



**ODISHA COMPUTER APPLICATION CENTRE
BHUBANESWAR**

TENDER DOCUMENT

Enquiry No. - OCAC-ADMN-61/2007-P47/ENQ/18010

Supply of IT Equipments for Mobile Video Conferencing Unit

Period of Sale of Tender Document : Dt. 03-02-2018 to 24-02-2018 at 1:00 PM

Last date for receiving queries : Dt. 09-02-2018 at 2:00 PM

Pre Bid Conference : Dt. 09-02-2018 at 4:30 PM

Issue of Corrigendum (if required) : Dt. 12-02-2018 at 4:00 PM

Last Date for Submission of Tender : Dt. 24-02-2018 at 3:00 PM

Place of Submission of Tender Document: Odisha Computer Application Centre,
Plot No.-N-1/7-D,
Acharya Vihar Square,
RRL Post Office,
Bhubaneswar-751 013

Date and Time of Tender Opening - General Bid : Dt. 24-02-2018 at 4:00 PM
- Technical Bid : Dt. 24-02-2018 at 5:00 PM
- Financial Bid : Intimate later

Cost of Tender Document : Rs.1000/- (Rupees One Thousand Only)

Important: - The tender document fee must be submitted before the Pre-Bid Conference at Odisha Application Centre (OCAC) Bhubaneswar office, failing which the bidder will neither be allowed to attend the pre-bid conference nor their queries be entertained by OCAC.

Place:
Date:

Signature & Seal of the Bidder

SECTION-I
NOTICE INVITING TENDER

Sealed tenders are invited from the Bidders/System Integrators to undertake the work for Supply, Installation & Maintenance of Complete IT equipments for Mobile Video Conferencing across the state Odisha. Tender document shall be downloaded from the web site www.ocac.in and www.odisha.gov.in from 03-02-2018 to 24-02-2018, 1:00 P.M. The tender document shall be deposited along with a non-refundable tender document fee of Rs.1000/- (Rupees One Thousand Only) in shape of Demand Draft drawn in favour of Odisha Computer Application Centre, Bhubaneswar. **The authority reserves the right to accept/reject any and part of there or all the tenders and without assigning any reason thereof.**

GENERAL MANAGER (Admn.)

ODISHA COMPUTER APPLICATION CENTRE

PLOT NO.-N-1/7-D, ACHARYA VIHAR SQUARE, P.O.-RRL, BBSR-13

PHONE: 91-674-2567280, 2567064, 2567295

FAX: 91-674-2567842

Place:
Date:

Signature & Seal of the Bidder

SECTION – II

INVITATION FOR BIDS

1.1 INTRODUCTION

Odisha Computer Application Centre (OCAC), Bhubaneswar invites competitive bid proposals from interested Bidders/System Integrators towards Supply of IT Equipments for Mobile Video Conferencing in the office of OCAC, Bhubaneswar.

1.2. OBJECTIVES

Odisha Computer Application Centre (**OCAC**) proposes to procure the following IT Equipments for Mobile Video Conferencing, in the office of the OCAC, Bhubaneswar.

Bill of Material

Sl.No.	PARTICULARS	Qty.
1	VC End Point With Codec & Microphone	04
2	Cordless Microphone	12
3	Lease Line Router	04
4	24 Port Managed Switch	04
5	ADSL Broadband Router	04
6	Modem Pair (G703 & V.35)	04
7	Multi Cellular WAN Aggregator	04
8	Point to Point Wireless Bridge Pair	04
9	Customized Aluminum box for fixing of equipments	04
10	Load Balance VPN Router	01
11	Reversal Video Firewall for Internet Video Conferencing	01

Note: - Items listed from serial number 1 to 9 are kept inside each Mobile VAN and Items 10 & 11 are for central location at OCAC.

Place:
Date:

Signature & Seal of the Bidder

SECTION-III
GENERAL TERMS & CONDITIONS

Place:
Date:

Signature & Seal of the Bidder

1. Scope of Work

Scope of work includes Supply, Installation and Operation & Maintenance of equipments as per the bill of material mentioned above. The selected bidder shall be responsible for execution of the following work.

