

**U.T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE DY. SUPERINTENDENT OF POLICE
POLICE DEPARTMENT,
DAMAN & DIU,
DAMAN**

No. 146/DSPHQ/92197/DMN/CCTV/AMC

Date: 26.02.2016

NOTICE INVITING TENDER

Sealed Tender(s) are hereby invited on behalf of the President of India by the undersigned for providing **Comprehensive Annual Maintenance Contract (CAMC) of existing CCTV camera system of Police Department of Daman**. The tender is invited in two bid system i.e (i) Technical Bid & (ii) Commercial Bid. Those **Contractor/ party/ Suppliers/firm /Bidder/consortiums** found fit, in preliminary checking about submission of Tender fee , E.M.D and other relevant document their technical bid will be seen by the tender awarding committee/ purchase committee. Commercial bid will be opened of only those contractor/ party/ Suppliers/firm, who qualify in the technical bid. Technical and financial stages carry 70% and 30% weighted respectively.

Name of the Work	:	Comprehensive Annual Maintenance Contract (CAMC) of existing CCTV
Location	:	23 Nos. CCTV Camera PTZ and DOME installed at 14 Locations of Daman (Nani Daman and Moti Daman)
Tender Fees	:	Rs. 1,000/- (Rupees One Thousand Only) in form of Demand Draft in favor of DIGP DD & DNH, Daman payable at Daman
Contract Period	:	3 year
Earnest Money Deposit	:	Rs. 10,000/- (Rupees Ten Thousands only), in the form of Demand Draft (DD)/FDR/Banker's cheque issued by nationalized bank in favor of DIGP DD & DNH, Daman payable at Daman.
Tender Floating Date	:	1 st March 2016
Last Date & Time of submission of Bid including physical submission of Tender Fee, EMD & all necessary documents	:	31 st March 2016
Date & Time for Technical Bid opening of Technical Bid	:	6 th April 2016, 11:00 am (if possible)
Technical presentation date	:	6 th April 2016, 03:00 pm (if possible)
Date & Time for opening of Financial Bid	:	-----
The Dy. Superintendent Of Police, (HQ) / Tender Inviting Authority reserve the right to accept or reject the lowest bidder either in part or in full without assigning any reason thereof.		
Submission of EMD in form of FDR in favour of DIGP, DD & DNH, Daman, valid copy of Sales Tax, Central Sale Tax registration number with certificate of manufacturer/ supplier, PAN number, Details of Completed similar type of work in previous years. Documents mentioned in the instruction to bidder, in the tender document shall be attached along with the tender.		

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Copy to:-

1. The District Informatics Officer (NIC) Daman for Publishing on website.
2. All Head of Office, Daman (U.T.) for wide publicity
3. Copy to all required Firms/ agencies/ manufactures for information and necessary action.

Evaluation Methodology

Total Bid Evaluation: - The Technical bid shall have a weighted at 70 Marks in the overall evaluation of the bid and the Commercial bid shall have a weighted at 30 Marks in the overall evaluation.

Tender awarding committee or Purchase committee of Police department will evaluate and compare the bids determined to be substantially responsive. The intent is to select the Tender that is most advantageous to Police department and each Tender will be evaluated using the criteria and points outlined below.

The essential qualifying evaluation criteria for the technical bid are as follows:

TECHNICAL BID EVALUATION CRITERIA

Sr. No. (A)	Contractor/ party/ Suppliers/firm /Bidder/consortiums Capability & Evaluation Methodology	Max Mark
1	Contractor/ party/ Suppliers/firm /Bidder/consortiums shall be having previous experience of similar nature of work done by him in a previous year. Proof of same should be submitted along with the bid.	10
2	Contractor/ party/ Suppliers/firm /Bidder/consortiums should have own service centre / or his local agent/showroom etc. in nearby places with in radius of 25 Kms from Daman.	10
3	Contractor/ party/ Suppliers/firm/Bidder/consortiums should have average Annual Turnover of Rs. 5 lakhs in CCTV CMAC, during last year.	10
4	Contractor/ party/ Suppliers/firm /Bidder/consortiums having experience in Daman & Diu and DNH dealing in CCTV CAMC work	10
5	Plan of Action for carry out CAMC work.... (A) No. of field personnel deployed by him (B) Type of equipment to be used by him in case of technical snag or breakdown of any component of CCTV. (C) 24 X7 helpline if any (D) Grievances redressed system	20
6	Technical presentation, if any.	10
Total Marks		70
Technical bid Qualification criteria: Contractor/ party/ Suppliers/firm /Bidder/consortiums shall score at least 35 Marks out of 70 Marks to qualify in the Technical bid.		
Contractor/ party/ Suppliers/firm /Bidder/consortiums found qualify in technical bid to be eligible for their financial bid to be opened.		

Each of the financial bids submitted shall be evaluated based on the following formula.

Formula for Normalization of Financial bid for each bidder $F_n = (F_{min} / F_b) \times 30$ Where F_b is the total Bidder/consortium's financial bid value and F_{min} is the Lowest bid (L1) value out of all bidders and 30 is the total marks for the Financial Bid.

The Lowest bid (L1) will be the highest of score obtained in $(T_n + F_n)$ i.e (Technical Bid + Financial Bid)

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Daman

Terms & Conditions

1. This shall include CAMC cost inclusive of all the taxes.
2. The Bidder must submit evidence of at least one similar nature of work done by him within a year.
3. Bidders are advised to study all technical and commercial aspects, instructions, terms and specifications carefully in the Bid document. Failure to furnish all information required in the Bid document in every respect will be at the bidder's risk and may result in the rejection of the Bid.
4. Bidders are advised to visit the place/ premises to view the location and type of CCTV Cameras installed before submitting the bid documents.
5. The rate shall be quoted for all 23 cameras installed at 14 locations and shall be inclusive of all taxes / VAT's and other charges such as delivery, installation and commissioning etc.
6. Bidder should attach copy of experience if any, along with necessary endorsement.
7. The cover thus prepared should also indicate clearly the name, address and mobile number of the bidder to enable the bid to be returned unopened in case it is declared "late".
8. Bid document should be signed by authorized signatory of firm or by proprietor himself/herself. Certificate of authorization should also be attached. Corrections, erasures, over-writings in the bid documents shall be valid only if initiated by the person or persons signing the bid.
9. All payments are subject to statutory deductions as and when applicable.
10. **CONTRACT PERIOD:** The Contract is valid for three years. The Contract period may be extended further to successful bidder if performance found satisfactory.
11. **PAYMENT:** Payment will be made on quarterly basis on submission of bills in triplicate by the contractor. The rates remain same during the entire period of the contract and no escalation shall be payable under whatsoever reason. No sub-contractor will be engaged without written permission of the Tender Inviting Authority.
12. The Tender Inviting Authority reserves the right to terminate the contract at any time without notice if the work is found un-satisfactory and also get the work done through any other agency at the risk and cost of the Contractor.
13. In case of any technical snag it should be attended within 12 hours. However, all efforts should be made to attend the snag forthwith.
14. **CONTRACTORS RESPONSIBILITY:** The firm should ensure that no delay should occur in responding, attending to any complaint, problem such as repairing, rectification of cameras. In the event of any consistent delay or failure in attending the problem of cameras for two or more occasions in a span of 7 days, the Tender Inviting Authority shall reserve the rights to cancel the contract forthwith and also to make alternative arrangement at the full risk and cost of the firm. Such cost would be recovered from the periodical service bills in addition to imposing a penalty for each

such incident of delayed reporting. Penalty will be decided by Tender Inviting Authority or Superintendent of Police, (HQ) or DIGP Daman & Diu and DNH.

15. **PERFORMANCE SECURITY** : The successful bidder shall give performance security in the form of Account Payee Demand Draft / Fixed Deposit Receipt any Nationalized Bank amounting to 10% of the total Contractual value in favour of "DIGP DD & DNH, Daman". Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. The Security Deposit will be refunded only after the expiry of the contract.

