

COVER PAGE



INDIAN STRATEGIC PETROLEUM RESERVES LIMITED
LOVA GARDENS, BEHIND HINDUSTHAN SHIP YARD LIMITED,
POST BOX NO: 999, GANDHIGRAM (P.O)
VISAKHAPATNAM - 530 005

TENDER NO. ISPRL/VSP/PR-08/18-19/Video Conf Sol/ T01 dated 09.04.2018

FOR

**SUPPLY, INSTALLATION, TESTING OF VIDEO
CONFERENCING SOLUTIONS AT STRATEGIC CRUDE OIL
STORAGE CAVERN FACILITIES, LOVA GARDENS,
VISAKHAPATNAM**

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INSTRUCTION TO BIDDERS

PART -A

PROJECT DESCRIPTION/ SITE INFORMATION

Indian Strategic Petroleum Reserves Limited (hereinafter referred to as "ISPRL"), Visakhapatnam invites bids from reputed, experienced and financially sound Companies/Firms/Agencies for Video Conferencing solution which includes Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories at the crude storage facilities at Visakhapatnam (A.P).

The site addresses is as below:

**Indian Strategic Petroleum Reserves Limited,
Lova Gardens, Behind HSL Fabrication Yard,
Gandhi Gram Post,
Visakhapatnam – 530 005, Andhra Pradesh**

1 SCOPE OF WORK

The brief scope of work comprises of supply and installation of Video Conferencing System as per the given specification given elsewhere in the bid document and guarantee for a period of Three years from date of installation, testing and commissioning of the equipment at ISPRL, Visakhapatnam. Tenderer shall guarantee for the efficient and satisfactory performance of equipment for a minimum period of 36 months from the date of commissioning of the equipment.

Bidders are requested to submit their most competitive offer for carrying out the work set out, in the prescribed format and time frame specified elsewhere in the tender.

The quantities indicated are tentative only and payment will be made for the actual quantity executed

All the safety precautions should be taken while executing jobs at site such as work at height etc., All necessary Personal Protective Equipment such as helmets, shoes, reflective jackets, body harness shall be arranged by the Contractors for their laborers as per the directions of Engineer and the quoted rates shall include cost towards all the above.

SITE CONDITION:

Before quoting for the said job the contractor is required to visit the site and make himself acquainted with the scope of the job and quote accordingly.

The tenderers are required to go through the tender document thoroughly and carefully and offer their most competitive rates for the job.

In case of any clarifications contractor may contact Head Site, Visakhapatnam on 0891-286-8000/8001/8004.

2.0 SITE VISIT

2.1 The bidder is advised to visit and examine the site of works at all locations and their surrounding and obtain for himself on his own responsibility all information that may be necessary for preparing of the bid and entering into the contract. The cost of visiting the sites shall be at bidder's own expenses. No extra claim on account of non-familiarity of site conditions shall be entertained during execution of works.

2.2 The bidder and any of his personnel or agents will be granted permission by the Owner to enter upon his premises and lands for the purpose of such inspection, but only upon the explicit condition that the bidder, his personnel or agents will release and indemnify the Owner and his personnel and agents from and against all liability in respect thereof and will be responsible for personnel injury (whether fatal or otherwise), loss of or damage and expenses incurred as a result hereof.

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The prospective bidders are requested to thoroughly read and comprehend the various sections of this tender document and visit the sites before quoting for the tender and offer their most competitive rates for the job. **The vendors may note that any site constraints while execution of the work to be identified during the site visit and shall be considered while quoting for the job as ISPRL will not entertain any claim including on delivery period during the execution of job on account of the above.**

3.0 SPLIT-UP OF WORK

Total work shall be awarded to single agency and the scope of work shall not be split.

4.0 SUBMISSION AND OPENING OF BID

4.1 This bid consists of two parts, Technical Bid and Price Bid.

4.2 The bidder shall take utmost care of the following:

Technical Bid:

On opening the "Part I : Technical Bid", ISPRL will ascertain whether the Firm has submitted all the required documents and specification compliance. In the absence of non-submission required details the "Part I – Technical Bid" of the tender shall not be considered further for evaluation and such tenders shall be considered as non-responsive and shall be rejected outright.

("Part I" should contain all the technical details about the system and all other documentations other than price bid. Please attach the necessary documentations like signed & sealed original tender form, compliance matrix for annexure 'I, II & III, Leaflet/catalogue and all other documents mentioned at Annexure II & III')

PRICE BID:

After receiving all clarifications, technical acceptance of the tender by ISPRL, "Part 2 – Price Bid" shall be opened of only technically accepted and cleared tenders, which, have met the requirements of ISPRL in the "Technical Bid (Part I)". ISPRL decision in this regard will be final and no more correspondence on this subject shall be entertained.

("Part II" should contain only Price Bid and should be completely typed in the prescribed format placed at Annex IV)

4.3 The Bid shall be submitted in a sealed cover immediately but any case before last date i.e., 01.05.2018 by 13:00 Hrs.

