

OFFICE OF THE DY. COMMISSIONER OF POLICE: PROV. & LOGISTICS:

(AN ISO 9001:2008 UNIT)

5, RAJPUR ROAD, DELHI – 110054 (FAX NO.011-23993344 & 23974427)

NOTICE INVITING E-TENDER

Tender Notice No. 483 /CSA/Q-III/DCP/P&L/2018

Digitally signed online short-term e-tenders are invited by the undersigned in two bid system from the firms dealing in the trade for hiring of IP based Mega Pixel CCTV Camera System in connection with Written Test for the post of MTS (Civilian) in Delhi Police – 2017 in the following venues/grounds in Delhi:-

S.No.	Venue of Written Test	No. of Grounds	Period
1.	PTS Wazirabad North Side	05	27.11.2018 to 19.12.2018 (18 Working Days except Sunday/GH & 2 Reserve days).
2.	PTC Jharoda Kalan	05	
3.	New Police Lines (Sports Ground (03) & Parade Ground (01))	04	

The last date for submission of tender is **13/11/2018** upto **1245 Hrs**, which will be opened on **14/11/2018** at **1245 Hrs.** at Committee Hall, Prov. & Logistics Unit, 5, Rajpur Road, Delhi. In case the due date is declared holiday, the tenders will be opened on the next working day at the same time. For more information please log on Central Public Procurement Portal (CPPP): <https://eprocure.gov.in/eprocure/app>. as well as on the official website of Delhi Police i.e. www.delhipolice.nic.in.

-sd-

**DY. COMMISSIONER OF POLICE:
PROV. & LOGISTICS DELHI**

TERMS & CONDITIONS

Digitally signed online short-term e-tenders are invited by the undersigned in two bid system from the firms dealing in the trade for hiring of IP based Mega Pixel CCTV Camera system alongwith its accessories in connection with Written test for the post of M.T.S.(Civilian) in Delhi Police – 2017 w.e.f. 27.11.2018 to 19.12.2018 for 18 working days (except Sunday/GH & 2 Reserve days) in 14 (fourteen) grounds in Delhi.

The details of quantity, specifications and schedule of requirement of the required item is mentioned at **Annexure “A” to Annexure-“C”**. Instructions for submitting online e-tender are enclosed at **Annexure-F**. Bidders are advised to quote their rate/price after careful study of the tender specifications as well as the following terms and conditions:-

1. The tender document can be downloaded from Central Public Procurement Portal website <https://eprocure.gov.in/eprocure/app>. Bid submission will be closed on **13/11/2018 at 1245 Hrs.**
2. Online technical bids will be opened on **14/11/2018 at 1245 Hrs** in the Committee Room, at 5, Rajpur Road, Delhi. The bidders or their authorized representatives may remain present, if so desire.
3. Only authorized representative will be allowed to attend the meeting of the Purchase Committee. He/She should also bring authority letter on company/firm's letter head and any decision/negotiation taken by him/her would be accepted by company/firm.
4. No representative shall be allowed to attend the meeting of the Purchase Committee on behalf of more than one tendering company/firm. The representative, who is deputed to attend the meeting, should be Director or Partner or Owner or an employee of the company possessing an authority letter, whose specimen signatures should be attested by the company/firm's authorized signatory with seal.
5. Only GST payee firms are eligible to bid for the tender. The firm shall quote their service tax registration No. in their technical bid and also attach/upload legible scanned documentary proof of having registered with service tax department for such services/trade.
6. The firm shall also upload a legible scanned copy of documentary proof of deposit of Service Tax upto 31.03.2018 or thereafter for such services/trade in the concerned service tax department (in the language of English/Hindi).
7. As per instructions of the Govt., the tender document has been published on the Central Public Procurement Portal: <http://eprocure.gov.in> The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates before the stipulated date & time.
8. The legible scanned copy of application fee of Rs.500/- (Rupees Five Hundred only) separately for each work in the form of Account Payee Demand Draft/Pay Order/Banker's Cheque drawn in favour of Dy. Commissioner of Police (Prov. & Logistics), 5, Rajpur Road, Delhi-110054 shall be uploaded in the prescribed column alongwith the Technical Bid of Tender. The application fee is non-refundable. The original DD/Pay Order/ Bankers Cheque i.e. Application Fee shall be submitted by the bidder either before or at the time of tender opening.

9. The legible scanned copy of Earnest Money Deposit (EMD) as tabulated below shall be uploaded by the bidders with the Technical bid:-

S.No.	Name of Venue	No. of Grounds	No. of Cameras		EMD (in Rs.)
1.	PTS Wazirabad	05	41 PTZ	58	50,000/-
			17 Fixed		
2.	PTS/ Jharoda Kalan	05	41 PTZ	58	50,000/-
			17 Fixed		
3.	New Police Lines (Sports Ground -03 & Parade Ground – 01)	04	33 PTZ	47	40,000/-
			14 Fixed		

No tender will be accepted without requisite E.M.D., as mentioned in tender notice. Bidder shall submit/upload the EMD for the work for which he is participating. In case a bidder applies for more than one work, the EMD shall be uploaded in proportion to the EMD amounts mentioned in the table above for the purpose. The E.M.D. shall be in the shape of A/C Payee Demand Draft in favour of Dy. Commissioner of Police, Prov. & Logistics, 5, Rajpur Road, Delhi payable at Delhi. The EMD can also be submitted either in the shape of FDR, Banker's cheque or Bank Guarantee. No interest will be given on E.M.D. The EMD should be valid for Forty Five days beyond bid validity (180 days). The original DD/Bankers Cheque/FDR/BG i.e. EMD shall be submitted by the bidder either before or at the time of opening of Technical bid of Tender i.e. upto **1245 Hrs. on 14/11/2018**.