16. **Scope of Work of Comprehensive Annual Maintenance of CCTV Systems**

- A. All the Cameras installed at Daman District like Camera of Samsung Make, and as mentioned in the Technical Specification of the tender document with Power supplies and Network Cabling etc., related to CCTV Systems shall be maintained by the contractor with Preventive Maintenance i.e., once in every month during the contract period to ensure proper functioning of the CCTV Surveillance System.
- B. A monthly maintenance chart should be maintained and be signed from Dy. S. P. (HQ) Daman with a counter signature of I/C CCTV Camera System.
- C. The Contract shall cover Spot Breakdown Maintenance, Preventive Maintenance and Servicing, Repairing of cameras, Transportation of cameras. The efficiency of cameras and other equipments shall be ensured.
- D. In case of defect due to force majeure conditions needing replacement of CCTV cables, power cables and other spares shall be arranged by the contractor.
- E. Every item used in functioning the CCTV camera system including tower repairing painting, cabling, spare, has been covered under the CAMC contract and contractor will be responsible install new or repair existing spare, equipment.
16. In case of any disagreement in scope of work after the assignment of Comprehensive Annual Maintenance Contract (CAMC), then the scope of work as mentioned above in terms & condition at Sr. No. 15 shall prevail.

17. **Documents to be submitted with Tender** : -

The Tender properly bound and serial numbered shall essentially contain the following:

- 17.1. EMD for Rs 10000/- from any Nationalized Bank in the name of "DIGP DD & DNH, Daman payable at Daman.
- 17.2. Copy of VAT Registration Certificate.
- 17.3. Copy of PAN Card
- 17.4. Certificate of Authorized Service Partner of CCTV Surveillance System.
- 17.5. Copy of Certificates from the Organizations for which they worked/working and having completed the Similar works by the tenderer during last previous years
- 17.6. Duly filled up schedule of price bid, as per annexure – 3.
- Bids not conforming to the above mentioned required documents are liable to be rejected.
 - Dispute if any, will be subject to Jurisdiction of Daman District.


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INSTRUCTIONS TO THE BIDDER

EARNEST MONEY DEPOSIT (EMD)

- The bidder should write the organization name at the back side of the DD or FDR.
- Bids without EMD & tender fee will be rejected.
- No exemption from submission of EMD is allowed.
- EMD shall not carry any interest.
- EMD of unsuccessful bidders will be refunded after placing of work order to the successful bidder.
- EMD of successful bidder will be returned after submission of performance security in the form of Bank Guarantee.

AGREEMENT

Sir

I/We the undersigned _____ hereby offer my/our rates as enclosed. I/We agree with terms & conditions attached with this tender and promise to carry out the CAMC of CCTV system at rates shown in the annexure – 3 i.e. Price Schedule.

Signature of the Supplier's with seal

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Note: - Please return one copy of these conditions duly signed along with your tender/quotation.

Annexure -2

Technical & equipment Specifications and AMC consisting of following items comprehensively

- CAMERA SPECIFICATION (Qty: 23 Nos)
- Camera Make: Samsung Network Camera
- Camera Model: SNP – 3301 Network PTZ Camera & SND – 3080 DOME Camera
- Make: Samsung CCTV & Video Lens
- NVR: Network Video recorder 02 Nos (Installed at Police Head Quarters, Daman)
- Wireless Link Devices: - 1. UBQT & 2. Tranzia
- Repairing, Painting, and Climbing of 12 Nos. Towers installed at various location at Daman.

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Annexure – 3

PRICE SCHEDULE

Price Bid for Annual Maintenance of CCTV Surveillance System

S.No	Description of Item Qty	Qty	Locations at Daman district	Comprehensive Rate for all 23 Camera at all 14 locations of Daman
01	Comprehensive Annual Maintenance Contract (CAMC) of existing CCTV camera system of Police Department of Daman	23 Nos.	14	

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Note: Rate must be inclusive of all taxes.

Signature & Seal of the Tenderer
Date: / /2016
Place: