



## Center of Innovative and Applied Bioprocessing (CIAB)

(A National Institute under Department of Biotechnology, Government of India)

C-127, Industrial Area, Phase VIII, S.A.S. Nagar,

Mohali-160071 Punjab, INDIA

CIAB/ 1 (283)/16-17

05 December, 2016

To

### NOTICE INVITING QUOTATION

1. Sealed Quotation invited on behalf of Chief Executive Officer CIAB, Mohali for the **purchase and installation/Configuration of Audio Video System in CIAB Seminar Hall at Sector-81, Mohali**, so as to reach latest by 26.12.2016 on or before 2.30 pm. Bid should be sent in sealed envelope. The Quotation will be opened on the same day i.e. 26.12.2016 at 3.00 pm in the presence of tenderers or their authorized representative, if any. Your quotation should be in sealed cover. Unsealed quotations shall not be considered. The sealed cover should be clearly superscribed as "Quotation against Tender CIAB/1(283)/16-17/Pur for Supply and Installation/Configuration of Audio Video in Seminar Hall for 26.12.2016". No quotation will be considered until and unless quotation is signed with full signatures and carries the stamp of the tenderers.

A person signing the quotation or any other document forming part of the contract on behalf of the firm shall be deemed to warranty that he has the authority to bind the firm for all purposes/conditions/clauses of the contract/quotation and if in any state it is found that the person so signing had no authority to do so, the Institute may, without prejudice to other civil and criminal remedies against the contract, hold the signatory and the firm liable for all costs and damages.

The Details of the audio video systems shall be configured in the outlines of as appended below

### **Audio and Video Equipments for Seminar Hall at CIAB Main Campus**

| Sr. No. | Description  | Product Description  | Qty. |
|---------|--------------|--|------|
| 1       | FOH Sperkers | Compact 2-way Loudspeaker with 1 x 8" LF ,Power Rating 1000W Peak, Frequency Range 52 Hz - 20 kHz (-10 dB) ,Frequency Response 63 Hz – 19 kHz (±3 dB), Coverage Pattern 120° x 60°. Make: JBL,Bose,Mayer | 2    |
| 2       | Delay Fill   | Ultra Compact 2-way Loudspeaker with 2 x 5.25" LF , Power Rating 225W Cont. Pink Noise 450W Program 900W Peak, Frequency Range 80 Hz -20 kHz (-10 dB), Coverage Pattern 90° x 90. Make: JBL,Bose,Mayer   | 2    |
| 3       | Mixer        | 12 Channel Mixer. Make: Soundcraft,Yamaha,Allen & Heath  | 1    |





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|    |                                |   |   |
|----|--------------------------------|---|---|
| 4  | Wireless Mic                   | Professional wireless microphone system. Receiver, Handheld transmitter, Stand adapter, 1 x Rack mount kit, 1 x Universal power supply with US/UK/EU adapter, 1 x AA size battery, 2 x UHF Antennas. 48 simultaneous channels, Make: AKG, Sennheiser, Shure | 3 |
| 5  | Wireless Mic System            | Professional digital 2.4GHz wireless system for worldwide license-free. 1 No wireless handheld + 1 No Wireless Lapel along with receiver. Make: AKG, Sennheiser, Shure  | 1 |
| 6  | Gooseneck Mic                  | CGN99 H/L come with an integrated XLR phantom power adapter with 250Hz bass rolloff. The phantom power adapter connects to any standard mixer input with 9V to 52V power supply with H500 mount. Make: AKG, Sennheiser, Shure                               | 1 |
| 7  | Wireless Gooseneck Mic Set     | Wireless Gooseneck Mic with base unit transmitter and receiver with changeable mic capsule. Make: AKG, Sennheiser, Shure  | 2 |
| 8  | Interactive Projector          | 3,100 lumens WXGA Interactive Ultra Short Throw projector. Make: SONY, Panasonic, Cisco   | 1 |
| 9  | Amplifier                      | Two-channel, 1200W @ 4Ω Power Amplifier. Make: Crown, Bose, Mayer   | 1 |
| 10 | Signal Processor               | 4x4 Signal Processor with BLU link. Make: BSS, Biamp, Bose  | 1 |
| 11 | Automatic Switcher             | SDX-510M-DX, 5X1 MULTIFORMAT DXLINK TRAN. Make: AMX, Extron, Biamp  | 1 |
| 12 | Digital Receiver/Scaler        | DX-RX, DXLINK HDMI HDCP RX W SCALER. Make: AMX, Extron, Biamp   | 1 |
| 13 | 8-Button Control Pad with Knob | MCP-108-BL, MASSIO 8-BUTTON CONTROL PAD WI. Make: AMX, Extron, Biamp  | 1 |
| 14 | Gigabit PoE Ethernet Switch    | NXA-ENET8-2POE, GIGABIT SWITCH, 8 PORT P. Make: AMX, Extron, Biamp  | 1 |
| 15 | Digital Podium                 | Podium with Interactive Panel (19" Touch Panel), with Four Caster wheels. And plate consists of VGA in & VGA out along with USB port and all necessary ports inbuilt as required on plate.  | 1 |
| 16 | Cable Cubby                    | KRAMER COMPACT CABLE CUBBY WITH HDMI INPUT. Make: Kramer, Extron, Biamp   | 1 |
| 17 | Accessory                      | 15 mtr HDMI cable. Make: Kramer, Extron, Monster  | 1 |
| 18 | Projection Glass               | Lacquered Glass for projection 6'6" x 4'6" With 6mm thickness   | 1 |





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|    |   |   |       |
|----|---|---|-------|
| 19 | Accessory   | Relay for Lighting Control  | 2     |
| 20 | Accessory   | Rack for Amps and processers                                      | 1     |
| 21 | Accessory   | Speaker Wall Mount/Flying Lits                                    | 4     |
| 22 | Accessory   | Speaker Wire, Mic Cable, Patch Cables, Speakon and XLR connectors | 1 Lot |
| 23 | Installation, Commisioning, Programing, Logistics |   | 1 Job |

**General Instruction**

- The vendor must provide authorization letter from the manufacturer.
- The system should be stand alone with respect to all functionalities of machine and its accessories, peripherals and add-on to maintain uninterrupted required services. All other accessories and peripherals required for installation, functioning and regular maintenance of the system must be quoted with the instrument.
- The system should be suited to Indian system of electrical inputs (220-230V/ 50Hz).
- All accessories required for successful installation, functioning and regular maintenance of the systems must be quoted
- Warranty: Minimum ONE years. Additional AMC for subsequent five years to be quoted as optional in Annexure 'D' for the purpose to freeze the AMC Charges beyond the warranty period.
- The system should be suited to Indian system of electrical inputs (220V/ 50Hz).
- Inquiry will be sent by UPC/Courier/Speed Post/E-mail and CIAB will not be liable for any kind of Postal delay.
- The Quotation Should be **addressed to the Chief Executive Officer, CIAB**, Mohali invariably giving on the envelop Reference No. with date and Due date with time.
- The Quantity mentioned in this inquiry and shall be deemed to be only approximate and will not in any manner be binding on the Institute.
- The quotation should be enclosed in a sealed envelope.
- Firms will quote separately for each article.
- **Earnest Money Deposit (EMD)** : The tenderer should submit EMD of Rs. 47000/- in form of Bank Demand Draft favouring, Chief Executive Officer, CIAB payable at Chandigarh/Mohali. The tender without EMD will be summarily rejected. The EMD should be submitted alongwith Technical BID.
- **Opening of BIDS** : Bid should be sent in sealed envelope should be submitted on **26.12.2016** at 2.30 pm. The bid will be opened on the same day i.e **26.12.2016** at 3.00 pm in the presence of tenderers or their authorized representative, if any. Unsealed quotations shall not be considered. The sealed cover should be clearly superscribed as **"Quotation against Tender CIAB/1(283)/16-17/Pur for Supply and Installation/Configuration of Audio Video in Seminar Hall for 26.12.2016"**
- If any unscheduled holiday occurs on the date of submission/opening, then next working day shall be the prescribed date of submission/opening. Requests for postponement will not be entertained.





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• Prices:

A) For goods manufactured with India: (Format as per Annexure "B")

- (i) The price of goods quoted Ex-Works including taxes already paid.
- (ii) VAT and other taxes like excise duty etc. which will be payable on the goods if the contract is awarded.
- (a) The charges for inland transportation, insurance and other local service required for delivering the goods at the desired destination as specified in the price schedule form.
- (b) The installation, commissioning and training charges including any incidental services, if any.

B) The Institute is **having exemption for the payment of Excise Duty** under notification number 10/97 dated 01.03.1997 and Customs Duty under notification No.51/96 dated 23.07.1996. **Hence Excise Duty and Customs Duty, if any, should be shown separately. No other charges than those mentioned clearly in the quotation will be paid.**

D) **Sales Tax:** We are not authorized to issue any Sales Tax Form 'C' & 'D'.

• VALIDITY OF OFFER :

The prices must be valid at least for a period of **90 days for indigenous supplies & 180 days for imports** from the date of opening of the quotation.

- The delivery period should be specifically stated. EX-Stock and earlier delivery may be preferred.
- Samples wherever asked for will not be paid for these should be delivered in the office of the undersigned securely labelled and packed. In case of terms who submit the samples through Railways/Road Transport the freight should be prepaid and RR should be in favour of Stores and purchase of CIAB, Mohali.

• REASONABILITY OF PRICES :

Please quote best minimum prices applicable for a premier Research Institution, **leaving no scope for any further negotiations on prices.**

The quoting party should give a **certificate** to the effect that the quoted prices are the minimum and they have **not quoted** the same item on lesser rates than those being offered to CIAB to any other customer nor they will do so till the validity of offer or execution of the purchase order, which ever is later. We request you to fill the price reasonability certificate format in the enclosed file (Annexure "B").

The party must give details of identical or similar equipment, if any, supplied to any CSIR labs/DBT Institutes during last three years along with the final price paid and Performance certificate from them.

The rates quoted should be in Nos and otherwise your quotation is liable to be ignored.

• SPECIFICATIONS:

- A. Specifications are basic essence of the product. It must be ensured that the offers must be strictly as per our specifications. At the same time it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. **A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected/supported by the printed technical leaflet/literature. Therefore the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation. Non-compliance**





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**of the above shall be treated as incomplete/ambiguous and the offer can be ignored without giving an opportunity for clarification/negotiation etc. to the quoting party.**

- B. The bid shall be evaluated for acceptability by the technical committee and may call the tenderers for discussion.
- C. The compliance statement of specification as per Annexure 'A' please be filled and supplied with the quotation.
- D. The items which can/are to be procured indigenously may be listed separately.

• **PAYMENT CONDITION:**

**Payment on Bill Basis after supply:** For local supplies the payment will be made through NEFT/RTGS/TT only after satisfactory installation, commissioning and performance of the equipment at CIAB and after certification by our technical expert/scientist and with the submission of PBG of 5% of FOB/FCA value to CIAB Mohali valid for period of 15 months from the date of installation.

- **COMMENCEMENT OF WARRANTY PERIOD:** The warranty period of an item shall commence from the date of receipt of the item in good working condition and satisfactory installation/commissioning/demonstration at the project site in CIAB, Sector-81, MOHALI. The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.
- **No Advance Payment:** No Advance payment will be made to any supplier.
- **SUPPLY AND INSTALLATION TIME:** The ordered material should be supplied within 40 days from the date of Purchase Order. The equipment should be installed/commissioned and demonstrated, by the supplier at the lab immediately but not later than 30 days material received at CIAB Laboratory and the same will be put under operation to the satisfaction of our technical expert/Scientist who will test the performance of the equipment.
- **GUARANTEE/WARRANTY:** The equipment/instrument must be guaranteed/warranted for a period of **one years from the date of its satisfactory installation/commissioning** against all manufacturing defects. If the equipment is found defective during this period the whole equipment or part thereof will have to be replaced/repared by the supplier free of cost at the lab. or at site of the supplier for which 'to and fro' expenses will be borne by the supplier.
- **AFTER SALES SERVICES:** It should be clearly mentioned in the quotation whether the after sales services during and after the completion of warranty shall be provided directly by the supplier or their authorized agent/representative. Terms of the after sales services, if any, may be mentioned in the offer. However, in both the cases the original supplier shall be responsible for poor performance/services. The company should have service engineers within 300 km of the range of the institute.
- **INSPECTION :**
  - a. The inspection of the system will be done by our technical expert in the presence of firm's representative.
  - b. In case of receipt of the material in short supply or damaged condition the supplier will have to arrange the supplies/ replacement of goods free of cost pending the settlement of the insurance case wherever applicable on FOR at the lab. or CIF basis till satisfactory installation of the system.





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- c. The supplier should arrange for physical inspection of the items directly or through their authorized representative of the consignment failing which they will be responsible for the losses. After the shipment is effected, the supplier/its representative/Indian agents must remain in touch with the lab/instit. to ascertain the date of arrival of consignment.
- **PENALTY CLAUSE FOR LATE DELIVERY & LATE INSTALLATION:**
    - a. Subject to operation of Force Majeure, time for delivery and acceptance is the essence of this contract. The supplier shall arrange to ship the ordered materials within the delivery period mentioned in the order unless extended with/without penalty.
    - b. In case of delay in supply on part of the supplier, a penalty @ 1% per week of Order/FOB value will be charged for delayed period subject to a maximum of 10% of order/FOB value.
    - c. Apart from the delay in supply, In case of delay in Installation on part of the supplier, a penalty @ 1% per week of Order/FOB value will be charged for delayed period of installation subject to a maximum of 10% of order/FOB value.
    - d. If the delay in the shipment of the ordered materials attributable to the supplier exceeds agreed time period from the date of original agreed upon date of shipment and extended with/without penalty, the consignee shall have the right to cancel the contract/purchase order and recover the liquidated damages from other dues of the party or by legal means. It will also affect the other/future business dealings with such suppliers.
  - **TRAINING:**

Wherever needed, our Technical persons should be trained by the supplier at the project site free of cost. In case the person is to be trained at supplier's site abroad or in India it should be mentioned in the quotation clearly. The supplier should bear all the expenses for such training including 'to & fro' fares and lodging & boarding charges
  - **LATE/ DELAYED /UNSOLICITED QUOTATION:**

Late or delayed/Unsolicited quotations/offers shall not be considered at all. These will be returned to the firms as it is. Post tender revisions/corrections shall also not be considered.
  - **ACCEPTANCE OR REJECTION OF OFFER:**

The Chief Executive Officer, CIAB, Mohali reserves the right to accept or reject any quotation in part or full without assigning any reason thereof. The successful bidder should submit Order acceptance within 15 days from the date of issue to your successful bidder.
  - **PAGE NUMBERING & SIGNATURES:**

Your offer should be a page numbered and signed by an authorized signatory giving his/her name and designation below the signatures.
  - **INTERIM ENQUIRIES:** No interim inquiries will be attended.
  - **FORCE MAJEURE:** The Supplier shall not be liable for forfeiture of its performance bank guarantee liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. **If a Force Majeure situation arises,**



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the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

- CLEARANCE OF MATERIAL FROM INDIAN CUSTOMS – In case of import, the goods so shipped will be cleared in INDIA by your Indian counterpart or India Agent. The authorization, Custom Duty Exemption Certificate and other documents will be provided by CIAB. The necessary charges for the clearance of consignment and concessional Custom Duty will be paid by the CIAB.

Yours faithfully,

(Hardip Singh)

Stores and Purchase Officer

Tele: 0172-4990209

E\_mail: hardipbpu@gmail.com





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ANNEXURE 'A'

FORMAT OF COMPLIANCE STATEMENT OF SPECIFICATIONS

| S. N. | Name of specifications/part / Accessories of tender enquiry | Specifications of quoted Model/ Item | Compliance Whether "YES" Or "NO" | Deviation, if any, to be indicated in unambiguous terms | Whether the compliance / deviation is clearly mentioned in technical leaflet/ literature |
|-------|---|--------------------------------------|----------------------------------|---|--|
| 1     | 2   | 3                                    | 4                                | 5   | 6  |
|       |   |                                      |                                  |   |  |





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ANNEXURE "B"

PRICE SCHEDULE FOR GOODS BEING OFFERED FROM INDIA IN INR

Name of the Bidder \_\_\_\_\_

NIQ No. \_\_\_\_\_

| 1       | 2                | 3                 | 4    | 5   | 6  | 7  | 8  | 9  | 10  | 11  |
|---------|------------------|-------------------|------|-----|--|--|--|--|---|---|
| Sl. No. | Item Description | Country of Origin | Unit | Qty | Ex-Works. Ex-Warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid) | Total price Ex-Works. Ex-Warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid) 5x6 | VAT & other taxes like excise duty payable, if contract is awarded | Packing & forwarding up to station of dispatch, if any | Charges of inland transportation, insurance up to Lab./Instt. | Installation, Commissioning & training charges, if any. |
|         |                  |                   |      |     |  |  |  |  |   |   |

Total Bid price in Indian Rupees \_\_\_\_\_ in words.

**Note:**

- (a) The cost of optional items shall be indicated separately.  
(b) Cost of spares \_\_\_\_\_

It is certified:

- That I/ we have gone through and understood the requirements given in the CIAB Tender Notice no. **CIAB/1(283)16-17/N Pur dated 05.12. 2016** and rates have been quoted accordingly.
- That the terms and conditions given in the tender notice are acceptable to me/us.
- That the information furnished by me /us is true and correct.
- That the agency has not been blacklisted by any Government organization/department.

Signature of Bidder

Name:

Name & Address of the firm





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Authorized Signature & Seal of the Firm

ANNEXURE "C"

PRICE REASONABILITY CERTIFICATE

This is to certify that we have offered the maximum possible discount to you in our Quotation No. \_\_\_\_\_ dated \_\_\_\_\_ for (Currency)\_\_\_\_\_.

We would like to certify that the quoted price are the minimum and we have not quoted the same item on lesser rates than those being offered to CIAB to any other customer nor they will do so till the validity of offer or execution of purchase order, whichever is later.

Seal and Signature of the tenderer





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Annexure 'D'

**TERMS AND CONDITIONS OF THE SERVICE CONTRACT**

- i) During the service contract period, the firm shall provide at least THREE preventive maintenance visits and attend to all emergent and break-down calls per year.
- ii) The service contract charges beyond warranty period must be quoted separately for each year strictly as under and quoting of rates in ambiguous terms or in percentage terms etc., shall render the tender liable to rejection :-
- |                               |   |                        |
|-------------------------------|---|------------------------|
| Rate for 1 <sup>st</sup> year | = | Rs..... (Rs. in words) |
| Rate for 2 <sup>nd</sup> year | = | Rs..... (Rs. in words) |
| Rate for 3 <sup>rd</sup> year | = | Rs..... (Rs. in words) |
| Rate for 4 <sup>th</sup> year | = | Rs..... (Rs. in words) |
| Rate for 5 <sup>th</sup> year | = | Rs..... (Rs. in words) |
- iii) The service contract charges should be quoted only for services and travel cost etc. and should not include the cost of any replacement parts/components which shall be arranged by the Institute at its own cost.
- iv) In each block of 365 days during the entire service contract period the firm will be responsible to maintain the equipment in good working condition for a period of 328 days (i.e. 90% uptime). The time taken by the Institute in providing to the firm the spare parts shall not count towards the downtime. All the complaints will be attended by the firm within 5 days of the dispatch of the complaint to their office. In case there is delay of more than 5 days in attending to a complaint then the number of days in excess of the permissible response time shall be counted in the downtime. The above said response time of 5 days for attending to a complaint will not be counted in the downtime. In case total downtime exceeds the permissible limit as defined above, the service contract shall be extended by the period in excess of the permissible downtime subject to limit of 30 days in a block of 365 days. However, for the period of the downtime in excess of 30 days in a block of 365 days. However, for the period of the downtime in excess of 30 days, a fine equivalent of double the daily service contract charges shall be recovered from the firm.
- v) The replaced parts shall remain the property of the Institute.
- vi) The firm shall try to repair the equipment at Institute itself. However, the equipment may be taken to their site, on their own expenses if in case it is not possible to repair the same at CIAB, the firm shall take the entire responsibility for the safe custody and transportation of the equipment taken out for repairs till this is handed over to purchaser after repair. Any loss of equipment or its accessories on account of theft, fire or any such reasons shall be the sole risk and responsibility of the firm who will compensate the Institute for such losses at FOB value of the damaged/lost equipment/part including accessories.
- vii) During the service contract period the parts/components that may be needing replacement shall made available by the Institute at their own expenses and all import formalities, payment of custom duty etc., shall be complied with/borne by the Institute.
- viii) All service contract charges will be invoiced on yearly basis on completion of annual maintenance contract. The payment of the invoice will be made after verification of service invoice satisfactorily by user within 30 days of the date of submission of the invoice.
- ix) No price revision will be accepted by the Institute during the entire tenure of the service contract agreement.