



JAWAHAR VIDYA MANDIR
SHYAMALI, RANCHI – 834002

AFF.NO.-3430004
School No.:08055
Ph.:2411221, 2411665

जवाहर विद्या मंदिर, श्यामली, राँची- 834002

No.JVM/OT-04/CCTV/2023-24

Date 24-08-2023

INVITATION TO TENDER

JVM Shyamali Invites Tender for the subject given below salient features are given in the table and detail scope of work and tender conditions are given in the Invitation to a Tender dated 24-08-2023 enclosed herewith. (Total pages- 10)

Sub: Tender for AMC for 295 CCTV Cameras & related functioning updated software for existing server for next 3 years.

Salient Features of the Invitation to Tender

1	Tender Enquiry no. & Date	No.JVM/OT-04/CCTV/2023-24 Date 24-08-2023
2	Project Description	Tender for AMC for 295 CCTV Cameras & related functioning updated software for existing server for next 3 years
3	Date of Floating of On-line Tender	24-08-2023
4	Last date & time of submission of Tender	08-09-2023 by 1.00 PM
5	Validity of Tender	Two months from the date of opening of Techno-commercial part of the Tender documents.
6	Validity of Tender	Two months from the date of issue of work order.
7	Completion period	03 years
8	Earnest Money Deposit	50,000.00 (Rs. Fifty thousand only)
9	Cost of Tender documents	Rs. 2000.00 (Rs. Two thousands only)

Sang
24/08/2023
(Samarjit Jaha)
Principal
Principal

Jawahar Vidya Mandir
Shyamali, Ranchi





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INVITATION TO TENDER

1.1 GENERAL INFORMATION

JVM Shyamali School intends to engage a capable and expert agency for maintenance of the existing IP based CCTV system installed inside School.

2.0 INTENT OF SPECIFICATION

The intent of this technical specification is to carry out annual maintenance of existing CCTV system in JVM, Shyamali, Ranchi for 3 years so that it operates smoothly and can work successfully and effectively with minimum intervention of the operating personnel. The specification covers annual maintenance of the system with one resident technician basis for a period of 3 years. The tenderer shall submit their offer on non-comprehensive basis.

3.0 SPECIAL INSTRUCTION TO THE TENDERER

Tenders are invited in a two bid system comprising of Part A- Techno-commercial Bid & Part B - Price Bid.

The 'Techno- commercial Bid' will be made and put in the first envelope containing the title '**Techno-Commercial Bid**'. This shall include full information as required in Techno Commercial Bid Declaration by the Bidder as per Annexure-I.

The 'Price Bid' will be made and put in the second envelope containing the title '**Price Bid**'. It shall include full information as required in price schedule format- Annexure II.

Both the bids shall be put in the third envelope which should be prominently super-scribed as Tender for AMC for 295 CCTV Cameras & related functioning updated software for existing server for next 3 years. Addressed to **The Principal, Jawahar Vidya Mandir, Shyamali Colony, Ranchi – 834002**, and shall be submitted on or before 08-09-2023 till 1.00 PM.

The scheduled time for opening of tenders shall be 4.00 PM IST on 08-09-2023, 4.00 PM

3.1 Tenders received after due date and time mentioned above, as well as those received without separate sealed envelopes as specified above will not be accepted.

3.2 Incomplete tender in any respect or conditional tender will not be accepted.

4. Earnest Money Deposit:

All the tenders shall be accompanied by EMD (Earnest money deposit) of Rs. 50,000/- (Rupees Fifty thousand only) payable to '**Jawahar Vidya Mandir, Shyamali Ranchi**' in the form of demand draft. Tenders received without EMD are liable to be rejected. EMD shall be refunded to successful bidder after execution of order and to unsuccessful bidder after finalization of work order.

5. Cost of the Tender:

The Bidder shall submit a non-refundable cost of the tender- **Rs.2000/- (Two thousand only)** in the form of a Demand draft drawn on any Nationalized/ Schedule Bank in favour of '**Jawahar Vidya Mandir, Shyamali Ranchi**'.

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6 Commercial:

The bidder shall submit self-attested copies of the following:

1. Cover letter of Tender detailing list of contents in the bid document being submitted by the Bidder.
2. Un-priced Price schedule as per format enclosed with tender document indicating 'quoted' in price column.
3. Signed & Stamped copy of terms and conditions of the contract
4. Copy of GST Registration Certificate with valid GST registration no. and PAN details
5. Bidder must be registered in PF and ESIC, and also to submit proof of remittance proceedings last financial year.