10. In case the firm fails to submit the Original Demand Draft / Pay Order / Banker's Cheque of application fee as well as EMD before opening of tender i.e. upto **1245 Hrs. on 14/11/2018**, the tender shall be rejected straightway.
11. In case the firm fails to upload the scanned copy of Demand Draft / Pay Order / Banker's Cheque/Bank Guarantee in respect of application fee as well as EMD online, the tender shall be rejected straightway.
12. Firms registered with NSIC/MSME/Startup for the particular item/service (i.e. providing CCTV Cameras on hiring basis) for which the tender is invited, are exempted from the Application Fee as well as EMD. They have to upload the scanned copy of valid registration document/exemption certificate with the technical bid showing their registration for the said item.
13. Conditional tender will not be accepted.
14. Submission/uploading of unwarranted/irrelevant/out of context documents online with the bid with an intension to disturb/misuse online procurement system will be taken seriously and stringent action against such bidders besides action for rejection of bid and blacklisting of firm initiated.
15. The price must be quoted as per proforma price schedule at **Annexure-D**. Nothing over and above the quoted price would be payable to the successful bidder. The Tenderer must quote the price both in words as well as in figures. Any over writing/cutting etc. will render the tender invalid. The option in the rates will not be entertained and the tender will be rejected straightway.
16. Tenderer would not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.

17. The firm whose rates are accepted will have to deposit 10% of the contractual amount as Security Money in the shape of an Account Payee Demand Draft/ Bank Guarantee/FDR from any of the Commercial Bank in an acceptable form in favour of Deputy Commissioner of Police, Provisioning & Logistics, 5, Rajpur Road, Delhi-54 before the supply order placed to the firm. Security Money shall bear no interest. Security Money should be valid for a period of 60 days beyond the completion of all contractual obligations by the vendor.
18. In case successful bidder fails to deposit the Security Money within the given time-frame, the E.M.D. of the firm will be forfeited in favour of department and suitable action as per provisions of GFRs will be initiated against the firm.
19. The legible scanned copy of properly filled "**Tender Acceptance Letter**" **Annexure-E** duly signed and stamped by the bidder should be uploaded with the technical bid.
20. Any accessories/fittings or items which are not specially mentioned in the specifications but are necessary, are to be provided by the supplier without any extra charge for completeness of the work under this tender.
21. In case, the contractual firm failed to install the CCTV Camera system alongwith its accessories by scheduled date and time as per requirement and specifications, penalty @ 10% per day of contractual value of the site cost will be recovered from the bills of the firm besides action will be initiated for forfeiture of Security Money and blacklisting the firm.
22. The contractual firm will have to bear the cost of damage to the CCTV Cameras & Accessories that may occur due to storm, fire, rain, natural calamities and any other unforeseen circumstances.
23. The contractual firm will depute his representative, who will remain present to ensure proper installation of CCTV Camera system alongwith its accessories, till the completion of event.
24. The quantity of the items mentioned in the tender notice can be increased or decreased, at any stage till the completion of contract.
25. The Contractual firm shall complete the installation of CCTV Camera system alongwith its accessories as per requirements at least one day in advance for inspection to the satisfaction of user.
26. The payment will be made only after receipt of the satisfactory reports from the user units after completion of contract successfully. No advance payment will be made.
27. If the quality of the installed CCTV Camera system alongwith its accessories are not found as per the desired specification, the supplier will have to replace the system as per desired specification within the stipulated period at his own cost. In case the supplier fails to replace the same as per desired specification, the Security Money will be forfeited as well as action for blacklisting can also be taken prior to taking any legal action.
28. The Bid shall remain valid for six calendar months from the date of opening of the tender.
29. After examination of the technical bid and price bid, the purchase committee will have discretion to award the contract to more than one firm, if their rates are lowest and same.
30. The payment will be made depending upon the availability/release of funds by the Govt. and the agencies/contractors shall have no claim in case of delayed payment and no interest will be paid for the delay.

31. The CCTV system can be evaluated technically by the designated Technical Committee of Delhi Police, if required.
32. The participating firms must upload a scanned copy of undertaking mentioning therein the entire details (like make/model, technical specifications) alongwith brochures of the product which are to be demonstrated/used for the purpose (i.e. CCTV Cameras PTZ/Fixed, Monitors, NVR, UPS alongwith associate accessories etc.).
33. Any accessories/fittings or items which are not specially mentioned in the tender/specifications but are necessary, are to be provided by the supplier without any extra charge for completeness of the work under this tender.
34. The Purchase Committee reserves the right to relax any terms and condition in the govt. interest with the approval of Competent Authority.
35. The Purchase Committee reserves the right to reject any tender or all tenders without assigning any reasons thereof.
36. The competent authority reserves the right to scrap/call off the tender at any stage on administrative reasons.
37. The Purchase Committee, in order to satisfy itself can order a spot enquiry to verify soundness, capability and viability of the firms.
38. All disputes are subject to the jurisdiction of the Courts in the N.C.T. of Delhi.
39. The participating firms/companies are requested to upload self attested/scanned legible documentary proof of the following documents with their technical bids:-
 - a) Application Fee as prescribed.
 - b) EMD as prescribed.
 - c) Certificate regarding registration with MSME/NSIC/Startup if claim for Application Fee and EMD exemption.
 - d) GST registration certificate.
 - e) Latest GST deposit receipt/challan upto 31.03.2018 or thereafter.
 - f) A list of their owners/ partners etc.
 - g) A Certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India.
 - h) Undertaking regarding make & model.
 - i) Tender Acceptance Letter (Annexure – E).
 - j) Documents relating to past performance, if any.

THE SELF ATTESTED & STAMPED SCANNED COPIES OF FOLLOWING DOCUMENTS REQUIRED TO BE ATTACHED WITH PRICE BID :-

PRICE BID shall contain price only and no other documents shall be uploaded with the Price bid.

