

No. D-21019/12/2015-General  
Government of India  
Ministry of Drinking Water & Sanitation  
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8<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan  
CGO Complex, Lodhi Road  
New Delhi- 110003

Dated: - December 15, 2016

Tender Document

Subject:- Supply and Installation of Audio System for Conference Room of Ministry of Drinking Water & Sanitation.

Date of issue of Tender Document	16 <sup>th</sup> December, 2016
Last Date & Time for submission of Tender Document	Upto 03:00pm on 29 <sup>th</sup> December, 2016
Pre-bid Meeting with tenderers	At 03:00pm on 22 <sup>nd</sup> December, 2016
Date & Time for opening of Tender Document	
Technical Bids	At 03:30pm on 30 <sup>th</sup> December, 2016
Financial Bids of eligible Tenderers	Would be informed later.

Contents of Tender Document

S. No.	Description of Contents	
1	e-Tender Notice	
2	Scope of work & Terms and Conditions	Annexure-I
3	Eligibility Criteria	Annexure-II
4	Proforma for Technical Bid	Annexure-III
5	Proforma for Financial Bid	Annexure-IV
6	Technical Specifications	Annexure-V
7	Instructions for Online Bid Submission	Annexure-VI
8	Tender Acceptance Letter	Annexure-VII



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8<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan  
CGO Complex, Lodhi Road  
New Delhi- 110003

Dated: - December 15, 2016

Notice Inviting Tenders

Subject: - Supply and Installation of Audio System for Conference Room of Ministry of Drinking Water & Sanitation.

Ministry of Drinking Water & Sanitation invites e-tender on CPP Portal in two bid system (Part-I: Technical Bid and Part-II: Financial Bid), from eligible and reputed firms for supply and installation of Audio System for Conference Room of Ministry of Drinking Water & Sanitation on the terms and conditions enumerated in detail in the tender document. The tender document can be downloaded from the website <http://eprocure.gov.in/eprocure/app>.

2. The last date of receipt of bid is by 03:00pm on 29<sup>th</sup> December, 2016. The Technical and Financial bids, in prescribed format and other required document as per tender notice should be submitted on CPP portal website i.e. <http://eprocure.gov.in/cpp>. Bidders are requested to furnish / upload scanned copies of all documents in pdf format. EMD of Rs. 5,000/- (Rupees Five Thousand only) drawn in favour of "Pay & Account Officer, Ministry of Drinking Water & Sanitation, New Delhi must be submitted to the Section Officer (General), at 8<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi- 110003 on or before last date / time of bid submission without which the quotations will not be considered. The scanned copy of EMD should be also be uploaded with other documents. The technical bid will be opened on 30<sup>th</sup> December, 2016 at 03:30pm.

3. Bidders may also contact toll free No. 18002337315 of Central Public Procurement portal for obtaining guidance to fill online tender.



(S. Sanyal)

Under Secretary to the Govt. of India  
Tel: 24368612

### SCOPE OF WORK

The Ministry of Drinking Water & Sanitation is having a Conference Room at 4<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi. The room dimension is 54 feet x 23 feet having room height 12 feet (with fall ceiling). Scope of work is supply and installation of Audio System which is compatible with all existing equipments like Projector fall ceiling and screen wall mount, Computer, Laptop, 4 TV etc for conference room.

### TERM AND CONDITIONS

1. The Audio system should be integrated / compatible with existing Projector, Computer / Laptop Computer, Interactive Panel, Modern TVs etc.
2. Integration with Video conferencing (Line-in & Line -out) must be with echo cancellation.
3. The Audio system should be automatically on with voice and off with idle.
4. The Conference room is of Board Room type.
5. The Delegate Units are Chairman Unit must be fixed in place of existing units of the wooden conference table.
6. The work relating to the installation of microphones / speakers be done after office hours (from 6:00pm to 12:00pm or weekly offs (if conference room is available)
7. Provision will have to made for maintenance of these equipments and the firms may furnish their rates for AMC.
8. The work relating to installation of the equipments would be completed within two days.
9. Cable should be suitable for laying in duct or buried underground. All Civil works will be done by the awarded firm.
10. Pre-bid Meeting will be done on 22<sup>nd</sup> December, 2016 at 3:00pm in Conference Room (if available).
11. Rates quoted in the BOQ should be inclusive of all related civil work and installation charges.

