



**कुमारभास्करवर्मसंस्कृत-पुरातनाध्ययनविश्वविद्यालयः**  
**KUMAR BHASKAR VARMA SANSKRIT AND ANCIENT STUDIES UNIVERSITY**

नमाटि : नलबारी : असम: ✦ NAMATI, NALBARI - 781337, ASSAM  
Website- www.kbvsasun.ac.in ✦ Email Id- kbvsasun@rediffmail.com

No: KBVS&ASU/CC/21-2014-138

Date: 01-08-2023

**NOTICE INVITING QUOTATIONS**

- a) Sealed Quotations are invited offline from Registered Firms for supply of “**Supply, Installation, Testing, Commissioning, Training/Demonstration of CCTV Cameras Surveillance System &Integration with Existing Local Area Network (LAN)**” of the Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Namati, Nalbari-781337, Assam. The Bid should be submitted in two Bid systems in two separate sealed envelopes i.e. TECHNICAL BID and FINANCIAL BID. The University reserves all the rights to reject any or all the tenders without assigning any reason.

**Supply, Installation, Testing, Commissioning,  
Training/Demonstration of CCTV Cameras**

1	Date of Publishing of Quotations	01 /08/2023
2	Last date of Bid submission	09/08/2023 up to 12:00 PM
3	Publication of Quotation	www.kbvsasun.ac.in (website)
4	Place of Bid Submission	Office of The Registrar, Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Namati, Nalbari-781337, Assam
5	Place of Bid Opening	VC's conference Hall, Ground Floor, Administrative Building, KBVS&AS University
6	Tender opening date and time	09/08/2023 at 12:30 PM

Rupees 500.00 (Five Hundred) only in form of Demand Draft payable at Nalbari should be sent in favour of The Registrar, Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Namati, Nalbari-781337, Assam along with Bids as Quotation FEE.

The Quotation Documents can be downloaded from the University website. For further details, visit “[www.kbvsasun.ac.in](http://www.kbvsasun.ac.in)”. All are requested to attend on the day of tender opening. Any further clarification including corrigendum, amendments, time extension, etc. to the above tender will be posted in the website only. Bidders should therefore regularly visit the webpage.

Sd/-  
Registrar, i/c

**Copy to:**

1. O/o Vice Chancellor
2. O/o Accounts Branch
3. Notice Board
4. Office File



MCS/10  
Registrar i/c  
Registrar i/c  
KBVS & AS UNIVERSITY  
21/08/2023



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**Terms and Conditions**

- b) The Quotations will be opened by the **Quotation Opening Committee** in presence of bidder's representative, if available. Only one representative will be allowed to participate in the tender opening. In the event of the due date of receipt and opening of the tender being declared as a holiday for the University, then the due date of receipt/opening of tender will be the next working day at the same time.
- c) The bidder should submit their hard copies of the tender documents only through registered post/by hand in the tender deposit box. The sealed envelopes should be clearly indicating **"QUOTATIONS for "Supply, Installation, Testing, Commissioning, Training/Demonstration of CCTV Cameras Surveillance System & Integration with Existing Local Area Network (LAN)"**
- d) **NO BID DOCUMENT WILL BE ACCEPTED BY EMAIL.**
- e) The Firm should sign at the bottom space of all pages of document.
- f) If any item is delivered in damaged condition, should be replaced with new ones immediately.
- g) If the items damaged or defect during the time period of warranty/ guarantee (whichever is applicable), the Supplier should be replaced within two working days with his/her own cost.
- h) Payment will be made subject to the work satisfaction and availability of fund.
- i) GST registration certificate and PAN to be enclosed by the bidders.
- j) The items must be supplied within stipulated date and time of placing orders.
- k) The rate should be exclusive of taxes.
- l) The bidder should furnish attested copies of all the documents.

**Terms of Disqualifications**

The University reserves the right to reject bids in the following cases:

- a) If the Bids are not accompanied by Demand Draft.
- b) If the Bids are received after due date and time.
- c) If the Bids not accompanied by all requisite documents.
- d) If the Bids not substantially responsive and does not meet our requirements.
- e) If the bidder submits the bid specifying his own terms and conditions.
- f) Information submitted in technical bid is found to be misrepresented incorrect or false.