5.0 VALIDITY OF OFFER

5.1 The tender must be valid for a minimum period of 60 days from the date of the tender opening. In exceptional circumstances, ISPRL may request for extending the period of validity for a specified additional period.

6.0 CONFIDENTIALITY OF DOCUMENTS

Bidder shall treat the Bidding Document and contents therein as private and confidential and shall not use the Bidding Document for any other purposes.

7.0 APPLICABLE LANGUAGE

The bid prepared by the bidder, all correspondences and documents related to this bid shall be written in English language only. For document submitted in any other language, an English translation shall also be submitted, in which case, for the purpose of interpretation of the bid, the English translation shall govern.

8.0 CAUTION AND DISCLAIMER

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Transfer of Bid document by the bidder is not permitted.

Bidder shall make his own interpretation of any and all information provided in the Bidding Document. ISPRL shall not be responsible for the accuracy or completeness of such information and/or interpretation. Although certain information's are provided in the Bidding Document, however, bidder shall be responsible for obtaining and verifying all necessary data and information as required by him. ISPRL reserves the right to accept or reject any/all tender in whole or in part without assigning any reason whatsoever. ISPRL shall not be bound to accept the lowest tender and reserves the right to accept any or more tenders in part. Decision of ISPRL in this regard shall be final.

9.0 RECEIPT OF BID

Bids received late i.e. after due date and time, due to any reason (s) whatsoever shall be rejected.

10.0 COMPLETE SCOPE OF WORK

The complete scope of work has been defined in the bidding document. Only those bidders who take complete responsibility for the complete scope of work as contained in the bidding document shall be considered for qualifying.

11.0 EVALUATION OF PRICE BIDS

- 11.1 The "PRICE BIDS" of only substantially responsive bidders shall be considered for opening.
- 11.2 Bidders shall quote the prices in Indian Rupees only.
- 11.3 The quoted prices shall be checked by the bidder to determine the arithmetical correctness of the same before submitting his price bid.
- 11.4 ISPRL reserves their right to extend price /purchase preference to NSIC/Public Sector Enterprises as admissible under the prevailing policies of Government of India.
- 11.5 ISPRL reserves their right to negotiate the quoted prices with L1 bidder before award of work.
- 11.6 ISPRL reserves the right to delete any of the items in the Schedule of Quantities (SOQ) at the time of placement of Letter of Intent/Purchase Order. The decision of ISPRL shall be final and binding.
- 11.7 The bidder shall quote for all the items of the Price Bid. In case any bidder fails to quote for more than 02 items then the bid shall be treated as nonresponsive and shall be rejected. For bids to be responsive, it may be noted that any item(s) left unquoted, then such offer will be loaded with the highest quoted rate for those item(s) for evaluation purpose. If such bidder happens to be the successful Bidder,
- 11.8 The bidder shall read the above clauses along with other relevant clauses provided in the tender terms and conditions.

12.0 PURCHASE ORDER

Purchase Order (PO) shall be prepared after award of works. Successful bidder shall be intimated regarding award of works through Mail/Fax/Letter of Intent. Until the final PO documents are prepared and executed, this Bidding Document together with the annexed documents shall constitute a binding contract between the successful bidder and the ISPRL based on terms contained in the aforesaid documents and the finally submitted and accepted prices.

13.0 The rates quoted in the tender shall include all Taxes / charges for clearing of site before commencement and after completion, necessary scaffolding, equipment, and any other such requirements. No claim in respect of service tax, sales tax, excise duty, octroi or other taxes, duties or levies whether existing or levied in future shall be entertained by the Employer unless it is mentioned separately elsewhere in the tender document.

14.0 The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays, in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement of completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connections for execution of work or for any claim in respect thereof. The Employer does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.

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15.0 Each page of the tender documents should be signed/digitally signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General Conditions of Contract, Specifications, Special Conditions, etc., as laid down. Any tender with any of the documents not signed will be rejected.

The tender submitted on behalf of a firm shall be signed by all the partners of the firm or by a person who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise, the tender may be rejected by the Employer.

Tender shall contain full address, Telephone Nos., Fax No., E mail Ids for serving notices / addendum's required to be served to the Tender in connection with the Tender.

16.0 The client does not bind itself to accept, the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so. The client also has the right to re-invite the tender at his sole discretion.

