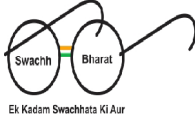


Website: [www.esic.nic.in](http://www.esic.nic.in)  
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उप क्षेत्रीय कार्यालय (मंगलुरु)  
**SUB REGIONAL OFFICE (MANGALURU)**  
कर्मचारी राज्य बीमा निगम  
**EMPLOYEES' STATE INSURANCE CORPORATION**  
Ministry of Labour & Employment, Govt. of India



डोर न.5/7/708/11, पहला फ्लोर, सिटी पॉइंट/Door No. 5-7-708-11, 1<sup>st</sup> Floor, City Point

नवभारत सर्किल कोडियलबेल, मंगलुरु-575003/Navabharath Circle, Kodialbail, Mangaluru-575003

No: 77.D.11.2018. GEN.CCTV

Date: 26.10.2018

**NOTICE INVITING TENDER**

Sealed Tenders are invited from registered, firms/authorized dealers/contractors engaged in installation of security and surveillance systems, to procure, install and commission the CCTV cameras and surveillance system for the Office of ESIC, Sub Regional Office, Mangaluru.

Sl.No	Particulars	Details
1	Name of Work	Installation, commission and maintenance of the CCTV Cameras and Surveillance system, at ESI Corporation, Sub Regional Office, Mangalore [Area to be covered- around 2000 square meter].
2	Date and Time of Sale of Tender Forms	29.10.2018, 10:00AM
3	Last Date & Time for Submission of Bids	13.11.2018, 01:00 PM
4	Date & Time of Opening of Bids received	13.11.2018, 03:00 PM

Interested agencies should drop their sealed cover containing the bids at ESIC, Sub Regional office-Mangaluru, **on or before 01.00 PM on 13.11.2018** in the designated Box.

**I. SCOPE OF WORK:**

Installation, commission and maintenance of the CCTV Cameras and Surveillance system, at ESI Corporation, Sub Regional Office, Mangalore [Area to be covered is around 2000 square meter].

**II. ELIGIBILITY CONDITION FOR BIDDERS:**

1. The tendering Agency should have annual turn-over of at least one(1) Crore Rupees during the last three(3) financial years and should be profit-making for all the three(3) years.
2. The Agency should have experience for providing similar work of installation of CCTV in reputed organizations preferably in Govt. and Public Sector for at least three(3) years. The list of clients along with satisfactory performance certificate from such clients should be submitted along with the Technical Bid in Annexure-“B”.
3. The tendering Agency should be registered/comply under all appropriate statutory and regulatory bodies. Self attested copies of the following documents/records are to be enclosed with the Technical Bid:
  - a) Registration Certificates under:
    - i. ESI /EPF /Income Tax (PAN Card)/Service Tax/ Shops & Establishment Act.
    - ii. Contract Labour (R & A) Act, 1970, if applicable.
  - b) ESIC and EPF Returns from April 2017 to April 2018 supported by paid challan copies should also be submitted as proof of regular compliance whenever required (if applicable or proof of non applicability under ESI & EPF is to be produced through self attested muster roll & wages register for past 01 year).
  - c) Audited Balance Sheet with Profit & Loss Account supported by Income Tax returns for the last three (3) years.
4. The tendering Agency should have an Office/Service Center at Mangaluru.
5. EMD of Rs.3,000/- in the form of Demand Draft from a nationalized bank drawn in favour of ESI Fund A/c No.1 payable at Mangaluru is to be enclosed with the Technical Bid.

**III. EARNEST MONEY DEPOSIT:**

1. The amount of Earnest Money Deposit (E.M.D) of Rs.3,000/- (Rupees Three Thousand Only) in the form of Demand Draft/Bankers Cheque drawn in favour in ESI Fund A/c No.1 payable at Mangaluru, should be kept in envelope mentioning Company name and shall be dropped on or before 13.11.2018 upto 01:00 p.m. in the Tender Box placed at ESIC Sub Regional Office Mangalore. The bids received without submission of DD of EMD will summarily be rejected.
2. Unsuccessful bidder's EMD will be returned without any interest within 30 days after finalization of award/contract from the date of opening of the Tender.
3. The Successful bidders EMD will be discharged upon the bidder signing the contract and furnishing the performance security.

#### **IV. PERFORMANCE SECURITY:**

Within two weeks of award of work, the Contractor shall submit a Performance Security of Rs.6,000.00 (Rupees Six thousand only) for proper performance of the Contract. The performance guarantee shall be valid for the duration of the contract period plus 60 days. The performance security can be encashed by the Employer to recover any amount which is payable by the Contractor to the Employer on any account for a cause arising out of the contract.

#### **V. DOCUMENTS TO BE FURNISHED IN THE TECHNICAL BID:**

Tenders should be submitted in two-bid format complete in all respects along with documents as provided in Technical Bid (Annexure-“B”) and Financial Bid (Annexure-“C”).

The duly filled Bid forms containing the respective supporting documents should be enclosed in separate sealed covers super-scribed as “Technical Bid for installation of CCTV for office of SRO, ESIC, Mangalore” and “Financial Bid for installation of CCTV for office of SRO, ESIC, Mangalore” and the two bids should be submitted in a common sealed cover super-scribed as “Tender Application for installation of CCTV for office of SRO, ESIC, Mangalore” and addressed to “The Deputy Director(I/c), Employees State Insurance Corporation, Sub-Regional Office, 1<sup>st</sup> Floor City Point Building, Navabharath Circle, Kodialbail, Mangaluru-575003”. The Technical Bid should be submitted along with scanned copies of the following

- a) Demand Draft of EMD.
- b) Proof of Registration with ESIC, EPFO
- c) Proof of Registration under GST
- d) Copy of PAN Card.
- e) Attested audited Balance Sheet with Profit & Loss Account supported by Income Tax returns for the last three(3) years.
- f) Copy of Work Order of the last three years in proof of experience
- g) Standard list of equipments and tools which vendor has for implementation.
- h) Work experience for such volume of work: the vendor should have adequate experience in implementing the projects in the field of security and surveillance systems.
- i) Information about Company infrastructure in Karnataka.
- j) List of all the partnerships with manufacturers, system providers
- k) Vendor shall provide project plan for the procurement, implementation.

#### **VI. VENDOR’S RESPONSIBILITIES:**

- a. The vendor will be required to survey the work places and the office areas and identify strategic locations to place the CCTV cameras so as to have maximum coverage of the work places and other locations which required to be monitored including the computer screens.
- b. The vendor will have to deploy technically qualified manpower to supervise work having knowledge of CCTV installation and maintenance.
- c. Vendor shall continue to provide maintenance and support during and after the warranty period.
- d. Vendor shall enter into agreement for maintenance of CCTV system including network for a period of 5 years after expiry of warranty period.

**VII. EVALUATION OF TECHNICAL BID:**

Bids received will be evaluated by the ESIC to ascertain the technical qualification on the basis of information and documents required and submitted on-line by the bidders

**VIII. FINANCIAL BID:**

The Financial Bid of the Bidders, who are found to be eligible on evaluation of the technical bid, will be evaluated by the ESIC SRO, Mangaluru.

**IX. AWARD OF CONTRACT:**

- a) The selection of the agency will be at the sole discretion of ESIC who reserves its right to accept or reject any or all the proposals without assigning any reason.
- b) Upon evaluation of offers, the Notification of contract will be intimated to the successful bidder.

## SPECIAL INSTRUCTIONS FOR TENDER

The following special conditions shall apply for supply & Installation of CCTV Cameras/ Equipments/ instruments etc at ESIC SRO Mangalore:

### A INSPECTION/ INSTALLATION ITEMS/ EQUIPMENTS:

Supplies shall be accepted and work shall be certified as completed subject to satisfactory and complete installation (up to full potentials claimed for that respective equipment/ Item) of the equipment/ items supplied including supply of all accessories and certified by the assigned officer, and subsequent inspection by .Director (I/c), ESIC SRO MANGALORE or his assigned representative. Any defect found in the materials / equipment/ items supplied/ work done will render the supplies/ work open to rejection and decision of the .Director (I/c), ESIC SRO Mangalore shall be final and legally binding. The Tenderers shall have to take the same (rejected items) back at their own cost and risk, and shall replace such rejections with the items of standard specifications/ quality as acceptable to the Director (I/c), ESIC SRO Mangalore. Alternatively, the items may be purchased from others/ work may be executed through others, at the risks and costs of the Tenderer, at the discretion of the authority.

### B WARRANTY/ GUARANTEE:

Along with the Technical Bid, the following information is to be provided exclusively.

1. All the equipments shall be carrying minimum 2 (Two) Years warranty / guarantee against defects of manufacturer/ workmanship and poor quality of components. Accordingly, the Tenderers shall indicate clearly and exhaustively the mandatory warranty/ guarantee offered by them/ by the manufacturing/ supplying firms, its duration, as well as the various Terms & Conditions involved therein, at the time of submission of the Technical Bid papers.
2. The Tenderer must be able to provide after sales service for the equipments, minimum for a period of five years, after the termination of warranty period. **A declaration to such effect must be accompanied with the offer, in the technical bid.**
3. Uptime guarantee:- During the warranty/guarantee/ CMC period the firm will maintain the equipment in good working condition. All the complaints will be attended by the firm within 2 working hours of the dispatch of a complaint to their office. The firm shall ensure that machine/ cameras/ equipments/ installations etc is set right within 1 day (One Day) of the intimation. However, the Tenderer have to arrange similar equipment as a standby at his cost and risk in case of breakdown. In case of the system not being made functional within the time limit, penalty at the rate of Rs.500/- per day shall be levied for every day of delay at the discretion of the authority. In addition, the Tenderer have to arrange similar equipment as a standby as stated above.
4. A certificate about satisfactory performance of the equipment duly authenticated by other existing users of the system has to be submitted.

**C. SOFTWARE UPGRADATION:**

Free Up-gradation of software (all update & Upgrades) for a period of minimum 5 years is to be provided wherever applicable.

**D. CERTIFICATES TO BE SUBMITTED ALONGWITH THE TECHNICAL BID:**

The following written guarantee/ declaration must be provided exclusively, without which qualification shall be liable for rejection.

- i. The name, address, phone no, fax no, etc., of the authorized service centre in Mangalore for each of the specific CCTV Cameras/ equipment/ Article/ item /installation shall be quoted.
- ii. Certificate about satisfactory performance of equipment duly authenticated by other existing users of equipment has to be submitted.
- iii. A declaration that after sales service facilities as well as spare parts shall be made available at least for 5 years for each of the specific equipment for article quoted.
- iv. A declaration indicating willingness to provide CMC services at least for five years after the expiry of warranty for each of the specific equipment quoted /CCTV cameras installation etc.

**E. SAMPLES/DEMONSTRATION:**

The firms should be prepared to demonstrate their items/arrange for demonstration of items within 7 days from date of opening of tender for verification /inspection etc. or at a later date as decided by the competent authority. The firm shall have to comply with such conditions failing which the tender shall be liable for rejection and forfeiture of the Earnest Money. The tenderer/firm company shall arrange for demonstration of CCTV cameras and project/equipment/item/article at his own cost and risk. Tenderer who fails to demonstrate the equipments/instruments quoted will not be considered for selection.

**F. DETAILS OF ITEMS QUOTED:**

It is mandatory to indicate the full name, make/ brand, model number, and details specification of the equipments quoted by them, (in addition, a brochure of product information may be attached along with the tender). Tenderers also have to indicate clearly the Name, Address and all Contact numbers of the MANUFACTURING FIRM and firm responsible for providing AFTER SALES SERVICES of the equipment quoted by them. The payment may be made by mode of ECS/RTGS directly into the Bank Account of the Tenderer. Hence the Tenderer is requested to submit the mandate form duly filled in and submit along with the bills.

**UNDERTAKING:**

- a) I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
- b) The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that rates quoted are the lowest quoted for any other institution in India.
- c) The earnest money of Rs.3,000.00 to be deposited by me has been enclosed herewith vide Demand Draft No. \_\_\_\_\_ dt \_\_\_\_\_. Drawn on bank \_\_\_\_\_ Branch \_\_\_\_\_.
- d) I hereby undertake to supply/install the items as per directions given in the tender document / supply order within stipulated period.
- e) I give the rights to Director (I/c), ESI Corporation, Sub Regional Office, Mangalore to forfeit the earnest money deposited by me if any delay occur on my/agent's part of failed to supply/install the article/CCTV Cameras etc. within the appointed time or the items of desired quality / specifications.
- f) There is no vigilance/CBI case or court case pending against the tenderer.
- g) I hereby certify that none of my relative(s)/ are employed in ESIC as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect. The Deputy Director (I/c), ESI Corporation, Sub Regional Office, Mangalore shall have the absolute right to take any action as deemed fit/without any prior intimation to me.

Date:

Signature of the tenderer:

Place:-

Full Name:-

## ANNEXURE-A



### EMPLOYEES' STATE INSURANCE CORPORATION SUB REGIONAL OFFICE-MANGALURU

TENDER FOR PROVIDING CCTV SYSTEM AT ESIC SRO MANGALURU.

#### Location Details:

SI No	Location	No of Cameras (Tentative)
1	Near Security Guard	01
2	Open Occupancy Area (Hall)	02
3	Near Entrance of DD I/c Cabin	01
4	Inside DD I/c Cabin	01
	<b>Total No of Cameras</b>	<b>05</b>





**EMPLOYEES' STATE INSURANCE CORPORATION**  
**SUB REGIONAL OFFICE-MANGALURU**

**TENDER FOR PROVIDING CCTV SYSTEM AT ESIC SRO MANGALURU.**

**TECHNICAL BID**

The Technical Bid should be submitted along with scanned copies of the following

<b>Sl No</b>	<b>Particulars</b>	<b>Whether Enclosed (Yes/No)</b>
a.	Demand Draft of EMD.	
b.	Proof of Registration with ESIC, EPFO, if applicable.	
c.	Proof of Registration under GST	
d.	Copy of PAN Card.	
e.	Attested audited Balance Sheet with Profit & Loss Account supported by Income Tax returns for the last three(3 ) years	
f.	Copy of Work Order of the last three years in proof of experience	
g.	Standard list of equipments and tools which vendor has for implementation	
h.	Work experience for such volume of work: the vendor should have adequate experience in implementing the projects in the field of security and surveillance systems	
i.	Information about Company infrastructure in Karnataka	
j.	List of all the partnerships with manufacturers, system providers	
k.	Vendor shall provide project plan for the procurement, implementation	

## ANNEXURE-C



### EMPLOYEES' STATE INSURANCE CORPORATION SUB REGIONAL OFFICE-MANGALURU

TENDER FOR PROVIDING CCTV SYSTEM AT ESIC SRO MANGALURU.

#### Financial Bid

A. Hardware specifications :

<u>SI No</u>	<u>Particulars</u>	<u>Model</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price (Rs)</u>	<u>Tax Applicable per unit (Rs)</u>	<u>Total Price (incl of all taxes in Rs)</u>
1.	Cameras	HDCVI CCTV IR Dome Camera <ul style="list-style-type: none"><li>▪ 1/2.9" 2 MP HQIS Pro</li><li>▪ Minimum Illumination : 0.01 Lux</li><li>▪ Lens : 3.6mm</li><li>▪ IR Range : 20m Smart IR</li></ul>	05	Nos			
2.	Digital Video Recorder	<ul style="list-style-type: none"><li>▪ 08 Channel DVR with 720p Real-time Preview.</li><li>▪ High Definition Recording</li><li>▪ HDMI / VGA Simultaneous Video Output</li><li>▪ Supports 2 Nos SATA HDDs upto 2TB</li><li>▪ 1 No s USB 2.0</li></ul>	01	Nos			
3.	Hard Disk Drive	SATA Surveillance Hard Disk Drive <ul style="list-style-type: none"><li>▪ Western Digital 2TB Hard Disk Drive</li></ul>	01	Nos			
4.	Keyboard & Mouse	<ul style="list-style-type: none"><li>▪ USB Wireless Keyboard and Mouse</li></ul>	01	Nos			
5.	Camera Power Supply	<ul style="list-style-type: none"><li>▪ 8 Channel CCTV Camera Power Supply</li></ul>	01	Nos			
6.	BNC Connectors		10	Nos			
7.	DC Connectors		05	Nos			
8.	Rack		01	Nos			
9.	Cabling & Accessories	<i>As per requirement for 130 meters cabling</i>	130	Mtrs			
Total Amount (Rs)							

**B. Installation:**

Sl No	Particulars	Unit	Qty	Unit Price (Rs)	Tax applicable per unit (Rs)	Total inclusive of all taxes (Rs)
1.	Camera Fixing	Per Camera	05			
2.	Cable Laying	Per mtr	130			
		Total implementation Price (incl of all taxes)				

**C. Total:**

<b>A.</b>	Product Price	
<b>B.</b>	Installation Price	
	Total	
<b>C.</b>	Maintenance Charges Per Year	
<b>D.</b>	Maintenance Charges for 5 years	

**Note:** Total amount (Including of all taxes), should be shown clearly and separately.

Note: The Above cost shall include:

1. Procurement, installation and commissioning of CCTV cameras and surveillance system.
2. Number of locations and number of CCTV cameras likely to be increased or decreased without assigning any reason.
3. Payment will be calculated on the basis of actual work done in term of no. of cameras with accessories such as DVR, power supply and HDD needed.

Name in block :

Signature of the vendor along with seal and date.