

No.D.21013/1/2008-Protocol
Government of India
Planning Commission
(Protocol Section)

Yojana Bhavan, Sansad Marg,
New Delhi, 28th February, 2008.

TENDER NOTICE

1. Sealed tenders are invited from reputed, experienced and financially sound Companies/Firms/Agencies for supply of audio / video equipments, projector screens, wall mount kits, switchers, cable, etc. for installation in a committee room of Planning Commission. The Sealed quotations with separate Technical and Financial bids filled in the specified proforma and addressed to the Under Secretary (General-II), Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi should reach latest by 3.00 P.M. on 11.03.2008 (Tuesday). The quotations should either be sent by post to the above mentioned address or dropped in the Tender Box placed at Reception Area of Yojana Bhavan, New Delhi by the stipulated date and time.
2. Tender Details / Document may be downloaded from the website of Planning Commission (<http://planningcommission.gov.in>).
3. The Technical bids shall be opened at 3.30 PM on 11.03.2008 (Tuesday) in Room No. 344, Yojana Bhavan, Sansad Marg, New Delhi in the presence of such tenderers or their authorized representatives who may wish to be present.
4. The tenderers whose Technical bids are accepted will be informed about the date of the opening financial bid.
5. Bids received after the closing date and time shall not be considered.

[N.K. Raghunathan]
Under Secretary to the Government of India

General information & terms and conditions

1. The successful bidder will have to supply, install, test and commission (SITC) the equipments before the end of the current financial year.
2. Details / specifications of items required are given in the tender document.
3. As far as possible, colour picture catalogues clearly indicating the items for which rates have quoted should be attached with the technical bid.
4. The tenderers are required to submit two separate bids - Technical and Financial, as per proforma given in the tender document. The two bids should be sent in two separate sealed envelopes superscribed "Technical Bid" and "Financial Bid". Both sealed envelopes should be put in a third sealed envelope superscribed "Tender for supply of audio / video equipments to Planning Commission".
5. The declaration in the prescribed proforma given in the tender document, should be submitted alongwith the technical bid and should be put in the same envelope containing the technical bid.
6. The Technical bid should be accompanied by an Earnest Money Deposit (EMD) of Rs.20,000/- (Rupees twenty thousand only) in the form of Demand Draft/Pay Order from a commercial bank drawn in favour of "Pay & Accounts Officer, Planning Commission, New Delhi". It should remain valid for a period of 6 months from the date of issue of the bid invitation. In the absence of EMD, the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful bidders after finalisation of the contract.
7. The EMD of Rs.20,000/- (Rs. Twenty thousand only) of the successful tenderer will remain with this office as Performance Security Deposit till completion of the supply and other contractual obligations.
8. The rates (excluding taxes) quoted by the bidders will be valid for a period of 6 months from the date of opening the bid. It will be obligatory on the part of the successful bidder to honour subsequent supply orders, if placed, during the above mentioned period of 6 months.
9. All entries in the tender form should be legible and filled clearly. Any cutting in the Bid Application must be signed by the authorized signatory.
10. Conditional bids shall not be considered and will be rejected outright.
11. Tender incomplete in any form are liable to be rejected outright.
12. The closing date and time for receipt of tenders will be the 11th March, 2008 (Tuesday) at 3.00 P.M.
13. The Technical bid shall be opened at 3.30 PM on the 11th March, 2008 (Tuesday), in Room No.344, Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi, in the presence of the authorized representatives of the Firms, who wish to be present at that time.
14. The bidders whose Technical Bids are accepted will be informed about the date of the opening financial bid.
15. The Financial Bids of only those tenderers will be opened whose Technical bids have been accepted.
16. No bidder will be allowed to withdraw after submission of the bids; otherwise the EMD submitted by the bidding firm would stand forfeited.
17. In case the successful bidder declines the offer of contract, for whatsoever reason(s), the EMD submitted by the successful bidder would stand forfeited.
18. The competent authority of Planning Commission reserves the right to reject all or any tender in whole, or in part, without assigning any reason.
19. Though bids are being invited for both Boundary Layer and Goose Neck microphones, only one type of microphones, as decided by competent authority, will be purchased.
20. The successful bidder will have to integrate the audio system with the projectors, plasmas and screens already installed in the committee room, so that video presentation is simultaneously visible on all the plasmas, screens, etc.
21. The items should be under warranty for a minimum of one year from the date of supply of the items.
22. In case of any manufacturing defect, the item should be replaced with a new set, without any extra charges for the same.