- Supply of the equipment complying with the Technical Specifications given in **Section-IV**.
- The bidder shall supply, install, configure and support all components of the proposed system (hardware, software, firmware etc.) and shall ensure smooth functioning of all quoted items.
- The quoted cordless microphone shall compatible with the End Point System.
- Bidders shall arrange four numbers of customized wooden box, with aluminum frame for fixing of equipments, having wheel which will cater all required equipments mentioned in the above BOQ, to carry out Mobile VC across the state as and when required by OCAC. The BOX should be compact in size so that it will be easily fitted inside the VAN and the equipment mounted inside the BOX in such a way that, the equipment should not be damaged during transportation.
- The bidder should supply the necessary passive components i.e. cables, connectors, electrical wiring etc., as per the requirement of Mobile Video Conferencing at remote site.
- Installation and Integration of Mobile VAN VC System with existing OSWAN VC System. The quoted mobile VAN VC System should interoperable with the existing OSWAN MCU installed at SHQ to meet the following functionality:-
 - Join a multi conferencing call on the MCU
 - Registration on gatekeeper for H.323 and SIP functionality
- Installation and Integration of Networking Equipments with the existing OSWAN Network to establish the Video Conferencing, from remote location either through Internet/Intranet as and when required.
- OCAC shall arrange/provide adequate Bandwidth (i.e. MPLS Link, Point to Point lease line, 3G/4G SIM & Broadband Link) at remote site. The bidder will co-ordinate with OCAC/ISP for the connectivity at remote site.
- The selected bidder shall be responsible to provide on-site maintenance support for the supplied item for a period of 3 Years.
- Bidder should have the Back to Back support agreement with OEM to ensure the smooth working and to achieve the highest uptime on the offered item.
- The warranty & maintenance support shall start from the date of successfully commissioning of all supplied items or from the Final Acceptance Test (FAT).
- At the time of equipment delivery, the selected bidder shall submit a certificate/undertaking from OEMs mentioning that the equipment supplied is covered under default warranty & support.

Place:
Date:

Signature & Seal of the Bidder

- Bidders shall arrange one time training program for the mobile VAN operator and shall depute one dedicated manpower, for 1 year to coordinate and look after the day to day operation management of Mobile VAN VC.
- The prospective bidder needs to visit OCAC site to have a detailed view of the existing setup.

2. Eligibility Criteria

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	<p>The bidder should be a Company registered under the Companies Act, 1956 since last 5 years.</p> <p>The company must have valid VAT Registration, Registered with Service Tax Authorities and having PAN, up-to-date VAT clearance & IT Return up to 31st March 2017.</p>	<ul style="list-style-type: none"> • Certificates of incorporation • VAT & Service Tax Registration Certificates, PAN copy & other necessary documents to support “up-to-date VAT clearance” & “IT Return” up to 31st March 2017.
2	Annual Turnover of the Bidder	Average Annual Turnover during last three financial years i.e., 2014-15, 2015-16, 2016-17 (as per the last published financial statements), should have a minimum of Rs. 5 Crores . The company must be a profit making company in all the three consecutive years i.e., 2014-15, 2015-16, and 2016-17.	<p>Extracts from the audited Balance sheet and Profit & Loss Statement.</p> <p>Must submit the Company Balance sheet and PL account. Certificate from the statutory auditor</p>
3	Net Worth	The net worth of the bidder in the last three financial years, i.e. 2014-15, 2015-16, and 2016-17 should be positive.	CA Certificate with CA’s Registration Number/ Seal indicating net worth of the firm.
4	Technical Capability	<p>Bidder must have successfully undertaken at least similar nature of work of value specified herein during the last three financial years i.e. 2014-15, 2015-16, and 2016-17.</p> <ul style="list-style-type: none"> • One similar nature not less than the amount Rs. 1 Crore. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Two similar natures each of which not less than the amount Rs. 50 Lakhs. 	<p>Satisfactory work Completion Certificates from the client + Copy of the Work Order</p> <p>OR</p> <p>Copy of Work Order + Self Certificate of satisfactory work Completion certificate (Certified by the Statutory Auditor)</p> <p>OR</p>

Place:
Date:

Signature & Seal of the Bidder

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
		<p style="text-align: center;">OR</p> <ul style="list-style-type: none"> Three similar natures each of which not less than the amount Rs. 35 Lakhs. <p>'Similar Nature' is defined as Supply, Installation, and Commissioning & Maintenance of Video Conferencing System with associative equipments for integration in turnkey basis for any Government / Public Sector Enterprises / BFSI in India in last three Years".</p>	Copy of Work Order + Satisfactory Phase Completion Certificate from the client for ongoing projects.
5	Local Service Support	i. The bidder should have local presence in Odisha, if not, successful bidder must establish their local office with adequate manpower within 30 days from the date of issuing LOI/Contract. The bidder should have required number of OEM certified engineer with him for the item quoted, to provide operation support in all the districts throughout Odisha under this contract.	• A Self Certified letter from the HR or authorized signatory of the bidder.
6	Blacklisting	A self certified letter by the authorized signatory of the bidder, that the bidder has not been blacklisted by any Central / State Government (Central / State Government and Public Sector) or under a declaration of ineligibility for corrupt or fraudulent practices in last three years 'as on' 31st March 2017 must be submitted on original letter head of the bidder with signature and stamp.	Undertaking on a Non-judicial stamp paper of Rs. 10/- by an authorized signatory.
7	Performance	The Bidder must not have any record of poor performance, abandoned work, having inordinately delayed completion and having faced Commercial failures etc. for any State Government or Government of India Organization / Department during last 5 years as on ' 31st March 2017 '.	A Self Certified letter
8	OEM Authorization	The bidder must submitted Manufactures Authorization Certificate & Back-to-back support letter from OEMs for providing Comprehensive Annual Maintenance Support of the equipments covered under	OEM Authorization Certificate

Place:
Date:

Signature & Seal of the Bidder

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
		this tender.	

Necessary supporting documents on fulfillment of eligibility criteria should be attached for authentication along with a signed copy of the tender document. Organizations failing to provide complete information on any of the requirements are liable to be rejected.

3. Cost of Tender Document

Cost of Tender document will be 1000/- (One Thousand Only). The tender document fee must be submitted before the Pre-Bid conference at OCAC office, failing which the bidder will neither be allowed to attend the pre-bid conference nor their queries, be entertained by OCAC.

4. Pre-Bid Conference / Meeting:-

The bidder or its official representative (not more than two representatives per bidder) is invited to attend the pre-bid meeting. The objective of this meeting is to address the generic queries of the prospective bidders related to the tender document. Bidders are requested to submit their queries by e-mail only to **contact@ocac.in** as per the format given in **Annexure-G6** on or before 09/02/2018 till 2: 00 PM.

Only the bidders, who have deposited the tender document fee in shape of DD in favour of "Odisha Computer Application Centre (OCAC), Bhubaneswar" are allowed to attend the pre-bid conference/meeting and submit their pre-bid queries in the specified format. Such bidders can download the tender document from the specified website and submit the queries as per the format given in the tender document. Tendering authority shall respond to the queries of only those bidders who have deposited the tender document fee before the Pre-Bid conference/meeting.

As a result of discussions in the pre-bid conference, if modifications in the tender document, specifications of services and/ or goods are considered necessary, they may be done by issuing a addendum/ corrigendum and its copies shall be sent through email/ post to all the bidders having purchased the bidding document. The corrigendum/addendum and the final bidding document will be placed on the websites.

The tendering authority reserves the right not to respond to any/all queries raised or clarifications sought if, in their opinion and at their sole discretion, they consider that it would be inappropriate to do so or do not find any merit in it.

5. Time of completion of Project:

Product Delivery and Installation work shall be completed within **6 weeks** from the date of issue of Purchase Order. In case of delay in Delivery & Installation within 4 weeks

Place:
Date:

Signature & Seal of the Bidder

period, penalty shall be applicable in terms of increase in warranty period by one month for delay of a week or part thereof.

6. Earnest Money Deposit:

- a) EMD is to be furnished by the bidder as mentioned below along with the tender.

Sl.No.	Category Description	EMD Amount
1	Supply of IT Equipments for Four Numbers Mobile Video Conferencing Unit	Rs. 1,00,000/-

- b) The EMD shall be only in the form of Demand Draft in favour of **Odisha Computer Application Centre**, payable at **Bhubaneswar** drawn in any nationalized bank. The validity of DD should be at least three months from the date of floating of tender.
- c) Vender should write the organization name at the back side of the DD.
- d) The demand draft shall be submitted along with General bid envelope. Bids without EMD shall be rejected.
- e) The EMD shall be forfeited if a bidder withdraws its bid during the period of bid validity.
- f) The EMD of unsuccessful bidders will be returned to them within a month of selection of vendors.
- g) In case of a successful bidder the EMD may be forfeited if the bidder fails to accept the Purchase Order.

