

ARMY WELFARE EDUCATION SOCIETY CAMPUS, BANGALORE - 560 077
(AWES CAMPUS)

REQUEST FOR PROPOSAL (RFP)

INVITATION OF QUOTATIONS FOR REPAIR/MAINT AND REPLACEMENT OF
CCTV CAMERA AT ARMY INSTITUTE OF HOTEL MANAGEMENT AND
CATERING TECHNOLOGY (AIHM & CT), BANGALORE - 560 077

1. Sealed Quotations are invited from registered vendors having their own office for the project work "**REPAIR/MAINTAINANCE AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77**" located at N. Nagenahalli, Kothanur Post, Bangalore-77. RFP forms can be downloaded from AIHM&CT website (www.aihmctbangalore.edu.in) and submitted along with the Technical and Commercial Bids on payment of Rs 500/- (Non-Refundable) by way of DD/Pay Order, in favour of **Principal, AIHMCT, Bangalore**, payable at Bangalore.

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|-----|--------------------------------------|---|---------------------------|
| (a) | Date of publication of Advertisement | : | 17 Mar 2022 |
| (b) | Date of Issue of RFP | : | 17 Mar 2022 |
| (c) | Last date for submission of offers | : | 12 Apr 2022 till 1100 hrs |
| (d) | Date of Opening of Quotations | : | 12 Apr 2022 at 1200 hrs |

All conditions and parameters will be evaluated with reference to firms submitting tenders. AWES reserves the right to reject any/all applications without assigning any reason, whatsoever.

Scope of Work

2. The Scope of Work/Specifications for the project work "**REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77**" are attached at Annexure I.

Terms and Conditions

3. The project works "**REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77**" is required to be commenced within a period of **10 days** from the date of acceptance of the offer from AWES/AIHM&CT. On receipt of Supply/Work Order by the selected/L-1 Vendor, the project work will be carried out as per the Scope of Work.

4. Any delay in execution of work within stipulated period ie 90 days on receipt of Work Order/Purchase Order will attract penalty of 3.5% of the Bid amount (condition apply). AIHM&CT reserves its right to recover the amount.

5. All arrangement for the said project work as per the Scope of Work will be done by the Selected/L-1 Vendor only at the identified place. No men/material support will be offered by AWES/AIHM&CT.

Eligibility Criteria for Short-Listing

6. The following mandatory documents will be attached in support of quotations :-

(a) **Common Documents**

- (i) Copy of License/registration in the name of the Firm. The Vendor should be either a registered company or registered partnership or sole proprietorship firm reputed in CCTV/Camera works (proof to be attached). Preference will be given to those Vendors who carried out similar of works in past.
- (ii) Proof of own infrastructure and office with documents (Brochures, leaflets, manuals etc, if any).
- (iii) Copy of PAN card and Income Tax return for last three years.
- (iv) Details of GST number be reflected in the quotation.
- (v) Demand draft for **Rs 500/- (Non-refundable)** towards cost of RFP Forms, downloaded from AIHM&CT website (**www.aihmctbangalore.edu.in**).
- (vi) Certificate as per format attached at Annexure – II to this RFP on Coy/Firm Letter Head.

(b) **Documents for specific procurement**

- (i) Technical specification of their materials/equipment/components (As applicable).
- (ii) Vendor/Organization profile as per **Annexure III**.
- (iii) Specified EMD in the form of Demand Draft/Term Deposit Receipt in favour of the Principal AIHM&CT Bangalore.

7. The Vendor will be required to produce all original documents for verification by the Board of Officers or authorized staff of AIHM&CT on demand for credentials of the Vendor.

Earnest Money Deposit (EMD)

8. Bidders are required to submit Earnest Money Deposit (EMD) for an amount of Rs 3,500.00 (Rupees Three Thousand Five Hundred Only). The EMD may be submitted in the form of Demand Draft/Fixed Deposit Receipt/Bank Guarantee from any of the public sector banks or a private sector bank authorized to conduct government business with validity of six months from the date of quotation (subject to revalidation of DD/FDR). EMD of the unsuccessful bidders will be returned on award of the project work. The EMD of the successful bidder would be returned, without any interest on completion of the work.

9. EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries corporation (NSIC) or any Department of MoD for MoD itself. In such cases, valid proof of exemption of EMD be attached, invariably with quotations as mandatory document. The EMD will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender.

SINGLE BID SYSTEM OFFER

10. The Quotation will be offered alongwith mandatory documents as per Para 6 above in a sealed cover duly **super scribed** as **Quotation for “REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77”**.

