



**CENTRAL BOARD OF SECONDARY EDUCATION**  
(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)  
"Shiksha Kendra", 2 Community Centre, Preet Vihar, New Delhi - 110092 .

---

F-381(A)/AE/Maint/H.Q/2015

Date:07.04.2015

.....  
.....  
.....

**Subject: Sealed Quotation under limited tender enquiry for SITC of CCTV cameras and AMC (Annual Maintenance Contract) for CCTV Cameras installed at CBSE, H.Q bldg Preet Vihar, Delhi.**

Sir,

The Board intends to invite Limited Tender for "SITC of CCTV cameras and AMC for CCTV cameras installed at CBSE, Shiksha Kendra building." from specialized agencies having executed minimum 3 works of equivalent magnitude. An EMD of Rs 15,000/- in the form of DD/BD payable to the Secretary, CBSE and experience documents be attached along with the tender format. The bidder shall submit, Authorization certificate from the original equipment manufacturer (OEM) for participating in the tender. The document shall also certify that the OEM shall guarantee the performance of the product and warranty support of the product during of one year. Sealed tender complete in all respect must be submitted latest by 24/04/2015 upto 2:00 P.M. & dropped in the tender box placed at Reception counter, Shiksha Kendra, 2 Community Centre, Preet Vihar, Delhi-110092. Sealed quotations shall be opened on same day at 3:00 PM in the presence of tenderers.

Incomplete & conditional tender shall be summarily rejected. The Secretary CBSE reserves the right to reject any or all the quotations without assigning any reason-thereof

**(Rahul Tyagi)**  
**Assistant Engineer (civil)**

Last Date for receipt of tender: 24/04/2015

up to 02:00 PM

**Name of Work: SITC of CCTV Cameras and AMC of CCTV Cameras.**

**Locations:** Shiksha Kendra, 2 Community Centre, Preet Vihar, Delhi-110092

**1. Credentials of tenderer.**

1.1. Name of Agency:

1.2. Office Address and Tel No:

1.3. PAN NO:

(With Documentary evidence).

1.4. **Sales tax Regd. Certificate:**

(With Documentary evidence).

2. Copy of the supporting documents in r/o information at serial no. 1 to 1.4 above must be enclosed.

3. **Declaration:** All terms & conditions as mentioned in the tender documents are acceptable to me/us.

**Accepted by me.**

**Sign. Of Prop./Manager**

**Seal of Firm.**

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Terms and Conditions.

- 1.** Please quote the rates in figures as well as in words. In case of difference between the two , the rates in words shall be treated as final.
- 2.** (a) The rates shall be inclusive of all taxes , duties, overheads and profits etc. Complete.  
  
(b) The work must be completed within 25 days from the date of issuance of work order.
- 3.** Submission of Documents: The agency shall have to attaché photocopy of documents mentioned as under:-
  - (a) PAN Card.
  - (b) Sale tax/Tin Copy.
  - (c) Attach the technical features/specifications of the product/goods as per manufacturer specification.
- 4.** Warrantee/Guarantee: The tenderer will submit a self certificate, declaring on letter head that the goods supplied to the purchaser are best in quality and workmanship. It will be new in all respect and also in accordance with the specification of manufacturer. The supplier/seller shall submit the copy of the guarantee/warrantee certificate to the purchaser.
- 5.** Before installation, the equipment shall be checked and approved by the Board.
- 6.** Defects liability period shall be one year.
- 7.** In case work done in found of inferior quality, the same shall be re-done by the agency without any extra cost.
- 8.** In case of delay, a penalty @1% per week shall be levied.
- 9.** Final payment shall be made after satisfactory execution of the work.
- 10.** Complaints , if any , shall have to be attended within 24 hours, failing which penalty @100/- per week, per system.
- 11.** The T&C of the tender should be signed by the same authorised signatory on each page.
- 12.** Any additional information required by CBSE in respect of supply of product/goods as per schedule of work must be submitted by the tenderers on same day failing which , the offer shall be not entertained.
- 13.** Incomplete tender would be rejected summarily without assigning any reason and the decision of the committee may be final and binding on all parties.
- 14.** The tenderers are required to ensure supplies and execution within stipulated period.
- 15.** TERMS OF DELIVERY: (FOR DESTINATION)  
The board reserve the right to reject any or all the tenders without assigning any reason whatsoever.
- 16.** The data recorded in machine should be provided by the agency to Board for future reference and Nothing extra shall be paid for DVD / Pen drive etc.