Details of Rates quoted by the tenderer shall be submitted as per Annexure - D format in clear terms, both in words as well as in figures. The rates must be inclusive of all taxes and charges. The cutting & over-writing in the price bid is not valid. The option in the rates will not be entertained.

40. All firms participating in the tender must upload a list of their owners/partners etc. and a certificate to the effect that the firm is neither blacklisted by any government department/agency nor any criminal case is registered against the firm or its owners/partners anywhere in India.
41. The tender will be rejected straightway without assigning any reasons if the firm founds to be involved in any criminal cases, declared black listed by any Govt./Semi govt. department/agencies etc. at any stage of procurement process of the tender.

42. In case of any differences, the firm can be called for negotiation to patch up the differences on table prior to approaching court.
43. In case of violation of any clause of work order/contract/agreement deed, the explanation of the firm can be called by issuing Show Cause Notice In case the reply is not found satisfactory action for forfeiture of Security money and blacklisting of firm can also be taken prior to initiating any legal action.
44. Foreign Companies shall participate in the tender, only through their Distributors/Agent in India. No foreign company shall be entertained directly.
45. All the procedure for purchase of store laid down in GFRs & DPFRs shall be adhered to strictly and the bidders are to be bound to respect the same.

-sd-

DY. COMMISSIONER OF POLICE:
PROV. & LOGISTICS: DELHI.

SIGN. OF TENDERER: _____
NAME IN BLOCK LETTERS: _____
FULL ADDRESS : _____

ANNEXURE –A

Technical specifications for **CCTV Cameras** for installation at **PTS/Wazirabad-North side (05 Grounds)** in c/w Written Test for the post of MTS (Civilian) in Delhi Police-2017 from 27.11.2018 to 19.12.2018 (except Sunday & 02 Reserve days)

S.No.	Description	Technical Specifications	Quantity
1.	2 Mega Pixel Full HD IP PTZ Colour Camera (Equivalent or better)	Image Sensor- 1/3” type CMOS sensor of 2 Mega pixel resolutions having True day/night capability. Effective picture elements- 2 mega pixel or better Horizontal Resolution- Full HD Resolution Housing-vandal resistant Aluminium enclosure with IP66 Zoom- The camera shall incorporate a built-in 30X optical, auto-focus zoom lens, and shall have 12X digital zoom capability IR- The camera should have inbuilt IR and cover distance up to 150mtr. or above Signal to Noise Ratio- 50 db or higher Auto Exposure- Automatic Level Control/Electronic Level Control Minimum illumination- Colour 0.05 lux (F 1.6, AGC on) 0 Lux with IR Signal Process- Digital Signal Process Auto Gain Control- Yes Wide Dynamic Range- OFF/BLC/WDR (100 dB) Electronic Shutter- 1/50-1/1000 or better White Balance- Automatic Privacy Zones- 8 privacy zones Iris Control- Automatic with manual override Alarm Output- Minimum 1 Alarm Input- Minimum 1 Focus Mode- Auto/Zooming/One Push/Manual Panning Range and Speed- 0 deg to 360 deg, max 240 deg per second Tilting Range and Speed- 0 to 5 deg above horizontal to 90 deg down, max 120 deg per second Presets- 256 presets or higher Dome ID- 256 Minimum Group Touring- Minimum 9 Groups Frame Rate- 25 FPS in all resolutions Compression- H.265, H.264, MJPEG support Streaming - triple stream Pre/Post Alarm buffer- Yes ID/Password- Multi level user ID/Password Encryption- HTTP (SSL/TSL) Physical Layer- 10/100 base Tx Ethernet Protocol- Minimum TCP/IP, 10/100 Tx Auto sensing (half/full duplex), 802.3af PoE , IPv4/v6, UDP unicast, multicast, SNMP, IGMP, DHCP, RTP, RSTP, HTTP, DHCP, IEEE 802.1x, SMTP, FTP, ICMP IP Support- Static/dynamic or both Remote Administration- Remote configuration and status using web based tool System Update- Remote system update over Network using web client. PC Client- PC application client with a channel Web Client- Viewer through HTTP(min.) System Configuration Setting/Streaming Simultaneous Connection- 5 users or more	41 Nos.

		Operating Temperature- 0 to 50 degree	
		Operating Humidity- 20 to 80% RH non- condensing	
		Power Source- Suitable adaptor to make the equipment work on 230V± 10%, 50Hz	
		Camera IVS- Face detection, person counting, Tripwire, Audio detection, Intrusion, defocus	
		Regulatory Approvals- FCC PART 15 subpart B, CE, RoHS, IEC/EN/UL 60950, EN 55022 class A/B	
2.	2 Mega Pixel Full HD IP Fixed Colour Camera (Equivalent or better)	Image sensor- 1/3" type CMOS sensor of 2 Mega pixel resolutions having True day/night capability.	17 Nos.
		Effective pixel- 1920 x 1080 or better	
		Resolution- Minimum 1920 (H) x 1080(V) or better	
		Signal System- PAL	
		Frame Rate- 25 FPS (Minimum) in all resolutions	
		Compression- MPEG4/H.264/MJPEG support, H.265	
		Streaming- triple	
		Audio- Full Duplex, Audio Input/Output 1 Ch	
		Alarm- 1 digital input and 1 Relay output	
		Audio Compression- G.726 or G.711 or A-law or u-law or better	
		Pre/Post Alarm buffer- Yes	
		ID/Password- Multi level user ID/Password	
		Encryption- HTTP (SSL/TSL)	
		Physical Layer- 10/100 base Tx Ethernet	
		Protocol- Minimum TCP/IP, 10/100 Tx Auto sensing (half/full duplex), 802.3af PoE , IPv4/v6, UDP unicast, multicast, SNMP, IGMP, DHCP, RTP, RSTP, HTTP, DHCP, IEEE 802.1x, SMTP, FTP, ICMP	
		IP Support- Static/dynamic or both	
		Remote Administration- Remote configuration and status using web based tool	
		System Update- Remote system update over Network using web client.	
		PC Client- PC application client with a channel recording feature support	
		Web Client- Viewer through HTTP(min.) System Configuration Setting/Streaming	
		Simultaneous Connection- 5 users or more	
		Lens Type- 2.8~12mm motorized lens	
		Signal to Noise Ratio- 50 db or higher	
		Wide Dynamic Range- OFF/BLC/WDR (100 dB)	
		Auto Exposure- Automatic Level Control/Electronic Level Control	
		Minimum illumination- Colour 0.05 lux (F 1.6, AGC on)	
		Signal Process- Digital Signal Process	
		Motion Detection Zones- 3 or higher privacy zones	
		Camera IVS- Face detection, person counting, Tripwire, Audio detection, Intrusion, defocus	
		Auto Gain Control- Yes	
		Back Light Compensation- Yes	
		Electronic Shutter- 1/50-1/1000 or better(necessary CCD document/leaflet in support of this feature shall be furnished if the same cannot be demonstrated)	
		White Balance- Automatic	
		Day and Night- Yes	
		Iris Control- Yes for Varifocal lens	
		Operating Temperature- 0 to 50 degree. (Suitable for Delhi environment)	
		Operating Humidity- 20 to 80% RH non- condensing (Suitable for Delhi environment)	
		Power Source- DC 12 V or AC 24 V and Power over	

