



BRAHMAPUTRA CRACKER AND POLYMER LIMITED

[A Government of India Enterprise]

PART – A REQUEST FOR QUOTATION (RFQ)

Ref.: BCPL/DIB/C&P/2012/C/001/SD

DATE - 10/04/2012

SUB: - PROCUREMENT & INSTALLATION OF IP BASED CCTV SURVEILLANCE SYSTEM FOR BCPL, LEPETKATA-DIBRUGARH.

Dear Sir(s),

Brahmaputra Cracker & Polymer Ltd., Dibrugarh here-in-after called OWNER/COMPANY/BCPL invites you to submit your bids under two bid system along with requisite Earnest Money Deposit (EMD) for procurement & installation of IP based CCTV surveillance system at BCPL - Dibrugarh, as detailed below in complete accordance with enclosed tender document:

- | | | |
|------|---|---|
| i) | Last date and time for submission of tender | : 27/04/2012 at 14.30 hrs. |
| ii) | Date and time for opening of bids | : 27/04/2012 at 15.00 hrs. |
| iii) | Earnest Money Deposit (EMD) | : ₹. 13,000.00 |
| iv) | Place of submission of tender | : OFFICE OF THE SR. MANAGER (C&P)
CENTRAL WARE HOUSE, C&P DEPARTMENT
PO - BARBARUAH
LEPETKATA, DIBRUGARH-786006
ASSAM |

Regd. Office: Hotel Brahma Putra Ashok, MG Road, Guwahati-781001, Assam: Tel: 0361-2733554, 0361-2733556(Fax)
Project Site Office: Main Fire Station Building, P.O. Barbaruah, Lepetkata, Dibrugarh-786006, Assam, Tel: 0373- 2914611
Project Execution office: 3rd Floor, GTI; 24, Sector-16A; NOIDA-201 301: Tel: 0120-2513102, 011-26185941(Fax)

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PART – A

Offers should be submitted separately in two parts in sealed envelopes super scribed with the tender no., due date, item and nature of offer (Un-priced / Priced).

PART-A: UN-PRICED OFFER in duplicate (ORIGINAL + ONE COPY) complete with all technical and commercial details & the Schedule of Rate (SOR) **with prices blanked out and copy of tender document & addenda/corrigenda, if any, duly signed and stamped on each page.**

PART-B: PRICED OFFER in duplicate (ORIGINAL + ONE COPY) WITH COMPLETE PRICE DETAILS as per price schedule provided in the tender (Annexure –V).

The two envelopes containing Part-A and Part-B shall be enclosed in a larger envelope duly sealed and pasted and shall bear the tender no., due date and item prominently along with address of this office and sender's name and address.

Tender through Fax / Telex / Telegram / e-mail shall not be considered.

PRICE BASIS:

FOR, DESTINATION.

DELIVERY/COMPLETION SCHEDULE:

Material should be delivered and installed within 45 Days from the date of Purchase order.

VALIDITY PERIOD OF OFFER:

The period of **validity of the quotations** should **not be less than 120 days** from the opening date. Quotations with less validity are likely to be ignored.

VAT / CST NO.:

Bidder must have valid sales tax registration no. and same should be indicated in the quotation along with the un-priced bid. VAT_____ CST_____. (Attested copy should be enclosed along with the un-priced bid)

CONSIGNEE ADDRESS:

BRAHMAPUTRA CRACKER & POLYMER LTD.
OFFICE OF THE SR. MANAGER (C&P)
CENTRAL WARE HOUSE, PO – LEPETKATA
DIBRUGARH-786006, ASSAM

PARTY SHOULD CONFIRM THE EXACT DELIVERY DATE WELL IN ADVANCE BEFORE DELIVERY.

TERMS OF PAYMENT:

100% PAYMENTS SHALL BE MADE WITHIN 30 DAYS AFTER RECEIPT, ACCEPTANCE & INSTALLATION OF MATERIAL AT SITE.

PRICE REDUCTION SCHEDULE (PRS):

PRICE REDUCTION @0.5% OF THE VALUE OF UNDELIVERED QUANTITY PER WEEK SUBJECT TO A MAXIMUM (CEILING) OF 5% OF TOTAL ORDER VALUE WILL BE APPLICABLE. THE VALUE REFERRED IN PRS CLAUSE EXCLUDING TAXES AND DUTIES.

BID EVALUATION CRITERIA (BEC):

- i) The bidder must have experience of supplying and installation of CCTV surveillance system in reputed organizations during the last 7 years, out of which bidder must have executed at least one similar order having minimum value of ₹. 3.24 Lac & same should be submitted duly attested.
- ii) Warranty should be minimum 01 years from the date of installation.
- iii) Bidder must have valid sales tax registration no. and same should be submitted (attested) along with the un-priced bid & indicated in the quotation.
- iv) Entry Tax (present applicable rate is 4%) for outside bidders of Assam shall be applicable if the bidders do not have valid VAT - TIN Registration under Assam VAT Act 2003 and accordingly the same shall be loaded during evaluation of bids. Alternatively, the bidders can give their consent to deduct the entry tax from their bills at source.

FIXED PRICE:

Prices quoted by the bidder shall be firm & fixed during the bidder's performance of the contract. A bid submitted with an adjustable price quotation will be treated as non responsive and rejected.

LATE BIDS:

Any bid received by the OWNER after the bid due date and time prescribed in the Tender Document shall be rejected.

Telegraphic / Tele Fax / E-Mail offers whether sent directly or submitted by local agent in India will not be considered and shall be rejected.

OPENING OF PRICE BIDS:

The price bids of the substantially responsive bidders will be opened later. The price bids of those bidders determined to be not substantially responsive will be rejected.

AWARD CRITERIA:

The OWNER will award the contract to the successful bidder whose bid has been determined to be the lowest evaluated, responsive bid, provided further that the bidder is determined to be qualified to satisfactorily perform the contract.

SECURITY DEPOSIT:

Security deposit will be 10% of the order value in case the basic order value exceeds ₹.2, 00,000.00/- in a single order. You have to furnish a PBG (format enclosed) within 15 days from the date of issuance of order either in the form of demand draft or in the form of Bank Guarantee/irrevocable Letter of Credit to BCPL, the performance guarantee shall be valid for 3 months beyond the date of expiry of Warranty/Guarantee period. The bank guarantee will be discharged by BCPL not later than 6 months from the date of expiration of sellers' entire obligation, under the contract.

OWNER'S RIGHT TO VARY QUANTITIES AT THE TIME OF AWARD:

The OWNER reserves the right at the time of award of contract to increase or decrease the quantity specified in the scope (in respect of each item of scope), without any change in unit price and other terms & conditions.

OWNER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

OWNER reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder or bidders of the ground for the OWNER'S action.

JURISDICTION OF COURT:

The purchase order shall be governed by and constructed according to the laws in force in India. The Supplier hereby submits to the jurisdiction of the courts situated at Guwahati (Assam) for the purpose of disputes, actions and proceedings arising out of the contract, the courts at Guwahati (Assam) only will have the jurisdiction to hear and decide such disputes, actions and proceedings.

ARBITRATION:

All matters of difference what-so-ever which shall at any time arise between the parties hereto relating to execution of ORDER / CONTRACT or to the rights or liabilities or any claims thereof (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall be resolved as per Arbitration and Reconciliation Act, 1996 and the venue of such arbitration shall be Guwahati, Assam.

FORCE MAJEURE:

Shall mean and be limited to the following:

- (a) War/Hostilities
- (b) Riot or Civil Commotion
- (c) Earthquake, flood, tempest, lightning or other natural physical disaster.
- (d) Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the order by the SELLER.

The SELLER shall advise OWNER by a registered letter duly certified by the local Chambers of Commerce or Statutory Authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over one month, if arising out of causes of Force majeure, OWNER reserves the right to cancel the order and provisions governing termination shall apply.

For delays arising out of Force majeure, the SELLER shall not claim extension in completion date for a period exceeding the period of delay attributable to the causes of Force Majeure and neither OWNER nor SELLER shall be liable to pay extra costs provided it is mutually established that Force Majeure conditions did actually exist.

SELLER shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken into consideration or not in their quotations. In the event of any force majeure cause, the SELLER or the OWNER shall not be liable for delays in performing their obligations under this order and the delivery dates will be extended to the SELLER without being subject to price reduction for delayed deliveries, stated elsewhere.

General Conditions of Contract: GENERAL PURCHASE CONDITIONS

1. Consignee: Brahmaputra Cracker and Polymer Ltd. (BCPL), Dibrugarh
2. Your quotation should be submitted in a **sealed cover duly super scribing the tender no. and due date** and should reach at BCPL – Dibrugarh Office before 14:30 hrs. on or before the due date of opening, failing which your offer will not be considered.
3. Earnest Money Deposit (EMD): ₹. 13,000.00.
4. Your rates should clearly specify whether ED, VAT, Central Sales Tax, Service Tax etc. is applicable and if so, the rate must be specified. If this information is not given, your rates will be taken as inclusive of all taxes. Implication of packing and forwarding charges, freight charges if any should be specified clearly.
5. Rate should be given accordingly to our description.
6. Quotation will be opened on the date mentioned overleaf at 15.00 hrs. Interested bidders may attend at the time of opening of bids.
7. The period of **validity of the quotations** should be mentioned and it should **not be less than 120 days** from the opening date. Quotations with less validity are likely to be ignored.
8. The required quantities are liable to change.
9. Price Reduction Schedule for Delayed Delivery: Price Reduction @0.5% of the value of undelivered quantity per week subject to a maximum (ceiling) of 5% of total order value will be applicable. The value referred in PRS clause excluding Taxes & Duties.
10. Quotation received late by post or other means are liable to be rejected.
11. Quotation must be submitted in duplicate, single quotations are likely to be ignored.
12. Offer or modifications of offer after the opening date will not be considered and in normal case, no price negotiations will be held with tenderers.
13. Bidder must have valid sales tax registration no. and same should be submitted (attested) along with the un-priced bid & indicated in the quotation.
14. It should be noted that if a contract is placed on a higher tenderer as a result of this tender in preference to the lowest acceptable offer, in consideration of an earlier delivery, the contractor will be liable to pay to BCPL the difference between the contract rate and the rate quoted by the lowest acceptable tenderer in case he fails to complete the supply in terms of such contract within the date of delivery specified in the tender and incorporated in the contract. This is without prejudice to other rights under terms of contract.
15. Payment terms: Payments will be made through cheque only.
16. Transit insurance shall be arranged by Seller. The material shall be suitably packed so that no transit damage occurs.

ENCLOSURE:

- a) ANNEXURE – I (NON-QUOTE SOR {Page-7}).
- b) ANNEXURE – II (SCOPE OF SUPPLY AND OTHER CONDITIONS {Page-8-9}).
- c) ANNEXURE – III (BIDDER FACET {Page No. 10} & CHECK LIST {Page No. 11}).
- d) ANNEXURE – IV (CONSENT LETTER {Page No. 12}).
- e) ANNEXURE – V (SCHEDULE OF RATE {Page No. 13-14}).
- f) ANNEXURE – VI (SCHEMATIC FOR CCTV SURVEILLANCE SYSTEM AT BCPL, LEPETKATA {Page No. 15}).

In case bidder(s) have any queries, they may present the same to the undersigned Ph. No. 0373-2914611 / email – sdutta@bcplindia.co.in latest by 12.04.2012. Corrigendum/addendum incorporating the clarifications, if any, will be issued to the bidder 12.04.2012.

THANKS & REGARDS,

(SAMRAT DUTTA)

Sr. OFFICER (C&P)

FOR BRAHMAPUTRA CRACKER AND POLYMER LTD.

0373-2914611

sdutta@bcplindia.co.in

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PART – A

ANNEXURE – I

NON QUOTE SCHEDULE OF RATES (SOR)

SL.NO.	DESCRIPTION OF ITEMS	UOM	TOTAL QTY	RATE (₹.)	CST / VAT	AMOUNT (₹.)
01.	RF Equipments	Nos.	3	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
02.	PTZ camera	Nos.	1	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
03.	Fixed cameras with Varifocal lens	Nos.	3	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
04.	Network Video Recorder with 2TB Hard Disk Drive and Joystick	Nos.	1	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
05.	8-port LAN Switch	Nos.	3	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
06.	4U Rack for network equipments	Nos.	3	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
07.	1KVA Offline UPS with minimum 30 min backup	Nos.	3	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
08.	Supply, Installation and commissioning of the entire surveillance system with cabling etc.	Lump sum	1	DO NOT QUOTE HERE	DO NOT QUOTE HERE	DO NOT QUOTE HERE
GRAND TOTAL:						DO NOT QUOTE HERE

NOTE –

- 1) THE ABOVE MENTIONED RATE SHOULD BE INCLUSIVE OF ALL TAXES & DUTIES EXCEPT SERVICE TAX.

SIGNATURE OF THE BIDDER

SCOPE OF SUPPLY AND OTHER CONDITIONS

The scope of supply and installation of the IP based CCTV Surveillance System at BCPL site, Lepetkata shall include the following:

- a) Installation of the equipments as detailed in SOR and the Schematic. For display units at Admin Gate and Main Fire Station, Desktop PCs/Monitors shall be provided by BCPL.
- b) Installing the RF equipments on the roof-top of each building. The equipments are to be fitted on poles (of GI pipes) of suitable height.
- c) Providing BCPL the Network layout diagram with proper marking/indexing of the equipments for future maintenance.
- d) Connecting the offline UPS supply (Cabling Included) from the installed UPSs to the equipments.
- e) The exact location for installing the equipments at the site will be finalized by BCPL.
- f) The bidder is advised to visit and examine the Installation Site and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid. The cost of visiting the Site shall be at the bidder's own expense.

The bidder and any of its personnel or agents will be granted permission by the Employer to enter upon its premises and lands for the purpose of such visit, but only upon the express condition that the bidder, its personnel, and agents will release and indemnify the Employer and its personnel and agents from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.

The Employer may conduct a Site visit concurrently with the pre-bid meeting.

- g) All the pre-requisites regarding site readiness has to be clearly intimated to BCPL in advance and if felt needed, Bidder can visit the SITE(S) in advance and check for the readiness for power, housing, installation/operation etc. of equipments needed for commissioning of the system at SITE(S). Bidder shall make recommendations on any of the parameters in case the same is not found in acceptable range, before commissioning of the system.
- h) On completion of installation bidder shall show the system in working order to BCPL. The Bidder shall configure the system as per BCPL's requirements if needed. On successful completion of the Installation of the system, these shall be handed over to BCPL. CONTRACTOR shall submit the installation report along with SYSTEM(S) configuration report, results of diagnostic tests run to BCPL.
- i) Any NOC or License required shall be the within sole responsibility of the bidder.
- j) The bidder must provide on-site support for the equipments within 24 hours from reporting of such complaints by BCPL.
- k) The system shall be covered under 1 year Warranty to be reckoned from the date of installation.
- l) The bidder must ensure that the workmen deployed during installation are provided with proper pre protective equipments for carrying out the job.

TECHNICAL SPECIFICATION FOR THE EQUIPMENTS (ANNEXURE-IV)

1. RF EQUIPMENTS:

- i) Point to Multipoint connectivity.
- ii) Power Supply: PoE.

2. PTZ CAMERA:

- i) Zoom: Minimum 12x optical and 16x digital
- ii) 360 degree continuous rotation, high speed pan and tilt at 650 degree/sec
- iii) Resolution: 600 TV lines (Colour), 700 TV lines (B/W)
- iv) S/N Ratio: 52dB or better
- v) Power Supply: PoE

3. FIXED CAMERA:

- i) Resolution: TV lines (Colour)
- ii) S/N Ratio: 52 dB or better
- iii) Power Supply: PoE
- iv) Varifocal lens:
Focal length: 5-50 mm

4. NETWORK VIDEO RECORDER:

- i) Inputs: Minimum 4 Channels
- ii) Multi Screen Display: 1/4 , Sequence
- iii) Playback function: Fast forward/ backward, Slow forward/backward, Step forward/backward
- iv) Back up facility: DVD Writer, Minimum 2 USB ports

5. OFFLINE UPS:

- i) Output Power: 1000 VA
- ii) Nominal Output Voltage: 230 V
- iii) Input Voltage Range: 180-240 V

BIDDER FACET

A) We intend to bid as requested for the subject item/work and furnish following details with respect to our quoting office:

(i) Postal Address :

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(ii) Telephone Number :

(iii) Telefax Number :

(iv) Contact Person :

(v) E-mail Address :

B) Details of Contact person:

(i) Postal Address :

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(ii) Telephone Number :

(iii) Fax Number :

(iv) Contact Person :

(v) E-mail Address :

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PART – A

CHECK LIST

Bidders are requested to confirm whether they have submitted the following documents along with the bid:-

SL. NO.	WHETHER THE FOLLOWING DOCUMENTS HAVE BEEN SUBMITTED	CONFIRMATION YES / NO
01.	Complete documents duly signed and stamped on each page	
02.	Bidder must have valid sales tax registration no. and same should be indicated in the quotation & attested copy of the same to be submitted along with the un-priced bid.	
03.	Validity of offer for 120 days from the date of opening.	
04.	Confirmation of quoting firm prices till validity period of offers.	
05.	Confirmation of filling bidders facet at Annexure – II	
06.	Confirmation regarding consent letter at Annexure-III duly signed and stamped. (Applicable only in case of bidders outside ASSAM)	
07.	Confirmation of Submission of tender as under: Offers should be submitted separately in two parts in sealed envelopes superscripted with the Tender No., due date, item and nature of offers (Un-priced/Priced):- PART-A: UN-PRICED OFFER in duplicate (ORIGINAL + ONE COPY) complete with all technical and commercial details & the Schedule of Rate (SOR) with prices blanked out and copy of tender document & addenda/corrigenda, if any, duly signed and stamped on each page. PART-B: PRICED OFFER in duplicate (ORIGINAL + ONE COPY) WITH COMPLETE PRICE DETAILS as per price schedule provided in the tender (Annexure –IV). The two envelopes containing Part-A and Part-B shall be enclosed in a larger envelope duly sealed and pasted and shall bear the tender no., due date and item prominently along with address of this office and sender's name and address.	

Signature:

Name:

Seal:

CONSENT LETTER

(Applicable for outside bidders of Assam and to be submitted along with un- Priced bid)

To,

Sr. Officer (C&P)
Brahmaputra Cracker & Polymer Ltd.
Main Fire Station Building
Ground Floor, P.O. Lepetkata,
Dibrugarh - 786 006, Assam

SUBJECT: Deduction for Entry Tax at source

Dear Sir,

We hereby confirm that, entry tax as applicable shall be deducted at source from our bills as we do not have valid VAT - TIN Registration under Assam VAT Act 2003. Accordingly, M/s. BCPL has to provide Road Permit at the time of dispatch of materials.

(Signature of the bidder)

PART - B

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PART – B
PRICE BID

ANNEXURE –V

SCHEDULE OF RATES (SOR)

SL.NO.	DESCRIPTION OF ITEMS	UOM	TOTAL QTY	RATE (₹.)	CST / VAT	AMOUNT (₹.)
01.	RF Equipments	Nos.	3			
02.	PTZ camera	Nos.	1			
03.	Fixed cameras with Varifocal lens	Nos.	3			
04.	Network Video Recorder with 2TB Hard Disk Drive and Joystick	Nos.	1			
05.	8-port LAN Switch	Nos.	3			
06.	4U Rack for network equipments	Nos.	3			
07.	1KVA Offline UPS with minimum 30 min backup	Nos.	3			
08.	Supply, Installation and commissioning of the entire surveillance system with cabling etc.	Lump sum	1			
GRAND TOTAL:						

NOTE –

- 1) THE ABOVE MENTIONED RATE SHOULD BE INCLUSIVE OF ALL TAXES & DUTIES EXCEPT SERVICE TAX.

SIGNATURE OF THE BIDDER