

**Ref: 72050/05/2015-IT/**

**Date: 10.09.2015**

To

**Sub: Extension of LAN in Animation Department at SRFTI**

Dear Sirs,

Satyajit Ray Film & Television Institute (SRFTI) invites tender for LAN extension work in Animation Department at SRFTI. The tender should be submitted in the enclosed form, furnishing the details of information as sought for therein.

**SRFTI** reserves the right to accept or reject any or all the tenders without assigning any reason. The tender should reach the office latest by **5.00** PM on **23.09.2015** in a sealed envelope addressed to the Sr. Manager (IT), IT Section, Satyajit Ray Film & Television Institute, E.M. Bypass Road, Kolkata-700 094.

Thanking you,

Yours faithfully,

Somaditya Majumder  
(Sr. Manager IT)

**Enco: As above**



SATYAJIT RAY

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

Ref: 72050/05/2015-IT/

Date: 10.09.2015

Tender for LAN Extension work in Animation Department at SRFTI
<b>LAST DATE FOR SUBMISSION: 23.09.2015 (within 5 P.M.)</b>
To be submitted to: Sr. Manager (IT),SRFTI , Kolkata

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

TENDER					
S.NO	ITEM / SPECIFICATION	Make	TO BE FILLED BY THE FIRM/AGENCY		
			QUANTIT Y REQD.	UNIT RATE (In Rs)	TOTAL RATE WITH ALL TAXES & CHARGES
01	24 Port 10/100/1000 base web smart switch	D-Link(DGS-1210-28)	02 Nos		
02	UTP Cat-6A Information Outlet	Systemax	35 Nos		
03	UTP Cat-6A 1 Mtr Patch Cord	Systemax	35 Nos		
04	UTP Cat-6A 2 Mtr Patch Cord	Systemax	35 Nos		
05	Single Port Face Plate	Systemax	35Nos		
06	PVC Back Box		35 mtr		
07	1 inch PVC Pipe		50 Nos		
08	1.1/2 inch PVC Casing		30 Nos		
09	1 inch PVC Casing		50 Nos		
10	32 MM flexible pipe white color		10 Mtr		
11.	Casing L,T and accessories		1 LS		
12.	9U wall mount rack with PDU and H/W screw	Valrack	2 Nos		
13.	UTP Cat6-A Loaded 24 Port Jack Panel	Systemax	2 Nos		
	<b>Service Charges</b>				
14.	Cat 6A UTP Cable Laying Charges		500 Mtrs		
15.	Cat 6A Information Outlet termination Charges		35 Nos		
16.	Cat 6A Loaded 24 Port Jack Pannekl Termination Charges		2 Nos		
17.	Feruling, Numbering and Rack Dressing Charges		1 LS		
<b>TOTAL RATE</b>					

<b>TERMS &amp; CONDITIONS:</b>	
1.	Tenders must be submitted by bearer or sent by post so as to reach the office latest <b>by 5.00 PM on 23.09.2015</b> in a sealed envelope addressed to The Sr. Manager (IT), 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 letter head of the firm/agency. b) Supporting documents as per the SL. No. 8 of this tender.
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 each item' on FREE DELIVERY OF MATERIALS AT SITE basis and shall be INCLUSIVE OF ALL APPLICABLE TAXES, OCTROI AS WELL AS INSTALLATION COST.
4.	<b>The successful tenderer shall have to deposit 5% of the total value quoted as Security Deposit through banker's cheque /Draft drawn in favor of "Satyajit Ray Film &amp; Television Institute" payable at Kolkata, which will be retained by SRFTI without interest, for one year after completion of the project work.</b>
5.	Delivery of the materials and job must be completed in full within 30 (Thirty) days of the placement of the formal order.
6.	SRFTI Administration reserves the right to accept or reject any offer and modify the total requirement at any stage Without assigning any reason.
7.	a) Documentary evidence is to be provided indicating that the tenderer is authorized distributor/ authorized dealer/ authorized sales & service agent of the OEM.(M/s Systemax). b) Proof of experience in supply of similar type of work at least three organization. c) Valid Sales Tax Clearance Certificate /VAT Registration No.
8.	Any dispute arising out of the order of the purchase shall be subject to the exclusive jurisdiction of Court in Kolkata City only.
9.	Sealed envelope containing quotations should be superscribed with the words: <b>"EXTENSION OF LAN IN ANIMATION DEPARTMENT"</b>
10.	Tendered rate should remain valid for at least 3 months from the last date fixed for submission of the tender. Institute reserves the right to reject part and Incomplete Tender.
11.	After completion of one year of the said job, 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."
12.	Evaluation Criteria: The quotation will be evaluated on the basis of total cost of the items against Sl. No. 01 to 17 of page No. 02 of the quotation form (inclusive of all taxes and charges).

**TERMS OF PAYMENT:**

1. Full payment after completion of full job & certified by SM (IT) within one month from the date of submission of bill complete in all respect.
2. **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