7.0 PAYMENT TERMS:

No advance payment was made against the work order.

- 7.1 The payment shall be released on quarterly basis against submission of bill with Certified by Supervisor / Engineer in-charge of JVM Shyamali.

8.0 LIQUIDATED DAMAGES:

Time and date stipulated in the Contract for completion of delivery shall be deemed to be the important activity of the Contract. If, however, the Tenderer fails to fulfill the completion within the time schedule, or within such extended time schedule as may be further granted, the Tenderer shall be liable to pay as Liquidated Damages (LD) and by way of penalty a sum of 0.5% of the contract price per week of delay or part thereof, and such liquidated damages shall be limited to a maximum ceiling of 5% of the Contract Price

9.0 ACCEPTANCE OF ORDER:

JVM is not bound to accept lowest or any tender or to assign reasons whatsoever for non-acceptance. JVM also reserves the right to cancel the tender without assigning any reason whatsoever.

10.0 EVALUATION OF TENDER:

Tenderer should quote for all the items as per enclosed price bid format (Annexure-I). Part offer or incomplete offer shall be liable to be rejected. Price of the techno-commercially eligible tenderer shall be evaluated on overall basis.

11.0 NO CLAIM OR COMPENSATION FOR SUBMISSION OF TENDER:

The Tenderer who's Tender is not accepted shall not be entitled to claim any costs, charges, expenses of and incidental to or incurred by him through or in connection with his submission of Tender, even though JVM may elect to withdraw the Invitation of Tender

12.0 TRANSIT INSURANCE:

Tenderer shall arrange transit insurance on his own and at his own cost for transportation of equipment to JVM, Ranchi.

13.0 NEGLIGENCE, DEFAULT AND RISK PURCHASE:

If the Tenderer fails to execute the work with due diligence or expedition or shall refuse or neglect to comply with any order given to him in writing by JVM in Contract, JVM may give notice in writing to the Tenderer calling upon him to make good the failure, neglect or contravention within such time as may be deemed reasonable and in default of the compliance with the said notice, JVM

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without prejudice to its rights under the Contract, may rescind or cancel the Contract holding the Tenderer liable for the damages that JVM may sustain in this regard.

14.0 SUSPENSION AND TERMINATION

14.1 JVM may at any time temporarily stop the work under the Contract or any part thereof by serving notice in writing to the Tenderer. Work so suspended shall be resumed by the Tenderer on receipt of instructions from JVM in writing. JVM will not be liable to the Tenderer for any damage or loss caused by such period of suspension of work.

14.2 JVM will be at liberty to terminate the Contract without prejudicing its right and affecting the obligations of the Tenderer by giving 15 days' notice in writing in the following events:

a) If the Tenderer fails to comply with the provision/provisions of the Contract.

b) If the Tenderer is involved in any action involving moral turpitude.

15.0 ARBITRATION:

15.1 Any disputes, differences, whatsoever, arising between the parties, the arbitration shall be governed and regulated in all respect according to Laws of India.

15.2 The Arbitration proceedings in case of other Indian companies shall be regulated and governed by Indian Arbitration and Conciliation Act 1996, or such modification thereof.

15.3 The venue of arbitration proceeding shall be Ranchi.

15.4 Work under this Order shall be continued by the Tenderer during the arbitration proceedings, unless otherwise directed in writing by PURCHASER or unless matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained.

15.5 The instruction to Tenderer shall be read in conjunction with this Tendering specification. Scope of work described in various clauses and other supplementary documents detailing the work. Notwithstanding the sub-division of them documents into various parts, every part of each shall be deemed to be complementary and supplementary to each other.

15.6 This specification covers the scope of detailed inspection / maintenance of the existing CCTV system on a quarterly basis and to identify defects & suggest replacement / remedial measures of the defective parts within 1 week only after obtaining clearance from purchaser (JVM Shyamali).

15.7 Tenderer shall visit JVM, Shyamali, Ranchi and acquaint themselves regarding the existing CCTV system and satisfy themselves regarding the scope of works and take full responsibility for the proper system maintenance of the CCTV system of JVM, Shyamali, Ranchi.