I hereby declared that the above terms and conditions are acceptable to me/us.

**Signature of the tenderer with official seal  
and complete address.**

**Place:**

**Tel/Mob No:**

## **INSTRUCTIONS TO TENDERERS AND CONDITIONS OF TENDER CBSE**

1.0 **Name of the work:** - P&F of CCTV Camera &AMC of CCTV system installed at CBSE, H.Q building Delhi.

2.0 **TENDER EVALUATION:-** At the time of evaluation of tender technical discussions could will be held with the tenderers whenever necessary to indicate insufficiency of the technical proposal, if any. Based upon these discussions, the tenderers may submit in writing the details of clarifications in respect to their technical proposals.

### **3.0 TENDER DOCUMENTS**

3.1 The instructions to the tenderers, conditions of tendering, special conditions of contract, specifications and forms of tenders included herein, shall be read as part of the tender. These are hereafter, collectively referred to as "Tender Documents".

3.2 The tenderer must submit clause-by-clause compliance / acceptance statement of the special conditions, technical specifications and the payment terms and mentioned in the tender documents.

3.3 The tenderer shall submit along with the tender, the tender form, duly completed as per the tender schedule together with prices as per the format in schedule of work. A deviation statement, if necessary, shall accompany the tender.

3.4 Tenderer should quote only on Performa attached for Schedule of Items, Quantity & Rates.

3.5 The tenderers shall sign every page of tender documents and should submit all of them along with the tender.

3.6 No scribbling is permissible in the tender documents and no special conditions are to be stipulated by the tenderer. They may do so in a separate covering letter, but railway reserve the rights for their consideration or rejection.

3.7 Tenderers who do not comply with any of the conditions set herein above, are liable to result in the tender being rejected.

### **4.0 CONDITION OF TENDER: -**

4.1 The intending tenderer is advised to study the tender paper concerning specifications and other instructions carefully & meticulously. The tenderer/tenderers shall inspect the proposed site of work and acquaint himself/themselves with the local site conditions, nature of work, layout of rooms/floors/walls etc. that he/they will have to cut and hindrance to be removed, type start likely to be met within the borrow pits stacking space for materials, approach, roads, path way available etc. & all relevant items connected with execution of the work. No claim shall be entertained for the contractors making his/their own arrangement for approaches/approach road from outside CBSE land and contractor will bear entire expenses such as road taxes, payment of rights of way etc. to outsiders and for constructions of approaches/ approach roads. The submission of tender shall be deemed to have been done after careful study and examination of the tender papers with full understanding of the implications thereof.

4.2 Tender containing erasures and alterations in the tender documents are liable to be rejected. Any correction made by the tenderer / tenderers in his/their entries must be signed by him/them.

4.3 Tenderer mention which type of material include or exclude in your scope.

## **5.0 ARRANGEMENT FOR PERMIT FOR LICENSES:**

Arrangements for permits / licenses for material, if any, will not be made by the CBSE or any assistance given. The contractor will have to make his own arrangement. The CBSE for this work, if any, shall not arrange also import license.

## **6.0 INSTRUMENTS TO BE ARRANGED BY THE CONTRACTOR:**

- i) All the tools, measuring instruments and accessories required verifying the parameters of cable etc. to be arranged by contractor at his own cost.
- ii) All the tools, measuring instruments/ equipments required for installation, testing and commissioning of Equipment, Power supply equipment etc. should be arranged by contractor at his own cost.

## **6.0 MATERIALS AND WORKMANSHIP**

- a) Equipments and other materials supplied by the contractor/firm shall be of high quality and standard make.
- b) Contractor shall remove forth with any material rejected & replaced such material at his own expenses.
- c) System installed must render trouble free and satisfactory performance.

