



**REQUEST FOR PROPOSAL (RFP)  
FOR  
SETTING UP OF STUDIO  
AT  
AICTE HEADQUARTERS  
ON  
SUPPLY, INSTALLATION, TESTING AND  
COMMISSIONING BASIS (SITC)**

RFP NO. 01/AICTE/FDC/STUDIO/2020-21

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION (AICTE)  
(A Statutory Body of Government of India)  
Nelson Mandela Marg,  
Vasant Kunj, New Delhi-110 070**



## INDEX

<b>S. No.</b>	<b>Description</b>	<b>Page No.</b>
<b>1.</b>	Schedule for Invitation of e-bid through CPPP	<b>4</b>
<b>2.</b>	<b>Section-I</b> About AICTE	<b>5-6</b>
<b>3.</b>	<b>Section-II</b> Invitation of Bids	<b>7-10</b>
<b>4.</b>	<b>Section-III</b> Eligibility Criteria	<b>11-13</b>
<b>5.</b>	<b>Section-IV</b> Scope of Work and Bill of Quantity	<b>14-39</b>
<b>6.</b>	<b>Section-V</b> Technical Specifications	<b>40-44</b>
<b>7.</b>	<b>Section-VI</b> General Instructions	<b>45-47</b>
<b>8.</b>	<b>Section-VII</b> Payment Terms and Penalties	<b>48-50</b>
<b>9.</b>	<b>Section-VIII</b> Instruction to Bidders	<b>51-73</b>
<b>10.</b>	Checklist for Technical Proposed submission	<b>74</b>
<b>11.</b>	<b>Form 1</b> : Technical Proposal covering letter	<b>75</b>
<b>12.</b>	<b>Form 2</b> : Particulars of the Bidder	<b>76</b>
<b>13.</b>	<b>Form 3</b> : Project Citation Format (Forms 3A and 3B)	<b>77-78</b>

<b>14.</b>	<b>Form 4 : Turnover details</b>	<b>79</b>
<b>15.</b>	<b>Form 5 : Manufacturer’s Authorization Letter</b>	<b>80</b>
<b>16.</b>	<b>Form 6 : Bank Guarantee Format for EMD</b>	<b>81</b>
<b>17.</b>	<b>Form 7 : Format for Performance Bank Guarantee</b>	<b>82</b>
<b>18.</b>	<b>Form 8 : Non-Blacklisting Declaration</b>	<b>83</b>
<b>19.</b>	<b>Form 9 : Authorization Letter</b>	<b>84</b>
<b>20.</b>	<b>Form 10 : Declaration of Performance of Services</b>	<b>85</b>
<b>21.</b>	<b>Form 11 : Financial Covering Letter</b>	<b>86-87</b>
<b>22.</b>	<b>Form 12 : Financial Bid Template</b>	<b>88</b>

## All India Council for Technical Education, New Delhi (AICTE)

Dated: 30-12-2020

**RFP No. 01/AICTE/FDC/Studio/2020-21**

e-Bids, valid for a minimum period of 180 days from the date of opening, are invited by AICTE through Central Public Procurement Portal (CPPP) for setting up of a State-of-the-Art Studio at AICTE Headquarters, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 as a **“Turn Key Project on Supply, Installation, Testing and Commissioning Basis (SITC), Including Civil works like Acoustics, Furniture & Finishings.”**

Tender Fees (non-refundable)	Not applicable as per GFR 2017 (to be downloaded from the Portal)
Earnest Money Deposit to be submitted	<b>INR 10 Lacs (Rupees Ten Lacs only)</b>

### BID DATA SHEET

S No.	Topic	Date
1	Start date of issuance of RFP document	30.12.2020
2	Date & time of Pre-bid Meeting to be held at AICTE Headquarter at Nelson Mandela Marg, Vasant Kunj, New Delhi	11.01.2021 at 10:30AM
3	Last date & time for Receipt of EMD	22.01.2021 at 3:30PM
4	Last date & time for Online Submission of e-bids	22.01.2021 at 5:00PM
5	Date and time for opening of e-bids	25.01.2021 at 11:00AM
6	Date and Time for opening of Technical Bid	01.02.2021 at 11.00AM
7	Date and time for Technical Presentation / demonstration	04.02.2021 at 11.00AM to 5.30PM
8	Date and time for opening of Commercial e-bids	To be intimated later
9	Estimated Value of the Project	<b>INR 5 Crore (INR Five Crores only)</b>
10	Validity of the Proposal	180 Days from the date of opening of tender

## SECTION I – ABOUT AICTE

### 1. ABOUT AICTE

- a) All India Council for Technical Education (AICTE) was set-up in November 1945 as a national level apex advisory body to conduct survey on the facilities on technical education and to promote development in the country in a coordinated and integrated manner.
- b) To ensure the same, as stipulated in the National Policy of Education (1986), AICTE be vested with statutory authority for planning, formulation and maintenance of norms and standards, quality assurance through accreditation, funding in priority areas, monitoring and evaluation, maintaining parity of certification and awards and ensuring coordinated and integrated development and management of technical education in the country.
- c) AICTE is responsible for proper planning and coordinated development of the technical education and management education system in India.
- d) The AICTE accredits postgraduate and graduate programs under specific categories at Indian institutions as per its charter. It is assisted by 10 Statutory Boards of Studies, namely, UG Studies in Eng. & Tech., PG and Research in Eng. and Tech., Management Studies, Vocational Education, Technical Education, Pharmaceutical Education, Architecture, Hotel Management and Catering Technology, Information Technology, Town and Country Planning.
- e) AICTE has its new headquarters building in Delhi on the Nelson Mandela Road, Vasant Kunj, New Delhi, 110067, which has the offices of the chairman, vice-chairman and the member secretary. Additionally, it has regional offices at Kanpur, Chandigarh, Gurgaon, Mumbai, Bhopal, Baroda, Kolkata, Guwahati, Bangalore, Hyderabad, Chennai and Thiruvananthapuram.

#### 1.1 Background and brief on the current scope of the project

- a) Continuing technological developments enable video to be accessible more easily, faster, and across multiple platforms and devices. It can be viewed on multiple (student owned) devices, in multiple formats (before, during, and after class). The increasing prevalence of technology is driving the viability and availability of online teaching and the open academic resources and video is playing a role in facilitating these developments.
- b) Education is undergoing a major paradigm shift, as brick-and-mortar Institutions/organizations are opening up to rich media content, subject matter experts, and to one another. This shift has

been influenced largely by technological and pedagogical trends, greater worldwide access to the Internet, an explosion of mobile phone users, and the appreciation for these technologies by young people, as well as by teachers. Video appears poised to be a major contributor to the shift in the educational landscape, acting as a powerful agent that adds value and enhances the quality of the learning experience.

- c) AICTE (A Statutory Body of Government of India) under Ministry of Human Resource Development (MHRD) has been vested with statutory authority for planning, formulation and maintenance of norms & standards, quality assurance through accreditation, funding in priority areas, monitoring & evaluation; maintaining parity of certification and awards and the management of technical education in the country. The purview of AICTE (the Council) covers programs of technical education including training and research in Engineering, Technology, Architecture, Town Planning, Management, Pharmacy, Applied Arts and Crafts, Hotel Management and Catering Technology etc. at different levels.

## **1.2 Need for Creation of a Studio at AICTE HQ., New Delhi**

- a) AICTE has undertaken a number of initiatives to promote Technical Education in the country, like, (i) Smart India Hackathon (SIH)2019; ARIIA; IIC, Policy Framework on Innovation & Start-ups for Indian HEIs; MBA/PGDM in Innovation Entrepreneurship & venture Development; AICTE Start-up Policy Advocacy Program apart from SWAYAM MOOCs Platform. In addition, MHRD Innovation Cell has been established in AICTE premises to encourage ideation, creativity amongst School and College Students; Tweaking of Indian Education System to make it more suited to foster innovation-based economy; to facilitate commercialization of celebrated incremental and frugal innovations; to create mechanism to harness India's ability as a services-led economy for building knowledge-based and innovation-driven economy, to promote "Think in India" philosophy and to invest and reward IP creation.
- b) Smart India Hackathon is an initiative of the MHRD and in order to promote innovation and entrepreneurship at the remotest part of India or to guide students present at any part of the country, a studio could prove highly beneficial as it would help to create in-house videos which would have a wider range of reach. MHRD Innovation Cell (MIC) requires a lot of digital content for reaching out to students and Institutions for building an environment of Innovation in the country.
- c) Various Ministries and their delegates have already started with such online initiatives and requests have been received from them at regular intervals for various interactive sessions like video conferencing, Facebook Live videos etc. Hence establishment of a studio in the premise would help us to cater those requests in an orderly manner. The studio could also have the live video transmission facility in case of facilitating interaction with various institutions situated in remote location. Scheduled International delegate visits could be recorded to share their Academic findings with not just participants in AICTE but also with people across geographical boundaries/ Outside.
- d) To create outreach of AICTE initiatives at a National level and to educate institutions on various Regulatory mechanisms, it is important to have facility to create digital content. Although similar infrastructure is available in other organizations, but availability of expert does not match with the availability of

recording studios established in such external studios as per the need & requirement of AICTE, in view of the various factors mentioned above.

- e) Keeping this in view, a Studio with digital equipment and computerized hard disk based workstations for recording, dubbing, editing, creating e-contents and live video transmission of lectures of eminent professors, dignitaries etc. is proposed to be setup in the premises of AICTE HQ at Vasant Kunj, New Delhi for transformation of all the above initiatives undertaken by AICTE into a realistic approach for spreading awareness among all stakeholders. The infrastructure would include air-conditioned and soundproof shooting floors, custom-designed set locations, digital film processing labs, dubbing studios and the allied requisites need for film production.

## **SECTION II – INVITATION OF BIDS**

### **2. Invitation for Bids**

- a) e-bids are invited from eligible, reputed, qualified firms with sound technical and financial capabilities for Creation of State-of-the-Art Studio at AICTE HQs., New Delhi on supply, installation, testing and commissioning basis (SITC) of the equipment and allied accessories as detailed out in the Scope of Work. This invitation to e-bid is open to all bidders meeting the minimum eligibility criteria as mentioned in the RFP document.
- b) Bidders are required to download RFP document from website of the AICTE at [www.aicte-org.india.com](http://www.aicte-org.india.com) / [www.eprocure.gov.in](http://www.eprocure.gov.in) and go through the RFP document carefully and seek details and clarification from the tenderers in case doubt. The tender is for turn-key comprehensive and optimum solution i.e. supply, installation, testing, commissioning and training of the all the equipment and services provided including Twenty-Four months of warranty followed by AMC of Thirty-Six months and support from the date of installation and commissioning.
- c) As per Rule 161 (iv) of GFR, no cost of tender document is payable for the tender documents downloaded by the bidders.

### **Submission procedure of Proposals**

#### **a) Online Submission**

- i. Bidders are required to enroll on the e-Procurement module [www.eprocure.gov.in](http://www.eprocure.gov.in)
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

- iii. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the Portal.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (DSC) - Class II or Class III certificates with signing key usage, issued by any certifying authority recognized by CCA India with their profile.
- v. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- vi. The system allows uploading of bid in terms of packets as follows:

Packet No.	Documents to be Uploaded	Format
1	Scanned copies of BG / DD for EMD and tender fee	PDF
2	Pre-qualification Response	PDF
3	Technical Proposal	PDF
4	Financial Proposal	PDF

- vii. The bidder must ensure that the bid is digitally signed by the authorized signatory of the bidding firm and has been duly submitted (frozen) within the submission timeline. AICTE will in no case be responsible if the bid is not submitted online within the specified timelines.
- viii. All the pages of the proposal document must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bidder's Proposal.

**b) Physical Submission**

Physical submission of only the following documents is required:

- i. Original bank guarantee (BG) / demand draft (DD) for EMD
- ii. Original demand draft (DD) for tender fee

**Bidder's Authorized Signatory**

A Proposal should be accompanied by an appropriate board resolution or power of attorney in the name of an authorized signatory of the Bidder stating that he is authorized to execute documents and to undertake any activity associated with the Bidder's Proposal. A copy of the same should be uploaded under the relevant section / folder on the e-Procurement portal. Furthermore, the bid must also be submitted online after being digitally signed by an authorized representative of the bidding entity.



## Preparation and Submission of Proposals

### • Proposal Preparation Cost

The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings / discussions / presentations, preparation of proposal, in providing any additional information required by vendor to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.

AICTE will in no event be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

#### 2.1 Earnest Money Deposit (EMD) and Refund

Bidders shall submit, along with their Bids, EMD of INR 10, 00,000/- (Rupees Ten Lakh only) in form of Bank Guarantee or Demand Draft (DD) from a Nationalized/Scheduled Bank Drawn in favor of Member Secretary, AICTE payable at NEW DELHI. The validity of the EMD shall be for a period of 180 days from the date of submission of the bid and the validity of the EMD should be extended in the event the last date of submission of the bid is extended.”

- i. The Bidders are required to upload scanned copy of EMD for pre-qualification PART ‘A’ of bid.
- ii. In case bid is submitted without EMD then the Department reserves the right to reject the bid without providing opportunity for any further correspondence to the concerned Bidder.
- iii. EMDs of all unsuccessful bidders will be returned at the earliest after acceptance of tender of first lowest bidder, without interest.
- iv. The EMD of the successful Bidders will be returned, without interest, upon submission of Performance Bank Guarantee (of the amount and in the format as specified in this RFP) by the successful Bidder.
- v. The EMD may be forfeited:
  - If a Bidder withdraws the proposal or increases the quoted prices after opening of the bid and during the period of Bid validity period or its extended period, if any.
  - In case of a successful Bidder, if the Bidder fails to sign the Agreement in accordance with the terms and conditions (including timelines for execution of the Agreement) of this RFP or fails to furnish the Performance Bank Guarantee in accordance with the terms and conditions (including timelines for furnishing PBG) of this RFP.

- During the Bid process, if a Bidder indulges in any act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization
- vi. The decision of the AICTE regarding forfeiture of the EMD shall be final and binding on the Bidders & shall not be called upon in question under any circumstances

**2.2 Pre-bid meeting**

**2.2.1 Bidders queries**

Any clarification regarding the RFP document and any other item related to this project can be submitted to AICTE as per the submission mode and timelines mentioned in the Bid Data Sheet. Any requests for clarifications received after the expiry of the date and time mentioned in the Data Sheet may not be entertained by AICTE. Further, AICTE shall reserve the right to issue responses / clarifications/ corrigendum. The pre-bid queries should be submitted in the format as mentioned below, along with name and details of the Bidder submitting the queries.

#	Page No.	Section (Name & No.)	Statement as per RFP	Query by Bidder	Justification for query (if any)
1					
2					
3					
4					

**2.2.2 Responses to Pre-Bid Queries and Issue of Corrigendum**

AICTE will organize a pre-Bid Conference as mentioned in the Bid Data Sheet and may respond to any request for clarifications on, and/or modifications of this RFP. It may formally respond to the pre-Bid queries after the pre-Bid Conference as mentioned in the Bid Data Sheet.

Only persons, duly authorized by the Bidder, will be allowed to participate in the pre-bid meeting. The authorized representatives should carry a valid proof of identification for verification before the commencement of the pre-Bid Conference. Also, no separate conferences will be conducted for any organization which has shown interest for participation for the RFP at date later than the dates when pre-

bid meeting has already concluded.

The AICTE will endeavor to provide timely response to all the queries. However, AICTE makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does it undertake to answer all the queries that have been posed by the Bidders. Any modifications of this RFP, which may be necessary as a result of the pre-Bid Conference or for any other reason, shall be made available by AICTE exclusively through a corrigendum. Any such corrigendum shall be deemed to be incorporated into this RFP. However, in case of any such amendment of the RFP, the Bid submission date may be extended by AICTE in the sole discretion of AICTE.

All clarifications and any other corrigendum / notification issued by the vendor subsequent to the issuance of this RFP, shall be mailed to only those vendors who have downloaded the RFP, through the email ids specified by the vendors while submitting the bid electronically.

### **2.3 Amendment of the RFP document**

At any time prior to the deadline for submission of bids, the Department, may, for any reason can modify the Bid Document by an amendment. All the amendments made in the document would be informed to all the participating agencies through e-mail and will also be displayed on AICTE's website and CPPP portal. The Bidders are advised to visit the AICTE website and Central Public Procurement Portal on regular basis for checking necessary updates. The Department also reserves the rights to amend the dates mentioned in this Bid Document for bid process. The Department may, at its discretion, extend the last date for the receipt of Bids.

### **2.4 Bid Validity Period**

- a. Bid shall remain valid for the time mentioned in the Bid Data Sheet.
  - AICTE may request the Bidder(s) for an extension of the period of validity. The validity of the EMDs should also be suitably extended if called upon to do so by AICTE. The request and the responses thereto shall be made in writing (or by Email).

### **2.5 Rights to Terminate the Process**

AICTE may terminate the RFP process at any time and without assigning any reason. AICTE makes no commitments, express or implied, that this process will result in a business transaction with anyone. This

RFP does not constitute an offer by AICTE. The bidder's participation in this process may result in AICTE selecting the bidder to engage in discussions and negotiations toward execution of a contract. The commencement of such negotiations does not, however, signify a commitment by the AICTE to execute a contract or to continue negotiations. AICTE may terminate negotiations at any time without assigning any reason.

## **2.6 Language of Bid**

The Bids prepared by the Bidder and all correspondence and documents relating to the bids exchanged by the Bidder and AICTE, shall be written and communicated in English language.

# **SECTION III – ELIGIBILITY CRITERIA**

## **3 Eligibility Criteria**

### **3.1 Physical**

Experience of having successfully completed similar works towards supplies and installation of Multi-Cam Studio Setups in Central Government/ State Government/ PSU/ Universities/ Reputed Higher Educational Institution during last seven years ending previous day of last date of submission of application.

- (i) Three similar works each of value not less than 40% of the estimated cost put to tender
- (ii) or Two similar works each of value not less than 60% of the estimated cost put to tender
- (iii) or one similar work of value not less than 80% of the estimated cost, put to tender, all amounts rounded off to a convenient figure. (incomplete or in progress should also be mentioned). Vendor should have experience of doing business sales, service and integration in TV channels (proof of having executed such work should be attached).

Copy of purchase order or contract / Completion Certificate/ Satisfactory report from Client, duly attested by bidder should be enclosed along with the Technical Bid.