16. TECHNICAL SPECIFICATION

**FOR ANNUAL MAINTENANCE CONTRACT OF EXISTING IP CCTV SYSTEM WITHIN
JVM SHYAMALI SCHOOL, RANCHI**

16.1 Tenderer shall note that the maintenance works are to be carried after school hours and all care shall be taken by him to prevent any loss of equipment, damage to building, furniture etc. Tenderer shall do the work after taking due permission from concerned official.

Signature
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- 16.3 Any existing services or other property if damaged or demolished during the course of maintenance either willfully or negligently, shall be re-erected and made good to original by the tenderer at his own cost.
- 16.4 The tenderer shall take all precaution against damages due to rains or other natural causes and no liability shall lie with the purchaser for any loss on this account during maintenance work.
- 16.5 Any changes or difficulties which might be encountered during the maintenance work or any other problems due to local working conditions which are not anticipated/ included in the tender document shall fall under full obligations of the Tenderer. No claim on account of any ambiguity in any respect will be entertained after the placement of order by the Purchaser.
- 16.6 The Tenderer shall be responsible for proper replacement of the defective parts and shall ensure that after its installation the system works smoothly and trouble free.
- 16.7 At the time of award of contract, or at any date preferred by the purchaser the detailed Quality Assurance Plan to be followed for execution of the contract will be mutually discussed and agreed to.
- 16.8 Purchaser reserves the right to reject the tender without assigning any reason.

17.00 SAFETY

The Successful bidder shall ensure that the safety requirements are met in respect of men, materials, adjoining structures, etc. and shall be totally responsible in case any mishap occurs due to negligence or otherwise. In this connection the successful bidder shall strictly adhere to the rules, norms and regulations as applicable.

- 17.1 Inspection of all equipment /system shall be carried out with safety precautions.
- 17.2 Generally no work shall be carried out at night. When the work is carried out in the obscure day light, adequate arrangements for lighting in the working area shall be made by Tenderer at their own cost.
- 17.3 All electrical drives and equipment must be handled with safety precaution. The safety provisions shall conform to the recognized standards, safety codes and statutory regulations.

18.00 SCOPE OF WORK

Major system to be covered under Annual Maintenance are attached as Annexure.

1. The AMC Period shall be of 3 years.
2. Vendor shall provide support for addition of cameras in existing software.
3. Spares, Experienced and Competent Manpower, Tools-Tackles shall be in the scope of vendor.
4. Services of repair are to be rendered through OEM/ Authorized Channel Partner only.

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19. The AMC shall cover-

- ☐ Residential technician should supervise all CCTV Cameras and Server time to time on daily basis .
- ☐ Monthly visit: By expert engineer.
- ☐ Breakdown Maintenance: as and when required should be done.
- ☐ Replacement/ rectification of defective part of CCTV system, if any in addition to preventive and breakdown maintenance service.

20. Preventive Maintenance Plan – The field engineer needs to submit a preventive maintenance plan at the beginning of each quarter (4 per year) and need to visit all the locations and carry out the following activities:

- a. Check the health of the system.
- b. Cleaning of cameras and other equipment.
- c. Updating the latest firmware if required.
- d. Coordinate with responsible, to confirm a Preventive Maintenance report once every quarter.

Note:

- ☐ Preventive Maintenance Report should be submitted along with invoice during Maintenance period.
- ☐ The time between the two subsequent Preventive Maintenance visits must not be less than 75 days and more than 105 days.

21. Scope of work pertaining to maintenance of IP based CCTV system shall also broadly cover the following:

- i) Inspection of complete CCTV System.
 - ii) Inspection of all 295 existing CCTV Cameras and approx. 50 Nos future cameras to be installed with sound recording facility for its round the clock surveillance and supervision of important areas of JVM, Shyamali, Ranchi.
 - iii) Inspection of Centralized Video Surveillance Server for their proper functioning, storage and integration with all the CCTV Cameras installed is ok.
 - iv) Inspection of video monitoring stations/ monitors for high resolution picture display
 - v) Suggesting remedial measures and replacement of defective parts.
 - vi) Inspection of complete CCTV system with its healthiness and system condition including Server, electric, etc. highlighting the defects/ non-working parts all the systems by operating the system and replacing the defective parts and making the system in proper working condition to the satisfaction of JVM Shyamali Official.
 - vii) 50 Nos (approx.) cameras may increase during AMC period with sound recording facility and this shall also be included in AMC.
 - ix) Incomplete or inadequate Periodic Maintenance leading to poor health of system might lead to non-payment or penalty as described below.
- ☐ During AMC, delay in rectification of faulty camera (beyond 48hours) will attract penalty of Rs. 500 per camera per week.
 - ☐ Also, downtime of any component due to lapse at vendor's end, shall attract penalty of 0.5% (AMC Charges) per week to a maximum of 5%.

