



SUB REGIONAL OFFICE MAROL  
EMPLOYEES' STATE INSURANCE CORPORATION  
(An ISO 9001:2008 Certified organization)  
"PANCHDEEP" BHAVAN: P.9, ROAD No.7  
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No.35-D-21/13/CCTV/2017-Genl.br

Date:-09/06/2017

**NOTICE INVITING TENDER**

E-tenders in two bid systems through e-procurement solutions are invited to procure, install and commission the CCTV cameras and surveillance system, from authorized dealers/contractors, firms engaged in installation of security and surveillance systems, herein after referred as 'TheVendor' registered under Companies Act 2013, and having a minimum of three years experience in this field as per the guidelines and terms & conditions given in tender document. Tender documents are available on line from 09/06/2017 at <https://esictenders.eproc.in>. The approximate value of the Work is Rs 6,68,816/-. Bidders have to deposit the Earnest Money Deposit (EMD) of Rs.16,720/- in the form of Demand Draft/Bankers Cheque drawn in favour of "ESI FUND A/c No. 1" payable at Mumbai.

S.No	Name of work	Estimated cost (Rs.)	Earnest money (Rs)
1)	Installation, commission and maintenance of the CCTV Cameras and Surveillance system, at ESI Corporation, Sub Regional Office Marol MIDC Andheri East. [Area to be covered 8401 square-meter]	Rs.6,68,816/-	Rs.16,720/-

The interested tenderer should upload their technical & financial bids along with duly signed scanned copies of all relevant certificates, documents, etc., in support of their technical bids on the e-tender portal <https://esictenders.eproc.in>. latest by 28/06/2017 up to 03.00 p.m. The Technical Bids will be opened on 29/06/2017 at 2.30 p.m.

Tender document is also available for viewing on the website of Employees' State Insurance Corporation i.e., [www.esic.nic.in](http://www.esic.nic.in) & [www.esicmaharashtra.gov.in](http://www.esicmaharashtra.gov.in)

Jt.DIRECTOR (I/c)

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\*\*\* See additional pages for Financial Bid\*\*\*

## **Important Instructions for Bidders**

All bidders/contractors are required to procure Class-III B Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E-Tenders.

Bidder should get Registered at <https://esictenders.eproc.in>.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non-refundable) in the form of Demand Draft from any scheduled bank, in favour of M/s. C1 India Pvt. Ltd. payable at New Delhi for participating in the Tender.

Along with the Demand Draft, Bidder needs to send a covering Letter mentioning about the Payment Details, Company Name, Address, Payment towards ESIC Bid Processing Fees (Mention the Tender ID and Tender Title).

The payment should reach at the below mentioned address, one day before the due date and time of Bid Submission:

Kind Attn: Mr. Mohit Chauhan C1  
India Pvt. Ltd.

301, Gulf Petro Chem Building, 1st Floor,  
Udyog Vihar, Phase – 2,  
Gurgaon, Haryana - 122015

**Note: Payment will be Approved only after physical receipt of Demand Draft.**

<b>I)</b>	<b>SCOPE OF SERVICES</b>
	Installation, commission and maintenance of CCTV Cameras and Surveillance system, at ESI Corporation, Sub Regional Office Marol MIDC Andheri East. [Area to be covered 8401 square-meter]

<b>II)</b>	<b>ELIGIBILITY CONDITIONS FOR BIDDERS</b>
a	The tenderer should have minimum <b>three(03)</b> years experience as on 31/03/2017 in the works of similar nature.
b	The Bidding firm/company/vendor must be a registered company under The Companies Act 2013
c	The Vendor should have minimum Three years of experience in installation of CCTV cameras and security and surveillance system projects.
d	The vendor must have implemented CCTV camera installation for at least one project covering 15,000 Sq.mtr or more during last 3 years from the date of issue of this tender.
e	The vendor must have knowledge and experience of implementation of electronic security systems including access control, surveillance and required software for monitoring.
f	The vendor also must have an established service base in Maharashtra.
g	VAT Registration Certificate
h	Service Tax Registration Certificate
i	PAN Card
j	Should have Registration under ESI & EPFO
k	Firm Should not be blacklisted by any Govt. Department.
l	Should have adequate number of technically qualified staff to address the problems during and post installation.

