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GOVERNMENT OF INDIA
OFFICE OF THE
PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX
3RD FLOOR, AAYAKAR BHAVAN, MAHARSHI KARVE ROAD,
MUMBAI-400 020.

NOTICE INVITING TENDER

1. On behalf of the President of India, the Principal Chief Commissioner of Income-tax, Mumbai, invites tenders under the two bid system, for Supply, Installation and Maintenance of IP based CCTV Surveillance System and Integration and Maintenance of existing CCTV Surveillance System in Aayakar Bhavan, Mumbai from eligible licensed OEMs/OEM Authorized Bidders for effective Security & Surveillance of areas as well as to create a tamper proof record for post event analysis, as per the schedules and details specified in the TERMS & CONDITIONS and SCOPE OF WORK.
2. The CCTV Surveillance System is intended to effectively monitor all the critical areas of the Aayakar Bhavan, Mumbai & to fully cover the perimeter along with all the access points.
3. Sealed Tenders, duly superscribed **"Tender for Supply, Installation, Integration and Maintenance of CCTV Surveillance System"** and addressed to **"The Principal Chief Commissioner of Income-tax, Mumbai"** shall be dropped in the Tender Box, kept in Room No. 37, Aayakar Bhavan, M. K. Road, Mumbai-400 020 **not later than 14:00 hours on 26th Day of June 2018**. Tenders received after stipulated date/time shall not be accepted. **The tenders will be opened on the same day at 15:30 hours** in the presence of the Bidders or their authorized representative(s) who may wish to be present.
4. Detailed information/terms and conditions can be downloaded from www.incometaxindia.gov.in or www.incometaxmumbai.gov.in or can be obtained from the Room No.37, Aayakar Bhavan, M. K. Road, Mumbai-400 020 **on all working days up to 25th Day of June 2018 from 11:00 hours to 17:00 hours**.

Dated: 04th of June 2018



Manish Kumar
(MANISH KUMAR)
Income-tax Officer (OSD) (HQ),
Security, Mumbai

मनीष कुमार / MANISH KUMAR
आयकर अधिकारी (मुख्या.) (ओ.एस.डी.) सुरक्षा
Income-tax officer (HQ) (OSD) Security
मुंबई / Mumbai.



**GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE**

BID DOCUMENT DATED 04.06.2018

TENDER

FOR

**SUPPLY, INSTALLATION, INTEGRATION AND MAINTENANCE OF IP
BASED CCTV SURVEILLANCE SYSTEM**

IN

AAYAKAR BHAVAN, MUMBAI

Last Date for Submission of Bid:	14:00 Hours on	26.06.2018
Date of Opening of Technical Bid:	15:30 Hours on	26.06.2018

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Dated: 04th of June 2018

-sd-
(MANISH KUMAR)
Income-tax Officer (OSD) (HQ),
Security, Mumbai



**OFFICE OF THE
PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX
3RD FLOOR, AAYAKAR BHAVAN, MAHARSHI KARVE ROAD, MUMBAI-400 020.**

**SECTION – I
DOMESTIC COMPETITIVE BIDDING**

(Through call of Tenders)

No. Pr. CCIT/Mum/CCTV-AB/T-2/2018-19

Dated: 04th June 2018

Nature of Work	Supply, Installation and Maintenance of IP based CCTV Surveillance System and Integration and Maintenance of existing CCTV Surveillance System.
Earnest Money Deposit	Rs. 1,00,000/- (Rupees One Lakh Only)
Last Date & Time for receipt of Bid	26th Day of June 2018 Time: 14:00 Hrs
Time and Date of Opening of Technical Bid	26th Day of June 2018 Time: 15:30 Hrs
Place of Opening of Technical Bid	3 rd Floor, Conference Hall, Aayakar Bhavan, M. K. Road, Mumbai - 400 020
The tender documents can be obtained from:	Room No. 37, Aayakar Bhavan, M. K. Road, Mumbai-400 020 or can be downloaded from www.incometaxindia.gov.in or www.incometaxmumbai.gov.in .
Tender documents can be dropped in the tender box at:	Office of Pr. Chief Commissioner of Income-tax, Room No. 37, Aayakar Bhavan, M. K. Road, Mumbai-400 020.
Submission of Bid under Two Bid System	<p>The Technical Bid should be submitted in a separate sealed cover and the Financial Bid in another sealed cover, and both should be correctly superscribed. These two sealed covers are to be put in a bigger cover which should also be sealed and superscribed “Tender for Supply, Installation and Maintenance of IP based CCTV Surveillance System and Integration and Maintenance of existing CCTV Surveillance System” and addressed to Principal Chief Commissioner of Income-tax, Mumbai.</p> <p>The bidder's name, telephone number, Email Id and mailing address shall be indicated on the OUTER cover.</p>

SECTION – II
INVITATION TO BID

No. Pr. CCIT/Mum/CCTV-AB/T-2/2018-19

Dated: 04th June 2018

1. On behalf of the President of India, the Principal Chief Commissioner of Income-tax, Mumbai, invites tenders under the two bid system, for Supply, Installation and Maintenance of IP Based CCTV Surveillance System and Integration and Maintenance of existing CCTV Surveillance System in Aayakar Bhavan, Mumbai from eligible licensed OEMs/OEM Authorized Bidders as per the schedules and details specified in the TERMS & CONDITIONS and SCOPE OF WORK.

2. Through this tender, the Income-tax Department intends to receive bids for CCTV surveillance solution to be implemented on Turnkey basis, encompassing supply, design, installation, testing & commissioning of this system in Aayakar Bhavan, Mumbai.

3. The CCTV Surveillance System is required to ensure effective Security & surveillance of areas/locations as well as to create a tamper proof record for post event analysis. The Surveillance System shall provide an on-line display of video images on monitors at security control room & also at any other place as decided by the Income-tax Department.

4.1 The broad objectives of the CCTV Surveillance or integrated VIDEO SURVEILLANCE system are as follows:

- i. Full perimeter coverage for detection of any intrusion.
- iii. Enhancement of security control by covering critical areas.
- iv. Recording of camera outputs for analyzing critical events.

4.2 It should facilitate viewing of live and recorded images and controlling of all cameras by authorized users.

4.3 It should provide inter-operability of hardware, OS, software, networking, printing, database connectivity, reporting, and communication protocols. System expansion should be possible through off-the-shelf available hardware.

5. The functions intended from the VIDEO SURVEILLANCE System as described in this document, shall be as follows but not be limited to the following;

- a) To provide continuous surveillance of the areas of Aayakar Bhavan viz. Entry/Exit points, Lifts, Staircase, Lobby, Campus and Parking during daytime as well as night.
- b) To provide remote (over LAN) premises overview by manual command and/or automatic selection. System should be capable of remote monitoring / recording and control for future expansion.

c) To provide auto recording of the event.

d) To monitor entry and exit of all vehicles and human beings at all the gates and to keep recording of the same.

6. The CCTV Surveillance System to be installed shall be at the following locations of Aayakar Bhavan:

S. No.	Area/Location	No. of CCTV Camera
1	2	3
1.	Ground Floor	14
(i)	Near 4 Lifts and Staircase	4
(ii)	Main Gate Lobby	1
(iii)	Passage/Lobbies	3
(iv)	Gate No. 2 & Gate No.4	2
(v)	Parking near Main Gate	1
(vi)	Parking near Gate No. 4	1
(vii)	Parking near Gate No. 6	2
2.	1st Floor & 2nd Floor	20
(i)	Near 5 Lifts & Staircase (2 Floors)	10
(ii)	Passage/Lobbies (2 Floors)	10
3.	3rd Floor	8
(i)	Near 5 Lifts & Staircase	5
(ii)	Passage/Lobby	3
4.	4th Floor to 6th Floor	30
(i)	Near 5 Lifts & Staircase (3 Floors)	15
(ii)	Passage/Lobbies (3 Floors)	15
5.	7th Floor	2
(i)	Lifts & Staircase	2
TOTAL		74

7. The scope of work includes providing **Network Video Recorder (NVR), storage LAN connection and other accessories required for working of CCTV Surveillance System in Aayakar Bhavan, Mumbai.**

8. The proposed system shall be integrated CCTV surveillance system with Network Video Recorders (NVR) having sufficient surveillance hard disk capacity for storing minimum 90 days recoding of images at reasonable resolution.

9. The Earnest Money Deposit (EMD)/Bid Security (Refundable, without interest, if the bid is not successful) of **Rs. 1,00,000/- (Rupees One Lakh only)** in the form of Demand Draft/Banker's Cheque in favour of **Zonal Accounts Officer, CBDT, Mumbai** payable at Mumbai, **shall be deposited along with Technical Bid forms by all the bidders.** The Demand Draft/Banker's Cheque/Pay Order towards the Earnest Money Deposit should bear the date after the date of the Notice Inviting Tender (NIT).

10. The CCTV Surveillance System shall include warranty for all the components, parts & assemblies supplied and installed against defects in material & workmanship for a period of at least TWELVE Months commencing upon the date of commissioning.

11. The annual maintenance contract for newly installed 74 CCTV Cameras; including NVRs, storage system, wiring, UPS etc. and existing 20 CCTV Cameras; also inclusive of all its accessories, shall be for a period starting from the date of commencement of contract to 31st March 2024 which may be extended for a further period of 1 year at a time and maximum to 2 years at the discretion of the Department.

12. The bid documents may be downloaded from www.incometaxindia.gov.in or www.incometaxmumbai.gov.in.

13. The Income tax Department reserves the right to accept or reject any bid, and to annul the bidding process at any time, without incurring any liability to the affected Bidder or Bidders.

14. For all the purpose of this document-

- (a) the word 'OEM' refers to the Original Equipment Manufacturer.
- (b) the word 'OEM Authorized Bidder' refers to the bidder who are authorized by the OEM for Supply and Installation of all the components, parts and assemblies for CCTV Surveillance System.
- (c) the word 'Contractor' means the person whom the contract is awarded to.
- (d) the 'Department' refers to the Income-tax Department, Mumbai.
- (e) 'the Authorized Person' refers to the official/officer of the Income-tax Department, Mumbai, appointed by the office of the Pr. Chief Commissioner of Income-tax, Mumbai.

15. The sealed tenders completed in all respect shall be dropped in the tender box kept at the Office of Pr. Chief Commissioner of Income-tax, Room No.37,

Aayakar Bhavan, M.K. Road, Mumbai-400 020 not later than 14:00 hours on 26th Day of June 2018 and the technical bids will be opened at 15:30 hrs on the same day in Conference hall, 3rd Floor, Aayakar Bhavan, M.K. Road, Mumbai – 400 020.

16. The bidders, conforming to the eligibility criteria mentioned in *Clause 1* and having documents as required in terms of *Clauses 5.1 and 5.2* of Section - III, Instructions to the Bidders shall only be allowed to participate in the bid.

*Read and accepted.
Signature and stamp of
Bidder or Authorized Signatory*

SECTION-III

INSTRUCTIONS TO BIDDERS

1. This Invitation to Bid is open to all the licensed OEMs/OEM Authorized Bidders fulfilling the eligibility criteria who are engaged in Supply, Installation and Maintenance of IP based CCTV Surveillance System through integrated video surveillance solution to be implemented on turnkey basis encompassing supply, design, installation, testing and commissioning of this system for the areas/locations specified in *Clause 6* to Section II, Invitation to Bids.

1.1 The Bidder shall have the single point responsibility for the complete Turnkey Solution including supply, installation, testing and commissioning.

1.2 The CCTV Surveillance System shall include warranty for all the components, parts & assemblies supplied and installed against defects in material & workmanship for a period of at least TWELVE Months commencing upon the date of acceptance by the user.

2. For the Bidders to qualify technically, criteria at *Clause 2.1* below shall be applied. For this purpose Bidders shall submit documentary evidence along with the tender and those not conforming to any of these parameters as on the last date for submission of bids will not qualify. Bidders not conforming to any of these following parameters will not qualify:

2.1 ELIGIBILITY CRITERIA:

- a. The Bidder should be ISO 9001:2008 and/or ISO 9001:2015 certified.
- b. **The Bidder must be a system integrator having an agreement/certificate of technical collaboration with any reputed IP Camera manufacturer.** Bidder should be a reputed Original Equipment Manufacturer (OEM) having a company registered in India or its authorized direct distributor for Video Surveillance & Access Control system.
- c. The Bidder should have minimum three years' of experience in providing IP Based CCTV Surveillance System on **turnkey basis**. (Copy of the self Certified **Work orders** for the period from 01.04.2015 onwards to be submitted). In case the bidders are unable to submit the work orders due to confidentiality and security reasons, the same shall be produced in original during technical evaluation.
- d. The Bidder should have supplied and installed IP Based CCTV Surveillance System on turnkey basis in **at least five different sites/locations under separate work contract, which shall include at least three different locations/sites under separate work contract** of any Ministry/ Departments/Autonomous

Institutions/Universities/ Public Sector Undertakings of Government of India or any other State) during the last three years i.e. during Financial Years 2015-16, 2016-17, and 2017-18. **Each work contract should be of at least 25 CCTV Cameras on turnkey basis under single contract.** Proof of **satisfactory performance/work completion** should be submitted (on bidder's letter head covering Client details such as name, contact address, email, phone number etc., should be provided) along with a copy of the scope of the order from each client. The Bid without proof of satisfactory performance shall be treated as non-responsive. The Income-tax Department reserves the right to independently verify the performance/work completion of the bidders from the organizations whose performance certificates have been submitted.

- e. The Bidder should have at least one office/business premises in Mumbai Metropolitan region. The OEM (Video Surveillance System & Access Control) support office also must be available in Mumbai to ensure satisfactory after sales service support. For the purpose, the Bidder should be having latest Proof of address in the form of any of the documents such as copy of Telephone bill, Electricity Bill or Registered Lease Deed or Leave & License Agreement.
- f. The Bidder should have had a minimum annual turnover of Rs.50.00 Lakhs during each of the last 3 Financial Years i.e. FYs 2014-15, 2015-16 and 2016-17 exclusively from supply and installation of CCTV Surveillance System. The Work Contract that includes other services like only maintenance of CCTV, only updation of software, only supply of CCTV cameras or NVR or CCTV camera accessories etc, shall not be considered unless the value of supply and installation of CCTV Surveillance System can be distinctly quantified.
- g. The Bidder should be an Income-tax assessee and should have filed return of income for the last 3 assessment years, i.e. Assessment Years 2015-16, 2016-17 and 2017-18.
- h. The Bidders should be in possession of Certificate of Registration from Registrar of Companies or Registrar of Firms or Letter of Proprietorship.
- i. The Bidders should be registered under Goods and Services Tax.

3. The Bidders are expected to examine all instructions, forms, terms & conditions, scope of work and specifications in the bid document. Failure to furnish information required as per the bid document or submission of a bid not substantially responsive to the bid document in every respect will result in rejection of the bid.

4. The bids are to be submitted in two parts in separate sealed envelopes, i.e., Technical Bid and Financial Bid. Violation of this will result in the bid being disqualified summarily.

5. **THE TECHNICAL BID (SECTION VI) SUBMITTED BY THE BIDDER SHALL INCLUDE THE FOLLOWING:**

5.1 **Copies of Documents, duly self certified, to be submitted at the time of filing the Bid in support of eligibility criteria:**

- a. Copy of valid ISO 9001:2015 and/or ISO 9001:2008 certificate(s).
- b. Copy of original documents defining the constitution of legal status, place of registration and principal place of business of the bidder must be provided with the bid. In case authorized by the OEM, Manufacturer's Authorization Certificate, in original, must be submitted from the OEM, as per **ANNEXURE-IV**, for CCTV Surveillance System & Access Control, clearly stating that the bidder is an authorized dealer of OEM and that they (OEM) would facilitate the bidder on regular basis with technology / product updates & also extend support during the maintenance period, is required to be submitted. In the absence of Manufacturer's Authorization Certificate, the bid will be treated as nonresponsive.
- c. Full particulars of all the organizations where the bidder has executed supply and installation of IP Based CCTV Surveillance System during each of the LAST THREE YEARS i.e. Financial Years, 2015-16, 2016-17 and 2017-18, as per **ANNEXURE – 'A'**. The bidder shall also enclose the self certified copy of **work orders** in this regard. In case the bidders are unable to submit the work orders due to confidentiality and security reasons, the same shall be produced in original during technical evaluation.
- d. Full particulars of at least FIVE DIFFERENT SITES/LOCATIONS where the bidder has executed supply and installation of IP Based CCTV Surveillance System on turnkey basis **under separate work contract, which shall also include atleast three different locations/sites under separate work contract** of any Ministry/ Departments/Autonomous Institutions/Universities/ Public Sector Undertakings of Government of India or any other State) during the LAST THREE YEARS i.e. Financial Years 2015-16, 2016-17 and 2017-18, as per **ANNEXURE – 'B'**. The bidder shall also enclose the self certified copy of **satisfactory performance/work completion certificate(s)** in this regard.
- e. Proof of address in the form of any of the documents such as copy of Telephone bill, Electricity Bill or Registered Lease Deed or Leave & License Agreement. Telephone bill and Electricity bill should not be for the period prior to 3 months from the month in which technical bid is opened.

Details of Service Centers such as contact person's Name & address, email and telephone numbers and information on service support facilities shall be submitted along with the bid.

- f. The bidder shall submit a declaration as per **ANNEXURE – 'C'** to substantiate the claim that it has annual turnover of Rs. 50.00 Lakhs or more exclusively from supply and installation of CCTV Surveillance System in each of the FYs. 2014-15, 2015-16 and 2016-17.
- g. Income-tax Returns for the last 3 assessment years, i.e. Assessment years 2015-16, 2016-17 and 2017-18.
- h. Balance Sheet and Profit & Loss account for the last 3 financial years, i.e. Financial Years 2014-15, 2015-16 and 2016-17.
- i. Certificate of Registration from Registrar of Companies or Registrar of Firms or Letter of Proprietorship.
- j. Registration certificate for Goods and Services Tax.
- k. Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One Lakh only) by means of demand draft Pay/Banker's Cheque drawn in favour of **Zonal Accounts Officer, CBDT**, payable at Mumbai in a separate sealed cover.

5.2 Other essential documents to be submitted along with technical bid are as under:

- a. Detailed literature along with make, model, data sheets and pamphlets to be supplied by the bidder.
- b. Architecture diagram clearly marking each component and brief functionality therein.
- c. Detailed listing of Deviation(s), if any, to the **ANNEXURE-III**, itemwise details of technical specifications of the hardware, software, material etc. to be installed or commissioned.
- d. Proforma of Integrity Pact, duly signed by the Bidder as per **ANNEXURE – 'D'**.
- e. Proforma of Indemnity Bond, duly signed by the Bidder as per **ANNEXURE – 'E'**.
- f. Undertaking by the bidder in **ANNEXURE –'F'**, as per Rule 151 of GFR 2017, that the bidder has not been debarred due to conviction of an offence under the Prevention of Corruption Act, 1988; or the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract during the last 3 years prior to the date of opening of Technical Bid. The bidder or successor of the bidder, if

debarred under the Prevention of Corruption Act, 1988, shall also declare that it would not be eligible to participate in a procurement process of any procuring entity for a period not exceeding three years commencing from the date of debarment.

g. Declaration to compliance to Tender as per **ANNEXURE – ‘G’**.

5.3 Letter of Authorization, in duplicate, for attending the opening of Technical Bid as per **ANNEXURE – ‘H’**. One copy shall be submitted before opening of Technical Bid.

5.4 The Bidders shall furnish a Check list, as per **ANNEXURE – ‘I’**, along with the bid, for all the documents, certificates etc. furnished for Technical Bid as per the *Clauses* 5.1 and 5.2 above. The Bidders should mark/highlight all the relevant certificates and corresponding page numbers should be mentioned explicitly in this check list. Furnishing of any false information/fabricated document, falsification of information in any form or any discrepancy in respect of the details/information provided in the check list with that of documents enclosed in technical bid would lead to rejection of the bid at any stage besides liabilities towards prosecution under appropriate law.

5.5 In absence the documents listed at *Clauses* 5.1 and 5.2 above, the bid shall be rejected at technical evaluation stage and in such case financial bid of the bidders shall not be opened.

5.6 The Technical Bid documents must be properly bound/stitched/securely stapled. The documents must be page numbered and a proper index of documents must be placed. **Each page of the tender document and documents attached/enclosed with the tender document must be signed and stamped.**

5.7 The Bidders, are required to submit Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One Lakh only) by means of demand draft Pay/Banker's Cheque drawn in favour of **Zonal Accounts Officer, CBDT**, payable at Mumbai, along with their bids. The EMD is to remain valid for a period of 90 days beyond the final bid validity period. In case the Tender Process takes longer than 90 days, the successful bidder will submit a fresh EMD of Rs 1,00,000/- (Rupees One Lakh only) before the expiry of earlier instrument through which the EMD was furnished.

5.8 The Bidder shall sign its bid with the exact name of the concern to which the contract is to be awarded.

5.9 The Bid document filed by the bidder shall be typed or written in indelible ink. Any overwriting should be countersigned by the authorized signatory of the bidder. No bid will be considered unless and until all the pages/documents comprising the Bid are properly signed and stamped by the person(s) authorized to do so.

5.10 Non-compliance with any of the above conditions by the Bidder Company / Firm / Proprietary Concern will amount to non-eligibility for the services for which tender has been floated and its tender will be ignored summarily.

5.11 The Income-tax Department reserves the right to reject any bid (including the lowest one) which in its opinion is not responsive or violating any of the conditions/specifications or which is found to be adopting unethical business practices; without bearing any liability or any loss whatsoever it may cause to the Bidder in the process.

5.12 The “Invitation to Bid” in Section-II, “Instructions to Bidders” in Section III, “Terms and Conditions of Contract” stipulated in Section-IV and “Scope of Work” in Section-V and all the **ANNEXURES ‘I’ to ‘IV’** from **‘A’ to ‘J’** shall be signed and returned in the envelope marked as ‘Technical Bid’.

6. REQUIREMENT OF FINANCIAL BIDS (Section VII):

6.1 The Financial Bid shall comprise the price component for all supply, installation and maintenance, including transportation of good to the site/location. The bidder should specify all inclusive charges (including annual maintenance charges) in lieu of the execution of the work as specifically indicated in the *Clause 1* to Invitation to Bid (Section II) in the format as prescribed in the Financial Bid. The statutory applicable taxes shall be specified separately in the Financial Bid.

6.2 The prices once accepted by the Income-tax Department shall remain valid till the complete execution of contract. The Income-tax Department shall not entertain any increase in the prices during the currency of contract.

6.3 The Bid document filed by the bidder shall be typed or written in indelible ink. No overwriting or cuttings shall be permitted.

7. SEALING AND MARKING OF BIDS:

- (a) The Technical Bid along with EMD instrument and requisite documents (listed in *Clause 5* above) shall be placed in one sealed envelope superscribed **‘Technical Bid’**. The Financial Bid shall be kept in a separate sealed envelope superscribed **‘Financial Bid’**. Both the envelopes shall then be placed in one single, sealed envelope superscribed **“Tender for Supply, Installation and Maintenance of CCTV Surveillance System”** and shall be addressed to the Principal Chief Commissioner of Income-tax, Mumbai. The bidder’s name, telephone number, Email Id and complete mailing address shall be indicated on the cover of the outer envelope.
- (b) Both the inner envelopes superscribed Technical Bid and Financial Bid shall have the name and address of the bidder so that if required, they may be returned to the bidder without opening them.

- (c) If the outer and inner envelopes are not sealed and marked as required, the Income-tax Department shall assume no responsibility for the bid's misplacement or premature opening.
- (d) If for any reason, it is found that the Technical Bid reveals the Financial Bid related details in any manner whatsoever, or, the Financial Bid is enclosed in the envelope super-scribed, "**Technical Bid**", the Bid document will be summarily rejected in the first instance itself.
- (e) All the Bid documents submitted shall be serially page numbered and contain the table of contents with page numbers.
- (f) Date of opening of Financial Bid shall be intimated to the successful technical bidders at the time of finalizing the Technical Bid.
- (g) The bidders should drop their bids in the 'Tender Box' kept in Room No. 37, Office of Principal Chief Commissioner of Income-tax, Mumbai, Aayakar Bhavan, M.K. Road, Mumbai-400 020, by 14:00 hrs on 26th Day of June 2018. No acknowledgement, in respect of receipt of any bid, shall be issued.

8. DEADLINE FOR SUBMISSION OF BIDS:

- (a) Bids must be received by the Income-tax Department at the address specified not later than the time and date specified in the Invitation for Bids. In the event of the specified date for the submission of Bids being declared a holiday for the Income-tax Department, the Bids will be received up to the given time on the next working day.
- (b) The Income-tax Department may, at its discretion, extend the deadline for submission of bids which will be binding on all the bidders.
- (c) Any bid received by the Income-tax Department after the deadline for submission of bids prescribed by the Income-tax Department in the bid, will be rejected and will not be opened.

9. MODIFICATION AND WITHDRAWAL OF BIDS:

- (a) In case any modification is made or any clarification is issued by the Department which materially affects the terms and conditions contained in the tender document, the Department shall publish or communicate such modification or clarification in same manner as the publication or communication of the initial tender document was made.
- (b) In case a clarification or modification is issued to the tender document, the Department shall, before the last date for submission of bids, extend such time-limit, if, in its opinion more time is required by bidders to take into account the clarification or modification, as the case may be, while submitting their bids.

- (c) Any bidder who has submitted his bid in response to the original invitation shall have the opportunity to modify or re-submit it, as the case may be, or withdraw such bid in case the modification to bidding document materially affect the essential terms of the contract, within the period initially allotted or such extended time as may be allowed for submission of bids, after the modifications are made to the bidding document by the Department provided that the bid last submitted or the bid as modified by the bidder shall be considered for evaluation.
- (d) No modification, substitution or alteration shall be permitted to the bidder after expiry of the deadline for receipt of bids.
- (e) The withdrawal notice shall be prepared in Original only and each page of the notice shall be signed and stamped by authorized signatories. The copy of the notice shall be duly marked "WITHDRAWAL".

10. Each bidder shall submit only one bid either by itself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in more than one bid, the bids are liable to be rejected.

11. Bidder shall quote the **rates in the Financial Bid** in Indian Rupees only.

12. Conditional bids/offers will be summarily rejected.

13. VALIDITY OF BIDS:

The tender shall remain valid and open for acceptance for a period of 90 days from the date of opening of technical bid. A bid valid for a shorter period shall be rejected by the Income-tax Department as non-responsive.

14. OPENING AND EVALUATION OF TECHNICAL BIDS:

- (a) The Tender Committee appointed by the Income-tax Department will open all Technical Bids on the appointed date, time and venue.
- (b) **Technical Bids shall be evaluated on the basis of their responsiveness to the tender terms, applying the evaluation criteria and marks system specified therein. During the technical evaluation stage, each Bidder shall be assigned different marks out of a total of 100 marks, as per the criteria specified in Section VIII Technical Evaluation Method.**
- (c) During evaluation of bids, the Income-tax Department may, at its discretion, ask the bidder for clarification of his bid.
- (d) No bidder shall contact the Income-tax Department on any matter relating to his bid from the time of the bid opening till the time of issue of work order. All bidders are strongly advised to furnish all material information in the bid itself.

- (e) Any effort by a Bidder to influence the Income-tax Department in its decisions on bid evaluation, bid comparison or work order decision will result in rejection of the bid.
- (f) Where the bid has been signed by the Authorized Representative on behalf of the concern, the bidder shall submit a certificate of authority and any other document consisting of adequate proof of the ability of the signatory to bind the bidder to the contract. (Income-tax Department may out rightly reject any bid, which is not supported by adequate proof of the signatory's authority).
- (g) No alteration shall be made in any of the terms and conditions of the bid document by scoring out. In the submitted bid, no variation in the conditions shall be admissible. Bids not complying with the terms and conditions listed in this section are liable to be ignored.
- (h) Failure to furnish EMD along with technical bid will result in bid getting rejected.
- (i) The results of the technical bid will be communicated to the qualifying bidders along with the date of opening of financial bid in which they can choose to remain present. The financial bid of only those bidders will be opened who meet the requirements of technical bid parameters mentioned in the technical bid. The unsuccessful bidders will be notified separately.

15. OPENING AND EVALUATION OF FINANCIAL BIDS:

- (a) The Financial Bids of only those bidders shall be opened who will be found technically qualified. **The contract will be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract as per the terms and conditions and scope of work of the tender document.**
- (b) The Lowest Evaluated Bidder shall be determined on the basis of sum total of Price Bids quoted in Part – 'A', Part – 'B' and Part – 'C' of the Financial Bids as per Section VII.
- (c) The Lowest Evaluated Bidder, whose bid has been found to be most responsive, will be considered further for placement of contract after complete clarification and price negotiations as decided by the Income-tax Department, Mumbai.
- (d) The Income-tax Department, Mumbai does not bind itself to accept the lowest bid.
- (e) In the event that two or more Bidders quote the same rates, (the "**Tie Bidders**"), the Income-tax Department shall identify the successful Bidder

by draw of lots, which shall be conducted, with prior notice, in the presence of the Tie Bidders who choose to attend.

- (f) Arithmetical errors will be rectified on the following basis: - If there is a discrepancy between words and figures, the amount mentioned in words shall be taken as the bid price. If the bidder does not accept the correction of errors, as aforesaid, its bid will be rejected.
- (i) Where the bid has been signed by the Authorized Representative on behalf of the bidder, the bidder shall submit a certificate of authority and any other document consisting of adequate proof of the ability of the signatory to bind the bidder to the contract. (Income-tax Department may out rightly reject any bid, which was not supported by adequate proof of the signatory's authority).
- (j) No alteration shall be made in any of the terms and conditions of the bid document by scoring out. In the submitted bid, no variation in the conditions shall be admissible. Bids not complying with the terms and conditions listed in this section are liable to be ignored.

16. EMD of unsuccessful bidder will be returned to them within 15 days of the completion of technical/financial evaluation of tenders. However, no interest shall be paid on the EMD by the Department. However, EMD to the successful bidder shall be returned to it after submission of Performance bank Guarantee of 10% of the total Contract value as per the Financial Bid.

17. The EMD amount of the successful bidder shall be forfeited, if the bidder fails, within the time fixed by the Income-tax Department, to execute the contract on terms contained in the bid document within the prescribed validity period i.e. for a period of 90 days or as per the Work Order/Letter of Intent, whichever is earlier, from the last date of opening of technical bid.

18. Prior to the submission of Bid, the Bidder/authorized representative may inspect the sites/locations and facilities specified in the Bid at its own cost and under prior intimation to the Income - tax Officer (OSD) Security, Mumbai. This is necessary to enable the bidder to gather all the information, so as to prepare the Bid accurately after taking into consideration all the relevant factors. Submission of the bid will, therefore, be considered as meeting the requirements of bidder having fully read and understood the tender document and the scope of work prescribed therein.

19. Making misleading or false representation in the bid document will lead to disqualification of the Bidder at any stage.

20. Department reserves the right to negotiate the price with the **finally** shortlisted bidder before awarding the contract. It may be noted that Income-tax Department, Mumbai will not entertain any price negotiations with any other bidder.

21. REQUESTS FOR INFORMATION:

21.1 Bidders are required to direct all communications related to this document through the designated Contact person i.e. Income tax Officer (OSD) Security, Room No.12A, Aayakar Bhavan, M. K. Road, Mumbai-400 020.

21.2 All queries relating to the Bid, technical or otherwise, must be in writing only to the designated contact person. The Department will not answer any communication initiated by bidders later than five business days prior to the due date of opening of the bids.

21.3 If the Department, in its absolute discretion, deems that the originator of the question will gain an advantage by a response to a question, then the Department reserves the right to communicate such response to all bidders.

22. FRAUD AND CORRUPT PRACTICES:

22.1 The applicant and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, the Office may reject an Application without being liable in any manner whatsoever to the Applicant if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.

22.2 Without prejudice to the rights of this Office under *Clause 22.1* hereinabove, if an Applicant is found by the Office to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such Applicant shall not be eligible to participate in any tender issued by this Office during a period of 2 (two) years from the date such Applicant is found by the Office to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as the case may be.

22.3 For the purposes of this *clause*, the following terms shall have the meaning hereinafter respectively assigned to them:

- a) **“Corrupt practice”** means (I) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process or (II) save and except as permitted, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical advisor of the Authority in relation to any matter concerning the Project;

- b) **“Fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
- c) **“Coercive practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence to any person’s participation or action in the Bidding Process;
- d) **“Undesirable practice”** means (I) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (II) having a Conflict of Interest; and
- e) **“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Applicant with the objective of restricting or manipulating a full and fair competition in the Bidding Process;

22.4 During the entire tendering process, the currency of contract or after completion/termination of contract, if it comes to the notice of the Department that the bidder has engaged itself in any act of Fraud and/or Corrupt Practices, the Department after giving a reasonable opportunity of being heard, comes to the conclusion that a bidder or prospective bidder, was indulged itself in such practices, may take appropriate measures.

23. DEBARMENT FROM BIDDING:

23.1 A bidder shall be debarred if he has been convicted of an offence –

- (a) Under the Prevention of Corruption Act, 1988; or
- (b) The Indian Penal Code or any other law for the time being in force for causing any loss of life or property or causing threat to public health as part of execution of the contract.

23.2 A bidder or any successor of the bidder covered under instruction 23.1 shall not be eligible to participate in bid process of the Department for a period not exceeding 3 years commencing from the date of debarment.

23.3 The Department may debar a bidder or any of its successors, from participating in any procurement process undertaken by it, for a period not exceeding 2 years, if it determines that the bidder has breached the code of integrity.

24. Timely implementation of the project is essence of this contract. Hence, only those Bidders having requisite capacity and capabilities and genuinely interested to meet the Department’s time lines are requested to participate in the Tender. The Bidder should complete the entire job awarded to him at all the locations within stipulated time period of Letter of Intent.

25. USE OF CONTRACT DOCUMENT:

All material and information provided by Income-tax Department shall be regarded as confidential information and should not be shared with any third party. The bidder shall not, without the Department's prior written consent, disclose the contract, or any provision thereof, or any specification, prototype, business processes, template or information furnished by or on behalf of the Department in connection therewith, to any person other than a person engaged by the Successful Bidder for the performance of the contract. Disclosure to any such engaged person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performances.

26. Notwithstanding the sub-division of the documents into separate sections and volumes, every part of each section shall be deemed to be supplementary to and complementary of every other part and shall be read within the Contract so far as it may be practicable to do so.

27. Wherever, it is mentioned in the specification that the Contractor shall perform certain work or provide certain facilities, it is understood that the Contractor shall do so at his cost and the Value of Contract shall be deemed to have included cost of such performance and provisions, so mentioned.

Note :-

(i) Corrigendum, if any issued for the tender shall form part of the tender document. Corrigendum will be posted on www.incometaxindia.gov.in. Hence, bidders are requested to visit the website regularly and note the corrigendum / amendments to the tender without fail and submit the offer accordingly. The Bidders may also contact Income-tax Officer (OSD)(HQ), Security, Room No. 12A, Aayakar Bhavan, Mumbai – 400 020 and contact number 022 – 22030685 for any clarification/information till 25th June 2018. The Department is not responsible for ignorance of corrigendum.

(ii) It must be noted that after last date of receipt of tender documents no interim query will be entertained.

*Read and accepted.
Signature and stamp of
Bidder or Authorized Signatory*

SECTION - IV
TERMS AND CONDITIONS OF CONTRACT

1. This contract is for Supply, Installation and Maintenance of CCTV Surveillance System in Aayakar Bhavan, Mumbai along with maintenance of existing IP based CCTV Cameras; to be implemented on turnkey basis as per the Scope of Work described in detail in Section V of this Bid Document.

2. In the event of acceptance of the bid, the bidder, after receiving the award of the contract, shall enter into an agreement with the Income-tax Department, Mumbai, which will be governed by the terms and conditions & scope of work given in the bid document. However, the agreement shall be entered into after the Performance Guarantee is furnished within stipulated period as per *Clause 3* below.

2.1 The successful bidder, after entering into the agreement with the Department, shall start rendering the contracted services within 7 working days of signing the contract. Further, failure to adhere to the period of commencement of services shall lead to the forfeiture of the Performance Guarantee.

3. PERFORMANCE GUARANTEE:

3.1 The successful bidder shall be required to furnish Performance Bank Guarantee in the format prescribed in the **ANNEXURE 'J'** by way of Bank Guarantee through a public sector bank or a private sector bank authorized to conduct government business for a sum equal to 10% of the total contract value within 7 days of receipt of Letter of Intent failing which the Department reserves the right to forfeit the EMD. The Performance Bank Guarantee will be valid for a period of minimum 12 months from the completion of job, with additional claim period of 3 months, beyond the completion date of the contract.

3.2 The Performance Bank Guarantee must be unconditional, without demur and should be revocable on presentation to the issuing bank.

3.3 After submission of performance guarantee, the EMD shall be returned to the successful bidder.

3.4 The Performance Bank Guarantee will be encashed to the extent of any financial liabilities, which the Contractor owes to Income-tax Department, Mumbai for violation of any terms and conditions of the contract. If the financial liabilities are more than the Performance Bank Guarantee, the Contractor will be legally bound to pay the balance liability within 15 days with 10% interest, from the date of issuance of notice of demand by the Department. The Department also reserves the right to recover any financial liability, which the contractor owes to the Department, from outstanding bill.

3.5 Any defect which may arise or lie undiscovered connected in any way with the services/material provided by the Contractor shall be rectified/ replaced by him at

his own expense failing which the Department shall be entitled to rectify the said defects by invoking the said Performance Bank Guarantee. Any excess of expenditure incurred by the Department on account of defect/defects shall be payable by the Contractor. The decision of the Department in this behalf shall not be liable to be questioned but shall be final and binding on the Contractor.

3.6 The Contractor shall remain responsible and liable to make good any defects at his own expense, which may occur/appear to the work carried out under the contract within a period of 12 months from the date of successful completion of the job or issue of completion certificate, whichever is later. If the contractor fails to make good the defects, the Department shall be entitled to rectify the said defects and revoke the Performance Bank Guarantee. The decision of the Department in this behalf shall not be liable to be questioned but shall be final and binding on the Contractor.

3.7 In case, no defect occurs / appear to the work carried out under the contract till the completion of defect liability period and the Contractor does not breach any terms and conditions of the contract, the Department will return the Performance Bank Guarantee.

4. INDEMNITY:

4.1 The successful bidder, within 10 working days of the award of the contract, shall indemnify the Department against any claim which could arise under any statutory notification thereof or any law of land or otherwise in respect of any damages or compensation in consequence of any accident, injury sustained, to personnel engaged by the Contractor or other persons whose entry into the premises has been authorized by the Contractor. It *inter alia* includes:

- a. Defect Liability that may arise during the currency of contract.
- b. Defect liability that may arise during the period covered under defect liability period clause of the tender.
- c. Contractor's performance on the tender.

4.2 The successful bidder, within 10 working days of the award of the contract, shall further indemnify the Department against any loss to the property and assets of the Department which have been caused by negligence or unlawful activity of the personnel deployed by the Contractor in the premises of the Department. Decision of the administration as to the cost of damages caused shall be final and shall be deducted from outstanding dues of the Contractor.

4.3 The successful bidder, within 10 working days of the award of the contract, shall also execute an irrevocable indemnity bond in an appropriate stamp paper, as per **ANNEXURE - 'E'**, in favour of Income-tax Department that they would indemnify and keep the Department indemnified and harmless against any claims, losses, expenses which the Department may suffer or incur as a result of breach of

contract. The contractor shall further agree that the indemnity herein contained shall remain in full force and effect during the currency of the contract and that it shall continue to be enforceable till all dues under or by virtue of the said contract have been fully paid and all claims are discharged or till the Department is satisfied that the terms and conditions of the joint agreement have been fully and properly carried out by the contractor. The contractor also should undertake not to revoke this indemnity during its currency of contract.

4.4 The Contractor will be responsible for functioning of all the equipments, accessories etc. installed by it and will be legally liable for any harm or loss arising to any person whomsoever, in whatever form, from any defect etc. or any act of negligence, omission or commission, whether intentional or otherwise, of the Contractor or any of its Personnel, agents and others deployed by the Contractor in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same. The Income-tax Department will not be liable for any loss or harm to any person within or outside the premises of Income-tax Department from any act of omission or commission of any of its Personnel, agents any others deployed by the Contractor in the course of providing any services stated in this contract.

4.5 Without prejudice to the preceding term of contract, the Contractor will be liable to reimburse the Income-tax Department of any cost, legal liability, penalty or fine imposed on the Income-tax Department by any authority, because of any misconduct or any act of omission or commission, whether intentional or otherwise, of the Contractor in the course of providing any services stated in this contract.

5. The materials, design and workmanship shall satisfy the relevant Indian Standard, the Job Specifications contained herein and Codes referred to. Where the job specification stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied.

6. In the absence of any Specifications covering any material, design of work (s) the same shall be performed / supplied / executed in accordance with Standard Engineering Practice as per the instructions / directions of the Authorized Person of the Department, which will be binding on the Contractor. These have to be completed at no extra cost to the Department.

7. The Income-tax Department will facilitate the Contractor in carrying out the job at different Locations as mentioned in the *Clause 6* to Invitation to Bids. The Contractor should ensure that the normal business proceedings at the locations are not hampered.

8. It is the clear understanding of the Contractor that the complete scope as defined or as may be required for the intended objective of this tender is included in the quoted price. No extra payment apart from the quoted price will be made in

order to achieve the intended objectives. Reasons like, the Contractor having not envisaged / considered a particular activity or element of cost required to be carried out for achieving the intended objective or some activity not specifically mentioned in the tender enquiry/tender but required to be carried out for achieving the intended objective, will not form basis for considering extra payments.

9. The Income-tax Department shall not provide any form for concessional tax. The bidder should quote FULL RATE applicable for the delivery of material(s) to the respective locations as specified in the tender.

10. SUPPLY AND INSTALLATION (DELIVERY PERIOD):

10.1 The entire job, as per the scope defined in Section V of the bid document, is to be completed as follows:

- a. Completion of site survey, finalization of Bill of Quantity (BOQ), Material Dispatch along with material inspection for all locations within 6 weeks of placement of Purchase Order (PO)/Letter of Intent (LOI).
- b. Installation / Commissioning / Site handing over within 2 weeks of material dispatch for entire location.

10.2 The Contractor will be wholly and solely responsible and liable for all the jobs carried out by them / services provided by them. The Department's acceptance having signed off a particular milestone will not exonerate the Contractor from his prime responsibilities to have done a correct job as per the requirement of the job/contract and as per international practices in the first instance itself. If required, the Contractor will be required to revisit those milestones which are already signed off and will be required to make suitable corrections at no extra cost to the Department.

10.3 The Income-tax Department will have the sole rights to the templates / documentation / processes / solution models etc. developed in the course of implementation and the Contractor and/or his partner(s) will not be allowed to use them without the explicit prior permission of the Department in writing.

11. PATENT/COPYRIGHT PROTECTION:

11.1 If any third party claims that a Product/Service(s) supplied by the Contractor in connection with this contract here under infringes a patent or copyright, the Contractor will defend the Income-tax Department against that claim at the Contractor's expense and pay all costs, damages, legal expenses etc. and it would be the sole responsibility of the Contractor to comply with all instructions that a Court finally awards.

11.2 If such a claim is made or is likely to be made, the Contractor will enable the Department to continue to use, or to modify or replace the Product. If none of these alternatives is acceptable to the Department, the Contractor will give the

Department a credit for such Product as well as for all resultant consequential losses, resulting out of the non-availability of the product for the Department's use.

12. CONFIDENTIALITY:

The Contractor is bound to perform the agreement / contract in utmost confidentiality and shall not copy documents / information of the Department and shall not divulge any secrets of knowledge of things or processes which the Contractor comes to know or acquires during the performance of the contract. Any breach on this account shall render the contract liable to be terminated by the Department. The Income-tax Department also reserves the right to initiate appropriate legal action against the Contractor for breach of any copyright or infringement of intellectual property of the Department disclosed to any other Bidder during the performance of the contract.

13. CHANGE IN CONSTITUTION:

Any change in the constitution of the Contractor shall be notified forthwith by the Contractor in writing to the Income-tax Department and such change shall not relieve any former member of the Contractor from any liability under the contract. In the event of the Contractor's Company or the concerned division of the company being taken over/bought over by another company, all the obligations under the agreement with the Income-tax Department should be passed on for compliance to the new company/new division.

14. OFFERS READY STOCK/SUBJECT TO PRIOR SALE:

14.1 Offers from ready stock are preferred. In case the offers are subject to prior orders, the Bidders shall indicate the period within which the ordered quantity will be supplied. The Bidders shall note that in case the Contractor fails to supply within the period of delivery indicated in the said tender, penalty at the rate of 1% of value of the order, per day of delay subject to maximum of 20% of the order value will be levied.

14.2 The Contractor shall, within 5 days from the date of receipt of communication of acceptance of quotes from the Department shall intimate his acceptance of the order. The Contractor shall complete the supplies strictly as per the accepted delivery period.

15. INSPECTION AND TESTS:

15.1 The Income-tax Department shall have the right to inspect and test the goods for its conformity to the specifications. The Department may also appoint an agency for this purpose. The technical specifications shall specify what inspection and tests the Department requires and where they are to be conducted, Where the Department decides to conduct such tests on the premises of the Contractor, all reasonable facilities and assistance like testing instruments and other test gadgets

including access to the drawings and production data shall be furnished free of costs. In case the tested goods fail to conform to the specifications, the Authorized Person of the Department may reject them and the Contractor shall either replace the rejected goods or make necessary alteration to meet the specifications requirements free of cost to the Purchaser.

15.2 Notwithstanding the pre-supply tests and inspections, the material on receipt in the premises shall also be tested and if any material or part thereof is found defective, the same shall be replaced free of cost. If any material before it is taken over is found defective or fails to fulfill the requirements of the contract, the Authorized Person of the Department shall give the Contractor notice setting forth details of such defects or failures and the Contractor shall make the material good or alter the same to make it comply with the requirements of the contract and in any case within a period not exceeding 1 week of the initial report. These replacements shall be made by the Contractor, free of the all charges, at the site.

16. WARRANTY:

16.1 The Contractor shall give warranty that goods to be supplied shall be new and free from all defects and faults in material, workmanship, and manufacture and shall be of the highest grade and consistent with the established and generally accepted standards for materials of the type ordered and shall perform in full conformity with the specifications and drawings. The Contractor shall be responsible for any defects that may develop under the conditions provided by the contractor and under proper use, arising from faulty materials, design or workmanship such as corrosion of the equipment, inadequate contact protection, deficiencies in circuit design and or otherwise and shall remedy such defects at his own cost when called upon to do so by the Department who shall state in writing in what respect goods are faulty. This warranty shall survive inspection or payment for, and acceptance of goods, after the goods have been taken over.

16.2 If it becomes necessary for the Contractor to replace or renew any defective portion/portions of the equipment under this *Clause*, the provisions of the *Clause* shall apply to the portion/portions of equipment's replaced or renewed. If any defect is not remedied within a reasonable time, the Department may proceed to get the work done at the Contractor's risk and expenses, but without prejudice to any other rights which the Department may have against the Contractor in respect of such defects.

16.3 Replacement under warranty clause shall be made by the Contractor free of all charges at site including freight, insurance and other incidental charges.

16.4 The equipments offered shall confirm to the specifications as given in tender/order and shall be guaranteed against defective design, defective quality material supplied, manufacturing defects etc., for a minimum period of 12 months from the date of supply of CCTV Surveillance System.

16.5 The Contractor has the right to offer warranty for more than the period of warranty offered by manufacturer of the product for 12 months from the date of supply of CCTV Surveillance System.

17. CHANGE ORDERS:

17.1 The Department may at any time by written order given to the Contractor make changes within the scope of work in Drawings, Designs or Specifications of the goods to be furnished under the contract and/or Services to be provided by the Contractor.

17.2 If any such change causes an increase or decrease in the cost or the time required for the execution by the Contractor, an equitable adjustment shall be made in the contract price or delivery schedule or both and the contract shall accordingly be amended.

18. SUB-CONTRACTING:

The Contractor shall not engage any sub-contractor or transfer, assign or pledge any of the work, service or other performance required of the Contractor under the contract to any other person or agency in any manner, except without the prior written consent of the Department.

19. LIQUIDATED DAMAGES:

19.1 The date of the delivery of the goods/services stipulated in the acceptance of tender should be deemed to be the essence of the contract and the delivery must be completed not later than the dates specified therein. Extension in delivery period will not be given except in exceptional circumstances. Should, however, deliveries be made after expiry of the contract delivery period and accepted by the Department, such deliveries will not deprive the Department of the right to recover Liquidated Damages.

19.2 In case the Contractor fails to supply the goods/services against the order, the same shall be procured from other Contractors at the cost and risk of the Contractor and the excess money will be recovered from any dues of the Contractor.

19.3 For late deliveries, as liquidated damages, a sum equal to 2% of the price of any goods/services not delivered or total order value in case where part delivery is of no use to the Department, for a week or part of a week subject to maximum limit of 10% of the total order will be recovered from the Contractor. The Purchaser also reserves the right to cancel the order in such cases and forfeit the EMD/Performance Bank Guarantee and may also debar the Contractor for future purchases.

19.4 Liquidated Damages can be recovered from any dues of the Contractor.

20. TERMINATION FOR DEFAULT/INSOLVENCY:

20.1 The Department, may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate this contract in whole or in part,

- a. If the Contractor fails to deliver any or all the goods within the time period (s) Specified in the contract, or any extension thereof granted by the Purchaser
- b. If the Contractor fails to perform any other obligation(s) under the contract;
- c. If the Contractor, in the judgment of the Department has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- d. If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 7 days (or such longer period as the Department may authorize in writing) after receipt of the default notice from the Department.
- e. On a notice period of 30 days.

20.2 The Income-tax Department may at any time terminate the Contract by giving written notice to the Contractor, without compensation to the contractor if the contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the Department.

21. PAYMENT TERMS:

The contract payment shall be made as per the payment schedule mentioned below:

- a. The Income-tax Department will not be making any advance payment nor would it disburse any mobilization advance for the contract under any circumstances for whatsoever reasons during the entire currency of the contract. The Department will also not make any part payments.
- b. No idle time charges shall be payable by the Income-tax Department, in any case whatsoever.
- c. The Department will make 100% payment (excluding post warranty AMC) for each item after successful installation and commissioning, training and site / user acceptance test of entire solution (software / hardware) at all the sites/locations. The Contractor shall obtain acceptance & work completion certificate in this respect from the Authorized Person of the Department.

- d. Quarterly pro rata payment of finalized AMC amount will be released after successful completion of each quarter of respective post warranty AMC, should the Department enters into AMC for that respective year.
- e. Billing to be done in the name of the Principal Chief Commissioner of Income-tax, Mumbai.
- f. If at any time during the period of contract, the SCOPE OF WORK for which this job has been awarded is reduced, the payment value of this job order shall be reduced on pro-rata basis by the Income-tax Department and the decision of the Department shall be binding in the matter.
- g. The Contractor shall undertake that additional/excess payment over the contracted amount, which may arise due to extraneous reasons during the currency of the contract, shall be borne by the Contractor alone and the Income-tax Department shall not be liable to pay any excess amount other than the difference in applicable Taxes.
- h. In case the bidder proposes to use any templates/tools or any other items which is not specified in the BOQ , to facilitate the implementation, the cost of the same, if any, should be included in the quoted rates and no extra payment will be made on this account.
- i. The Successful Bidder will have full and exclusive liability for the payment of all taxes and other statutory payments payable under any or all of the statutes/laws/acts etc. now or hereafter imposed. Income Tax and other such levies will be deducted at source by the Income-tax Department at the rates prescribed by law at the time of the payment.
- j. The rates quoted for the total scope of job should be submitted by the Bidder considering that all the expenses including travel, lodging, boarding, local travel and other expenses related to the project are to bidder's account. No extra claims on this account will be entertained.
- k. It is the clear understanding of the bidder that the complete scope as defined or as may be required for the intended objective of this tender is included in the quoted price. No extra payment apart from the quoted price will be made in order to achieve the intended objectives. Reasons like, bidder having not envisaged / considered a particular activity or element of cost required to be carried out for achieving the intended objective or some activity not specifically mentioned in the tender enquiry/tender but required to be carried out for achieving the intended objective, will not form basis for considering extra payments.

22. TENURE OF THE ANNUAL MAINTENANCE CONTRACT:

22.1 Initially, this agreement shall remain in force from the date of commencement of the contract and ending on 31st March, 2024 with the provision of extending it

for a further period of 1 year at a time for maximum period of 2 years at the discretion of the Department.

22.2. The Income-tax Department may discontinue the annual maintenance contract at any point of time, without assigning any reason for the same, by giving one month's notice before the intended date of discontinuation, and will not be liable to any additional charges or compensation payable to the Contractor or any other person.

23. ARBITRATION:

23.1 In the event of any dispute or differences arising as to the execution of the contract or as to the respective rights or liabilities of the parties hereto or interpretation of any of clause thereof on any condition of agreement (except as to any matters the decision of which is specially provided for or the special conditions), the dispute shall be resolved in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the Rules there under and any statutory modifications thereof, for the time being in force, shall be deemed to apply to the arbitration proceedings. The award of the arbitrator shall be final and binding on parties to the agreement.

23.2 In case of disputes, arising out of this agreement between the Contractor and the Department, the Courts in Mumbai shall have the exclusive jurisdiction.

24. TERMINATION OF CONTRACT:

24.1 In the event of the appointed Contractor failing to fulfill or committing any breach of any of the terms and conditions of this contract or indulge in omission or commission as detailed in the terms & conditions and scope of work of the bid document, then without prejudice to the Income-tax Department's rights and remedies to which otherwise, Income-tax Department, shall be entitled, the contract shall be terminated forthwith; the Performance Bank Guarantee will be encashed; the Contractor will be blacklisted and the contract shall be get executed by other agency/contractor at the risk and cost of the Contractor at the absolute discretion of the Income-tax Department without prejudice to any other action which may be taken by the Income-tax Department. The cost of such contract charges with all incidental charges or expenses shall be recoverable from the Contractor. The omission or commission may include *interalia* the provisions of *Clause 20* above in addition to the following.

- a) If the Contractor or its employees are found guilty of fraud and/or misrepresentation in respect of the contract or any other contract entered into by the Contractor or any of his partners or representatives thereof with the Income-tax Department ; or

- b) At any time during the pendency of the contract, it comes to the notice of the Income-tax Department that the Contractor has misled it by giving false/incorrect insufficient information.
- c) In case, any documents/declaration furnished is found to be false at any stage, it would be deemed to be a breach of terms of contract and thereby, making the contractor liable for legal action, besides termination of contract and/or forfeiture of Performance Bank Guarantee.

24.2 The Contractor shall comply with all statutory liabilities and obligations of State and Central government. The Income-tax Department shall not be liable for any contravention/non-compliance on the part of the Contractor. Any contravention/ non-compliance on the part of the Contractor would be construed as a sufficient ground for termination of the contract at the discretion of the Income-tax Department. Notwithstanding, in the event of the Income-tax Department being imposed with any penalty/ fine etc., by any agency/authority due to the non-compliance/contravention on the part of the Contractor to any statutory laws/rules/regulations etc., the Income-tax Department reserves the right to recover such fine/penalty etc., from the Contractor by way of recovery from the bills raised by the Contractor or by any other means.

25. In case of any mishap of whatsoever nature (minor / major / fatal including death during the course of their duty) sustained by the persons of the Contractor carrying out the installation/commissioning/testing etc. at the premises, the responsibility for meeting the medical/hospitalization expenses or of granting compensation, if any, on that count will be that of the Contractor and not of the Income-tax Department. If for any reason, compensations, costs etc., are paid by the Income-tax Department, the same shall be reimbursed by the Contractor to the Department without any demur, including interest at ruling rate till settlement and such settlement shall be made by the Contractor within one month from the date of Demand by the Department and upon failure of the Contractor to do so, the Department shall have the right to adjust the monthly bills payable to the Contractor towards the amounts payable by the Contractor till the entire dues are wiped off.

26. The Contractor shall also ensure that his persons working at Aayakar Bhavan, Mumbai do have their own arrangements for their food and beverages. The Contractor shall also ensure that such persons should wear the identity card etc. while on duty, prescribed by the Contractor.

27. If the Contractor is a joint venture/consortium/group/partnership of two or more persons, all such persons shall be jointly and severally liable to the Income-tax Department, Mumbai for the fulfillment of the terms of the contract. Such persons shall designate one of them to act as leader with authority to sign.

28. APPLICABLE LAWS:

This contract shall be interpreted, construed and governed by the laws of the Republic of India and the parties hereby submit to the exclusive jurisdiction of the Court at Mumbai and to all Courts at Mumbai having jurisdiction in appeal there from. Any dispute in relation to the contract shall be submitted to the appropriate Court of the Republic of India for determination. The parties to the contract shall continue to fulfill their respective obligations under the contract during the currency of the contract pending the final decision of the Court.

29. FORCE MAJEURE:

29.1 If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge the obligation, the affected party shall promptly notify the other party about the happening of such an event.

29.2 Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to, if any, or seven days, whichever is more; either party may at its option terminate the contract.

30. The Department reserves the right to withdraw/ relax any of the terms and conditions mentioned in the tender document so as to overcome any problem encountered at any stage.

31. The Instructions to Bidders shall also form part of the contract.

*Read and accepted.
Signature and stamp of
Bidder or Authorized Signatory*

SECTION- V

SCOPE OF WORK

1. OVERVIEW OF WORK:

Scope of the job is to provide Turnkey Solution that includes but is not limited to supply, installation, implementation, commissioning, training, providing user manual, providing 12 months warranty and 5 years post warranty AMC for the total solution including all hardware, software, materials, services and support etc. for providing an Integrated Video Surveillance System/CCTV Surveillance for Aayakar Bhavan, Mumbai. The scope of work also includes all related jobs at all the Locations, all necessary cabling / wiring/sockets and allied infrastructure conforming to respective quality / standard norms are also included in the scope of this job.

1.1 The Scope of work also includes Annual Maintenance of existing 20 IP Based CCTV Cameras.

2. SOLUTION OVERVIEW

2.1 The envisaged CCTV Surveillance System shall be a Hybrid System with distributed architecture having control station at the specified location in Aayakar Bhavan, Mumbai & Viewing facility at the any other area envisaged. Fixed Day/Night Surveillance Cameras shall be used at the entry & other strategically important points.

2.2 A network, comprising 16 ports switch each and media converters connected with CAT6, shall be laid at each floor for transmission of signal from cameras to the Control Room. The Main Control Room shall have a NVR with Storage device for Video Storage, a monitor, a workstation, an UPS and Switch.

2.3 The proposed Solution should allow the Department's officers/Authorized Person of the Department to locally and centrally monitor its facilities from a remote location on a Portable/Fixed personal computer monitor.

2.4 The Solution should capture and store digital video images to enable central monitoring, increase operational efficiency, reduce liability, minimize risk and secure people & property.

2.5 The digital conversion should ensure secure and ready video access from virtually anywhere on the designated network of Income-tax Department. Authorized Person(s) of the Department should be able to rapidly zero in on images of specific locations, people, and events, anytime and anywhere, without reviewing countless hours of video recordings.

2.6 The system should be provided with weather proof outdoor IP PTZ Camera, Fixed Camera, lens, housing & mountings to capture video which, would be viewed & controlled through the Video Management Software, recorded and stored.

2.7 The video management software will be used to configure the video management server, and once installation and setup are complete, the video management server should run seamlessly in the background to manage the connections, access and storage. Video Management Server should receive MPEG-4 or better quality video across the network from Cameras. The server should stream incoming video to a connected storage.

2.8 The viewing mode can be controlled remotely by a management system. The Video Management Server, Workstation, Monitors will all be placed at the control room with additional work station at other areas as envisaged.

2.9 Video transmission will be mainly over a wired network.

2.10 The vendor will commission the network as per the recommended architecture to achieve the Video surveillance requirements. However, wherever site conditions mandate a modification in the recommended architecture, the vendor should seek prior approval from the Income-tax Department before executing the job. Optimum speed, data transfer capabilities and video frame rates should be ensured by the vendor while implementing the solution.

2.11 Power supply source to the camera and other outdoor & indoor equipment at site will be drawn from the nearest available power source provided by the Department. Appropriate outdoor casings and housings of the same make as of camera should be used for the outdoor equipments.

2.12 The Contractor shall conduct a site survey of sites/locations, and evaluate the feasibility of the wired network with regards to cameras within Line of Sight (LOS). The material attached in this document is only indicative and the Contractor has to provide the detailed Bill of Quantity (BOQ) & calculate the design needs and obtain the Department's approval before commencing the job. Actual BOQ may be more or less upto 25 % compared to that indicated in the Letter of Intent (LOI) or Purchase Order (PO). Although the requirement is for 74 CCTV Cameras, the Department at its discretion may add or decrease the number of CCTV Cameras or sites/locations.

2.13 For items i.e PVC Pipes, Cables etc. & power cables, indicative quantity is mentioned only for rate comparison during Tendering as it is not possible to estimate actual requirement without proper survey. The Contractor has to supply required quantity at same rate & same Terms & Conditions.

2.14 CCTV Surveillance System shall allow event based, motion based and schedule based recording options of locations/events deemed sensitive by the Department within the premises of Aayakar Bhavan, Mumbai and within the range of the camera.

2.15 The Outdoor cameras shall be housed in IP66 casings. All housings shall be of the same make as that of the camera.

2.16 It should be possible to Control, View and record (for all cameras) the events occurring within the range of camera at a centrally located PC at control location. The control location would be located in the premises of Aayakar Bhavan.

2.17 The Server shall make continuous recording of all cameras for 24 hrs x 7 days with hardware should have adequate storage @ 25 fps and 4 CIF (Common Interchange Format) 704 X 480, for a period of 90 days. System Integrator should provide the exact storage calculation. If necessary, additional storage in form of hard disk drive shall be suggested / provided by the vendor.

2.18 After commissioning the CCTV surveillance system, the same shall be demonstrated for all its capabilities to the Authorized Person(s) of the Department to make them familiar with the system on mutually agreed dates.

2.19 CCTV Surveillance System is primarily perceived as working on the concept of exception monitoring. Hence for any exception (event as pre defined in the system like Tripwire etc.) occurring, following alerts are required: i) Real time IVR at predefined mobile numbers.

3. SYSTEM OVERVIEW:

The CCTV SURVELLIANCE SYSTEM would consist of, but not limited to the following:

- a. Fixed Day/Night IP Camera
- b. PTZ Camera
- c. NVR embedded with Storage Device
- d. Video Monitoring Workstation (PC)
- e. 16-Port Layer-2 Unmanaged Switch
- f. Passive Networking Components
- g. 5-KVA Line Interactive UPS

4. GENERAL SPECIFICATIONS:

4.1 Proposed CCTV Surveillance System shall be an open standard based integrated system aimed at providing high-speed manual/automatic operation for best performance. System should be easy to maintain. The OEM should give an undertaking that the offered software additionally supports cameras of the approved makes. All equipments used in this system should support IP V6 protocol.

4.2 Surveillance system shall use video signals from various types of indoor/outdoor cameras, process them for viewing on workstations / monitors at Central Control Room / local control rooms and simultaneously record all the cameras after compression using MPEG4/H.264 or better standard.

- 4.3** All the cameras should be capable of day and night viewing under very low light conditions.
- 4.4** System should be complete with IP Cameras, Switch, Server with video management software for recording, storing and playing, Mouse-Keyboard, PC for System Administration / Management / Maintenance etc.
- 4.5** System should ensure that once recorded, the video cannot be altered or tampered with, ensuring that the audit trail is intact for evidential purposes.
- 4.6** The system should provide facility for remote viewing to log on and view any camera from anywhere.
- 4.7** Power for all the field equipment will be conditioned using locally connected UPS at camera location. If any equipment operates on any voltage other than the standard supply voltage (230 V AC single phase) and supply frequency, necessary conversion/correction device of approved make for supply shall be supplied along with the equipment.
- 4.8** Power for all control room equipments would also be conditioned using a single line interactive UPS.
- 4.9** All the control equipments e.g. switch, passive networking items etc. shall be provided in a standard 6U Network Rack in the control room.
- 4.10** To the extent possible, Cameras should be installed on the existing structures, by providing necessary brackets, hooks, nuts & bolts. After exhausting all other options if the vendor feels the requirement of the poles, same needs to be erected by him. The total height of the poles should be 10 meters including 3 meters of foundation.
- 4.11** Monitoring, Control & Storage application software should be capable to support:
- a. Multiple screen layouts and full screen display
 - b. Multi-channel monitoring and recording simultaneously
 - c. Manual, event driven and scheduler recording mode
 - d. Remote digital output and input indicator
 - e. Hard disk storage indicator and alarm
 - f. High compression ratio and storage capacity
 - g. Real-time monitoring, control & Recording
 - h. Simultaneous real-time monitoring and video recording
 - i. High quality video, up to full-screen display
 - j. Fast database searching

- k. Account-password protection
- l. Different recording modes: Event-driven, Scheduled and Manual recording for each camera
- m. The software should support the MPEG- 4/H.264 video compression
- n. The software should support a frame rate of 25 frames per second for at 4 CIF resolutions for at least 16 cameras
- o. The playback module should offer various controls like play, stop, pause, fast forward, slow forward, pull-bar, zoom in, zoom out and speed ranging from 1/16 to 16 times.
- q. The software should support various alarm features like monitoring 16 channels in-image motion detection indication, local warning sound etc.

5. FEATURES OF VIDEO ANALYTICS SOFTWARE (VAS):

5.1 VAS should be Open IP-Surveillance product, enabling simultaneous digital video recording from network, intelligent video analysis and remote access to live and recorded images from any networked computer. VAS OEM should give an undertaking that devices from reputed camera manufacturers can be used for video analytics.

5.2 VAS should be completely scalable, with a many-to-many client-server model allowing multiple physical systems to be used in an array of Servers. The server specified in the tender document indicates only the minimum requirements. However, the Contractor should offer the Server system to suit the video analytics requirements specified herein.

5.3 VAS should support display of time Line, Customizable Site Map, Live Video, Video Playback, Integrated Site Map, Remote Live View, Multi-site capability, Encryption, Watermarking and Event based Recording

5.4 Camera Obstructed / Out of focus - should activate alarm if the field of view is obstructed or goes out of focus.

5.5 Cord Cut: Will sound alarm if the video signal is lost.

6. DETAILED SCOPE OF WORK:

6.1 Supply, installation, testing and commissioning of Hardware and Software as per system design and schedule of quantity.

6.2 Configuration of Hardware, Networking devices and Software as per system design & site requirement.

6.3 Training on system operation to Authorized Person(s) of the Department.

6.4 CCTV SURVEILLANCE SYSTEM networking and integration system to be

supplied and installed should be covering all the areas mentioned above.

6.5 Architecture of the system should be fully modular and should be designed in a manner to enable the complete system to be gradually enhanced and enlarged according to the future operation, safety and security requirements of respective location.

7. GENERAL:

7.1 The system shall be designed by selecting high-grade components of proven quality and proper design of system electronics to ensure minimum down time.

7.2 The software shall be governed by the operating system running in a real time mode and shall be able to meet the minimum functional requirements as specified.

7.3 The system shall have an extensive set of self-diagnostic routines, which shall locate and identify the system failure at least up to individual equipment level.

7.4 The system shall be internally protected against system errors and hardware damage resulting from electrical transients on power wiring and signal wiring which may be generated by switching large electrical loads or by power line faults and connecting & disconnecting devices or removing or inserting printed circuit boards in the system .

7.5 All the equipment of external fitment should be weather proof IP-66 complied and vandal proof

7.6 The warranty shall consist of repairing or replacing defective parts for a period of 1 year from the date of completion of commissioning at premises with 5 years of post warranty comprehensive AMC.

8. SPARES:

8.1 All spares required for maintaining the complete system during the warranty period of 12 months shall be the Contractor's responsibility. All Software/ Hardware upgrades should be free within this period.

8.2 All spares required for maintaining the complete system during the comprehensive AMC period of 5 years shall be Contractor's responsibility.

9. APPROVAL OF DRAWINGS:

9.1 Successful Bidder after placement of order shall be fully responsible to get all drawings approved from the Authorized Person(s) of the Department before supply.

9.2 Approval of drawings by the Authorized Person(s) of the Department does not relieve the Contractor from his responsibility of performance guarantee of equipment covered under this tender.

10. SCOPE OF WORKS- INCLUSIONS:

10.1 The Scope of work has been covered in the above specifications in general. However, the Contractor shall be responsible to complete the work in all respects and in doing so, provide/supply all facilities not covered above specifically, but nevertheless required for the satisfactory performance of complete system. Details Scope of work includes survey of all the locations to estimate the exact quantity of allied items as per discussion with Authorized Person(s) of the Department.

11. OPERATING TERMS:

11.1 The Contractor should maintain the whole system on an ongoing basis, during warranty period of one year & subsequently during the comprehensive Annual Maintenance Contract (AMC) after the completion of warranty period for 5 years. During warranty period all materials / parts / services as required to maintain the system on an ongoing basis is included in the scope of the job and no extra payment will be made by the Income-tax Department.

11.2 The Contractor shall provide service support during business hours, if and when required, besides such other support like a 24/7 telephonic assistance etc., as may be required so that the system operates on a continuous basis.

11.3 The Contractor will be the single point contact for the Income-tax Department for all support related issues with respect to hardware / software installed by them. If any third party help is required in resolving any issue, it will be the sole responsibility of the Contractor to arrange for such help.

12. PERFORMANCE TESTING AND WARRANTY:

The Contractor shall carry out the performance test run of the complete system at site after satisfactory installation / implementation under his supervision. Training to the Authorized Person(s) should be as per details mentioned in this document after commissioning of the system without any extra cost to the Department.

13. COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (AMC) POST WARRANTY:

13.1 Complete system will be covered under post warranty Comprehensive AMC as per rates quoted in the price bid for a period of 5 years from the date of completion of warranty. The post warranty comprehensive AMC shall be a separate annual contract for each of the 5 years period and shall be signed at beginning of the respective period. **The post warranty comprehensive AMC rates quoted in price bid for 5 years shall be included in the evaluation. Quoted AMC rate per annum should not be less than 4 % of Total quoted rate (excluding AMC).**

13.2 During the post warranty comprehensive AMC period all software / services etc. as required to rectify any defect, will be provided by the Contractor at no extra

cost to the Income-tax Department. Material / hardware /spares as required for such maintenance would also be provided by the Contractor. No extra amount is payable by the Department for this post warranty AMC other than quoted AMC rates.

13.3 Comprehensive AMC comprises of the following services as a minimum:

- a) Routine maintenance service: This is an on-site maintenance, which should be carried out four times in a year. Purpose of visit is to check system health and problem solving.
- b) Breakdown maintenance service: In case of system breakdown, the Contractor shall depute Engineers to restore the system at the earliest, within 24 Hours.
- c) Software support and technical services: Software additions / modifications, etc. shall be included in the Scope of AMC. Any Software/Hardware firmware upgrade should be included at no extra cost.
- e) The personnel deployed to site shall have thorough knowledge of the system and at least two years of experience in maintenance of similar system.
- f) Quarterly prorated payment of finalized AMC amount will be made after successful completion of each quarter of respective post warranty AMC, should the Income-tax department enters into AMC for that respective year.

14. UPGRADES:

Any upgrades to Software/Hardware with respect to firmware and revisions during the period of contract, warranty and AMC should be provided by the Contractor at no extra cost.

15. SCALABILITY:

15.1 The system design shall permit the on-line addition of new system / subsystems (new work station, peripherals, cameras, encoders etc.) with no disruption to either the operation or system communications for future expansion. The offered software should have in-built capability / provision to take care for future expansion and new services & features etc. The user configurable menu driven modules should be available in the software for any addition/deletion/change in the configurations. System should be scalable to meet additional business, safety and security requirement of the locations.

15.2 All system communications shall be based on the ISO, Open system Interconnect (OSI) reference model. All communication solutions should be Ethernet Based.

16. SYSTEM ACCEPTANCE CRITERIA:

16.1 The system will be accepted by Income-tax Department based on the

following criteria:

- a. All systems to be verified operational as defined in the Scope of Work above.
- b. Surveillance system installed and functioning, as described in the FDS submitted.
- c. All manuals and drawings are delivered to the Income-tax Department.
- d. All software licenses are delivered to the Income-tax Department.
- e. Proper Training imparted to the location officers/officials of the Department.

Date:

Read and accepted.

Place:

*Date Signature and stamp of the Bidder
or Authorized signatory.*

SECTION-VI
TECHNICAL BID

(On the letter head of the Concern submitting the bid)

To

The Pr. Chief Commissioner of Income-tax,
Aayakar Bhavan,
Mumbai.

Ref: Tender No. _____ Dated _____

Sir,

I/We hereby undertake to Supply, Install and Maintain CCTV Surveillance System in Aayakar Bhavan, Mumbai, as specified in the Bid/tender document and agree to hold this offer open for a period of 90 days from the date of opening of the tender. I/we shall be bound by a communication of acceptance issued by you.

2. I/we have understood the Instructions to Bidders and Terms and Conditions of Contract as enclosed with the invitation to the tender and have thoroughly examined the specifications of services to be rendered and are fully aware of the nature of the services to be rendered and my/our offer is to supply the services strictly in accordance with the requirements.

3. Certified that I/we have the experience of more than _____ years in supply, installation and maintenance of Video Surveillance system.

4.1 Details/documents required to be submitted with this bid as per the bid document are also enclosed as follows:

- a. Copy of valid ISO 9001:2015 and/or ISO 9001:2008 certificate(s).
- b. Copy of original documents defining the constitution of legal status, place of registration and principal place of business of the bidder must be provided with the bid. In case authorized by the OEM, Manufacturer's Authorization Certificate, in original, must be submitted from the OEM, as per **ANNEXURE-IV**, for CCTV Surveillance System & Access Control, clearly stating that the bidder is an authorized dealer of OEM and that they (OEM) would facilitate the bidder on regular basis with technology / product updates & also extend support during the maintenance period, is required to be submitted. In the absence of Manufacturer's Authorization Certificate, the bid will be treated as nonresponsive.
- c. Full particulars of all the organizations where the bidder has executed supply and installation of IP Based CCTV Surveillance System during each of the LAST THREE YEARS i.e. Financial Years, 2015-16, 2016-17 and

2017-18, as per **ANNEXURE – ‘A’**. The bidder shall also enclose the self certified copy of **work orders** in this regard. In case the bidders are unable to submit the work orders due to confidentiality and security reasons, the same shall be produced in original during technical evaluation.

- d. Full particulars of atleast FIVE DIFFERENT SITES/LOCATIONS where the bidder has executed supply and installation of IP Based CCTV Surveillance System on turnkey basis **under separate work contract, which shall also include atleast three different locations/sites under separate work contract** of any Ministry/ Departments/Autonomous Institutions/Universities/ Public Sector Undertakings of Government of India or any other State) during the LAST THREE YEARS i.e. Financial Years 2015-16, 2016-17 and 2017-18, as per **ANNEXURE – ‘B’**. The bidder shall also enclose the self certified copy of **satisfactory performance/work completion certificate(s)** in this regard.
- e. Proof of address in the form of any of the documents such as copy of Telephone bill, Electricity Bill or Registered Lease Deed or Leave & License Agreement. Telephone bill and Electricity bill should not be for the period prior to 3 months from the month in which technical bid is opened. Details of Service Centers such as contact person’s Name & address, email and telephone numbers and information on service support facilities shall be submitted along with the bid.
- f. The bidder shall submit a declaration as per **ANNEXURE – ‘C’** to substantiate the claim that it has annual turnover of Rs. 50.00 Lakhs or more exclusively from supply and installation of CCTV Surveillance System in each of the FYs. 2014-15, 2015-16 and 2016-17.
- g. Income-tax Returns for the last 3 assessment years, i.e. Assessment years 2015-16, 2016-17 and 2017-18.
- h. Balance Sheet and Profit & Loss account for the last 3 financial years, i.e. Financial Years 2014-15, 2015-16 and 2016-17.
- i. Certificate of Registration from Registrar of Companies or Registrar of Firms or Letter of Proprietorship.
- j. Registration certificate for Goods and Services Tax.
- k. Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One Lakh only) by means of demand draft Pay/Banker’s Cheque drawn in favour of **Zonal Accounts Officer, CBDT**, payable at Mumbai in a separate sealed cover.
- l. Detailed literature along with make, model, data sheets and pamphlets to be supplied by the bidder, if any.

- m. Architecture diagram clearly marking each component and brief functionality therein.
- n. Detailed listing of Deviation(s), if any, to the **ANNEXURE-III**, itemwise details of technical specifications of the hardware, software, material etc. to be installed or commissioned.
- o. Proforma of Integrity Pact, duly signed by the Bidder as per **ANNEXURE – ‘D’**.
- p. Proforma of Indemnity Bond, duly signed by the Bidder as per **ANNEXURE – ‘E’**.
- q. Undertaking by the bidder in **ANNEXURE –‘F’**, as per Rule 151 of GFR 2017, that the bidder has not been debarred due to conviction of an offence under the Prevention of Corruption Act, 1988; or the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract during the last 3 years prior to the date of opening of Technical Bid. The bidder or successor of the bidder, if debarred under the Prevention of Corruption Act, 1988, shall also declare that it would not be eligible to participate in a procurement process of any procuring entity for a period not exceeding three years commencing from the date of debarment.
- r. Declaration to compliance to Tender as per **ANNEXURE – ‘G’**.

4.2 Letter of Authorization, in duplicate, for attending the opening of Technical Bid as per **ANNEXURE – ‘H’**. One copy shall be submitted before opening of Technical Bid.

4.3 The Bidders shall furnish a Check list, as per **ANNEXURE – ‘I’**, along with the bid, for all the documents, certificates etc. furnished for Technical Bid as per the *Clauses* 5.1 and 5.2 above. The Bidders should mark/highlight all the relevant certificates and corresponding page numbers should be mentioned explicitly in this check list. Furnishing of any false information/fabricated document, falsification of information in any form or any discrepancy in respect of the details/information provided in the check list with that of documents enclosed in technical bid would lead to rejection of the bid at any stage besides liabilities towards prosecution under appropriate law.

5. The Technical Bid documents must be properly bound/stitched/securely stapled. The documents must be page numbered and a proper index of documents must be placed. **Each page of the tender document and documents attached/enclosed with the tender document must be signed and stamped.**

6. No bid will be considered unless and until all the pages/documents comprising the Bid are properly signed and stamped by the person(s) authorized to do so.

7. We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding order between us.

8. Declaration by the Bidder:

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Yours faithfully,

*Signature and stamp of the Bidder
or Authorized signatory*

Dated this ____ day of _____ of 2018

Telephone: __ _____

FAX _____

Address _____

E-mail _____

Signature and Seal of the bidder.

Note:

Submission of all the documents mentioned above along with declaration, is mandatory. Non submission of any of the documents above will render the bid to be rejected.

SECTION-VII

FINANCIAL BID

“Tender for Supply, Installation and Maintenance of CCTV Camera Surveillance System”

1. Having examined the bidding documents, inspected the relevant area and having submitted the Technical bid for the same, I/we, the undersigned, hereby submit the Financial Bid for Supply, Installation, Integration and Maintenance of CCTV Camera Surveillance System in conformity with the said bidding document at the prices and rates mentioned in the enclosed offer.

2. The Price quoted by us for the scope of work detailed in Section V and total price of the quantity of items mentioned in **ANNEXURE - II** of the bid document is as below:

(i) Name, address and telephone No. :
of the Bidder

(ii) PRICE QUOTE:

PART – ‘A’

Sr. No.	Description of Work	Price
(I)	Supply, Design, Inspection, Installation, Commissioning, Testing, Delivery, Integration and Training of 74 IP Based CCTV Surveillance System	
(II)	Taxes (as applicable)	
Total		

(iii) PRICE QUOTE (ANNUAL MAINTENANCE CONTRACT FOR 74 CCTV SURVEILLANCE SYSTEM:

PART – ‘B’

Sr. No.	Description of Work				
	Post warranty 1 st Year AMC	Post warranty 2 nd Year AMC	Post warranty 3 rd Year AMC	Post warranty 4 th Year AMC	Post warranty 5 th Year AMC
	(A)	(B)	(C)	(D)	(E)
(I)	Rs.	Rs.	Rs.	Rs.	Rs.
(II)	Total AMC for 5 years				

(iii) PRICE QUOTE (ANNUAL MAINTENANCE CONTRACT FOR EXISTING 20 IP BASED CCTV CAMERA SURVEILLANCE SYSTEM:

PART – ‘C’

Sr. No.	Description of Work				
	1 st Year AMC	2 nd Year AMC	3 rd Year AMC	4 th Year AMC	5 th Year AMC
	(A)	(B)	(C)	(D)	(E)
(I)	Rs.	Rs.	Rs.	Rs.	Rs.
(II)	Total AMC for 5 years				

Total Price Quote (Part ‘A’ + Part ‘B’ + Part ‘C’): Rs._____.

Note:

- The price quoted in Part ‘A’ must be exclusive of applicable taxes.*
- The AMC price quotes in Part ‘B’ and Part ‘C’ shall be inclusive of all charges, including supply and maintenance of all hardware, software, cables, switches, UPS, connectors, storage device, NVR, casings, electrical accessories, Cameras and repair/labour/technical charges etc. and also applicable taxes, duty, cess, levies etc.*

Date:
Place:

*Stamp/Seal of the Bidder
Name and Signature of the
Authorized Signatory*

SECTION-VIII

TECHNICAL EVALUATION METHOD

1. The Bidder should fulfill eligibly criteria mentioned in Section-III of this document to be able to qualify for consideration at the stage of technical evaluation: i.e. only those Bid(s) shall be treated as responsive bid(s) which fulfills all the criteria/parameters as per *Clause 1* to Instructions to Bidders.

2. Technical bids shall be evaluated on the basis of their responsiveness to the tender terms, applying the evaluation criteria and point system specified. During the technical evaluation stage, each Bidder shall be assigned marks out of a total of 100 marks, as per the criteria specified herein under.

3. Evaluation of these parameters shall be based on the documents and information submitted by the Bidder(s) as per *Clauses 5.1* and *5.2* to Instructions to Bidders, without recourse to extrinsic evidence.

4. Based on the technical evaluation criteria, each Bidder will be given certain marks. Only those Bidders scoring 60% (60 marks out of 100) or more in the technical evaluation will be short-listed for financial bid evaluation. Even if only one Bidder qualifies, the Income-tax Department will open the price bid of only that Bidder.

5. Technical Bid Evaluation Criteria:

Technical Evaluation Parameter as classified under 7 heads are given below and shall be considered for assigning the marks to the respective Bidders:

Sr. No.	Technical Evaluation Parameter	Weightage (Marks)	Self Rating Marks
1.	Total number of years of Experience (Refer to Section III, <i>para (c)</i> of sub-clause 5.1)		
(i)	> 7 Years of Experience	15	
(ii)	5 – 7 Years of Experience	10	
(iii)	3 – 5 Years of Experience	5	
2.	Total number of Sites/Locations where the bidder has executed similar contract for 25 IP Based CCTV Cameras on turnkey basis during the last three financial years i.e. 2014-15,2015-16 and 2016-17 (Refer to Section III, <i>para (d)</i> of sub-clause 5.1)		

Sr. No.	Technical Evaluation Parameter	Weightage (Marks)	Self Rating Marks
(i)	> 10 Sites	20	
(ii)	7 – 10 Sites	15	
(iii)	5-7 Sites	10	
3.	Total Number of Sites/Location in Govt. Sectors /PSU during the Last Three Years (Refer to Section III, para (d) of sub-clause 5.1)		
(i)	> 7 Sites	15	
(ii)	5 – 7 Sites	10	
(iii)	3-5 Sites	5	
4.	No. of CCTV Cameras installed in Govt. Sectors /PSU during the Last Three Years under single contract i.e. FYs 2014-15, 2015-16 and 2016-17.		
(i)	>75	15	
(ii)	50-75	10	
(iii)	25-50	5	
5.	OEM or Authorized by OEM		
(i)	OEM	20	
(ii)	Authorized by OEM	10	
6.	Average Annual Turnover for Last Three FYs. i.e 2014-15, 2015-16 & 2016-17		
(i)	> Rs. 150 Lakhs	15	
(ii)	Rs. 100 – 150 Lakhs	10	
(iii)	Rs. 50 – 100 Lakhs	5	

6. The tender committee will evaluate and cross-check the correctness of data provided by the Bidders in the self assessment proforma by making necessary enquiries with the concerned agencies and/or by site visits as deemed fit. Further, marks awarded by the Bidders themselves in the self assessment proforma will be altered at the discretion of the committee in case of fraudulent/inappropriate entries based on enquiries/feedback.

7. Further, without affecting the sanctity of the above criterion, Income-tax Department, Mumbai reserves rights to relax any condition of eligibility criteria qualifying the bid(s) based on merit of each case and if the situation so warrants in the interest the Department.

Date:

Place:

*Stamp/Seal of the Bidder
Name and Signature of the
Authorized Signatory*

ANNEXURE - I

List of CCTV Surveillance System Devices & their locations in Aayakar Bhavan:

S. No.	Camera Location	Type of CCTV Camera	Number of NVR and Locations
1.	Ground Floor	Total 14 Cameras	
(i)	Near Lift No. 1 & 2 and Adjacent Staircase	FIXED Dome Camera	16 Channel 1 NVR
(ii)	Lift No. 3 & 4, Passage/Lobbies	FIXED Bullet Camera	
(iii)	Main Gate Entrance	30 X PTZ Camera	
(iv)	Gate No. 2 & Gate No.4	FIXED Bullet Camera	
(v)	Parking near Main Gate		
(vi)	Parking near Gate No. 4		
(vii)	Parking near Gate No. 6		
2.	1 st Floor & 2 nd Floor	Total 20 Cameras	
(i)	Near Lift No. 1 & 2 and adjacent Staircase	FIXED Dome Camera	16 Channel 2 NVRs
(ii)	Passage/Lobbies (2 Floors)	FIXED Bullet Camera	
3.	3 rd Floor	Total 8 Cameras	
(i)	Near Lift No. 1 & 2 and adjacent Staircase	FIXED Dome Camera	
(ii)	Passage/Lobby	FIXED Bullet Camera	
4.	4 th Floor to 6 th Floor	Total 30 Cameras	
(i)	Near Lift No. 1 & 2 and adjacent Staircase	FIXED Dome Camera	16 Channel 2 NVRs
(ii)	Passage/Lobbies (3 Floors)	FIXED Bullet Camera	
5.	7 th Floor	Total 2 Cameras	
(i)	Lifts & Staircase	FIXED Bullet Camera	
Total		74	

ANNEXURE - II

Bill of Quantity (Material)

Sl. No.	Item Descriptions	Qty	Preferred Brands
I	SUPPLY		
1	IP 4 MP day night IR RUGGED BULLET Camera Varifocal 2.7-13.5 mm MFZ	61Nos.	Axis, Bosch, DBTel, Honeywell, Mobotix, Panasonic, Pelco, Samsung, Sony.
2	25 X PTZ	1No.	Axis, Bosch, DBTel, Honeywell, Mobotix, Panasonic, Pelco, Samsung, Sony.
3	IP 4 MP day night IR RUGGED Dome Camera Varifocal 2.7-13.5 mm MFZ	12Nos.	Axis, Bosch, DBTel, Honeywell, Mobotix, Panasonic, Pelco, Samsung, Sony.
4	16 Channel NVR with PoE Ports, 2 SATA . Hot Swappable HDD's	5Nos.	Axis, Bosch, DBTel, Honeywell, Mobotix, Panasonic, Pelco, Samsung, Sony.
5	16 Port L3 Switch PoE	8Nos.	Linksys, Netgear, CISCO, Allied Telesis, Hewlett-Packard
6	6 TB HDD	10Nos.	Western Digital, Seagate, Toshiba, Sony, Hitachi
7	HDMI Cable of 5 Meter	1No.	ISI Marked Reputed brand
8	2 U Rack for NVR with power supply	4Nos.	ISI Marked Reputed brand
9	4 U Rack for NVR with power supply	1No.	ISI Marked Reputed brand
10	Supply of JB for Camera	74Nos.	ISI Marked Reputed brand
11	CAT-6 Cable STP	25box	AMP, D-Link, Jadaol, Mediabridge
12	Supply of 1" PVC PIPE/Casing Caping/Flexible GI Conduit	7500Mtrs (approx.)	ISI Marked Reputed brand
13	LED HD Monitor 40"	01	Sony, Samsung or similar brand
14	PC Work station	01	As per description in Annexure- III
15	5 KVA UPS with Battery	01	ISI Marked Reputed brand
II	SERVICES		
1	Laying of CAT-6 Cable	6690Mtrs	
2	Laying of Flexible GI Conduit/ PVC Conduit	7500Mtrs	
3	Installation & Commissioning of Camera & NVR		

ANNEXURE - III

ITEMWISE DETAILED TECHNICAL SPECIFICATIONS

ITEM SR NO-1

1/2.8 in or 1/3 in., 4 MP Rugged IP IR Dome type Network Camera

Desired Features:

- Fixed dome providing 2688 x 1520 pixels video quality.
- Vari-focal lens and remote zoom and focus,.
- The day and night functionality, with IR and P-Iris control
- Optimized IR, to automatically adapt zoom level set at installation
- Evenly illuminated image.
- WDR

Dome type Camera specifications:

Image sensor	RGB CMOS ½ “ or 1/3”
Lens	Vari Focal 2.7-13.5 mm MFZ, Horizontal angle of view 115° Vertical angle of view 64° Remote focus and zoom, P-Iris control, IR corrected
Day and night	Automatically removable infrared-cut filter
Minimum illumination	25/30 fps with WDR - Forensic Capture: Color: 0.25 lux, F1.4 B/W: 0.05 lux, F1.4, 0 lux with IR illumination on 50/60 fps: Color: 0.5 lux, F1.4 B/W: 0.1 lux, F1.4, 0 lux with IR illumination.
Shutter time	1/142850s to 2s or less
Camera angle adjustment	Pan ±180°, tilt -5 to +75°, rotation ±95°
Video compression	H.264 Baseline, Main and High Profile (MPEG-4 Part 10/AVC) Motion JPEG
Resolutions	1920x1080 to 176x120 or more
Frame rate	With WDR: 25/30 fps with power line frequency 50/60 Hz Without WDR: 50/60 fps with power line frequency 50/60 Hz

Video streaming	Multiple, individually configurable streams in H.264 and Motion JPEG Controllable frame rate and bandwidth, VBR/MBR H.264
Multi-view streaming	2 individually cropped out view areas
Image settings	Compression, Color, Brightness, Sharpness, Contrast, White balance, Exposure control (including automatic gain control), Exposure zones, Backlight compensation, Fine tuning of behavior at different light levels, WDR - Forensic Capture: Up to 120 dB depending on scene, Local contrast, Text and image overlay, Mirroring of images, Privacy masks Rotation: 0°, 90°, 180°, 270°, including Corridor Format.
Network Security	Password protection, IP address filtering, HTTPS ^a encryption, IEEE 802.1X ^a network access control, Digest authentication, User access log, Centralized Certificate Management
Supported protocols	IPv4/v6, HTTP, HTTPS ^a , SSL/TLS ^a , QoS Layer 3 DiffServ, FTP, CIFS/SMB, SMTP, Bonjour, UPnP TM , SNMP v1/v2c/v3(MIB-II), DNS, DynDNS, NTP, RTSP, RTP, TCP, UDP, IGMP, RTCP, ICMP, DHCP, ARP, SOCKS, SSH.
Application Programming Interface	Open API for software integration, ONVIF Profile S, Profile G
Analytics	Video motion detection, Active tampering alarm Cross Line Detection, etc.
Event triggers	Analytics, Edge storage events
Event actions	File upload: FTP, SFTP, HTTP, HTTPS, network share and email Notification: email, HTTP, HTTPS, TCP and SNMP trap Video recording to edge storage Pre- and post-alarm video buffering Send video clip Overlay text IR illumination on/off Event data
Data streaming	Event Data
Memory Power	512 MB RAM, 256 MB Flash Power over Ethernet IEEE 802.3af/802.3at Type 1 Class 3, max 10.2 W, typical 3.9 W
Connectors	RJ45 10BASE-T/100BASE-TX PoE

IR illumination	Optimized IR adjustable with power-efficient, long-life 850 nm IR LEDs with stable angle of illumination and intensity. Range of reach up to 25 m (82 ft) depending on scene
Operating conditions	0 °C to 50 °C (32 °F to 122 °F) Humidity 10 to 85% RH (non-condensing) -40 °C to 65 °C (-40 °F to 149 °F)
Approvals	EN 55022 Class B, EN 61000-6-1, EN 61000-6-2, EN 55024, EN 50121-4, IEC 62236-4, FCC Part 15 Subpart B Class A and B, ICES-003 Class B, VCCI Class B, C-tick AS/NZS CISPR 22 Class B, KCC KN22 Class B, KN24 IEC/EN/UL 60950-1, IEC/EN 62471 IEC 60068-2-1, IEC 60068-2-2, IEC 60068-2-14 IEC 60068-2-6 (vibration), IEC 60068-2-27 (shock), IEC 60068-2-78, IEC/EN 60529 IP52, IEC/EN 62262 IK08
Warranty	Minimum 1-year warranty

ITEM SR. NO-2

1/ 2.8 in. or 1/3 in, 4 MP, Vari Focal , IR LEDs IR Indoor/Outdoor Network Bullet Camera,

Desired Features:

- Fixed Bullet-Style providing 2688 x 1520 pixels video quality.
- Vari-focal lens and remote zoom and focus,.
- The day and night functionality, with IR and P-Iris control
- Optimized IR, to automatically adapt zoom level set at installation
- Evenly illuminated image.
- I/O support
- Corridor Format for vertically oriented video streams

Bullet type Camera specifications:

Image sensor	Progressive scan RGB CMOS 1/2.8" or 1/ 3"
Lens	Vari-focal, 2.7-13.5 mm MFZ, F1.4, Horizontal angle of view 92°-33° Auto focus, Remote focus and zoom, P-Iris control, IR corrected
Day and night	Automatically removable infrared-cut filter
Minimum illumination	25/30 fps with WDR - Forensic Capture: Color: 0.25 lux, F1.4

B/W: 0.05 lux, F1.4, 0 lux with IR illumination on
HDTV 1080p 50/60 fps:
Color: 0.5 lux, F1.4

Shutter time	1/28000s to 2s or less
Video compression	H.264 Baseline, Main and High Profile (MPEG-4 Part 10/AVC) Motion JPEG
Resolutions	1920x1080 to 160x90
Frame rate	25/30 fps with power line frequency 50 Hz in all resolutions.
Video streaming	Multiple, individually configurable streams in H.264 and Motion JPEG, Controllable frame rate and bandwidth, VBR/MBR H.264.
Image settings	Manual Shutter time, Compression, Color, Brightness, Sharpness, White balance, Exposure control, Exposure zones, Backlight compensation, Fine tuning of behavior at different light levels, WDR Rotation: 0°, 90°, 180°, 270°, including Corridor Format.
Network Security	Password protection, IP address filtering, HTTPS ^a encryption, IEEE 802.1X ^a network access control, Digest authentication, User access logging.
Supported protocols	IPv4/v6, HTTP, HTTPS ^a , SSL/TLS ^a , QoS Layer 3 DiffServ, FTP, CIFS/SMB, SMTP, Bonjour, UPnP TM , SNMP v1/v2c/v3(MIB-II), DNS, DynDNS, NTP, RTSP, RTP, SFTP, TCP, UDP, IGMP, RTCP, ICMP, DHCP, ARP, SOCKS, SSH
Application Programming Interface	Open API for software integration,
Analytics	Video motion detection, Active tampering alarm Cross Line Detection, etc.
Event triggers	Analytics, Edge storage events
Event actions	File upload: FTP, SFTP, HTTP, HTTPS, network share and email Notification: email, HTTP, HTTPS, TCP and SNMP trap External output activation
Data streaming	Event Data
Memory	256 MB RAM, 128 MB Flash
Power	Power over Ethernet IEEE 802.3af/802.3at Type 1 Class 3, max 11.2 W

Connectors	RJ45 10BASE-T/100BASE-TX PoE, I/O 4 pin terminal block.
IR illumination	Optimized IR LEDs with adjustable angle of illumination and intensity. Range of reach up to 15 m (82 ft)
Operating conditions	0 °C to 50 °C (32 °F to 122 °F) Humidity 10 to 85% RH (non-condensing) -40 °C to 65 °C (-40 °F to 149 °F)
Approvals	EN 55022 Class A, EN 61000-3-2, EN 61000-3-3, EN 61000-6-1, Etc.
Warranty	Minimum 1-year warranty

ITEM NO.- 3

25 X zoom IP PTZ Camera

Desired Features:

- Outdoor-ready Continuous 360° pan & 30 x optical zoom in HDTV 1080p
- HDTV 1080p camera with 30x optical zoom
- Fast camera repositioning and continuous tracking of an object
- Day/night functionality and good low light performance.
- Shock detection, video motion detection, Advanced Gatekeeper and Electronic Image Stabilization
- Wide Dynamic Range - Forensic Capture

IP PTZ Camera Specifications:

<u>Parameter</u>	<u>Requirements</u>
Image sensor	Progressive scan 4.8–120 mm, F1.6–4.4
Lens	Horizontal field of view: 63.5°–2.4° Vertical field of view: 59.2°–2.4° Autofocus, auto-iris
Day and night	Automatically removable infrared-cut filter
Minimum illumination	Color: 0.3 lux at 30 IRE F1.6 B/W: 0.01 lux at 30 IRE F1.6 Color: 0.4 lux at 50 IRE F1.6 B/W: 0.02 lux at 50 IRE F1.6
Shutter time	1/28000s to 2s

Pan/Tilt/Zoom	Pan: 360° endless, 0.2°/s–350°/s Tilt: 180°, 0.2°/s–350°/s 30x Optical zoom and 12x Digital zoom, Total 360x zoom, 100 preset positions, E-flip, Limited guard tour, Control queue, On-screen directional indicator, Set new pan 0°, Focus window
Video compression	H.264 (MPEG-4 Part 10/AVC) Baseline, Main and High Profiles Motion JPEG
Resolutions	1920x1080 (HDTV 1080p) to 320x180
Frame rate	Up to 25/30 fps (50/60 Hz) in all resolutions
Video streaming	Multiple, individually configurable streams in H.264 and Motion JPEG Controllable frame rate and bandwidth in H.264
Image settings	Compression, Color, Brightness, Sharpness, Contrast, Local contrast, White balance, Exposure control, Exposure zones, Automatic backlight compensation, Fine tuning of behavior at low light, 120 dB WDR - Forensic Capture, Manual shutter time, Text and image overlay, 20 individual 3D privacy masks, Image freeze on PTZ
Network Security	Password protection, IP address filtering, HTTPS ^a encryption, IEEE 802.1X ^a network access control, Digest authentication, User access log, Centralized certificate management
Supported protocols	IPv4/v6, HTTP, HTTPS ^a , SSL/TLS ^a , QoS Layer 3 DiffServ, FTP, SFTP, CIFS/SMB, SMTP, Bonjour, UPnP TM , SNMP v1/v2c/v3 (MIB-II), DNS, DynDNS, NTP, RTSP, RTP, TCP, UDP, IGMP, RTCP, ICMP, DHCP, ARP, SOCKS, SSH, NTCIP
Application Programming Interface	Open API for software integration
Analytics	Video motion detection, Advanced Gatekeeper Audio detection Support for CCTV Camera Application Platform enabling installation of third-party applications,

Event triggers	Detectors: live stream accessed, video motion detection, shock detection, day/night mode, audio detection Hardware: network, temperature Input Signal: manual trigger, virtual inputs, digital input signal PTZ: error, moving, preset reached, ready Storage: disruption, recording System: system ready Time: recurrence, use schedule. Day/night mode, overlay text, video recording to edge storage, pre- and post-alarm video buffering, send SNMP trap, WDR mode External output activation, play audio clip.
Event actions	PTZ: PTZ preset, start/stop guard tour File upload via FTP, SFTP, HTTP, HTTPS and email Notification via email, HTTP, HTTPS and TCP
Data streaming	Event Data
Memory	512 MB RAM, 256 MB Flash PoE+ midspan 1port: 100-240 V AC IEEE 802.3at Type 2 Class 4
Power	Multi-connector cable: 20–28 V DC, typical 9 W, max 23 W 20–24 V AC, typical 13 VA, max 31 VA
Connectors	RJ45 for 10BASE-T/100BASE-TX PoE RJ45 Push-pull Connector (IP66) included I/O connector for DC or AC input, 4 configurable alarm inputs/outputs, mic in/line in, line out
Storage	Support for SDHC UHS-I/SDXC UHS-I card Support for recording to dedicated network-attached storage (NAS)
Operating conditions	-30 °C to 50 °C (-22 °F to 122 °F) Humidity 10–100% RH (condensing) -40 °C to 70 °C (-40 °F to 158 °F)
Approvals	EN 55022 Class B, EN 61000-6-1, EN 61000-6-2, EN 55024, EN 50121-4, IEC 62236-4, FCC Part 15 Subpart B Class A+B,
Warranty	Minimum 1 Year warranty.

GENERAL REQUIREMENTS OF CAMERA ACCESSORIES:

Camera mounts:

The camera mount should be:

- i. Of the same make as that of camera and suitable for the model number offered as specified by the manufacturer and should be an integrated unit.
- ii. Should be compact and indoor / outdoor type as required.
- iii. Should support the weight of camera and accessories such as housing, pan & tilt head in any vertical or horizontal position etc.

PTZ controller:

For PTZ cameras the required Controller should have variable speed joystick, Easy joystick for manual operation, LCD display for programming and it should be able to control the speed dome / PTZ camera for PAN / TILT / Zoom. It should support protocol cameras, RS-485 protocol.

ITEM NO. - 4

16 Channel Embedded NVR

Desired Features:

- 16 Chanel NVR integrated with manageable PoE switch.
- High-definition surveillance up to 4K.
- Preloaded with VMS with Universal licenses for 16 channels and other necessary system software.
- Preconfigured to minimize installation time.
- Intuitive user interface.
- Supports integration of third-party cameras.

NVR Specifications

Main Processor	Quad-core Embedded Processor
Operation System	Embedded Windows 10
Video Inputs	16 Channel IP
Interface	2 HDMI
Resolution	2840 x 2160, 1920 x 1080
Display Split	1/4

OSD	Camera Title, Time, Video Loss, Camera Lock, Motion detection, Recording
Fisheye Video Wrapping	Supported in Local and Web User Interface
Compression	MPEG4
Resolution	1080p (1920 X 1080)
Frame rate	1- 25/30fps
Bit rate	320Mbps
Search Mode	Time/Date, Alarm, motion detection, Exact search, Smart search.
Play back function	Play, pause, stop, rewind, fast play, slow play, Next file, previous file, next camera, previous camera, full screen, repeat, shuffle, backup selection, digital zoom.
Back up Mode Compatibility	USB devise, Network, Internal SATA Burner,
Ethernet	1 RJ – 45 port
PoE	16 ports
Network throughput	Input 320 Mbps, Output 320 Mbps
Internal HDD	2 SATA Ports upto 32 TB.
USD Ports	3
Power supply	Single, 100 to 240 VAC, 50/60 HZ

ITEM NO. - 5

6 TB Surveillance Hard Disks

Parameters Required

Humidity Sensor	Yes
Super Parity	Yes
Low Halogen	Yes
Hot-Plug Support	Yes

Cache, Multi-segmented (MB)	128 MB
Mean Time Between Failures (MTBF, hours)	1.4M
Reliability Rating @ Full 24x7 Operation (AFR)	0.63%
Non-recoverable Read Errors per Bits Read	1 sector per 10E15
Power-On Hours per Year	8760 (24x7)
Sector Size (Bytes per Sector)	512 Bytes
Limited Warranty	5 Years
Spindle Speed	7200 RPM
Interface Access Speed (Gb/s)	6.0, 3.0, 1.5
Max. Sustained Transfer Rate OD (MB/s)	216
Average Latency	4.16 ms
Interface Ports	Single
Rotation Vibration @ 1500 Hz	12.5 rad/s ²
Idle Power, Average	6.0 W
Typical Operating, Random Read (W)	9.42
Power Supply Requirements	+12V and +5V
Temperature, Operating	5 to 60 °C
Vibration, Non-operating: 10Hz to 500Hz	5.0 Grms
Shock, Operating, 2ms (Read/Write) (Gs)	70/40
Shock, Nonoperating, 1ms and 2ms (Gs)	300

ITEM NO. - 6

PC Work Station

Processors :	Intel® 6 th Gen. Core™ i5-6500
Operating Systems:	Genuine Windows® 10 Professional (64-bit) pre-installed (OEM media for OS and Drivers will be supplied by the vendor, (with licensed CD or back up CD)
Chipset :	Intel® HI 10 chipset or better
Form Factor	All-in-One
Serial ATA Hard Drive:	1Tera Byte 7200 RPM SATA8
Memory	8GB 2133 MHz DDR4 with 16 GB expandibility
Optical Drive	DVD Recordable
Integrated Communications	Intel® 82578DM, 10M/100M/1000M Gigabit Ethernet
WiFi :	Intel® Centrino® Wireless-N100 • Intel® Centrino® Ultimate-N6300
Bluetooth	QMI 9WBM102QCE01Q2 • Qcom QBT410UB-012
Ports:	<ul style="list-style-type: none">• (6) High speed USB 2.0 (2 side/4 rear)• (2) Side audio ports: headphone and microphone• (2) PS/2 ports2• Serial2• Integrated display port• VGA-in• RJ-45• AC-in
Slots	(1) Mini PCI-e x 1 slot, (1) Express card slot2
Bays	(1) Internal HDD Bay 3.5 inch, (1) Internal ODD Bay 5.25 inch
Display/Monitor:	Integrated 21 inch or 23-inch widescreen (16:9)
Graphics Card:	Intel® GMA HD (integrated)
Power Supply	150 W 85 plus (auto-sensing)
Keyboard	USB
Mouse	USB Optical Wheel Mouse

Speakers: One set of External speakers plus a headphone

Warranty: Up to 3 years

Preloaded Software:

OS Windows 10 Professional

Acrobat® Reader®

Flash® Player

ITEM SR. NO. - 7 TO 15

Good Quality Standard items from reputed manufacturers of the list above in
ANNEXURE – II.

ITEM NO. - 8

CAT 6 Cable

Twisted Pair, Insulated with High Quality Polyethylene and Unshielded Light Grey PVC Jacket with Improved Fire Retardant properties, Low attenuation and crosstalk and Low Structural return loss as per IS.

Class E CAT 6A,

Frequency (MHz) 1-500,

Insertion Loss (dB) 20.9

NEXT (dB) 39.9, PS-NEXT (dB) 37.1, ACR (dB) 18.6, PS-ACR (dB) 15.8,

ACRFf (dB) 23.3—22.5, PS-ACRF (dB) 20.3—22.5 Return Loss (dB) 12.0, PS-ANEXT (dB) 60.0, PS-AACRF (dB) 37.0

Propagation Delay (ns) 548

Networks Supported 10GBASE-T

Bend Radius — PVC: 1.41" (36 mm); Plenum: 1.29" (33 mm)

Capacitance Unbalance (Pair Ground) — 330 pF/100 in max.,

Characteristic Impedance— 100 ohm \pm 10% (10-500 MHz)

Conductor — 4 pairs, 23 AWG solid bare copper,

Construction — Internal separator, FEP insulation, dielectric tape, drain wire, aluminum /Mylar tape, Delay Skew — 45 nS/100 max.,

DCR Unbalance — PVC: 3% max.;

Plenum: 5% max.

Insertion Loss (dB/100 m) — 18.6 @ 100 MHz; 43.8 @ 500 MHz; 50.6 @ 650 MHz

Jacket — Low-smoke, flame-retardant LS0H/PVC

Drain Wire — Tinned copper,

Insulation — PVC: HOPE;

Plenum: Fluoro-polymer (FEP)

Mutual Capacitance: 56 pF/100 m max. Nominal Velocity of Propagation:

PVC: 66%; Plenum: 70%

Outside Diameter — PVC: 0.303" (7.7 mm); Plenum: 0.283" (7.3 mm)

Propagation Delay Skew — 45 ns/100 m max.

Return Loss (dB/100 m) — 21.1 @ 100 MHz; 16.5 @ 500 MHz;
15.7@650MHz, Shield —A

ANNEXURE – IV

MANUFACTURERS' AUTHORIZATION FORM

Ref No:

Dated:

To,
The Principal Chief Commissioner of Income-tax
Mumbai

Sir,

Reference: Tender No. dated _____ due
on _____

We _____ the Manufacturers of _____
_____ having manufacturing unit at _____

_____ (Address of the factory) do
hereby authorize M/s. _____ (Name and Address of
the Bidder/Dealer) to submit a bid, and subsequently negotiate and sign the
contract with you against the above tender.

We hereby extend our full guarantee, warranty and support and also in meeting
warranty obligations by providing necessary spares in time for the goods & services
offered by the above dealer against this tender.

Yours faithfully

(Name)

(Name & Seal of the manufacturer)

*Note: This letter of authority should be on the letterhead of the manufacturer and
should be signed by a person competent and having a power of attorney to bind the
manufacturer. The bidder should submit it along with the Technical Bid.*

ANNEXURE – ‘A’

Full particulars of all the organizations where the bidder has Supplied, Installed and Maintained (all Inclusive) CCTV Surveillance System during the LAST THREE YEARS i.e. FYs 2015-16, 2016-17 and 2017-18:

Sr. No.	Name & Address of the Organization with phone number/Email of the contact person	A brief description of the contract executed.	Value of the Contract (Rs.)	Duration during the Contract was executed	
				From dd/mm/yyyy	To dd/mm/yyyy

Date:
Place:

*Stamp/Seal of the Bidder
Name and Signature of the
Authorized Signatory*

ANNEXURE – ‘B’

Full particulars of at least FIVE DIFFERENT SITES/LOCATIONS where the bidder has executed supply and installation of IP Based CCTV Surveillance System on turnkey basis **under separate work contract, which shall also include atleast three different locations/sites under separate work contract** of any Ministry/ Departments/Autonomous Institutions/Universities/ Public Sector Undertakings of Government of India or any other State) during the LAST THREE YEARS i.e. Financial Years 2015-16, 2016-17 and 2017-18. The bidder shall also enclose the self certified copy of **satisfactory performance/work completion certificate(s)** in this regard:

Sr. No.	Name & Address of the Site/Location with phone number of the contact person	A brief description of the contract executed	Value of the Contract (Rs.)	Duration during which the Contract executed	
				From dd/mm/yyyy	To dd/mm/yyyy

Date:
Place:

*Stamp/Seal of the Bidder
Name and Signature of the
Authorized Signatory*

ANNEXURE 'C'

DECLARATION FOR ANNUAL TURNOVER

1. This is to certify that the Annual Turnover exclusively from Supply, Installation and Maintenance (all Inclusive) of CCTV Surveillance System for the last 3 Financial Years, i.e. FY 2014-15, 2015-16 and 2016-17 of my/our concern/firm/company is Rs._____, Rs._____and Rs._____ respectively.

2. I/We also DECLARE that the amount of Annual Turnover exclusively from Supply, Installation and Maintenance (all Inclusive) of CCTV Surveillance System for Financial Years 2014-15, 2015-16 and 2016-17, as shown above, are true and correct to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of false/fabricated information under this declaration would lead to termination of my/our contract at any stage besides liabilities towards prosecution under appropriate law.

Date:
Place:

*Stamp/Seal of the Bidder
Name and Signature of the
Authorized Signatory*

ANNEXURE – ‘D’

INTEGRITY PACT BETWEEN

(To be submitted alongwith Technical Bid on Rs. 100/- stamp Paper)

The President of India, through the Principal Chief Commissioner of Income-tax, Mumbai, having office at Room No. 373, 3rd Floor, Aayakar Bhavan, M.K. Road, Mumbai – 400 020, hereinafter referred to as the ‘the Department’,

AND

(Name of The bidders and consortium members) hereinafter referred to as "The Bidder/Contractor".

Preamble: The Income – tax Department intends to award, under laid down organizational procedures, contract for Tender No. The Department values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidders. The Central Vigilance Commission (CVC) has been promoting Integrity, transparency, equity and competitiveness in Government / PSU transactions and as a part of Vigilance administration and superintendence, CVC has, recommended adoption of Integrity Pact and provided basic guidelines for its implementation in respect of major procurements in the Government Organizations.

Section 1. Commitments of the Department

(1) The Department commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

(a) No employee of the Department, personally or through family members, will in connection with the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.

(b) The Department will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

(c) The Department will exclude from the process all known prejudicial persons.

(2) If the Department obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Department will inform its Vigilance Office and in addition can initiate disciplinary actions. In such a case,

while an enquiry is being conducted by the Department, the proceedings under the contract would not be stalled.

Section 2. Commitments of the Bidder / Contractor

(1) The Bidder/Contractor commits themselves to take all measures necessary to prevent corrupt practices, unfair means and illegal activities, during pre contract as well as post- contract stages. He commits himself to observe the following principles during the contract execution.

a. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Department's employees involved in the execution of the contract or to any third person any material or immaterial benefit, which he/she is not legally entitled to, in order to obtain in exchange of advantage of any kind, whatsoever during the execution of the contract.

b. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids, or any other actions to restrict competitiveness, or to introduce cartelization in the bidding process.

c. The Bidder/Contractor will not commit any offence, under the relevant Anti corruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition, or personal gain, or pass on to others, any information or document provided by the Department, as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

e. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries, in connection with the award of the contract.

f. The Bidder commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

g. The Bidder shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the Department.

(2) The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3. Disqualification from or exclusion from future contracts

If the Bidder, before award of contract, has committed a transgression, through a violation of Section-2 or in any other form, such as to put his reliability as Bidder, into question, the Department is entitled to disqualify the Bidder, from the tender process, or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression, through a violation of Section-2, such as to put his reliability, or credibility into question, the Department is entitled to disqualify the Bidder/Contractor from the tender process, terminate the contract if already awarded and also, to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined, by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the hierarchy of the concern of the Bidder and the amount of the damage. The execution will be imposed for a minimum of 6 months and maximum of 3 years.

2. The Bidder accepts and undertakes to respect and uphold, the Department's Absolute right to resort to and impose such exclusion and further accepts and undertakes, not to challenge or question such exclusion, on any ground, including the lack of any hearing before the decision, to resort to such exclusion is taken.

Section 4. Compensation for damages

1. If the Department has disqualified the Bidder, from the tender process prior to the award, according to Section-3, the Department is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.

2. If the Department has terminated the contract according to Section-3, or if the Department is entitled to terminate the contract according to Section-3, the Department shall be entitled to demand and recover from the Contractor, liquidated damages equivalent to 5% of the contract value, or the amount equivalent to Security Deposit/Performance Guarantee, whichever is higher.

3. The Bidder agrees and undertakes to pay the said amounts, without protest or demur.

Section 5. Previous transgression

1. The Bidder declares that, no previous transgression has occurred in the last 3 years, with any other company, in any country, or with any other Central/State Govt. organization or PSU, that could justify his exclusion from the award of the contract.

2. If the Bidder makes incorrect statement on this subject, it can be declared disqualified for the purpose of the contract and the same can be terminated for such reason.

3. The bidder or any of its partners/directors, etc., should not have been blacklisted/debarred by any of the government agencies or should not have been found to be guilty of moral turpitude or convicted of any economic offense or with violation of any labour laws, etc. by any court or any authority appointed to enforce any labour laws.

Section 6. Equal treatment of all Bidders/Contractors/Subcontractors

1. The Bidder/Contractor undertakes to demand from all subcontractors, a commitment in conformity with this Integrity Pact, and to submit it to the Department before contract signing.

2. The Department will enter into agreements with identical conditions as this one which all Bidders, Contractors and Subcontractors.

3. The Department will disqualify from the tender process all Bidders, who do not sign this part or violates its provisions.

Section 7. Criminal charges against violating Bidders/ Contractors

If the Department obtains knowledge of conduct of a Bidder/Contractor or Subcontractor, or of an employee, or a representative, or an associate of a Bidder/Contractor, or Subcontractor, which constitutes corruption, or if the Department has substantive suspicion, in this regard, the Department will take necessary action accordingly.

Section 8. Pact Duration

This Pact begins when both parties have signed it. It expires 12 months after the last payment under the contract Agreement is made.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid, despite the lapse of this Pact, as specified above, unless it is discharged/determined the Department.

The Pact duration in respect of unsuccessful Bidders shall expire after 3 months of the award of the contract.

Section 9. Other Provisions

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Department, i.e. Mumbai, Maharashtra
2. Changes and supplements as well as termination notices, need to be made in writing, before they become effective and binding on the both parties.
3. If the Bidder / Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.
4. Should one or several provisions of this agreement, turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement, to their original intentions.

For the Department
Place: Mumbai.

For the Bidder/Contractor

Witness-1 :

Witness-2 :

Date :

ANNEXURE – ‘E’

INDEMNITY BOND

(To be executed by the Bidder on the Stamp Paper of Rs. 500/-)

This INDEMNITY made on ____ (Date) ____ day of ____ (Month) ____ of 2018 between ____ (Name & Address of the Bidder) ____ (hereinafter referred to as the “Indemnifier”, which expression shall unless excluded by or repugnant to the context includes its executors, administrators, legal representatives and assigns) of the ONE PART and the Income-tax Department (hereinafter referred to as “the Department” which expression shall unless excluded by or repugnant to the context includes its executors, administrators, legal representatives and permitted assigns) of the OTHER PART

2. WHEREAS by our contract agreement dated ____ between ____ and ____, I/we agree to Supply, Install and Maintenance (all Inclusive) CCTV Surveillance System.

3. NOW THIS PRESENTS WITNESSES AS FOLLOWS:

Pursuant to the said Agreement and in consideration of the premises, I/we, the Indemnifier hereby agree and undertake to indemnify and keep the Department indemnified

3.1 Against any claim which could arise under the Workmen’s Compensation Act, 1953 and/or under any statutory notification thereof or any of the labour laws or otherwise in respect of any damages or compensation in consequence of any accident, injury sustained, to lay off the workmen or personnel engaged by the Contractor or other persons whose entry into the office of the Aayakar Bhavan premises has been authorized by the Contractor.

3.2. Against any loss to the property and assets of the Department which have been caused by negligence or unlawful activity of the personnel deployed by me/us in the premises of the Department. We also indemnify that the decision of the administration as to the cost of damages caused shall be final and shall be deducted from outstanding dues of the Contractor.

3.3 Against any claims, losses, expenses which the Department may suffer or incur as a result of breach of contract.

3.4 I/we further indemnify and keep the Department indemnified that the Contractor will be responsible for the conduct of all the person deployed by it and shall be legally liable for any harm or loss arising to any person whomsoever, in whatever form, from any misconduct or any act of negligence, omission or commission, whether intentional or otherwise, of the Contractor or any of the

person deployed by it, agents and others deployed by the Contractor in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same.

3.5 I/we further agree that the indemnity hereinabove contained shall remain in full force and effect during the currency of the contract and that it shall continue to be enforceable till all dues under or by virtue of the said contract have been fully paid and all claims are discharged or till the Department is satisfied that the terms and conditions of the joint agreement have been fully and properly carried out by the contractor.

3.6 I/we also undertake not to revoke this indemnity during its currency of contract and the Department will not be liable for any loss or harm to any person within or outside the premises of the Department from any act of omission or commission of any of the persons, agents any others deployed by the Contractor in the course of providing any services stated in this contract.

3.7 I/we also indemnify the Department and/or its employees against all actions, claims, costs, damages, proceedings, suits or any other consequences whatsoever which shall or may be brought or made against the Department and/or its Employees by anyone whomsoever or which the Department may pay, suffer or sustain due to non-compliance of terms and conditions of or representation therein by or on behalf of the Indemnifier.

3.8 Without prejudice to the above, I/we further indemnify that the Contractor will be liable to reimburse the Department of any cost, legal liability, penalty or fine imposed on the Department by any authority, because of any misconduct or any act of omission or commission, whether intentional or otherwise, of the Contractor or any of the person deployed by the Contractor in the course of providing any services stated in this contract.

4. IN WITNESS WHEREOF THE abovenamed (Name of Indemnifier) has/ have executed these presents on the day, month and year first written above Signed and delivered by the within named
.....

IN THE PRESENCE OF
WITNESS:

Signature(s) of the Indemnifier(s)

ANNEXURE- 'F'

**DECLARATION, TO BE FURNISHED ON THE LETTER HEAD OF THE ORGANIZATION WITH
REGARD TO NON - DEBARMENT, BY ORGANISATION**

UNDERTAKING REGARDING NON – DEBARMENT

To,

The Principal Chief Commissioner of Income-tax
Mumbai.

I/We hereby confirm and declare that I/we, M/s _____, is not debarred for being convicted of an offence under the Prevention of Corruption Act, 1988; or the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract during the last 3 years.

I/We further declare that M/s _____ or any of its successors, if debarred under the Prevention of Corruption Act, 1988 shall not be eligible to participate in the procurement process of the Department for a period of 3 years from the date of debarment.

For _____

Place:

Signature of the Bidder

Date:

Name & Designation:

ANNEXURE-‘G’

DECLARATION TO COMPLIANCE TO BID

I, _____ Son/Daughter/Wife of
Shri _____ Proprietor/Partner/Director,
authorized signatory of the Company /Agency /Firm _____ , is
competent to sign this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide to them;

3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

Signature of authorized person

Place:

Full Name:

Seal:

ANNEXURE-‘H’

Letter of Authorization for Attending Bid Opening

(To reach on or before date of bid opening)

Date:

To

The Principal Chief Commissioner of Income-tax,
Mumbai.

Sir,

Subject: Authorization for attending bid opening on(date)
in the Tender for.....

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signature
I.		
II.		

Signature and Seal of the Bidder

Or

Officer authorized to sign the bid Documents
on behalf of the Bidder

Note:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.

ANNEXURE – ‘I’
CHECK-LIST (TECHNICAL BID)

“TENDER FOR SUPPLY, INSTALLATION AND MAINTENANCE OF CCTV SURVEILLANCE SYATEM IN AAYAKAR BHAVAN, MUMBAI”

Name and Address of the Bidder:

Name of the Authorized Representative of the Bidder(s):

(i)

(ii)

SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER

Sr. No.	Description of Requirement	Yes/No	Page No.
1.	Whether Demand Draft/Pay order of Rs. 1,00,000/- for EMD enclosed? If Yes, (i) Date & No. of the DD/Pay Order (ii) Name of the Bank & Branch		
2.	Whether each page of the tender document is numbered and signed?		
3.	Whether Financial Bid has been submitted in a separate sealed cover?		
4.	Whether ISO 9001:2015 and/or ISO 9001:2008 valid certificate(s) is/are enclosed?		
5.	Photocopy of Original Document defining the Constitution of the Legal Status, Place of Registration and place of Business		
6.	OEM Authorization Letter on OEM's Letterhead as per ANNEXURE - IV		
7.	(i) Full particulars of all the organizations where the bidder has supplied and installed CCTV Surveillance System during the each of the preceding 3 Financial Years, i.e. from 2015-16 to 2017-18, as per ANNEXURE – ‘A’ . (ii) Whether copy of Work order enclosed? Or (iii) Original Work Orders produced for verification.		

Sr. No.	Description of Requirement	Yes/No	Page No.
8.	<p>(i) Full particulars of atleast FIVE DIFFERENT SITES/LOCATIONS where the bidder has executed supply and installation of IP Based CCTV Surveillance System on turnkey basis under separate work contract, which shall also include atleast three different locations/sites under separate work contract of any Ministry/ Departments/ Autonomous Institutions/ Universities/ Public Sector Undertakings of Government of India or any other State) during the LAST THREE YEARS i.e. Financial Years 2015-16, 2016-17 and 2017-18, as per ANNEXURE – ‘B’.</p> <p>(ii) Whether self certified copy of satisfactory performance/work completion certificate(s) is enclosed</p>		
9.	Proof of address in the form of any of the documents such as copy of Telephone bill, Electricity Bill, Registered Lease Deed or Leave & License Agreement. Telephone bill and Electricity bill should not be more than three months old from the month of opening of Technical Bid.		
10.	Whether Declaration as per ANNEXURE – ‘C’ to substantiate the claim that the Bidder has annual turnover of Rs. 50.00 Lakhs or more exclusively from supply, installation, implementation and maintenance of CCTV Surveillance System for each of the Financial Years 2014-15, 2015-16 and 2016-17 are enclosed?		
11.	Income-tax Returns for the last 3 assessment years, i.e. Assessment Years 2015-16, 2016-17 and 2017-18.		
12.	Balance Sheet and Profit & Loss account for the last 3 financial years, i.e. Financial Years 2014-15, 2015-16 and 2016-17.		
13.	Certificate of Registration from Registrar of Companies or Registrar of Firms or Letter of Proprietorship.		
14.	Registration certificate for Goods and Services Tax.		
15.	Detailed literature along with <u>make, model</u> , data sheets and pamphlets.		
16.	Architecture diagram clearly marking each component and brief functionality therein.		
17.	Detailed listing of Deviation(s), if any, to the ANNEXURE-III , itemwise details of technical		

	specifications of the hardware, software, material etc. to be installed or commissioned.		
18.	Integrity Pact, duly signed by the Bidder as per ANNEXURE – ‘D’ .		
19.	Indemnity Bond as per ANNEXURE – ‘E’ .		
20.	Undertaking by the Bidder in ANNEXURE – ‘F’ that the bidder has not been debarred by any procuring authority during the last 3 years.		
21.	Declaration to compliance to Tender as per ANNEXURE – ‘G’		

Place:

Signature of Bidder

Date:

Name:

Seal:

ANNEXURE – ‘J’

FORMAT FOR PERFORMANCE BANK GUARANTEE

Date:

Bank Guarantee Number:

To

Zonal Accounts Officer, CBDT,
Income Tax Department,
Aayakar Bhawan, Maharishi Karve Road,
Mumbai 400 020.

1. In Consideration of “Zonal Accounts Officer, CBDT, Income-tax Department, Aayakar Bhawan, Maharshi Karve Road, Mumbai 400 020.” (herein after called the **“Client”**), had placed an order which expression shall include any amendments/alterations issued by the “CLIENT” (herein referred to as “the Letter of Intent”); on “M/s_____”, a_____, through Shri/Smt. _____(the _____), having its registered office at Mumbai at _____ (hereinafter referred to as the “Contractor”); for execution of supply, installation, implementation, commissioning, training, providing user manual, providing 12 months warranty and 5 years post warranty AMC for the total solution including all hardware, software, materials, services and support etc. for providing a Integrated Video Surveillance System/CCTV Surveillance for Aayakar Bhavan, Mumbai for the “CLIENT” to be deployed at Income-tax Department, Aayakar Bhavan, Maharishi Karve Road, Mumbai 400 020, We, (name of the bank), having our registered office at Mumbai and a Branch at (address of the branch) and having agreed not to insist upon immediate payment of security deposit for the fulfillment and performance of the said agreement in terms thereof on production of an acceptable bank guarantee for Rs._____/ - . (Rupees_____ only)
2. We, (name of the Bank), (address of the bank branch) (hereinafter referred to as “the Bank”) at the request of the “Contractor” do hereby undertake to pay the “CLIENT ” an amount not exceeding Rs. _____-(Rupees _____only) against any loss or damage caused to or suffered or would be caused to or suffered by the “CLIENT” by reason of any breach by the said Contractor of any of the terms of conditions contained in the said order.
3. We, (name of the Bank), undertake to pay to the “CLIENT” the guaranteed money so demanded notwithstanding any dispute or disputes raised by the “Contractor” in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

4. We, (name of the Bank), further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the “CLIENT” under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or the “CLIENT” certifies that terms and conditions of the said Agreement have been fully and properly carried out by the said “Contractor” and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before, _____, we shall be discharged from all out liability under this guarantee thereafter.

5. We, (name of the Bank) further agrees with the “CLIENT”, that the “CLIENT” shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement, or to extend time of the performance by the said Contractor from time to time, postpone for any time or from time to time any of the powers exercisable by the “CLIENT” against the Contractor, and to forebear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relived from our liability by reason of any such variations extensions being granted to the said Contractor or for any forbearance, act or omission on the part of the “CLIENT” or any indulgence by the “CLIENT” to the said Contractor or by any such matter of thing whatsoever which under the law relating to sureties would, but for this provision have effect of so reliving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank.

7. We, (name of the Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consents of the “CLIENT” in writing.

8. Notwithstanding contained herewith, any advance payment/revenue/payment of bills pertaining to this Bank Guarantee should invariably remitted to (type of account) Account No. _____ of M/s _____, maintained with us (Name of the Bank/ Branch address with IFSC).

9. Notwithstanding anything contrary contained in any law for the time being in force or banking practice, this guarantee shall not be assignable or transferable by the beneficiary. Notice or invocation by any person such as assignee, transferee or agent of beneficiary shall not be entertained by the bank. Any invocation of guarantee can be made only by the beneficiary directly.

10. Notwithstanding anything contained herein above :-

I. Our liability under this guarantee shall not exceed Rs. _____ (Rupees _____ Only) in aggregate.

II. This guarantee shall be valid upto _____ (expiry date).

- III. We are liable to pay the guaranteed amount if and only if a claim is made on us in writing on or before _____ (claim date).
- IV. Thereafter all your rights under this guarantee shall be forfeited and we shall be released from all our liabilities hereunder irrespective of whether the guarantee in original is returned to us or not.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN ABOVE, OUR LIABILITY UNDER THIS GUARANTEE IS RESTRICTED TO INR _____ (Rs. _____ Only)

OUT GUARANTEE SHALL REMAIN IN FORCE UNTIL _____. UNLESS A DEMAND OR CLAIM UNDER THE GUARANTEE IS MADE ON OR BANK IN WRITING ON OR BEFORE _____ ALL YOURS RIGHTS UNDER THE SAID GUARANTEE BE FORFEITED AND WE SHALL BE RELIEVED AND DISCHARGED FROM ALL LIABILITIES THEREUNDER.

AUTHORISED SIGNATORY

(Bank officer/official)

AUTHORISED SIGNATORY

(Bank officer/official)