11. The quotation can be dropped in the Tender Box placed at Registrar’s **Office or by post to AIHM&CT, N. Nagenahalli, Kothanur Post, Bangalore – 560 077**. Any quotation received after the deadline for submission of quotation prescribed, will **NOT** be entertained and returned unopened to the Bidder.

12. **Quoting of Price.** The Quotation for the project work **“REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77”** be furnished as per format given below :-

Ser No	Nature of work/Nomenclature	A/U	Qty	Brand Name (As applicable)	Basic Rate per unit	GST rate (%)	GST Amt per unit	Total price per unit (f+h)	Total Cost (d x j)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)	(k)
(a)	Refer Annexure I								

13. **Interested vendors may visit AIHM & CT from 17 Mar 2022 to 11 Apr 2022 between 9 AM to 4 PM on any working days for assessment of the requirement of the project work to be undertaken. Please quote your rate only for the specification/ items as asked for.**

14. **No Erasers/Alterations.** Rates must be completely filled up. Corrections or alterations, if any, should be authenticated. If rate of any items/group of items are not filled by the vendors, such quotations will **NOT** be accepted.

15. **Validity of Offer.** The offer of quotation should be valid for period of minimum **90 days** from the date of opening of Commercial Bids.

16. **NO COMMITMENT TO ACCEPT LOWER OR ANY TENDER.** AIHM&CT shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reasons whatsoever.

17. **OPENING OF QUOTATIONS.** Quotation will be opened at Registrar AIHMCT office on **12 Apr 2022 at 12.00 PM**. The Vendors/their representatives may be present at the time of opening of the Quotations. No separate intimation will be sent in this regard to the suppliers for deputing their representatives.

18. **Order Cancellation.** If the selected Vendor fails to carry out the assigned job within the stipulated time schedule or the extended date communicated, AIHM&CT reserves the right to cancel the order and EMD money will be forfeited.

Payment Terms

19. **NO ADVANCE AMOUNT WILL BE PAID TO THE VENDOR.** However, stage wise payment (50% cost of the material supplied/civil works completed) will be paid to the Vendor as part of the project work subject to approval of the Board of Officers (PMG). The final payment will be made to the Vendor on completion of the assigned job/completion of the work as per Scope of work.

20. Proper Invoice will be submitted by the Vendor to AIHM & CT on completion of work. On scrutiny of the invoice/bill, AIHM&CT shall make payment after deduction of applicable TDS.

21. **Applicability of Force Majeure Conditions.** The Force Majeure conditions will be applied to both the parties during the "**REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77**", as per the law of the land.

22. **Clarification Regarding Contents of RFP.** A prospective Vendor who requires clarification regarding contents of the bidding documents, the same shall be notified to the Principal, AIHM&CT in writing or verbal about the clarification sought not later than two days prior to the date of opening of the quotations. Contact address/tele Nos are as under: -

The Principal,
AIHM&CT, N.Nagenahalli
Kothanur Post,
Bangalore – 560 077
Email: principal@aihmctabangalore.edu.in
Tele: 8095553485/8123543207/9343415401.

Annexure – I
(Ref Para 2 and 12 of RFP)

SCOPE OF WORK/SPECIFICATION

1. The Scope of Work/specification of the project work “**REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77**” :-

Ser No	Nature of work/Nomenclature	A/U	Qty	Brand/Make name (where applicable)
<u>ACADEMIC BLOCK AND GEN AREA : AIHM & CT</u>				
1.	Hikvision 16 Channel NVR (Model No: BS-7616NIQ1)	Nos	01	
2.	HIKVISION 4MP IP BULLET CAMERA	Nos	07	
3.	Hikvision 16 Channel POE Switch	Nos	01	
4.	18 U Server Rack	Nos	01	
5.	Monitor eAirtec 81 cm (32 Inches) HD Ready Smart LED TV 32 SM VC (Black) (2020 Model) with Voice Command Remote	Nos	01	
6.	Hikvision 5MP 32 Channel DVR (Model # 7B32HQSAK2)	Nos	01	
7.	Hikvision 5MP Doom Camera	Nos	17	
8.	SMPS POWER SUPPLY 10AM	Nos	01	
9.	4TB Seagate Hard Disk	Nos	02	
10.	Academic Block & IP Camera Approximately Cabling With Laying Charges of 500MTR	Mtr	500	
11.	Camera Fixation Charges		24	
12.	DVR Configuration Charges		02	
<u>Hostel No 1</u>				
1.	Hikvision 5MP Doom Camera	Nos	10	
2.	Hikvision 5MP Bullet Camera	Nos	03	
3.	1TB Hard Disk	Nos	01	
4.	16 CH CCTV SMPS	Nos	01	
5.	Camera Fixation Charges	Nos	34	
6.	DVR Configuration charges	Nos	01	
7.	Cabling with laying charges	Mtr	500	
<u>Hostel No 2</u>				
8.	Hikvision 5 mp 32 Channel DVR DS 7216HGHI-SH Normal Series	Nos	01	
9.	HIKVISION 5MP Doom Camera	Nos	21	

