

F. NO. D.21013/79/2014-DC
MINISTRY OF HEALTH AND FAMILY WELFARE
DIRECTORATE GENERAL OF HEALTH SERVICES
CENTRAL DRUGS STANDARD CONTROL ORGANISATION

FDA Bhawan, Kotla Road,
New Delhi, dated the 30th July, 2014

TENDER NOTICE

Subject:- Proposal for supply and installation of one DH Video Conferencing System in CDSCO(HQ).

Sealed quotations are invited from reputed interested and manufacturing firm(s)/distributors of HD Video Conferencing System (VCS) who have been rendering/undertaking the specialized work in the field of Information Technology and specially Video Conferencing System in the Ministries of Govt. of India as per the specifications shown below:-

S.No.	Item Name	Specification*	Qty.
1.	HD Video Conferencing System (Polycom/Sony/CISCO brand)	The system should be capable of linking at least 6(six) locations at a time. It should also have expandable capacity so that the system could be expanded to connect more locations as and when felt necessary. The LCD/monitor is already available with CDSCO. Internet facility with 8 mbps is also available with CDSCO.	01 (One)

*** Proper configuration of the system should be indicated in the tender.**

2. The tenders should be submitted in two sealed covers:-

(A) The first sealed cover superscribed as 'Technical Bid' should contain the following items:-

(i) The proforma at **Annexure-II**, duly filled in, along with relevant documents/information.

(ii) Acceptance of terms and conditions as at **Annexure-I**.

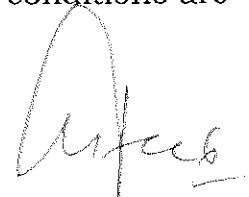
- (iii) Earnest Money Deposit (EMD) of Rs. 50,000/- in favour of "Pay and Accounts Officer, DGHS", Nirman Bhawan, New Delhi.
- (B) The second sealed envelope superscribed 'Financial Bid' as at **Annexure-III** should contain only rates for supply and installation of Video Conferencing System.
- (C) Both the sealed covers should be placed in the main sealed envelope superscribed 'Quotation for supply and installation of Video Conferencing System. Tender should be addressed to Section Officer(DC), Central Drugs Standard Control Organisation, FDA Bhawan, Kotla Road, Near National Bal Bhawan latest by 3:00 PM on or before 20.08.2014.

3. As this is quite technical in nature, before submitting the bids, the parties should visit DC Section of CDSCO in FDA Bhawan at Kotla Road, New Delhi-110002 to discuss and understand the actual requirement of items for Video Conferencing System to see the compatibility with the parts/instruments already available with CDSCO in this regard.

4. The Technical bids will be opened by the tender/Purchase Committee on the same day i.e. at 3:30 PM on 20.08.2014 in the office of DDC(AR), Room No. 113-A at 1st Floor of FDA Bhawan, Kotla Road, New Delhi-01 in the presence of the participating bidders, who may wish to be present. Quotation received after stipulated time & date will be rejected forthwith.

5. The Competent authority in the CDSCO reserves the right to amend any of the terms and conditions in the Tender Document or reject any or all application (offers) without giving any notice or assigning any reason thereof. The decision of competent authority in this regard will be final and binding.

6. All the tenderers are requested to read and understand the terms and conditions of the contract as detailed in the **Annexure-I** before sending their quotations, as no change or violation of the aforesaid terms and conditions are permissible once the quotation is accepted by CDSCO.