		Ethernet (POE 802.3 af) On Screen Display on Monitor- Yes in English Display Unit	
3.	IP Joystick with Pan, Tilt and Zoom Control	Keyboard Key panel: Electromechanical Joystick: 3-axis, vector-solving, with twisting, return to-center head Keyboard Connector: RJ-45, RS232, RS485, RS422, USB Direct Mode Interface: RS232/RS485 Display: LED Joystick Control: 3 Dimensional of PTZ Functions Preset Position: Auto Scan, Auto Pan, Auto Tour & Pattern Control: Full HD 1080P live view Support: HDMI & VGA sync output On-Screen Menu & User Operation Procedure Tips	05 Nos.
4.	32" Digital Color High Resolution LED Panel of reputed make like Sony, Samsung, LG, Panasonic etc.	Size-32" Resolution-Full HD Backlight-LED Brightness-400 NITS min. Contrast-1200 ratio 1 or better Power supply-230V ±10 %, 50 Hz)	11 Nos.
5.	Network Video Recorder (NVR) 16 Channels	Max Channel- 16 Channel Channel Division- 4x4 Full Screen- Full Screen in the Client S/w Page- Multi Monitor Support, Video Window and Electronic Map on two separate monitors through software OSD Text- Yes PTZ Control- PTZ Control using mouse and GUI Video Network-H.265, H.264 Audio- Two-way Audio (G.711/G.726) Multiple camera search- Multiple camera search at the same time Search- Date and Time and Event and Log Play- Forward/Backward/adjustable playback speed Total Management- Group add/delete/edit, Group management Camera- Add/Edit/Delete Use Master account/Specific account Schedule- Recording schedule support Camera Notification- Spot (POP up Window) on Event Configuration- Configuration (Remote Server Setup) Still image- JPEG Disk Interface- SCSI/SAS/SATAII Internal Storage Capacity- Minimum of 48 TB SATA each NVR, having 8 slots of 8TB each. (Capacity should be sufficient to cover the entire arrangement). Redundancy Option- RAID 5 or better Recording Setting- Event Triggered, Schedule Triggered Power supply- Suitable adaptor work on 230V+ or - 10%, 50Hz.	As per requirement
6.	Giga bit Network layer - 2 Switch of reputed make	As per requirement	
7.	Online UPS with One	Commensurate capacity online UPS of reputed make	As per

	hour back up through SMF batteries for entire system	like Microtek, APC, Tata-libert, Emerson, Luminious etc. with one hour back up on full load through SMF batteries Output -230 V (Pure sine wave)	requirement
8.	RJ 45 Connector	Unit in pieces as per requirement	
9.	Ethernet to Fiber Media Convertor	Unit as per requirement	
10.	CAT-6 Cable	As per requirement	
11.	Multimode Fiber Cable	As per requirement	
12.	PVC pipes/conduit surface mounted with clips for LAN cables	As per requirement	
13.	Power Cable/ Control Cable with fixing and installation per meter	As per requirement	
14.	Pipe/Pole/Mast with mounted brackets and necessary earthing for installation of PTZ Camera and Fixed Out Door Camera as per details attached at	As per requirement	
15.	Installation Charges per Out Door Cameras for IP Fixed Camera & PTZ Camera as per details attached at	As per requirement	

NOTE:-

1. The tendering firms will have to demonstrate their products before Technical Committee, if required, for assessing its suitability/compatibility as per tender's specifications within short period, if required. The decision of Technical Committee regarding evaluation of the systems offered will be final.
2. The contractual firm has to provide operators in Control Room. All the Cameras & their wire will be installed on sufficient poles which will be arranged by the contractual firm only.
3. The installation & commissioning of the cameras shall be the sole responsibility of contracted firm.
4. The contractual firm shall also be responsible for installation & maintenance of all power requirements of the CCTV including any auxiliary or back-up power system to ensure uninterrupted operation of the CCTV system.
5. The contractual firm shall be responsible for providing the recording of events in DVDs within 24 hours of the elapse of said event. They shall also maintain the original recording till further orders or as per requirement of user unit.
6. The vendor has to install CCTV systems in the venue/grounds latest by 24.11.2018.