23. The bidder should indicate the time required for delivery / installation / integration of the items.
24. In case the successful bidder fails to supply the items, within the time as specified in the bid form, this office will have full authority to cancel the order and forfeit the performance security.
25. In case of breach of any terms and conditions attached to this contract, the Performance Security Deposit of the agency will be liable to be forfeited by this Commission besides annulment of the contract.
26. After completion of the contractual obligations, including supply / installation / integration of the items, the successful bidder shall raise the bills, in triplicate.
27. PAN Number and or other tax registration numbers should be printed on the bills raised by the successful bidder.
28. The competent authority in Planning Commission, reserves full authority to reject any / all offers, without giving any reason. The decision of the Planning Commission shall be final in this regard.
29. The competent authority in Planning Commission reserves right to withdraw/relax any of the terms and condition mentioned above so as to overcome any problem that may arise at a later stage.

Eligibility Criteria

- a) The bidder should have the Registered or Branch Office in Delhi/NCR.
- b) The bidder should be registered with the appropriate registration authority (proof to be enclosed).
- c) The bidder should have at least three year's experience in supplying such items, to Government Departments, as on 31st March, 2007. (Proof to be enclosed).
- d) The bidder should be authorised dealer / distributor of the brands for which the bidder is submitting bid. An authorisation letter addressed specifically to the Under Secretary (G-II), Planning Commission, in this regard should be attached in original with the Technical Bid.
- e) The declaration in the prescribed proforma given in this tender document should be submitted alongwith the technical bid
- f) The Technical bid should be accompanied by an Earnest Money Deposit (EMD) of Rs.20,000/- (Rupees twenty thousand only) in the form of Demand Draft/Pay Order from a commercial bank drawn in favour of "Pay & Accounts Officer, Planning Commission, New Delhi".
- g) The bids should be submitted in the two bid format, viz., separate bids - Technical and Financial, as per proforma given in this tender document and should be put in a third sealed envelope superscribed "Tender for supply of audio / video equipments to Planning Commission".

(N.K. Raghunathan)
Under Secretary to the govt. of India

-4-
TECHNICAL BID FORM

1.	Name of Bidding Firm		
2.	Full Address		
(a)	Telephone & Fax No.		
3.	Details of Earnest Money Deposit : Rs.20,000/- (Rupees twenty thousand only)		
(a)	D.D. / P.O. No. & Date		
(b)	Drawn on Bank		
(c)	Valid upto		
4.	Give details of the similar contracts (supply of conference chairs, etc.) awarded to the bidder by Central Government Departments / Ministries during the last three years, as on 01.03.2008, in the following format:		
	Details of Departments / Ministries along with name, designation, address, telephone and FAX numbers of the concerned Officer.	Items supplied	Amount of Contract (Rs.)
A			
B			
C			
5.	Time required for delivery of the items		
6.	Time required for installation / integration of the items		
7.	Additional information, if any		

(If the space provided in the above sheet is insufficient, the Technical Bid can be prepared on any sheet, using the same format).

Date:
Place:

Signature of Owner/Managing Partner/Director
Name:
Company's Seal :

