

**THE DURGAPUR PROJECTS LIMITED**  
(A Government of West Bengal Enterprise)  
Office of the Sr. Manager (S&P), Corporate  
Administrative Building  
**Durgapur– 713 201**

CIN: U40102WB1961SGC025250

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**NOTICE INVITING TENDER**

**NIT No:**

**WBDPL/NITE/GM(T)/ITC/86**

**Purchase of Video Conferencing Equipments**

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Tender is hereby invited by the Sr. Manager (S&P), Corporate, DPL, through electronic tendering (e-tendering) from eligible and resourceful vendors having sufficient credential and financial capability for execution of the work.

**1. General Guidance for e-tendering**

- (a) Interested bidders are requested to log on to the website <https://wbtenders.gov.in> to participate in the Bid.
- (b) A virtual pre bid meeting may be arranged to discuss/clarify relevant points related to the tender on 09/12/2020 at 12.00 noon, if interested bidders are available.

**2. Registration of Bidders**

Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any Authorized Certifying Authority (CA) under CCA, Govt. of India. (viz. nCode Solution, Safescrypt, e-Mudhra, TCS, MTNL, IDRBT ) or as mentioned in e-tendering portal of GOWB <https://wbtenders.gov.in>. DSC is given as a USB e-Token. After obtaining the Class 2/3 Digital Signature Certificate (DSC) from the approved CA they are required to register the Digital Signature Certificates through the Registration system available in the Website.

**3. Pre-Qualification Requirement (PQR) for Participation:**

- 3.1** Purchase Order received from Government/Semi Government/PSU/Local Bodies/Reputed Corporate for sale as Proof of Credentials for Video Conferencing Equipments.
- 3.2** PAN Card.
- 3.3** Professional Tax (PT) Clearance Certificates valid up to the date of opening of the tenders. Application for such clearance addressed to the competent authority may also be considered.
- 3.4** GST Registration Certificate.
- 3.5** Valid Trade License.
- 3.6** Valid Authorized Dealer/Distributor/Business Partner Certificate issued by the Manufacturer for Video Conferencing Equipments.

**4. Earnest Money**

Bidders must furnish the Earnest Money in the form of Demand Draft/ Bank Guarantee of ₹ 13,000.00 (Thirteen Thousand only) from any scheduled Bank Authorized to do the business in India. Demand Draft/Bank Guarantee will be in the name of 'The Durgapur Projects Limited' and payable at Durgapur. The Company Registered under the administrative control of the Ministry of Micro, Small and Medium Enterprises Govt. Of India is exempted from payment of EMD amount on submission of valid documents. The Earnest Money will be returned to the unsuccessful Bidders on request after placement of formal Order in favour of the successful bidder. No interest will be paid for this amount.

Earnest Money submitted will be liable to forfeiture, if successful Bidder fails to execute the Purchase Order (PO) within delivery period mentioned in the PO.

## **5. Collection of Tender Documents**

Tenders are to be submitted online and interested bidders will have to download the tender documents from the website <https://wbtenders.gov.in> directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

## **6. Submission of Tenders**

General Process of Submission is as follows.

- 6.1** Tenders are to be submitted online through the Website <https://wbtenders.gov.in>. All the documents uploaded by the Tender Inviting Authority form an integral part of the bid. Bidders are required to upload all the tender documents along with the other documents as asked for in the Tender through the above website within the stipulated date and time as given in the Tender.
- 6.2** Bidders must submit the Tenders in two covers i.e. “Technical” & “Finance”. Bidders must download tender specific documents (NIT/SBD, BOQ etc) from <https://wbtenders.gov.in>, prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations.
- 6.3** He needs to fill up the rates of items/percentage in the BOQ, downloaded for the materials, in the designated cell of the BOQ spreadsheet and upload the same in designated location of “Finance” cover.
- 6.4** The documents uploaded must be scanned against any virus and digitally signed using the Digital Signature Certificate (DSC). Bidders should specially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

## **7. Technical Proposal (Statutory Documents)**

(To be submitted in Technical Cover)

The following documents in standard formats should be uploaded in Technical Cover.

- 7.1** Notice Inviting Tender (NIT)/ Standard Bid Document (SBD) – The NIT /SBD as published are to be downloaded, then digitally signed and uploaded.
- 7.2** PQR documents in support of Bidders’ Qualification.
- 7.3** Technical Offer /Technical Doc along with Technical compliance & BOQ sheet in un-priced format as mentioned below.
- 7.4** The details of proposed design layout are to be submitted in PDF and/or video format as per the requirement of the NIT for technical evaluation.

Note: Tenders will be summarily rejected if any of the above items in the statutory cover is missing.

**8. Submission of Bid Security/EMD**

(To be submitted in Technical Cover)

Bid Security/Earnest Money Deposit (EMD) - Scanned copy of Demand Draft (DD) / Bank Guarantee towards EMD as prescribed in the NIT, in favour of “The Durgapur Projects Limited” on any Nationalized/ Schedule Bank payable at per at Durgapur, to be uploaded in Technical Cover.

In case the final order value exceeds Rs. 5,00,000/-, the successful bidder has to submit a PBG @ 10% of the Order value and after receipt of the same, the EMD amount may be released to the successful bidder.

**9. Submission/Upload of Non-Statutory Documents**

Following Documents are to be uploaded along with the Bid.

**9.1** Purchase Order received from Government/Semi Government/PSU/Local Bodies/Reputed Corporate for sale as Proof of Credentials for Video Conferencing Equipments.

**9.2** PAN Card.

**9.3** Professional Tax (PT) Clearance Certificates valid up to the date of opening of the tenders. Application for such clearance addressed to the competent authority may also be considered.

**9.4** Valid GST Registration Certificate.

**9.5** Valid Trade License.

**9.6** Valid Authorized Dealer/Distributor/Business Partner Certificate issued by the Manufacturer for Video Conferencing Equipments.

**9.7** The details of proposed design layout are to be submitted in PDF and/or video format as per the requirement of the NIT for technical evaluation.

**10. Financial Proposal**

(To be uploaded in Finance Cover)

The Financial proposal should contain the following Document in one Cover (Cover). Bill of Quantities (BOQ): The Bidder is to quote the Rate in the space Marked for quoting Rate in the BOQ. (Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the Bidder).

**11. Submission of Original Copies of Documents and Earnest Money Deposit**

**11.1 Mode of Payment:** EMD must be submitted in the form of Demand Draft/ Bank Guarantee of any scheduled Bank of India as mentioned above. Payment in any other form e.g.: NSC, KVP etc will not be accepted.

**11.2 Place of submission:** The original copies of the DD/BG, towards Earnest Money Deposit should be submitted in a sealed envelope in the office of the DGM (S&P), Corporate, DPL.

**11.3 Time of submission:** The Original Copies of DD/Bank Guarantee towards EMD should be submitted in a Sealed Envelope in the Office as stated above within the date and time as specified in the schedule of dates provided. If the bidder fails to submit the Original Copies within the due time his tender will not be opened and his bid will stand rejected.

## **12. Conditional and Incomplete Tender**

Conditional and incomplete tenders are liable to summary rejection.

## **13. Scope of Work and Technical Specification**

Materials to be supplied within 21 days from date of issue of purchase order as per the BOQ mentioned in clause no 14.

## **14. Bill of Quantity (BOQ)**

<b>Configuration</b>	<b>Quantity</b>
Video Conferencing Equipments (As per Annexure-1 or its exact equivalent subject to acceptance of Technical wing of DPL) with at least 1 Year onsite warranty. (Make-Asus, Polycom, Sony, Lifesize, Logitech)	2 Nos
65" Smart T.V. with UHD (4K) Android operating system with 1 Year warranty with HDMI, Ethernet, USB Port. (Make- Samsung, Sony, LG, MI, Nokia, Motorola, Realme, One Plus)	2 Nos
Software Licence for conducting e conference with 50 users and feature of recording in proceeding in secure mode which may be downloaded to archive. The Software will be able to seamlessly integrate with proposed Hardware as above.(Make- Google Meet, Microsoft Teams, Cisco Webex)	1 Year
Installation of the systems and other related Hardware required in the Two locations (Durgapur and Kolkata)	01 Unit
AMC support of the total system excluding the software licence cost (This portion may or may not be considered as per assessment of technical team of DPL).	03 Years

Note: Bidder must fill up & Submit this BOQ sheet with all cells filled-up. Non- submission of this Sheet will lead to rejection of the bid.

## **15. Opening and Evaluation of Tender**

### **15.1 Opening of Technical Proposal**

**15.1.1** Technical proposals will be opened by DGM (S&P), Corporate, DPL, or his Authorized Representative electronically from the website stated in Clause 1, using their Digital Signature Certificate.

**15.1.2** Technical proposals for those tenders whose original copies of DD/ Bank Guarantee towards EMD/EMD exemption claim have been received will only be opened. Proposals corresponding to which the EMD/EMD Exemption claim have not been received will not be opened and will stand rejected.

**15.1.3** Interested Bidders may remain present if they so desire at the time of opening of the tender.

**15.1.4** Technical Cover (Statutory Documents) would be opened first and if found in order, Cover for Non-statutory Documents will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.

**15.1.5** Decrypted (Transformed into readable formats) documents of the Non-statutory cover will be downloaded, and handed over to the Tender Evaluation Authority.

## **15.2 Uploading of Summary List of Technically Qualified Bidders**

**15.2.1** Pursuant to scrutiny and decision of the Technical Evaluation Authority, the summary list of eligible Bidders for which their Financial Proposals will be considered will be uploaded in the web portals.

**15.2.2** While evaluation, the Committee may summon of the Bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.

## **15.3 Opening and evaluation of Financial Proposal**

**15.3.1** Financial proposals of the Bidders declared technically eligible by the Tender Evaluation Authority will be opened electronically from the web portal on the prescribed date, normally after two working days after the date of publication of final summary list of the Bidders or earlier as per the requirement.

**15.3.2** The encrypted copies will be decrypted and the rates will be read out to the bidders, present at that time of bid opening.

**15.3.3** After evaluation of Financial Proposal, by Tender Evaluation authority, the final summary result, name of bidder and the rates quoted by them against supply and delivery of material will be uploaded.

**15.3.4** The Tender Accepting Authority may ask any of the Bidders to submit analysis to justify the rate quoted by the Bidders.

**15.3.5** Normally the lowest rate for each item will be considered separately for selection of successful L1 Bidder for that item, but if desired, the composite value may also be considered for the benefit of the purchaser.

## **16. Bid Validity**

The Bid will be valid for minimum 90 days from the date of opening of the Financial Bid.

**17. Acceptance of Tender**

Bidders must quote for at least one item mentioned in BOQ sheet. Bids with Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons and also reserves the right to consider the offer in composite manner or may split the order, alter the quantity of any or all Bidders without assigning any reason whatsoever.

**18. Return of Earnest Money Deposit**

The Earnest Money of the entire unsuccessful Bidders will be returned, after placement of the Work Order in favour of the successful bidder. For return of the Earnest Money Deposit, the Bidder will have to apply for the same to The SM (S&P), Corporate, DPL, giving the reference to NIT No, Date of Tender, Amount and Mode of Earnest Money Deposited– all in a complete form.

**19. Payment**

100% payment will be released after successful installation of the Video Conference Equipments, allied accessories and Software on submission of Tax Invoice along with copy of receipted Challan.

**20. Inspection**

Inspection will be done by the representative of IT Cell, DPL at the time of installation of the Video Conference Equipments, allied accessories and Software.

**21. Time of Completion**

Video Conference Equipments, allied accessories and Software should be delivered within 21 Days from Date of Issue of Work Order/ Purchase Order.

**22. Place of Delivery**

Delivery to be done at the point of installation and as advised by IT Cell, DPL (at Durgapur & Kolkata).

**23. Penalty**

If the supply and installation is not completed within the stipulated time specified in the Purchase Order, DPL shall recover from the supplier as Penalty a sum of 0.5% of the Purchase Order value for delay (attributable to the supplier) of one fortnight or part thereof with a maximum limit of 6 Months. However, in case of delay (attributable to the supplier) of completion of the supply and installation beyond 6 Months from the stipulated date, then the total penalty amount will be considered as 10% of the Purchase Order value.

**24. Price**

GST & Other Charges should be mentioned clearly. Lowest bid will be evaluated on the basis of Landed Cost i.e. inclusive of GST and Other Charges. Rate will be considered in totality.



**25. Guarantee / Validity**

As per Clause 14

**26. Paying Authority**

Sr. Manager (F&A), Payment Section, DPL.

**27. Controlling Officer**

Sr. Manager (IT), IT Cell, DPL.

For technical clarification –contact may be done with

Sr. Manager (IT), IT Cell, DPL

e-mail id- [admin@dpl.net.in](mailto:admin@dpl.net.in)

Phone No.-9434709053

**28. Schedule of Dates for Tendering**

<b>Serial No</b>	<b>Milestone</b>	<b>Date</b>
i)	Publishing Date	<b>:04-12-2020</b>
ii)	Document Download start date	<b>:04/12/2020</b>
iii)	Pre-bid queries submission end date	<b>:08/12/2020</b>
iv)	Virtual Pre-Bid Meeting (Mode of meeting will be informed in official website <a href="http://www.dpl.net.in">www.dpl.net.in</a> on or before 09/12/2020)	<b>:09/12/2020 at 12.00 noon</b>
v)	Bid submission start date	<b>:10/12/2020</b>
vi)	Bid submission end date	<b>:14/12/2020</b>
vii)	End Date of Submission of original EMD in the form of BG/DD/Exemption letter of EMD at The office Of DGM(S&P)Corporate, Administrative Building, The Durgapur projects limited ,Durgapur,713201	<b>:15/12/2020</b>
viii)	Technical Bid opening date	<b>:16/12/2020</b>
ix)	Uploading of Technical Bid Evaluation sheet	<b>:To be notified later</b>
x)	Financial Bid opening date	<b>: To be notified later</b>
xi)	Uploading of Financial Bid evaluation sheet	<b>: To be notified later</b>

## Annexure-1

No	Description
	<b>VC CAMERA</b>
1	High-performance video processing engine PAL/ NTSC
2	Capable of noise reduction
3	HD 720p/ 1080p output
4	Black level control
5	Low Latency <= 1 ms ~ 2 ms
6	Minimum 16 Megapixel
7	High Resolution still image capture
8	USB 2.0/ USB 3.0 ready Wide angle glass optics lens
9	Horizontal Field of View 120 with 10 x optical zoom
10	Vertical Field of View 92°
11	Diagonal Field of View 148°
12	Must support any of Cisco WebEx, Microsoft Team, Google Meet
	<b>Control Unit</b>
1	Intel core i7 processor
2	802.11 ac wireless adapter
3	10/100 Base Tx Ethernet port
4	Extensive connectivity options with 4K/UHD output
5	USB 3.0 ports
6	Models must support 4K/UHD playback
7	Compatible with Windows 8 (or higher)/Chrome
8	1280x800 Resolution Display Unit
9	High-Definition HDMI Full HD 1080P video
	<b>Microphone</b>
1	Microphones must synchronise with controller suitable for 5m U Shaped table
2	USB audio and power allows high portability
3	Daisy chain several devices to cover larger rooms
4	Eliminates disturbing background noise
5	Directional microphones ensure clear 360° pickup
6	High performance echo cancellation allows full duplex conferencing
7	Automatic firmware updates from controller