

CHANAKYA NATIONAL LAW UNIVERSITY, PATNA

Nyaya Nagar, Mithapur, Patna -1, Ph. No. – 0612-2352300, Website: <http://cnlu.ac.in>

NIQ No. – 19/2022-23

Dated: 22/10/2022

Sealed quotation is invited from reputed retailer / service provider of CCTV Surveillance System for Annual Maintenance Service of CCTV equipment installed at different location inside CNLU's campus. Interested retailer / service provider is hereby requested to provide the rates for the same along with document as mentioned in Annexure-II latest by **16th November, 2022 up to 01:00 pm.**

Important Information

Cost of Document	:	Rs. 500.00 (Five Hundred only) in form of DD (Demand Draft). DD should be in favour of Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna – 800001
Duration of contract	:	One Year
Date & Time of receipt of bid	:	16/11/2022 up to 01:00 pm
Date & Time of Pre Bid meeting	:	04/11/2022 at 01:00 pm
Date & Time of opening of Technical Quotation	:	16/11/2022 at 02:00 pm
Date & Time of opening of Financial bid	:	To be declared later
Place of all meeting	:	Registrar's Chamber

Scope of work

The scope of work shall include the following work:

- Maintenance of CCTV Surveillance System Network (Optical Fibre and Cable) & all equipment such as Cameras, Switches, PoE switches, Power Injectors, Media Converters, NVRs / DVRs and HDDs etc during contract period.
- Service provider will clean all equipment fortnightly during contract period. Daily report of status of network and all equipment will be submitted to University.
- Footage of cameras shall be handover to Registrar, CNLU, Patna during the working hours of University, if demanded.
- If CCTV Surveillance System Network (Optical Fibre and Cable) will become malfunctioned then service provider shall repair it immediately and change the Fibre patch cable, CAT6 patch cable, connectors & other (if required), no payment will be made by University for such work.
- If equipment of CCTV Surveillance System such as Cameras, Switches, PoE switches, Power Injectors, Power cables / adapters / SMPS, I/O Box, Media Converters, NVRs / DVRs, and HDDs etc become malfunctioned then service provider immediately informed the matter to Registrar, CNLU, Patna with repairing / replacement cost. Service provider shall provide the equipment in standby till the purchasing / repairing of such equipment takes place.
- University will provide electrical power to equipment through UPS.

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Eligibility

Eligibility terms for intending quotationer are as follows:

- ✓ Quotationer having document as per **Annexure-II** and **an undertaking duly attested by notary on a non-judicial stamp paper of value Rs. 100/- (Rupees Hundred only)** as per **Annexure-I** is eligible for participate in this NIQ.

Terms & Conditions

- I. More than 100 IP Camera of Different make such as BOSCH, Honeywell, Hanwha Techwin & other installed in campus. More than 32 analog cameras are installed in campus.
- II. Price Bid valid up to 31/12/2022
- III. Manner of submission of the Quotations:
 - i. Technical Quotation (**Annexure-I & II** along with required documents) in Envelope One.
 - ii. Financial Quotation **as per Annexure-III** in Envelope Two.Keep these two envelopes in a large envelope and seal it. Write “**NIQ No. -19/2022-23, dated 22/10/2022 for Annual Maintenance Service of CCTV equipment**” at upper part of Envelope and Sealed Quotation should be either dropped in the Quotation Box at University Office or be sent by Post at the address “**Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna-800001**” so as to reach by the due date and time **i.e., 16/11/2022 up to 01:00 p thanm**. Incomplete quotations are liable for rejection. No responsibility will be taken for postal delay or non-delivery/ non-receipt of Quotation documents. Technical Quotation will be opened on same day at 02:30 pm in the chamber of Registrar. Date & timing of opening of Financial Quotation will declared through website later.
- IV. Notwithstanding anything to the contrary in this document, the Chanakya National Law University reserves the right to accept or reject any quotation and to cancel the bidding process at any time prior to the award of contract, without assigning any reason whatsoever.
- V. CNLU reserves the right to withdraw / cancel / amend the quotation at any stage without assigning any reason whatsoever.
- VI. The service provider shall arrange all tools necessary for the execution of the work at his own cost.
- VII. All the risks of loss of or damage to physical property and of personal injury and death which may arise during and in consequence of the performance of the contract other than the expected risks will be the responsibility of the contractor / firm.
- VIII. The contract initially will be for a period of one year from the date of award notified by CNLU, Patna. However, it can be extended on the same terms & conditions subject to satisfactory work of the contractor for another six months / one year or till the execution of new contract, whichever is earlier. It may come to end any time provided the services are not up to mark. The termination will precede 30 days advance notice to the service provider.
- IX. **SETTLEMENT OF DISPUTES** - Dispute, if any, will be subject to Patna Jurisdiction only.

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- X. **Payment will be released on monthly basis after necessary deduction as mentioned hereunder:**
- a) **Applicable TDS will be deducted from the bill of total amount without tax as per the provision of Government of India and certificate for the same will be issue,**
 - b) **Applicable amount will be deducted from total GST**
- XI. **Service provider will be paid for each new camera (if added during the contract period on same network).**
- XII. **Successful bidder should deposit the 5% of total amount without tax in form of DD / Bank Guarantee / Fixed Deposit for performance security. This amount will be refundable after 60 days of successful completion of contract period i.e., One Year.**
- XIII. **Work will be awarded to quotationer whose rate is lowest among all other quotationer.**
- XIV. **Agreement:** Successful bidder shall enter into the agreement on **Rs. 1,000.00 (Rupees One Thousand) non judicial stamp paper** within **fifteen working days of University** from the **date of work order.**
- XV. **Amendment of Quotation Document.**
- a. At any time prior to the last date for receipt of quotations, the client may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Quotationer, modify the Quotation Document by an amendment.
 - b. The amendment will be notified through official website of Chanakya National Law University for all the prospective Quotationers.
 - c. In order to afford prospective bidder reasonable time in which to take the amendment into account in preparing their quotations, the University may, at its discretion, extend the last date for the receipt of the Quotations.

**Registrar
CNLU, Patna**

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Annexure-I

I / we declare

that

my / our company
namely..... has not been
black listed by any Government / Semi Government Organisation nor should have any litigation
enquiry pending and / or initiated by any of these Department or Court of Law with regards to the
works executed by our company since incorporation. No FIR has been lodged against us.

that

the documents annexed along-with the quotation are genuine and not tampered by me / us while
copying. If my / our declaration above found fake or forged then:

- i. my quotation document shall be rejected
- ii. Letter of Intent / Work Order / Agreement, if issued, shall be cancelled and
- iii. FIR shall be inflicted against my / our company / firm by the University.

Signature of the Quotationer / Authorized Signatory (Name & Designation)

Seal of the Quotationer

Place

Date

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Annexure-II

CHECK LIST (SHOULD BE ATTACHED QUOTATION DOCUMENT)

Sr. No.	Description	Remarks
1	Name of the Firm	
2	Address with contact number, FAX, E-mail of the Firm	
3	PAN No., GST details Attach copy of PAN card & GST Certificate	
3	Declaration as per Annexure-I	
4	Copy of ISO 9001:2015	
5	Firm`s Bank Account Details with Bank Name, Address and IFSC / RTGS codes	
6	At least one copy of work order / agreement of CCTV related work during last three financial years (between 2019-20 and 2021-22) in reputed Institutes of Higher Learning / Indian Universities / Central or State Government Organizations / Professional bodies / Private Sector etc.	
7	Copy of IT return of financial year 2019-20, 2020-21 and 2021-22	
8	Copy of document in support of Annual turnover in last three financial years (from 2019-20 to 2021-22)	
9	Letter of authorisation from competent authority of BOSCH / Honeywell / Hanwha Techwin for participating in this NIQ	

I / We hereby declare that information furnished above is true and correct and the documents annexed are genuine.

Signature of the Quotationer / Authorized Signatory

Name of the Quotationer

Seal of the Quotationer

Place

Date

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Annexure-III

(To be Printed on Letter Head of Quotationer)

To,
The Registrar
Chanakya National Law University,
Nyaya Nagar, Mithapur, Patna-1

Subject : Quotation for NIQ No.-19/2022-23 dated 22/10/2022.

Dear Sir,

With reference to aforementioned subject, please find our best **Yearly Service Charges:**

<u>Sr. No.</u>	<u>Item</u>	<u>Quantity</u>	<u>Unit Rate</u>	<u>GST</u>	<u>Amount inclusive of GST</u>
1.	IP Camera with all (as mentioned in scope of work)	1			
2.	Analog Camera with all (as mentioned in scope of work)	1			

Yours Sincerely

Authorised Signatory of the Quotationer

Seal of the Quotationer

Place

Date