#### I. **ACCEPTANCE OF TERMS AND CONDITIONS**

The bidder must agree to abide by the terms and conditions contained herein and submit the Technical bid and Financial bid separately. The required documents in the Technical bid must be uploaded on the CPP Portal. Bid of any firm disclosing its financial bid except in the BOQ Proforma will be summarily rejected.

#### II. **Penalty Clause**

The successful bidder, (L-1) firm must complete the work / supply, within a specified period from the award of the contract, failing which a penalty of 1% of the contract value per day for delay of each day, would be deducted from the final bill.

#### III. **JURISDICTION & APPLICABLE LAW**

The laws of India shall govern the contract. All disputes shall be decided within Jurisdiction of Hon'ble Delhi High Court.

- IV. The EMD of the unsuccessful tenderers will be released after finalization of the contract and EMD of successful tender will be released on receipt of Performance Security Deposit.

- V. The EMD shall stand forfeited if a bidder withdraws or amends the bid / tender or in case successful bidder fails to sign or accept the contract with the stipulate period. No interest will be payable on this amount. The EMD shall also stand forfeited in the event of premature withdrawal of the tender(s) by any of the tenderers.
- VI. No advance payment will be made in any case and TDS will be deducted as per rules.
- VII. The tender application without complete documents / information shall not be considered.
- VIII. The firm will be entirely responsible for any loss caused to Government or to any other Government Property as result of negligence or carelessness of firm. The firm should make good the financial or any other losses caused to / suffered by the Government on this account. The decision of the Ministry in the context shall be final and binding on the contractor.
- IX. The contractor / awarded firm has to ensure that it fulfills all the requirements as per tax laws and other laws applicable to his firm / business. Ministry of Drinking Water & Sanitation will not be liable for any violation of the laws / rules & regulations on the contractor and his firm.



(S. Sanyal)

Under Secretary to the Govt. of India  
Tel 24368612

Annexure-II

ELIGIBILITY CRITERIA

1. The firms participating in the tender must have PAN No., VAT Registration & Service Tax Registration certificate. The documentary proof of PAN No. registration certificate, VAT No. and Service Tax No is to uploaded with the Technical Bid.
2. The firm should submit EMD worth Rs. 5,000/- (Rupees Five Thousand only) in the form of Fixed Deposit Receipt / Bank Draft/ Banker's Cheque / Bank Guarantee drawn in favour of "Pay & Account Officer, Ministry of Drinking Water & Sanitation, New Delhi.
3. The participating firms are required to upload the required documents as per the details given in Annexure-III for consideration and evaluation of their technical bids.
4. The Technical bids should have index (with proper page No.) of all documents uploaded as per Annexure-II.
5. The financial bids are uploaded only in the BOQ in the CPP Portal. The rates quoted against each item in the BOQ will be excluding taxes, which will be paid as per rules.
6. It is cautioned that any firm which discloses its Rates in the technical bid will be summarily rejected.
7. The firm should have valid authorization letter / certificate from "Bosch" for supply and installation of Audio System product in this Ministry.



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Annexure-III

## Proforma for Technical bid

(Supply and installation of Audio System for Conference Room of MDWS)

## Qualifying Bid Documents

(Copies of all documents are required to be uploaded in the Technical Bid on CPP Portal)

Tender No. D-21019/12/2015-General

Note: - The documents to be uploaded should be legible and proper index should be there with page No. In case the uploaded documents are not readable, the tender cannot be examined and the Technical Bids can ne rejected, thereby rejecting the Tender of that firm.