### **3.2 General**

Bidders shall bid for Turnkey Supply, Installation, Testing, Commissioning & Training for the required Multi-cam Studio & Post Production Setup including **Acoustics, Furniture & Aesthetics customized to available site conditions provided by AICTE**. OEM of the offered equipment should be internationally reputed Branded Company. The bidder should be a single Company. No consortium is allowed.”\

The bidder must enclose a certificate that the Organization has not been black listed by any institution of the Central/ State / PSU/ University/ Institute etc. in the past three years. Bidder should be an ISO certified Company. Bidder must have a good service center in NCR with sufficient number of on-site service engineers in NCR.”

Vendor shall be responsible for providing training to staff of AICTE for two weeks’ minimum of complete wiring, connections, operations and understanding of equipment.

Vendor should ensure for recording sessions at AICTE by their team for two weeks and make sure AICTE staff is capable of shoot and recording.

The vendor should have experience of handling of Broadcast equipment of minimum 10 years.

### **3.3 Financial**

The firm should have average annual financial turnover of at least Rs. 20 Crores during the preceding last 3 consecutive financial years. Copies of the audited balance sheet of the vendor/bidder for the last three financial years, details of Permanent Account Number and ITR (Income Tax Return) for last 3 financial years must be attached by the Bidder.

### **3.4 Sealed Tender Documents**

Sealed tender documents accompany EMD duly signed by authorized vender are required to be delivered at AICTE HQ, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070, by Registered Post/ Speed Post/By Hand (to be submitted in Tender Box) to reach on or before 22-01-2021 5.00 PM.

### **3.5 Opening of Technical Bids**

The Technical Bids will be opened at AICTE HQ New Delhi on the dates mentioned in Bid-data Table in RFP document. The Tenderers or their authorized representatives may attend the opening of Technical and Financial Bid.

### **3.6 Date of Opening of Financial Bids**

The date of opening of the Financial Bids shall be published on AICTE website [www.aicte.gov.in](http://www.aicte.gov.in). If the Institute happens to be closed on the date of receipt of the bids or opening of bids as specified in the tender document, the bids will be received and opened on the next day of opening of the office on the same time and venue. The Tenderer shall quote for the materials to be supplied as per detailed specifications as given in the tender document, at designated site in AICTE New Delhi. For any clarification and doubt related with the tender, Tenderers should email their queries to AICTE up to or *before* last date of closing of submission of e-bids.

### **3.7 Submission of Tender Documents**

The tender shall be submitted in three separately sealed envelopes marked as “A”, “B”, & “C”. The language used shall be English. In case any information is given in foreign language, then translated (in English) copies of those pages must be enclosed, failing which the tender will be disqualified.

### **3.8 PART “A” (Earnest Money)**

PART-“A” must be accompanied by Earnest Money as mentioned above in the form of Demand Draft in favor of “Member Secretary, AICTE, New Delhi” executed by any Scheduled Bank. Firms registered with NSIC &/or MSME, shall be eligible for EMD exemption. Necessary documents following documents in support of fulfilling eligibility criteria as per terms of RFP shall also be enclosed with EMD for evaluating eligibility for opening of Technical Bid”

- 3.8.1** The bidder should be a single Company. No consortium is allowed.
- 3.8.2** The bidder must enclose a certificate that the Organization has not been black listed by any institution of the Central/ State / PSU/ University/ Institute etc. in the past three years
- 3.8.3** Bidder should be an ISO certified Company.
- 3.8.4** Bidder must have a good service center in NCR with sufficient number of on-site service engineers in NCR.
- 3.8.5** Bidder shall be responsible for providing training to staff of AICTE for two weeks’ minimum of complete wiring, connections, operations and understanding of equipment. Bidder should ensure for recording sessions at AICTE by their team for two weeks and make sure AICTE staff is capable of shoot and recording.
- 3.8.6** The bidder should have experience of handling of Broadcast equipment of minimum 10 years
- 3.8.7** The bidder should have average annual financial turnover of at least Rs. 20 Crores during the preceding last 3 consecutive financial years. Copies of the audited balance sheet of the vendor/bidder for the last three financial years, details of Permanent Account Number and ITR (Income Tax Return) for last 3 financial years must be attached by the Bidder.

### **3.9 PART “B” (Technical Bid Document)**

- i. Those Tenderers, who are not the manufacturer but are authorized by the original manufacturer to supply the goods, should establish their credentials by giving valid documentary evidences- OEM Authorization letter (where applicable), table of compliance by OEM for technical specifications of major products, table of compliance for General Terms & Conditions by bidder, unpriced bill of material, equipment specification sheets, etc. relevant for evaluating the technical bid, declaration, Other documents, if any, etc. as per formats provided and where ever applicable. In some cases, like Apple Authorization can be relaxed as per their policy.
- ii. OEM Authorization Letters along with Table of Compliance for Technical Parameters, Duly Signed and Stamped by OEM for following major equipment’s have to be provided;

- PTZ Camera System
  - Teleprompter
  - Visualizer/Document Camera System
  - Video Production Switchers
  - Interactive Display
  - Trackless Virtual Studio System
  - Streaming Device
  - Centralized Storage System
  - OEM MAF for Audio product like microphones, mixer, amplifier, etc. in studio and controller room
- iii. Bids without above Authorization Letters & Table of Compliance for Technical Parameters from OEM will be Summarily Rejected.
- iv. Ink signed and stamped Table of Compliance for Technical Specifications of all equipment other than Major Equipment (as specified above), shall be provided by the bidder along with Technical Bid.
- v. Check List for PART “B”;**
- i. Copy of registration of GST.
  - ii. Copy of Trade License, Factory License/Excise Registration
  - iii. Copy of Income Tax Permanent Account Number
  - iv. Copy of Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.
  - v. Copy of Authorization for Participation in subject bid (not required in case of Proprietorship firm).
- vi. Authorization certificate and technical compliance from the Original Equipment Manufacturer (OEM) for major equipment as specified above.
- vii. Table of Compliance for Technical Specifications of all equipment other than Major Equipment (as specified above).
- viii. All pages of tender document including various sections and Annexure-A, except priced bid to be submitted in sealed Envelope-“B”.
- ix. Technical Catalogue/Product Specification Sheet of quoted product should be attached with the technical bid.
- x. AICTE, can check the authenticity of the Technical Catalogue/Product Specification Sheet from the OEM website or can ask for a duly authenticated copy of the same by OEM.

**3.10 PART "C" (Financial Bid Document)**

- i. The **PART "C"** shall contain the tender documents and information related to the schedule of quantities quoting the rates per Unit/Price etc. of the item pertaining to the Financial Bid on the Financial Bid document, issued by AICTE, along with the tender document.
- ii. Bidder shall also quote for AMC charges for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> year after Expiry of Standard Warranty of 24 months. AMC charges will not be considered for evaluation of L1/Lowest Bid criteria.
- iii. All columns shall be duly filled in with specific information on the cost involved.
- iv. The rates for the items shall be quoted in Indian Rupees.



## SECTION IV-SCOPE OF WORK & BILL OF QUANTITY(BOQ)

### 4 Scope of Work

The selected Bidder shall supply, install and commission the procured hardware Devices as per the scope. The Bidder shall also be responsible for loading and installing any applications or data provided by AICTE on the hardware before offering the same for Pre-Dispatch Inspection. The content shall be provided before signing of the Agreement. The selected bidder shall have to supply, install and commission the requisite quantity of the procured hardware at the mentioned locations at its own cost.

#### 4.1 Bill of Quantity

The description and quantity of the items to be procured as per specifications given below:

### BILL OF QUANTITY

TECHNICAL SPECIFICATIONS			
S. No.	FEATURES	SPECIFICATIONS	QTY
<b>SECTION A - STUDIO &amp; PRODUCTION CONTROL ROOM</b>			
<b>SITC OF BROADCAST QUALITY FULL HD CAMERA FOR STUDIO</b>			<b>3</b>
<b>Approved Makes: Sony, Panasonic, BirdDog</b>			
1	Image Sensor	1" 4K MOS / CMOS sensor or better	
2	Zoom Ratio	12x Optical Zoom or better	
3	Min. Illumination	2 lx or better	
4	Electronic Shutter	Auto/Manual	
5	Video Format	4K 2160/50p, 2160/25p*4 HD 1080/50p, 1080/25p*4, 1080/50i, 720/50p	
6	White Balance	ATW : 3200K, 5600K AWB : AWB-A / AWB-B	
7	Iris Control	Auto / Manual	
8	Gain Selection	Auto, 0 dB to 36 dB	
9	S/N Ratio	50 dB or more	

10	Panning / Tilting Range	Pan: $\pm 170^\circ$ , Tilt: $-30^\circ$ to $210^\circ$ or better	
11	Panning / Tilting Speed	Minimum speed $0.08^\circ/s$ Maximum speed $60^\circ/s$ or higher	
12	Preset	99 or better	
13	Focal Length	zooming range: 1000 mm or better Wide end: 100 mm or better	
14	Video Output	HDMI Out 12G-SDI or 4K out on Quad SDI 3G-SDI OUT	
15	Reference input	BBS (Black Burst Sync), tri-level sync supported	
16	Control	Control on Web browser PTZ Remote Control Panel on Suitable Protocol	
17	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF SITC OF REMOTE CONTROL PANEL FOR STUDIO CAMERAS</b>			<b>1</b>
<b>Approved Makes: Sony, Panasonic, BirdDog or Equivalent Which is Seemlessly Compatible</b>			
1	Type	Controller for PTZ Cameras (Should be compatible with above PTZ camera)	
2	Maximum Camera Control	99 or more Camera Control on IP on Direct Serial Connections 5 or More	
3	Present (Position)	presets 99 or better	
4	Control	Control of Pan, Tilt, Zoom, and Focus Operation Auto Black Balance Iris Control	
5	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF BROADCAST QUALITY PTZ CAMERA WITH CEILING MOUNT</b>			<b>1</b>
<b>Approved Makes: Sony, Panasonic, BirdDog, DataVideo, Ross</b>			
1	Type	PTZ Ceiling mount Camera to be used as Document camera	
2	Video format	1080p 60/59.94/50/30/29.97/25 1080i 60/59.94/50 720p 60/59.94/50	
3	Image Sensor	1/2.8 inch high quality HD CMOS sensor or better	
4	Effective Pixels (approx.)	2.07 Mega pixels or Better	

5	S/N Ratio	50dB or better	
6	Min. Illumination	1.0 Lux (F1.8, AGC ON) or better	
7	Electronic Shutter	Auto / Manual	
8	Zoom Ratio	12x Optical Zoom, 10x Digital Zoom or better	
9	White Balance	Auto, Manual, One Push, 3000K, 4000K, 5000K, 6500K	
10	Mirror / Flip Image	Required	
11	Focus Mode	Auto / Manual	
12	Panning / Tilting Range	Pan: $\pm 170^\circ$ , Tilt: $+90^\circ$ to $-30^\circ$ or better	
13	Panning / Tilting Speed	Pan: 0.1~60°/sec, Tilt: 0.1~30°/sec or better	
14	Preset	100 Position or better	
15	Focal Length	f=5.2 (wide) to 98 (tele) mm , F1.6 to F3.5	
16	Video Output	HDMI x 1, SDI x 1	
17	Audio Input	3.5mm Line in	
18	Protocol	VISCA/Pelco-D/Pelco-P;	
19	Remote Control Interface and Transmit Distance	RJ-45: for IP control, RS-232, RS-485	
20	Video Compression Format	H.264, H.265, Dual stream output	
21	Audio Compression Format	AAC/MP3/PCM Audio compression or AAC/MP3/G.711A	
22	HD IP Interface	100M IP port(100BASE-TX)	
23	Network Protocol	RTSP, RTMP	
24	IR Control	Handheld IR Remote Control	
25	Accessory	Should be supplied with Ceiling Mount and Bracket	
<b>SITC OF TRIPODS WITH DOLLY FOR CAMERA LOAD</b>			<b>2</b>
<b>Approved Makes: Manfrotto, Libec, E-Image, Miliboo</b>			
1	Section	Two-Stage Aluminum Tripod System	
2	Payload	6 kg or better	
3	Ball diameter	75mm or better	
4	Section	2 STAGE	
5	Dolly	Compatible Dolly	
6	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF TELEPROMPTER SYSTEM FOR PTZ CAMERA</b>			<b>1</b>
<b>Approved Makes: Autoscript, Autocue, Cuescript</b>			

1	Type	Teleprompter System for Mounting PTZ Camera. Should be mountable on tripod and/or support stand. Suitable Stand to bear the payload of TP mount and PTZ Camera Should be quoted.	
2	Mounting Hardware & Monitor	15" or better Professional Display along with Teleprompter mounting Hardware, Brightness : 350 Nits or better Screen Resolution :1024x768 or better Reverse/Rotation : 4 way picture orientation Video: Autosensing PAL/ NTSC/VGA Composite	
3	Controller	<b>Should be supplied with 8 Button desktop hand control</b> device that should support adjustment of the speed and direction of scrolling text on the prompter. Should support quick command buttons for navigation around the script and trigger configurable commands	
4	Feature Support	Teleprompter software with following features support Adjustable Font Size Date & Time Display Story editing on the fly Hold & Block Stories Import RTF, DOC, HTML User- friendly Interface <b>Should be supplied with suitable I/O interface to connect with Camera Mount Teleprompter Display</b>	
5	Teleprompter Terminal	Teleprompter should be supplied with latest configuration PC/Laptop & peripherals with latest licensed windows OS and should have robust teleprompting software designed for professional shoots with ability to easily import MS word, .txt, and .rtf files.	
6	Support System	Suitable Heavy Duty Stand / Tripod with Dolly/Wheels having load bearing capacity of 25 Kg or more should be supplied along with the Teleprompter.	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>DESKTOP COMPUTER/LAPTOP SYSTEMS FOR TELEPROMPTER</b>			<b>1</b>
<b>Approved Makes: Dell, Lenovo, HP</b>			
1	Type	Laptop or Desktop	
2	Processor	min. latest generation i5 Processor	

3	Ram	8GB or better	
4	Hard disk	1 TB or better	
5	Screen size	15" in case of laptop and 18.5" in case of desktop	
6	Interfaces	HDMI interface for extended display	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF DIGITAL VIDEO PRODUCTION SWITCHER FOR TV STUDIO</b>			<b>1</b>
<b>Approved Makes: Sony, Ross Video, Panasonic, For-A, Newtek (Tricaster)</b>			
1	Inputs	Minimum 12 or more Inputs with atleast 8 or more 3G/HD/SD SDI	
2	Outputs	Minimum 6 outputs with 3 or more 3G/HD/SD SDI and 2 or more HDMI	
3	Video Input Interface	Video Input Interface: HD-SD SDI, BNC, 75 ohms, SMPTE 259M / 292M (1.5 Gbps or 270 Mbps)	
7	Video Output Interface	Video Output Interface: BNC, 75Ω, HD –SD SDI 1080/50i 1.5 Gbps or 576/50i 270 Mbps	
4	CG Software	CG Software: External / Inbuilt CG software to create still graphics and overlay on program Out	
5	Signal Processing Standards	SD - 480i/59.94 - 4:3 and 16:9   576i/50 - 4:3 and 16:9, HD - 720p 50/59.94, 1080i 50/59.94   1080pSF, 23.98/25/29.97 1080p 25/29.97, 3G - 1080p 50/59.94	
8	Hardware Control Panel	All in one electronic & hardware control panel surface or hardware control panel with separate main frame	
9	Software Control Panel	Should support Software Control Panel	
10	Mix Effect Buses	1 ME with 4 full function keyers plus transition keyer or better	
12	Chroma Key	Minimum 1 chroma keyer	
13	DVE	2 (2D) floating DVES to be utilized in any keyer in the system	
14	Wipe Generator	Built-in Wipe Generator for M/E	
15	Pattern Generator	Minimum 2 Pattern Generators	
16	Frame Syncs & Format Converters	6 or more freely-assignable Frame Syncs & Format Converters	
17	Multiviewer	1 Built-in MultiViewer with tally, source names, and clock. Configurable with up to 10 windows	
18	Custom Macros	72 Custom Control Macros to be available for direct usage from the control panel	
19	Tallies	IP, Serial & Parallel Tallies	

20	GPI/O	16 or more GPI/O Connections	
21	Media Store	2 Channels of Media Store	
22	Preview	Should provide preview all the sources and various effects created	
<b>SITC OF 4K UHD LED DISPLAY PANEL FOR PCR MULTIVIEW &amp; STUDIO FOLDBACK</b>			<b>3</b>
<b>Approved Makes: Sony, Panasonic, LG</b>			
1	Screen Size (Diagonal) / Aspect ratio	55" / 16:9 or better	
2	Panel Type	IPS Panel / D-LED	
3	Resolution (H x V)	3840 x 2160 pixels	
4	Brightness	400 cd/SqM Or Better	
5	Viewing Angle (Horizontal/Vertical)	178° / 178°	
6	Inputs	Min HDMI x 1 DisplayPort x 1 DVI-D 24-Pin x 1 D Sub/VGA 15-pin x 1 USB x1 Or better	
7	Control/Others	Lan (RJ-45) Serial In (RS232C)	
8	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF FULL HD INTERACTIVE DISPLAY PANEL</b>			<b>1</b>
<b>Approved Makes: Samsung, Panasonic, Sony, LG</b>			
	<b>DISPLAY</b>		
1	Screen Size (Diagonal)	65 inch	
2	Panel Type / Backlight	IPS Panel	
3	Aspect Ratio	16:9	
4	Resolution	3,840 x 2,160 (UHD)	
5	Brightness	300 cd/m <sup>2</sup> or better	
6	Contrast Ratio	1200:1 or better	
7	Response Time	10 ms or better	
8	Viewing Angle (Horizontal / Vertical)	176 degrees / 176 degrees	
9	Panel Life	30000 hours or better	

