

NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI

TENDER NOTIFICATION NO.: NITT/CSG/Common Halls/2018-19/01 dated 21/06/2018

PRE-BID MEETING HELD ON 02-JULY-2018

MINUTUES ON PRE-BID MEETING

Tender for on-site Maintenance of Audio and Video Systems at conference, seminar halls auditorium and Lecturer Hall Complex (LHC) of National Institute of Technology, Tiruchirappalli-15.

Four members from three companies were present and the points discussed at the meeting and are as follows:

Sl.No	Name of the Company	Name of the Representative
1	Highbrow Audio Visual Services Pvt. Ltd.,	Ms. Sakshi Agarwal
2	A&T Video Networks Pvt. Ltd.,	Mr. S. Saravana Kumar
3	Global Services	Mr. J. Sudharsan
4	Global Services	Mr. Venkatesan

1. OEM and warranty details of the devices and equipment will be shared by NITT to the successful bidder at the time of taking over of the contract.
2. The contractor should report on daily basis to concerned authority of relevant services as mentioned in Tender document.
3. The contractor should follow the class working time ie. from 8.00 a.m to 5.30 p.m.
4. Monday to Saturday is a working day and Sunday will usually be a holiday (subject to the conditions).
5. Incase if the technician employed by the contractor is on leave or absent from duty then alternate arrangements should be made by the contractor by engaging another technician during his absence.
6. Number of the workers to be specified by the bidders (like, Skilled – Semi Skilled – Unskilled – Helper). But please note that minimum one trained technician for video conferencing and three trained technician for audio (one each for Orion building, LHC and A halls) should be engaged on all working days.
7. Bank details of employee with salary statement including deduction & payment of ESI, PF and others to be produced for every month for claim.


HOD – CSG


ASSOCIATE DEAN (I/D)

NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI-15

COMPUTER SUPPORT GROUP



TENDER DOCUMENT

Website: www.nitt.edu

Phone : 0431 – 250 3800

NOTICE INVITING TENDER FOR OPERATION AND MAINTENANCE OF AUDIO AND VIDEO SYSTEMS

BID SYNOPSIS	
Tender Reference Number and Date	NITT/CSG/ Common Halls/2018-19/01 dated 21/06/2018
Brief Description of the Tender	Tender for on-site Maintenance of Audio and Video Systems at conference, seminar halls auditorium and Lecturer Hall Complex (LHC) of National Institute of Technology, Tiruchirappalli-15 along with trained technicians.
Type of Tender	Two Bid System
Web site address for downloading the tender document	https://www.nitt.edu/home/other/tenders/
Earnest Money Deposit (EMD) (Refundable)	Rs. 24,000/- (Rupees Twenty four thousand only) in the form Demand Draft drawn in favor of “The Director, NITT”.
Site Visit	02 nd July 2018 10.00 A.M
Date of Pre bid meeting	02 nd July 2018, 3.30 P.M (Venue: Department of Computer Support Group , NITT)
Last date and time for receipt of tender	16 th July 2018, 3.00 P.M
Validity of the Tender	90 days from the date of opening
Mode of submission of Tender	By Speed Post/Register Post/Courier or through hand delivery at the NITT Main Office
Date, time of tender opening	16 th July 2018, 3.30 P.M (Venue: Administrative Building , NITT)

Date and time of opening of Price bids	After evaluation of technical bids, the date, time and place of opening of the Price bid will be informed to the technically Qualified bidders.
Address for submission of Tender	The Director, National Institute of Technology, Tiruchirappalli-15, Tamil Nadu With a kind attention to: The HOD (Computer Support Group), NIT, Trichy
Procedure for Sealing and Marking of Bids	Envelope 1: Earnest Money Deposit Envelope 2: Technical Bid Envelope 3: Price Bid Envelope 4: Larger Size Outer Envelope (Wrapper) containing Envelope 1, 2 and 3
Contact Person for Technical queries	The HOD (Computer Support Group), National Institute of Technology Tiruchirappalli – 620 015, Email: csghod@nitt.edu
Duration of the Contract	12 months (Extendable upto 24 months on satisfactory performance which shall be reviewed every year)
Arbitration	In the event of any dispute under this tender/ contract, the same shall be referred to sole arbitrator appointed by the Director, NITT. The award of the arbitrator shall be final and binding on the parties to the contract.
Jurisdiction of the courts	This contract is subject to the Jurisdiction of the Courts in Tiruchirappalli, Tamil Nadu.

SECTION 1: INTRODUCTION

National Institute of Technology, Tiruchirappalli (herein after referred to as Institute/NITT) is an Institute of National Importance, functioning under the control of Ministry of Human Resource Development (MHRD), Government of India. At present, over 6000 students are pursuing their engineering education in NITT.

For Operational convenience, NITT desires to outsource the Operation and Maintenance of Audio and Video Systems at its premises. For this purpose sealed tender is invited through this open tender.

Particulars	No of Halls
Admin Block Halls	Five
EEE Auditorium	One
Lecturer Hall Complex	As mentioned in ANNEXURE – I
Orion Building	As mentioned in ANNEXURE – I

SECTION 2: PREQUALIFICATION CRITERIA

1. The Bidding Firm/Company should have at least three years experience in providing similar Operation and Maintenance of Audio and Video Systems to Government Institutions/Government Departments/Public Sector Undertakings/IIT's/IIM's/NITs /Public Sector Banks/Public Sector Insurance/Educational Institutions/Universities/other Companies. A complete list of clients serviced during the last three years (year wise) and certificate from the Clients with respect to performance of the bidder shall be enclosed with the Technical bid.
2. The bidder shall have atleast one ongoing similar contract .
3. Either the registered office or branch office of the bidder should be located in Tamil Nadu. Preference will be given to Tiruchirappalli based Service Provider.
4. **The Agency must undertake to pay Minimum rates of wages to the workers engaged as per the relevant orders of Central Government (applicable to Tiruchirappalli – B Area).** They shall furnish a notarized affidavit to the effect that the workers going to be employed under contract would be paid minimum wages as per the relevant orders of Central Government and all statutory requirements with respect of ESI, EPF, Gratuity, Bonus and Contract Labour regulations and abolitions Act etc., would be complied.

SECTION 3: PRE BID MEETING and SITE VISIT

NITT has scheduled to conduct a Pre-Bid meeting with the prospective bidders on 02nd July 2018, (Monday) 03.30 P.M. (Venue: Department of Computer Support Group, NIT, Tiruchirappalli-15).

The purpose of the meeting is to apprise the prospective bidders about the expectations of NITT and to familiarize the prospective bidders about the scope of work and obligations under the contract.

Site visit has been scheduled 02nd July 2018 at 11.00 A.M, the prospective bidders are advised to visit the site and inspect the working condition of Audio and Video Equipments as well as attend the pre bid meeting on 02nd July 2018 at 3.30 P.M and acquaint themselves with the ground realities, working conditions, schedule of work, and standard of our requirements, supervision and commitment needed under the contract. Prospective bidders may also submit their doubts/questions/clarifications, if any.

Any modification of the bidding documents which may become necessary as a result of the Pre bid meeting shall be made known to all the prospective bidders by the Selection Committee through a notification of amendment in the website of the NITT. Corrigendum if any, with respect to this tender will be hosted only in the website <https://www.nitt.edu/home/other/tenders/> Please visit the website regularly for any updates.

As regards final technical and commercial specifications, the decision of the Director, NITT, shall be final and conclusive. No clarifications will be entertained beyond the date of pre bid meeting. No extension of time will be given for submission of tender on any account, beyond the last date for submission of tender.

SECTION 4: TENDERING PROCESS

1. The tender document and terms and conditions can be downloaded from the Institute website : <https://www.nitt.edu/home/other/tenders/>
2. The bidder is required to furnish Rs. 24,000 (Rupees Twenty four thousand only) towards Earnest Money Deposit (EMD). Instead of through Demand Draft, the Earnest Money Deposit (EMD) can be submitted in the form of Bank Guarantee also.
3. Without EMD, the technical bid will not be opened and the tender will be rejected summarily.
4. The sealed tender should be submitted on or before 16th July 2018 upto 3.00 P.M., through Registered Post or Speed Post or hand delivery and addressed to
**The Director,
National Institute of Technology,
Tiruchirappalli-620 015,
Tamil Nadu, India.**
[Kind Attention: The HOD (Computer Support Group), NIT, Trichy].
5. At the first stage, the envelope containing EMD amount will be opened and at the second stage the envelope containing Technical Bid will be opened on 16th July 2018, 3.30 P.M at in the presence of the bidders or their authorized representatives, who choose to be present at the time of opening.

6. At the time of opening of Tender, the name of those who have submitted their offers along with the details of their remittance of EMD will only be read out and no other information/details whatsoever will be shared at this stage.
7. If in any case, unscheduled holiday occurs on prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.
8. At the third stage, price bid of the technically acceptable offers will be opened for further evaluation and ranking for award of the contract/purchase order.
9. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
10. The Tender document consisting of Technical Bid (along with enclosures to the technical bid) and Price Bid should be submitted in the Prescribed Format only.
11. The bidders are not allowed to make addition or alteration in the Technical or Price Bid.
12. Each and every page of the submitted bid shall carry the page numbers.
13. **All pages of the tender document shall be signed and stamped by the person or persons duly authorized to sign, on behalf of the bidder.**
14. No paper/page shall be detached and no addition or alternation should be made in the tender document. Conditional tender, late and delayed tender will not be accepted/ considered.
15. The technical bids will be opened on the day and time indicated in the tender document in the presence of authorized representatives of the bidders.
16. The commercial bid of technically qualified bidders will be opened in the presence of representative of the technically qualified agencies at a date and time to be communicated later.
17. Printed condition at the back of the letter or bid from the tenderer will be ignored.
18. The NITT shall not be responsible for any postal delay in receipt of the offer. Tender should be properly sealed.
19. The NITT will not be responsible for pre mature opening of the tenders.
20. The offers submitted by telex/telegram/fax/E-mail etc. shall not be accepted and will be summarily rejected.
21. Offers should be clearly written or typed without any cutting or over writing. All cutting/over writing must be initialed and stamped.
22. Bidders must confirm the acceptance of all the terms and conditions of the tender.
23. Making misleading or false representation in the bid document will lead to disqualification of the bidder resulting in forfeiture of EMD amount.
24. Any non-acceptance or deviations from the terms and conditions must be CLEARLY mentioned. However, bidder must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
25. Earnest Money Deposit (EMD): The Tenders/Bids must be accompanied by Earnest Money Deposit. The bidders who are registered with National Small Industries Corporation (NSIC) are exempted from EMD. However, for claiming this exemption, the bidders MUST furnish an attested copy of the exemption certificate indicating Date of registration, validity period of the registration, whether registered for items for which tender has been floated. The EMD of all the unsuccessful bidders will be returned to them at the earliest after issue of work order to the successful bidder. The EMD of successful bidder shall be returned on receipt of Performance Bank Guarantee. No interest will be payable by the NITT on the EMD amount.

SECTION 6: SCOPE OF SERVICES TO BE PROVIDED BY THE BIDDER

1. The scope of work primarily comprise of trouble free Annual Maintenance of the Audio and Video Equipment, enlisted in the statement given below.
2. Trained technician for Operational Support and Maintenance of Video Conferencing equipments in Virtual classrooms in Lecture hall complex and for the Orion building for a period of 1 year and it can be extendable based on the performance.
3. The successful bidder shall have to deploy trained technicians, on full time basis, on all working days, at the premises of the NITT, throughout the contract period, with mobile phone facility at his own cost, for day to day maintenance of the Audio and Video Systems and also to attend to complaints/ faults immediately, on site.
4. The deputed technician would observe office timings applicable to the NITT and mark the attendance every day. In emergent cases he may be required to work beyond office hours and also on holidays for which additional payment will be made, at the discretion of the NITT. Thus the Scope of work shall consist of regular Preventive Maintenance and Corrective (repair) Maintenance.
5. The service charges quoted by the bidder shall include required manpower, tools etc.,
6. NITT shall not be liable to make payment over and above the maintenance cost in any case "except only the cost of new spares / parts". If any spares/ parts is beyond repair then only the cost of replaced new spare part will be done.
7. Consumable items such as lamps, batteries, cables and fabrics etc. for day to day repair and maintenance activities will be arranged / reimbursed by NITT.
8. If any spare/ part cannot be repaired, then contractual firm shall submit the proforma Invoice (for the cost of new spare) to NITT for the approval of cost. In that case, only cost of spare will be paid.
9. The rates quoted for the AMC services shall also include all types of GST/taxes, duties as applicable and transportation charges, insurances etc.
10. The bidder shall maintain the Stock records of Audio and Video Equipments.
11. CSG HOD reserves the right to oversee the Quality of services being provided by the Bidder. He also reserves the right to ask the bidder to remove and replace any of the workers engaged by him to ensure quality service and the contractor shall have to replace workers concerned within a week from the date of such communication.
12. In case if the technician employed by the contractor is on leave or absent from duty then alternate arrangements should be made by the contractor by engaging another technician during his absence.
13. Number of the workers to be specified by the bidders (like, Skilled – Semi Skilled – Unskilled – Helper). But please note that minimum one trained technician for video conferencing and three trained technician for audio (one each for Orion building, LHC and A halls) should be engaged on all working days.
14. Bank details of employee with salary statement including deduction & payment of ESI, PF and others to be produced for every month for claim.

SECTION 7: TERMS AND CONDITIONS

1. The bidder (herein after referred to as Service Provider) should have at least three years' experience in, on-site Maintenance of Audio and Video Systems. Preference will be given to Tiruchirappalli based Service Providers with 3 years' experience in Educational Institutions/ Universities.
2. The Service Provider shall maintain the Audio and Video Systems as per NITT's terms and shall use standard components for replacement.
3. The technician shall carry out the routine corrective and preventive maintenance regularly and submit the service report to the HOD/CSG. He shall maintain the complaint registrar, certification of attending the complaint from the occupant and maintaining the record of material which has been used, replaced and returned. No equipment/ items or parts thereof will be taken out by the Technician to the workshop without prior approval of the competent Authority of the NITT/. The technician should hand over the faulty components to NITT.
4. The Service provider shall have to render the services satisfactorily and replace the genuine parts/ spares in the system.
5. If at any point of time, the services of technician, being provided by the service provider is noticed to be unsatisfactory or not of the expected level in any manner, the Service Provider will be responsible to change technician immediately soon after such inadequacies are brought to the notice of the firm verbally/ in writing.
6. Immediately, on award of the contract, the service provider would give a taking over report of all equipment in working condition. It shall be the responsibility of the service provider to keep all the equipment's satisfactorily throughout the contract period and also to hand over the systems to the NITT in working conditions on the expiry of the contract.
7. In case the Service Provider does not render satisfactory services or replace with the sub-standard parts/ spares, NITT is at the liberty to terminate the contract at any time during the period of contract after giving prior notice of 15 days. This may also lead to legal action.
8. The Service Provider is responsible for compliance all Statutory Provisions relating to Payment of Minimum Wages for the technician deployed by him and the NITT will be having no liability in this regard.
9. The Service Provider is also responsible for compliance of the provisions of all the Labour Laws with reference to Employees Provident Fund, Employees State Insurance Corporation Act, Bonus Act etc.
10. There is NO, employer-employee relationship between NITT and the technician employed by the Service Provider, under this contract. The technician deployed by the service provider shall be his own employee for all intents and purposes.
11. For any injury or loss of life to NITT staff/ student, on account of the negligence/ failure of the technician deployed by the Service Provider, the Service Provider shall indemnify the NITT. During the period of contract, if any mishap occurs due to electrocution or faulty fittings, it will be the responsibility of the Service Provider to compensate the loss on account of injury to any person/ property without any liability on the NITT.
12. Similarly, for any damages / destruction of property on account of the negligence of the technician deployed by the Service Provider, the service provider shall indemnify the NITT.
13. The duration of the contract is one year and extendable based on the satisfactory performance. The rates quoted will remain in force for the full period of contract. No demand for revision of rate on any account shall be entertained during the contract period.
14. The service provider shall provide direct service and shall not employ sub- Contractors and shall not sublet the contract.
15. No extra Charge/ Service Charge/ Labour charge will be paid to the service provider for any repair/ replacement of any failed components.
16. Either party can terminate the contract, by giving Three month notice

17. Payment for the services provided shall be released by the NITT on monthly basis against production of satisfactory report. Invoice along with the service report duly endorsed by the HOD/CSG. Payment will be made within 10 days from the date of submission of the bill after satisfying that the services provided have been of the desired level and that the preventive maintenance checks were fully performed .
18. No advanced payment shall be given to any firm on any grounds what so ever.
19. Income tax as per the provision of Income tax Act shall be deducted from the bill and certificate of tax deduction at source will be issued by NITT.
20. The Competent Authority reserves the right to conduct performance review of the service provider.
21. It may also be noted that in case the contractor backs out in middle of the year his security deposit will be forfeited. The above act of backing out would automatically debar the firm from any further dealing with this NITT and NITT may move for blacklisting of the company.
22. For any downtime of Audio and Video equipment for more than one hour per week, on an average, 5% of the total amount payable would be deducted on a proportionate basic and subsequently, every one hour additional 2% of the total amount would be deducted subject to maximum amount of Rs.10,000/- in a month.
23. In case any damage on the systems of the NITT is found, compensation, which would be determined by the NITT will have to be paid by the firm.
24. The bill raised by the firm should have all GST/tax Registration numbers printed in the bill.
25. Copy of PAN should be enclosed. Validity of the GST/ Tax Registration shall be the sole responsibility of the firm.
26. In case, violation of any terms and conditions is noticed and if the services are found unsatisfactory, performance security is liable to be forfeited at the discretion of the Competent Authority and Service Contract may be terminated.
27. The NITT reserves the right to accept or reject any or all tenders without assigning any reasons.
28. For critical events like VIP functions, international conference, workshops/ seminars etc, it is the responsibility of the Service Provider to ensure the complete functionality of the set up for the event. The firm should depute, once informed, the expertise to inspect the setup thoroughly and ensure the functionality of the set up in totality. Any malfunctions, if observed, should be fixed one day prior to the event.
29. During the course of the Event/ Programme/ function, the technician should be Physically present at the Hall itself, from starting to end.
30. At the end of period / termination of AMC, the contractor shall demonstrate satisfactory testing and operation of all the Audio and Video Equipment.
31. In case the offer is accepted, a vendor does not honour his obligations, the EMD shall be forfeited. The EMD furnished by the bidders other than the one selected shall be refunded within one month. EMD of successful bidders shall be refunded only after receipt of Bank Guarantee.
32. Bids submitted after the deadline shall not be accepted under any circumstances whatsoever.
33. Any conditional bid shall not be considered and will be out rightly rejected in the very first instance.
34. List of Inventories available at Variable Halls refer Annexure I
35. The bidder shall quote the Technical and Price bids as per the format enclosed as Annexure II and III respectively.
36. The bidder should include the list of firms where they have provided similar services at least in the last 3 years, along with name, phone and fax number of the contact person there, so that references for their services can be obtained, if required.

37. All entries in the bid form should be legible and clear. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. **No overwriting or cutting is permitted in the Price Bid Form. In such cases, the tender shall be summarily rejected.** Cuttings, if any, in the Technical Bid must be initialed by the person authorized to sign the bid.

FINANCIAL

1. The EMD in respect of the agencies which do not qualify the Technical Bid (First Stage) / Price Bid (Second competitive stage) shall be returned to them without any interest. However, the E.M.D. in respect of the successful bidder shall be adjusted towards the Performance Security Deposit.
2. Bids offering rates which are lower than the minimum wages for the pertinent category would be rejected.
3. The proof of remittance of statutory contribution of PF, ESI of the employer and employee to the appropriate agency, for those employed at NITT, must be provided by the selected agency to NITT every month along with the claim bill, failing which the claim bill shall not be settled.
4. The successful bidder will have to deposit a Performance Security Deposit of 10% of the total value of contract amount for one year, subject to the revision at the time of placing the work order, within 15 days of the receipt of the formal order. The performance security will be furnished in the form of an account payee Demand Draft or Bank Guarantee drawn in favour of The Director, National Institute of Technology, Tiruchirappalli-15, payable at Tiruchirappalli. The performance security should remain valid for a period of 60 days beyond the date of completion of all the contractual obligations of the service provider.
5. In case of breach of any terms and conditions attached to this contract, the Performance Security Deposit of the agency will be liable to be forfeited besides annulment of the contract.
6. The claims in bills regarding GST service Tax, if applicable, should be necessarily accompanied with documentary proof pertaining to the concerned month bill. A requisite portion of the bill / whole of the bill amount shall be held up till such proof is furnished, at the discretion of NITT.
7. During the course of the contract, any increase in the minimum wages as announced by the Central Government (and applicable increase in ESI, PF), and corresponding increase in administrative charges will be borne by the Institute, subject to producing documents for disbursing the increased wages.
8. All other charges (other than statutory levies) will remain fixed during the duration of the contract.

SECTION. 8. TERMS OF PAYMENT

1. The contractor will be paid as per approved rate (award of contract/work order) on monthly basis by NITT for the services provided on receipt of pre-receipted bill (in triplicate, at accepted bill of quantities), after invoice entry and certification the satisfactory services have been rendered during the month.
2. Attendance sheet, with signature/attendance status of persons deployed and verified (by the identified person of the Institute) shall be enclosed with the bill. A copy of challan in proof of PF and ESI deposited and any other payments thereto contractual and statutory obligation, made in respect of such engaged employees from the previous month deputed for this work, be enclosed by the contractor, with the monthly bills. A certificate that previous month payments of the employees under the contract and payment to the supplier/general order vendors has been made and cleared in all respect shall be enclosed, along with the list/details of such disbursement. It is mandatory that all such disbursements be done by cheque/pay order or bank-e -transfer.
3. Monthly payment will be made within 15 days of submission of bills, in favour of the contractor (in the name of the firm/agency, as per award of contract and agreement) after making necessary deductions (Income Tax/TDS, surcharge, other statutory taxes, losses, penalty etc.). The GST (if applicable, as per rules) shall be paid on submission of documentary proof.
4. The Bidder need to provide details of his Bank Account number, name and address of the bank, Branch and Branch Code and IFSC code etc., to facilitate payment through bank (e-payment process).
5. If the scope of service increases (as per written communication and record) and/or at the time of award of the contract, including extension of 1year and part thereof, including complete month, after the period of contract or otherwise, same will be extended on mutually agreed terms and condition.

SECTION. 9 . DAMAGES AND LOSSES

Al the equipment's and the items at site stands at the risk and sole charge of the Bidder who shall deliver in proper condition at the time of annual stock taking to be done by NITT. Any shortfall shall be immediately made good by the contractor by replacement. If the same is not replaced within one month of stack taking, the amount shall be recovered from the dues/bills of the contractor. The contractor or his representative shall be present during the stock taking. If the contractor or his representative does not make them available, the stock taking shall be conducted in their absence, and which will be binding on them. For losses, if any due to natural calamity or any other act of god, beyond the control of either party, NITT will replenish the same, as per obligation mentioned above.

ANNEXURE – I

Sl. No	Name of the Equipment at Admin Block's Halls	Quantity
1	Card less Micro hone. Studio master	9 No.
2	Collar micro hone. Studio master	5 No.
3	Lectern. (WIRELESS Compact Portable PA system) Each unit contains built in 60 Watts amplifier one tweeter and three speakers, <ul style="list-style-type: none"> • With 1 VHF hand held and Coller MIC,(Range 100 mts) • Flexible goose neck mic. & gooseneck lamp. Two MIC inputs, one line input, And AUX input. Wooden To steel bottom & bod 	5 Units
4	Ahuja Amplifier SSA 160M.	2 No.
5	Ahuja Amplifier with cassette player.	4 No.
6	Ahuja Hand micro hone	15 Nos.
7	Ahuja 12" speakers with network c300 200 & cabinet.	24 Nos.
8	Ahuja 15" speakers with network c300/200 & cabinet	4 No.
9	Ahuja L18 SW650 network sub-woofer Speaker	2 No.
10	Ahuja Amplifier TZA 4000.	6 Nos.
11	Ahuja Amplifier TZA 2000.	4 No.
12	Ahuja Amplifier BTZ 10000.	2 No.
13	Ahuja Amplifier SPA 5000	2 No.
14	Yamaha mixing console. 16 4.	1 No.
15	Yamaha mixing Console MG24 14Fx	1 No.
16	Ahuja Splitter Da80.	4 No.
17	Ahuja Mic. stand.	10 Nos.
18	Cross over Network – SX321 Studio Master	1 No
19	Column Speaker Stand	2 No.
20	Ahuja Conference system 1 set with 1 chairman unit and 14 delegate units & 1 secretary unit.	1 set
21	Ahuja speaker. (with Network)	2 Nos.
22	Ahuja Control Amplifier CMA 4400.	1 No.
23	Ahuja Amplifier TZA 4000.	1 No.
24	Card less mike with SR45 receiver PT45 collar mike	2 Nos.
25	Collar mike with SR45 receiver PT45 Hand mike	2 Nos.
26	Mipro caller Mic	5 Nos.
27	PSX Amplifier with Speaker	6 Nos.
28	SRX 120 Speaker	3 Nos.
29	LCD Projector	9 Nos

Sl. No	Name of the Equipment at LHC (Virtual Class Rooms)	Quantity
1	HD VIDEO-CONFERENCING SYSTEM	
	Tandberg 6000MXP	1
	Remote Control	1
	Tandberg HD cam	2
	Tandberg MIC	2
	Video Switcher	1
	Sony DVD Recorder(VRD MC6)	1
2	DESKTOP HD VC SYSTEM	
	Tandberg MXP 1700	1
	Remote controller	1
3	UNIVERSAL CELING	1
	Krammer PT 571 tx	3
	Krammer PT 572 rx	1
	Liberty vega manto	1
	Projector screen	1
	Krammer 1:4 VGA Vp400NK	1
	krammer VGA+AUDIO switcher VP4x4K	1
	Krammer 4x4 DVI/HDMI Matrix Switcher VS-66HDCP	1
4	AHUJA	
	Ahuja speaker	4
	Ahuja lapel mic (1-fm)	2
	Ahuja 8 channel audio AMP	1
	BIAMP VC	1
	8 select audio & Nexia volume	1
	16 port unmanaged switch	1
	Wireless DIR-615	1
	Hitachi interactive panel	1
	Hitachi interactive panel software	1
5	LG LCD 32"	1
	LG 55"	3
	RACK 19"	1
	UNILINE UPS	1
6	CRESTRON C2COM-3	1
	SINGLE PORT ETHERNET	1
	CNPCI 8 RELAY BOX	1
	AV2 PROCESSOR	1
	POLAR CHARGE MIC	1
	CRESTRON V PANEL 15"	1
	CRESTRON INTERFACE EMITTER	4
	CAGE2 3 CARD EXPANSION	1
	75W POWER SUPPLY	1
	Head Phone mic	3
7	WACOM DTU 1631	2
	H/W Based Lecture capture system Ncast Extreme	1
	PTZ Camera with mounting kit	1

8	Work Station for Lenovo 510s	1
	LCD Projector with Ceiling mount kit	1
	Two Way Speaker	4
	Wireless Handheld Microphone	1
	Wireless Lapel Microphone	1
	Wireless Microphone for Lecture-Aver Media	1
	Audio Mixer(XENYX)	1
	Amplifier(TOA A220)	1
	UPS GXT 3KVA	1
	Logitech Conference Camera	7
9	LED TV 55" / KDL-55HX750 01650	6
10	Work station, DELL T5600 DUAL Socked Two InTel Xenon Processor	1
11	Acoustic Baffles	16
12	Acoustic Wall Panels	7
13	M X Video Switcher	2
14	UV 830C SD Video Conference Camera	20
15	PTZ Camera -KT HD 50	4
16	MX Video Switcher 4 Channel Analog Switcher MX 2333	5
17	TOA Wireless Microphone Cordless Audio System	10
18	TOA Universal wall Mount speaker with Mounting Kit	33
19	TOA Amplifier	10
20	Panasonic Projector VW430EA	10
21	Samsung 55" TV Model:UA55F6400 with wall mounting kit	20
22	Podium Lectarn Model:6236B	10
23		

Name of the Equipment at LECTURE HALL				
Sl. No	TYPE	Brand / Model	Location / Room No	Quantity
1	SPEAKERS	POPE	LH 1-4, 12-17, 101-107, 113-117	22
2	MIC	Sennheiser MIC	LH 1-4, 12-17, 101-107, 113-117	10
3		PRO MIC		3
4		POPE MIC		2
5	PROJECTORS	EPSON / W29	LH 1-4, 12-17, 101-107, 113-117	12
6		EPSON / X36		5
7		Dell / 1510X		4
8		Infocus		1
9	TV	SONY / HX75	LH 101-103-, 105-107	6

Name of the Equipment at ORION BUILDING				
Sl. No	TYPE	Brand / Model	Location / Room No	Quantity
1	SPEAKERS	JBL Speakers	Ground floor 1-12 First Floor 1-12	24
2		TOA Speakers / BS1030	Second floor 1-11	11
3	MIC	Aver Media MIC / AW313T	Ground floor 10-12 First Floor 1-12 Second floor 1-6, 9-10	23
4		AKG MIC / PT45	Ground floor 1, 3-5, 7-9	7
5		Sennheiser MIC	Ground floor 6	1
6		Studio Master MIC / EL31	Ground floor 2	1
7	AMPLIFIERS	BOSCH Amplifiers / PLE-1me240-in	Ground floor 1-12 First Floor 1-8, 10-12	23
8	AMPLIFIERS	Crown Amplifier	First Floor 9	1
9		TOA Amplifiers / A2240H	Second floor 1-11	11
10	PROJECTOR	Dell Projector / 4320	Ground floor 1, 3-12 First Floor 1-6, 8-10, 12	21
11		Epson Projector / EB-X41	Ground floor 2 First Floor 7-11 Second floor 1-12	18