## **7.0 SAFETY MEASURES:**

7.1 The contractor shall take all possible precautions to ensure that none of his worker knowingly or otherwise causes interference in the working of existing communication, electrical, air conditioning, fire fighting and any other installation.

7.2 The contractor shall take utmost care not to cause any accident. The contractor shall be solely and fully responsible for any damage caused to the CBSE property on account of any lapse on safety measures to be adopted by the contractor.

7.3 The contractor shall take all precautionary measures in order to ensure the protection of their own personnel moving about or working on the CBSE premises and shall conform to the rules and regulations of the CBSE.

7.4 The contractor should make his own arrangement for transportation of labour /tool and plants that are required for the proper and successful completion of work in the schedule time frame.

## **8.0 SCOPE AND PROGRAMME OF WORK:**

8.1 The contractor shall have necessary resources to execute the work, so that the work of 'AMC of CCTV system installed at CBSE for One year. may be completed within given period from the date of issue of letter of acceptance of tender.

8.2 As the work is required to be carried out in office hours and after office hours or on holidays or even during the night to complete the work within stipulated time. No extra payment for this shall be paid to the contractor.

8.3 The contractor shall be held responsible for the execution of the work according to the time schedule given above for the execution of the work in full compliance of the specifications. Failure to

comply with the any of these will be dealt with as per CBSE General conditions of contract of the Engineering Department of CBSE.

8.4 The contractor on his part will have to employ Engineer / labour in full strength commensurate with working area available. He will also arrange matching materials and equipments to complete the job most expeditiously so as to ensure that the work is completed in the time schedule.

8.5 The contractor should nominate a competent supervisor / Engineer in accordance with the provision contained in of special conditions of contract as his representative on the work who will be authorized to give the acknowledgement of materials issued by the CBSE and take orders issued by the inspecting officer of the CBSE.

8.6 Inspection register shall be maintained at the site of work wherein instructions regarding the working etc. shall be recording by the Engineer or his executive subordinate. It is expected from of the contractor or his representative at the site to note such instructions whenever asked upon to do so and take action accordingly.

8.7 Initially contractor shall supply activity wise bar chart. The contractor shall furnish at the end of each week of the month, a progress report showing progress of work, material received at site and detail of the work planned to be executed during the next week.

### **SCOPE OF THE WORK, TECHNICAL INSTRUCTIONS / SPECIFICATIONS AND SPECIAL CONDITIONS OF THE CONTRACT**

#### **1.0 SCOPE OF THE WORK: - AMC of CCTV system installed at CBSE for one year**

This is the comprehensive AMC of CCTV system installed at CBSE, this AMC consists all equipments like fixed type Analog Color camera, display monitors, Servers, Storage, Switches, UPS with its accessories etc. & operating system with application of CCTV system at CBSE. Any modification in Application configuration is required will be done by the Firm. Application software and latest patches of operating system of servers, storages, Switches will be updated by the firm. This is the part of AMC, no extra payment will be made for this.

During AMC the firm shall maintain the system and keep the items mentioned in tender schedule in perfect working condition. Any defects/ faults intimated shall be attended promptly by the firm. Replacement of defective parts/ cards etc. of the hardware excluding battery shall be done free of charge before taking the AMC and during AMC and Only AMC charges shall be payable at the accepted rates .

The firm should keep sufficient spare under the concerned supervisor during the period of AMC. In case of failures of any items of tender schedule, the same should be replaced by a standby item to ensure that functioning of the system does not suffer.

Firm's engineer should attend the system once in a month to maintain health of the system for its perfect working & cleaning the system to keep the system neat & clean. Any defects noticed during check should be rectified on site or defective items replaced/repair immediately.

In case of failure any system, CBSE representative shall immediately inform either on phone or through message of FAX, after which the time for reporting fault shall commence.

The firm shall give service phone number on which complaints can be logged by CBSE representative on round the clock basis including Sundays and Holidays etc. The firm's representative shall give a complaint number along with date and time.

