

EOI Beijing Tender for 3-camera system-uploaded on CPP portal 14-02-2022



EMBASSY OF INDIA BEIJING

**INVITES QUOTATIONS
FOR INSTALLATION OF 3-CAMERA SYSTEM IN THE
SWAMI VIVEKANANDA CULTURAL CENTRE**

AT EMBASSY OF INDIA,BEIJING,

TENDER NO. PEK/CUL/324/01/2022

LAST DATE FOR SUBMISSION OF BIDS

March 07, 2022 UP TO 1700 HRS (BEIJING TIME)

DATE OF OPENING BIDS

March 10, 2022 AT 1500HRS (BEIJING TIME)

**PLACE OF OPENING OF BIDS: EMBASSY OF INDIA
BEIJING, NO.5, LIANG MA QIAO BEI JIE, CHAOYANG
DISTRICT, BEIJING 100600**

TEL-00-86-10-8531 2576

Invitation for Bids

Sealed tenders having financial bids and credentials of the firm, are invited by the **Embassy of India, Beijing** from Firms/Companies situated within China for an integrated contract for installation and commissioning of 3-camera system for the **SWAMI VIVEKANANDA CULTURAL CENTRE at the Embassy of India, Beijing**. The tender should be submitted in prescribed format as laid down in the tender document.

CHAPTER-I

1. **Instruction to Firms/Companies:** Embassy of India, Beijing invites quotations for for an integrated contract for installation and commissioning of 3-camera system for the **SWAMI VIVEKANANDA CULTURAL CENTRE at the Embassy of India, Beijing**. The detailed terms and conditions, schedule of work/ specifications and format for quotations are available in the document. The Firms/Companies are instructed to go through Form thoroughly before quoting their rates.
- 1.1 **Firms/Companies** are requested to submit complete information regarding the quotation as per Annexes. All pages of the document must be signed by the authorized signatory.
- 1.2 **Price quoted should be inclusive of all charges in RMB. In no case any enhancement in approved rate will be entertained by the Embassy. The quotations shall be furnished in a sealed envelope.**

CHAPTER-II

2. Conditions of Contract:

- 2.1 The contract, if awarded, will have to be executed within a period of 1 month from the date of award of the contract. No escalation in cost will be entertained during the period.
- 2.2 The Embassy has the right to accept/reject the bid and does not bind itself to accept the lowest quotation or any quotation and can reject any or all the quotations or to scrap the RFP in whole or in part; without assigning any reason whatsoever.
- 2.3 In case of failure of the Agency/Company to comply with the provision of the terms and conditions mentioned in this Document or the Agreement to be signed between Embassy and the successful Agency/Company, the Competent Authority of this Embassy reserves the right to terminate the contract and to blacklist the Agency/Company.
- 2.4 The Agency/Company will be responsible for compliance of all laws, acts and rules made there under, statutory orders issued from time to time in relation to the environment and man-power deployed by them for performance of the job under reference and the Embassy will have a right to be indemnified in respect of any consequences resulting from any breach or violation by the Agency/Company of such rules, statutory obligations etc.
- 2.5 The Agency/Company will be responsible for conduct of the persons engaged by him for the work, which will be conducive for maintaining harmonious atmosphere as expected by the Embassy.
- 2.6 In the event of any violation of laws, rules, statutory provision by the Agency/Company, this will amount to breach of contract and in such case, the Embassy will have the right for terminating the contract, forthwith, without giving any notice or assigning any reason.
- 2.7 This Embassy reserves the right to terminate the contract in any eventuality, without any notice and without explaining any reasons to the Agency/Company. The Agency/Company shall not have claim for any compensation in such event of discontinuation of the contract.
- 2.8 The price quoted by the bidder shall be kept open and valid for acceptance for a minimum period of 120 days.

- 2.9 **Submission of bids:** Bidders shall submit their bid in a large sealed envelope super-scribed with 'Tender Quotation for Integrated contract for installation and commissioning of **3-camera** system at Swami Vivekananda Culture Centre (SVCC) at the Embassy of India, Beijing' for Embassy of India, Beijing which shall have following three sealed envelopes inside:

Envelope A: Should contain 'Bids Securing Declaration (BSD)'. The format for BSD is at Annexure-I.

Envelope B: Should contain the duly filled form to be submitted along with Technical Bid (Annexure II) complete in all respects along with all the supporting the documents. This envelope should be superscripted "Technical Bid for Integrated contract for installation and commissioning of **3-camera** system at Swami Vivekananda Culture Centre (SVCC) at the Embassy of India, Beijing'

Envelope C: Should contain duly filled form to be submitted along with Financial Bid (Annexure III). This envelope should be superscripted "Financial Bid for Integrated contract for installation and commissioning of **3-camera** system at Swami Vivekananda Culture Centre (SVCC) at the Embassy of India, Beijing'

- All the envelopes should be superscripted at the bottom left corner with the Full name, Postal address, Fax, E-mail, Telephone number of the Agency/ Company.
- Firstly, the envelope containing the BSD would be opened. No bid will be accepted without BSD and will be rejected at once. Technical Bids of only those bidders will be opened who have submitted BSD. Then, Financial Bids of only the technically qualified bidders would be opened.
- **The sealed bid shall be submitted to Athul Janardhanan, Second Secretary (PIC), Embassy of India Beijing, No. 5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600;**
- **Contact Person for clarifications and handing over of bids:** Mr Chen, Clerk (Culture), Phone No. (010)85312576, Email: cul.beijing@mea.gov.in;
- The bids may be submitted by Hand in person or by courier. The bids by Fax / E-mail shall **NOT** be accepted;
- Bids received after the closing date and time as prescribed in the quotation notice, shall **NOT** be accepted under any circumstances;
- Financial bid will be opened for all those parties who have qualified technically.

- The bid has to be submitted as per the format specified at the Annexes with all supporting documents.
- **The bid is to be submitted either only in English or in Bilingual (English and Chinese) format.** The cost of translation of the documents shall be borne by the bidder. In case of any discrepancy between the English and the Chinese version, the English version shall prevail.
- Bid shall be opened on the date and time as given in the tender notice at **Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600.**

CHAPTER-III

3. Eligibility Criteria:

- 3.1 The Agency/Company should be based in mainland China. Its address, telephone/ Mobile/Fax/e-mail address, etc. should be provided, while submitting the completed tender form.
- 3.2 The Agency/Company should have an experience of **at least three (3) years** in similar works in China, and should be a registered firm/entity legally authorized and competent to engage in the scope of work envisaged. Registration Certificate/ Business License as per the extant regulations of the People's Republic of China are required to be submitted along with the bid.
- 3.3 The tenderer must have satisfactorily completed in the last five years:
- i. one similar work of value of 48,000 RMB or
 - ii. two similar works of value 36,000 RMB or
 - iii. three similar works of value 24,000 RMB.

Similar work means procurement and installation of audio/video recording equipment.

- 3.4 The Agency/Company should have had an average annual financial turnover of 30,000 RMB (excluding VAT) or more on similar works during the immediate last three consecutive financial years. and should not be insolvent. Financial documents certifying the same should be submitted along with the bid. Year in which no turnover is shown would also be considered for working out the average.
- 3.5 The firms should have adequate number of technically qualified staff (at least 5 numbers) and workmen in its registered office for provision of services of which one key person should be assigned for coordination with the Embassy of India exclusively. An undertaking that the company has a minimum of 5 numbers of such staff and workmen should be submitted along with the bid.
- 3.6 The key person would be available for making quotes, answering all queries troubleshooting and responding to emergency queries whose details should be shared with Mission during quotation submission.

CHAPTER –IV**4. Scope of Work:**

S.No.	Description of work	Remarks
1.	Survey of Swami Vivekananda Auditorium	To better understand the requirement. (February 16-23, 2022) (please contact the contact point to set up the visit for survey)
2.	Purchase and Installation of 3-camera system for the SWAMI VIVEKANANDA CULTURAL CENTRE at the Embassy of India, Beijing	Including - 3 High definition cameras (resolution 1080 50P, 20X optical Zoom) - hard disk recorder - solid state disk - SDI cables - camera controller - LAN Cable - IP Switch - other accessories as required
3.	Commissioning of the 3-camera system	Assembly and Testing of the camera system and training Embassy staff on the operations of the system
4.	The scope of work to include two year maintenance including adjustment, inspection and minor repairs.	The company has to ensure that the electrical components, including sensors, are fully functional.
5.	The Company shall provide Specific Name and Contact details of the concerned technical staff who would be available for general maintenance as well as urgent repair.	

CHAPTER-V

5. Price Schedule:

- 5.1 The Firm/Company(s) shall quote price in clear terms. **Bids having any hidden costs or conditional costs are liable to be rejected.**
- 5.2 **Mode of Payment:** Payment shall be made by Embassy against a bill/invoice raised by the vendor in two instalments. 50% of the accepted tender cost shall be paid on signing of contract and remaining (excluding cost for two year AMC) upon the completion of the commissioning. This will be subject to verification by the Embassy of execution of work as detailed within the scope of work. The payment for AMC shall be made on an yearly basis.
- 5.3 5% of all the payments shall be retained as Performance Security. Performance Security shall be released upon completion of the contract.

Annexure I

Bids Securing Declaration

I/we accept that if I/we withdraw or modify Bids during the period of validity or if I/we are awarded the contract and I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we will be suspended for the period of 2 years from being eligible to submit Bids for contracts with Embassy of India, Beijing.

Date_____

Signature_____

Annexure- II

PROFORMA TO BE FILLED UP AND SUBMITTED IN TECHNICAL BID

1.	Name of the Bidder Agency/Company.	
2.	Address of the Bidder Agency/Company.	
3.	Name and Contact Details of the Contact Person from the Bidding Agency/Company.	
4.	Registration and incorporation particulars of the Agency/ Company.	
5.	Period of Bid validity (minimum 120 days)	
6.	Experience in related works (No. of years).	
7.	Total number of staff employed by the Agency/ Company.	

Declaration

I certify that the information furnished above is full and correct to the best of my knowledge. **I hereby agree to all terms and conditions as per the tender document.**

(Signature of the authorized signatory)

Dated_____

Name and address of the Agency/Company_____

Seal of the firm

ANNEXURE-III**PROFORMA TO BE FILLED UP AND SUBMITTED IN THE FINANCIAL BID**

Description	Amount including VAT (RMB)
Purchase of 3-camera system with make & model	
Installation of 3-camera system at Swami Vivekananda Culture Centre (SVCC) at the Embassy of India, Beijing	
Three-year annual maintenance contract to start upon commissioning. The above-mentioned three-year service period should include supply of required spare parts.	
Taxes (if any)	
Total	

Bid Validity	
Last date of bid validity (not before 07 July 2022)	

I certify that the information furnished above is full and correct to the best of my knowledge. **I hereby agree to all terms and conditions as per the tender document.**

(Signature of the authorised signatory)

Date- _____

Seal of the company/firm