<b>III</b>	<b>EARNEST MONEY DEPOSIT (E.M.D)</b>
a	The amount of Earnest Money Deposit (E.M.D.) of Rs.16,720/- (Rupees Sixteen Thousand Seven Hundred and Twenty Only) in the form of D.D drawn in favour of ESI Fund A/c No. 1” payable at Mumbai. Should be kept in envelope mentioning Company name and shall be dropped on or before 28/06/2017 upto 3.00 p.m. in the Tender Box placed at ESIC Sub Regional Office Marol, General Branch, MIDC Andheri (E). The Bids received without submission of DD of EMD will summarily be rejected.
b	Unsuccessful bidder's EMD will be returned without any interest within 30 days after finalization of award/contract from the date of opening of the Tender.
c	The Successful bidder's EMD will be discharged upon the bidder signing the contract and furnishing the performance security

<b>IV</b>	<b>PERFORMANCE GUARANTEE</b>
	Within two weeks of award of work, the Contractor shall submit a Performance Security for proper performance of the Contract in the format enclosed as Annexure III @ 10% of contract amount. The performance guarantee shall be valid for the duration of the contract period plus 60 days. The performance security can be encashed by the Employer to recover any amount which is payable by the Contractor to the Employer on any account for a cause arising out of the contract.

<b>V</b>	<b>FOR TECHNICAL BID VENDOR SHOULD SUBMIT AND FURNISH FOLLOWING DETAILS:</b>
a)	The Technical Bid and Financial Bid Should be submitted on-line
b)	The Technical Bid should be submitted along with scanned copies of the following
1	Demand Draft of EMD
2	Proof of Registration of ESIC, EPFO
3	Proof of Registration of VAT and Service Tax
4	Copy of PAN Card
5	Copy of Work Order of Last Seven Years
6	No. of technicians and engineers (attach list of names along with experience)
7	No. of assisting Staff in implementation (attach list of names along with experience)
8	Capacity of installation of cameras in a day
9	Standard list of equipments and tools which vendor has for implementation.
10	Work experience for such volume of work: the vendor should have adequate experience in implementing the projects in the field of security and surveillance systems.
11	Information about Company infrastructure in Maharashtra
12	List of all the partnerships with manufacturers, system providers
13	Vendor shall provide project plan for the procurement, implementation.

<b>VI</b>	<b>VENDORS RESPONSIBILITIES</b>
1	The vendor will be required to survey the work places and the office areas and identify strategic locations to place the CCTV cameras so as to have maximum coverage of the work places and other locations which required to be monitored including the computer screens
2	The vendor will have to deploy technically qualified manpower to supervise the work having knowledge of CCTV installation and maintenance.
3	Vendor shall provide project plan for the procurement, installation and maintenance.
4	Vendor shall continue to provide maintenance and support during and after the warranty period.
5	Vendor shall enter into an agreement maintenance of the CCTV system including network for a period of 1 year after the expiry of warranty period.

<b>VII</b>	<b>EVALUATION OF TECHNICAL BIDS:</b>
	Bids received will be evaluated by the ESIC to ascertain the technical qualification on the basis of information and documents required and submitted on-line by the bidders

<b>VIII</b>	<b>FINANCIAL BID</b>
	The Financial Bid of the Bidders, who are found to be eligible will be evaluated by the ESIC SRO Marol

<b>IX</b>	<b>AWARD OF WORK</b>
a)	The selection of the agency will be at the sole discretion of the ESIC who reserves its right to accept or reject any or all the proposals without assigning any reason.
b)	Upon evaluation of Offers, the Notification of contract will be intimated to the successful Bidder