The firm should make their own arrangements for sending the engineer or material required for maintenance. The CBSE shall not give any assistance regarding man, material & transport etc. for the purpose of maintenance. Only AMC charges shall be payable at accepted rates by CBSE.

If firm does not attend the failure and the duration of failure becomes longer then CBSE will get the system repaired from open market and all the expenses incurred to rectify the faults will be recovered from the firm's bill.

I hereby declared that the above terms and conditions are acceptable to me/us.

**Signature of the tenderer with official seal  
and complete address.**

**Place:**

**Tel/Mob No:**

## SCHEDULE OF WORK - I

<b>Name of the work: - AMC of CCTV system installed at CBSE for one year.</b>					
<b>Item No.</b>	<b>Description of Work</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate Per Unit</b>	<b>Amount</b>
1	AMC of fixed type Analog Colour camera along with all accessories (Make Honeywell and different makes).	36	Each		
2.	AMC of fixed DVR 16 Channel , different Make.	03	Each		
3.	AMC of fixed DVR 4 Channel , different Make.	01	Each		
4	LED /LCD TV of any size and make (22'' to 32'' TV)	06	Each		
5	Power Supply	07	Each		
<b>TAX (IF ANY)</b>					
<b>Total</b>					

**NOTE:-** The data recorded in machine should be provided by the agency to Board for future reference and Nothing extra shall be paid for DVD / Pen drive etc.

**Signature of the tenderer with official seal  
and complete address.**

**Place:**

**Tel/Mob No:**



## SCHEDULE OF WORK - II

**NAME OF WORK : P&F OF CCTV SYSTEM AT CBSE Preet Vihar, Delhi.**

Sl. No	Item.	Make/Model.	Unit.	Qty.	Rate.	Amount.
01.	1.3 MP, IP Bullet Camera, 1/3" Progressive CMOS, ICR, 0lux with IR, 1280x960:25fps(P)/30fps(N), 6mm/F2.0 lens (4mm, 12mm optional), H.264/MJPEG, dual-stream, IP66, DC12V & PoE, DWDR, 3D DNR, BLC, IR range: up to 30m, Bracket included, Line crossing, Intrusion Alarm, Certification : CE,FCC and UL, Make: Bosch, Pelco, Axis, Hikvision and Sony.	DS-2CD2010-I.	Nos.	06		
02.	1.3 MP IP dome camera, 1/3" Progressive CMOS, ICR, 0lux with IR, 1280x960:25fps(P)/30fps(N), 6mm/F2.0 lens (2.8mm, 4mm, 12mm optional), H.264/MJPEG, dual-stream, IP66, DC12V & PoE, DWDR, 3D DNR, BLC, IR range: up to 30m, Bracket included, Line crossing, Intrusion Alarm, Certification : CE,FCC and UL, Make: Bosch, Pelco, Axis, Hikvision and Sony.	DS-2CD2110-I.	Nos.	04.		
03.	NVR, 80Mbps Bit Rate Input Max (up to 8-ch IP video), 2 SATA interfaces, 1U case, 19", Bosch, Pelco, Axis, Hikvision and Sony.	DS-7608NI-E2.	Nos.	02.		
04.	Power Supply 8 channel.	Slandered.	Nos.	02.		
05.	8 Port Switch.	Dlink.	Nos.	02.		
06.	Cat6 STP Cable.	Dlink.	Mtr.	550		
07.	Cat6 UTP Cable.	Dlink.	Mtr.	550		

08.	2 Core Power Cable.	Standared.	Mtr.	550		
09.	2TB Hard Disk for storage.	Seagate.	Nos.	04.		
10.	PVC Conduit 1".	ISI/ISO mark.	Mtr.	300		
11.	Installation & Commissioning Charges.		Nos.	10		
12.	SS POLE 12 Feet.	Slandered.	Nos.	Rates Only		
					<b>TAX (IF ANY)</b>	
					<b>TOTAL</b>	

**Signature of the tenderer with official seal  
and complete address.**

**Place:**

**Tel/Mob No:**