


Central Secretariat Library
Ministry of Culture
Shastri Bhawan, New Delhi

Tender for Comprehensive AMC of Digital Conference Network System, TVs and other equipment installed in Conference Room of Central Secretariat Library

Date: 27.09.2019

Central Secretariat Library, Ministry of Culture, Govt. of India invites tender from eligible bidders through *e-Procurement Module of Central Public Procurement Portal (CPPP)* for Comprehensive AMC of Digital Conference Network System, TVs and other equipment installed in Conference Room of Central Secretariat Library as per the details given in **Annexure-I** and terms and conditions given in the tender document (**Annexure-II**). Interested Bidders may download the detailed Tender Document from <https://eprocure.gov.in/eprocure/app>.


1	Tender Publication Date	On 27.09.2019 by 12:30pm
2	Earnest Money Deposit (EMD) Refundable	Refundable EMD of Rs. 10,000/- to be submitted in the form of DD in favour of DDO, Ministry of Culture payable at New Delhi. The EMD should reach to the Director, Central Secretariat Library, G-Wing, Shastri Bhawan, New Delhi-110001 before the date and time of opening of tender mentioned in the tender document. Non-submission of EMD within the stipulated date and time mentioned above will be rejected out-rightly.
3	Closing Date of Tender	On 17.10.2019 at 05:00pm
3	Opening Date of Tender	On 18.10.2019 at 03:00pm
4	Contact Person for more details	Sh. MCS Bisht, LIO(B) and Sh. Niraj Kumar (ALIO-Admn), Ph. 011-23389383/23389684 (From 09:00am to 05:00pm)
5	Document Download Start Date & Time	On 27.09.2019 at 01:00pm
6	Document Download End Date & Time	On 17.10.2019 at 03:00pm
7	Bid Submission Start Date & Time	On 27.09.2019 at 01:15pm
8	Bid Submission End Date & Time	On 17.10.2019 at 05:00pm


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ANNEXURE – I

Details of Comprehensive AMC Articles

S.No.	Description	Qty.	Make	Model
1.	Chairman Priority Panel	01	Bosch	DCN-FPRIOB
2.	Pluggable Microphone 450mm long length	19	Bosch	DCN-MICL
3.	Microphone Connection Panel	19	Bosch	DCN-FMIC
4.	Microphone On/OFF or request to speak button Panel	19	Bosch	
5.	Loudspeaker panel	19	Bosch	DCN-FLSP
6.	Delegate Interface Unit	10	Bosch	DCN-DOI
7.	Central Control Unit for Audio Conferencing	01	Bosch	DCN-CCU
8.	System installation Software	01	Bosch	LBB-4185
9.	Microphone Management Software	01	Bosch	LBB-4170
10.	Synoptic Microphone Control Software	01	Bosch	LBB-4171
11.	Start-up Software	01	Bosch	LBB-4190
12.	Extension Cable 5m	02	Bosch	LBB-4116/05
13.	DVD Recorder/Player	01	Sony	RDR750
14.	Online UPS 3KVA with 30min. Backup	01	Liebert	3KVA
15.	L G Plasma 50"(50Px 4R)	01	LG	511KCAS280 48
16.	SONY HD Bravia LED. 50"	01	SONY	SKDL- 55HX925 IN5
17.	HP Compaq Desktop	01	HP	HP 8300
18.	Splitter	01	Milestone	Serial No B-53975


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General Eligibility Criteria & other Terms & Conditions

The Bids may be submitted online in accordance with terms and conditions of e-procurement on above mentioned date and time through **e-Procurement module of CPP Portal** only (<https://eprocure.gov.in/eprocure/app>). The bidders must sign and stamp all the pages of Tender Form and Terms and Conditions as a token of acceptance of the tender conditions.

Mode of Selection:


The **L1 bidder** meeting the technical eligibility shall be awarded the contract. If the L1 bidder fails to execute the contract within the stipulated date and time, CSL may at its discretion award the contract to the next lower bidder at the L2 price.