SPECIAL CONDITIONS OF CONTRACT (SCC)

1.0 GENERAL

- 1.1 Special Conditions of Contract (SCC) shall be read in conjunction with the General Conditions of Contract (GCC). Schedule of Rates, specifications of work, drawings and any other document forming part of this Contract ~~where~~ the context so requires.
- 1.2 Notwithstanding the sub-division of the document into these separate sections and volumes, every part of each shall be deemed to be supplementary of every other part and shall be read with and into the Contract so far as it may be practicable to do so.
- 1.3 Where any portion of the GCC is repugnant to or at variance with any provisions of the Special Conditions of Contract, then unless a different intention appears, the provision(s) of the Special Conditions of Contract shall be deemed to override the provision(s) of GCC only to the extent that such repugnancies or variations in the Special Conditions of Contract are not possible of being reconciled with the provisions of GCC.
- 1.4 Wherever it is stated in this Bidding Document that such and such a supply is to be effected or such and such a work is to be carried out, it shall be understood that the same shall be effected / carried out by the Contractor at his own cost, unless a different intention is specifically and expressly stated herein or otherwise explicit from the context. Contract value (also referred to as Contract Price) shall be deemed to have included such cost.
- 1.5 In case of irreconcilable conflict between relevant Indian standards, GCC, Special Conditions of Contract, Specifications, Drawings and Schedule of Rates, the following shall prevail to the extent of such irreconcilable conflict, in order of precedence:
- i) Detailed Letter of Acceptance (along with Statement of Agreed Variations, if any) and its enclosures such as Schedule of Rates, Labour Rates, etc.
 - ii) Letter / Fax of Acceptance
 - iii) Special Conditions of Contract
 - iv) General Conditions of Contract
 - v) Scope of work / Job / Particular Specifications
 - vi) Drawings
 - vii) Technical/Material Specifications
 - viii) Indian Standards

2.0 DETAILS OF WORK

2.1 Scope of Work

The Scope of Work shall be to Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories along with the other items as mentioned under SOR at Indian Strategic Petroleum Reserves Limited (ISPRL), Visakhapatnam as per the given specifications, terms and conditions. After the date of commissioning, the system shall be under maintenance contract for Three years.

2.2 Scope of Supply

Please refer Annexure – III

2.3 Time Schedule

- 2.3.1 Supply, Installation, Testing & Commissioning should be completed within 2 weeks from the date of intimation. No more correspondence on this subject shall be entertained by ISPRL. The period of

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completion given includes the time required for mobilization as well as testing, rectifications, if any, retesting, demobilization and completion in all respects to the satisfaction of ISPRL.

2.4 Water, Power Supply and Land for contractors site office / Labour amenities.

Water and power shall be provided by ISPRL from the nearest available source for which the contractor has to make his own arrangements for using these resources. Contractor's site office, Labour amenities will be the responsibility of the contractor if required.

2.5 Billing and Terms of Payment

The Contractor shall submit the Bills / invoice, in quadruplicate, for the work done once in a month. The Contractor shall submit all relevant documents, if specifically asked by ISPRL, for certification of invoice.

ISPRL shall release the payments **within 30 days** from the date of receipt of Bills, if found in order. No advance shall be paid.

2.6 On Account Payments

90% payment of order value will be made within 30 days from the date of receipt, acceptance and commissioning of Communication System.

Balance 10% of order value will be paid on receipt of Performance Bank Guarantee equivalent to 10% of the total order value, valid till the expiry of the Guarantee period.

- a. The final bill shall be submitted by the Contractor within one month of the date of completion of the work fully and completely in all respects.
- b. Payment of final bill shall be made within 30 days from the date of receipt of the certified bill by the Disbursement Section of the owner.
- c. Payment shall be made only through e-Payment mode through any of the designated banks to ensure that timely payments are processed. The agency shall necessarily fill requisite formats and complete all formalities for the same before submission of first bill. Due to non-fulfilment of e-Payment requirements, ISPRL shall not be responsible for any delay in the payments. Owner reserves the right to make payment in any alternate mode also.

2.7 Firm Price

The quoted price shall be FIRM and no escalation in price on any account shall be admissible to the Contractor till the work is completed in all respects. The Prices quoted should be in INR and inclusive of all taxes and other levies (e.g.: Packing, Forwarding, GST, Excise duty, Freight, Insurance, Any other Duties & Govt. Levies)

2.8 Quality Assurance System

- 2.8.1 Owner's representative shall reserve the right to inspect / witness, review any or all stages of work at shop / site as deemed necessary for quality assurance.
- 2.8.2 In case CONTRACTOR fails to follow the instructions of ISPRL with respect to above clauses, next payment due to him shall not be released unless until he complies with the instructions to the full satisfaction of ISPRL.

2.9 Working Hours

Depending upon additional specific requirements and upon ISPRL advice, the works may have to be started earlier or beyond normal working hours and on holidays also for which no additional charges (OT) claim

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shall be entertained. Normal working hours will be 9.00 am to 5.30 pm with half an hour lunch break.

3.0 DEPOSITS

3.1 SECURITY DEPOSIT

For Security Deposit, the contractor shall within 10 (Ten) days of receipt of the notification of acceptance of the tender or letter of intent, shall remit the security deposit of amount equivalent to 10% of the Contract value to ISPRL. The security deposit shall be in the form of Bank Draft/Pay Order/Bank Guarantee from a Scheduled Bank / Nationalized Bank valid up to Three (3) months after defect liability period and the same shall be released after Three months from the date of completion of defect liability period.

Bank Guarantee shall be provided as per the enclosed format.