ANNEXURE – B

Technical specifications for **CCTV Cameras** for installation at **PTS/Jharoda Kalan (05 Grounds)** in c/w Written Test for the post of MTS (Civilian) in Delhi Police-2017 from 27.11.2018 to 19.12.2018 (except Sunday & 02 Reserve days)

S.No.	Description	Technical specifications	Quantity
1.	2 Mega Pixel Full HD IP PTZ Colour Camera (Equivalent or better)	Image Sensor- 1/3" type CMOS sensor of 2 Mega pixel resolutions having True day/night capability. Effective picture elements- 2 mega pixel or better Horizontal Resolution- Full HD Resolution Housing-vandal resistant Aluminium enclosure with IP66 Zoom- The camera shall incorporate a built-in 30X optical, auto-focus zoom lens, and shall have 12X digital zoom capability IR- The camera should have inbuilt IR and cover distance up to 150mtr. or above Signal to Noise Ratio- 50 db or higher Auto Exposure- Automatic Level Control/Electronic Level Control Minimum illumination- Colour 0.05 lux (F 1.6, AGC on) 0 Lux with IR Signal Process- Digital Signal Process Auto Gain Control- Yes Wide Dynamic Range- OFF/BLC/WDR (100 dB) Electronic Shutter- 1/50-1/1000 or better White Balance- Automatic Privacy Zones- 8 privacy zones Iris Control- Automatic with manual override Alarm Output- Minimum 1 Alarm Input- Minimum 1 Focus Mode- Auto/Zooming/One Push/Manual Panning Range and Speed- 0 deg to 360 deg, max 240 deg per second Tilting Range and Speed- 0 to 5 deg above horizontal to 90 deg down, max 120 deg per second Presets- 256 presets or higher Dome ID- 256 Minimum Group Touring- Minimum 9 Groups Frame Rate- 25 FPS in all resolutions Compression- H.265, H.264, MJPEG support Streaming - triple stream Pre/Post Alarm buffer- Yes ID/Password- Multi level user ID/Password Encryption- HTTP (SSL/TSL) Physical Layer- 10/100 base Tx Ethernet Protocol- Minimum TCP/IP, 10/100 Tx Auto sensing (half/full duplex), 802.3af PoE , IPv4/v6, UDP unicast, multicast, SNMP, IGMP, DHCP, RTP, RSTP, HTTP, DHCP, IEEE 802.1x, SMTP, FTP, ICMP IP Support- Static/dynamic or both Remote Administration- Remote configuration and status using web based tool System Update- Remote system update over Network using web client. PC Client- PC application client with a channel Web Client- Viewer through HTTP(min.) System Configuration Setting/Streaming Simultaneous Connection- 5 users or more Operating Temperature- 0 to 50 degree	41 Nos.

		Operating Humidity- 20 to 80% RH non- condensing	
		Power Source- Suitable adaptor to make the equipment work on 230V± 10%, 50Hz	
		Camera IVS- Face detection, person counting, Tripwire, Audio detection, Intrusion, defocus	
		Regulatory Approvals- FCC PART 15 subpart B, CE, RoHS, IEC/EN/UL 60950, EN 55022 class A/B	
2.	2 Mega Pixel Full HD IP Fixed Colour Camera (Equivalent or better)	Image sensor- 1/3" type CMOS sensor of 2 Mega pixel resolutions having True day/night capability.	17 Nos.
		Effective pixel- 1920 x 1080 or better	
		Resolution- Minimum 1920 (H) x 1080(V) or better	
		Signal System- PAL	
		Frame Rate- 25 FPS (Minimum) in all resolutions	
		Compression- MPEG4/H.264/MJPEG support, H.265	
		Streaming- triple	
		Audio- Full Duplex, Audio Input/Output 1 Ch	
		Alarm- 1 digital input and 1 Relay output	
		Audio Compression- G.726 or G.711 or A-law or u-law or better	
		Pre/Post Alarm buffer- Yes	
		ID/Password- Multi level user ID/Password	
		Encryption- HTTP (SSL/TSL)	
		Physical Layer- 10/100 base Tx Ethernet	
		Protocol- Minimum TCP/IP, 10/100 Tx Auto sensing (half/full duplex), 802.3af PoE , IPv4/v6, UDP unicast, multicast, SNMP, IGMP, DHCP, RTP, RSTP, HTTP, DHCP, IEEE 802.1x, SMTP, FTP, ICMP	
		IP Support- Static/dynamic or both	
		Remote Administration- Remote configuration and status using web based tool	
		System Update- Remote system update over Network using web client.	
		PC Client- PC application client with a channel recording feature support	
		Web Client- Viewer through HTTP(min.) System Configuration Setting/Streaming	
		Simultaneous Connection- 5 users or more	
		Lens Type- 2.8~12mm motorized lens	
		Signal to Noise Ratio- 50 db or higher	
		Wide Dynamic Range- OFF/BLC/WDR (100 dB)	
		Auto Exposure- Automatic Level Control/Electronic Level Control	
		Minimum illumination- Colour 0.05 lux (F 1.6, AGC on)	
		Signal Process- Digital Signal Process	
		Motion Detection Zones- 3 or higher privacy zones	
		Camera IVS- Face detection, person counting, Tripwire, Audio detection, Intrusion, defocus	
		Auto Gain Control- Yes	
		Back Light Compensation- Yes	
		Electronic Shutter- 1/50-1/1000 or better(necessary CCD document/leaflet in support of this feature shall be furnished if the same cannot be demonstrated)	
		White Balance- Automatic	
		Day and Night- Yes	
		Iris Control- Yes for Varifocal lens	
		Operating Temperature- 0 to 50 degree. (Suitable for Delhi environment)	
		Operating Humidity- 20 to 80% RH non- condensing (Suitable for Delhi environment)	
		Power Source- DC 12 V or AC 24 V and Power over	