	<b>TOUCH PANEL</b>		
10	Detection Method	Infrared	
11	Touch operation	Min 12 Touch points or better	
12	OS Support	Windows 7/8/10/Windows/Linux/Mac/Android (Windows/Linux/Mac Support one point touch)	
	<b>CONNECTION TERMINAL</b>		
13	Input	HDMI Type A x 2, Component/RGB x 1, USB : at least 3 USB ports	
14	Output	HDMI	
15	Slots	Should have slot to directly integrate PC in the Interactive Display Should be quoted with PC mountable on Interactive Display with Min i3 Processor, 4GB RAM, 250GB HDD	
	<b>AUDIO</b>		
16	Built in Speaker	15 Watt or better	
17	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF TRACKLESS 3D VIRTUAL STUDIO SYSTEM</b>			<b>1</b>
<b>Approved Makes: Monarch, Datavideo, Wasp 3D</b>			
1	Type and features	Integrated 3D Virtual Studio, Switcher, Character Generator, Recorder and Streaming system	
2	Type and features	2 live inputs and should support Trackless Virtual Studio	
3	Type and features	2x DSK to add CG and animations to the scene	
4	Type and features	Chroma key facility	
5	Video Input	Two 3G/HD-SDI and one AUX	
6	Video Output	Two 3G/HD-SDI and one AUX	
7	Format	1080p 60/59.94/50/30/29.97/25 1080i 60/59.94/50	
8		720p 60/59.94/50	
9	Audio Input	SDI audio embedded x 2 HDMI audio embedded x 1 Mini Phone Jack x 2	
10	Keyer	Chroma key / Luminance key x 2	
11	Recording	H.264 / MPEG-2	
12	Live Streaming Protocols	TS HTTP TS RTP TS UDP TS RTSP FLV HTTP FLV RTMP	
13	Virtual Studio	Min. 25 standard Virtual sets along with the system	
14	Should Include	1TB or better Media Cartridge	

15	Hardware	Suitable Hardware with complete accessories to run 3D Trackless virtual system	
16	Display	Should be quoted with two 21" FHD Monitors	
17	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF AUDIO DELAY UNIT</b>			<b>1</b>
<b>Approved Makes: Sonifex, Datavideo, Markertek</b>			
1	Type	6-Channel Audio Delay	
2	Audio Input	6x XLR (Balanced) , 2x Line input on RCA or TRS or better	
3	Audio Output	4x XLR (Balanced), 2x RCA/TRS	
4	Audio Delay	Up to 3 Seconds	
5	Feature	Audio Delay and Mix, delay by channel	
6	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF 4 CHANNEL VIDEO STREAMING ENCODER</b>			<b>1</b>
<b>Approved Makes: Matrox, Datavideo or equivalent</b>			
1	Application	HD / SD real time media Media Trans-coding, Decoding, Recording and Streaming Platform	
2	Streaming	Should support streaming of live or recorded media	
3	Inputs	4 x SDI	
4	Streaming Protocols	Pull in RTMP, RTSP, HTTP, UDP and TCP; Push out RTMP, UDP unicast and multicast	
5	Streaming Platforms	Should support simultaneous streaming to various platforms like YouTube, Facebook or websites	
6	Recording	Should support recording on inbuilt 2.0 TB hard drive	
7	VoD	Should support Video on Demand application	
8	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF 20 CHANNEL ANALOG AUDIO MIXER CONSOLE</b>			<b>1</b>
<b>Approved Makes: Soundcraft (Harman), Yamaha, Behringer, Mackie, Tescam</b>			
1	Mixing Channels	20 Channel or better Audio Mixer with Min. 16 Mic Pre amps on Balanced XLR	
2	AUX	4 x Pre/Post or better	
3	Subgroups	4 mono/2 stereo or better	



4	Mic inputs	MIC: 16	
5	Phantom Power	Phantom Power on all mic channels	
6	Fader	100mm	
7	USB Interface	2-in/2-out	
5	Bands	4-band	
6	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF AMPLIFIED/POWERED SPEAKERS</b>			<b>4</b>
<b>Approved Makes: KRK, Harman, Yamaha, Audix, Genelac, Tannoy</b>			
1	Type	2 Way Active Studio Monitor	
2	Frequency Range	50 Hz-18 kHz or better	
3	Max Peak SPL	100 dB or better	
5	LF Driver Size	Min. 5" to Max. 6.6"	
6	HF Driver Size	1" or better	
7	Low-Frequency Amplifier Power	40 watts or Better	
8	High-Frequency Amplifier Power	40 watts or Better	
9	Total Power Output	80 Watt or Better	
10	Input Types	1 x XLR, 1 x TRS Balanced	
11	AC Input Voltage	100-240 VAC +/- 10% 50/60 Hz	
12	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF DIGITAL SIGNAL PROCESSOR</b>			<b>1</b>
<b>Approved Makes: Harman, Rane, Klark Teknik, Labgruppen, Yamaha</b>			
1	Feature	Networked Digital Signal Processor	
2	Input	12 Analog Inputs (with 48v Phantom Power per Channel)	
3	Output	8 Analog Outputs	
4	GPIO	12 Control Inputs and 6 Logic Outputs for GPIO Integration or better	
5	Indicators	Front Panel LED Indication	
6	Analog Inputs	12 electronically balanced	
7	Mic/Line Inputs	Nominal gain 0dB, electronically switchable up to +48dB, in +6dB steps	
8	CMRR	75dB at 1KHz or better	
9	Phantom Power	48V nominal, selectable per input	

10	Analog Outputs	8 electronically balanced	
11	Frequency Response	20Hz-20KHz or Better	
12	Dynamic Range	108dB typical or better	
13	Control Ports	12 inputs and 6 outputs	
14	Control Network	RJ45 Ethernet connector	
15	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF AUDIO AMPLIFIER</b>			<b>1</b>
<b>Approved Makes: Harman, Labgruppen, Yamaha, LD Systems</b>			
1	Type	4 channel amplifier with Network control, DSP, Monitoring Class D or better	
2	Output power	300W per output channel	
3	Frequency response	20Hz - 20kHz +/-0.5dB	
4	Input Impedance	20 kΩ balanced, 10 kΩ unbalanced	
5	Crosstalk	80dB or better	
6	Voltage Gain	4/8Ω, 70Vrms and 100Vrms Operation : 34dB	
7	Common Mode Rejection	70dB or better	
8	S/N ratio	104dB or better	
9	DSP	On-board Digital Signal Processor	
10	Other Features	Input Router <ul style="list-style-type: none"> <li>• Input Delay – Up to 1000ms</li> <li>• Input Parametric EQ – 8 band</li> <li>• Crossover</li> <li>• Output Parametric EQ – 8 band</li> <li>• Output Delay – Up to 100ms</li> </ul>	
11	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF TWO WAY LOUD SPEAKERS</b>			<b>4</b>
<b>Approved Makes: Harman, Bose, B&amp;W, Tannoy, LD Systems</b>			
1	Type	Two-way Min. 5" to Max 6.5" Wall Mount Speaker	
2	Frequency range	85 Hz – 18 kHz or Better	
3	Nominal coverage	120°H x 120°V	
4	Components	5.25 inch LF and 0.75 inch HF (+- 5%, )	
5	Power Capacity	60 Watts	

6	Nominal impedance	8 ohms	
7	Transformer Taps	10 W, 5 W (& 2.5W @ 70V)	
8	SPL	100 dB at 8 Ohm or Better	
9	Accessories	Wall-mounting system	
10	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF WIRELESS LAPEL MICROPHONE</b>			<b>4</b>
<b>Approved Makes: Sennheiser, AKG, Audio Technica, Shure</b>			
	<b>Receiver</b>		
1	Switching bandwidth	30.5 MHz or better	
2	Sensitivity	6.3 dB $\mu$ V / -100 dBm or better	
3	Diversity System	True Diversity / Microprocessor-controlled diversity	
4	Modulation	Wideband FM	
5	Audio bandwidth	40 – 18 000 Hz or better	
6	T.H.D.	0.3 % or better	
7	SNR	100 dB or better	
8	Audio outputs	1 x XLR sockets balanced, 1 x TS ¼" / 6.3 mm jack sockets unbalanced	
	<b>Transmitter (Battery Operated)</b>		
9	Switching bandwidth	≤ 30.5 MHz	
10	RF output power	10 to 50 mW	
11	Modulation	Wideband FM	
12	Audio input	TB3M / 3-pin mini-XLR socket or Compatible with Transmitter	
13	Audio bandwidth	40 – 18 000 Hz or better	
14	T.H.D.	0.7 % or better	
15	SNR	100 dB or better	
	<b>Lapel Mic</b>		
16	Condenser lavalier microphone	Cardioid Polar Pattern	
17	Audio frequency bandwidth	150 - 18000 Hz	
18	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF LAPEL MICROPHONE</b>			<b>4</b>

<b>Approved Makes: Sennheiser, AKG, Audio Technica, Shure</b>			
1	Transducer Principle	Pre-polarized condenser	
2	Frequency Range	40–18,000 Hz or better	
3	Polar Pattern	Omni-directional	
4	Sensitivity	Sensitivity at 1,000 Hz: 7 mV/Pa	
5	Sound Pressure Level for 1% THD	110 dB or better	
6	S/N Ratio	60 dB or better	
7	Phantom Power	9–52 V phantom power	
8	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF WIRELESS HANDHELD MICROPHONE</b>			<b>4</b>
<b>Approved Makes: Sennheiser, AKG, Audio Technica, Shure</b>			
	<b>Receiver</b>		
1	Switching bandwidth	≤30.5 MHz	
2	Sensitivity	6.3 dBμV / -100 dBm or better	
3	Diversity System	True Diversity / Microprocessor-controlled diversity	
4	Modulation	Wideband FM	
5	Audio bandwidth	40 – 18 000 Hz or better	
6	T.H.D.	0.3 % or better	
7	SNR	100 dB or better	
8	Audio outputs	1 x XLR sockets balanced, 1 x TS ¼" / 6.3 mm jack sockets unbalanced	
	<b>Transmitter (Battery Operated)</b>		
9	Microphone capsules	Dynamic (super cardioid)	
10	Switching bandwidth	≤30.5 MHz	
11	RF output power	10 to 50 mW	
12	Audio bandwidth	40 – 18 000 Hz or better	
13	Modulation	Wideband FM	
14	Max. SPL	120 dB or better	
15	T.H.D.	0.7 % or better	
16	SNR	120 dB or better	

17	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF EAR PIECE FOR ANCHOR</b>			<b>3</b>
<b>Approved Makes: Telex, Voice Technologies</b>			
1	Type	Anchor Ear Piece with acoustic Tube with 125Ω, 5' (1.5M) cord, and ¼" plug.	
2	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF PROFESSIONAL HEADPHONE</b>			<b>2</b>
<b>Approved Makes: AKG, Sennheiser, Audio Technica, Bose</b>			
1	Headphone type	Closed-back	
2	Wearing Style	On-ear	
3	Audio frequency bandwidth	20 - 18000 Hz or Better	
4	Sensitivity headphones	105 dB SPL or Better	
5	Rated Impedance	32 Ohms or Better	
6	Audio Interface	TypeStereo plug: 3.5mm (1/8") with 6.3 mm (1/4") screw-on adapter	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF AUDIO EMBEDDER</b>			<b>2</b>
<b>Approved Makes: AJA, Datavideo, Cobalt, Ross</b>			
1	Type	SDI and 2-CH Audio Embedder	
2	Input	1x 3G-SDI BNC or better	
3	Output	1x 3G-SDI BNC or better	
4	Audio Inputs	RCA / Mini-XLR /XLR inputs	
5	Output	Two or more SDI outputs with embedded Audio	
6	Firmware Upgradation	Feature Required	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF SDI DISTRIBUTION AMPLIFIER</b>			<b>2</b>

<b>Approved Makes: AJA, Datavideo, Cobalt, Ross</b>			
1	Input	2 x 3G/HD/SD-SDI inputs	
2	Output	6 x 3G/HD/SD-SDI distribution outputs with re-clock	
3	Audio	Should support embedded Audio SDI	
4	Input Control	Two input video sources should be controlled by A/B switch or GPI remote (non-locked)	
5	Power	DC-12V	
	<b>Supported video formats:</b>		
6	3G-SDI	1080P 50/59.94/60	
7	HD-SDI	1080P 23.98/24/25/30 1080i 50/59.4/60 720P 50/59.94/60	
8	SD-SDI	525i /625i	
9	Firmware Upgradation	Feature Required	
10	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF AUDIO DISTRIBUTION AMPLIFIER</b>			<b>1</b>
<b>Approved Makes: AJA, Sonifex, Datavideo, Kramer</b>			
1	Type	Audio Distribution Amplifier with 1 input and 4 outputs or better	
2	No. of Inputs	Two Balanced Audio input	
3	level	+0 dbu (+20 dbu Max. )	
4	Impedance	600 or 20k ohm's balanced.	
5	Output level	+0 dbu nominal into 600 ohm's	
6	Gain control	±5 db	
7	Frequency response	35 Hz to 18KHz or Better	
8	No.of outputs	Four stereo	
9	Firmware Upgradation	Feature Required	
10	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF SDI TO HDMI CONVERTER</b>			<b>2</b>
<b>Approved Makes: AJA, Datavideo, Cobalt, Ross</b>			
1	Input	1 x SDI, 1 x unbalanced audio	
2	Output	1 x HDMI, 1 x SDI (loop through)	
3	Output Resolutions	Video output format is the same as the input format	
4	Equalizer	Should be supported	
5	Reclock	Should be supported	

6	Firmware Upgradation	Feature Required	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF HDMI TO USB CONVERTER FOR ONLINE VC MEETING</b>			<b>1</b>
<b>Approved Makes: Datavideo, AJA, Osprey, Birddog</b>			
1	Type	HDMI-USB Capturing device	
2	Compatibility	Should be compatible with various operating systems	
3	Compatibility	Amcap, Google Plus Hangouts, OBS (Open Broadcast Software), Skype, VLC, Xsplit Broadcaster, Zoom.us Linux: VLC, OBS Mac OS X: OBS, Quicktime player, VLC, Facetime	
4	Input	1x HDMI	
5	Output	1x USB 3.0	
6	Supported Input & Output Video Formats	1920 x 1080p 60/59.94/50/30/29.97/25 1280 x 720p 60/59.94/50 1024 x 768p 75/60 800 x 600p 75/60 720 x 576p 50 720 x 480p 60 640 x 480p 75/60	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF UP/DOWN/CROSS CONVERTER</b>			<b>3</b>
<b>Approved Makes: AJA, Datavideo, Cobalt, Ross</b>			
1	Type	Up/Down/Cross Conversion	
2	Input	VGA x 1, HDMI x 1, HD/SD-SDI x 1 or better	
3	Output	SDI x 2, HDMI x 1, SDI Loop thru BNC or better	
4	Supported video output formats:	1080p60/59.94/50, 1080p30/29.97/25/24/23.98, 1080i60/59.94/50, 720p60/59.94/50, 525i, 625i	
5	Audio Format (Input):	Analog Audio L/R : stereo audio SDI / HDMI embedded audio	
6	Audio Format (Output):	SDI embedded audio up to 8CH, 48KHz, PCM audio HDMI embedded audio up to 8CH, 48KHz, PCM audio	
7	Firmware Upgradation	Feature Required	
8	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	

<b>SITC OF PROFESSIONAL SSD BASED DIGITAL VIDEO RECORDER &amp; PLAYER WITH INBUILT DISPLAY</b>			<b>1</b>
<b>Approved Makes: AJA, Datavideo, Atomos, BMD</b>			
1	Display Size	17" or better	
2	Resolution	1920 x 1080 or Better	
3	Bit depth	10-bit or better	
4	Brightness	1200nit or better	
5	Video Input	Selectable Dual 12G/6G/3G/1.5G SDIHDMI (2.0)	
6	Video Output	SDI 1x 4K-SDI 12G/6G/3G/1.5G, HDMI (2.0)	
7	Audio In/Out	8 Channel in HDMI and SDI embedded or better Line in / Mic in Headphone out	
8	Color Gamut	REC709	
9	Format Support	720p 50/60, 1080i 50/60 1080pSF 24/25/30 1080p 24/25/30/50/60/100/120 2160p 24/25/30/50/60	
10	Power	DC input direct or through adaptor and battery operable	
11	Recording Media	2 Qty - Min 500GB SSD with any required enclosure should be supplied	
12	Genlock	Required	
13	Docking Device	External docking device with USB 3.0 connector for connection of above SSD with Host computer Min 1x Per Recorder	
14	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF 90 WATTS LED COOL LIGHTS FOR STUDIO</b>			<b>16</b>
<b>Approved Makes: Aultra, Shenoy, Canare, Leksa</b>			
1	Type	90W LED light 3200K, 5600K panel complete with 4 leaf barn door, 2 diffusers, normal operated yoke provided.	
2	Lamp power	90W or better	
3	Color Temperature	3200K, 5600K	
4	Dimming	0-100% through manual and DMX	
5	CRI	CRI:> 90 or better	
6	Beam Angle	30°	
7	Operating Temperature	-30°C to +55°C	
8	Protection Rating:	IP 20	



9	Mounting Accessory	Die cast aluminium "C" clamps and Safety bond 1.5Mtr long with lock clip	
10	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF DIMMER CONTROL</b>			<b>2</b>
<b>Approved Makes: Semlessly Compatible with Offered Studio Lights</b>			
1	Type	Professional 24-Channel or better DMX Lighting Console	
2	Feature Support	24 preset channels, assignable to 512 DMX channels	
3	Feature Support	Dimmer control via DMX or analog output	
4	Feature Support	Illuminated display/controls and Lamp socket for easy operation in dark stage environments	
5	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SECTION B - PRESENTATION SETUP</b>			
<b>SITC OF 2 IN 1 LAPTOP</b>			<b>1</b>
<b>Approved Makes: HP, DELL, MICROSOFT</b>			
1	Type	Convertible 2 in 1 Laptop with Stylus	
2	Processor	Intel Core i5 Latest generation or better	
3	Screen	14-inch or better FHD Touchscreen 2-in-1	
4	RAM	8GB RAM or Better	
5	Media	1TB HDD	
6	OS	Windows 10	
7	Additional Applications	Microsoft office latest version	
8	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SECTION C - PRODUCTION STORAGE &amp; POST PRODUCTION</b>			
<b>SITC OF ENTERPRISE-CLASS UNIFIED NAS WITH 200 TB USABLE STORAGE</b>			<b>1</b>
<b>Approved Makes: Infortrend, Promise, DDP, QSAN</b>			