**BID**  
**FORWARDING**



*MChoro*  
Registrar i/c  
Registrar i/c  
KBVS & AS UNIVERSITY  
*26/1/2023*

**LETTER**

Date: .....

**To,**

**The Registrar, i/c  
Kumar Bhaskar Varma Sanskrit and Ancient Studies University  
District: Nalbari  
Assam-781337**

**Subject: Quotations for “Supply, Installation, Testing, Commissioning, Training/Demonstration of CCTV Cameras Surveillance System & Integration with Existing Local Area Network (LAN)”**

I/ We hereby confirm and declare that I/We have carefully studied the tender documents therein and undertake myself/ourselves to abide by the conditions laid down in the Quotations.

Yours faithfully,

Sign .....

Name.....

Date.....

Name of Firm.....

Registration No. ....

Address .....

Seal .....

To,

The Registrar, i/c  
Kumar Bhaskar Varma Sanskrit and Ancient Studies University  
District: Nalbari  
Assam-781337

**TECHNICAL BID**  
**(PRO-FORMA)**

Name of Work: **Supply, Installation, Testing, Commissioning, Training/Demonstration of CCTV Cameras Surveillance System & Integration with Existing Local Area Network (LAN)**

1	Name of the Firm:	
2	Address of the Firm:	
3	Name of the Proprietor	
4	Mobile Number	
5	PAN No	
6	GST Registration No.	
7	Email Id	
8	Attach Photocopy of GST Certificate	
9	Bank Account No.	Type:
	IFSC Code:	
	Name of Bank:	Branch:

**Self Attached Photocopy of Documents to be submitted:**

1. Trade License
2. GST
3. Pan Card
4. Up-to-date Income Tax Return and Acknowledgement
5. Bank Pass Book (shows AC No & IFSC Code)

Sign .....

Name.....

Date.....

Seal .....

## FINANCIAL BID

**Name of Work: Supply, Installation, Testing, Commissioning, Training/Demonstration of CCTV Cameras Surveillance System & Integration with Existing Local Area Network (LAN) at KBVSAS University, Nalbari**

Sl	Item	Units	Qty	Rates	Rates in Words	Amount (Rs.)
1	<p><b>HD Dome Indoor Network Camera(2 MP)</b></p> <ul style="list-style-type: none"> <li>• 1080P H.264 IP Weather-Proof IR Dome Camera</li> <li>• 25/30 fps @ 1080p (1920 x 1080) H.264 and MJPEG dual stream</li> <li>• True Day/Night capability with IR-cut filter</li> <li>• Weatherproof IP66-rated,vandalresistant IK10-rated housing</li> <li>• 2.8 -12mm vari-focal lens</li> <li>• Supports Internet Explorer®, Chrome™ and Firefox®</li> <li>• Supports HDCS V5.0 central management software and Hon View Touch mobile app</li> </ul> <p><b>Approved Make-Sony, Pelco, Samsung Honeywell, Tyco, or equivalent</b></p>	Each	45			
2	<p><b>. Network Video Recorder / - 120 Channel Upgradable</b></p> <p>The video management software is an essential part of any surveillance system. VMS software allows you to manage camera and recording settings, view multiple camera feeds, and set alerts for tampering and motion detection. Video management software can also review and analyze your recorded video, giving you important information. These analytics can range from retail software that tracks customer movements to better design stores to motion detection searches for suspicious people who came on your property during the night.</p> <ul style="list-style-type: none"> <li>• To save time while reviewing videos looking for a specific scene, Smart Search features in video management software allow you to set up specific search parameters so you can quickly scan the</li> <li>• Most relevant clips.</li> </ul>	Each	1			

	<ul style="list-style-type: none"> <li>• ONVIF, or the Open Network Video Interface Forum, is a global standard for compatibility in IP cameras and systems. ONVIF certified products are designed to work together, giving you flexibility While building a system.</li> </ul> <p><b>Approved Make -Videonatics, Milestone, Nice, Samsung , Variant etc. or equivalent</b></p>					
3	<p><b>PoE Switch :06 24 G – PoE+ Switch</b> is a fully managed layer 2 switch with 24 10/100/1000 PoE+ ports and 4 GbE SFP slots</p> <p><b>Ports:</b> (24)- RJ-45 auto sense 10/100/1000 PoE ports, (5) Fixed Gigabit Ethernet SFP Port, <b>Approved Make – D-Link Cisco , Netgear, TPLink</b></p>	Each	QR Only			
4	<p>42" Full HD LED TV Intelligent Peak LED, Motion flow 400, X-reality PRO picture engine optics Contrast and Triluminos colour display panel Approved Make- Samsung, Panasonic, and LG or equivalent</p>	Each	2			
5	<p>Passive Network Components Cable CAT6 A - UTP Cable (305 Mtr.)</p>	Box	12			
6	<p>Line Interface Unit - 24 Port</p>	Each	9			
7	<p>CAT6 A UTP 24 AWG Patch Cord: 1Mtr.</p>	Each	76			
8	<p>Fibre cable 6 core single mode</p>	Metre	800			
9	<p>Media Convertor</p>	Each	9			
10	<p>HDMI Splitter with Cable</p>	Each	1			
11	<p>Fibre Pigtail, Coupler, patch cord</p>	Each	9			
12	<p>PVC Conduit/Channel/Flexible &amp; Batton/Pipes/I.O. Boxes, SMB</p>	Metre	800			
13	<p>NASS 50TB for 30 Days recording</p>	No.	1			
14	<p>Operation and Maintenance Manuals (soft copy and hard copy) wherever apply for all equipment's used in IP surveillance solution services commissioned on CD</p>	No.	1			

**Name of Work: Supply, Installation, Testing, Commissioning, Training/Demonstration of CCTV Cameras Surveillance System & Integration with Existing Local Area Network (LAN)**

**Comprehensive AMC for CCTV Camera system**

Sl	Work Description	Rates (Rs.)	Rates in Words	Amount (Rs.)
1	Providing comprehensive AMC** for the entire system supplied and provided by the firm for 1st one year from the date of completion of performance guarantee period			
2	Providing comprehensive AMC** for the entire system supplied and provided by the firm for 2nd year from the date of completion of 1st year AMC period			
3	Providing comprehensive AMC** for the entire system supplied and provided by the firm for 3rd year from the date of completion of 2nd year AMC period.			

**\*\* Any change of location of camera shall be within the perview of this AMC period.**

Contractors are required to provide performance guarantee for one year free of cost after virtual completion of this work and have to ensure satisfactory performance of the gadgets provided by them for this system. They have to ensure rectification of system failure, camera, recording etc. complete. Any problem needs to be sorted out and needs to be resolved within 24 hours (3 working days, 8 hours working office hours per day)

**L1 Criteria:  $L1 = 0.70 \times \text{Supply \& Installation cost of CCTV Cameras} + 0.15 \times \text{1st year AMC} + 0.10 \times \text{2nd year AMC} + 0.05 \times \text{3rd Year AMC}$**

**Note: Bids will be opened in the presence of bidders or their authorized representatives who choose to attend.**

## **SCOPE OF WORK**

Supply, Installation, Testing & Commissioning of IP based CCTV Surveillance System as per schedule of items given in BOQ with its required accessories for Security Surveillance System at KBVS&AS University, Nalbari and its integration with the existing LAN. This includes:-