## STANDARD TERMS AND CONDITIONS OF OPERATING CONTRACT (STACs)

In context of this document following definitions will apply:

A	<p><b>Purchaser :-</b> The Purchaser is the ESIC acting through the authority issuing the purchase order. This term is synonymous to Buyer.</p>
B	<p><b>Vendor :-</b> The vendor is the party to whom tender enquiry has been sent. The party may or not respond to the tender enquiry.</p>
C	<p><b>Validity :-</b> The STAC as stipulated hereunder except to the extent agreed to the modified by the purchaser, in writing, shall supersede conditions stipulated by the Vendor.</p>
D	<p><b>Contract :-</b> The contract shall deem to have been concluded by the “acceptance of tender” issued in the form of a purchase order. The acceptance may be communicated to the Vendor by fax or registered /speed post. The Vendor is required to acknowledge receipt of the acceptance within 3 working days. However, non-acknowledgement on the part of the Vendor does not affect the “acceptance of tender” or the conclusion of contract.</p>
E	<p><b>Vendor :-</b> The purchaser shall not be liable for any obligation, monetary or otherwise, that has not been expressly stated in the contract.</p> <p>The Vendor shall deem to have indemnified the Purchaser against all claims by third parties relating to the contract, including but not limited to intellectual property rights.</p> <p>The Vendor shall not disclose any information provided to him by the Purchaser except to the extent required to execute the contract.</p>
F	<p><b>Effective Date of Contract :-</b> The effective date of Contract will be the date on which the work order is issued.</p>
G	<p><b>Specifications :-</b> The specifications governing the project to be supplied may be provided with the tender enquiry as an enclosure. A quote received against a tender enquiry shall be deemed to commit the Vendor to those specifications.</p> <p>Where an aspect is not covered in the specification, the Vendor shall be required to confirm to the good quality standards that he had provided in the past to the Purchaser or to any other buyer.</p> <p>The specification contained in the tender enquiry may be modified if requisite specifications are not available, by mutual consent in written before the contract is accepted.</p>

H	<p><b>Hardware:</b> For all cameras, DVRs and other related hardware: In case of defects occurring to any component during the warranty and maintenance periods, the component is to be replaced by the Vendor within 24 hours free of cost. Similarly, onsite support shall be provided by the Vendor by way of stationing 1 technician at ESIC office within the project cost, during the period of tender i.e. 4 weeks.</p>
I	<p><b>Price:</b> When quoting against a tender enquiry, all components of the price of such as the basic price and different type's taxes and charges shall be listed separately. Where only 'rates' are applicable, they shall be explained clearly.</p> <p>The proposed cost by the vendor shall include procurement, implementation, and commissioning and post warranty annual maintenance contract.</p> <p>The vendor should submit separate Maintenance Agreement for a period of one year beyond the warranty period with details of the service to be provided.</p>
J	<p><b>FOR COMMERCIAL BID</b> Note: The cost shall include</p> <ol style="list-style-type: none"> <li>1. Supply, installation and commissioning of CCTV cameras DVR's, Racks, Monitors, etc with appropriate cabling work with material.</li> <li>2. Number of locations and number of CCTV cameras likely to be increased or decreased without assigning any reason.</li> <li>3. Payment will be calculated on the basis of actual work done in term of no. of cameras including required hardware and software.</li> </ol>
K	<p><b>COMMERCIAL ASPECTS</b></p> <p><b>a) Commercial Bid</b> The Commercial Bids are to correspond to the Technical Bids and contain all costing details. Commercial bids of only technically qualified vendors will be considered. The information in commercial bid must be in unitized form so that commercial bid of all firms can be properly compared and L1 vendor can be clearly established. The ESIC reserves the right to accept or reject any tender without assigning any reason.</p> <p><b>b) Time Frame:-</b> The vendor should ensure the completion of the work within 4 working weeks (excluding holidays) from the date of awarding of the contract and obtain completion certificate from the Purchaser.</p> <p><b>c) Penalty for downtime</b> On receiving complaint about equipment/service, the vendor will respond and repair/replace or provide required services within 24 hours. In case the Vendor fails to rectify the fault or replace the component within 24 hrs, penalty shall be levied at the rate of Rs. 500/- per day</p> <p><b>NOTE –</b> If L1 is unable to complete this project in 4 weeks, OR if L1 fails to successfully carry out the work, then L2 will be requested to match L1 rates and carry out the work and so on.</p>