Owner reserves the right to deduct any amount from the Security Deposit at the time of expiry of Contract / Termination of Contract.

4.0 PENALTY CLAUSE

Owner shall reserve the right to impose cash penalty on the contractor and deduct such amount from his bills or Security Deposit in case Owner is put to any inconvenience due to non-performance or financial loss of any nature whatsoever, directly or indirectly by any of the contractor's personnel or by the contractor.

5.0 GST

Please quote 'GST' if payable extra on total basic rate of each item, please quote GST in '%' inclusive of cess. GST will be applicable on 'basic rate + Packing & forwarding charges+ Freight + Insurance'.

6.0 INCOME TAX

Income tax deduction shall be made from the gross amount billed as per the rules and regulations in force in accordance with income tax act prevailing from time to time.

7.0 CONTRACTOR'S OBLIGATIONS/ RESPONSIBILITIES

7.1 OBLIGATIONS:

The Contractor shall also be bound to discharge obligations as provided under various statutory enactments including the Employees Provident Fund Act, 1952, Employees Pension Scheme, 1995, ESI Act 1948, Contract Labour (Regulation and abolition) Act, 1970, Minimum Wages Act 1948, Payment of Wages Act 1936, Payment of Bonus Act, 1965, Payment of Gratuity Act, 1972, Workmen's compensation Act 1923, Works Contract Act 1999 and other relevant Acts, Rules and Regulations in force and as amended from time to time and are in force in the State where the subject work under this Contract are executed.

7.2 RESPONSIBILITIES:

- 7.2.1 It shall be the responsibility of the CONTRACTOR to obtain the approval for any revision and/or modifications decided by the CONTRACTOR from the OWNER/ Engineer-in-Charge before implementation. Also such revisions and/ or modifications if accepted/ approved by the OWNER/ Engineer-in-Charge shall be carried out at no extra cost to the OWNER.
- 7.2.2 All expenses towards mobilization at site and demobilization including bringing in equipment, work force, materials, dismantling the equipment, clearing the site etc. shall be deemed to be included in the prices quoted and no separate payments on account of such expenses shall be entertained.

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7.2.3 It shall be responsibility of the CONTRACTOR to provide, operate and maintain all necessary construction equipment, steel scaffoldings and safety gadgets, and lifting tackles, tools and appliances to perform the work in a workman like and efficient manner and complete all the jobs as per time schedules without any extra cost to the OWNER.

7.2.4 The CONTRACTOR shall be responsible for procurement and supply in sequence and at the appropriate time of all equipment / materials and consumables and his rates for execution of work will include of supply of all these items.

8.0 PAYMENT OF TAXES, DUTIES, CESS & OTHER LEVIES

The contractor shall be fully and exclusively responsible for the payment (and liable for all consequences in the event of default) of any and all taxes, duties, octroi, & other levies including service tax now or hereafter imposed, increased or modified from time to time in respect of the above job. The change in service tax if any after the award of contract shall be to ISPRL a/c.

9.0 INSURANCE POLICIES

The Contractor shall at his own cost and initiative take out and maintain at all times until the close out of the Contract, insurance policies as mentioned in General Conditions of Contract and also in respect of workmen engaged by him for providing services under this Contract, in order to keep himself as well OWNER fully indemnified from and against all claims whatsoever including but not limited to those arising out of the provisions contained in Workmen's Compensation Act, 1923. Should the Contractor fail to take out and/or keep afoot insurance as provided for in the foregoing paragraph, OWNER shall be entitled (but without any obligation to do so) to take out and/or keep afoot such insurance at the cost and expense of the Contractor and without prejudice to any other rights or remedies of OWNER in this behalf, to deduct the sum(s) incurred thereof from any amounts due to the Contractor.

10.0 GOVERNING LAWS & JURISDICTION

The terms and provisions of this Contract shall be governed and interpreted in accordance with the laws of India in force and is subjected to and referred to the court of law located at New Delhi which shall have exclusive jurisdiction.

11.0 CONTRACT AGREEMENT

The successful Bidder shall be required to execute a Contract Agreement with ISPRL as per proforma issued by ISPRL to the agreement. Document on the non-judicial stamp paper of appropriate value **(Minimum Rs. 100/-)** to be purchased from Delhi/Visakhapatnam. The cost of stamp paper shall be borne by successful Bidder.

12.0 ROUNDING OFF

All payments to and recoveries from the Contractor shall be rounded off to the nearest rupee. Wherever the amount to be paid / recovered consists of a fraction of a rupee (paise), the amount shall be rounded off to the next higher rupee if the fraction consists of 50 (fifty) paise or more and if the fraction of a rupee is less than 50 (fifty) paise, the same shall be ignored.

13.0 HEALTH, SAFETY AND ENVIRONMENT (HSE) MANAGEMENT

13.1 The Contractor shall adhere to the Health, Safety (HSE) management system as per our HSE management at our construction site.