1	Storage Type	Storage system should have 2U Rack mountable & should support minimum 16x 2.5"/3.5" SATA HDD .	
2	Processor	should have at least 1x Intel Xeon 6 core or higher CPU	
3	Memory	System should have minimum 16GB DDR4 memory & expandable upto 64GB	
4	Host board port options	System should capable for having 2 x 16 Gb/s FC 4 x 8 Gb/s FC 2 x 10 Gb/s iSCSI (RJ45) 4 x 10 Gb/s iSCSI (SFP+) 4 x 1 Gb/s iSCSI	
5		Initially Quote with 4x1GbE + 4x10GbE (SFP+) ports	
6	Supported drives	Support drives including SSD, SATA HDD in the same enclosure	
7	Features	Proposed storage should have true unified storage architecture. should support File, Block and Object storage. All these protocols should be supported and licenses for full storage capacity should be quoted for the duration of the product lifecycle NFS, CIFS/SMB, AFP, FTP, SFTP, WebDAV, REST API, 1Gb/s, 10Gb/s and (RJ-45, SFP+), 10Gb/s FCoE, 8Gb/s, 16Gb/s Fibre Channe,	
8	Features	Storage should be able to separate the File Level share folder control with file protocols for secure file sharing process (like sharing one folder on HTTP or FTP only and share another folder on CIFS or AFP only.)	
9	Automated support request	Proposed Storage should have option to automatically create support ticket with relevant logs with the OEM support in case of critical event.	
10	Expansion	System should be scalable to minimum 432 drives by using 12G SAS connected expansion enclosure.	
11	Capacity	Should have minimum 200TB usable storage capacity after RAID5 + Hot spare	
12	Hot spare drive	Should have one Hot spare drive every after 15 drives	
13	File System	Support inbuilt file system which can support single volume size up to 2PB. License for full capacity should be quoted upfront	

14	Cloud Support	Cloud - Support cloud provider: Amazon S3, Aliyun, Microsoft Azure, Openstack Swift, Google Cloud. If any additional hardware is required for cloud integration it should be quoted for the full capacity upfront	
15	Cloud Support	Cloud Disaster Recovery automatically make the hidden snapshot to cloud, allow administrator to use the last snapshot for roll-back.	
16	Cloud Support	Support deduplication/compression feature before data migrate to cloud provider	
17	Features	Storage should support Automated Storage Tiering, SSD Cache, Thin Provisioning, Volume Mirror/Copy, Block level Remote replication, File level Remote Replication (Rsync), Snapshot.	
18	Features	Intelligent multi-level drive spin-down	
19	Accessories	Required SFP modules/Optical FC cables	
20	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF 24 PORT ETHERNET SWITCH</b>			<b>1</b>
<b>Approved Makes: Dell, Cisco, Edgecore, HP</b>			
1	Type	24 Port Ethernet Switch	
2	Layer	Layer 2 Switch	
3	Network Media	22 x 10/100/1000 Mbps, 2 x 10G SFP+	
4	No of Ports	24 Port	
5	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF WORKSTATION FOR VIDEO EDITING</b>			<b>2</b>
<b>Approved Makes: Dell, HP, Supermicro, Tyrone</b>			
1	Processor	Processor 2 x Intel® Xeon® E5-2640 v4 Processor (10 Core/2.4 GHz/25M Cache)	
2	Chipset	Intel C612 chipset	
3	RAM	64GB ECC DDR4 2133 MHz RAM (Max 512GB, 16RDIMMs)	
4	Controller	SATA3 (6Gbps) Controller Supports RAID 0, 1, 10	
5	HDD	2 x 2TB Enterprise SATA 7.2K RPM Hot Swap 3.5" HDD (Max 8 HDDs) 2 x 1TB Enterprise SATA 7.2K RPM Hot Swap 3.5" HDD	
6	Optical Drive	Blue-ray rewritable drive	

7	Network	2x RJ45 Gigabit Ethernet LAN ports	
8	Graphics Card	1 x NVIDIA Quadro P5000 16GB	
9	OS	Windows 10 Professional 64 Bit	
10	Capture Card	PCIe Video Capture Card with Capture Software - DeckLink 4K Extreme 12G	
11	Additional Software for Video editing	Supply & Installation of Adobe Premiere Pro Yearly Subscription Plan for Educational Purpose	
12	Peripherals	27" 4K LED Display, Keyboard and Mouse	
13	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
14		Alternate : Equivalent or better configuration in Apple Mac Pro Tower Machine. With all necessary licenses like above mentioned	
<b>SITC OF 8 Channel Audio Mixer with USB Interface</b>			<b>2</b>
<b>Approved Makes: Soundcraft, Yamaha, Behringer</b>			
1	Type	Analog Mixer with USB interface	
2	Channels	8 Channel Audio Mixer	
3	Inputs - Mic Preamps	2 x XLR or Balanced TRS	
4	Inputs - Line	4 x 1/4" (2 x stereo), 2 x RCA	
5	Outputs - Main	2 x XLR	
6	Aux Sends	1 x 1/4"	
7	EQ Bands	3-band EQ	
8	Computer Connectivity:	USB - 2-in/2-out connectivity	
9	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF MICROPHONE FOR VOICE-OVER</b>			<b>2</b>
<b>Approved Makes: Coles, Sennheiser, AKG</b>			
1	Type	Dynamic vocal microphone	
2	Polar pattern	Supercardioid	
3	Frequency range	80Hz to 18kHz or Better	
4	SPL	140dB or Better	
5	Equivalent noise level	-18dB or Better	

6	Sensitivity	2.6 mV/Pa or Better	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF AMPLIFIED/POWERED SPEAKERS (PAIR)</b>			<b>2</b>
<b>Approved Makes: Harman, Tannoy, Audix, LD Systems</b>			
1	TRANSDUCERS	LF: 135 mm (5.25 in) low frequency loudspeaker or better HF: 19 mm (.75 in) Polycarbonate dome tweeter or better	
2	FREQUENCY RANGE	80 Hz - 20 kHz or better	
3	AMPLIFIER POWER	35 Watts per channel or better	
4	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF PROFESSIONAL HEADPHONES</b>			<b>2</b>
<b>Approved Makes: AKG, Sennheiser, Audio Technica, Bose</b>			
1	Headphone type	Closed-back	
2	Wearing Style	On-ear	
3	Audio frequency bandwidth	20 - 18000 Hz or Better	
4	Sensitivity headphones	105 dB SPL or Better	
5	Rated Impedance	32 Ohms or Better	
6	Audio Interface	TypeStereo plug: 3.5mm (1/8") with 6.3 mm (1/4") screw-on adapter	
7	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SECTION D - OUTDOOR/EFP/LOCATION SETUP</b>			
<b>SITC OF 4K HANDHELD AND TRIPOD MOUNTABLE CAMERA SYSTEM WITH ACCESSORY</b>			<b>2</b>
<b>Approved Makes: Sony, Panasonic, Canon, JVC</b>			
	<b>Camera</b>		
1	Image sensor	1" MOS/ CMOS Single chip Image Sensor	
2	Effective Pixels per Sensor	14 Megapixel or more	

3	Lens	Optical 20x Zoom and 10 x Digital zoom or better	
4	Optical System	F1.6 prism system	
5	Neutral Density filter	Clear, 1/4, 1/16, 1/64	
6	Optical Image stabilizer	Required	
7	Sensitivity	F12 or better on (2000 lx, 3200 K, 89.9 reflect	
8	Horizontal Resolution	2,000 TV lines or more (3840 x2160p mode) or better 1,000 TV lines or more (1920 x1080p mode) or better	
9	Shutter Speed:	1/25 sec to 1/10,000 sec or better	
10	Monitor/Viewfinder	3.5" type TFTLCD color monitor and 0.39 type OLED Viewfinder	
	<b>Video/Audio Recording</b>		
11	Recording Media	SXS/SDHC/SDXC/ Micro P2 Memory card	
12	Recording resolution	3840 ×2160 (UHD), 1920 ×1080 (FHD), 1280 ×720 (HD) 720 ×480 (SD), 720 ×576 (SD)	
13	Recording Formats	XAVC/MOV(AVC)/MOV(HAVC)/AVCHD	
14	Live Streaming	Network Protocol: RTSP/RTP/RTMP Video Compression Format: H.264/MPEG4 AVC Main Profile, High Profile Audio Compression Format: AAC LC	
	<b>Interfaces</b>		
15	Video Output:	BNCx1HD-SDI, SD-SDI	
16	HDMI Out:	HDMI:4:2:2/10 bit UHD / HD /SD format support	
17	Audio Input:	XLR-type 3-pin (female) (x1)	
18	Audio Output:	3.5 mm diameter stereo mini jack x 1,	
	<b>Accessories</b>	Battery, Battery charger, AC adaptor, AC cable, Microphone holder kit, Shoulder strap, Eye cup.	
19	Additional battery (with each Camcorder)	Qty 1x Additonal Batteries	
20	Memory Card (with each Camcorder)	Qty 2x 64GB Memory cards Compatible with camera for 4k recordings	

21	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF TRIPOD SYSTEM FOR ENG/FIELD CAMERA SYSTEMS</b>			<b>2</b>
<b>Approved Makes: Manfrotto, Vinten, Libec</b>			
1	<b>Section</b>	Two-Stage Aluminum Tripod System	
2	Payload	4kg or Better	
3	Ball diameter	65mm	
4	Section	2 STAGE	
5	Weight	3.5kg or Less	
6	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF WIRELESS LAPEL MICROPHONE FOR OUTDOOR WITH CAMERA MOUNTABLE RECIEVER</b>			<b>2</b>
<b>Approved Makes: Sennheiser, Azden, Saramonic, Audio Technica</b>			
1	System Package	Camera Mount Receiver preferably to support two microphone simultaneously, XLR output Cable, Body pack Transmitter with Lavalier and Handheld Microphones	
	<b>System</b>		
2	Antenna	High-Gain Antenna	
3	Display	Digital LCD Display w/ Multifunction Readout	
4	Headphone Output	Headphone Output on Receiver	
	<b>Receiver</b>		
5	Frequency Response	50Hz – 15kHz or Better	
6	S/N Ratio	70 dB or better	
7	Output Impedance	1k Ohms	
8	Type of Reception	FM	
9	Oscillator	PLL Synthesized	
10	Power	Powered by 2 “AA” Batteries	
	<b>Transmitter</b>		
11	Frequency Response	50Hz – 15kHz	
12	RF Power	25mW or better	
13	Oscillator	PLL Synthesized	
14	Power	Powered by 2 “AA” Batteries	
15	Microphone	Omni-directional lapel microphone	

16	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF SHOTGUN MICROPHONE</b>			<b>2</b>
<b>Approved Makes: Sennheiser, AKG, Azden, Saramonics, Audio Technica</b>			
1	System	Directional shotgun microphone	
2	Directional Pattern	Cardioid	
3	Signal to Noise Ratio:	80 dB or more	
4	Sensitivity	-32dB or better	
5	Phantom Power	Yes Required	
6	Frequency Range	80Hz to 18kHz or Better	
7	Output Connection	3-pin XLR, balanced	
<b>SITC OF Portable Audio Recorder</b>			<b>1</b>
<b>Approved Makes: Zoom, Roland</b>			
1	<b>System</b>	4-Input / 4-Track Portable Handy Recorder with Onboard X/Y Mic Capsule Onboard Stereo Mic & Built-In Speaker	
2	Number of Tracks	4	
3	Microphone	Built-In Cardioid Condenser Stereo Pair, X/Y Configuration	
4	Power	48V phantom power / Battery	
5	Memory Card Support	SD (16 MB to 2 GB) SDHC (4 to 32 GB)	
6	Output Connection	3-pin XLR, balanced	
7	Audio File Formats	MP3, WAV	
8	Sample Rates	WAV: 44.1 / 48 / 96 kHz MP3: 44.1 kHz (Record) 44.1 / 48 kHz (Playback)	
9	Analog I/O	1 x 1/8" / 3.5 mm TRS Female Unbalanced Mic Input 1 x 1/8" / 3.5 mm TRS Female Unbalanced Headphone/Line Output 1 x 2.5 mm TRRS Female Remote Input 2 x Combo XLR-1/4" TRS Female	
10	Phantom Power	+24 / 48 V	



11	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SECTION E - CHROMA SET, UPS &amp; I&amp;C</b>			
<b>SITC OF Green Chroma Set</b>			<b>1</b>
<b>Approved Makes: Customized</b>			
1	<b>Fixed Chroma set</b>	12 Feet wide, 10 Feet on Wall and atleast 6 Feets on Floor with curved edge from Wall to floor. With Proper green fabric to provide rich Chroma key effect	
2	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SITC OF ONLINE UPS SYSTEM</b>			<b>1</b>
<b>Approved Makes: Eaton, APC, Emerson, Liebert</b>			
1	UPS	15 KVA 3:1 (3 Phase In: 1 Phase Out) On-Line UPS System with 1(ONE) Hour Backup Should have Hot Standby Redundancy in 1:1 Mode	
2	Batteries and Accessories	Suitable rated batteries to provide backup for 20 Mins or more along with Battery Rack, interlink battery cables	
3	Supplied Accessories	All necessary cables and accessories should be supplied for completeness of the system	
<b>SYSTEM INSTALLATION SERVICES</b>			<b>1</b>
1	Cabling Approved Makes: Beldon, Canare, Neutrik, Amphenol	It is required to set-up the facility for HD/SD operations qith 4K Cameras, therefore all the cabling should seamlessly support required operations.	
2	Installation Material	All installation materials including, equipment racks, power cables, interconnection cables, connectors and other accessories (including nuts, bolts, screws etc.) required for installation of the complete system shall be quoted	

3	System Completeness	Completeness of the system will be responsibility of the bidder Any hardware and/or software including passive and active devices required for completeness of the technical workflow shall be quoted. Bidder shall be responsible for technical and operational completeness of the entire system.	
4	Workflow Diagram	The bidder has to provide schematic diagram of the technical workflow to ensure the workability of the offered solution in all respects.	
5	Any Additional Items for Complete the workflow	Bidder must mention any additional items require to complete the workflow with proper justification.	

## SECTION V - TECHNICAL SPECIFICATIONS

### Part C: Studio & Technical Area - Acoustics, Furniture And Aesthetics

S.No.	FEATURE	SPECIFICATIONS	QTY
<b>SITC OF STATE OF THE ART SEMI-CIVIL &amp; ACOUSTICS WORKS/TREATMENT OF STUDIO SIZE: The vendor must visit "Present Library Hall at Floor Three Level of AICTE HQ Building to physically ascertain customized requirements at site before quoting quantities and rates for various items under this head"</b>			1 Lot
1	Studio Size (For reassurance of measurements, Bidders are suggested to do a site survey before bidding. Changes in cost due to measurements will not be accepted at a later stage)	Studio Wall 1 Studio Wall 2 Studio Wall 3 Studio Wall 4 Ceiling	
2	Providing of Acoustic Treatment on the Studio Walls and Ceiling		
3	The studio should have two partitions: - <ol style="list-style-type: none"> <li>1. Virtual classroom recording of lecture/presentation etc.</li> <li>2. Normal recording</li> </ol>		
4	- Glass Wool of 32 kg density to be filled between wall and 12 mm thick ply which will be finished with Laminate (inside of the studio) cotton cloth can also be considered with good color combinations.		
5	- Rockwool of 40 kg density to be filled between Wall and the perforated Gypsum or a good sound absorbing material as being proposed for acoustic		
6	Ceiling shall also be acoustically treated with 50 mm thick layer of Rockwool of 40 kg density in a Grid of 2'x2' made up of wire mesh, which will be placed on the perforated Gypsum board, which will be further finished with the paint after jointing and taping		
7	Providing and making 115mm thick brick work (43.3'x15') between Studio and PCR		
8	Providing and fixing of 55mm thick single leaf Acoustic Door of size 2100*1050 with vision panel of 300x300 and the door hardware including door closer, handle, lock and a door stopper (Door D1 and D2)		

9	Providing of 8 mm dual toughened Sand witted Glass Observation Window between Studio and PCR of size 1500x750mm minimum gap between two glasses will be 2".		
10	Providing and fixing of Chroma (10'*14') made up of ply and a carpet of green color to be pasted on		
11	Providing and Installation of MS (Round Tube of 50mm dia) Studio Lighting grid of 4'x4'		
12	Providing and laying of 2mm thick PVC flooring in Studio area		
13	Providing and Fixing of designer Anchor Table of size .....with laminate finish and proper edge binding in suitable ply		
14	Studio Set with LED Back drop with graphic (25'*10") along with provisioning of fixing 65" interactive screen		
15	Audience Sitting for 24 persons (6 person / row ) on MS fabricated Frame having Steps in one column with Ply base and 100 mm thick soft cushion and 50mm thick back soft back rest, The frame will be grouted on the floor		1 Lot
16	The lighting for audience should be flicker free LED lights with 24/36 watts Total of 16 number and should not go directly on TV/Display monitors.		
17	Sufficient electrical points shall be provided (5 Amp) on UPS supply throughout the studio with good quality, standard make switches and sockets keeping matching the aesthetics of studio		
<b>SITC OF STATE OF THE ART SEMI-CIVIL &amp; ACOUSTICS WORKS/TREATMENT OF PCR and EDIT/TECHNICAL AREA: The vendor must visit "Present Library Hall at Floor Three Level of AICTE HQ Building to physically ascertain customized requirements at site before quoting quantities and rates for various items under this head"</b>			<b>1 Lot</b>
1	PCR Size (For reassurance of measurements, Bidders are suggested to do a site survey before bidding. Changes in cost due to measurements will not be accepted at a later stage)	PCR and Passage Wall 1 PCR Wall 2 PCR Wall 3 PCR Wall 4	
2	Providing of Acoustic Treatment on the PCR Walls		
3	- Glass Wool of 32 kg density to be filled between wall and 12 mm thick ply which will be finished with Laminate inside of the studio		