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22.00 INFORMATION OF EXISTING CCTV SYSTEM

1. 2MP IP Dome Cameras -150 Nos.
2. 2MP IP Bullet Cameras - 50 Nos.
3. Centralised Video Surveillance Server (DSS with 295 License) - 1 No.
4. Surveillance HDD of capacity minimum 6TB. - 12 Nos.
5. 24U rack fully loaded. - 1 No.
6. 24 Port Poe Switch - 15 Nos.
7. 6U fiber LIU - 1 No.
8. 24U fiber LIU- 04 Nos.
9. Client Server Station- 01 No.
10. DP MCB Power Distribution Boards with 16A incomer and 6 pos. of 6A outgoing feeders- 06 Nos.
11. All Accessories for Above Mentioned Hardware like SFP, Media Converter, Splicing , PVC conduit, casing, , HDPE Pipe, Fiber patch cord, UTP patch cord. Make/Brand of Assets Dahua ,Dell and Seagate

23.00 TESTING AFTER THE REPLACEMENT OF DEFECTIVE PARTS

Site Inspection/testing of replaced parts, shall be carried out in presence of JVM Official.

24. Eligibility Criteria:

1. The Service Provider should have minimum three years of experience in installation & maintenance of CCTV systems.
 2. The service provider should have done AMC of minimum 200 nos of cameras with any Govt. organization/ Schools/Colleges/PSU/industries during the last Seven (07) years ending last day of month previous to the one in which this bid is invited. Proof of such AMC shall be produced along with letter of successful running of AMC from the respective purchaser. The AMC currently running shall also be considered.
 3. The Service Provider also must have an established service base in Ranchi. Proof of the same to be submitted.
 4. The Service Provider should have sound technical support staff for attending to the complaints within 24hours. Self-declaration should be submitted by the authorized official of the company.
 5. Bidder shall be ISO 9001, Compliant Certificate to be submitted along with bid.
 6. The Service Provider should not be blacklisted by any PSU/banks/Govt. organizations. Self-declaration should be submitted by the authorized official of the company.
- 25. The tenderers are requested to confirm acceptance of all terms & conditions as per tender enquiry.**


(SAMARJIT JANA)

PRINCIPAL

Principal

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GENERAL CONDITION OF CONTRACT (G.C.C.)

1. Scope of work shall include all workers, suppliers and services for completion of entire work as directed through site order.
2. The contractor shall have own site office, stores, godown as may required for carrying out the subject work.
3. Provision of all labour, skilled, semi-skilled, as maybe required completing the work.
4. Providing adequate tools, instruments, tackles, scaffolding etc. for completion of entire work.
5. Procurement of all the materials, as may be required for carrying out the work.
Abide by statutory regulations, labour rules, safety codes during execution of work.
6. **Use of existing staircase of building will strictly not allowed for shifting of material to upper floor. Lift facility must be installed by contractor to lift the material to upper floor of proposed building.**
7. **Casting of floor/roof shall be done by contractor with RMC (Ready Mix Concrete) with proper pumping arrangement.**
8. Abiding by all statutory obligations including ESI, EPF etc. during execution of work and shall submit all evidence in this respect such as ESI, EPF certificates and minimum wage certificate along with each and every bill.
9. Contractor shall make arrangement at his own cost for drawing and distributing water and power from single point each where water and power will be provided by JVM free of cost.
10. Undertaking all works including repairs and renovation work for completion to the satisfaction of JVM.
11. Agency and/or the worker engaged by agency will not have any claim for payment employment in JVM. The age limit of worker shall be between 19 yrs. and 60 yrs.
12. Rate of wage shall not be less than the minimum wages plus prevailing percentage of EPF, FP, ESI, EDLI, Bonus etc. as required under the law.
13. Agency shall ensure fulfillment of al labour regulations/rules under the labour Act and all other statutory requirement of Government of India and Government of Jharkhand.
14. Monthly bill based on actual deployment of worker shall be submitted by Agency statutory payment) viz. EPF, FP, ESI, EDLI, bonus etc.) including taxes payable if any.
15. Unit rates of all the items shall remain firm, fixed and binding on the contractor during entire period of execution of work and shall not be subjected to any variation whatsoever on any account.
16. This being a unit rate contract, the payment shall however be released against actual quotations of work however be released against actual quantities of work executed duly certified by the JVM.
17. Unless otherwise specified, measurement of work shall be carried out at site jointly by JVM & Contractor.
18. **Liquidated damages for non-fulfillment of completion schedule.** If the completion of work is delayed beyond the scheduled date for any reason other than due to force major condition or for those attributable to the contractor, then the contractor shall pay 1% per month of delay on total value of work up to a maximum of 5% of the final contract price.
19. The contractor shall not sublet/sub contract the whole or any part of work failing which the contract may be terminated.
20. No completion certificate shall be issued or shall be work be considered to be complete until the contractor removes from the site all scaffolding, surplus materials, rubbish etc.
21. **Maintenance Guarantee Period (defect liability period):** The contractor guarantees that for a period of 6 (six) months commencing from the date of completion of contract. He shall undertake reconstruction rectification, replacement of all regular schedule work and any other work to make good the faulty work as stated under completion certificate for period of 06 (six) months from the date of issue of commissioning certificate.