S. No.	Details	Documents to be uploaded
1.	i) Name of the Company / firm, ii) Address with Tel. No. and email Contract persons name with mobile Number	
2.	The firms participating in the tender must have PAN No., VAT Registration & Service Tax Registration certificate. The documentary proof of PAN No. registration certificate, VAT No. and Service Tax No is to uploaded.	Documents to be uploaded.
3.	The firm should submit EMD worth Rs. 5,000/- (Rupees Five Thousand only) in the form of Fixed Deposit Receipt / Bank Draft/ Banker's Cheque / Bank Guarantee drawn in favour of "Pay & Account Officer, Ministry of Drinking Water & Sanitation, New Delhi.	Scanned Copy of EMD of Rs. 5,000/- to be uploaded.

## Declaration

I hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation in the above statement at any stage, the company will be blacklisted and will not have any dealing with the Ministry of Drinking Water & Sanitation in future.

(Name &amp; Signature of authorized signatory with stamp)



Annexure -IV

## PROFORMA FOR FINANCIAL BID

(Supply and Installation of Audio System for Conference Room of MDWS)

Financial Bid to be furnished only in the BOQ attached with tender document

Tender No. D-21019/12/2015-General

S. No.	Details (As per specification mentioned at Annexure-V)	Cost per unit	Qty.	Amount in Rs.
1.	Digital Audio Mixer / Feedback reducer / RGB Switcher / Amplifier with Dolby sound (Bosch make) (higher end)		01 No.	
2.	Central control unit (higher end)		01 No.	
3.	Chairman Unit (higher end)		01 No.	
4.	Delegate Unit (higher end)		24 Nos.	
5.	Cordless Ceiling Speakers, Dolby sound (Bosch Make) (higher end)		15 Nos.	
6.	Cordless hand mike (Bosch Make) (higher end)		04 Nos.	
7.	Online UPS (5KVA with 2Hr Back up)		01 No.	
8.	If any other parts required			

All figures given above should be quoted net of taxes and should not include taxes like VAT, Service Tax etc.

**'X' will be final financial quote of the bidder.**

(Name & Signature of authorized signatory with stamp)



Annexure-V

## Technical Specifications

(Supply and Installation of Audio System for Conference Room of MDWS)

S. No.	Name of Equipment	Specifications Required
1.	Digital Audio Mixer / Feedback reducer / RGB Switcher / Amplifier with Dolby sound (Bosch make) (higher end)	<ul style="list-style-type: none"> <li>• Audio Input : Mic 4 No. and Line 4 Nos.</li> <li>• Audio Output : 4 No. Speaker out: 4 No.</li> <li>• Video Input : 4, Video Out: 2</li> <li>• Composite video Frequency response : 50Hz to 10MHz</li> <li>• Component video Frequency response : 50Hz to 150MHz</li> <li>• RGB Frequency response : 50Hz to 150MHz</li> <li>• Resolution : SXGA: 1280 x 1024 pixels, 60Hz, supporting 480p/1080i</li> <li>• Audio: Frequency response Line input to line output : 20 HZ to 20kHz.</li> </ul>
2.	Central control unit (higher end)	<ul style="list-style-type: none"> <li>• Stylish design, matching the contribution equipment</li> <li>• Touch sensor button technology</li> <li>• Digital signal processing</li> <li>• Fan less, silent operation</li> <li>• Eco stand - by mode</li> <li>• Selectable voice activation (VOX)</li> <li>• Fail-safe redundancy technology (Patent Pending)</li> <li>• Default digital acoustic feedback reduction</li> <li>• For system upto 50 units</li> <li>• Master / slave function to expand the system upto 3 units. Its can take upto 150 delegate and chairman units.</li> <li>• Menus and integrated LED</li> <li>• System volume</li> <li>• On/Off button</li> <li>• Inbuilt USP Recording</li> <li>• Audio quality 16 bit digital</li> <li>• Headpohe load impedance: &gt;32 ohm&lt;1k ohm</li> <li>• Headphone output power : 16.5 mW / 32 ohm</li> </ul>
3.	Chairman Unit (higher end)	<ul style="list-style-type: none"> <li>• Digital signal processing</li> <li>• Stylish, unobtrusive, low profile design</li> <li>• Hygienic touch sensor technology</li> <li>• Shielded, GSM immune microphone</li> <li>• High quality integrated loudspeaker</li> <li>• Headphone output</li> <li>• Headphone output</li> <li>• Headphone volume adjustment</li> <li>• Loop-through, daisy chain cabling</li> <li>• Patent pending fail-safe redundancy feature</li> </ul>