L	<p><b>Payment Terms:</b>  No advance payment will be made. After completion of installation and successful testing of all components, the vendor may submit the Invoice along with completion certificate in triplicate. The purchaser shall endeavour to make the payment against the invoice within 30 days of the submission of Invoice with completion certificate</p>
M	<p><b>Force majeure:</b>  If either of the parties suffer delay in due execution of their contractual obligation due to the operation of one or more of the force majeure events such as but not limited to, act of God, War, flood, earthquake, strikes, Lockouts, fire, epidemics, riots, uncontrollable events, civil commotions etc. the agreed time for the completion of respective obligations shall be extended by a period of the time equal to the period of the delay occasioned by such events. On the occurrence and cessation of any such event, the party affected thereby shall give notice in writing to the other party. Such notices to be given within 15 days of occurrence/cessation of the event concerned. If the force majeure conditions continue beyond 30 days the parties shall mutually decide about the future course of action.</p>

## SPECIAL INSTRUCTIONS FOR TENDER

The following special conditions shall apply for supply & Installation of CCTV Cameras/ Equipments/ instruments etc at ESIC SRO Marol

<b>A</b>	<p><b>INSPECTION/ INSTALLATION ITEMS/ EQUIPMENTS:</b> Supplies shall be accepted and work shall be certified as completed subject to satisfactory and complete installation (up to full potentials claimed for that respective equipment/ Item) of the equipment/ items supplied including supply of all accessories and certified by the assigned officer, and subsequent inspection by Jt. Director (I/c), ESIC SRO Marol Panchdeep Bhavan: P.9, Road No.7 MIDC Andheri E Mumbai:-400093: or his assigned representative. Any defect found in the materials / equipment/ items supplied/ work done will render the supplies/ work open to rejection and decision of the Jt. Director (I/c), ESIC SRO Marol Panchdeep Bhavan: P.9, Road No.7 MIDC Andheri E Mumbai:-400093 shall be final and legally binding. The tenderers shall have to take the same (rejected items) back at their own cost and risk, and shall replace such rejections with the items of standard specifications/ quality as acceptable to the Jt. Director (I/c), ESIC SRO Marol Panchdeep Bhavan: P.9, Road No.7 MIDC Andheri E Mumbai:-400093. Alternatively, the items may be purchased from others/ work may be executed through others, at the risks and costs of the tenderer, at the discretion of the authority.</p>
<b>B</b>	<p><b>WARRANTY/ GUARANTEE:</b> Along with the Technical Bid, the following information is to be provided exclusively.</p>
1	<p>All the equipments shall be carrying minimum 2 (Two) Years warranty / guarantee against defects of manufacturer/ workmanship and poor quality of components. Accordingly, the tenderers shall indicate clearly and exhaustively the mandatory warranty/ guarantee offered by them/ by the manufacturing/ supplying firms, its duration, as well as the various Terms &amp; Conditions involved therein, at the time of submission of the Technical Bid papers.</p>
2	<p>The tenderer must be able to provide after sales service for the equipments quoted minimum for a period of five years after the termination of warranty period. A declaration to such effect must be accompanied with the offer, in the technical bid.</p>
3	<p>Uptime guarantee:- During the warranty/guarantee/ CMC period the firm will maintain the equipment in good working condition. All the complaints will be attended by the firm within 2 working hours of the dispatch of a complaint to their office. The firm shall ensure that machine/ cameras/ equipments/ installations etc is set right within 1 day (One Day) of the intimation. However, the tenderer have to arrange similar equipment as a standby at his cost and risk in case of breakdown. In case of the system not being made functional within the time limit, penalty at the rate of Rs.500/- per day shall be levied for every day of delay at the discretion of the authority. In addition, the tenderer have to arrange similar equipment as a standby as stated above.</p>
4	<p>A certificate about satisfactory performance of the equipment duly authenticated by other existing users of the system has to be submitted.</p>
<b>C</b>	<p><b>SOFTWARE UPGRADATION:</b> Free Up-gradation of software (all update &amp; Upgrades) for a period of minimum 5 years is to be provided wherever applicable.</p>
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<b>D</b>	<b>CERTIFICATES TO BE SUBMITTED ALONGWITH THE TECHNICAL BID:</b> The following written guarantee/ declaration must be provided exclusively, without which qualification shall be liable for rejection.
1	The name, address, phone no, fax no, etc., of the authorized service centre in Mumbai/ for each of the specific CCTV Cameras/ equipment/ Article/ item /installation shall be quoted.
2	A Certificate about satisfactory performance of the equipment duly authenticated by other existing users of the equipment has to be submitted.
3	A declaration that after sales service facilities as well as spare parts shall be made available at least for 5 years for each of the specific equipment for article quoted.
4	A declaration indicating willingness to provide CMC services atleast for five years after the expiry of warranty for each of the specific equipment quoted /CCTV cameras installation etc. Accordingly, the tenderer must quote prices for CMC separately, for each year for 5 years. The quotation for the cost of such CMC are to be furnished along with cost of the equipment in the price bid. No such rate shall be furnished in the technical bid.
5	A declaration that the CCTV cameras /specific equipment/article with the given specifications has not been sold/supplied to any other organisation at a lesser price than the price quoted here for each of the specific equipment quoted here.