- Supply of all necessary required components for this work for KBVS&AS University, Nalbari as per BOQ mentioned as Annexure-I (Schedule of Items).
- Installation and Commissioning of all necessary required components supplied for incorporating in this work. The Bidder shall & must inspect the site prior to bidding.
- To complete configuration and integration of all the components on the exiting LAN Network in consultation with the KBVS&AS University.
- While planning for the system special attention may be given to have software which can identify the entrant and raise alarm in case of any breach. The system may also have video content analysis system to detect anything other than the store data available.
- The feasibility of having talk back capability/facility in CCTV system will give added advantage for early warring and making spot correction. This facility will also help in case of any other disaster when the office may have issue instruction to the staff.
- The CCTV camera should have motion detector capabilities to ensure that recording is done only when there is some movement in the field of view of the camera. This will enhance the storage capability of the system.
- Some of the camera in critical area should have night vision capability.
- Any structure, permanent or temporary, dismantled or damaged during the course of execution of this work shall have to be replaced and restored to its previous original working condition by the Vendor at its own cost within a reasonable time granted by the Bank and to ensure that no any inconvenience is caused in the functioning of the Bank/ Staff.
- Any extra electrical points and data points required in the server room shall have to be provided by the network vendor, at a reasonable cost by taking prior approval from the Bank.
- The required UPS power points in the rack shall be provided by KBVS&AS University, Nalbari.

## **TESTING AND COMMISSIONING**

- After installation and configuration of each and every unit / subsystem, integrating various systems and providing various services, necessary tests shall have to be conducted for satisfactory performance of the system provided and installed as a whole.
- Commissioning shall mean end-to-end commissioning of the complete CCTV Security Surveillance with testing of live applications. Test parameters as stipulated in mandatory requirements as per the local trade practices followed in the Industry as a whole.

- Necessary Commitments as required shall have to be submitted along with its implementation plan. This shall have to be got approved from KBVS&AS University, Nalbari Authorities. Upon final Testing and Commissioning by the vendor firm, the system shall be offered to KBVS&AS University, Nalbari for their inspection for its performance.
- The successful Bidder, shall prepare an inspection and schedule with details of each activity along with KBVS&AS University, Nalbari Authorities.

## **DOCUMENTATION**

- Providing all original manuals of OEM of such hardware and other related items supplied/ provided
- Implementation plan, to be approved by KBVS&AS University, Nalbari before initializing the installation and its configuration activities.
- Test parameters, commitments etc. for acceptance/testing to be handed over along with its implementation plan.
- Operating Manual for functioning of System/shutdown/starting of the active resources etc. needs to be provided before final Handing over of the System to the Bank.
- Acceptance test report/ Performance test reports of all components needs to be executed as per the Bank's requirements.
- Any other Relevant required Documentation as per the Bank's requirements has to be arranged and provided by the Vendor to the Bank in a time bound manner.
- Guarantee cards of the components installed as a part or as a whole for this system needs to be furnished by the Vendor to the Bank before final settlement of the Final Bill.

## **TRAINING**

- Training on the Design and functioning/ operational aspects and for routine maintenance of the complete system has to be arranged by the Vendor for the Bank's concerned staff through OEM Company/ or its local Distributor.
- One / Two day Training programme needs to be arranged without any additional extra charges in the Bank's Premises.
- Course material/ leaflets/ brochures for the above (one copy for each participant) needs to be provided by the vendor at free of cost.

## **RESOLVING DISPUTES (IF ANY)**

In case of any dispute, the decision of the concerned KBVS&AS University, Nalbari shall be final and binding upon the firm. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in KBVS&AS University, Nalbari only shall have sole and exclusive jurisdiction to try any cause/dispute.

## **TERMS & CONDITIONS**

Detailed Terms and Condition for Tender for Supply, Installation, Testing & Commissioning of IP based CCTV Surveillance System and Integration with existing Local Area Network (LAN) at KBVS&AS University, Nalbari PIN 781337 are as under:

1. The agency is advised to inspect and examine the site and satisfy himself as to the conditions prevailing at site and its surroundings regarding extent of work, scope and conditions under which the work is required to be executed. The contractor shall also satisfy himself about the accessibility to the premises and working hour permitted by IHC. Contractor is required & expected to execute the work in coordination with the IHC authorities.
2. The agency shall submit the sealed offer, which satisfies each and every condition laid down in this notice, failing which the tender will be liable to be rejected. The rates shall be as per the enclosed format.
3. KBVS&AS University, Nalbari reserves the right of accepting the whole or any part of the offer rates and the agency shall be bound to perform the same at their quoted rates only.
4. The rate shall be for complete item of work including all taxes, transports, lifts, leads, scaffolding, necessary liaising with IHC and local statutory authorities supplying the electricity in this complex and all tools etc. complete.
5. The work shall be carried out in close coordination and with minimum disturbance to the office staff.
6. The agency shall have to make good the damages, if any caused during the performance of the work to Bank's properties at his own cost.
7. It will be agency's responsibility to enforce safety measures/precautions required as per relevant codes for carrying out the work. KBVS&AS University, Nalbari shall not be responsible for any mishap/injury/impairment caused to the workers.
8. The agency shall comply with the provision of the apprentices Act, 1961 and the rates and orders issued there under from time to time. The contractor shall be liable for any pecuniary liability arising on account of any violation by him of the provisions of any Act applicable.
9. After completion of the work, the site shall be cleared of all rubbish, wires & tapes etc. All holes shall be filled up and finished as per existing finishes or as directed by officer-in-charge.
10. On acceptance of the work order, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the officer-in-charge shall be communicated to KBVS&AS University, Nalbari.
11. Some restrictions may be imposed by the KBVS&AS University, Nalbari security etc. on the working and/or movement of labour, material etc. Agency shall be bound to follow such restrictions/instructions and nothing extra will be paid on this account.
12. All the defects/replacement of parts etc. caused in the work order period shall be got remedied by the agency at his own cost and nothing extra shall be payable on this account.
13. The agency shall also ensure timely and adequate deployment of personnel required for carrying out project. No conveyance charges/traveling charges will be paid to the personnel by the Bank.
14. Any damage done to banks property will have to be made good by the contractors at his risk and cost.

15. Work can be carried out on Day & Night without disturbing passersby/Bank's officers working in & around.
16. No child labour should be engaged on the work by the vender.
17. The contractor has to provide all tools and plants etc. for proper execution of the work at site.
18. The firm has to clean all the debris left behind at the end of days' work. Agency shall be responsible for labor engaged for their code of conduct.
19. Work is to be completed satisfactory on entire satisfaction of Bank's officer's deputed at site.
20. Contractors are advised to visit the site properly before quoting the rates for the execution of work.
21. The agency shall submit the offer, which satisfy each condition laid down in this RFP, failing which, the tender may be rejected.
22. KBVS&AS University, Nalbari reserves the right of accepting the whole or any part of the offer rates and the agency shall be bound to perform the same at the rates quoted by him.
23. Any discrepancies arise between the rates quoted by the vender in figures and in words, only quoted rates in words will be acceptable.
24. The contractor has to prepare a program chart for completing the work within a period of 15 (fifteen) days in consultation with Manager (Premises) after award of the work.
25. A schedule of probable quantities in respect of each work and specifications accompany these conditions. The schedule of probable quantities is liable to alteration by omissions, deductions or additions at the discretion of the Bank.
26. The contractor shall not be entitled for any compensation for any loss suffered by him on account of delays in commencing or executing the work; whatever the cause of delays may be, including delays arising out of modification to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connections for construction purposes or for any other reason whatsoever and the Bank shall not be liable for any claim in respect thereof. The Bank does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.
27. The successful Tenderers is bound to carry out any items of works necessary for the completion of the job even though such items are not included in the schedule of quantities and rates. Schedule of instructions in respect of any additional items and their quantities will be issued in writing by the Bank.
28. The work shall be executed as per standard work and practices of this trade bank decision shall be final and binding upon the contractor.
29. It would be agency's responsibility to enforce safety measures/precautions required, as per relevant codes, for carrying out the work. KBVS&AS University, Nalbari shall not be responsible for any mishap/injury/impairment caused to the workers.

30. Some restrictions may be imposed by the IHC, security etc. on the working and/or movement of labour, material etc. The agency shall be bound to follow such restrictions/instructions and if such restriction incurs any cost to the vendor, nothing extra will be paid in this regard.