General Eligibility criteria

1. The agency should have Registered Office or one of the Branch Office(s) should be located either in Delhi/New Delhi or in National Capital Region (NCR).
2. Should have valid registration certificate. (upload copy)
3. The Agency should have minimum experience of three years in the field of maintenance of Integrated Mike System along with other equipment in Government organization /PSU's/ Autonomous Organization. (upload copy)
4. Certificate of work experience and names of organizations. (upload copy)
5. Should have bank account in the name of the registered agency. (upload copy)
6. Should be registered with Income Tax and have GST Number. (upload copy)
7. The agency should have Permanent Account Number (PAN) (upload copy)
8. Audited account for last three years. (upload copy)
9. Income tax return of last three years. (upload copy)
10. EMD of Rs. 10,000/- in favour of DDO, Ministry of Culture, Govt. of India

Other terms & Conditions

- 1 The firm entrusted with job will have to do the work during the entire period of 12 months on the rates finally approved and there shall be no change in the rates during this period under any circumstances.
- 2 All the complaints should be attended on same day as they have reported upon and preventive maintenance of all machines should be done at least once in a month.
- 3 If the work found unsatisfactory this office is competent to terminate the contract. The Director, CSL reserves the right to terminate the contract at any stage without assigning any reason thereof. The decision of Director, CSL in this regard shall be final and binding on your firm.
- 4 The AMC of the successful bidder can be extended for one more year subject to satisfaction of the work after due approval of competent authority.

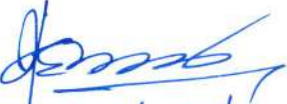

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- 5 On expiry of the contract, the firm will have to hand over the entire systems in perfect working condition to the Library.
- 6 The firm shall be responsible for all injury and accident to persons employed by them and for damage to the fitting, fixture and equipment arising due to negligence on the part of firm or persons employed by the firm.
- 7 No advance payment will be made. The payment will be made half yearly basis through ECS. For release of payment pre-receipted bill in triplicate may be submitted at the end of every six month in the name of Director, CSL, 'G' Wing, Shastri Bhawan, New Delhi - 110001.
- 8 The firm will have to submit their GST/Income Tax/Service Tax/Vat/PAN/TAN tax clearance certificate to this library time to time.
- 9 The firm will have to submit an EMD of Rs. 10,000/- in the form of Demand Draft in favour of Drawing & Disbursing Officer, Ministry of Culture, New Delhi. The hard copy of the DD should be submitted in Central Secretariat Library, G-wing, Shastri Bhawan, New Delhi on or before the date of opening of tender and scanned copy of same may be uploaded online in e-procure portal along with other documents. The EMD of unsuccessful agencies will be refunded after finalization of the tender.
- 10 The successful agency will have to submit performance guarantee @ 10% of total AMC charge in the form of Fixed Deposit Receipt (FDR)/DD/Bank Guarantee in favour of Drawing & Disbursing Officer, Ministry of Culture, New Delhi after award of the contract. The Security deposit will be returned after completion of the contract period.
- 11 The awarded agency will not assign, transfer, pledge or subcontract the work.
- 12 The agency shall not divulge or disclose to any person, any details of office, operational process, administrative / organizational matters etc.
- 13 As' and when there is a need agency will be called for recording of the meeting.
- 14 Penalty clause of @ Rs. 300/- per day to be incorporated for not attending the complaint in time.
- 15 The decision of the Director, CSL, in any matter relating to this contract shall be final.

(Acceptance of terms & Conditions)

Name & Signature: _____

Seal of the Bidder: _____


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Technical Bid Proforma

Name of the Bidder (State Sole proprietor, partnership, private limited or Limited firm)	
Date of Establishment	
Registered Address of the Bidder	
Correspondence Address of the Bidder	
Name of the top executive with designation/ Telephone Number/Fax/E-mail id	
Name of the Contact Person with Telephone/ Fax Number/ E-mail id	
Registration Number of the Agency	
Detail of the PAN Card	
Details of GST Number	
Income Tax Return certificate (last three years)	
Audited Account Certificate (last three years)	
Detail of EMD (Amount/DD number/ Date/ Bank Name/ Branch Name)	
Details of Experience Name of the Clients with address (certificate should be uploaded in support of this)	
Whether any legal/ Arbitration/proceedings are instituted against the Bidder or the Bidder has lodged any claim in connection with works carried out by them. If yes, please give details	
Any other relevant information	


Documents in support of the above must be uploaded on the portal.

Signature with Name

Date:-

Place:-

Seal of the Bidder


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ANNEXURE – IV

Financial Bid

Comprehensive AMC Charges for items mentioned in Annexure – I along with other statutory contributions i.e. GST & other charges.	Amount in figure	Amount in words

Signature with Name

Date:-

Place:-

Seal of Bidder


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