<b>E</b>	<b>SAMPLES/DEMONSTRATION:</b> The firms should be prepared to demonstrate their items/arrange for demonstration of items within 7 days from the date of opening of tender for verification /inspection etc. or at a later date as decided by the competent authority. The firm shall have to comply with such conditions failing which the tender shall be liable for rejection and forfeiture of the Earnest Money. The tenderer/firm company shall arrange for demonstration of CCTV cameras and project/equipment/item/article at his own cost and risk. Tenderer who fails to demonstrate the equipments/instruments quoted will not be considered for selection.
<b>F</b>	<b>DETAILS OF ITEMS QUOTED:</b> It is mandatory to indicate the full name, make/ brand, model number, and details specification of the equipments quoted by them, (in addition, a brochure of product information may be attached along with the tender). Tenderers also have to indicate clearly the Name, Address and all Contact numbers of the MANUFACTURING FIRM and firm responsible for providing AFTER SALES SERVICES of the equipment quoted by them. The payment may be made by mode of ECS/RTGS directly into the Bank Account of the Tenderer. Hence the Tenderer is requested to submit the mandate form duly filled in and submit along with the bills.

## UNDERTAKING

- a) I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
- b) The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest quoted for any other institution / hospital in India
- c) The earnest money of Rs.16,720/- to be deposited by me has been enclosed herewith vide Demand Draft No. \_\_\_\_\_ dt. \_\_\_\_\_. Drawn on bank \_\_\_\_\_ Branch \_\_\_\_\_
- d) I hereby undertake to supply/install the items as per directions given in the tender document / supply order within stipulated period.
- e) I give the rights to Jt. Director (I/c), ESIC SRO Marol Panchdeep Bhavan: P.9, Road No.7 MIDC Andheri E Mumbai:-400093 to forfeit the earnest money deposited by me if any delay occur on my/agent's part of failed to supply/install the article/CCTV Cameras etc. within the appointed time or the items of desired quality / specifications.
- f) There is no vigilance/CBI case or court case pending against the firm.
- g) I hereby certify that none of my relative(s)/ are employed in ESIC as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect. Jt. Director (I/c), ESIC SRO Marol Panchdeep Bhavan: P.9, Road No.7 MIDC Andheri E Mumbai:-400093 shall have the absolute right to take any action as deemed fit/without any prior intimation to me.