		<ul style="list-style-type: none"> <li>• Concealed conference bus connections</li> <li>• Microphone LED ring</li> <li>• Bi-color bar indicator</li> <li>• Audio quality 16 bit digital</li> <li>• Headphone load impedance &gt;32 ohm &lt;1k ohm</li> <li>• Headphone Output power 16.5mW / 32 ohm</li> <li>• Power Supply 48V, over Cat 5 cable</li> <li>• Dimensions (mm) 210(w), 135(h), 50(d)</li> <li>• Length microphone (mm) : 300 or more (adjustable)</li> <li>• Color Black</li> </ul>
4.	Delegate Unit (higher end)	<ul style="list-style-type: none"> <li>• Same as Chairman unit except priority Button</li> </ul>
5.	Cordless Ceiling Speakers, Dolby sound (Bosch Make) (higher end)	<ul style="list-style-type: none"> <li>• Effective frequency range : 70 Hz - 16kHz</li> <li>• Rated noise power / voltage: 16watts / 11.3 volts (rms)</li> <li>• Broad-band sensitivity : 89dB SPL</li> <li>• Coverage angle (-6dB) 140° (500Hz-5KHz)</li> <li>• Maximum continuous SPL4 : 101 dB</li> <li>• Transformer taps 70V: 16,8,4,2,1 watts 100V: 16,8,4,2 Watts</li> <li>• Ceiling Capture Thickness: 6.4-38.1mm [0.25-1.5in]</li> </ul>
6.	Cordless hand mike (Bosch Make) (higher end)	<ul style="list-style-type: none"> <li>• Sturdy metal housing (transmitter and receiver)</li> <li>• 42 MHz bandwidth : 1680 tunable UHF frequencies for interference -free reception</li> <li>• Enhanced frequency bank system with upto 12 compatible frequencies</li> <li>• High-quality true diversity reception</li> <li>• Pilot tone squelech for eliminating RF interference when transmitter is turned off</li> <li>• Automatic frequency scan feature searches for available frequencies</li> <li>• Enhanced AF frequency range</li> <li>• Increased range for audio sensitivity</li> <li>• Wireless synchronization of transmitters via infrared interface</li> <li>• User-friendly menu operation with more control options</li> <li>• Illuminated graphic display (transmitter and receiver)</li> <li>• Auto-Lock function avoids accidental changing of setting</li> <li>• HDX compounder for crystal-clear Dolby sound</li> <li>• Transmitter feature battery indication in 4 steps, also shown on receiver display</li> <li>• Handheld transmitter with easy-exchangeable microphone modules form evolution series</li> <li>• Integrated Equalizer and Sound check mode</li> <li>• Contact for recharging BA 2015 accu pack directly in transmitter</li> <li>• Wide range of accessories adapts the system to any requirement.</li> </ul>

7.	Online UPS (5KVA with 2Hr Back up)	<ul style="list-style-type: none"><li>• High efficiency</li><li>• High-power charger to support long battery runtimes</li><li>• SMF or Tubular battery selection</li><li>• LCD &amp; LED front display : Easy to undersand and configure</li><li>• High Power Factor to supply more watts</li><li>• Separate Bypass input for hot-standby operation</li><li>• Smart Slot to customize UPS capabilities with management cards</li></ul>
8.	Any other accessories absolutely necessary	



### Instruction of Online Bid submission

Instruction to Bidders to submit the bids online through the Central Public Procurement Portal for e procurement at <http://eprocure.gov.in/eprocure/app>