ANNEXURE – II**FORMAT FOR SUBMITTING TECHNICAL BID****(To be submitted in a separate sealed envelope)**

Sl. No.	Description	Information/ Compliance
1.	Do you unconditionally agree with all Terms and Conditions stipulated in the Tender Document?	
2.	Have you satisfy the pre-qualification criteria set out in SECTION 2 of this tender document	
3.	Details of EMD remittance	Amount: Rs: DD Number/Date : Name of Bank : Payable at :
4.	Name and Address of the Applicant/ bidder with Telephone/ Fax/ Mobile and Mail ID	
5.	Year of Establishment / Incorporation / commencement of Business	
6.	Legal Status of the bidder (whether proprietary concern/partnership firm /company)(attach documentary evidence)	
7.	Name, designation and Phone number of persons authorized to sign the documents on behalf of the Proprietary concern/ Partnership Firm/ Private or Public Limited company (Please attach Power of Attorney/authorization for signing the document.)	
8.	Name and Designation of the Contact Person/ Representative/ Manager of the Agency/ firm/ company with mobile number & email ID	
9.	Number of years of experience in Maintenance of Audio and Video Systems.	
10.	Number of years of experience in Educational Institutions/Universities Attach Documentary proof	
11.	List of Clients (Furnish documentary support) as proof of Three years' experience	
12.	Income Tax Permanent Account Number (Self attested Copy of PAN Card to be enclosed)	
13.	Have you registered under Employees State Insurance Corporation Act (ESI) Act? Employees Provident Fund (EPF) Act? If so, enclose copy of the registration certificate.	
14.	VAT TIN / GSTIN/ Service Tax Registration Number (Self attested Proof to be attached) (if applicable)	
15.	Any other information, document which may help NITT in assessing your capabilities, may be enclosed .The bidder may add any further information that he considers relevant for the evaluation of their bid.	

Signature and Seal of the bidder with date

DECLARATION BY THE BIDDER

- ✓ I/ we hereby certify that the information furnished in this tender document is complete and correct to the best of my knowledge. I/ we understand that furnishing of false information could result in disqualifying for the award of the contract.
- ✓ I/ We also authorize the NITT or its authorized representative to approach individuals, employers, firms and corporation to visit the works completed by us in the past or are in progress at present, to verify the competence and general reputation.
- ✓ I/ We do hereby offer to perform and execute the Maintenance of Audio and Video equipments contract in conformity with terms and conditions of the contract.
- ✓ I / We agree that the acceptance of any tender shall be at the sole and absolute discretion of the NIT, Trichirappalli and they do not bind themselves to accept the lowest tender or any tender and may reject any or all tenders received.
- ✓ In the event of selection my/ our selection by the NITT, I/ We agree to execute the deed of agreement with the terms and conditions of the Tender Document.

Place:

Signature of the bidder with Name and seal

Date:

Name

Designation

ANNEXURE - III

FORMAT FOR PRICE BID
TO BE SUBMITTED UNDER THE LETTER HEAD OF THE BIDDER

1. QUOTATION FOR DEPLOYMENT OF TECHNICIAN ON ALL WORKING DAYS

Particulars	Rupees in Words as well as figures
A. Per day minimum wages (as per current Central Minimum Wages Act) for one technician to be deployed at NITT, on full time basis, on all the working days.	Rs.593
B. Monthly service charge for the Service Providing Agency (Should not be blank or zero value)	
Total of A+B	

2. QUOTATION FOR DEPLOYMENT OF ADDITIONAL TECHNICIAN ON CALL BASIS

C. Daily wage (on per day basis) for an additional extra workmen, to be deployed, in the case of necessity, on call basis.	
D. Over time wage per hour per technician (on working days)	
E. Holiday Wage Per technician Per day (for Saturday and Public Holidays)	

Claim for service tax, if any, will be admitted only on production of GST Number and remittance Challan of the previous month.

Bill should be raised in the Name of The Director, NIT-T with the institute GST No. 33AAATN5491Q1ZZ

Signature and Seal of the bidder