		Ethernet (POE 802.3 af) On Screen Display on Monitor- Yes in English Display Unit	
3.	IP Joystick with Pan, Tilt and Zoom Control	Keyboard Key panel: Electromechanical Joystick: 3-axis, vector-solving, with twisting, return to-center head Keyboard Connector: RJ-45, RS232, RS485, RS422, USB Direct Mode Interface: RS232/RS485 Display: LED Joystick Control: 3 Dimensional of PTZ Functions Preset Position: Auto Scan, Auto Pan, Auto Tour & Pattern Control: Full HD 1080P live view Support: HDMI & VGA sync output On-Screen Menu & User Operation Procedure Tips	05 Nos.
4.	32" Digital Color High Resolution LED Panel of reputed make like Sony, Samsung, LG, Panasonic etc.	Size-32" Resolution-Full HD Backlight-LED Brightness-400 NITS min. Contrast-1200 ratio 1 or better Power supply-230V ±10 %, 50 Hz)	11 Nos.
5.	Network Video Recorder (NVR) 16 Channels	Max Channel- 16 Channel Channel Division- 4x4 Full Screen- Full Screen in the Client S/w Page- Multi Monitor Support, Video Window and Electronic Map on two separate monitors through software OSD Text- Yes PTZ Control- PTZ Control using mouse and GUI Video Network-H.265, H.264 Audio- Two-way Audio (G.711/G.726) Multiple camera search- Multiple camera search at the same time Search- Date and Time and Event and Log Play- Forward/Backward/adjustable playback speed Total Management- Group add/delete/edit, Group management Camera- Add/Edit/Delete Use Master account/Specific account Schedule- Recording schedule support Camera Notification- Spot (POP up Window) on Event Configuration- Configuration (Remote Server Setup) Still image- JPEG Disk Interface- SCSI/SAS/SATAII Internal Storage Capacity- Minimum of 48 TB SATA each NVR, having 8 slots of 8TB each. (Capacity should be sufficient to cover the entire arrangement). Redundancy Option- RAID 5 or better Recording Setting- Event Triggered, Schedule Triggered Power supply- Suitable adaptor work on 230V+ or - 10%, 50Hz.	As per requirement
6.	Giga bit Network layer - 2 Switch of reputed make	As per requirement	
7.	Online UPS with One hour back up through SMF batteries for entire system	Commensurate capacity online UPS of reputed make like Microtek, APC, Tata-libert, Emerson, Luminious etc. with one hour back up on full load through SMF batteries Output -230 V (Pure sine wave)	As per requirement

8.	RJ 45 Connector	Unit in pieces as per requirement	
9.	Ethernet to Fiber Media Convertor	Unit as per requirement	
10.	CAT-6 Cable	As per requirement	
11.	Multimode Fiber Cable	As per requirement	
12.	PVC pipes/conduit surface mounted with clips for LAN cables	As per requirement	
13.	Power Cable/ Control Cable with fixing and installation per meter	As per requirement	
14.	Pipe/Pole/Mast with mounted brackets and necessary earthing for installation of PTZ Camera and Fixed Out Door Camera as per details attached at	As per requirement	
15.	Installation Charges per Out Door Cameras for IP Fixed Camera & PTZ Camera as per details attached at	As per requirement	

NOTE:-

1. The tendering firms will have to demonstrate their products before Technical Committee, if required, for assessing its suitability/compatibility as per tender's specifications within short period, if required. The decision of Technical Committee regarding evaluation of the systems offered will be final.
2. The contractual firm has to provide operators in Control Room. All the Cameras & their wire will be installed on sufficient poles which will be arranged by the contractual firm only.
3. The installation & commissioning of the cameras shall be the sole responsibility of contracted firm.
4. The contractual firm shall also be responsible for installation & maintenance of all power requirements of the CCTV including any auxiliary or back-up power system to ensure uninterrupted operation of the CCTV system.
5. The contractual firm shall be responsible for providing the recording of events in DVDs within 24 hours of the elapse of said event. They shall also maintain the original recording till further orders or as per requirement of user unit.
6. The vendor has to install CCTV systems in the venue/grounds latest by 24.11.2018.

ANNEXURE –C

Technical specifications for **CCTV Cameras** for installation at **New Police Lines (Sports Ground (03 Grounds) and Parade Ground (01 Ground))** in c/w Written Test for the post of MTS (Civilian) in Delhi Police-2017 from 27.11.2018 to 19.12.2018 (except Sunday & 02 Reserve days)

S.No.	Description	Technical specifications	Quantity
1.	2 Mega Pixel Full HD IP PTZ Colour Camera (Equivalent or better)	Image Sensor- 1/3" type CMOS sensor of 2 Mega pixel resolutions having True day/night capability. Effective picture elements- 2 mega pixel or better Horizontal Resolution- Full HD Resolution Housing-vandal resistant Aluminium enclosure with IP66 Zoom- The camera shall incorporate a built-in 30X optical, auto-focus zoom lens, and shall have 12X digital zoom capability IR- The camera should have inbuilt IR and cover distance up to 150mtr. or above Signal to Noise Ratio- 50 db or higher Auto Exposure- Automatic Level Control/Electronic Level Control Minimum illumination- Colour 0.05 lux (F 1.6, AGC on) 0 Lux with IR Signal Process- Digital Signal Process Auto Gain Control- Yes Wide Dynamic Range- OFF/BLC/WDR (100 dB) Electronic Shutter- 1/50-1/1000 or better White Balance- Automatic Privacy Zones- 8 privacy zones Iris Control- Automatic with manual override Alarm Output- Minimum 1 Alarm Input- Minimum 1 Focus Mode- Auto/Zooming/One Push/Manual Panning Range and Speed- 0 deg to 360 deg, max 240 deg per second Tilting Range and Speed- 0 to 5 deg above horizontal to 90 deg down, max 120 deg per second Presets- 256 presets or higher Dome ID- 256 Minimum Group Touring- Minimum 9 Groups Frame Rate- 25 FPS in all resolutions Compression- H.265, H.264, MJPEG support Streaming - triple stream Pre/Post Alarm buffer- Yes ID/Password- Multi level user ID/Password Encryption- HTTP (SSL/TSL) Physical Layer- 10/100 base Tx Ethernet Protocol- Minimum TCP/IP, 10/100 Tx Auto sensing (half/full duplex), 802.3af PoE , IPv4/v6, UDP unicast, multicast, SNMP, IGMP, DHCP, RTP, RSTP, HTTP, DHCP, IEEE 802.1x, SMTP, FTP, ICMP IP Support- Static/dynamic or both Remote Administration- Remote configuration and status using web based tool System Update- Remote system update over Network using web client. PC Client- PC application client with a channel Web Client- Viewer through HTTP(min.) System Configuration Setting/Streaming Simultaneous Connection- 5 users or more Operating Temperature- 0 to 50 degree	33 Nos.