2. **Acceptance of the Brand.** The decision for acceptance of brand of the equipment/materials, irrespective of value, will be at the discretion of the Board/AWES.

3. **Warranty** Manufacturer/OEM warranty for new equipments/components as applicable and will have to be mentioned separately, the vendor will have the responsibility to ensure manufacturer/OEM provides warranty support.

4. Quotations not fulfilling the laid down technical parameters will be rejected by the Board at the time of opening of Quotations.

Annexure – II

(Ref Para 6 (a) (vi) of RFP)

(LETTER OF THE VENDOR ON LETTERHEAD)

The Principal,
AIHM&CT,
Kothanur Post,
Bangalore – 560 077

Dear Sir,

UNDERTAKING BY THE VENDOR FOR “REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77”

With reference to your tender notice published in the Newspaper dated ___Mar 2022 and the RFP published in your website with effect from ____Mar 2022, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for **“REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE - 77”**, in your above referred RFP.

We confirm that we have not been disqualified by any PSUs/ Govt undertaking for contract of work.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP. We also confirm that the offer of bid shall remain valid for 90 days from the last date of submission of the offer.

We hereby confirm that we have read the terms and conditions given in the RFP and agree to them fully.

We enclose herewith a Demand Draft/Pay Order of Rs. 500/- (Rupees One Thousand only) favouring Principal AIHMCT Bangalore and payable at Bengaluru, towards cost of RFP Form. Details of the same areas under:

- Demand Draft/Pay Order No : _____
- Date of Demand Draft/Pay Order : _____
- Name of issuing Bank : _____

Authorized Signatories
(Name & Designation, seal of the firm)

Annexure-III

(Ref Para 6 (b) of RFP)

(Letter to the Principal AIHM&CT Bangalore on the Vendors letterhead)

VENDOR / ORGANISATION PROFILE

1. Name of the Organization and Address:
2. Year of Establishment:
3. Status of the firm:
(Whether Pvt. Ltd. Company/Public Ltd. Company / Partnership Firm)
4. Whether registered with the Registrar of Companies/Registrar of Firms in India, if so, mention number and date and enclose Registration Certificate copy.
5. (a) Name and address of Bankers:

(i)	(ii)
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- (b) ITR of the Company/Firm for last three years.
(Please attach copies of ITR as proof documents)
6. Whether registered for Service Tax purposes. If so, mention number and date.
7. Since when and how long your Company/firm has been involved in such project works/supplying of such stores?
8. Certified that:-
 - (a) All the information furnished by me/us above here is correct to the best of my/our knowledge and belief.
 - (b) I / We agree that I / We have no objection if enquiries are made about the work listed by me / us here in above and / or in the accompanying sheets.

Place:

Date:

SIGNATURE:
Name & Designation & seal of the Company

EMD BANK GUARANTEE FORMAT

Where as (Hereinafter called the “bidder (has submitted their offer dated for **“REPAIR/MAINT AND REPLACEMENT OF CCTV CAMERA AT AIHM & CT, BANGALORE -77”** (hereinafter called the bid) Having our registered office at are bound unto (Hereinafter called The Buyer” in the sum of buyer, the Bank binds itself, its successors and assigns by these presents.

Sealed with the common seal of the said bank this Day of 20....

The conditions of obligations are

1. If the bidder withdraws or amends, impairs or derogates from the bid 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 buyer during the period of its validity.
3. If the bidder fails to furnish the performance security for the due performance of the contract.
4. Fails or refuses to accept/execute the contract.

We undertake to pay the beneficiary up to the above amount upon receipt of its first written demand, without the beneficiary having to substantiate its demand, provided that in its demand the beneficiary 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 conditions or conditions.

This guarantee will remain in force upto and including 90 days after the period of RFP validity and any demand in respect thereof should reach the bank not later than the above date.

.....
 (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

(Signature of Tenderer)