Date:

Signature of the tenderer:-

Place:-

Full Name:-

## Financial Bid

### A) Product Price

Sr.No	Product Details	Specification/Model	Qty	Unit	Unit Price (Rs)	Tax applicable per unit (Rs)	Total Price including of all taxes (Rs)
1	Cameras Dome Camera	HDCVI CCTV IR Dome Camera, 1/2.9" 2 Megapixel HQIS Pro, Minimum Illumination: 0.01Lux, Lens: 3.6mm, IR Range 20m Smart IR,	32	Nos.			
	Bullet Camera	HDCVI CCTV Bullet Camera, 1/2.9" 2 Megapixel HQIS Pro Image, Sensor, 3.6mm Lens, IR Range of 20 Mtr	10	Nos.			
2	Digital Video Recorder (DVR)	32 Channel DVR with 720P Realtime Preview High Definition Recording. HDMI / VGA Simultaneous Video Output Support 2 Nos. SATA HDD Upto 4TB, 2 Nos USB 2.0	2	Nos.			
3	Monitoring Screen	40" LED TV (Full Function) / Monitor Sony/Samsung/Dell	1	Nos.			
4	Mounting Racks						
	DVR	DVR Rack Metal Body 6U	1	Nos.			
5	Hard Disks	SATA Surveillance Hard Disk (WD) – 4TB	4	Nos.			
6	USB wireless Keyboard & Mouse		1	Nos.			
7	Cabling						
	All locations except lifts	Polycab	3132	meter			
	Lifts	Polycab	200	meter			
	Camera Power Cable	Polycab	1500	meter			
8	SMPS Power Supply 2 AMP for CCTV Camera		42	Nos.			
<b>Total Product Price (including of all taxes)</b>							

B) Installation:-

Sr.No	Particulars	Units of Measurement	Qty	Unit Price (Rs)	Tax applicable per unit (Rs)	Total Price including of all taxes (Rs)
1	Camera Fixing	Per camera	42			
2	Cable laying – Lifts ( with All Materials)	Per meter	200			
3	Cable laying Other areas ( with All Materials )	Per meter	3132			
Total Implementation price ( including of all taxes)						

A)	Product Price	
B)	Installation & Maintenance Cost	
	Total Cost (including of all taxes)	

Note:- The amount of tax where applicable, shall be shown clearly and separately.

## Locations

Sr.no	Location	Total	Total Dome	Total Bullet	Passage		Lift Lobby		Open Occupancy Area	
					Dome	Bullet	Dome	Bullet	Dome	Bullet
1	5 <sup>th</sup> Floor	3	3	0	2		1			
2	4 <sup>th</sup> Floor	3	3	0	2		1			
3	3 <sup>rd</sup> Floor	4	4	0	3		1		0	
4	2 <sup>nd</sup> Floor	6	6	0	3		1		2	
5	1 <sup>st</sup> Floor	6	6	0	3		1		2	
6	Ground Floor	2	2	0	1		1		0	
7	Canteen	2	2	0					2	
8	Cafeteria	3	3	0	1				2	
9	Open Area Front Side	5	0	5						5
10	Open Area Back Side	4	0	4						4
11	Inside Lift	2	2	0					2	
12	Security Guard cabin	2	1	1	1					1
	<b>Total Number of Cameras.</b>	<b>42</b>	<b>32</b>	<b>10</b>	<b>16</b>	<b>0</b>	<b>6</b>		<b>10</b>	<b>10</b>

Note: Above cost shall include

1	Procurement, installation and commissioning of CCTV cameras and surveillance system.
2	Number of locations and number of CCTV cameras likely to be increased or decreased without assigning any reason.
3	Payment will be calculated on the basis of actual work done in term of no. of cameras with accessories such as DVR, power supply and HDD needed.

Name in block

Signature of the vendor along with seal