashan, Pune |
| 8. | Pune | D.D.G.M. (W.F) Shivaji Nagar, Pune |
| 9. | Bhubaneshwar | Meteorological Centre, Biju Patnaik Airport, Bhubneshwar |

PRICE SCHEDULE (Financial Bid Format)

| S No. | Name of Item | Qty. | 1 st Year | | 2 nd Year | | 3 rd Year | | 4 th Year | | 5 th Year | | 1 st +2 nd +3 rd +4 th +5 th Year |
|---------------------|--------------|------|----------------------|-------------------|----------------------|-------------------|----------------------|-------------------|----------------------|--------------------|----------------------|--------------------|--|
| | | | Price per Item (Rs) | Total Price (3x4) | Price per Item (Rs) | Total Price (3x6) | Price per Item (Rs) | Total Price (3x8) | Price per Item (Rs) | Total Price (3x10) | Price per Item (Rs) | Total Price (3x12) | Total Cost (5+7+9+11+13) |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) | (12) | (13) | (14) |
| For CAMC | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| For Manpower | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | Grand Total | | | | | | | | | | |

(a) Grand Total (1st +2nd +3rd +4th +5th) Year CAMC & Manpower excluding GST:-

(b) Rate of GST:-

(c) GST amount:-

(d) Total cost (a+c) in Figure:-

(e) In words:-

Note/ Instruction:

1. The bidder shall use their own letter head for quoting the prices.
2. Price shall be preferred in above format.
3. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
4. Rate of applicable tax must be mentioned in Price Bid. If taxes not mentioned, then it is treated that the price quoted is inclusive of taxes.
5. Costing for CAMC of each and every item which is offered in technical bid shall be done with all breakups.
6. Price Bid (in pdf format excluding note/instruction) shall be uploaded on CPP Portal <http://eprocure.gov.in>

Signature of Bidder _____