4	- Rockwool of 40 kg density to be filled between Wall and the perforated Gypsum as being proposed for acoustic	
5	Providing and fixing of 55mm thick single leaf Acoustic Door of size 2100*1050 with vision panel of 300x300 and the door hardware including door closer, handle, lock and a door stopper (Door D3)	
6	Providing and Fixing of Acoustic Grid Ceiling (600x600x20) with 15 mm Suprafine 32 WH grid system (NRC 0.7) and supports as required at the height as per the drawing/ Inst. Of Engineer Incharge	
7	Providing and laying of 2mm thick PVC flooring	
8	Providing and Fixing of Technical Table at PCR of size 1800x750x750mm with laminate finish and proper edge binding in suitable ply	
9	Providing and Fixing of Cabinets 2400x900mm & 450mm deep, made up of commercial board with Shutters in Prelam MDF	
<b>SITC OF STATE OF THE ART SEMI-CIVIL &amp; ACOUSTICS WORKS/TREATMENT OF EDIT/TECHNICAL AREA</b>		<b>1 Lot</b>
1	Double Board Gypsum Partition (28'x15') with proper Jointing, Taping and Painting	
2	Providing and fixing of 35 mm thick Single leaf Door of size 2100*1050 and the door hardware including door closer, handle, lock and a door stopper (D4 & Main Door)	
3	Providing and Fixing of suitable shape as approved by Project Controlling Officer, AICTE with minimum size of 4500x750x750mm with laminate finish and proper edge binding in suitable ply	
4	Providing and Fixing of Acoustic Grid Ceiling (600x600x20) for Edit and Passage area with 15 mm Superfine 32 WH grid system (NRC 0.7) and supports as required at the height as per the drawing/ Inst. Of and directions of Project Controlling Officer, AICTE.	
5	Providing and laying of 2mm thick PVC flooring	
6	Providing and applying Acrylic Paint in the passage	

## TECHNICAL SPECIFICATIONS

### PART D: AIR-CONDITIONING, UPS & ELECTRICAL WORK

“The vendor must visit “Present Library Hall at Floor Three Level of AICTE HQ Building to physically ascertain customised requirements at site before quoting quantities and rates for item with modified specification according to site conditions under this head”

S.No.	FEATURE	SPECIFICATIONS	QTY
	SITC OF 2.0 TON CAPACITY Tower Model AIR CONDITIONERS Noise level not more than 35 Db.		8
1			
2			
3			
4			
5			
6			
7			
8			

## TECHNICAL SPECIFICATIONS

### PART E: INTEGRATION MATERIAL & ENGINEERING SERVICES

S.No.	FEATURE	SPECIFICATIONS	QTY
<b>SITC OF INTEGRATION MATERIAL &amp; ENGINEERING SERVICES</b>			<b>1 LOT</b>
1	Cabling	It is required to set-up the facility for HD operation therefore all the cabling should support HD operations	
2	Installation Material	All installation materials including racks, power cables, interconnection cables, connectors and other accessories (including nuts, bolts, screws etc.) required for installation of the complete system shall be quoted	
3	System Completeness	Completeness of the system will be responsibility of the bidder The bidder will have to ensure for complete Installation, commissioning , testing and training to staff.	
4	System Completeness	If any material is found short during installation because of which equipment is not functional, completion certificate may not be issued	
5	Workflow Diagram	The bidder has to provide schematic diagram of the technical workflow to ensure the workability of the offered solution in all respects.	
6	Misc. Sub-System	Additional converters, adapters, mounts or fixtures etc have to be supplied by the bidder to complete the workflow, even if the same are not part of the bill of material.	

## SECTION VI- GENERAL INSTRUCTIONS

### 6. Pre-Dispatch Inspection

The selected Bidder should conduct 100% pre-dispatch quality inspection on all hardware from his side and certify the same. Inspection and Quality Control tests, prior to shipment of Goods, by Bidder should be in accordance with quality control formats at factory site of the Bidder before offering the goods for Pre-Dispatch Inspection (PDI). The manufacturer shall submit Satisfactory Quality Check Pass Reports for pre-dispatch inspection.

In the event of the hardware failing to pass the Pre-dispatch acceptance test, a period not exceeding two weeks will be given to rectify the defects and clear the acceptance test, failing which, AICTE reserves the right to cancel the Purchase Order and levy appropriate penalties in addition to the Liquidated Damages. AICTE will not be responsible for any costs associated with such rejection. The Bidder will be responsible for all hardware till it is delivered at the specified delivery points, tested and accepted by AICTE. Only after such acceptance, the responsibility of the Bidder will cease.

#### Pre-Dispatch Inspection

S. No.	Measurement	Definition	Target	Penalty
1	Notice for Pre-Dispatch Inspection	The selected Bidder shall issue a notice to AICTE to get the Pre-Inspection done	Notice shall be issued 15 days prior to the schedule of supply of Desktop / Scanners	INR 10,000 every 1 week of delay in issue of notice on a weekly incremental basis of INR 10,000 subject to a maximum of INR 50,000 5,00,000 per lot.

#### 6.1 Rejection

The bidder shall replace all hardware found defective during the Pre-Dispatch Inspection. The bidder shall recall & collect all its defective hardware and replace with new hardware within the stipulated period of completion of supply at his own cost.

#### 6.2 Packing

The selected Bidder shall provide such packing as is required to prevent damage or deterioration of the goods during transit to their destination as indicated in the Agreement. The packing shall be enough to withstand, without limitations, rough handling during transit and exposure to extreme temperatures and precipitation during transit and open storage. The Bidder shall be responsible for any defect in packing.



The furnished hardware should be Bubble Wrapped, encased in a form fitting thermo-col pack and then packed in the cardboard boxes of standard quality as followed by industry. The packing should contain the following:

- a) User Manual in English
- b) Do's and Don'ts instruction in English
- c) Warranty card containing
  - i. Serial number, month and year of Manufacturing
  - ii. Name, address and Telephone number of Service Centre
  - iii. Provision for writing the beneficiary name, address and date of issue
- d) The bidder shall have to submit a declaration through the OEM vendor that all the hardware procured is registered with the OEM. The declaration should consist of the list of hardware items and the service tag numbers of the hardware items.
- e) AICTE should be able to invoke the warranty clause with the OEM on its own through the above declaration.

### **6.3 Insurance & Transportation**

- a) The selected Bidder shall be responsible for acquiring comprehensive insurance including transit insurance, liability insurance and any other insurance including theft and fire hazards for the hardware procured till the delivery, commissioning and final handing over of fully operational Studio to the respective designated officer of AICTE.
- b) All costs related to insurance shall be borne by the selected Bidder for goods supplied under the Agreement against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.
- c) The entire cost of transportation from the Manufacturing Plant or Port of Landing to the designated destination as specified by AICTE shall be borne by the selected Bidder.
- d) The Insurance Certificate shall form a part of the final acceptance sign off document.

### **6.4 Delivery Schedule**

- a) The time-line for the entire work viz supply, installation, commissioning and training of the project will be 90 days from the date of award of the contract
- b) Schedule shall be effective from the date of signing of the agreement.
- c) Delivery to the concerned officer at his/her office designated by AICTE
- d) The selected Bidder should get a Delivery Challan/Acceptance Challan signed by the respective officer designated by AICTE

### **6.5 Post Delivery Sample Inspection**

The selected Bidder shall depute its technically qualified representative to facilitate in the conduct of sample inspection of delivered quantity in presence of the concerned officer. The sample inspection can start immediately after delivery, preferably shall be completed within 3 days of the delivery of the hardware to the concerned officer.

### **6.6 Training & Demonstration**

- a) The selected Bidder shall provide Training to the concerned officers of AICTE. The Training shall be imparted within the office complex of AICTE on conceptual aspects of the usage of procured hardware. The selected Bidder shall be responsible to impart such training to as many batches

of AICTE officers/officials as directed by Project in-charge till they become self-sufficient to manage control of entire installation and functioning of the system. A minimum of 20-member team from AICTE shall be trained by the Vendor in equipment handling the studio equipment and recording live sessions for a minimum period of 15 days.

- b) The bidder shall provide one resident engineer on site for a period of one year with flexible timings. The engineer profile shall be shared with AICTE and should have relevant experience in handling broadcast equipment. In case services of such engineer are not found satisfactory a replacement shall be provided by the bidder.
- c) The selected Bidder shall conduct a basic demonstration to the concerned officer. The demonstration shall be done in the office of the concerned officer.
- d) The following aspects shall be shown in the demonstration
  - i. Overview of all components and software installed
  - ii. Do's and Don'ts, safety operations
  - iii. Switch on and power down procedures
  - iv. Service center details, procedure for the services

### **6.7 Final Acceptance Sign off**

The selected Bidder shall get a final sign off receipt preferably within 3 days of the successful completion of Demonstration and Training to concerned officer. The selected Bidder shall submit the invoice to AICTE. The invoice shall be enclosed with the list of serial numbers of all the hardware devices supplied. The damaged/defective hardware, if any shall be taken back by the Selected Bidder representative and strike out the corresponding serial number of the damaged/defective goods in the serial number list enclosed with invoice. The selected Bidder shall obtain signature & seal of the Officer designated by AICTE.

The selected Bidder shall include a Final Acceptance checklist along with the following Documents signed by the concerned authorities.

- a) Invoice
- b) Delivery Challan acknowledging the Delivery at concerned Officer's Office.
- c) Quality Certificate by OEM.
- d) Pre-Dispatch certificate
- e) Insurance Certificate
- f) Service Centre operational Certificate
- g) Post-delivery Inspection Certificate to the concerned officer.
- h) Certification of successful completion of installation, commissioning and Training

The date on which such Receipt is signed shall be deemed to be the date of acceptance and commissioning of the system and the warranty of the supplied hardware shall start from that date.

### **6.8 Warranty Services**

- a) The Selected Bidder is required to provide a comprehensive warranty for all the supplied hardware including Battery and power adapter supplied for a **period of TWO years**.
- b) The warranty shall remain valid for a period of 24 months from the date of acceptance of complete functional set-up by AICTE and thereafter mandatory comprehensive AMC shall be continued for 36 months after expiry of warranty period. The AMC shall be renewed every year before renewal during 36 months.

- c) The selected Bidder would assure AICTE by submitting an undertaking for providing assured supply of spare-parts for product support during entire period of warranty and mandatory AMC for total period of five years after completion of work.
- d) The warranty shall cover the system software, pre-loaded software and all the hardware parts including patches and upgradation (free of cost) of the Operating System.
- e) In addition to warranty as mentioned in above clause, the Bidder shall during the warranty period replace the parts, if any, and remove any manufacturing defect, if found during the above said period, to make the hardware devices fully operative.
- f) The Bidder shall also replace parts of hardware devices or the entire device, in case it is found to be malfunctioning and defective, and that the hardware devices cannot be put to operation otherwise within 48 hours of such failure of equipment.
- g) The OEM should certify that all the products are not in their end of Lifecycle and their serial numbers will be registered on their warranty support website.

## Section VII- Payment Terms & Penalties

### 7 Payment Terms & Penalties

#### 7.1 Payment Terms

Selected bidder is required to raise the invoices of supplied material for total amount plus taxes after the successful delivery, installation and commissioning of the hardware.

- a) **80%** of the total contract value will be made after successful delivery, installation & commissioning of the hardware and submission of Performance Bank Guarantee (from Nationalized bank only) of 10% of total order Value which should be valid of for 16 months from the date of installation of all systems.
- b) **Balance 20%** will be paid after the testing certificate received from the assigned officers from the AICTE and submission of back to back comprehensive AMC/Add on Warranty / Service pack / care pack etc., from OEM for total 12 months or letter from manufacturer for 12 months on site support for supplied items.
- c) Applicable taxes will be paid as extra.

#### 7.2 Penalties

##### 7.2.1 Definitions

For purposes of this Service Level Agreement, the definitions and terms as specified in the Contract along with the following terms shall have the meanings set forth below:

- a) "Incident" refers to any event specifying the defect in hardware or its component and accessories.
- b) "Resolution Time" shall mean the time taken (after the incident has been reported), in resolving (diagnosing, troubleshooting and fixing) or asking the concerned officer in case of a hardware or software technical issue which can only be resolved at the office of the concerned officer or the time taken by engineer to resolve a defective Desktop / Scanner at the office of the concerned officer.

The following measurements and targets shall be used to track and report performance on a regular basis. The targets shown in the following tables are applicable for the duration of the Contract. All the targets for the measurements are calculated on a monthly basis. Please note that the Bidder should provide comprehensive, end-to-end service including supply and commissioning, replacement of the defective hardware and components in case of physical damage. No reason shall be entertained (unless those mentioned in Force Majeure) in case of un-availability of any service given in the Scope of Work in this RFP and the appropriate penalty shall be levied. All penalties shall be paid by the Selected Bidder to AICTE.

**7.2.2 Delivery Schedule Levels** (Physical Milestones to be achieved as per Table Given Below)

Sr. No	Description of Milestone (Physical)	Time allowed in days ( from date of award of work)	Amount to be withheld in case of non-achievement of each milestone
1	Submission of Design & Details for approval by Department and start of Civil works	15 days	1% of tendered amount
2	Dispatch of equipments and system (Proof of dispatch to be submitted)	45 days	1% of tendered amount
3	Start of fixing of equipment	60 days	1% of tendered amount
4	Compete Installation & Testing	90 days	1% of tendered amount

**7.2.3 Warranty obligations**

Type of Incident	Resolution time	Penalty
Repair of hardware shall be the agreed resolution time which in case of repair is 2 (two) working days.	T(i.e. 2 working days)	No Penalty
	T1 = T+2 days	0.5% of the value of the hardware for every unresolved incident.
	T2 = T1+2	1% of the value of the hardware for every unresolved incident.

Type of Incident	Resolution time	Penalty
	> T2	<p>2% of the value of the hardware for every unresolved incident subject to a maximum of 15 days.</p> <p>After 15 days Bidder shall replace hardware with the new hardware along with a penalty of 20% of the value of the hardware to AICTE</p>

**7.3 SLA Review Process**

- a) Either AICTE or the selected Bidder may raise an issue by documenting the business or technical problem, which presents a reasonably objective summary of both points of view and identifies specific points of disagreement with possible solutions.
- b) A meeting or conference call will be conducted to resolve the issue in a timely manner.
- c) The documented issues will be distributed to the participants at least 24 hours prior to the discussion if the issue is not an emergency requiring immediate attention.
- d) AICTE & the Bidder shall develop an interim solution, if required, and subsequently the permanent solution for the problem at hand.
- e) The Bidder will then communicate the resolution to all interested parties.
- f) In case the issue is still unresolved, the arbitration procedures will be applicable.

**7.4 Penalties**

- a) The total Penalty in the year shall not exceed 10% of the total value of the Order.
- b) Default beyond 10% of the total value of the order, on account of any reason whatsoever, will be deemed to be an event of default and termination.

**7.5 Liquidated Damages**

- a) In case of delay in supply, installation, testing, commissioning and training for Setting up of State of the Art Studio including lightings part equipment, successful bidder shall be liable to pay a penalty @ 0.5% of the order value per week of delay or a part thereof up to maximum value of 10% of order value after which order is liable to be cancelled. In case of inefficiency/failure to

execute the project by the bidder due to the problems with the bidder the submitted PBG will be forfeited.

## **Section VIII - Instructions to Bidders**

### **8 General**

#### **8.1 General Instructions**

- a. While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. Bidders and recipients of this RFP may wish to consult their own legal advisors in relation to this RFP
- b. All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by AICTE on the basis of this RFP
- c. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of AICTE.
- d. AICTE may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of AICTE
- e. This RFP super cedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications

#### **8.2 Examination of RFP Documents**

In preparing the Proposal, Bidder is expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested in the RFP documents may result in rejection of a Proposal.

#### **8.3 Conflict of Interest**

AICTE requires that Bidder provides professional, objective and impartial advice and at all times hold the AICTE's interest's paramount, avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. Bidder shall not be recruited for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of not being able to carry out the assignment in the best interest of AICTE. Without limitation on the generality of the foregoing, Bidder and any of their associates shall be considered to have a conflict of interest and shall not be recruited under any of the circumstances set forth below:

- a) If there is a conflict among implementation, operation and maintenance of IT Integrated Solution assignments, the Bidder (including its personnel and sub-consultants) and any subsidiaries or entities controlled by such Bidder shall not be recruited for the relevant assignment.
- b) A Bidder cannot be recruited to carry out an assignment that, by its nature, will result in conflict with another assignment of such Bidder.

#### **8.4 Code of integrity**

No official of a procuring entity or a bidder shall act in contravention of the codes which includes



- a) Prohibition of:
  - i. making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
  - ii. Any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
  - iii. any collusion, bid rigging or anticompetitive behavior that may impair the transparency, fairness and the progress of the procurement process.
  - iv. improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
  - v. any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract; which can affect the decision of the procuring entity directly or indirectly.
  - vi. any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
  - vii. obstruction of any investigation or auditing of a procurement process.
  - viii. making false declaration or providing false information for participation in a tender process or to secure a contract;
- b) Disclosure of conflict of interest.
- c) Disclosure by the bidder of any previous transgressions made in respect of the provisions of sub-clause (a) with any government entity in India during the last three years or of being debarred by any other government procuring entity.

In case of any reported violations, the procuring entity, after giving a reasonable opportunity of being heard, comes to the conclusion that a bidder or prospective bidder, as the case may be, has contravened the code of integrity, the Bidder's proposal will be summarily rejected.

### **8.5 Fraud and Corruption**

The Bidders is required to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the following shall apply:

- a) For the purpose of this provision, the terms are defined and are set forth as follows:
  - i. **“Corrupt Practice”** means behaviour on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution
  - ii. **“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 borrower, and includes collusive practices among bidders (prior to or after bid submission) designed to

establish bid prices at artificial, non-competitive levels and to deprive the borrower of the benefits of free and open competition

- b) AICTE will reject Proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract
- c) AICTE will declare a Company ineligible either indefinitely or for a stated period of time, to be awarded a contract if it, at any time, determines that the Company has engaged in corrupt or fraudulent practices in competing for, or in executing, and the assignments awarded by AICTE.

### **8.6 Only One Proposal**

If a Bidder submits or participates in more than one Proposal, such a Bidder shall be disqualified.

### **8.7 Compliant Proposals / Completeness of Response**

- a) Bidder is advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- b) Failure to comply with the requirements of this paragraph may render the Proposal non-compliant and non-responsive and the Proposal may be rejected.
- c) Bidders must:
  - i. Include all documentation specified in this RFP;
  - ii. Follow the format of this RFP and respond to each element in the order as set out in this RFP

### **8.8 Sub-contracting**

Sub-contracting is not allowed in this bid.

### **8.9 Earnest Money Deposit (EMD)**

- a) Bidders shall submit, along with their bids, EMD of INR 10 lacs (INR Ten Lacs only), in the form of a DD drawn on any Nationalized bank in favor of Member Secretary, All India Council for Technical Education, payable at New Delhi and should be valid for a period of 180 days from proposal due date.
- b) Parties as per MSME act, 2006 / NSIC registered parties are exempted from EMD submission on producing valid certificate. The certificate shall be valid on the date of tender opening and must cover the services to be rendered
- c) The EMD will be refunded to unsuccessful Applicant agencies within 30 (Thirty) days of completion of selection process.
- d) The Bid Security, for the amount mentioned above, of the successful Bidder would be returned upon submission of Performance Bank Guarantee (PBG) for an amount equal to 10% of Total Contract Value in the format provided in the RFP.
- e) No interest will be paid by AICTE on the EMD amount and EMD will be refunded to the all Bidders (including the successful Bidder) without any accrued interest on it
- f) The Bid submitted without EMD, mentioned above, will be summarily rejected

- g) The EMD may be forfeited:
  - i. If a Bidder withdraws its Bid during the period of Bid validity
  - ii. In case of a successful Bidder, if the Bidder fails to sign the Contract in accordance with the terms and conditions

#### **8.10 Queries / Clarifications on the RFP**

Queries / Request for clarifications on the RFP shall be sent by Bidders through email only in the format specified in the RFP not later than the date and time specified in the 'Bidding Schedule'. All the requests shall be addressed to AICTE contact person assigned as mentioned in the 'Bidding Schedule'. No request for clarification from any Bidder shall be entertained after the last date and time mentioned in the 'Bidding Schedule'.

Additional questions, if any, should be submitted in writing to the RFP Coordinator at the address given above, or via e-mail to [studio.fdc@aicte-india.org](mailto:studio.fdc@aicte-india.org). It will be the bidder's responsibility to check for any updated information regarding this tender on AICTE website [www.aicte-india.org](http://www.aicte-india.org)

#### **8.11 Supplementary Information/Corrigendum/Amendment to the RFP**

- a) At any time prior to the deadline (or as extended by AICTE) for submission of bids, AICTE for any reason, whether at its own initiative or in response to clarifications requested by the Bidder may modify the RFP document by issuing amendment(s) or issue additional data to clarify an interpretation of the provisions of this RFP.
- b) Such supplements / corrigendum to the RFP issued by AICTE would be displayed on the e-Tendering Portal / Website of AICTE and may additionally also be communicated by e-mail to the Bidders.
- c) Any such supplement / corrigendum / amendment shall be deemed to be incorporated by this reference into this RFP
- d) Any such supplement / corrigendum / amendment will be binding on all the Bidders.
- e) AICTE will not be responsible for any misinterpretation of the provisions of this Tender document on account of the Bidders failure to update the Bid documents based on changes announced through the website
- f) In order to allow Bidders a reasonable time to take the supplement / corrigendum / amendment(s) into account in preparing their bids, AICTE, at its discretion, may extend the deadline for the submission of bids

#### **8.12 Proposal Preparation Costs**

The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of Proposal, in providing any additional information required by AICTE to facilitate the evaluation process, and in negotiating a definitive service Agreement all such activities related to the Bid process. This RFP

does not commit AICTE to award a Contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award of the Contract for implementation of the Project.

### **8.13 Right to terminate the process**

AICTE makes no commitments, explicit or implicit, that this process will result in a business transaction with anyone. Further, this RFP does not constitute an offer by AICTE. The RFP does not commit AICTE to enter into a binding Agreement in respect of the Project with the Bidders.

### **8.14 Modification, Substitution or Withdrawal of Proposals**

No Proposal may be withdrawn in the interval between the deadline for submission of Proposals and the expiration of the validity period specified by AICTE. Entire Bid Security may be forfeited if any of the Bidders withdraw their Bid during the validity period.

### **8.15 Language of Bids**

This bid should be submitted in English language only.

### **8.16 Ownership of Application / Documents Prepared by the Successful Bidder**

All plans, specifications, designs, reports, other documents, patent and software including the all the hardware shall be absolute property of AICTE. The Successful Bidder shall transfer to AICTE all Intellectual Property rights. The Successful Bidder shall not use anywhere, without taking permission, in writing, from the AICTE and AICTE reserves right to grant or deny any such request.

### **8.17 Confidentiality**

- a) The Bidder shall not use Confidential Information, the name or the logo of AICTE and AICTE except for the purposes of providing the Service as specified under this contract;
- b) The Bidder may only disclose Confidential Information in the following circumstances:
  - i. with the prior written consent of AICTE;
  - ii. to a member of the Bidder's Team ("Authorized Person") if:
    - the Authorized Person needs the Confidential Information for the performance of obligations under this contract;
    - the Authorized Person is aware of the confidentiality of the Confidential Information and is obliged to use it only for the performance of obligations under this contract. The Bidder shall do everything reasonably possible to preserve the confidentiality of the Confidential Information to the satisfaction of AICTE.
- c) The Bidder shall notify AICTE promptly if it is aware of any disclosure of the Confidential Information otherwise than as permitted by this Contract or with the authority of AICTE.
- d) The Bidder shall be liable to fully recompense AICTE for any loss of revenue arising from breach of confidentiality. AICTE reserves the right to adopt legal proceedings, civil or criminal, against the Bidder in relation to a dispute arising out of breach of obligation by the Bidder under this clause.

### **8.18 Bid Submission Guidelines**

- a) Proposals must be direct, concise, and complete and must be submitted online only. AICTE will evaluate the Bidder's Proposal based on its clarity, relevance and the directness of its response to the requirements of the Project as outlined in this RFP.
- b) Bidders shall furnish the required information on their Technical and Commercial Proposals in the enclosed formats only. In case of any deviations in the format Bid will be liable for rejection.
- c) DELETED
- d) No tender fee is to be paid in terms of Rule 161 (iv) of GFR 2017 and the tender document may be downloaded by the bidders
- e) While submitting the Technical Bid, all e-bidders will strictly adhere to the sequence of documents as mentioned in check list vide Annexure 3.12. Each page of the technical and commercial bid document should be properly indexed, paginated, stamped, ink signed by the authorized signatory. The financial bid should be submitted in the exactly in the same format in CPPP Portal as prescribed in RFP document
- f) If the bidder envisages additional items are required for over and above the suggested one for providing the complete solution as envisaged by AICTE, they are at liberty to provide additional items over and above the one mentioned in the document. However, while deciding the lowest bid, the entire offer will be considered including any additional item quoted by the bidder for providing complete solution as per the scope of the project. In case any additional item/ equipment is required for the completeness of the system and bidder has not quoted for the same, bidder shall be required to provide that item/ equipment Free of Cost (FoC).
- g) The financial bid should be exactly the same as Technical bid. The bill of material in Technical bid should be without prices. In case Financial bid does not match with the Technical bid, the bid of the bidder shall be rejected without seeking any further clarification.
- h) It shall be responsibility of the bidder to ensure that the e-bids are submitted on time at CPPP Portal before the deadline. Bids submitted through fax and e-mails or any other means will be rejected. Similarly, unsigned and bids without EMD will be forthright rejected without any further clarification.

### **8.19 Instructions for Online Bid Submission**

- a) DELETED

### **8.20 Instructions for Physical Submission of EMD documents**

Demand Draft (DD) / Bank Guarantee (BG) must be submitted by the Bidder personally or through Speed Post addressed to Member Secretary, All India Council for Technical Education, Nelson Mandela Marg, Vasant Kunj, New Delhi – 110070 by 5:00 pm on the date specified in the RFP. Any submission after the specified deadline will not be accepted and hence shall be automatically rejected. AICTE shall not be responsible for any delay in the submission of the documents.

### **8.21 Late Submission**

- a) Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- b) The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- c) The AICTE shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.
- d) The AICTE reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

### **8.22 Commercial Proposal**

- a) Bidders should necessarily give the financial details in the format given in the RFP document. All the financial details should be given in the prescribed format only and in accordance to the details and terms and conditions as mentioned in the RFP.
- b) Prices shall be offered only in Indian Rupees for the supply, installation, commissioning, testing, training, etc. with 12 months (Twelve months) of warranty/guarantee for all the equipment offered by the bidder as per the tender BOM attached from the date of handing over the facility to AICTE.
- c) The Bidder is expected to understand the RFP in all respects. In case the Bidder does not quote for or provision for any hardware / software / any other expenses required to meet the requirements of the RFP, he shall be solely responsible for those and would be required to provide them, without any additional cost to AICTE
- d) AICTE may seek clarifications from the Bidder on the Qualification Proposal. Any of the clarifications by the Bidder on the Qualification Proposal should not have any commercial implications.
- e) The Commercial Proposal submitted by the Bidder should be inclusive of all the items in the Qualification Proposal and should incorporate all the clarifications provided by the Bidder on the Qualification Proposal during the evaluation of the technical offer
- f) Commercial Proposal shall not contain any technical information

### **8.23 Period of Validity of Proposal**

- a) The Proposals shall be valid for a period of 180 days from the date of submission of Bid. A Proposal valid for a shorter period may be rejected as non-responsive. On completion of the validity period, unless the Bidder withdraws his Proposal in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws his Proposal
- b) In exceptional circumstances, at its discretion, the AICTE may solicit the Bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing or by email

#### **8.24 Correction of Errors in Commercial Proposal**

- a) Bidders are advised to exercise adequate care in quoting the prices. No excuse for corrections in the quoted figures will be entertained after the Commercial Proposals are received by AICTE
- b) The quoted price shall be corrected for arithmetical errors.
- c) In cases of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered
- d) The amount stated in the Commercial Proposal, adjusted in accordance with the above procedure and shall be considered as binding on the Bidder for evaluation

#### **8.25 Prices and Price Information**

- a) The Bidder shall quote a price for all the components of the solution that are necessary to meet the requirements of the RFP
- b) All the prices will be in Indian Rupees
- c) All prices should be rounded off to the nearest Indian rupees. If the first decimal value is 5 (five) or above it should be rounded up and below 5 (five) should be rounded down
- d) The price quoted in the Commercial Proposal shall be the only and maximum payment payable by AICTE to the successful Bidder for completion of the contractual obligations by the successful Bidder under the Contract, subject to the terms of payment and performance levels specified in this RFP
- e) The Total Contract Value should be inclusive of all costs including the costs towards packing, forwarding, transportation, insurance for the Contract Period, delivery charges, travel / stay, daily allowance or any other allowances with respect to their staff deployed for the execution of this Project before or after the award of the Contract
- f) The price would be inclusive of all taxes, duties, charges and levies as applicable but excluding GST
- g) The prices, once offered, must remain fixed and must not be subject to escalation for any reason whatsoever within the period of the validity of the Proposal and the Contract. No revision of the Total Contract Value shall be made on account of any variations in costs of labor and materials, currency exchange fluctuations with international currency or any other cost component affecting the total cost in fulfilling the obligations under the Contract.
- h) A Proposal submitted with an adjustable price quotation or conditional Proposal may be rejected as non-responsive
- i) Bidder should provide all prices, quantities as per the prescribed format given in the Commercial Bid format in the RFP document. In case the field is not applicable, Bidder must indicate "0" (zero) in all such fields. In case the Bidder leaves a cell blank, it will be taken as "0" (zero)
- j) It is mandatory to provide the break-up of all components in the format specified for detailed Bill-of-Material. The Commercial Proposal should include the unit price and proposed number of units for each component provided in the Bill-of-Material (BoM)

- k) The payments would be made to selected Bidder on the basis of the Total Contract value (inclusive of all taxes, levies, charges and duties but excluding GST) in the Commercial Proposal submitted and further negotiations between AICTE and the successful Bidder only, subject to the terms of payment and performance levels specified in the Contract.
- l) No additional or separate payment shall be made for services that are to be delivered by the Bidder as part of his scope of work for this Project
- m) All costs incurred due to delay of any sort, which is attributable to the Bidder, shall be borne by the Bidder

#### **8.26 Discount**

The Bidders are advised not to offer any separate discount. Discount, if any, should be merged with the quoted prices. Discount of any type, indicated separately, will not be taken into account for evaluation purpose. However, in the event of such an offer, without considering discount, is found to be the lowest, AICTE shall avail such discount at the time of award of Contract. For future purposes, Unit prices of all individual components will be discounted accordingly (by the overall discount % in case overall discount % is given or by the individual component discount % in case item wise discount given) to arrive at component-wise unit prices.

#### **8.27 Conditions under which this RFP is issued**

- a) AICTE reserves the right to either increase or decrease the quantity of any or all the items included in suggestive bill of materials which are estimated requirements and therefore open to variation.
- b) AICTE also reserve the right to either place repeat order for any of the equipment / item during the pendency of the work and bidder is required to provide the same price as mentioned in the price bid.
- c) AICTE reserves the right to alter/modify the scope of work mentioned in this RFP document at any state of the bidding process and contract. The Bidder shall clearly intimate the price to be charged without any qualification whatsoever and should include all packing and forwarding, transportation, transit insurance, taxes, duties, fees, levies and other charges as may be applicable in relation to the activities proposed to be carried out at the above site. All such charges should be included in the rates quoted. Price escalation due to currency variation will not be entertained.
- d) All the conditional bid shall be rejected without seeking any further clarification from the bidder.
- e) The successful bidder shall keep AICTE informed of the progress on each activity on weekly basis. In case of any delay in any particular activity, the recovery plan shall be evolved and given to AICTE for ensuring completion of all the activities within the overall time schedule specified by AICTE.



- f) AICTE reserves the right to terminate the contract at any stage of the work by giving 14 days' notice if it is noticed that the delay occurred in any of the activities covered under the contract cannot be made good and will affect the overall work schedule. AICTE shall forfeit the performance Bank Guarantee of the bidder. The decision of AICTE shall be final and binding. In case contract is terminated on grounds mentioned above or by the tenderer at his own, AICTE will have right to get the work done at risk and cost of successful bidder.
- g) AICTE reserves the right to monitor the progress and review it on day-to-day basis. The successful bidder will be fully transparent, responsive and demonstrate at all time that he is in position to complete the work as per the specified time schedule.
- h) The successful bidder shall be entirely responsible for the security of his personnel, material, plant and equipment. No extra cost shall be allowed to the successful bidder in the event to any damage occurring to the successful bidders or any of his personnel, materials, plant and equipment whether stored on site or offsite. In the event of any damage to the person or property of AICTE, the same shall be made good by the successful bidder on its cost and risk.
- i) The successful bidder shall ensure that it has at all-time a competent and qualified representative available at site during the working period for the duration of the contract. Any direction given to successful bidder's representative shall be deemed to have been given to the successful bidder.
- j) AICTE reserves the right to solicit additional information from Bidders to evaluate which Bid best meets the needs of the Project. Additional information may include, but is not limited to, past performance records, lists of clients and their feed-back, product catalogues, service manuals, drawings etc., or any other pertinent information.
- k) AICTE will make its decision based on the ability of the Bidder(s) to meet specific needs of the project, technical expertise of the Bidder(s), delivery capabilities, customer references, past satisfactory performance and experience, system completeness, etc., besides cost.
- l) AICTE reserves the right to waive off any deviations; accept the whole or part thereof, accept or reject any or all bids; and to select the Bidder(s) which, in the sole opinion of the Project-In-charge, best meets the requirements of the project. However, the bidders whose bids have been rejected may approach AICTE to know the reason of their rejection.
- m) All information contained in this RFP, or provided in subsequent discussions or disclosures, is proprietary and confidential. No information may be shared with any other organization, without prior written consent of the RFP Coordinator.
- n) The RFP issued is for supply, installation, testing, commissioning and training including studio lightings part/electrical sockets/switches/electric fittings equipment for establishment of State of the Art Studio at AICTE Headquarters on turn-key basis. The bidder is responsible for completeness of the project in case bidder has not quoted any item/equipment required for completeness of the project, bidder will provide the said item/equipment Free of Cost (FOC).

## **8.28 Non-conforming Proposals**

A Proposal may be construed as a non-conforming Proposal and ineligible for consideration:

- a) If it does not comply with the requirements of this RFP
- b) If the Proposal does not follow the formats requested in this RFP or do not appear to address the particular requirements of AICTE

### **8.29 Disqualification**

The Proposal is liable to be disqualified in the following cases or in case the Bidder fails to meet the bidding requirements as indicated in this RFP:

- a) Proposal not submitted in accordance with the procedure and formats prescribed in this document or treated as non-conforming Proposal
- b) During validity of the Proposal, or its extended period, if any, the Bidder increases his quoted prices
- c) The Bidder qualifies the Proposal with his own conditions
- d) Proposal is received in incomplete form
- e) Proposal is not accompanied by all the requisite documents
- f) Proposal is not accompanied by the EMD
- g) If the Bidder provides quotation only for a part of the Project
- h) Information submitted in Proposal is found to be misrepresented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the Contract (no matter at what stage) or during the tenure of the Contract including the extension period, if any
- i) Commercial Proposal if enclosed with the Technical Proposal
- j) Bidder tries to influence the Proposal evaluation process by unlawful / corrupt / fraudulent means at any point of time during the Bid process
- k) In case any one Bidder submits multiple Proposals or if common interests are found in two or more Bidders, the Bidders are likely to be disqualified, unless additional Proposals/Bidders are withdrawn upon notice immediately
- l) While evaluating the Proposals, if it comes to AICTE's knowledge expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of Proposal then the Bidders so involved are liable to be disqualified for this Contract as well as for a further period of three years from participation in any of the RFPs floated by AICTE
- m) If the Bid Security or Technical Proposal contain any information on price, pricing policy, pricing mechanism or any information indicative of the commercial aspects of the Bid
- n) Bidder fails to deposit the Performance Bank Guarantee (PBG) within 15 days or fails to enter into a Contract within 30 Business Days of the date of issue of Letter of Acceptance or within such extended period, as may be specified by AICTE

### **8.30 Acknowledgement of Understanding of Terms**

By submitting a Proposal, each Bidder shall be deemed to acknowledge that all sections of this RFP, including all forms, schedules, annexure, corrigendum and addendums (if any) hereto, has been carefully read and has been fully informed as to all existing conditions and limitations.

### **8.31 Site Visit by Bidder**

The Bidder may visit and examine any of the offices of AICTE at a time to be agreed with AICTE and obtain all information on the existing processes and functioning of AICTE that may be necessary for preparing the Bid document. The Bidder may carry out this site visit as per the date and time specified in Bid schedule. The visit may not be used to raise questions or seek clarification on the RFP. The cost of such visits to the site(s) shall be at the Bidder's own expense.

