

No. 29012/5/2014-Admn(NR)  
Government of India  
Staff Selection Commission  
Northern Region  
Department of Personnel & Training  
Ministry of Personnel, Public Grievance & Pensions

Block No. 12, CGO Complex  
Lodhi Road, New Delhi  
Dated: 20.10.2015

TENDER NOTICE NO.12/SSC(NR)/2015

Subject: - Procurement, Installation, Testing and Commissioning of CCTV Cameras and surveillance system –reg.

Sealed quotations are hereby invited from authorised and reputed firms/dealers/ contractors engaged in installation of security and surveillance systems for supply, installation, testing and commissioning the CCTV cameras and surveillance system at the offices of the Regional Director (Northern Region), 5<sup>th</sup> Floor, Block No. 12, CGO Complex, Lodhi Road, New Delhi. The detailed Tender Process and terms and conditions are enclosed as Annexure-A to this tender. The details of equipments/components etc have been given in Annexure –B.

2. Interested parties/agencies with experience of at least 02 (two) years ( certificates in this regard may also be enclosed) and who apply with the terms and conditions of this tender notice, may submit their bids in sealed envelopes, superscripting on the envelopes “ TENDER FOR CCTV SYSTEM” to the Regional Director (Northern Region), Staff Selection Commission, 5<sup>th</sup> Floor, Block No. 12, CGO Complex, Lodhi Road, New Delhi latest by 10<sup>th</sup> November, 2015 at 13:00 hrs and accompanied by an EMD of Rs. 20,000 (Rupees Twenty Thousand only) in the form of a Demand Draft/ FDR from a Nationalised Bank in favour of SO(Account), Staff Selection Commission (NR), Payable at New Delhi. The tenders will be opened on the same day at 1500 hrs. in the room No. 516 in the presence of tenderer or their authorized representatives.

3. There should be two separate sealed covers for each bidder. One containing Technical Bids and the other containing financial bids. The financial bids of only those bidders shall be opened whose technical bids are qualified after evaluation. The tenders/quotations received unsigned/ incomplete and/or filed after the due date shall be summarily rejected. The formats of the “Technical Bid” and “Financial Bid” are enclosed as Annexure- C & D.

4. In case the contracting firm is not able to accept the contract after it is awarded or if it is not able to do the work after accepting the contract it will be liable to pay the damage to the department including the extra rate which this Department will have to pay to any other contractor for getting such work done.

5. The department reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind, the decision of the Commission will be final and binding.

Encl : Annexure ‘A’ (Details of equipments)

Annexure ‘B’ (Terms & Conditions)

Annexure ‘C’ (Technical Bid)

Annexure ‘D’ (Financial Bid)

(S.C. Kashyap)  
Under Secretary (Admn)

Copy to :-

1. Notice Board
2. NIC for uploading of tender on websites

**Terms & Conditions**

1. The work consists of supply, Installation, testing, commissioning of Closed Circuit Television (CCTV) system in accordance with the technical specification, terms and conditions mentioned in tender documents.
2. The specification of the equipment supplied should be equivalent or higher than the specifications mentioned in the tender document and the vendor should specify the brand/model/make in their technical offer.
3. The cameras installed should cover maximum area.
4. The tender(s) received after the due date shall be summarily rejected, and not taken into consideration.
5. All product brochures, technical documentation/specifications of CCTV cameras and DVR should be enclosed with the quotation.
6. Conditional/Unsolicited tenders shall not be considered.
7. If required, the bidder can be called for an on-site demo to evaluate the quality of recording and video file outputs of the quoted CCTV equipment before it is approved.
8. The manufacturers/their authorized stockist/dealers will have to submit their registration certificate from the authority concerned, Sales Tax and Service Tax registration certification.
9. The prices quoted in the Financial Bid should be inclusive of all taxes and includes equipments, installation charges, materials, labour, tools, appropriate cabling and necessary management for completion of the work. The vendor should quote the prices for providing complete solution. After placing the order department will not pay any extra amount which is not mentioned in the financial bid.

