

No 539

Dated: 03/02/2023

Quotation Call Notice

Sealed quotations are invited from interested Agencies / Firms with price offer to take up the AMC of CCTVs installed in the campus of SCSTRTI, Bhubaneswar. The Agencies / Firms must send their quotations by Registered Post only along with all required documents listed in Annexure "A" during the working hours on or before 17.02.2023 (by 1.00PM) which will be opened on the same day at 4.00 PM in the presence of the committee members and bidders or their authorized representatives. The undersigned will not be responsible for postal delay. The quotations, addressed to the Director, SCSTRTI, CRPF Square, Bhubaneswar, Odisha, must be complete in all respect and the envelope containing the quotation for AMC of CCTVs shall be super scribed "Quotation for AMC of CCTVs".

The details of the CCTVs installed at various places in the campus of SCSTRTI, Bhubaneswar are mentioned in Annexure "B". Any additional information required can also be obtained from the office of the SCSTRTI, Bhubaneswar on personal contact during any working day between 10.30 AM to 5.30 PM before submission of the bid.


The quotations shall be comprehensive in nature. The bidders are advised to visit and inspect the site of work and its surrounding to gather all information, and access the information available in the website of SCSTRTI (www.scstrti.in) for preparing the bid. Incomplete or conditional tender is liable to be rejected. The authority reserves the right to accept / reject any or all the tenders without assigning any reasons thereof.


Director 03/02/23

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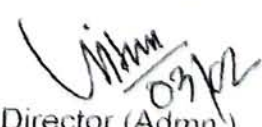
Copy forwarded to the Notice Board of ST & SC Development Department / SCSTRTI, CRPF Square, Bhubaneswar.


Asst. Director (Admn.) 03/02

No 541

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Copy forwarded to the Head Portal Group, Secretariat IT Centre, Bhubaneswar / M/s Luminous Infoways for wide circulation of the Quotation Call Notice through Govt. Website and SCSTRTI Website.


Asst. Director (Admn.) 03/02

Annexure "A"

Terms & Conditions of the Contract

The quotation should be enclosed with signed copy of the following documents.

01. The Agency / Firm involved in maintenance of CCTVs must have an office in Bhubaneswar area.
02. The Agency / Firm must have experience of at least two years in the same field. It must have AMC in the concerned field with one or more Government Office / PSU, especially in Bhubaneswar area.
03. The Agency must have its own qualified Maintenance Engineer or Technical Person.
04. The contract cannot be given on sub-contract in any circumstance.
05. The quoted rate must be in Unit Price and exclusive of all taxes which will be valid for one year from the date of issue of work order.
06. The AMC price must be comprehensive in nature which will cover all CCTVs installed in the campus.
07. All the requisite information as called for in the tender document should be submitted along with bid duly signed by the competent person of the Agency.
08. The payment will be made on quarterly basis (at the end of each quarter) on production of "Satisfactory Service Certificate".
09. Even if no call is made by the office, the agency / firm is required to undertake preventive maintenance by checking the CCTVs and other related peripherals at least once in a month and confirm that the system is working properly.
10. All service requests / calls for any repair must be attended within 24 hours of the complaint being logged with the AMC Provider. If the firm fails to comply with the calls within 24 hours, this office reserves the right to get the work done by other firm and deduct such expenses from the AMC charges.
11. The bidder must submit a Demand Draft of Rs. 1, 000/- (Rupees One Thousand) only (Non-Refundable) drawn in favour of Director, SCSTRTI payable at Bhubaneswar from any Nationalized Bank towards Bid Processing Fees.
12. The bidder must submit a Demand Draft of Rs. 3, 000/- (Rupees Three Thousand) only (Refundable) drawn in favour of Director, SCSTRTI payable at Bhubaneswar from any Nationalized Bank towards EMD.
13. A security deposit of 3% of the total cost of the AMC has to be deposited by the selected Agency / Firm in shape of Bank Draft from any Nationalized Bank before signing of the Contract for which no interest will be paid. This amount will be refunded on completion of the AMC. The security deposit will be forfeited, if any of the conditions of the AMC is violated and action deemed proper shall be taken against the agency.

14. Details of CCTVs installed to be covered under AMC is given in Annexure-"B". However, new CCTVs to be procured from time to time after expiry of warranty period, shall also be taken up for maintenance on the same terms and conditions during the AMC period.
15. The selection of the firm for taking up the AMC of CCTVs will be done on Lowest Cost Method basis.
16. The AMC will be awarded to the eligible firm only after all formalities as per the terms and conditions are complied with and valid documents are produced to the satisfaction of this office.
17. In case of any violation of the terms and conditions of AMC, the contract will be terminated with issue of one month notice in writing.
18. An undertaking to the effect that the agency has never been blacklisted shall be furnished with the bid proposal on the letter head Agency.
19. The Contract will remain valid for 01 (One) year from the date of issue of work order. It may be extended for a further period of 01 (One) year subject to satisfactory performance of the selected agency.

List of Documents to be submitted with the Bid

01. Copy of valid Registration Certificate of the Agency / Firm issued by the Competent Authority.
02. Copy of GST Registration Certificate.
03. Copy of up to date GST Deposit Payment Receipt.
04. Copy of PAN.
05. Copy of Income Tax Return for last three years (2019-20, 2020-21 and 2021-22).
06. Copy of Audited Balance Sheet of last three years (2019-20, 2020-21 and 2021-22).
07. Copy of Work Order and Work Completion Certificate showing experience for at least 3 years in the same field from any Govt. Offices / PSU especially in Bhubaneswar.
08. Statement showing the list of Technical Persons engaged by the Agency / Firm doing CCTV maintenance work along with their qualification and years of experience.
09. Demand Draft of Rs. 1, 000/- (Rupees One Thousand) only (Non-Refundable) drawn in favour of Director, SCSTRTI payable at Bhubaneswar from any Nationalized Bank towards Bid Processing Fees.
10. Demand Draft of Rs. 3, 000/- (Rupees Three Thousand) only (Refundable) drawn in favour of Director, SCSTRTI payable at Bhubaneswar from any Nationalized Bank towards EMD.
11. Undertaking to the effect that the applicant has never been blacklisted.

Annexure "B"

	Items Description	Place of Installation	Nos of items	Remarks
01	IP DOME 2MP Make: HIKVISION	Library	03	
02	2MP IP Bullet 2MP Make: HIKVISION	Library	01	
03	DOME IR Camera Make: HIKVISION	Library	05	
04	NVR(Make: HIKVISION) with 6TB HDD (Seagate)	Library	01	
05	8port 10/100/1000 Mbps POE Switch	Library	01	
06	DOME IR Camera Make: HIKVISION	Museum	24	
07	Bullet IR Camera Make: HIKVISION	Museum	02	In front of Museum & PVTG Gallery
08	Online UPS 5KVA Exide 12/42AH SMF 08Nos	Museum	01	
09	NVR(Make:HIKVISION) with 4TB HDD (Seagate)	Museum	01	