### **8.32 Bid Opening and Proposal Evaluation Process**

#### **8.32.1 Bid Opening Sessions**

- a) Bid opening will be conducted in two stages
- b) The Bid submitted without EMD, will be summarily rejected. Only those Bids for which EMD is received will be eligible for opening
- c) Total transparency will be observed and ensured while opening the Proposals/Bids
- d) AICTE reserves the rights at all times to postpone or cancel a scheduled Bid opening
- e) In the first stage, Technical Proposals would be opened. The EMD of the Bidders will be opened on the same day and time, on which the Technical Proposal is opened, and bids not accompanied with the requisite EMD or whose EMD is not in order shall be rejected.
- f) In the second stage, Commercial Proposal of those Bidders whose Technical Proposals qualify, would be opened. All Bids would be opened in the presence of Bidders' representatives who choose to attend the Bid opening sessions on the specified date, time and address
- g) The Bidders' representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for AICTE, the bids shall be opened at the same time and location on the next working day.
- h) In addition to that, if the representative of the Bidder remains absent, AICTE will continue process and open the bids of the all the bidders
- i) During Bid opening, preliminary scrutiny of the Bid documents will be made to determine whether they are complete, whether required Bid Security has been furnished, whether the Documents have been properly signed, and whether the bids are generally in order. Bids not conforming to such preliminary requirements will be prima facie rejected. AICTE has the right to reject the bid after due diligence is done.

#### **8.32.2 Evaluation of Technical Proposals**

- a) The Tender Evaluation Committee constituted by AICTE shall evaluate the bids
- b) Bidders, whose EMD and RFP Document Fees are found in order, shall be considered for Technical criteria evaluation
- c) The Tender Evaluation Committee will review the Technical Proposal of the Bidders to determine whether the requirements as mentioned in RFP are met. Incomplete or partial Proposals are liable for disqualification
- d) The bidders who fulfil all the Technical Qualification criteria will be required to present live demonstration of their equipment.

- e) Successful bidders shall be required to set up studio equipment and provide Live Demo of the same to the Tech. Evaluation Committee.
- f) The bids shall be evaluated by technical Evaluation Committee of experts of AICTE as per evaluation criteria duly approved by the competent authority. The decision of Technical Evaluation Committee shall be final and no further communication in this regard shall be entertained by AICTE.

### **8.32.3 Evaluation of Commercial Proposals**

- a) The Commercial Proposal of only the technically qualified Bidders will be opened for evaluation.
- b) Of all the Commercial Proposals opened, the Bidder whose commercial bid is lowest (hereby referred to as L1 Bidder) will be considered eligible for negotiations and award of contract after the negotiations.

## **8.33 Award of Contract**

### **8.33.1 Award Criteria**

Post the evaluation process and negotiations indicated above, AICTE will award the Contract to the Bidder whose Proposal has been determined to be technically responsive to the requirements of the RFP and financially the lowest price, hereby referred to as the 'Successful Bidder'.

### **8.33.2 Right to accept and to reject any Proposal**

AICTE reserves the right to accept or reject any Proposal, and to annul the tendering process and reject all Proposals at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the AICTE's action.

### **8.33.3 Notification of Award**

Prior to the expiration of the validity period, AICTE will notify the Successful Bidder that its Proposal has been accepted by issuance of a Letter of Acceptance in writing or through email. Until a formal contract is prepared and executed, Letter of Acceptance shall constitute a binding Contract.

### **8.33.4 Signing of Contract**

The agreement needs to be signed by the successful Bidder with AICTE within 15 days of award of contract from the date of issue of Letter of Acceptance by AICTE.

AICTE shall have the right to annul the award in case there is a delay of more than 15 days in signing of Contract from the date of issue of Letter of Acceptance by AICTE, for reasons attributable to the successful Bidder. Bidder has to register the contract within 15 days of signing of contract.

### **8.33.5 Failure to agree with Terms and Conditions of this RFP**

Failure of the successful Bidder to agree with the terms & conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event AICTE may call for new Proposals and invoke the Performance Bank Guarantee (PBG)

### **8.33.6 Performance Bank Guarantee**

The Bidder shall at its own expense, deposit with department, within 30 days of the notification of award (done through issuance of the Letter of Acceptance), an unconditional and irrevocable Performance Bank Guarantee (PBG) from Nationalized/Scheduled Bank as per the format provided in the e-bid Document, payable on demand, for the due performance and fulfilment of the contract by the Bidder. This Performance Bank Guarantee will be for an amount equivalent to **10%** of contract value. All charges whatsoever such as premium, commission, etc. with respect to the PBG shall be borne by the Bidder.

The validity of PBG should be effective from the date of award of work till 2 years from the date of successful completion and handing over to AICTE. The PBG may be discharged/ returned by department upon being satisfied that there has been due performance of the obligations of the Bidder under the contract. However, no interest shall be payable on the PBG. In the event, Bidder being unable to service the contract for whatever reason, department would evoke the PBG. Notwithstanding and without prejudice to any rights whatsoever of department under the Contract in the matter, the proceeds of the PBG shall be payable to department as compensation for any loss resulting from the Bidder's failure to complete its obligations under the Contract. Department shall notify the Bidder in writing of the exercise of its right to receive such compensation within 14 days, indicating the contractual obligation(s) for which the Bidder is in default.

Department shall also be entitled to make recoveries from the Bidder's bills, PBG, or from any other amount due to him, the equivalent value of any payment made to him due to inadvertence, error, collusion, misconstruction or misstatement.

### **8.33.7 Warranties**

1. The Bidder warrants and represents to AICTE that:
  - a. It has full capacity and authority and all necessary approvals to enter into and to perform its obligations under this Agreement;
  - b. This Agreement is executed by a duly authorized representative of the Bidder;
  - c. It shall discharge its obligations under this Agreement with due skill, care and diligence so as to comply with the service level agreement.
2. In the case of the SLAs, the Bidder warrants and represents to AICTE, that:
  - a. The Bidder has full capacity and authority and all necessary approvals to enter into and perform its obligations under the SLAs and to provide the Services;
  - b. The SLAs shall be executed by a duly authorized representative of the Bidder;
  - c. The Services will be provided and rendered by appropriately qualified, trained and experienced personnel as mentioned in the bid;
  - d. Bidder has and will have all necessary licenses, approvals, consents of third Parties free from any encumbrances and all necessary technology, hardware and software to enable it to provide the Services;

- e. The Services will be supplied in conformance with all laws, enactments, orders and regulations applicable from time to time;
  - f. Bidder will warrant that the solution provided under the contract is new, of the most recent higher version /models and incorporate all recent improvements in design and materials unless provided otherwise in the contract.
3. Notwithstanding what has been stated elsewhere in this Agreement and the Schedules attached herein, in the event the Bidder is unable to meet the obligations to fulfill the related scope of work as stated in this Agreement and the Schedules attached herein, AICTE will have the option to invoke the Performance Guarantee after serving a written notice of thirty (30) days to the Bidder.

The 30-day notice period shall be considered as the 'Cure Period' to facilitate the Bidder to cure the breach. The PBG shall be evoked only if the breach is solely attributable to the bidder and the bidder fails to rectify the breach within the 'Cure Period'.

#### 4 Completion **plans to be submitted by contractor**

The contractor shall submit completion plans/drawings showing therein the modifications and corrections made during the course of execution along with the letter intimating that work has been completed.

Detailed as built drawings for the works carried out by the contractor.

Certificates of satisfactory performance test by OEM representative for various equipment's installed.

Guarantee/Operations & Maintenance Manual shall be supplied by the vendor/ contractor.

In case contractor fails to submit the completion documents/drawings as aforesaid, he shall be liable to pay a sum of Rs. 1,00,000.00 or actual expenses incurred on account of preparation of such completion plans/drawings/certification etc., whichever is more. The decision of Project In charge, AICTE shall be final and binding on the contractor.

#### **8.33.8 Force Majeure**

The Bidder shall not be liable for forfeiture of its Performance Bank Guarantee, imposition of liquidated damages or termination for default, if and to the extent that it's delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the "reasonable" control of the Bidder, not involving the Bidder's fault or negligence and not foreseeable. Unforeseen circumstances or causes beyond the control of the Bidder include but are not limited to acts of God, war, riot, acts of civil or military authorities, fire, floods, accidents, terrorist activity, strikes or shortages of transportation facilities, fuel, energy, labor or material.

For the Bidder to take benefit of this clause it is a condition precedent that the Bidder must promptly notify AICTE, in writing of such conditions and the cause thereof within five calendar days of the arising of the Force Majeure event. AICTE, or the consultant / committee appointed by AICTE shall study the submission of the Bidder and inform whether the situation can be qualified one of Force Majeure. Unless otherwise directed by AICTE in writing, the Bidder shall continue to perform its obligations under the resultant Agreement as far as it is reasonably practical, and shall seek all reasonable alternative means for performance of services not prevented by the existence of a Force Majeure event.

In the event of delay in performance attributable to the presence of a force majeure event, the time for performance shall be extended by a period(s) equivalent to the duration of such delay. If the duration of delay continues beyond a period of 30 days, AICTE and the Bidder shall hold consultations with each other in an endeavor to find a solution to the problem.

Notwithstanding anything to the contrary mentioned above, the decision of AICTE shall be final and binding on the Bidder.

#### **8.33.9 Resolution of Disputes**

AICTE and the Bidder shall make every attempt to resolve dispute amicably, by direct information, negotiations of any disagreement or dispute arising between them under or in connection with this agreement. All differences/ disputes arising under and out of these present, or in connection with this agreement shall be first referred to the senior executives of each party for an amicable solution. If the dispute is not resolved within a period of thirty (30) days, the same shall be referred to arbitration in accordance with Arbitration and Conciliation Act, 1996 (including all amendments thereto and in force when the reference is made). Each party shall appoint one arbitrator each and the two appointed arbitrators shall appoint the third arbitrator. The decision of the arbitrators shall be final and binding on both parties. The venue of arbitration shall be in New Delhi, India. Subject to the above, this Agreement shall be subject to the jurisdiction of the courts of New Delhi, India.

#### **8.33.10 Limitation of Liability towards AICTE**

The Bidder's liability under the resultant Agreement shall be determined as per the Law in force for the time being. The Bidder shall be liable to AICTE for loss or damage occurred or caused or likely to occur on account of any act of omission on the part of the Bidder and its employees, including loss caused to AICTE on account of defect in goods or deficiency in services on the part of Bidder or his agents or any person / persons claiming through or under said Bidder. However, such liability of Bidder shall not exceed the total value of the Agreement.

Bidder's aggregate liability in connection with obligations undertaken as a part of this contract regardless of the form or nature of the action giving rise to such liability, shall be at actual and limited to the amount paid by AICTE for:

- (i) the particular hardware/software; or
- (ii) services provided during the twelve (12) months immediately preceding the date of the claim; that in each case is the subject of the claim.

This limit shall not apply to damages for bodily injury (including death) and damage to real property and tangible personal property for which the Bidder is legally liable.

#### **8.33.11 Conflict of Interest**

- The Bidder shall disclose to AICTE in writing, all actual and potential conflicts of interest that exist, arise or may arise (either for the Bidder or its team) in the course of performing the Services as soon as it becomes aware of such a conflict. Bidder shall hold AICTE's interest paramount, without any consideration for future work, and strictly avoid conflict of interest with other assignments.
- In the event of any question, dispute or difference arising under the agreement or in connection there-with, the same shall be referred to the sole arbitration of the Chairman of Board, AICTE or in case his designation is changed or his office is abolished, then in such cases to the sole arbitration of the officer for the time being entrusted (whether in addition to his own duties or otherwise) with the functions of the Chairman of Board, AICTE or by whatever designation such an officer may be called (hereinafter referred to as the said officer), and if the Chairman of Board or the said officer is unable or unwilling to act as such, then to the sole arbitration of some other person appointed by the Chairman of Board or the said officer. The agreement to appoint an arbitrator will be in accordance with the provisions contained in the Arbitration and Conciliation Act 1996(as amended time to time). There will be no objection to any such appointment on the ground that the arbitrator is a Government Servant or that he has to deal with the matter to which the agreement relates or that in the course of his duties as a Government Servant he has expressed his views on all or any of the matters in dispute. The award of the arbitrator shall be final and binding on both the parties to the agreement. In the event of such an arbitrator to whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reason whatsoever, the Chairman of Board, AICTE or the said officer shall appoint another person to act as an arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.
- The arbitrator may from time to time with the consent of both the parties enlarge the time frame for making and publishing the award. Subject to the aforesaid, arbitration and Conciliation Act, 1996 and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.
- The venue of the arbitration proceeding shall be the office of the Chairman of Board, AICTE, or such other places as the arbitrator may decide.

#### **8.33.12 Termination of Contract**

AICTE may, without prejudice to any other remedy under this Contract and applicable law, reserves the right to terminate for breach of contract by providing a written notice of 30 days stating the reason for default to the Bidder and terminate the contract either in whole or in part:

- Where AICTE is of the opinion that there has been such Event of Default on the part of the service provider which would make it proper and necessary to terminate this Contract and may include failure on the part of the service provider to respect any of its commitments with regard to any part of its obligations under its bid, the RFP or under this Contract



- Where it comes to AICTE’s attention that the service provider is in a position of actual conflict of interest with the interests of AICTE, in relation to any of services arising out of services provided under the resultant contract or this RFP
- If the Bidder fails to deliver any or all of the project requirements / operationalization / Operational Acceptance of project within the time frame specified in the contract; or
- If the Bidder fails to perform any other obligation(s) under the contract.

Prior to providing a notice of termination to the Bidder, AICTE shall provide the Bidder with a written notice of 30 days instructing the Bidder to cure any breach/ default of the Contract, if AICTE is of the view that the breach may be rectified.

On failure of the Bidder to rectify such breach within 30 days, AICTE may terminate the contract by providing a written notice of 30 days to the Bidder, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to AICTE. In such an event the Bidder shall be liable for penalty imposed by AICTE.

In the event of termination of this contract for any reason whatsoever, AICTE is entitled to impose any such obligations and conditions and issue any clarifications as may be necessary to ensure an efficient transition and effective continuity of the services which the Bidder shall be obliged to comply with and take all available steps to minimize the loss resulting from that termination/ breach, and further allow and provide all such assistance to AICTE and/ or succeeding vendor, as may be required, to take over the obligations of the Bidder in relation to the execution/ continued execution of the requirements of this contract.

### **8.33.13 Confidentiality**

- i. Service provider shall maintain the highest level of secrecy, confidentiality and privacy with regard thereto.
- ii. Additionally, the service provider shall keep confidential all the details and information with regard to the Project, including systems, facilities, operations, management and maintenance of the systems/facilities.
- iii. AICTE shall retain all rights to prevent, stop and if required take the necessary punitive action against the service provider regarding any forbidden disclosure.
- iv. Service provider should provide non-disclosure agreement, which shall be duly approved by the AICTE

For the avoidance of doubt, it is expressly clarified that the aforesaid provisions shall not apply to the following information:

- a) Information already available in the public domain;
- b) Information which has been developed independently by the Bidder
- c) Information which has been received from a third party who had the right to disclose the aforesaid information;
- d) Information which has been disclosed to the public pursuant to a court order.

### **8.33.14 Miscellaneous**

#### **a) Confidentiality**

“Confidential Information” means all information including Project Data (whether in written, oral, electronic or other format) which relates to the technical, financial and operational affairs, business rules, citizen information, design rights, know-how and personnel of each Party and its

affiliates which is disclosed to or otherwise learned by the other Party or its subcontractors (whether a Party to the contract or to the SLA) in the course of or in connection with the contract (including without limitation such information received during negotiations, location visits and meetings in connection with the contract or to the SLA) or pursuant to the contract to be signed subsequently.

Except with the prior written permission of AICTE, the Bidder (including all partners) and its Personnel shall not disclose such confidential information to any person or entity not expected to know such information by default of being associated with the project, nor shall the Bidder and its Personnel make public the recommendations formulated in the course of, or as a result of the project. In matters pertaining to privacy of data, the Bidder (including all partners) shall not use any data for analytical/commercial reasons whatsoever.

The Bidder recognizes that during the term of this Agreement, sensitive data will be procured and made available to it, its Sub contractors and agents and others working for or under the Bidder. Disclosure or usage of the data by any such recipient may constitute a breach of law applicable causing harm not only to the Department whose data is used but also to its stakeholders. The function of AICTE requires the Bidder, its Subcontractors and agents to demonstrate utmost care, sensitivity and strict confidentiality. Any breach of this Article will result in AICTE and its nominees receiving a right to seek injunctive relief and damages, from the Bidder.

The restrictions of this Article shall not apply to confidential information that:

- a. Is or becomes generally available to the public through no breach of this Article by the Recipient; and
- b. Was in the recipient's possession free of any obligation of confidence prior to the time of receipt of it by the Recipient hereunder; and
- c. Is developed by the Recipient independently of any of discloser's Confidential Information; and
- d. Is rightfully obtained by the Recipient from third Parties authorized at that time to make such disclosure without restriction; and
- e. Is identified in writing by the Discloser as no longer proprietary or confidential; or
- f. Is required to be disclosed by law, regulation or Court Order, provided that the recipient gives prompt written notice to the Discloser of such legal and regulatory requirement to disclose so as to allow the Discloser reasonable opportunity to contest such disclosure.

To the extent that such disclosure is required for the purposes of this Agreement, either Party may disclose Confidential Information to:

- a. Its employees, agents and independent contractors and to any of its affiliates and their respective independent contractors or employees; and
- b. Its professional advisors and auditors, who require access for the purposes of this Agreement, whom the relevant Party has informed of its obligations under this Article and in respect of whom the relevant Party has informed of its obligations under this Article has used commercially reasonable efforts to ensure that they are contractually obliged to keep such Confidential Information confidential on terms substantially the same as set forth in this Article. Either Party may also disclose confidential Information or any entity with the other Party's prior written consent.

The provisions of this Article shall survive the expiration or any earlier termination of this Agreement.

**a) Standards of Performance**

The Bidder shall provide the services and carry out their obligations under the Contract with due diligence, efficiency and professionalism/ethics in accordance with generally accepted professional standards and practices. The Bidder shall always act in respect of any matter relating to this contract. The Bidder shall abide by all the applicable provisions / Acts / Rules / Regulations, Standing orders, etc. of Information Technology standard as prevalent in the country. The Bidder shall also conform to the standards laid down by or Government of India from time to time. Such standards and guidelines shall be shared with the Bidder by AICTE up on signing of the Contract.