10. Any loss or damage or theft will be borne by the vendor.
11. Successful bidder should deposit, within seven days of receipt of the work order, 10% amount of the total value of the order as performance security in the form of Bank Guarantee from Nationalised Bank valid till the warranty period as specified.
12. In case any of items mentioned are on the current rate contract list please quote the DGS & D rate and the rate contract number.
13. The successful vendor/firm should complete the work within 15 days from the receipt of order and in case of failure to complete the work within 15 days, a penalty of 1% amount of the total value of the order per day will be levied beyond 15 days.
14. After successful installation and testing, vendor/firm has to impart the training without any cost to the officers of the department to operate the equipment.
15. The entire CCTV system supplied & installed should be under on-site warranty for not less than one year as specified against all types of defects from the date of handing over of the product to the department. Any defects found in the product/sub-product within the warranty, period shall be rectified/replaced by the Vendor free of cost. During this period of warranty, servicing at quarterly interval or earlier without any additional cost besides attending to call back services in case of break down shall be carried out free of cost. This includes replacement of all parts and spare parts and any number of break down call.
16. Please note that department will apply penalty as below in case of discrepancy in services under warranty period :-

a) On receiving complaint about equipment/services, the Vendor/firm will promptly respond and repair/ replace or provide required services within 24 hours, if failed, penalty shall be levied @ Rs. 500/- per day.

b) If department observe any unsatisfactory services after sales, discipline/conduct, delay in repair/maintenance, then department will black list the company/ firm.

17. The Vendor should submit the bill after completion of work to the Regional Director (Northern Region), Staff Selection Commission, 5<sup>th</sup> Floor, Block-12, CGO Complex, Lodhi Road, New Delhi. Advance payment is not permissible.

18. The Regional Director (NR) reserves the right to reject any or all tenders at any time without assigning any reason.

19. The Regional Director (NR) taking note of overall facts and circumstances can change, add and relax any of the terms and conditions of this tender notice.

(S C Kashyap)  
Under Secretary (Admn.)

**Details of equipments components etc**

Sr No	Technical specification of components	Quantity
1.	High Resolution Cameras  Features: -1.3 megapixel (1280x960) High resolution, 6MM Lens, HD 720p Real-Time Video, True Day/Night Auto Switch, IP66 Ingress Protection, IR LEDs upto 30m, Vandal-Proof Housing.	25
2.	<b>DVR compatible with above 25 cameras</b> - Network IP-camera supported -32/16*2 channel IP camera input - Up to 5 Mega Pixel(1280x960) recording resolution - Simultaneous HDMI, VGA output - HDMI and VGA output upto 1280x960 P resolution - Dual gigabit network interface - eSATA interface for recording or archiving - Email alert and video blinding alert -32/16*2-ch 4CIF synchronous playback - JPEG picture capture and playback - Tag video clip, search and playback by tag -DVD-RW - Digital zoom on live view and playback • Centralized Monitoring software support • Mobile phone view and PDA streaming	1 set
3.	Surveillance HDD 500GB	01
4.	U Rack for DVR	01
5.	Connectors, Pin, Sockets and miscellaneous items	As per requirement
6.	CAT 6 cables	As per requirement
7.	Casing/Wiring	As per requirement
8.	Standard Power cables	As per requirement
09.	UPS with one hour battery back-up	01

**Annexure-D****FINANCIAL BID**

(To be submitted in a separate sealed envelope)

**FORMAT FOR FINANCIAL BID**

Sr. No.	Procurement, installation, testing and commissioning work of	Rate (Exclusive of tax)	VAT	Service Tax	Quantity	Total Cost
1.	CCTV Camera				25	
2.	DVR				01 set	
3.	Surveillance HDD 500GB				01	
4.	U Rack for DVR				01	
5.	Connectors, Pin, Sockets& Misc items				As per Requirement	
6.	CAT 6 cables	Per meter			As per requirement	
7.	Casing/wiring	Per meter			As per requirement	
8.	Standard Power cables	Per meter			As per requirement	
09.	UPS with one hour battery back-up				01	
10.	Installation, testing and commissioning				01	
<b>Total</b>						

Date:

Place:

Signature of Authorized Person

Full Name:

Seal/Stamp

**Annexure-C****TECHNICAL BID**

(To be submitted in a separate sealed envelope)

**FORMAT FOR TECHNICAL BID**

Sr. No.	Particulars	Details
1.	Name of the Vendor	
	Full address of the Vendor	
	Telephone no.	
	Fax No.	
	Email:	
	Complaint person name and contact no.	
2.	PAN	
3.	Service Tax Registration No.	
4.	No. of engineers	
5	No of assisting Staff available for this work	
6	Work experience in CCTV and surveillance system	
7	Whether CCTV and surveillance System installed in any Central govt/state govt office in last six months. If so, list of the offices.	
8	Black listed by any Govt. organization/PSU	Yes/No

I have carefully read and understood all the terms and conditions of the tender and undertake to abide to them.

Signature  
Name of the Authorised  
Signatory  
Seal/Stamp