(Pitam Singh)
Dy. Director Admn.(D)
Tel. No. 011-23236971

Terms and Conditions

1. Necessary technical literature and catalogue should be forwarded along with Tender document. Any other equipment which is required and may be essential to run complete System but not mentioned in the tender document should be incorporated and quoted as a part of the system. The offer given in the Tender will be deemed to include all equipment required to effectively run the system.
2. Rates quoted for the Video Conferencing System should be inclusive of supply/installation/freight etc. and no extra payment will be made for supply and installation of above items. Further, the number of the system may increase or decrease as per requirement of the competent authority.
3. Only manufacturing firms/authorized distributors are eligible to participate. While submitting the tenders, the tendering firm shall have to furnish the proof of PAN No., Service Tax No., Sales Tax No., etc. as per **Annexure-I**.
4. The tender received after due date and time or without EMD or incomplete in any respect shall be summarily rejected. The EMD of unsuccessful bidders shall be returned soon after the finalization of the tender process. However, in case of the successful tenderer, the EMD will be returned only after the firm concerned deposits necessary Performance Security.
5. No Advance payment would be made. Payment will be made only after installation, testing and commissioning of the systems and its successful running and satisfactory installation report to the competent authority.
6. The shortlisted will have to provide the partner premier warranty for at least 3 years.
7. **The supply and installation of the Video Conferencing System would be made within a week from the issue of supply order to the firm failing which a penalty of Rs. 500/- per day will be imposed.**
8. The firm which qualifies in the Tender Process would be required to furnish a Performance Security to the tune of Rs. 50,000/- which should be valid for 14 months from the date of acceptance of the offer. The Performance Security will be retained in CDSCO which will be returned to the firm concerned after expiry of the warranty period.

9. Over-writing on the quotations must be avoided. Otherwise the quotations are likely to be rejected. The CDSCO reserves the right to accept or reject any tender, in whole or in part thereof without assigning/specifying any reason (s) thereof and the decision of the competent authority in the CDSCO shall be final and binding on the contractor firm.
10. All the participating firms may ensure that the Video Conferencing System is of only Genuine quality and if at any stage it is found that the item supplied is of sub-standard quality/inferior quality, the Performance Security will be forfeited and if the cost of the item is not covered from the Performance Security the same will be recovered from the supplier.
11. Tenders received after the stipulated time and date will not be accepted/considered.
12. Any dispute arising in the matter shall be resolved through an arbitrator to be nominated by the competent authority in CDSCO.
13. The Contract shall be subject to Indian Laws and jurisdiction of the court located in Delhi.
14. The tender document can be downloaded from the website **www.eprocure.nic.in** .

PROFORMA (Technical bid)

S.No.	Particulars	To be filled by the Tenderer
1.	Name of the agency	
2.	Whether brief profile of the agency is enclosed	
3.	Detailed Office Address of the agency with office telephone No. e-mail address, Fax No., Mobile No. and name/designation of the contact person.	
4.	Whether registered with all concerned Govt. authorities (Registrar of companies, Commissioner Employees etc.) (Copies of all certificates of Registration should be attached)	
5.	PAN Number (copies to be enclosed)	
6.	TIN Number (copies to be enclosed)	
7.	Service Tax Registration No. (Copy to be enclosed)	
8.	Number of Employees as on March 1, 2011 & also as on date	
9.	Length of experience in the field	
10.	Whether copies of Income Tax return for last 2 years attached	
11.	Details of EMD (i) Amount (ii) Draft No. (iii) Date (iv) Issuing Bank	
12.	Whether a copy of terms and conditions- Annexure-I duly signed as token of acceptance of the same is attached	
13.	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India (If no, an undertaking to this effect is to attached in this regard.)	

(Signature of the authorized person)

Date:

Place:

Name:

Designation:

Seal:

FINANCIAL BID FOR SUPPLY AND INSTALLATION OF VIDEO CONFERENCING SYSTEM IN CDSCO, DTE. GHS, FDA BHAWAN, KOTLA ROAD, NEW DELHI.

With reference to CDSCO letter No..... dated.....Regarding tender for supply and installation of video conferencing system, I/we quote the rate, inclusive of supply/installation/freight etc. as under:-

S.No.	Item Name/Qty.	Specifications	Polycom brand system price (in Rs.)	Sony brand system price (in Rs.)	CISCO brand system price (in Rs.)
1.	HD Video Conferencing System Qty. 01 (one)	The system should be capable of linking at least 6(six) locations at a time. It should also have expandable capacity so that the system could be expanded to connect more locations as and when felt necessary. The LCD/monitor is already available with CDSCO. Internet facility with 8 mbps is also available with CDSCO.			
2.	Taxes, if any				
		Grand Total			

IMPORTANT:

In case of discrepancy between the unit price and total price, the unit price shall prevail for computation.

Date:

Place:

(Signature of the authorized person)

Name:

Designation:

Seal: