

West Bengal Electronics Industry Development Corporation Limited

Registered Office
 Webel Bhavan, Block - EP & GP, Sector - V Bidhannagar, Salt Lake Kolkata 700091
 Phone: 9133-2339-2228/226/327/316 'Fax: 9133-2357-1739/1708 email: contact@webel-india.com

NOTICE INVITING OPEN TENDER

Notice Inviting Tender No. EOT/COM/14-15/01009 Dated: 09-01-15

For: PROCUREMENT OF VIDEO CAMERA.

The ADVISOR - COMMERCIAL on behalf of WEST BENGAL ELECTRONICS INDUSTRY DEVELOPMENT CORPORATION LIMITED invites Tender for the work detailed in table bellow:-

Brief Description of Work	Tender Document Money (Rs) [Non refundable]	Earnest Money Deposit (EMD) (Rs) [Refundable]	Last Date and Time of Bid Submission	TECHNICAL BID Opening Date and Time
Procurement of Video Camera.	Rs.1,000 (In the form of DD duly pledged in favour of WBEIDC Limited)	Rs. 5,000 (In the form of DD / BG from a scheduled bank duly pledged in favour of WBEIDC Limited payable at Kolkata)	22 January 2015 3:00 PM	22 January 2015 4:00 PM
BID Opening Venue	WEST BENGAL ELECTRONICS INDUSTRY DEVELOPMENT CORPORATION LIMITED Webel Bhavan, Block - EP & GP, Sector - V Bidhannagar, Salt Lake Kolkata 700091			

For Commercial Queries, Contact: Santibrata Majumdar, ADVISOR - COMMERCIAL E-Mail: s.majumdar@webel-india.com

For Technical Queries, Contact: Suman Moitra, DGM (GOVT. SALES) E-Mail: suman.moitra@webel-india.com

DATE & TIME SCHEDULE

Activity / Event Description	Date	Time
Last Query Submission	14 January 2015	3:00 PM
Last Query Response	15 January 2015	3:00 PM
Publishing Last Corrigenda (if any)	16 January 2015	3:00 PM
Submission of Bid(s)	22 January 2015	3:00 PM
TECHNICAL BID Opening	22 January 2015	4:00 PM
PRICE BID Opening	28 January 2015	4:00 PM

ELIGIBILITY CRITERIA

1 . Authorisation from OEMs

Bidders with tender specific authorization(s) from OEM(s), strictly in our format given in ANNEXURE-MAF in this tender document for all the items (SONY HANDICAM), are only eligible to quote. Such tender specific authorization(s) must authorize the bidders for supply, installation and comprehensive maintenance during the Warranty period. OEM(s) must accept their responsibility of supply, installation and comprehensive maintenance of services during warranty period as per ANNEXURE MAF.

Statutory

2 . Warranty of products

All products must be quoted with 1 YEARS ON-SITE COMPREHENSIVE manufacturer's warranty.

Statutory

3 . Unpriced Bill of Quantities

Un-priced B.O.Q is to be submitted in company letterhead mentioning the name, make and model no. of all the items.

Statutory

4 . Minimum Annual Turnover for the last financial year

The bidder should have an annual turnover of Rs.1,000,000.00 or above in the Financial Year : 01-04-13 and 01-03-14. (Copy of audited annual report or unaudited annual report, duly certified by CA is required as proof).

Non-statutory

5 . ISO Certification

The Bidder must be detailed profile of the company, Articles of Association and ISO 9001:2008 certificate holders in the specified area of the job mentioned in this tender.

Non-statutory

6 . Statutory Documents-PAN Only

Copy of valid PAN Card must be submitted with the bid.

Non-statutory

7 . Statutory Documents-VAT

Copy of Registration Certificate for VAT is to be enclosed with the bid.

Non-statutory

8 . Trade License

Copy of valid Trade License is to be enclosed with the bid.

Non-statutory

9 . Locations of Service Centres

The bidder must have at least 1 registered service center for IT HARDWARE MAINTENANCES SERVICES in KOLKATA, WEST BENGAL Supporting documents for existence of Service Centre(s) has to be attached with the tender document.

Non-statutory

10 . Banned by Govt. or like organizations

The bidder shall be required to give a declaration in their letter head that they have not been banned by any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization. If any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board Council or similar organization has banned the bidder and later on lifted the ban, the fact must be clearly stated.

Non-statutory

11 . Completion Certification from WBEIDC Ltd. or any subsidiaries

The bidder shall be required to give a declaration in their letterhead that they have successfully & timely completed earlier projects of WBEIDC Ltd (including all of its subsidiaries) offered to them (If any) in last 1 years. Successful



completion certificate of such projects from the concerned project in-charge of WBEIDC Ltd or its subsidiaries are to be attached with the bid document.

Non-statutory

12 . Minimum Annual Turn Over for a number of financial years

The bidding firm must have had a minimum total revenue / turnover of Rs. 2,500 000.00 for each of the financial years 01-04-11 - 31-03-12, 01-04-12 - 31-03-13 and 01-04-13 - 31-03-14. (Corresponding annual reports must be submitted along with the bid as documentary evidence).

Non-statutory

SECTION A

GENERAL TERMS & CONDITIONS

GENERAL TERMS AND CONDITIONS

1. Earnest Money Deposit (EMD)

The firm shall furnish an EMD of Rs. 5,000 in the form of a DEMAND DRAFT from a Scheduled Bank payable at Kolkata duly pledged in favour of WBEIDC Limited. Any bid not accompanied with the valid EMD shall be summarily rejected. Earnest money will be refunded to the unsuccessful bidders after receiving application from them on completion of tender process. In case of successful bidders earnest money will be retained till security deposit of 5% of the total value of the job is deposited in the form of DD/BANK GUARANTEE of the total value of the job is deposited in the form of 60 days more than the warranty period. Earnest money of the bidder is liable to be forfeited in case of any false submission / statement. In case of any refusal to abide by terms and conditions of our LOI/PO or refusal to enter into a written agreement as per prefixed terms and conditions authority is at liberty to forfeit earnest money and take lawful actions. Note: Empanelled vendors are not required to submit the security deposit money if they are selected as successful bidder.

2. Awarding of Contract

WBEIDC Ltd will award the contract to the successful bidder whose bid has been valued as per Price and Other criteria (Evaluation Chart, Section-J). WBEIDC reserves the right not to accept the Lowest Price bid with out assigning any reason what so ever and the bidder will not challenge such decision in any forum what so ever WBEIDC also reserves the right to split the order and / or drop any line item as per direction of the end customer. The contract will be awarded to the bidder securing lowest price as per their offer.

3. Amendment of Invitation

At any time 3 days prior to the deadline for submission of proposals, WBEIDC reserves the right to add / modify / delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to all the Bidders who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents (Techno Commercial as well as Price Bid).

4. Amendment of Proposals

In order to afford prospective Bidder reasonable time to make amendment in their proposals, WBEIDC may, at its discretion, extend the deadline for the submission of proposals. However, no such request in this regard shall be binding on WBEIDC.

5. Canvassing

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so will render him liable to penalties, which may include removal of this name from the register of approved Contractors.

6. Clarification Regarding Tender Document

A prospective Bidder requiring any clarification about the tender document and scope of work may contact the person through e-mail / letter as mentioned above in NIT.

7. Disputes and Arbitrations

In case of any dispute or differences, breach and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of Managing Director, WBEIDC Ltd. or any other person appointed by him. The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator to whom the matter is originally referred to vacates his office on resignation or otherwise or refuses to do works or neglecting his work or being unable to act as arbitrator for any reason whatsoever, the Managing Director shall appoint another person to act as arbitrator in the place of outgoing arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor. The Contractor will have no objection in any such appointment that arbitrator so appointed is employee of WBEIDC Ltd. The adjudication of such arbitrator shall be governed by the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof or any rules made thereof. The arbitration shall be held in Kolkata only.

8 . Deadline for Submission of Proposals

Proposals will be received by WBEIDC at the specified address not later than 22 01-15 15:00 Hrs. WBEIDC may, at its discretion, extend this deadline. WBEIDC may also extend this deadline for any other administrative reason.

9 . Force Majeure Condition

If the execution of the contract/supply order is delayed beyond the period stipulated in the supply order as result of outbreak of hostilities, declaration of an embargo or blockade of road, fire, flood or any such act of nature, then WBEIDC LTD may allow such additional time by extending the project execution timeframe as considered to be justified by the circumstances of the case and its decision will be final. If additional time is granted by the WBEIDC LTD, the supply order shall be read and understood as if it had contained from its inception the execution date as extended.

10 . Formats and Signing of Proposals

The original proposal shall be neatly typed and shall be signed by an authorized signatory / signatories on behalf of the Bidder. The authorization shall be provided by written Power of Attorney accompanying the proposal. The person or persons signing the proposal shall initial all pages of the proposal, except for un-amended printed literature. The proposal shall contain no interlineations, erase or overwriting. In order to correct errors made by the Bidder, all corrections shall be done & initialed with date by the authorized signatory after striking out the original words / figures completely.

11 . Governing Laws

This Tender Document and the contract shall be governed by and interpreted in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract.

12 . Late Proposals

Any proposal received by WBEIDC after the deadline for submission of proposals, as referred above shall not be accepted.

13 . Language of Proposal & Correspondence

The proposal submitted by the Bidder should be in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & WBEIDC will be in English language only. A duly signed formal copy must subsequently confirm the correspondence by Fax / e-mail.

14 . Proposal Currency

Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, etc.

15 . Period of Validity of Proposals

The price offers shall remain firm within the currency of contract and no escalation of price will be allowed. The quoted offer and / or rate must be valid for a minimum period of 180 Days from the date of opening of the tender. The tender inviting authority reserves the right for seeking extension of validity of offered rates from the successful bidder. Acceptance of such request during actual offer is however optional to the bidder. The price validity will remain unaltered irrespective of any reason including foreign exchange rate variation. Variation in statutory rate levied by Government will however be reflected for both reduction and escalation.

16 . Sealing and Marking of Proposals

Bidder shall seal & mark various parts of the proposal as mentioned in the Instruction to bidders above. Every envelope and forwarding letter of various parts of the proposal shall be addressed as follows: ADVISOR(COMMERCIAL) WBEIDC Limited Block - EP & GP, Sector-V Salt Lake Electronics Complex Kolkata-700 091 Signing across all joints & pasting good quality transparent adhesive tape on top of such joints & signatures with company seal shall seal the envelope without which the bid will be summarily rejected. The envelope should bear the name and address of the bidder very neatly written in the left lower corner, without which the bids can not be recognized and hence will be summarily rejected. Proposals sent through telex / telegrams / fax / e-mail shall not be accepted. WBEIDC shall not be responsible for delay on account of delivery by the postal authorities as well as of courier companies. Such delivery shall be at the risk and cost of the vendor / bidder. If the envelopes are not sealed and marked as required above,

WBEIDC shall assume no responsibility for the proposal's misplacement or premature opening. And the bid will be summarily rejected.

17 . Schedule of the Tender

The tender document shall be submitted on or before 22-01-15 15:00 Hrs. to Santibrata Majumdar

SECTION B

SPECIAL TERMS & CONDITIONS

SPECIAL TERMS AND CONDITIONS

1 . Delivery Locations

Items are to be delivered at: COMMISSIONER OF COMMERCIAL TAXES, 14, BELIAGHATA ROAD, KOLKATA-700015.

2 . Interpretation of documents

If any bidder should find discrepancies or omission in the specifications or other tender documents, or if he should be in doubt as to the true meaning of any part thereof, he shall make a written request to the tender inviting authority for correction / clarification or interpretation before 7 days of opening of the bid.

3 . Previous job

Previous work samples are to be provided by the bidders.

4 . Payment Authority

Payment sanctioning authority: MR.SUMAN MOITRA

5 . Payment Terms

Payment will be made on submission of bills along with the receipted Challan & successful installation certificate from END CUSTOMER. Payment will be released within 30 days after receiving payment from the end customer. The security deposit of an amount of 5% of total value of the order is to be deposited (within 14 Days from the date of issuance of PO/LOI) in the form of a bank guarantee valid for 2 MONTHS more than the composite on-site warranty period of the items quoted, from any Scheduled Bank.

6 . Service Level

Service Level: Resolution time should be 24 HRS.

7 . Warranty Support - Period

The equipment along with the solution supplied will be warranted for 12 MONTH from the date of ACCEPTANCE of the system whole or part. Service support for the entire warranty period will be ONSITE and COMPREHENSIVE and free of cost for the entire warranty period.

8 . Warranty

The bidder will warranty that products supplied under the contract are newly made and are free from defects in the design, engineering and workmanship. The bidder would be responsible for the up keep and maintenance of the infrastructure with a resolution time of 12 HRS and necessary deliverables under the scope of work during the entire To maintain this SLA, if desired by the end customer, one engineer has to be provided at the site for immediate attempt of any failure. The bidder shall not, without the express prior written consent of WBEIDC, assign to any third party of the contract or part thereof. Service support for the entire warranty period will be on site and comprehensive and free of cost for the entire warranty period.

9 . Previous jobs with WEBEL

Preferences will be given to those bidders who have done our earlier printing jobs of similar types.

BOQ, TECHNICAL SPECIFICATIONS & DELIVERY LOCATIONS

SL. No.	Description / Specification	Qty	UOM	Delivery Location
1	VIDEO CAMERA	3	Nos.	CCD-00001

Make/Model

Brand	SONY
Model No.	HDR-PJ240E

Video Camera Specification

Type	HANDYCAM WITH THREE TRIPOD
Sensor Type	CMOS
Projector Type	BUILT-IN
Projector Lumen (lm)	13
Lens Make	CARL ZEISS TESSAR
Lens Type	WIDE ANGLE STEADY SHOT E-ACTIV
Focal Length (mm)	29.8
Optocal Zoom	54X
Recording	50P/60P

Include three Tripod

Warranty

No. of Years	AS PER OEM WARRANTY
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Payment Terms Details

Payment Terms Code	Description
B2B-30D	Payments term will be back to back and will be paid after 30 days of payment received from customer.

Delivery / Service Location Details

Location Code	Location Address
CCD-00001	COMMISSIONER OF COMMERCIAL TAXES (W.B.) 14 Belighata Road Kolkata 700015

COMPLIANCE SHEET

SL. No.	Description / Specification	Qty	UOM	Offered Specification	Compliant (Yes/No)	Deviation Details (if any)
1	VIDEO CAMERA	3	Nos.			

Make/Model

Brand	SONY
Model No.	HDR-PJ240E

Video Camera Specification

Type	HANDYCAM WITH THREE TRIPOD
Sensor Type	CMOS
Projector Type	BUILT-IN
Projector Lumen (lm)	13
Lens Make	CARL ZEISS TESSAR
Lens Type	WIDE ANGLE STEADY SHOT E-ACTIV
Focal Length (mm)	29.8
Optocal Zoom	54X
Recording	50P/60P

Include three Tripod

Warranty

No. of Years	AS PER OEM WARRANTY
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ANNEX - BID FORM

(Bidders are requested to furnish the Bid Form in the Format given in this section, filling the entire Blank and to be submitted on Letter Head)

Ref No : (Mandatory)

Date : (Mandatory)

To,
Advisor (Commercial)
WBEIDC Ltd
Webel Bhavan
Block EP & GP, Sector-V
Salt Lake Electronics Complex
Kolkata-700091

Dear Sir,

Having examined the Bid documents we, the undersigned, offer to undertake the job of "<Tender Title>" as per the Tender No. _____ dated _____.

We agree to abide by this bid for the period of 6 (six) months from the date for fixed for price bid opening and it shall remain binding upon us for acceptance at any time before the expiry of the period.

This bid, together with your written acceptance thereof and your order / notification of award, shall constitute a binding contract between us.

We understand that WBEIDC reserves the right to accept in full / part or reject any or all the bids received or split order within successful bidding without any explanation to bidders and its decision on the subject will be final and binding on Bidder. We also understand that WBEIDC is not bound to accept the L-1 bid for placement of order.

We had given an EMD/BG of Rs. _____ (DD/BG No _____ dated _____ on _____) along with the technical document.

Dated, this _____ day of _____, 20__

Signature

.....
(In capacity of)
Duly authorized to sign bid for and on behalf of
(Name and Address of the Bidder)

(Affix Official Seal)

ANNEX - BOM & TECHNICAL SPECIFICATIONS

ALL TECHNICAL PARAMETERS OF ITEMS ARE MANDATORY. NO DOWNWARD DEVIATION IS ALLOWED. IN CASE OF ANY DEVIATIONS IN SPECIFICATIONS OF THESE ITEMS, THE BID WILL BE SUMMERILY REJECTED.

The bidder has to attach a technical compliance sheet in the following format:

Sl. No.	Description of Items	Make & Model No.	Qty	Unit	Offered Specification	Remarks
1						

ANNEX – MAF
(MANUFACTURER'S AUTHORISATION FORM)

(TO BE SUBMITTED ON OEM LETTERHEAD, SIGNED BY A PERSON COMPETENT AND HAVING THE POWER OF ATTORNEY [Notarized copy to be attached] TO BIND THE PRODUCER) Without this MAF, the bid is liable to be rejected.

Tender No. _____

Date: _____

Advisor (Commercial)
WBEIDC LTD ,
Block-EP&GP, Webel Bhawan,
Sector-V ,Salt Lake , Kolkata-700 091.

WHEREAS _____ who are official producers of _____ and having production facilities at _____ do hereby _____ authorize _____ located at _____ (hereinafter, the "Bidder") to submit a bid of the following Products produced by us, for the Supply Requirements associated with the above Invitation for Bids.

[Note : Please Specify the Product Name & Model No here.]

When resold by _____ these products are subject to applicable warranty terms of this NIT.

We assure you that in the event of _____ not being able to fulfill its obligation as our Sales & Service Provider in respect of this NIT, we would continue to meet our the terms stated in the abovementioned NIT through alternate arrangements.

We also confirm that _____ is our authorized service provider / system integrator and can hence provide maintenance and upgrade support for our products.

We also undertake to supply the materials in the event of the non-supply of the materials by _____ as per the NIT and assure you the availability of spares for the products for the next two years after the expiry of three years comprehensive on-site warranty.

Name _____ In the capacity of _____

ANNEX - PRICE BID

(Bidders have to submit the price bid strictly in this format, otherwise the bid will be rejected)

Ref . No. (Mandatory)

Date: (Mandatory)

Tender for _____ <Tender Title> _____, _____ <Tender No.>, _____ <Tender Date>

To,
Advisor (Commercial)
WBEIDC Ltd.

Dear Sir,

In response to the above tender, we offer our price as given below:-

Sl. No.	Item Description	Make & Model / Part No.	Total Qty.	Unit Rate	Amount (Rs.)	VAT Rate (%)	VAT Amount (Rs.)	Service Tax Rate (%)	Service Tax Amount (Rs.)	Total Amount (Rs.)
1										
2										
...										
n										
Total										

In words: Rupees _____

(Signature and Seal of authorized signatory & a copy of power of attorney is to be enclosed)

ANNEX - TECHNICAL COMPLIANCE STATEMENT

ALL TECHNICAL PARAMETERS OF ITEMS ARE MANDATORY. NO DOWNWARD DEVIATION IS ALLOWED. IN CASE OF ANY DEVIATIONS IN SPECIFICATIONS OF THESE ITEMS, THE BID WILL BE SUMMERILY REJECTED.

The bidder has to attach a technical compliance sheet in the following format:

Sl. No.	Description of Items	Make & Model No.	Qty	Unit	Offered Specification	Remarks
1						