



SATYAJIT RAY

FILM & TELEVISION INSTITUTE, KOLKATA
(An Academic Institution under Min. of Inf. & Broadcasting, Govt. of India)

Ref: No. 16011/19/13-PUR

TENDER FOR THE SUPPLY , INSTALLATION & COMMISSIONING OF AUDIO VISUAL
EQUIPMENT AT THE CONFERENCE ROOM OF SRFTI

LAST DATE FOR SUBMISSION: 09.10.2013 (within 5 P.M)

To be submitted to: Sr. Manager (M&R), SRFTI, Kolkata

1.	Name of the Firm/Agency:		
	Address of the Firm/Agency:		
	Tel:	Fax:	
	E-mail:		

TENDER

SN	ITEM / SPECIFICATION	Quantity Required	TO BE FILLED BY THE FIRM/AGENCY (INDICATE BRAND / MODEL QUOTED FOR, UNLESS SPECIFIED)		
			Brand / Model/Part No	Unit Rate (In Rs)	Total Rate With all Taxes & Charges (In Rs.)
01.	Projector: Full HD resolution, single chip DLP projector with around 4500 ANSI lumens,16:9 aspect ratio and HDMI input (Make – Panasonic / Hitachi / Mitsubishi)	01 No.			
02.	Ceiling Mounting Kit for Projector: Fixed type (Make – Custom)	01 No.			
03.	Projection Screen (Manual) : - 8' x 6' (approx), wide format supported, pull down and self lock type. (Make – Draper / Dalite)	01 No.			
04.	Face plate with two 5 amp Power Point: It consists 1 VGA, 1 HDMI, 1 Audio Input. (Make – Custom / Magnum)	10 Nos.			
05.	VGA Switcher: At least 6 input. (Make – Extron / Kramer)	01 No.			
06.	HDMI Switcher: At least 6 input. (Make – Extron / Kramer)	01 No.			
07.	Audio De Embedder HDMI: (Make – Extron / Kramer).	01 No.			
08.	Speaker: 4" ceiling mounted speaker. (Make – JBL)	06 Nos.			
09.	Boundary Layer Microphone : Table top type. (Make – Sennheiser / Shure)	12 Nos.			
10.	Wireless Hand Held Microphone : (Make – Sennheiser / Shure)	02 No.			
11.	Wireless Lapel Microphone: Collar type. (Make - Sennheiser / Shure)	01 No.			
12.	Audio Amplifier: 8 channel audio amplifier at least 50 watt per channel. (Make – Crown / Biamp)	01 No.			
13.	DSP: Digital Signal processor with at least 8 channel AEC microphone mixer with built in AEC and NC. (Make – Biamp / Clear one)	01 No.			
14.	DSP Extension: Digital extension with at least 8 channel AEC microphone mixer with built in AEC and NC. (Make - Biamp / Clear one)	01 No.			
15.	AV Rack: For equipment storage. (Make – Val Rack)	01 No.			
16.	Blue Ray DVD Player, All Region Free (Make – Sony)	01 No.			
17.	Cable & Connector: Cable manager to be provided under the table for routing all cables. HDMI, VGA and Audio cable (Make – MX) Power Cable (Make - Havells / Phinolex) Connectors (Make - Neutric / MX) (Note: Quantity to be supplied as per installation requirement for complete satisfactory installation. Total Lump sum rate is to be quoted inclusive of all fittings)				
18.	Installation Charges: It is to be done by the supplier				

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SI No	Description	Rate (Excluding of all taxes & charges)	Total Rate (Inclusive all taxes & charges)
	Non-Comprehensive Annual Maintenance Contract (AMC)		
01.	Rate for 1 st year (i.e. 2 nd year from the date of commissioning of the entire system1		
02.	Rate for 2 nd year (i.e. 3 rd year from the date of commissioning of the entire system)		
03	Rate for 3 rd year (i,e 4 th year from the date of commissioning of the entire system)		

Date:

