

National Productivity Council
5-6, Institutional Area, Lodhi Road New Delhi-110003

NPC/ADMN./TENDER/CCTV/2024

Dated 28 Feb, 2024

Notice Inviting Tender

Subject:- Tender for award of Comprehensive Annual Maintenance Contract (CAMC) for CCTV System of NPC HQ, New Delhi.

Sealed tenders in two bid systems (Technical and Financial) are invited from reputed firms/ agencies for awarding Comprehensive Annual Maintenance Contract (CAMC) for CCTV Surveillance System installed in the premises of National Productivity Council, New Delhi-110003 for a period of one year as per the terms and conditions mentioned in this document.

2. The rate should be quoted for inspection of the system, cost of repair/replacement of existing nonworking/Not working parts/components, comprehensive maintenance inclusive of replacement of parts/hardware/accessories including cable.

3. The details of the CCTV System are given in **Annexure-I**. The format for submission of technical bid is at **Annexure II**. The financial bid has to be submitted in **Annexure III**. The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and super scribed "Tender for Comprehensive Annual Maintenance Contract of CCTV Surveillance System".

4. The technical bid should be accompanied with Earnest money in Demand Draft of Rs. 5,000/- (Rupees Five thousand Only) drawn on any scheduled bank in favour of National Productivity Council payable at New Delhi.

5. Parties interested in doing the job, as per the terms and conditions, may submit their tender in sealed cover super scribed "Tender for Comprehensive Annual Maintenance Contract of CCTV Surveillance System" addressed to the undersigned and should be deposited in the tender box kept in Ground Floor, National Productivity Council, Lodhi Road, New Delhi-110003 or alternatively sent by post so as to reach this office not later than 3.00 p.m. on **11.03.2024** Tenders received after this stipulated date / time shall not be entertained.

6. The technical bids will be opened by the committee constituted for the purpose at **4.00 pm** on **13.03.2024** in NPC, Lodhi Road, New Delhi in the presence of the tender or their representatives who may like to be present.



(Amitava Ray)
Group Head Admin

General Terms and Conditions

1. The bidder should have valid PAN, Trade licence, GST Registration, etc. Supporting papers duly signed by the bidder should be attached.
2. The bidder must have a registered office/branch office situated at Delhi/New Delhi and should have work experience at Delhi/New Delhi of at least one year during last 5 years with similar maintenance work of CCTV Surveillance System in the Central Govt. /State Govt. /Govt. undertakings/Autonomous Body of project value of at least Rs. 1 lakh.
3. Documents in that respect and work completion certificate must be attached.
4. The bidder firm should not be defaulted/black listed/banned by any Government/ Public Sector organization/department in India.
5. Bids should be valid for a minimum period of ninety days after the due date. Quotations should be addressed by designation and the sealed envelope containing the quotations is to be addressed by name to the officer signing this enquiry.
6. The bidder should have at least Two years' similar experience in CAMC of CCTV System of similar configuration in Govt. Department/PSUs/reputed Organization.
7. All the components required to be replaced, should be of manufacturer's make or of equivalent standard quality.
8. Before tendering, the tender shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site, nature and extent of ground working condition of site and locality including stacking of materials, installations etc., conditions affecting accommodations and movement of labour etc., required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the NPC HQ, New Delhi in any circumstances.
9. The bids addressed to the undersigned should be deposited in the tender box kept in, Ground Floor, National Productivity Council Lodhi Road. New Delhi- 110003 or alternatively sent by post so as to reach the NPC, New Delhi not later than 3.00 p.m. on **11.03.2024**. Bids received after due date and time are liable to be rejected. Technical bids shall be opened on **13.03.2024 at 4.00 pm**.
10. It may be specifically mentioned whether quotation is strictly as per tender specification / conditions. If not, deviation must be spelt out specifically in the technical bid. In the absence of this declaration, the quotation may be rejected.
11. Registration number of the firm along with the GST No./ VAT No. / Service Tax No. allotted by the concerned authority should be duly mentioned and copies should be submitted along with the quotation. If incomplete in these respects, the quotation is liable to be rejected.