13.2 The CONTRACTOR shall establish document and maintain an effective Health, Safety and Environment (HSE) management system.

13.3 In case CONTRACTOR fails to follow the instructions of Engineer-in-charge with respect to HSE, next payment due to him shall not be released till CONTRACTOR complies with the HSE systems to the full satisfaction of Engineer-in-charge.

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14.0 TESTS AND INSPECTION

The work is subject to inspection at all times by the Engineer-in-Charge. The Contractor shall carry out all instructions given during inspection and shall ensure that the work is being carried out according to the specifications of this Bidding Document and the relevant codes of practice.

The Contractor shall provide for purposes of inspection access ladders, lighting equipment for testing, necessary instruments etc., as applicable, at his own cost.

15.0 COMPLETION DOCUMENTS

The following documents shall also be submitted by the Contractor in triplicate as a part of completion documents:

- a) Material test reports for all supply items in the Scope of Contractor.
- b) Other documents as mentioned in Technical Specification.
- c) As built drawings, if asked by Engineer- in-Charge

16.0 STATUTORY REQUIREMENTS

The approval from any authority required as per statutory rules and regulations of Central/State Government shall be the contractor's responsibility unless otherwise specified in the Bidding Document. The application on behalf of the Owner for submission to relevant authorities along with copies of required certificates complete in all respects shall be prepared and submitted by the contractor well ahead of time so that the actual construction/commissioning of the work is not delayed for want of the approval /inspection by concerned authorities. The inspection of the works by the authorities shall be arranged by the contractor and necessary coordination and liaison work in this respect shall be the responsibility of the Contractor.

Bidder has to submit the following documents:-

1. Firm registration, PF and ESI registration certificates, Labour, service tax, PAN, GST details.
2. Last three years IT returns and last three years and Service tax returns
3. Turn over certificate from the auditor
4. Bidder should submit the last One-year challans and ECR copies of PF and ESI.
5. If the GST number is not available at the time of participation of this tender, an undertaking to be given mentioning that the GST will be submitted within one month from the date of award of contract.

17.0 SITE ORGANISATION

The Contractor shall submit the details of organization proposed by him at site of work for the implementation of the works under the Contract, together with bio data of the key personnel. The Contractor shall however without prejudice to his overall responsibility to execute and complete the works as per specifications and time schedule progressively deploy adequate qualified and experienced personnel and augment the same as decided by Engineer-in-Charge depending on the exigencies of work to suit the work schedule without any additional cost to Owner.

18.0 SITE CLEANING

The CONTRACTOR shall clean and keep clean the work site from time to time to the satisfaction of the Engineer- in-Charge for easy access to work site and to ensure safe passage, movement and working. The Contractor shall also clean the work site to the satisfaction of Engineer-in-Charge before handing over. No extra payment shall be paid on this account. The rates quoted in SOR are deemed to be inclusive of all the costs towards all the above activities as well.

19.0 ISPRL

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Where ever ISPRL is stipulated, it shall be construed as ISPRL's authorized representative for this work.

20.0 ROYALTY

The quoted rates/price shall be inclusive of all royalties, if any, which the Contractor may have to pay to the statutory bodies/Govt.

21.0 SCHEDULE OF RATES

The Schedule or Rates (SOR) shall be read in conjunction with Special Conditions of Contract, General Conditions of Contract, Technical Specifications, Drawings and any other Document forming a part of this Contract. The quantities shown against the various items are only approximate and subject to any variations as per the stipulation made in General Conditions of Contract.

The Owner reserves the right to interpolate or extrapolate the rates for any new item of work not covered in Schedule of Rates from the similar items already available in Schedule of Rates. All the works item wise, shall be measured upon completion and paid for the contracted rates. In case any activity though specifically not covered in Schedule of Rates, description but the same is covered under Scope of Work / Specification / Drawings etc., no extra claim on this account shall be entertained, since SOR is to be read in conjunction with other documents forming part of the Contract. All items of work in the Schedule of Rates shall be carried out as per the Specification, drawings and instructions of the Engineer-in-Charge and the Rates are inclusive of all materials, consumables, labor, supervision, tools and tackles, as well as preparatory, incidental, intermediate / auxiliary / ancillary or enabling works.

22.0 PREPARATION OF THE TENDER

- a) The original tender form shall be signed and sealed in all pages by the tenderer, should submit along with the technical bid.
- b) Compliance matrix for annexure 'I,II and III' should be attached (In the Technical Bid)
- c) Tenderer should attach all the necessary catalogues ,technical details and certificates in the technical bid
- d) Price schedules should be completely prepared in the prescribed format placed at "annex IV" should attached in the price Bid

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PART I: Technical Bid - Annex “I”

Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories at Indian Strategic Petroleum Reserves Limited (ISPRL), Visakhapatnam.