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22. The contractor shall have a valid labour license and shall also maintain al records/ register/return/cards under state contract labour (R&A) rules act such as :-
- Register of workmen employed by contractor: Form - 9
 - Employment card : Form - 10
 - Muster roll : Form - 12
 - Register of wages-cum-muster roll : Form - 13
 - Wage slip : Form - 15
 - Register of over time: Form - 19
 - Submission of Return in Form - 20
21. All materials supplied to the site shall be of good quality as per latest revision of CPWD specification. Any material not approved by the Engineer shall be removed from the site at his own cost by the Contractor.
22. The work carried at site as per latest edition of CPWD specification.
23. **Time schedule of contract:** Total time schedule of contract will be 03 (36 months) years from the date of placement of work order.
24. Further, JVM also reserves the right to cancel the tender without assigning any reasons for the same. In such event JVM shall return the Earnest money deposit.





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Special condition of contract (S.C.C.)

1. The changes in quantity may increase or decrease as given in BOQ and contractor should do the work as per direction/ requirement of site engineer/supervisor.
2. The work will be executed on firm item rates basis as quoted. The contractor will be issued with site order indicating various works to be taken up by the contractor.
3. Any defect found within the guarantee period shall have to be attended by the contractor at their own cost and risk.
4. The institutional building regulations of the safety code shall have to be strictly followed by the contractors.
5. The work is to be executed as per specifications mentioned in BOQ and direction of site engineer. **The quantity mention in BOQ is tentative, it may increase or decrease. The payment will be on actual measurement and consumption of items.**
6. Terms of payment: 95% value bill/tax invoice shall be paid within (15) fifteen days after completion of work. Contractor shall submit Bill in triplicate along with measurement sheet/abstract of the quantity being executed by the contractor at site, Income Tax Registration no. (PAN) and Service tax registration no.
7. Work measurement sheet should be on printed form/letter head of the contractor duly signed and stamped by the contractor and certified by JVM site engineer.
8. T.D.S. will be affected from all payments as per prevailing rules.
9. 5% (five percent) work value shall be paid after completion of warranty period/ maintenance guarantee period (6 months)and submission of pre-receipted invoice and completion of all his contractual certified by JVM along with submission of following documents :-
 - a) Completion certificate issued by JVM - original
 - b) No dues certificate from JVM
 - c) No claim/no demand certificate by the contractor - original
 - d) Copies of all statutory documents to be provided by the contractor as required by JVM
10. JVM shall deduct taxes at source as per prevailing status from the payment to be made to the contractor. JVM shall deposit amount thus deducted with the concerned authorities and issue necessary certificates to the contractor to this effect.
11. General schematic tender drawings showing general arrangement of the building is enclosed, any further engineering drawings required for the execution of the work shall be prepared by the bidder and submitted for prior approval.
12. For electrical works data sheet of light fittings, junction box, Power distribution boards, wires, cables switch board; junction box etc. shall be submitted for prior approval.

