

**OFFICE OF THE CHIEF ELECTORAL OFFICER, ODISHA
UNIT-V, BEHIND LOK SEVA BHAWAN, BHUBANESWAR-1**

SHORT TENDER CALL NOTICE

No.EC-OE-PUR-0002-2021 /-----1582-----Elec. 10th March, 2022

Chief Electoral Officer, Odisha proposes for setting up a Video Conferencing System in the VC room of office of CEO, Odisha. The intending registered manufacturers / authorized dealers should offer their price for the system as per specifications given below:

Specifications for full HD Videoconferencing (codec) system

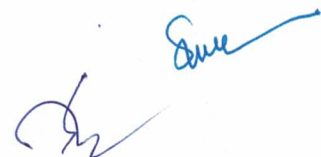
- 1- Type of End Point : Point to Point non-upgradable
- 2- Video Conferencing System Resolution: 1080p, 60 fps
- 3- Type of Camera : PTZ
- 4- Camera Control (focusing, brightness and white balance) : Automatic
- 5- Camera Positioning System : Preset
- 6- Optical zoom : 10X/12X or higher
- 7- Video coding support Protocol : H.264 High Profile and H.265
- 8- Type of wired microphone : Omni Directional
- 9- Should support audio line IN & OUT.
- 10- Number of microphone supported : 1,2,3
- 11- Number of microphone supplied : 2
- 12- System supports sharing of video and graphics content with audio during the video call :
1080p, 30fps
- 13- Shall come with easy to use infra-red hand held remote control / Touch Panel with
operating distance : Yes
- 14- Number of Input HDMI or equivalent Ports : 2
- 15- Number of Output HDMI or equivalent Port : 2
- 16- Should support mic on/off synchronization using any browser and physical touch : Yes
- 17- Codec Should have Inbuilt capability to do Software based Videoconferencing at
1080p30fps (USB Device Mode via Single USB cable)
- 18- Should Support Inbuilt Feature for Wireless Content sharing using Airplay and Miracast
and without downloading any software on the end user device.
- 19- System should function properly with presentation using single monitor : Yes
- 20- System must support web based video conferencing
- 21- Onsite Warranty : 05 years

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GENERAL INSTRUCTIONS:

1. Sealed tenders are invited from manufactures / authorized dealers only by Office of the Chief Electoral Officer, Unit-V, behind Lok Seva Bhawan, Bhubaneswar, PIN-751001, Odisha as per specifications mentioned above.
2. The Tender has been invited under double bid system i.e. **Technical Bid** as well as **Financial Bid**. The interested bidders advised to submit all documents in one sealed envelopes super scribing "**Document for Technical Qualification**", Financial Bid in another sealed envelope super scribing "**Financial Bid**" and both the envelopes to be placed in a big envelope super scribing "**Bid for procurement and installation of Video Conferencing System**" in Home (Elections) Department.
3. **There is no Earnest money Deposit (EMD) has to be furnished as the EMD has been exempted up to 31.03.2022 vide Works Department O.M No. 18281 dated 31.12.2021.**
4. The bidders are required to enclose photocopies of the following documents (duly self-attested) falling which their bids shall be summarily rejected and will not be considered any further:
 - a. Copy of GST Registration Certificate issued by the competent authority;
 - b. Copy of PAN card;
 - c. Manufacturers License from competent authority (in case of Manufacturers)
 - d. Authorization Certificate of manufacturers (in case of Authorized Dealers)
5. The sealed tender documents should reach the Office of Chief Electoral Officer, Unit-V, behind Lok Seva Bhawan, Bhubaneswar, PIN-751001, Odisha **on or before 22.03.2022 by 5.00 P.M** by Post of Indian Postal Service or Courier or to be dropped in the Tender Box in the office of the CEO, Odisha by the Bidder. The CEO office shall not be responsible for any postal delay whatsoever. Any tender received after the scheduled date and time stipulated above shall entail outright rejection. It shall be the responsibility of the Bidder to submit the tender in time.
6. The tender will be opened in the office of CEO, Odisha, Home (Elections) Department, Unit-V behind Lok Seva Bhawan, Bhubaneswar, PIN-751001, Odisha on **23.03.2022 at 12.00 P.M** in the presence of the Bidders or their authorized representatives, if any, and the Financial Bids of the bidders who come out successful in the technical qualification will be opened **on the same day**. Authorized representatives will be required to produce their authorization certificate before opening of the tender in the office of the CEO, Odisha, falling which they will not be allowed to participate in the opening process of Tender.
7. The **Financial Bid** should contain the price of the entire system as per specification inclusive of all taxes and levies for delivery and installation at the Office of the Chief Electoral Officer, Home (Elections) Department, Bhubaneswar.



8. The prices and conditions of the offer should valid not less than a period of one month from the date of award of tender extendable by up to **six months**, if the authority so desires.
9. The authority reserves the right to **accept or reject** any or all tenders without assigning any reason(s) thereof. The Authority also reserves the right to **reject** any bid which in his opinion is non-responsible or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.
10. The successful Bidder will have to furnish Performance Security @3% of the estimated value of goods (refundable) within seven days from the date of placement of Supply Order in the form of a Demand Draft in favour of ACEO-cum-Under Secretary, Home (Elections) Department, Odisha drawn in any scheduled bank payable at Bhubaneswar before award of work. This amount will be refunded to the supplier within a period of one year from the date of installation of the system subject to quality test of the system and confirmation of the system technical specifications.

N.B: Performance security of 3% of the estimated value of goods has been decided as per the Works Department O.M No. 18272 dated 31.12.2022.


11. TERMS OF PAYMENT:

After due receipt and installation of the Video Conferencing System with full satisfaction of the authority and verification thereof by the Technical Staff engaged by the Purchaser i.e. the Chief Electoral Officer, Odisha, bills shall be duly processed for payment and released as early as possible.

12. PENALTY FOR DELAY IN COMPLETION OF CONTRACT / NON-ACCEPTANCE OF ORDER

(i) The materials have to be supplied within 07(seven) days from the date of issue of the Supply Order. The Supplier has to take the copy of the Supply Order from the CEO Office, Bhubaneswar without any delay.

(ii) Contravention of the terms of the delivery / supply order shall invite a **penalty @ 0.5% on total value of the material not supplied, per week of delay subject to maximum 5% of the contract**. Supply in part shall be treated as delay in delivery of the goods. The Purchaser reserves the right to cancel the order in full or in part for any deviation, which shall be at risk and cost of the Suppliers. In the event of such cancellation, the Purchaser shall have the right to forfeiture of EMD.


Additional Chief Electoral Officer-cum-
Additional Secretary to Government