Signature of the authorized signatory with seal

TERMS & CONDITIONS:	
1.	Tenders must be submitted by bearer or sent by post so as to reach the office latest by 09.10.2013 within 5 P.M. in a sealed envelope addressed to The Sr. Manager (M & R), Satyajit Ray Film & Television Institute, E. M. By Pass Road, P.O. Panchasayar, Kolkata – 700 094 duly accompanied by following. a) Forwarding letter on the Official letterhead of the firm/agency. b) Supporting technical literature / brochure on the brand items for which rates are quoted. c) Supporting documents of previous supply of similar items in India
2.	Tender will have to be submitted only on the numbered "Tender Paper" issued by SRFTI. Each page of the "Tender Paper" should be signed by the authorized signatory of the firm.
3.	Tender should indicate the 'total rate per unit item' on FREE DELIVERY AT SITE basis and shall be INCLUSIVE OF ALL APPLICABLE TAXES, OCTROI AS WELL AS INSTALLATION COST.
4.	a) Documentary evidence indicating that the tenderer is either manufacturer or experienced solution provider (authorized dealer/ authorized service provider / business Partner of the original manufacturer of the major audio / Video equipment) for supply, installation & commissioning of Audio Visual Equipment at the Conference Room of SRFTI. A communication from the original manufacturer indicating that they would take responsibility to supply spares in case of failure of the supplier, must be enclosed. It should also indicate that in case the supplier fails to provide service, the original equipment manufacturer would provide the service. The supplier also has to have back-to-back arrangement with the manufacturer for providing post-installation service. b) Proof of experience in supply, installation & commissioning of Audio Visual Equipment at the Conference / Meeting Room of at least five Organizations of repute where the said systems were installed at least 02 years back from the date of submission of this tender. c) The tenderer should have a fully equipped maintenance set –up / service centre in Kolkata and the details/proof of the same are to be provided. d) A detailed client list based in Kolkata indicating the name, address, contact person, phone No. are to be furnished by the tenderer where they have supplied, installed and commissioned Audio Visual Equipment at the Conference / Meeting Room of the said firms at least two years back from the date of submission of this tender. e) Valid & relevant Trade License. f) Partnership deed (duly attested) in case the tenderer is a partnership firm g) Tenderer must have branch office in Kolkata and the tenderer also should provide the branch office related documents, such as- Office Address, Telephone No, copy of Trade License, PAN No, & details of Contact Person etc.
5.	Earnest Money Deposit –Each tenderer shall have to deposit a sum of Rs. 30, 000/- in Banker's cheque / Draft from any schedule Bank, drawn in favour of 'Satyajit Ray Film & Television Institute', payable at Kolkata, as Earnest Money Deposit. The amount of Earnest Money will be refunded to the unsuccessful tenderer(s) without interest, through A/C payee cheque /ECS, after finalization of the tender and against surrender of the original Money Receipt (MR) towards EMD. . In case of successful tenderer, the EMD amount will be returned after deposition of the Security Deposit (SD) within 10 days from the date of issue of intimation in this respect. b. Third party draft will not be accepted. c. Bid with incomplete information or not in accordance with instructions or without Earnest Money Deposit (EMD) are liable to be rejected. Partial bids are also liable to be rejected.
6.	The successful tenderer shall have to deposit Rs. 75,000/- as Security Deposit through Banker's cheque / draft drawn in favour of "Satyajit Ray Film & Television Institute" payable at Kolkata, which will be retained by SRFTI without interest, for 01 year, from the date of taking over the entire installation after successful commissioning of the same, from the supplier. In the event of the supplier failing to execute the order without sufficient reason acceptable to SRFTI, the Security Deposit will be forfeited.
7.	After expiry of one year from the date of taking over the entire installation and on completion of all obligations by the supplier, the Security Deposit without interest will be refunded to the supplier subject to the following conditions:- a) After deducting the amount from the Security Deposit, which may fall due towards any claim for loss or for whatsoever reasons felt necessary by SRFTI; b) The supplier shall have to apply for the refund of Security Money along with original Money Receipt issued against Security Deposit; c) Before releasing the Security Money, the supplier, shall also have to submit a certificate to the effect that they have no claim(s) against SRFTI under this tender. If any Bill(s) for the job done under this tender is / are left pending at the time of releasing the Security Money, the supplier may furnish the certificate in the following format: "I/We hereby certify that there are no claims against SRFTI under Order No for the job Except to the extent of the claims preferred by me/us as per under-noted bills already submitted to you."
8.	The free on-site warranty period shall be for 01 year (excluding Projector Lamp) from the date of taking over the entire installation by SRFTI, after successful commissioning of the entire system by the successful tenderer Lamp warranty should be mentioned in clear terms..Free warranty shall include free replacement of all spare / component / PCBs. After expiry of 01 year's warranty period, a fresh Work Order may be issued on the successful tenderer for providing Non-Comprehensive AMC for 03 years (but, the Order of Non-Comprehensive AMC will be for 01 year at a time, and the subsequent order of the same may be issued depending on the performance during the previous year), depending upon their performance during the warranty period.
9.	During the warranty / AMC period, the following factors are to be ensured by the contractor:- i)The contractor will remain responsible for proper spares support. The spares are to be supplied free of cost during the warranty period and against issue of separate order during the Non- Comprehensive AMC period. ii) The system has to be attended to within 01 day from the time of receipt of complaint. If fault can not be identified on site, SRFTI will allow the contractor to carry the equipment / faulty parts to their works for necessary servicing / replacement. iii) Faulty parts would have to be carried away from SRFTI and would have to be delivered back to SRFTI, duly serviced / replaced. iv) The obligation under the warranty shall include all costs relating to labour, spares, maintenance (preventive and unscheduled) and transport charges from site basis.