Sl. No	Description	Supplier Comments
1.	SCOPE Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories at Indian Strategic Petroleum Reserves Limited (ISPRL), Visakhapatnam.	
2.	INSTRUCTION TO THE TENDER	
2.1	PRICE The Prices quoted should be in INR and inclusive of all taxes and other levies (e.g.: Packing, Forwarding, GST, Excise duty, Freight, Insurance, Any other Duties & Govt. Levies)	
3.0	PREPARATION OF THE TENDER e) The original tender form shall be signed and sealed in all pages by the tenderer, should submit along with the technical bid. f) Compliance matrix for annexure ‘I,II and III’ should be attached (In the Technical Bid) g) EMD should attach in the technical Bid. h) Tenderer should attach all the necessary catalogues ,technical details and certificates in the technical bid i) Price schedules should be completely prepared in the prescribed format placed at “annex IV” should attached in the price Bid	
4.0	LATE TENDERS Any tender received by ISPRL after the tender closing date shall be rejected	
5.0	OPENING THE “TECHNICAL BID” PART OF THE TENDER BY THE CABS On opening the “Part I Technical Bid”, ISPRL will ascertain whether the Firm has submitted all the required documents and specification compliance, In the absence of non-submission required details the “Part I - Technical Bid” of the tender shall not be considered further for evaluation and such tenders shall be considered as non-responsive and shall be rejected outright.	
6.0	EXAMINATION OF TENDERS Prior to the detailed evaluation of tenders, ISPRL will scrutinize all tenders to confirm that requisite information, documents and tender/offers are signed by the tenderer	
7.0	OPENING THE “PRICE BID” PART OF THE TENDERS BY CABS. After receiving all clarifications, technical acceptance of the tender by ISPRL, “Part 2 - Price Bid” shall be opened of only technically accepted and cleared tenders, which, have met the requirements of	

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	ISPRL in the “Technical Bid (Part I)”. ISPRL decision in this regard will be final and no more correspondence on this subject shall be entertained	
8.0	AWARD CRITERIA ISPRL will award the contract to the successful tenderer whose tender has been technically accepted	
9.0	WORK COMPLETION PERIOD Supply, Installation, Testing & Commissioning should be completed within 2 weeks from the date of acceptance of LOI. No more correspondence on this subject shall be entertained by ISPRL.	
10.0	GUARANTEE Tenderer shall guarantee for the efficient and satisfactory performance of equipment for a minimum period of 36 months from the date of commissioning of the equipment.	
11.0	CONTENT OF TENDER DOCUMENTS The tenderer is expected to examine ISPRL terms & conditions, including all instructions, forms, contract terms and specifications. Failure to furnish all information as per the tender documents shall lead to rejections of tender and no correspondence on this subject shall be entertained by ISPRL	
12.0	PAYMENTS 90% payment of order value will be made within 30 days from the date of receipt, acceptance and commissioning of Communication System. Balance 10% of order value will be paid on receipt of Performance Bank Guarantee equivalent to 10% of the total order value, valid till the expiry of the Guarantee period	
13.0	PERIOD OF VALIDITY OF TENDERS The tender must be valid for a minimum period of 60 days from the date of the tender opening. In exceptional circumstances, ISPRL may request for extending the period of validity for a specified additional period.	
14.0	LIST OF DOCUMENTS TO BE ATTACHED Offers received without any of the information's / Certificates / Documents/ Specifications / other details mentioned in Annex I, II and III shall not be considered and the same will be rejected. No correspondence on this subject shall be entertained	
15.0	ISPRL's RIGHT TO ACCEPT OR TO REJECT ANY TENDER CABS reserves the right to accept, reject any tender and no correspondence on this subject shall be entertained by ISPRL	

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PART I: Technical Bid - Annex “II”

Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories at Indian Strategic Petroleum Reserves Limited (ISPRL), Visakhapatnam

Sl. No	GENERAL REQUIREMENTS FOR ELIGIBILITY	Supplier Comments
1.	The tenderer or OEM shall have a full-fledged service set up in Visakhapatnam. Contact details and the name of the service engineer shall be provided.	
2.	The tenderer should be supplying and maintaining the SAME MAKE of offered Video Conference System for the immediate last Three years. Similar supply order need to be submit along with Technical Bid for the immediate last Three Years if any PSU/Govt.	
3.	The tenderer shall confirm by submitting an under taking as per the format attached at page no. 21 that they or their group companies have not been banned or Black listed in India from Central/State Government or Quasi Government agency or Public Sector Undertaking AT ANY POINT IN TIME.	
4.	OEM Authorization letter copy showing that you are authorized for supply and servicing of this equipment to be enclosed	

PART I: Technical Bid - Annex “III”

Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories at Indian Strategic Petroleum Reserves Limited (ISPRL), Visakhapatnam