- 1) Possession of valid Digital Signature Certificate (DSC) and enrollment / registration of the contractor / bidders on the e-Procurement / e-tender portal is a prerequisite for e-tendering.
- 2) Bidder should do the enrollment in the e-Procurement site using the "Online Bidder Enrollment" option available on the home page. Portal enrollment is generally free of charges. During enrollment / registration, the bidders should provide the correct / true information including valid id. All the correspondence shall be made directly with the contractor / bidders through email id provided.
- 3) Bidder need to login to the site through their user ID / password chosen during enrollment / registration.
- 4) Then the Digital Signature Certificate (Class II or Class III Certificate with signing key usage) issued by SIFY / TCS / nCode / eMudra or any Certifying Authority recognized by CCA India on eToken / Smart Card, should be registered.
- 5) The DSC that is registered only should be used by the bidder and should ensure safety of the same.
- 6) Contractor / Bidder may go through the tenders published on the site and download the required tender documents/ schedules for the tenders he/ she is interested.
- 7) After downloading /getting the tender document / schedules, the Bidder should go through the contract details. Bidder should take into account the corrigendum published before submitting the bids online.
- 8) If there are any clarifications, this may be obtained online through the tender site or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
- 9) Bidder then logs in to the site through the secured log in by giving the user id / password chosen during enrollment / registration and then by giving the password of e-Token / Smartcard to access DSC.
- 10) Bidder selects the tender which he / she is interested in by using the search option & then moves it to the 'any tenders' folder.
- 11) From my tender folder, he selects the tender to view all the details indicated.
- 12) It is constructed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.



- 13) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender documents / schedule and generally, they can be in PDF/xls/rar/jpg/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Bidders Bid documents may be scanned with 100dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2MB. If any document is more than 2MB, it can be reduced through rar and the same can be uploaded, if permitted. However, if the file size is less than 1 MB the transaction uploading time will be very fast.
- 14) If there are any clarifications, this may be obtained through the site, or during the pre-bid meeting if any. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
- 15) The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
- 16) Bidder should submit the Tender fee / EMD as specified in the tender. The original should be posted / couriered / given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender or as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
- 17) While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
- 18) The bidder has to select the payment option as offline to pay the Tender Fee / EMD as applicable and enter details of the instructions.
- 19) The details of the DD / any other accepted instrument, physically sent, should tally with details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable or liable for rejection.
- 20) The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of the contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
- 21) The bidder has to upload the relevant files required as indicated in the cover content. In case of an irrelevant files, the bid will be rejected.
- 22) If the price bid format is provided in a spread sheet file like BOQ xxx.xls the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The priced-bid / BOQ template must not be modified / replaced by the bidder; else the bid submitted is liable to be rejected for this tender.
- 23) The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per



server system clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bid online by the bidders at the eleventh hour.

- 24) After the bid submission (i.e. after clicking "Freeze Bid Submission" in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
- 25) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- 26) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
- 27) Any bid document that is uploaded to the server is subjected to symmetric encryption using buyers / bid openers public key. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 28) The confidentiality of the bids is maintained since the secured Socket Layer 128 bid encryption technology is used. Data storage encryption of sensitive fields is done.
- 29) The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exist option in the browser.
- 30) For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone : 1800-233-7315 or send a mail over to [cppp-nic@nic.in](mailto:cppp-nic@nic.in)

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Tender Acceptance Letter  
(To be given on Company Letter Head)

Date:-

To,

The Under Secretary to the Govt. of India  
(General Section)  
Ministry of Drinking Water & Sanitation  
8<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan  
CGO Complex, Lodhi Road  
New Delhi

Sub: Acceptance of Terms & Conditions of Tender

Tender Reference No: - D-21019/12/2015-General

Name of Tender / Work:- Supply and Installation of Audio System for Conference Room of Ministry of Drinking Water & Sanitation, 4<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi.

Dear Sir,

1. I/We have downloaded / obtained the tender document(s) for above mentioned 'Tender/Work' for the web site(s) namely: "Supply and Installation of Audio System for Conference Room of Ministry of Drinking Water & Sanitation, 4<sup>th</sup> floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi" 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 Ministry / organization too have all 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 it's totally / entirely.
5. In case any provisions of the tender are found violated, then your Ministry/ 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 Name & Office Seal)