Asley

12. Bidder shall sign all pages of quotation and enclosures forwarded with the quotation.
13. In case of any discrepancy between the rate mentioned in the figures and words, the later shall prevail. Further in case of any discrepancy between unit price and total price, the price quoted as total price shall prevail.
14. Any attempt of negotiation, direct or indirect, on the part of the tender with the authority to whom he has submitted the tender or authority who is competent finally to accept it, after he has submitted the tender or any endeavor to secure any interest for an actually or prospective tender or to influence by any means the acceptance of the particular tenders, will render the tender liable to be excluded from consideration.
15. The technical bid must be accompanied with Earnest Money Deposit for Rs.5,000/- (Rupees Five thousand only) which shall be in the form of Demand Draft in favor of National Productivity Council, New Delhi. Quotations received without Earnest Money Deposit are liable to be rejected.
16. Earnest Money is liable to be forfeited:
 - a) If the bidder, withdraws the bid during the period of bid validity specified in the Bid.
 - b) In case a successful bidder fails to execute contract.
 - c) If the contractor fails to commence the work within the stipulated date as mentioned in the Letter of Award.
17. The Earnest money of all the unsuccessful bidders will be returned as early as possible after selection of successful bidder and after issue of the purchase order. No interest will be payable by the NPC HQ, New Delhi on the Earnest Money Deposit.
18. In case of any kind of dispute, NPC and Vendor will mutually settle the matter.
19. The Earnest money of successful tender will be retained as performance security until three months beyond the period of contract and the said vendor will have to execute an agreement with the NPC for due performance of the contract.
20. Prospective bidders are advised to inspect the system before submitting bids.
21. The cost of initial repair/replacement of Not working parts will be paid after completion of work and submission of bill/invoice.
22. The CAMC cost will be released on quarterly basis after submission of bill/invoice.
23. The NPC HQ, New Delhi reserves the right to accept or reject any bid or cancel the tender proceeding without assigning any reason whatsoever.

Alex

Annexure I

Tender for award of Comprehensive Annual Maintenance Contract (CAMC) for CCTV Surveillance System of NPC, New Delhi

S. No	Places at NPC the Camera's are located	No. Of CCTV Camera's	Item Details
1	NPC Reception	02	1 Dome & 1 Bullet CP Plus Night vision IP Camera's
2	NPC Basement	01	CP Plus Dome Night vision IP Camera
3	Parking	02 (1 Camera is not working #)	CP Plus Bullet(#) Night vision IP Camera's
4	Ground Floor	01	CP Plus Dome Night vision IP Camera
5	1st Floor	01	CP Plus Dome Night vision IP Camera
6	2nd Floor	01 (Camera is not working #)	CP Plus Dome Night vision IP Camera(#)
7	3rd Floor	01 (Camera is not working #)	CP Plus Dome Night vision IP Camera's(#)
8	4th Floor	01	CP Plus Dome Night vision IP Camera
9	Backside of NPC, HQ	02 (1 Camera is not working #)	CP Plus Bullet(#) Night vision IP Camera's
10	Canteen	01 (Camera is not working #)	CP Plus Bullet(#) Night vision IP Camera
11	Fire Room of NPC	01	CP Plus Dome Night vision IP Camera
	TOTAL	14	
12	DVR 1 TB	01	

NB:

1. The 5 cameras marked (#) are not working and would require replacement/repair.



Tender for award of Comprehensive Annual Maintenance Contract (CAMC) for CCTV
System of NPC HQ, New Delhi

Technical Bid

1	Name and Address of Bidding Firm	:	
2	Name and Designation of the person Signing the bid	:	
3	Capacity in which bid is signed by the bidder Proprietor / Partner / Director (Authorization certificate in the name of signing the bids)	:	
4	Telephone Number (Mobile / Landline)	:	
5	Earnest Money Deposit Details	:	
6	GST / VAT Registration Certificate No.	:	
7	Service Tax Registration No. (Copy enclosed)	:	
8	PAN Number (Copy enclosed)	:	
9	Terms & conditions mentioned in the Invitation of bid are Acceptable / Not Acceptable	:	Acceptable /Not Acceptable
10	Deviation in Terms & conditions Specification (if any)	:	Yes/No
11	The bidder firm has not been defaulted/ black listed/banned by any Government/ Public Sector organization/department in India.	:	Yes/No

Ray

Signature of the Tender
Seal of the firm/company

Annexure III

Tender for award of Comprehensive Annual Maintenance Contract (CAMC) for
CCTV System of NPC HQ., New Delhi

Financial Bid

A. Cost of Repair/Replacement of Not working parts:

(Amount in Rupees)

S. No	Location of CCTV camera	No.	Cost in Figure	Cost in Words
1	3 rd floor Dome Camera	1		
2	2 nd floor Dome Camera	1		
3	Backside of NPC Bullet	1		
4	Parking of NPC Bullet	1		
5	Canteen of NPC Bullet	1		

B. Cost of CAMC

Cost in Figure	Cost in Words

Total amount (A + B) ____

(Rupees) words also.

NB: The amount may be quoted inclusive of all taxes.

Signature of the Tender
Seal of the firm/ company