		Operating Humidity- 20 to 80% RH non- condensing Power Source- Suitable adaptor to make the equipment work on 230V± 10%, 50Hz Camera IVS- Face detection, person counting, Tripwire, Audio detection, Intrusion, defocus Regulatory Approvals- FCC PART 15 subpart B, CE, RoHS, IEC/EN/UL 60950, EN 55022 class A/B	
2.	2 Mega Pixel Full HD IP Fixed Colour Camera (Equivalent or better)	Image sensor- 1/3" type CMOS sensor of 2 Mega pixel resolutions having True day/night capability. Effective pixel- 1920 x 1080 or better Resolution- Minimum 1920 (H) x 1080(V) or better Signal System- PAL Frame Rate- 25 FPS (Minimum) in all resolutions Compression- MPEG4/H.264/MJPEG support, H.265 Streaming- triple Audio- Full Duplex, Audio Input/Output 1 Ch Alarm- 1 digital input and 1 Relay output Audio Compression- G.726 or G.711 or A-law or u-law or better Pre/Post Alarm buffer- Yes ID/Password- Multi level user ID/Password Encryption- HTTP (SSL/TSL) Physical Layer- 10/100 base Tx Ethernet Protocol- Minimum TCP/IP , 10/100 Tx Auto sensing (half/full duplex), 802.3af PoE , IPv4/v6, UDP unicast, multicast, SNMP, IGMP, DHCP, RTP, RSTP, HTTP, DHCP, IEEE 802.1x, SMTP, FTP, ICMP IP Support- Static/dynamic or both Remote Administration- Remote configuration and status using web based tool System Update- Remote system update over Network using web client. PC Client- PC application client with a channel recording feature support Web Client- Viewer through HTTP(min.) System Configuration Setting/Streaming Simultaneous Connection- 5 users or more Lens Type- 2.8~12mm motorized lens Signal to Noise Ratio- 50 db or higher Wide Dynamic Range- OFF/BLC/WDR (100 dB) Auto Exposure- Automatic Level Control/Electronic Level Control Minimum illumination- Colour 0.05 lux (F 1.6, AGC on) Signal Process- Digital Signal Process Motion Detection Zones- 3 or higher privacy zones Camera IVS- Face detection, person counting, Tripwire, Audio detection, Intrusion, defocus Auto Gain Control- Yes Back Light Compensation- Yes Electronic Shutter- 1/50-1/1000 or better(necessary CCD document/leaflet in support of this feature shall be furnished if the same cannot be demonstrated) White Balance- Automatic Day and Night- Yes Iris Control- Yes for Varifocal lens Operating Temperature- 0 to 50 degree. (Suitable for Delhi environment) Operating Humidity- 20 to 80% RH non- condensing (Suitable for Delhi environment) Power Source- DC 12 V or AC 24 V and Power over Ethernet (POE 802.3 af)	14 Nos.

		On Screen Display on Monitor- Yes in English Display Unit	
3.	IP Joystick with Pan, Tilt and Zoom Control	Keyboard Key panel: Electromechanical Joystick: 3-axis, vector-solving, with twisting, return to-center head Keyboard Connector: RJ-45, RS232, RS485, RS422, USB Direct Mode Interface: RS232/RS485 Display: LED Joystick Control: 3 Dimensional of PTZ Functions Preset Position: Auto Scan, Auto Pan, Auto Tour & Pattern Control: Full HD 1080P live view Support: HDMI & VGA sync output On-Screen Menu & User Operation Procedure Tips	04 Nos.
4.	32" Digital Color High Resolution LED Panel of reputed make like Sony, Samsung, LG, Panasonic etc.	Size-32" Resolution-Full HD Backlight-LED Brightness-400 NITS min. Contrast-1200 ratio 1 or better Power supply-230V ±10 %, 50 Hz)	09 Nos.
5.	Network Video Recorder (NVR) 16 Channels	Max Channel- 16 Channel Channel Division- 4x4 Full Screen- Full Screen in the Client S/w Page- Multi Monitor Support, Video Window and Electronic Map on two separate monitors through software OSD Text- Yes PTZ Control- PTZ Control using mouse and GUI Video Network- H.265, H.264 Audio- Two-way Audio (G.711/G.726) Multiple camera search- Multiple camera search at the same time Search- Date and Time and Event and Log Play- Forward/Backward/adjustable playback speed Total Management- Group add/delete/edit, Group management Camera- Add/Edit/Delete Use Master account/Specific account Schedule- Recording schedule support Camera Notification- Spot (POP up Window) on Event Configuration- Configuration (Remote Server Setup) Still image- JPEG Disk Interface- SCSI/SAS/SATAII Internal Storage Capacity- Minimum of 48 TB SATA each NVR, having 8 slots of 8TB each. (Capacity should be sufficient to cover the entire arrangement). Redundancy Option- RAID 5 or better Recording Setting- Event Triggered, Schedule Triggered Power supply- Suitable adaptor work on 230V+ or - 10%, 50Hz.	As per requirement
6.	Giga bit Network layer - 2 Switch of reputed make	As per requirement	
7.	Online UPS with One hour back up through SMF batteries for entire system	Commensurate capacity online UPS of reputed make like Microtek, APC, Tata-libert, Emerson, Luminious etc. with one hour back up on full load through SMF batteries Output -230 V (Pure sine wave)	As per requirement