1. Video Conference Specification:

SL No	Description	Compliance
	Make & Model:	
(a)	General	
	The proposed system must support PAL with a PTZ camera, 2* microphone array with mute button on the mic, wireless remote control, etc. The codec must be based on industry standards such as the H.323	
(b)	Video Standards/Protocols	
	(i) VC system should support 720p video resolution with protocols like H.261/H.263/H.263+, H.264, H.264 HP and SVC (ii) Support for video and content using standards based H.239 and BFCP and BFCP over SIP.	
(c)	Audio Video Inputs requirement	
	(i) 1xHD input for connecting main HD camera (ii) 1xMic input (quoted system should support upto 2 mic arrays)	
(d)	Audio Video Outputs requirement	
	(i) 1xHDMI for connecting to main monitor	
(e)	Network /Interfaces requirement	
	(i) 1 port 10/100 auto NIC (RJ-45) (ii) Ability to make H.323 and SIP calls upto 3 Mbps (iii) Should support QOS IEEE 802.1P/Q and packet loss compensation algorithms.	
(f)	Camera requirement for VC codec	
	(i) VC room camera should support minimum 720p resolution. (ii) Camera should be capable of up to 12x zoom with Auto Focus. (iii) Up to 65 degree or more Horizontal Field of View (iv) Pan should be + 90 to - 90 degrees (v) Must have tilt range of +15 to -25 degrees (vi) VC system should be future ready to automatically track and optimally frame the room participants.	
(g)	Support for Video Resolutions	
	(i) Main Video : 60, SIF/CIF, QCIF (ii) Content:- Should support minimum 720p	
(h)	Audio Processing Requirement	
	Proposed VC Codec must support Stereo sound	
	2 Channels of 16kHz crystal clear audio G722.1 Annex C	

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	G.722, G722.1, G.711 Automatic Gain Control, Automatic Noise Suppression, Echo Cancellation and Noise Reduction	
(I)	Support for important ITU Standards	
	The VC codec must support H.224/H.281, H.323, H.225, H.245, H.241, H.239, H.231, H.243, H.460 and BFCP	
(J)	VC Codec Security requirement	
	VC Codec should support Secure web, Telnet based access, Embedded AES, H.235V3 Support, NTLM Authentication & Remote monitoring of video through web interface	
(K)	VC Management requirements	
	Proposed system should be securely manageable by web interface (HTTPS), SNMP and CLI. Should support Login access levels for web interface, for secure access. Password policy, Far end camera control Should be possible to disable web based remote access, Change default port 80 for web access Support for IEEE 802.1X , H.235 authentication	
(L)	Multiparty call requirement	
	(i) Support for Dual-Monitor Emulation (ii) It should also support internal multipoint license for up to 6 sites from day one	
(M)	3 Years warranty	

2. 65 Inch Professional Full HD Display Unit Specification:

Sl. No.	Description		Compliance
	Make & Model		
1	Diagonal Size	65 Inch (163.8cm)	
2	Type	60Hz E-LED BLU	
3	Resolution	3840*2160 (4K UHD)	
4	Pixel Pitch(mm)	0.105 x 0.315 (mm)	
5	Active Display Area(mm)	1438.48(H) x 814.52(V)	
6	Brightness(Typ.)	500 nit	
7	Contrast Ratio	4000:01:00	
8	Viewing Angle(H/V)	178/178	
9	Response Time(G-to-G)	8ms (Typ)	
10	Display Colors	16.7M(True Display) 1.07B(Ditherd 10bit)	
11	Color Gamut & Haze	72% & 25%	
12	Display	Speaker Type: Built in Speaker(10W + 10W) Dynamic C/R: Mega V-Scanning Frequency: 48 ~ 75HZ H-Scanning Frequency: 30 ~ 81kHz Maximum Pixel Frequency: 594MHz	

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13	Input	RGB: DVI-D, Display Port 1.2 (1), Video: HDMI 2.0 (2), HDCP: HDCP2.2 Audio: Stereo mini Jack, DVI, HDMI Usb: USB 2.0 x 2	
14	Output	RGB: HDMI 2.0 (Loop-out) Audio: Stereo mini Jack	
15	External Control & External Sensor	RS232C(in/out), RJ45 & IR	
16	Power Supply	AC 100 - 240 V~ (+/- 10 %), 50/60 Hz	
17	Bezel Width (mm)	12.0/12.0/12.0	
18	Operation	Recommended Usage Hours: 24/7 Operating Temperature: 0.0°C ~ 40.0°C Humidity: 10.0% ~ 80.0%	
19	Warranty	3 Years warranty	

3. Projector Specification:

Sl. No	Description		Compliance
	Make & Model		
1	Resolution	XGA, 1024 x 768, 4:3	
2	Contrast Ratio	15,000 : 1	
3	Lamp	UHE, 210 W, 6,000 h durability, 10,000 h durability (economy mode)	
4	Keystone Correction	Auto vertical: $\pm 30^\circ$, Manual horizontal $\pm 30^\circ$	
5	Colour Reproduction	Up to 1.07 billion colours	
6	Colour Light Output	3,600 lumen- 2,235 lumen (economy)	
7	White Light Output	3,600 lumen- 2,235 lumen (economy)	
8	Interfaces	USB 2.0 Type A, USB 2.0 Type B, VGA in, HDMI in, Composite in, Cinch audio in, Wireless LAN IEEE 802.11b/g/n (optional)	
9	Technology	Projection System: 3LCD Technology, RGB liquid crystal shutter, LCD Panel: 0.55 inch with MLA (D10)	
10	Warranty	1 Year Standard warranty	

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Bill of Material

Sl. No.	Item Description	HSN Code	Qty	Make	Model
1	<p>Video Conference Systems as per Specification Annex III including Accessories as follows:</p> <ul style="list-style-type: none"> - 1* Codec 720p, 12x Camera with required connecting cables - 1080p License - 2* Microphone Arrays - 1* Universal Remote - 1* 6 Way Multipoint License - 3 Years Warranty <p>Real Presence Room Mic Array: Contains one Microphone Array and one 7.6m/25' Click 2 cable. Compatible with Group Series and Sound Structure.</p>		1		
2	65 Inch Professional Display by 24/7 - 500 nits as per Specification Annex III		1		
3	Floor Mount Stand Trolley with Locking Wheels for mounting 65 Inch display and Video Conference equipment		1		
4	3600 Lumens, XGA Business Projector (1024 x 768 dpi) as per Specification Annex III		1		
5	Installation & Commissioning Charges		1		

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Proforma of Declaration of Black Listing/Holiday Listing

In the case of a Proprietary Concern:

I hereby declare that neither I in my personal name or in the name of my Proprietary concern M/s _____ which is submitting the accompanying Bid/Tender nor any other concern in which I am proprietor nor any partnership firm in which I am involved as a Partner, are presently or have during the past three years, been placed on any black list or holiday list declared by any of Oil Marketing Companies (OMC) under MOP&G. Or by any department of any Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other country nor is there pending any inquiry by OMC. Or any Department of the Government or by any Public Sector Organization in Indian or in any other country in respect of any corrupt or fraudulent practice(s) against me or any other or my proprietorship concern(s) or against any partnership firm(s) in which I am or was at the relevant time involved as a partner, except as indicated below:

(Here give particulars of blacklisting or holiday listing, an/or in enquiry and in absence thereof of state "NIL")

In the case of a Partnership Firm:

We hereby declare that neither we, M/s _____, submitting the accompanying Bid/Tender nor any partner involved in the said firm either in his individual capacity or as proprietor or partner of any other firm or concern presently are or within the past three years have been or has been placed on any blacklist or holiday list declared by of any Oil Marketing Companies (OMC) under MOP&G. Or by any department of Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other country nor there is any pending inquiry by OMC. Or by any Department of any Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other country, in respect of corrupt or fraudulence practice(s) against us or any partner or any partner or any other concern or firm of which he is proprietor or partner, except as indicated below:

(Here give particulars of blacklisting or holiday listing and/or inquiry and in the absence thereof state "NIL").

In the case of Company:

We hereby declare that neither we or a parent, subsidiary or other company under direct or indirect common parent(associate company) are presently nor have within the past three years been placed on any holiday list or black list declared by any of Oil Marketing Companies (OMC) under MOP&G. Or by any Department of any Government (State, Provincial, Federal or Central) or by any Public Sector Organization in India or in any other Country: and that there is no pending inquiry by OMC. Or by any Department of any Government(State, Provincial, Federal or Central) or any Public Sector Organization in any country against us or a parent or subsidiary or associate company as aforesaid in India or in any other country, in respect of corrupt or fraudulent practice(s),except as indicated below:

(Here give particulars of black listing or holiday listing and/or inquiry and in the absence thereof state "NIL")

It is understood that if this declaration is found to be false in any particular, ISPRL Shall have the right to reject my/our bid, and if the bid has resulted in a contract, the contract is liable to be terminated without prejudice to any other right or remedy (including black listing or holiday listing) available to ISPRL.

Place

Signature of Bidder with Seal

PART II: PRICE BID – ANNEX “IV” ®

Supply, Installation, Testing and Commissioning of Video Conference Systems with Display unit and Accessories at Indian Strategic Petroleum Reserves Limited (ISPRL), Visakhapatnam
- as per the specification in annex I , II & III

SCHEDULE OF RATES (SOR)

Sl. No.	Item Description	HSN Code	Qty.	Unit Price, ₹	GST %	GST, ₹	Total with GST, ₹
1	Video Conference Systems as per Specification Annex III including Accessories as follows: - 1* Codec 720p, 12x Camera with required connecting cables - 1080p License - 2* Microphone Arrays - 1* Universal Remote - 1* 6 Way Multipoint License - 3 Years Warranty		1				
2	65 Inch Professional Display by 24/7 - 500 nits as per Specification Annex III		1				
3	Floor Mount Stand Trolley with Locking Wheels for mounting 65 Inch display and Video Conference equipment		1				
4	3600 Lumens, XGA Business Projector (1024 x 768 dpi) as per Specification Annex III		1				
5	Installation & Commissioning Charges		1				
Grand Total (in Figs)							
Grand Total (in words)							

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