**b) Sub Contracts**

There should be no sub-contracting. The Bidder shall not sub-contract work to any other party.

**c) Care to be taken while working at AICTE Office**

Bidder should follow instructions issued by concerned Competent Authority from time to time for carrying out work at designated places. Bidder should ensure that there is no damage caused to any private or public property. In case such damage is caused, Bidder shall immediately bring it to the notice of concerned organization and AICTE in writing and pay necessary charges towards fixing of the damage.

Bidder shall ensure that its employees/representatives don't breach privacy of any citizen or establishment during the course of execution or maintenance of the project.

**d) Compliance with Labour regulations**

The Bidder shall pay fair and reasonable wages to the workmen employed, for the contract undertaken and comply with the provisions set forth under the Minimum wages Act and the Contract Labour Act 1970. The salary of the manpower working on AICTE project should be paid using ECS / NEFT / RTGS. A record of the payments made in this regard should be maintained by the Bidder. Upon request, this record shall be produced to the appropriate authority in AICTE and/or Judicial Body. If complaints are received by AICTE (or any appropriate authority) appropriate action (Liquidation of Security Deposit, Blacklisting, etc.) may be initiated as deemed necessary against the Bidder.

**e) Independent Contractor**

Nothing in this Agreement shall be construed as establishing or implying any partnership or joint venture or employment relationship between the Parties to this Agreement. Except as expressly stated in this Agreement nothing in this Agreement shall be deemed to constitute any Party as the agent of any other Party or authorizes either Party (i) to incur any expenses on behalf of the other Party, (ii) to enter into any engagement or make any representation or warranty on behalf of the other Party, (iii) to pledge the credit of or otherwise bind or oblige the other Party, or (iv) to commit the other Party in any manner whatsoever in each case without obtaining the other Party's prior written consent.

**f) Waiver**

A waiver of any provision or breach of this Agreement must be in writing and signed by an authorized official of the Party executing the same. No such waiver shall be construed to affect or imply a subsequent waiver of the same provision or subsequent breach of this Agreement.

**g) Notices**

Any notice or other document, which may be given by either Party under this Agreement, shall be given in writing in person or by pre-paid recorded delivery post.

In relation to a notice given under this Agreement, any such notice or other document shall be addressed to the other Party's principal or registered office address as set out below:

Member Secretary  
All India Council for Technical Education  
Nelson Mandela Road, Vasant Kunj,  
New Delhi – 110070

Bidder:

-----

-----

Tel: -----

Email:.....

Mobile No.....

Any notice or other document shall be deemed to have been given to the other Party when delivered (if delivered in person) if delivered between the hours of 9.30 am and 5.30 pm at the address of the other Party set forth above or on the next working day thereafter if delivered outside such hours, and 7 calendar days from the date of posting (if by letter).

**h) Personnel/Employees**

Personnel/employees assigned by Bidder to perform the services shall be employees of Bidder, and under no circumstances will such personnel be considered as employees of AICTE. Bidder shall have the sole responsibility for supervision and control of its personnel and for payment of such personnel's employee's entire compensation, including salary, legal deductions withholding of income taxes and social security taxes, worker's compensation, employee and disability benefits and the like and shall be responsible for all employer obligations under all laws as applicable from time to time. AICTE shall not be responsible for the above issues concerning to personnel of Bidder.

Bidder shall use its best efforts to ensure that sufficient Bidder personnel are employed to perform the Services, and that, such personnel have appropriate qualifications to perform the Services. AICTE or its nominated agencies shall have the right to require the removal or replacement of any Bidder personnel performing work under this Agreement. In the event that AICTE requests that any Bidder personnel be replaced, the substitution of such personnel shall be accomplished pursuant to a mutually agreed upon schedule and upon clearance of the personnel based on profile review and personal interview by AICTE or its nominated agencies as per defined SLAs. The Bidder shall depute quality team for the project and as per requirements AICTE shall have the right to ask Bidder to change the team.

- a. Management (Senior Level Officers) of Bidder needs to be involved in the project monitoring and should attend the review meeting at least once in a month.
- b. The profiles of resources proposed by Bidder in the technical bid, which are considered for Technical bid evaluation, shall be construed as 'Key Personnel' and the Bidder shall not remove such personnel without the prior written consent of AICTE. For any changes

to the proposed resources, Bidder shall provide equivalent or more experienced resources in consultation with AICTE. The penalty applicable for replacement of 'Key Personnel of Application Support Team' within the first six months of the contract shall be Rs. 1,00,000 per change in resource. Maximum one replacement is permissible in the first six months.

- c. Except as stated in this clause, nothing in this Agreement will limit the ability of Bidder freely to assign or reassign its employees; provided that Bidder shall be responsible, at its expense, for transferring all appropriate knowledge from personnel being replaced to their replacements. AICTE shall have the right to review and approve Bidder's plan for any such knowledge transfer. Bidder shall maintain the same standards for skills and professionalism among replacement personnel as in personnel being replaced.
- d. Each Party shall be responsible for the performance of all its obligations under this Agreement and shall be liable for the acts and omissions of its employees and agents in connection therewith.

**i) Variations & Further Assurance**

- a. No amendment, variation or other change to this Agreement or the SLAs shall be valid unless made in writing & signed by the duly authorized representatives of the Parties to this Agreement.
- b. Each Party to this Agreement or the SLAs agree to enter into or execute, without limitation, whatever other agreement, document, consent & waiver & to do all other things which shall or may be reasonably required to complete & deliver the obligations set out in the Agreement or the SLAs.

**j) Severability & Waiver**

- a. if any provision of this Agreement or the SLAs, or any part thereof, shall be found by any court or administrative body of competent jurisdiction to be illegal, invalid or unenforceable the illegality, invalidity or unenforceability of such provision or part provision shall not affect the other provisions of this Agreement or the SLAs or the remainder of the provisions in question which shall remain in full force & effect. The relevant Parties shall negotiate in good faith in order to agree to substitute for any illegal, invalid or unenforceable provision a valid & enforceable provision which achieves to the greatest extent possible the economic, legal & commercial objectives of the illegal, invalid or unenforceable provision or part provision within 7 working days.
- b. No failure to exercise or enforce & no delay in exercising or enforcing on the part of either Party to this Agreement or the SLAs of any right, remedy or provision of this Agreement or the SLAs shall operate as a waiver of such right, remedy or provision in any future application nor shall any single or partial exercise or enforcement of any right, remedy or provision preclude any other or further exercise or enforcement of any other right, remedy or provision.

**k) Survivability**

The termination or expiry of this Agreement or the SLAs for any reason shall not affect or prejudice any terms of this Agreement, or the rights of the Parties under them which are either expressly or by implication intended to come into effect or continue in effect after such expiry or termination.

### **8.34 Applicable Law**

The contract shall be governed by the laws and procedures prescribed by the Laws prevailing and in force in India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing. All legal disputes are subject to the jurisdiction of New Delhi courts only.

#### **Attachments to the Agreement:**

- i) Scope of Services for the bidder
- ii) Detail Commercial proposal of the Bidder accepted by AICTE
- iii) Corrigendum Document published by AICTE subsequent to the Bid Document for this work
- iv) Bid Document of AICTE for this work
- v) Lol issued by AICTE to the successful bidder
- vi) The successful bidder's "Technical Proposal" and "Commercial Proposal" submitted in response to the Bid Document

### Checklist for Technical Proposal Submission

Sl. No.	Description	Compliance / Confirmation by the Tenderer ( Please tick) √ Yes / No / Pl. Indicate Page No. of the Bid document
1.	Covering Letter	
2.	Check List with Page No.	
3.	EMD	
4.	Details of works/services of similar nature carried out by the bidder during the last 5 years.	
5.	Details of the ongoing projects.	
6.	Last three years audited financial statement with balance sheets	
7.	Authorization letter for signing the bid document on behalf of the bidder	
8.	Affidavit regarding blacklisting	
9.	Manufacturer's authorization letter	
10.	Non-Chinese procurement certification from OEM	

## Form 1: Technical Proposal Covering Letter

To

Member Secretary  
All India Council for Technical Education  
1, Nelson Mandela Marg  
Vasant Kunj  
New Delhi – 110070

**Sub: Submission of the Technical bid for setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC)**

Dear Sir,

We, the undersigned, offer to provide services for setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC) with your Request for Proposal dated <insert date> and our Proposal.

We hereby declare that all the information and statements made in this Technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our Proposal is accepted, to initiate the Implementation services related to the assignment not later than the date indicated in the contract agreement.

We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 90 days as stipulated in the RFP document.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Location: \_\_\_\_\_ Date: \_\_\_\_\_



## Form 2: Particulars of the Bidder

SL	Particulars	Details of the bidder
1.	Name and Address of the bidder:	
2.	Name and Designation of the concerned officer or authorised person to whom all references shall be made:	
3.	Fax Nos.:	
4.	Phone Nos./ Mobile Nos.:	
5.	e-Mail ID:	
6.	Chief of the organization and his/her contact details viz E-mail ID and Telephone:	
7.	Total No. of employees/ Manpower Strength:	
8.	Type of the Organization (Public Sector/ Limited/Private limited/ Partnership/ Proprietary/Society/Any other):	
9.	No. of the offices/Centres (enclose the list):	
10.	Name and address of local representative, if any:	

Place:

Signature of bidder:

Date:

Name in Full:

Designation/Status:

## Form 3: Project Citation Format

### Form 3A

Format for providing details of works/services of similar nature carried out by the bidder during the last 5 years.

Name of the Bidder:

SL	Name of the Customer & contact details	Description of work	Value of work	From	To	The work is done directly or through another successful bidder	Remarks

**Note:** Photocopy of Performance Certificate/Completion Certificate of customer in support of the work mentioned above is required to be enclosed.

**Form 3B**

**Format for providing details of ongoing works/services of similar nature carried out by the bidder**

Name of the Bidder:

<b>SL</b>	<b>Full postal address of client and name of Officer-in-charge with Contact details</b>	<b>Description of the work done</b>	<b>Value of contract</b>	<b>Date of commencement of work</b>	<b>Scheduled / revised completion period</b>	<b>Percentage of completion as on date</b>	<b>Expected date of completion</b>	<b>Remarks</b>

**Note:** Photocopy of Performance / Project Progress Certificate of customer in support of the work mentioned above is required to be enclosed.

## Form 4: Turnover Details

**Format for providing details on annual turnover from similar work:**

Name of the Bidder:

The bidder shall indicate herein his annual turnover from similar work during preceding 3 years based on the audited balance sheet/profit and loss account statement.

Financial year	Annual turnover (Rs.)
2018-19	
2017-18	
2016-17	

**Note:** Copies of audited balance sheets with profit and loss account of 3 years shall be submitted along with the Technical bid in support of above entries.

## Form 5: Manufacturer's Authorization Letter

(TO BE PRINTED ON OEM'S OFFICIAL STATIONERY)

To,

Member Secretary,

All India Council for Technical Education,

Nelson Mandela Marg,

Vasant Kunj, New Delhi - 110070

**Subject:** Submission of the Technical bid for setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC)

Dear Sir,

We, (Name and Address of the OEM) who are reputed manufacturer of ..... hereby authorize [bidder's company's name and address] to bid, negotiate and conclude the contract with AICTE on behalf of us against subject RFP floated on your behalf for establishment of state of the art studio by All India Council for Technical Education, New Delhi for the equipment/items manufactured by us.

We hereby extend Twenty-four months of guarantee and warranty service for the goods offered for supply against this invitation for bid by the above after the commissioning of the project.

We also undertake to availability of hardware and software support and spares for a period of twelve months from the date of installation and handing over of the equipment for this project.

Yours faithfully,

(Signature with seal)

Name and Designation

## Form 6: Bank Guarantee Format for EMD

To

.....

Whereas \_\_\_\_\_ (hereinafter called the tenderer”) has submitted their offer dated \_\_\_\_\_ for the supply of \_\_\_\_\_ (hereinafter called the tender”) against the AICTE’s tender enquiry No. \_\_\_\_\_ KNOW ALL MEN by these presents that WE \_\_\_\_\_ of \_\_\_\_\_ having our registered office at \_\_\_\_\_ are bound unto \_\_\_\_\_ (hereinafter called the “AICTE”) In the sum of \_\_\_\_\_ for which payment will and truly to be made to the said AICTE, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

### THE CONDITIONS OF THIS OBLIGATION ARE:

- 1) If the tenderer withdraws or amends, impairs or derogates from the Tender in any respect within the period of validity of this tender
- 2) If the tenderer having been notified of the acceptance of his tender by the AICTE during the period of its validity
- 3) If the tenderer fails to furnish the Performance Security for the due Performance of the contract
- 4) Fails or refuses to accept/execute the contract.

WE undertake to pay the AICTE up to the above amount upon receipt of its first written demand, without the AICTE having to substantiate its demand, provided that in its demand the AICTE will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, name and address of the Bank and address of the Branch

## Form 7: Format for Performance Bank Guarantee

To

.....

WHEREAS ..... (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated ..... to supply (description of goods and services) (herein after called "the contract") AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee; NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of ..... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand. We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the ..... Day of ....., 2021.

(Signature of the authorized officer of the Bank)

..... Name and designation of the officer

.....

Seal, name and address of the Bank and address of the Branch.

## Form 8: Non-Blacklisting Declaration

[Affidavit on Non-Judicial Stamp Paper of INR 100 duly attested by Notary/ Magistrate]

This is to certify that I/We (authorized signatory – it should be Director or any person specifically authorized. In case of specific authorization, the authority letter is required to be enclosed) of, M/s \_\_\_\_\_, in submission of this offer confirm that:

- 1) I/We hereby undertake that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- 2) I/We hereby undertake that I/we do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- 3) I/We hereby undertake that Neither M/s \_\_\_\_\_ nor Business has not been barred or blacklisted by any Central/ State Government Department/ Public Sector Undertaking or Enterprise of Central/ State Government at the time of submission of bid or during previous five years.
- 4) I/We have submitted all the supporting documents and furnished the relevant details as per prescribed format.

The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.

I/We hereby declare that all the information and statements made in this tender are true and accept that any misinterpretation contained in it may lead to our disqualification.

I/We hereby authorize AICTE, in case any false undertaking/facts/document are found in our bid, to cancel our bid and take further action as per rule.

Signature of the Authorized Person Name:

Designation:



## Form 9: Authorization Letter

[Affidavit on Non-Judicial Stamp Paper of INR 100 duly attested by Notary/ Magistrate]

To,

Member Secretary,

All India Council for Technical Education,

Nelson Mandela Marg,

Vasant Kunj, New Delhi - 110070

**Subject:** Setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC)

Dear Sir,

We, [bidder's company's name and address] hereby authorize Sri/Smt. \_\_\_\_\_ to sign, bid, negotiate and conclude the contract with AICTE on behalf of us against subject RFP floated on your behalf for setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC).

Yours faithfully,

\_\_\_\_\_

(Signature with seal)

Name and Designation of the bidder

\_\_\_\_\_

Attested

## Form 10: Declaration of Performance of Services

To:

Member Secretary  
All India Council for Technical Education  
1, Nelson Mandela Marg  
Vasant Kunj  
New Delhi – 110070

**Subject:** Deviations in RFP for Setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC)

Dear Sir:

We declare that all the services shall be performed strictly in accordance with the Tender documents except for the variations and deviations, all of which have been detailed out exhaustively in the following statement, irrespective of whatever has been stated to the contrary anywhere else in our bid.

Further we agree that additional conditions, if any, found in the Tender documents, other than those stated in deviation schedule, shall not be given effect to.

### A - On the Terms of Reference

Suggest and justify here any modifications or improvement to the Scope of Work you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your Proposal.

S. No.	Deviation	Impacted Deliverable(s)	Impacted Timeline(s)	Financial Impact

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

## Form 11: Financial Covering Letter

To:

Member Secretary  
All India Council for Technical Education  
1, Nelson Mandela Marg  
Vasant Kunj  
New Delhi – 110070

**Subject:** Submission of the financial bid for Setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC)

Dear Sir/Madam,

We, the undersigned, offer to provide the Implementation services for Setting up of studio at AICTE headquarters on supply, installation, testing and commissioning basis (SITC) in accordance with your Request for Proposal dated <<Date>> and our Proposal (Technical and Financial Proposals). Our attached Financial Proposal is for the sum of INR\_\_\_\_\_. This amount is inclusive of the local taxes.

### 1. PRICE AND VALIDITY

All the prices mentioned in our Tender are in accordance with the terms as specified in the RFP documents. All the prices and other terms and conditions of this Bid are valid for a period of <days> calendar days from the date of opening of the Bid.

We hereby confirm that our prices include all taxes. However, all the taxes are quoted separately under relevant sections. Any miscalculation of taxes would be on our own account.

We understand that the actual payment would be made as per the existing indirect tax rates during the time of payment.

### 2. UNIT RATES

We have indicated in the relevant forms enclosed, the unit rates for the purpose of on account of payment as well as for price adjustment in case of any increase to / decrease from the scope of work under the contract.

### 3. TENDER PRICING

We further confirm that the prices stated in our bid are in accordance with your Instruction to Bidders included in Tender documents.

**4. QUALIFYING DATA**

We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information/documentary proof in this regard before evaluation of our Tender, we agree to furnish the same in time to your satisfaction.

**5. BID PRICE**

We declare that our Bid Price is for the entire scope of the work as specified in Section 2, "Scope of Work". These prices are indicated in Commercial Bid attached with our Tender as part of the Tender.

**6. PERFORMANCE BANK GUARANTEE**

We hereby declare that in case the contract is awarded .to us, we shall submit the Performance Bank Guarantee as specified in this RFP document.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

We hereby declare that our Tender is made in good faith, without collusion or fraud and the information contained in the Tender is true and correct to the best of our knowledge and belief.

We understand that our Tender is binding on us and that you are not bound to accept a Tender you receive.

Thanking you,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

## Form 12: Financial Bid Template

### FORM 10A: Financial Bid

Sl. no	Sub head titles of the project	Total amount including all taxes in INR
1	BOQ for Studio Set-up	
2	BOQ for Acoustics	
<b>Total amount inclusive of all applicable taxes, customs, duties etc (in INR)</b>		