8.	RJ 45 Connector	Unit in pieces as per requirement	
9.	Ethernet to Fiber Media Convertor	Unit as per requirement	
10.	CAT-6 Cable	As per requirement	
11.	Multimode Fiber Cable	As per requirement	
12.	PVC pipes/conduit surface mounted with clips for LAN cables	As per requirement	
13.	Power Cable/ Control Cable with fixing and installation per meter	As per requirement	
14.	Pipe/Pole/Mast with mounted brackets and necessary earthing for installation of PTZ Camera and Fixed Out Door Camera as per details attached at	As per requirement	
15.	Installation Charges per Out Door Cameras for IP Fixed Camera & PTZ Camera as per details attached at	As per requirement	

NOTE:-

1. The tendering firms will have to demonstrate their products before Technical Committee, if required, for assessing its suitability/compatibility as per tender's specifications within short period, if required. The decision of Technical Committee regarding evaluation of the systems offered will be final.
2. The contractual firm has to provide operators in Control Room. All the Cameras & their wire will be installed on sufficient poles which will be arranged by the contractual firm only.
3. The installation & commissioning of the cameras shall be the sole responsibility of contracted firm.
4. The contractual firm shall also be responsible for installation & maintenance of all power requirements of the CCTV including any auxiliary or back-up power system to ensure uninterrupted operation of the CCTV system.
5. The contractual firm shall be responsible for providing the recording of events in DVDs within 24 hours of the elapse of said event. They shall also maintain the original recording till further orders or as per requirement of user unit.
6. The vendor has to install CCTV systems in the venue/grounds latest by 24.11.2018.

PROFORMA FOR PRICE SCHEDULE
(Attach with price bid)

TENDER FOR HIRING OF IP BASED MEGA PIXEL CCTV CAMERA SYSTEM ALONGWITH ITS ACCESSORIES IN C/W WRITTEN TEST FOR THE POST OF M.T.S. (CIVILIAN) IN DELHI POLICE – 2017 W.E.F. 27.11.2018 TO 19.12.2018 FOR 18 WORKING DAYS (EXCEPT SUNDAY/ GH & 2 RESERVE DAYS) IN 14 (FOURTEEN) GROUNDS IN DELHI

S. No.	Description of work	Qty required (Total No. of Cameras)	Rate offered per camera/per day	GST	Extended rate per camera/ per day (including taxes) (4 +5)
(1)	(2)	(3)	(4)	(5)	(6)
1.	Rates offered by the firm for hiring of IP based Mega Pixel CCTV Camera System in connection with Written Test for the post of MTS (Civilian) in Delhi Police – 2017 (at 05 grounds) w.e.f. 27.11.2018 to 19.12.2018 for 18 working days (except Sunday/GH & 2 Reserve Days) in PTS Wazirabad-North Side, Delhi.	58 Cameras (41 PTZ & 17 Fixed)			
2.	Rates offered by the firm for hiring of IP based Mega Pixel CCTV Camera System in connection with Written Test for the post of MTS (Civilian) in Delhi Police – 2017 (at 05 grounds) w.e.f. 27.11.2018 to 19.12.2018 for 18 working days (except Sunday/GH & 2 Reserve Days) in PTS Jharoda Kalan, Delhi.	58 Cameras (41 PTZ & 17Fixed)			
3.	Rates offered by the firm hiring of IP based Mega Pixel CCTV Camera System in connection with Written Test for the post of MTS (Civilian) in Delhi Police – 2017 (at 04 grounds) w.e.f. 27.11.2018 to 19.12.2018 for 18 working days (except Sunday/GH & 2 Reserve Days) in Sports Ground(03) & Parade Ground (01), NPL.	47 Cameras (33 PTZ & 14 Fixed)			

NOTE:-1. NO CONDITIONS SHOULD BE INSERTED IN THE PRICE BID AS CLARIFIED IN THE TERMS & CONDITIONS.

It is hereby certified that we have understood all the terms and conditions specified in the tender document and are thoroughly aware of the nature of job required to be done and goods/items to be supplied. We agree to abide by all the tender terms and conditions.

We hereby offer to carry out the work and (or) install the CCTV Camera System as above or such portion(s) thereof as you specify in the notification of award.

A Standard EXCEL Sheet of Price Schedule format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the EXCEL Sheet of Price Schedule file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the Standard EXCEL Sheet of Price Schedule format file is found to be modified by the bidder, the bid will be rejected.

**TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)
(Enclose with Technical Bid)**

Date: _____

To,

The Deputy Commissioner of Police,
Prov. & Logistics, 5, Rajpur Road,
Delhi-110 054

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

TENDER FOR HIRING OF IP BASED MEGA PIXEL CCTV CAMERA SYSTEM ALONGWITH ITS ACCESSORIES AT _____ (NAME OF THE VENUE) IN CONNECTION WITH WRITTEN TEST FOR THE POSE OF M.T.S. (CIVILIAN) TO BE HELD W.E.F. 27.11.2018 TO 19.12.2018 FOR A PERIOD OF 18 WORKING DAYS (EXCEPT SUNDAY/GH & 2 RESERVE DAYS).

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated , then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

INSTRUCTIONS FOR ONLINE BID SUBMISSION

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal: <https://eprocure.gov.in/eprocure/app> by clicking on the link “Click **here to Enroll**” on the CPP Portal which is free of charge.
- ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- v) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- vi) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- iii) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- i) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please take note of the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents

may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- i) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- iv) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- v) A standard Price Schedule provided with tender document (excel sheet) format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the Price Schedule provided with tender document (excel sheet) file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the Price Schedule provided with tender document (excel sheet) file is found to be modified by the bidder, the bid will be rejected.
- vi) The serve time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- vii) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- viii) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- ix) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- x) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.