FINANCIAL BID FORM

1	Name of Bidding Firm:				
2	Item Particulars	Qty.	Make/Model / Brand name and other details, if any, for which price is being quoted	Rate/Unit	Total Rate (Rs.)
2.1	Boundary Layer Microphone	15			
2.2	Gooseneck Microphone 18"	15			
2.3	Digital Signal Processor cum mixer	2			
2.4	Feedback Suppressor / destroyer	1			
2.5	Two Zone Power Amplifier	1			
2.6	Ceiling Mount Speakers	4			
2.7	Rack with castor wheels and electrical points, cooling fan, for mixer, amplifier, etc.	1			
2.8	17" Interactive Touch Panel	1			
2.9	Wireless Interface for Plasma	1			
2.10	VGA Splitter cum Switcher (204)	1			
2.11	Installation & Commissioning Charges for the audio system				
2.12	Ceiling Mounting Kit for 3000 ANSI Lumens Projector including supply // integration installation / testing and commissioning charges	1			
2.13	100" Diagonal Motorised Hi-Gain Wall Mountable Screen with remote control including supply // integration installation / testing and commissioning charges	1			
2.14	Cabling and Connectors for (a) Switchers, (b) Projectors to be mounted on ceiling, (c) audio / video equipments and total system integration	Lot			
2.15	Taxes				
2.15(i)	VAT (Indicate the % and sl. no. of items on which VAT will be applicable)				
2.15(ii)	Service Tax (Indicate the % and sl. no. of items on which S.Tax will be applicable)				
2.16	Any other additional charges, if applicable				
2.17				Total cost	

Date:
Place:

Signature of authorized person
Full Name:
Company's Seal :

DECLARATION

1. I, _____ Son / Daughter of
Shri _____ Proprietor / Partner / Director /
Authorized Signatory of _____ am competent to sign
this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender and are fully acceptable to me;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:
Place:

Signature of authorized person
Full Name:
Company's Seal :

N.B.: The above declaration, duly signed and sealed by the authorized signatory of the agency in token of their acceptance, should be enclosed with Technical bid.

Details / Specifications of the equipments:

	Item Particulars	Specifications
1	Gooseneck Microphone 18"	Should be Discreet Acoustics Modular series of microphones and a Modular system for conferencing, having 9 to 52 volts phantom power, 18" length (approx.), with panel mount XLR socket having 3-Pin XLR Type. It should have screws on mounting facility, with suitable fitting mounting modules and PS3 F-lock lockable panel mount XLR socket.
2	Boundary Layer Microphone	The mic should be permanently installable into a hole drilled in the conference table. The mic should have a pickup pattern, which reduces ambient noise and pickup of room reverberation. The mic should have a 3-pin XLR type connector, powered by 12-48v power. The mic should have LED indicator.
3	Digital Signal Processor cum mixer	The automatic microphone mixer should incorporate an adaptive proportional gain mixing technique and automatic skewing between input channels to minimize comb filtering. The mixer shall contain eight input channels. Each input shall be electronically balanced and be capable of receiving mic or line level input signals. Phantom power shall be provided for each input as well as a direct output. (For Mixer Each input shall incorporate both high frequency and low frequency tone control.) The main output shall be Electronically balanced and have an integral compressor/leveler and master level control. Expansion ports shall provide IO access to the main and mix audio busses. The mixer shall be controllable via an RS-232 serial port. The mixer shall be rack mountable and occupy 1 RU.
4	Feedback Suppressor / destroyer	2 Channel feedback suppression processor having 24 programmable filters per channel, stereo channel processing application specific filter type including music, speech, etc. Should have XLR and TRS type balanced inputs and outputs.
5	Two Zone Power Amplifier	Should be a professional stereo amplifier having 300 watt per channel power output, electronically balanced XLR inputs, DC protection, circuit breaker and thermal protection.
6	Ceiling Mount Speakers	Should have wide coverage, 30 Watt Power Output, suitable for sound and speech, 4½" woofer and ½ " tweeter.
7	Rack with castor wheels and electrical points, cooling fan, for mixer, amplifier, etc.	19" standard racks, suitable for housing all supplied equipments
8	17" Diagonal Interactive Touch Panel	Should have 1280 X 1024 pixels, output port for projector / plasma, licensed software for handwriting recognition, power point presentation highlighting and e-mailing
9	Wireless Interface for Plasma	Should communicate with Laptop / PC wirelessly. Should have 15 pin D-sub connector to connect the Plasma/Projector. Should be light weight & portable. Should be able to transfer video files and office files. Should be supplied with required software.
9	VGA Splitter cum Switcher (204)	Should have 2 inputs and 4 outputs to connect the computer, projector and plasma.