31. All the defects/replacement of parts etc. caused during the work shall get remedied by the agency at his own cost and nothing extra shall be payable in this regard by the Bank. once the CCTV camera system is installed but if Bank desires to change the location of the existing camera for better and efficient surveillance system, vendor is required to arrange shifting of location of the camera along with necessary ancillary required work free of cost for a period of one year from the date of handing over of the system to the Bank. All cost in this regards has to be considered by the vendor while submitting their offer. Vendor can anticipate Maximum 20% location change during this period. Each camera shall have 5 to 6 feet slag (loose wire) for shifting the camera without making any joint in the camera in case of its re- location at later date.

32. After award of work the agency shall deploy one technical supervisor at the site during work at site.

33. Contractor has to furnish under taking on the company letter head that no any legal case is pending against the company from any parties for whom they have worked.

34. Once system is handed over, all intellectual property right will rest with the Bank.

35. All the electrical (line wire drawings) shall be handed over to the bank before settlement of the final bill and will be property of the Bank. Contractor will have no right over them and they will be bound by Official Secret Act.

36. Contractor has to ensure that all the workers/ sub-contractors should have police verification before commencement of the work.

37. Contractor is required to sign Official Secret Act before commencing in the work.

#### **PERIOD OF COMPLETION**

Time allowed for carrying out this work is three calendar **months** from the date of award of the work. However these rates shall remain valid for the further period of six months for any work required to be under taken by KBVS&AS University, Nalbari within the scope of this tender. Deviation in quantities of work to the tune of 50 % on BOQ quantities of this tender can be anticipated while quoting this tender.

#### **PENALTY CLAUSE:**

0.50 % amount will be charged per week (for delaying the project) on total project cost up to a maximum ceiling limit of 10% of the project cost.

#### **PAYMENT TERMS:**

In all two payments shall be allowed during the course of execution of this work. Final Payment will be made only after completion of this project. Deduction of applicable taxes in accordance with the provision of Income Tax act/rules on the subject shall be applicable and Tax shall be deducted at source.

#### **INSTRUCTION**

Interested vendors may visit the Bank's premises for inspecting the existing setup and other infrastructure facilities available in the Bank. The Bidder is expected to examine all instructions, forms, terms and specifications in the tender documents.

- a. No binding legal relationship will exist between any of the Respondents and Bank until execution of a contractual agreement for this work.
- b. Each Bidder acknowledges and accepts that Bank may in its absolute discretion apply selection criteria specified in the document for evaluation of proposals for short listing/ electing the eligible vendor(s).
- c. The tender document will not form part of any contract or arrangement, which may result from the issue of this document or any investigation or review, carried out by the bidder.

#### **EARNEST MONEY DEPOSIT**

The bidder has to submit earnest money deposit of Rs. 25,000 (Rs. Twenty five Thousand only) (The EMD of unsuccessful bidder shall be refunded after completion of tendering process and the EMD of the selected vendor shall remain with KBVS&AS University, Nalbari and will be adjusted in the security deposit during the period of execution of contract for which no interest will be paid on the EMD. The security deposit shall be released only after successful completion/satisfactory execution of the contract.) by way of in the form of Pay Order/Demand Draft in favor of **Registrar, Kumar Bahskar Varma Sanskrit and Ancient Studies University, Nalbari.**

#### **PERIOD OF VALIDITY**

Bids shall remain valid for three months from the date of its opening, as prescribed by the Bank. A bid valid for shorter period shall be rejected by the Bank as nonresponsive.

#### **BID CURRENCY**

Prices shall be expressed in Indian Rupees only.

#### **INSURANCE**

The successful Tenderers shall take all risk policy for the contract value and workmen compensation policy for the workers engaged in the work. The contractor shall indemnify the Bank for any loss or damage that occurs to persons or building or third party while executing the work. Third party liability in contractor's all risk policy shall be minimum of Rs 2 lakh per person for any accident or occurrence and Rs. 5.00 lakh in respect of damage to property for any accident or occurrence.

#### **DEFECTS LIABILITY PERIOD**

The Defects Liability Period shall be twelve months from the Completion of work and the warrantee of the product should be valid for a period of twelve months from the date of completion of the work.

#### **SIGNING OF CONTRACT**

The successful bidder(s) to be called as vendor, shall be required to enter into a Service Level Agreement (SLA) with the Bank, within 15 (fifteen) days of the award of the tender or within such extended period as may be specified by the Bank.