10.	Deviation: It is impressed upon the tenderer that the instant tender should be based on the conditions a specifications stipulated in the tender documents and that the tenderer shall not stipulate his own terms and conditions in deviation thereof, as apart from the likelihood of vitiating the tender, such deviations will lead to non-uniformity of tender and make evaluation of tenders difficult and accordingly, will render such tender liable to rejection/cancellation
11.	Delivery & installation must be completed in full within 45 (Forty Five) days of the placement of the formal order.
12.	SRFTI Administration reserves the right to accept or reject any offer and modify the total requirement at any stage before the placement of Work Order, without assigning any reason.
13.	Any dispute arising out of order shall be subject to the exclusive jurisdiction of Court in Kolkata City only.
14.	Sealed envelope containing quotations should super scribe the words: "TENDER FOR THE SUPPLY & INSTALLATION OF AUDIO VISUAL EQUIPMENT AT THE CONFERENCE ROOM OF SRFTI"
15.	Tender rate should remain valid for at least 03 months from the last date fixed for submission of the tender. Institute reserves the right to reject part and incomplete Tender.
16.	Evaluation Criteria: The quotation will be evaluated on the basis of total cost of the items against Sl. No. 01 to 18 of page No. 01 & the total cost of AMC (Non-Comprehensive for 3 years of the quotation form of Page No.2 (inclusive of all taxes and charges).

Note:- A site plan of the Conference Room is enclosed for reference. Interested bidders may inspect the site on any working day from 24.09.13 to 08.10.13 between 11 A.M to 03 P.M and may contact the Maintenance Section for the purpose.

TERMS OF PAYMENT:

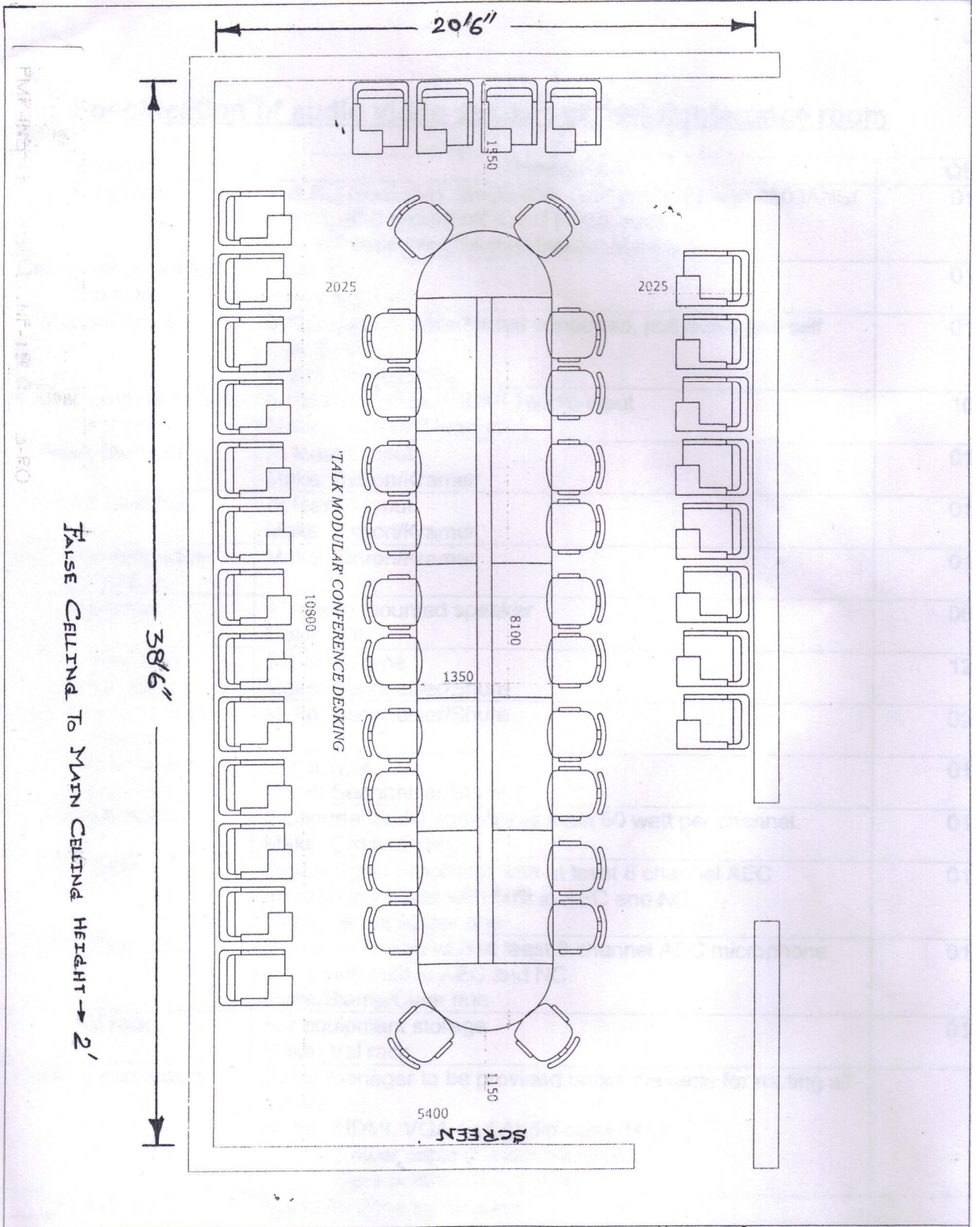
- 1] Full Payment on completion of supply, Installation & commissioning subject to furnishing certificate to this effect by Technical Committee (comprising of AP Sound, AP Editing, Maintenance Engineer & Purchase Officer, within one month from the date of submission of bill complete in all respect.

SPECIAL CONDITIONS/REMARKS BY THE FIRM/AGENCY, IF ANY: (Separate sheet may be attached if required)

Certified that we are quoting the above rates after having gone through the specifications of each item individually in addition to 'Terms & Conditions' & 'Terms of Payment' mentioned above, which are agreed by us.

Date:

Signature of the authorized signatory with seal



Partha Dasg
 Tuhin Chaudhuri