#### **RETENTION MONEY/ SECURITY DEPOSITS**

After execution of work, the retention money/ security deposits at the rate of 10% will be deducted from the vendor's payment bill, EMD which is already deposited with the bank will be adjusted in the retention money.

The retention money shall be released after satisfactory completion of twelve months from the date of completion of this work. During this period if any defects are observed than it needs to be set right in a reasonable period of three days from the date of receipt of the compliant by the contractor. If contractor fails to attend the rectification than Bank will be at liberty get the things set right though some other agency at the risk cost and consensus. The expenditure incurred in this behalf shall be adjusted from the dues of the contractor/ retention money.

## **GENERAL INSTRUCTION TO BIDDERS**

a) Any offer made in response to this tender when accepted by KBVS&AS University, Nalbari will constitute a contract between the parties.

b) The supplier is fully responsible for any loss in transit and will also be responsible for safe delivery of goods/stores in good condition at KBVS&AS University, Nalbari.

c) Bid should be valid for a minimum period of 90 days from the date of opening of Bid. The sealed bids superscribing on the envelope 'Bid for Supply, Installation, Testing & Commissioning of IP based CCTV Surveillance System and Integration with existing LAN' with tender number and due date should reach on or before the specified date and time to the Registrar, KBVS&AS University, Nalbari.

d) KBVS&AS University, Nalbari takes no responsibility for delay, loss for non-receipt of bids/documents sent by post and reserves the right to accept the reject any part/full of the bid without assigning any reason whatsoever.

e) Bids received after due date and time shall be rejected.

f) The Price must be quoted in Indian Rupees only. The rates should be inclusive of all charges such as packing, forwarding, insurance & loading, unloading, freight and clearance, etc. & bidder should undertake to supply goods at KBVS&AS University, Nalbari.

g) The VAT/Sales/General Taxes where legally liveable has to included in the quoted rates for items shown along with the price quoted. It will be treated that the price is inclusive of VAT & other taxes. VAT/CST registration No. and date of its validity should be indicated. KBVS&AS University, Nalbari will not provide "C" & "D" forms, hence quote may include the taxes actually liveable. The firm must quote their TIN No., PAN No., (IT returns) VAT registration no. etc. in the Bid (attested copies to be enclosed).

h) The rates should be mentioned clearly in both figures and words for each item in the quotation. If there is any variation in figures and rates quoted in words will be taken in to consideration. The overwriting, cutting, erasing, if any should clearly be duly attested.

i) KBVS&AS University, Nalbari reserves the right at the time of issue of Purchase Order to increase or decrease the quantity by or up to 50 percent of the order of goods and services originally specified in the Bid without any change in final unit price or other terms and condition. However, in case of PVC Conduit and Cables the payment shall be regulated as per actual measurement.

j) **Warranty:** The bidder shall provide 12 months On-site Warranty for all items from the date of installation and shall be responsible for any defects that develop in the equipment's. They shall also replace any defective part of the product supplied without any exception and recourse, free of cost.

k) The Supplier is responsible for all packing, unpacking, assembles, installation of units. The Supplier will test the products and accomplish the adjustments necessary for successful and continuous operation of the products supplied at all installation sites and shall ensure maintenance of the supplied products during the warranty period.

l) For goods supplied locally, no advance payment or payment against Performa invoice will be made. Part payment shall be considered and may be made after the successful delivery and Service charge after successful installation (as mentioned in SCOPE, Testing, Training, Integration and Documentation in respect of the complete CCTV System.

m) Packing list giving description of the contents must be put on all packages.

n) The delivery, installation and successful testing of the items must be completed within two months from the date of award of contract to the successful bidder.

o) **Corrupt or Fraudulent Practices:** Bidders should observe the highest standard of ethics during the procurement and execution of such contracts. “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of public official in the procurement process or in contract execution, and “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial by non-competitive levels and to deprive the Purchaser the benefits of free and open competition. KBVSASU will reject a proposal if it is found that the Bidder recommended for award has engaged in corrupt or fraudulent practice(s) while competing for the contract in question.

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