7. Performance Bank Guarantee (PBG)

The bidder shall furnish a Performance Bank Guarantee (PBG) of 10% (ten percent) of the contract price while submission of bill for payment. The PBG must be from the nationalized bank only in India. The PBG will be valid for the entire contract period.

8. Payment Term

1. 90% payment will be made after successful execution of the work, work completion certificate issued by the competent authority of Odisha Computer Application Centre.
2. Balance 10% will be released after 30 days of successful operation of the equipments and submission of PBG

9. Offer Validity Period

The tender offer must be valid for **180 days**. Any offer falling short of the validity period is liable for rejection.

10. Warranty and Support

Place:
Date:

Signature & Seal of the Bidder

All the OEM items quoted should have default warranty support coming with the equipment. Confirmation from the OEM is required for the warranty of such items. The items should be repaired within 12 hours in case of any defect. In case of bidder failing above criteria, a standby arrangement should be provided till the equipment is repaired, beyond which a penalty of 0.5% of the *equipment* cost to be borne by the selected bidder and the warranty period of such item will be extended one week for each week of delay. Penalty amount will be settled from PBG value.

11. Rejection

Before acceptance of the items if the equipment supplied by the vendor is found defective in materials or workmanship or otherwise not in conformity with the requirements of the contract, the purchaser shall have the right to either reject or to request in writing for rectification of the defects. Then the vendor shall with utmost diligence, at his own expense, make good the defects so specified or replace the defective equipment if the vendor fails to do so, the purchaser either.

h) May at its option to replace or rectify such defective equipment and charge to the vendor the excess cost incurred by the purchaser plus 15% (Fifteen percent) extra as administrative charges.

OR

ii) Terminate the contract for default. Further, in the event, the vendor is not able to rectify or replace the faulty equipment within reasonable time, the decision of the Odisha Computer Application Centre, Bhubaneswar shall be final.

12. Delay in completion of the Project

The time schedule for completion of the project as mentioned in Clause-5 above is very important and the bidder must take utmost care to complete the delivery and installation within scheduled time. If the work is delayed for any reason for which Odisha Computer Application Centre or client organization are not responsible, a penalty @0.5% of the cost of the purchase order will be charged to the supplier for a delay of one week or part thereof, subject to maximum 5% of the cost of the purchase order.

The purchaser reserves the right to cancel the order if it is not executed within the prescribed completion time and forfeit the entire **EMD** amount. Delay in supply / installation / Commissioning in the part of the supplier for materials/equipments shall be treated as delay in the delivery/ installation of the goods. The purchaser reserves the right to cancel the order in full or in part. In the event of such cancellation, the purchaser shall have the right to **collect penalty from the performance bank guarantee**. However, for valid reasons (like any unavoidable situation at the client site) duly notified in advance and considered by the purchaser, revised delivery schedule may be accepted at the sole discretion of the purchaser.

13. Force Majeure Condition

Place:
Date:

Signature & Seal of the Bidder

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 fire, flood, acts of God, then OCAC 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 OCAC, the supply order shall be read and understood as if it had contained from its inception the execution date as extended.

14. Standards

The materials/equipments shall confirm to the National / International standard as applicable.

15. Insurance of Equipments

The materials to be supplied should be **insured** by the vendor on behalf of the purchaser from his warehouse to the installation site. The insurance coverage should cover the transport of materials by Rail/Road to the destination and till handing over the same to the client after successful installation. The materials/equipment found lost or damaged in transit or during installation and commissioning should be immediately replaced to avoid delay in commissioning the equipments.

16. Installation Supervision and Services

The supplier shall depute experienced persons for installation and testing of equipment supplied.

17. Replacement

If the material/ equipment or any portion thereof gets damaged or lost during the transit and installation, the vendor shall effect the replacement of such materials/ equipment within a reasonable **agreed** time or **15 days whichever is earlier** to avoid delay in commissioning the equipment.

18. Purchaser's Procurement Rights

Without incurring any liability, whatsoever to the affected bidder or bidders, the Purchaser reserves the right to:

- i) Amend, modify, or cancel this tender and to reject any or all proposals without assigning any reason.
- ii) Change any of the scheduled dates stated in this tender.
- iii) Reject proposals that fail to meet the tender requirements.
- iv) Should the Purchaser be unsuccessful in negotiating a contract if **required** with the selected bidder, the Purchaser will begin contract negotiations with the next best value bidder in order to serve the best interest.

Place:
Date:

Signature & Seal of the Bidder

- v) Make typographical correction or correct computational errors to proposals
- vi) Request bidders to clarify their proposal.

The bid process will be finalized, as per Finance Department Office Memorandum No-4939/F, dated 13/02/2012.

19. Inspections

- i) The representatives of Odisha Computer Application Centre shall have the right to make inspection during the execution of work at the site.
- ii) The items of supply/installation shall be verified by the authorized representatives of OCAC during final inspection and the bills shall be submitted by the party after such inspection.

20. Other Instructions

- a) The bidder must organize the bid in accordance with the format specified in the tender document.
- b) The tenders not submitted in the prescribed format or incomplete after due date in any sense are liable to be rejected.
- c) OCAC is not responsible for non-receipt of tenders within the specified date and time due to any reason including postal delay or holidays.
- d) The rates should be valid for a minimum period of 180 days.
- e) OCAC reserves the right to accept or reject any bid without assigning any reason thereof and OCAC's decision in this regard will be treated as final.
- f) OCAC reserves right to cancel the Purchase Order in the event of one or more of the following situations:
 - a. Delay in delivery and installation beyond the specified period for delivery
 - b. Major discrepancy in hardware & other components noticed during any stage of the project
- g) OCAC reserves the right to ask for any type technical clarification and make technical presentation before technical committee members failing which it may leads to CANCEL the bid.
- h) OCAC reserves the right to inspect the machines to verify the genuineness and conformity with the specifications of the machines delivered.
- i) Un-signed & un-stamped bid shall not be accepted.
- j) Undertaking for subsequent submission of any of the document asked in the tender will not be entertained under any circumstances. However, OCAC reserves the right to seek fresh set of documents or seek clarifications on the already /submitted documents.

Place:
Date:

Signature & Seal of the Bidder

- k) Upon verification, evaluation / assessment, if in case any information furnished by the vendor is found to be false/incorrect, their total bid shall be summarily rejected and no correspondence on the same, shall be entertained.
- l) No deviations from tender terms and conditions will be accepted. Any violation thereof will lead to the rejection of the bid.
- m) OCAC will not be responsible for any misinterpretation or wrong assumption by the vendor.
- n) OCAC reserves the right to alter / increase / decrease the quantity of items, as the case may be, to meet the requirements at any point of time.
- o) OCAC is not responsible for non-receipt of tenders within the specified date and time due to any reason including postal delay or holidays.
- p) Over-writing/over-typing or erasing of the figures are not allowed and shall render the tender invalid.

OCAC reserves the right to alter / increase / decrease the hardware requirements, as the case may be, to meet the requirements at any point of time.

21. Detailed Evaluation

- i) Only bidders qualifying in Eligibility Criteria would be considered for the Technical Evaluation.
- ii) OCAC will further evaluate the technical bids of the short-listed bidders complying with the Technical Specifications given in **Section-IV**.
- iii) The eligible bidders, who qualify in the Technical Evaluation, shall give a presentation before the tender evaluation committee, which includes understanding the objective of the project, technical approach & methodology and operation & support plan.
- iv) OCAC at its discretion can ask the bidders for the demonstration of all or some components/features of the hardware items quoted by them. However, OCAC will not pay / reimburse any expenditure incurred by the bidder for arranging the demonstration.
- v) Bidder's who qualify in the Technical Evaluation would be shortlisted for Commercial Evaluation.
- vi) The evaluation of the tender will be made on the basis of least cost for the entire range of product (sum of all quoted prices inclusive of taxes). In case there is any discrepancy between unit price & total price, the unit price will prevail.
- vii) The purchaser shall evaluate each bid in detail in respect of technical specifications; price quoted and compares them with other bids in the above mentioned aspects.
- viii) The purchaser reserves the right to evaluate each item either by basic configuration or by combining with one or more of the options asked. Purchaser's decision in this matter shall be final and binding.
- ix) The purchaser reserves the right to negotiate specifications, prices during evaluation if found necessary.

22. Jurisdiction Of High Court Of Odisha

Place:
Date:

Signature & Seal of the Bidder

Suites, if any arising out of the contract shall be filed by either party in a court of Law to which the jurisdiction of the High Court of Odisha extends.

23. Right To Reject/Accept The Tender

The purchaser reserves the right either to reject or accept any or all tenders. The purchaser has exclusive right to alter the quantities of materials at the time of placing the final purchase order. After placing the purchase order, the purchaser may order to defer the delivery of the material. It may be clearly understood by the tenderer that the purchaser need not assign any reason for the above action.

24. Final Authority

The final authority for payments will be the consignee except otherwise specifically stated and if the vendor/supplier desires to appeal against any matter he shall appeal to Odisha Computer Application Centre, N-1/7-D, Nayapalli, near Planetarium, Acharya Vihar square, Bhubaneswar-751013 whose decision on such matters shall be final and conclusive.

25. Dispute Resolution

Any dispute or difference, whatsoever, arising between the parties to this agreement arising out of or in relation to this agreement shall be amicably resolved by the Parties through mutual consultation, in good faith and using their best endeavours. Parties, on mutual consent, may refer a dispute to a competent individual or body or institution or a committee of experts appointed By OCAC (Nodal Authority) for such purpose and abide by the decisions thereon.

On non settlement of the dispute, same shall be referred to the commissioner-cum-secretary to Government, IT department, and Government of Odisha for his decision and the same shall be binding on all parties, unless either party makes a reference to arbitration proceedings, within sixty days of such decision.

Such arbitration shall be governed in all respects by the provision of the Arbitration and Conciliation Act, 1996 or later and the rules framed there under and any statutory modification or re-enactment thereof. The arbitration proceeding shall be held in Bhubaneswar, Odisha.

Accepting all above terms and conditions.

Place:
Date:

Signature & Seal of the Bidder

Annexure: G-1
(To be in Company letter head)

General Information

Company Name			
Registered Office Address			
City		Pin	
State		URL	
Telephone		Cell	
Fax		E-mail	
Office Address (in Odisha)			
City		Pin	
State		URL	
Telephone		Cell	
Fax		E-mail	

Place:
Date:

Signature & Seal of the Bidder

Annexure: G-2
(To be in Company letter head)

Self Declaration

Date : _____

Ref : _____

To,

ODISHA COMPUTER APPLICATION CENTER
OCAC BUILDING, PLOT NO. N1/7-D,
RRL POST OFFICE, BHUBANESWAR-751 013

In response to the invitation No. **ENQUIRY N. - OCAC-xx-xx/2018, Dt: xx-xx-2018** Ms. /Mr.
_____, as a _____, I / We hereby declare that our
company _____ is having unblemished past record and was not
declare ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of
time.

Signature of the witness
Date:
Place:

Signature of the Tenderer
Date:
Place:

Place:
Date:

Signature & Seal of the Bidder

Annexure: G-3
(To be in Company letter head)

Self Declaration

Date : _____

Ref : _____

To,

ODISHA COMPUTER APPLICATION CENTER
OCAC BUILDING, PLOT NO. N1/7-D,
RRL POST OFFICE, BHUBANESWAR-751 013

In response to the invitation No. **ENQUIRY NO. - OCAC-xx-xx/2018, Dt: xx-xx-2018**, Ms. / Mr. _____, as a _____, I / We hereby declare that our company _____ is having unblemished past record and have not been declared blacklisted by any Central/State Government institution and there has been no pending litigation with any government department on account of similar services. I/We further declare that our company has not defaulted in executing any Government order in the past.

Signature of witness
Date:
Place:

Signature of the Tenderer
Date:
Place:

Place:
Date:

Signature & Seal of the Bidder

Annexure: G-4
(To be in Company letter head)

Representative authorization letter

Date : _____

Ref : _____

To,

ODISHA COMPUTER APPLICATION CENTER
OCAC BUILDING, PLOT NO. N1/7-D,
RRL POST OFFICE, BHUBANESWAR-751 013

Ms. /Mr. _____ is hereby authorised to sign relevant documents on behalf of the company in dealing with invitation reference No. **ENQUIRY NO. - OCAC-xx-xx/2018, Dt: xx-xx-2018**. He is also authorised to attend meetings & submit technical & commercial information as may be required by you in the course of processing above said application.

Thanking you,

Authorized Signatory
Representative Signature

Signature attested

Place:
Date:

Signature & Seal of the Bidder

Annexure: G-5
(To be in Company letter head)

Acceptance of terms & conditions contained in the tender documents

To

The General Manager (Admin.)
Odisha Computer Application Centre
OCAC Building, Plot No. N-1/7-D
Acharya Vihar Square
RRL Post Office, Bhubaneswar
Odisha - 751013

Sir,

I have carefully gone through the terms & conditions contained in the tender document - **OCAC-xx-xx/2017, Dt: xx-xx-2017**, – regarding **“Supply of IT Equipments for Four Numbers Mobile Video Conferencing Unit”**.

I declare that all the provisions of this Tender Document are acceptable to my company. I further certify that I am an authorised signatory of my company and am, therefore, competent to make this declaration.

Signature of witness
Date:
Place:

Signature of the Tenderer
Date:
Place:

Place:
Date:

Signature & Seal of the Bidder

Pre-Bid Queries Format**Tender-Enquire No. - XXX****Name of the Company/Firm:**

Tender Fee Receipt No. _____ Dated _____ for Rs. _____/-

Name of Person(s) Representing the Company/ Firm:

Name of Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.

Query / Clarification Sought:

Sl.No.	Tender Page No.	Tender Clause No.	Clause Details	Query / Suggestion / Clarification

Note: - Queries must be strictly submitted only in the prescribed format (.XLS/ .XLSX). Queries not submitted in the prescribed format will not be considered/ responded at all by the tendering authority. Also, kindly attach the colored scanned copy of the receipt towards the submission of the bidding/tender document fee.

Place:
Date:

Signature & Seal of the Bidder

List of Enclosures

Sl. No	Enclosure description	Enclosed (Yes / No)	Annexure / Attachment / Page No. / Envelop No. of the enclosure
1	Annexure-G1 General Information		
2	Copy of Registration Certificate of the firm		
3	Organization Profile		
4	Documentary proof of an authorized partner of manufactures of items quoted.		
5	Declaration of ineligibility for corrupt and fraudulent practice (Annexure-G2)		
6	Self Declaration that the bidder hasn't been black listed by any Govt./PSU (Annexure-G3)		
7	Up-to-date IT return and VAT Clearance Certificate ending 31 st March 2017		
8	Copy of PAN & GST Registration Certificate		
9	Annexure--4 - Representative Auth. Letter		
10	Annexure- --5 - Acceptance of terms and Condition		
11	Tender document fee in a sealed envelope (Super scribe Tender document fee on the top of the sealed envelope) with General Bid.	DD No : Amount : Bank:	
12	EMD amount in a sealed envelope (Super scribe EMD amount on the top of the sealed envelope) with General Bid	DD No : Amount : Bank:	
13	General bid duly signed (sealed envelope)		
14	Technical specification with printed technical Brochure duly signed (sealed envelope)		
15	Commercial bid duly signed (sealed envelope)		
16	List of Important installations in Odisha and the country and work completion certificates from the client		

Place:
Date:

Signature & Seal of the Bidder

SECTION-IV

TECNICAL SPECIFICATION

Place:
Date:

Signature & Seal of the Bidder

1. Specification For VC End Point With Accessories			
Make Offered:-			
Model Offered:			
Sl. No.	Description	Specification Parameter	Compliance (Yes/No)
1	OEM Eligibility	OEM should be present in leader's category in Gartner Magic Quadrant for Group Video Systems.	
		OEM should have India Support Centre for last 5 years.	
		OEM should be ISO 9001:2008 or latest certification.	
2	General	The proposed system must support PAL with a PTZ camera. The codec must be based on ITU standards The VC End Point should be codec based hardware. All components of the VC system like Codec, Camera and Microphone should be from the same OEM.	
3	Package	Full HD 1080p camera, codec, Microphone Array, cables, and remote control	
4	Video Standards and Resolutions	It should support H.323, SIP standards for communications.	
		It should support H.263, H.264 AVC/ SVC, H.264HP or better	
		It should support 1080p @ 60 fps, 1080p @ 30 fps, 720p @ 60 fps and 720p @ 30fps	
5	Content Standards and Resolutions	It should support content sharing using standard based H.239 and BFCP over SIP. It should also support audio from PC used for content sharing.	
		It should transmit both people and content both simultaneously to the far end location at 1080p 30fps	
6	Audio Standards and Features	It should support G.711, G.728 or G.729A or G.722, G.722.1, AAC-LD or better	
		It should support 20kHz or better bandwidth with crystal clear audio and stereo sound.	
		Automatic Gain Control and Automatic Noise Suppression	
		Keyboard noise reduction and instant adaptation echo cancellation	
7	Video and Audio Inputs	1 x HD input for connecting main HD camera	
		1 x HDM/DVI input for connecting PC/Laptop to share HD content	
		1 x Microphone Input (Support for minimum 3 mics). 3	

Place:
Date:

Signature & Seal of the Bidder

		Nos of Microphone to be supplied from day 1	
		1 x 3.5mm stereo line-in	
8	Video and Audio Outputs	2 x HDMI output for connecting main monitor & second monitor.	
		1 x 3.5 mm stereo line-out	
9	Other interfaces	1 x 10/100/1000 LAN port	
		2 x USB 2.0 for software upgrade or connecting external devices	
		1 x RS-232 mini-DIN 8-pin/ over USB	
		It should support 1080p60fps with 10x optical zoom.	
		It should support PAN Range of +/-90°, and Tilt of +/-15°	
		Network Features: H.323 and SIP bandwidth up to 6 Mbps	
		IPv4 and IPv6 support from day one	
		Auto Gatekeeper Discovery	
		IP Precedence	
		H.323 based Packet Lost Recovery	
		Security: Media Encryption (H.323, SIP): AES-128	
		Authenticated access to admin menus, web interface and telnet API	
		Local account password policy configuration	
Other Standards: H.224/H.281, H.323, H.225, H.245, H.241, H.239, H.243, H.460			
Auto sensing power supply			
It should be future upgradable to support at least 5 sites at 720P without change in hardware.			

2. Specification For Leased Line Router

Make Offered:-

Model Offered:

Router must be compatible with existing Odisha State Wide Area Network (OSWAN) infrastructure.

Sl. No.	Description	Specification Parameter	Compliance (Yes/No)
1	Performance Requirement	Router shall support the triple play (Voice, Video and Data) system applications	
		Minimum packet forwarding rate of 280 Kpps for 64 byte packets	
		Minimum IPSEC performance should be 20 Mbps for VPN functionality	

Place:
Date:

Signature & Seal of the Bidder

		At least 512 MB DRAM and Flash altogether.	
2	Interface Required	The router must be modular. The router must have minimum Two interface slots. These slots should support E1, 3G(CDMA and HPSA) , Fast Ethernet interface etc.	
		The router must be provisioned with 1 numbers of V.35 WAN interface, supporting 2 Mbps along with one V.35 interface cable for connecting to V.35 port of leased line modem.	
		2x10/100/1000 Base-T routable ports	
		1x10/100/1000 Base-X routable ports populated with SM Transceiver	
3	Routing & Multicasting	The router must have IPv6 feature from the beginning.	
		Static routing, RIPv1/2, RIPv6, OSPFv2 and v3, BGP4/4+	
		Policy-based routing	
		MPLS & MPLS TE Support	
		Inter-VLAN routing	
		High availability: VRRP/HSRP	
		GRE and IPSec Tunneling	
		IGMP v1/2/3	
4	LAN features	IEEE 802.1x port authentications, MAC based authentication	
		IEEE 802.1p	
		IEEE 802.1Q	
		IEEE 802.1s Multiple Spanning Tree	
		IEEE 802.1w Rapid Reconfiguration of Spanning Tree	
		RFC 854 TELNET	
		Port mirroring	
		RFC 959 File Transfer Protocol (FTP)	
5	WAN Features	Point-to-Point Protocol (PPP)	
		HDLC	
		Multilink PPP(MLPPP)	
6	Quality of Service/Traffic Management	CAR, RED, WRED, DiffServ / bandwidth guarantee, MPLS QOS	
		SNMP v1,2,3	
		RMON	
		Access Control Lists (ACL)	
7	Security	IPSec Services, GRE Tunnels, IPv4 and IPv6 tunnelling	
		Stateful firewall and Intrusion Protection features	

Place:
Date:

Signature & Seal of the Bidder

	Hardware assisted acceleration for IPSec VPN with dedicated encryption hardware module. The router CPU should only be used to identify traffic for encryption, negotiate the security associations, and forward packets.	
	DES, 3DES and AES encryption	
	Network Address Translation (NAT)	
	Access Control Lists (ACL)	
	Management & Service provisioning	
	Management: Telnet, SSHv2, SNMP v3, DHCP, RADIUS, TACACS+	
	Monitoring: Syslog, Statistics, RMON, Alarm	
	Configuration rollback and pre-planned scheduled reboot facility	
	Network traffic accounting, usage-based network monitoring, network planning, security, Denial of Service monitoring and network monitoring capabilities	
	SLA monitoring for metrics like delay, latency, jitter, packet loss, RTP-Based VoIP traffic, CRTP	
	USB / RJ-45 based console port and auxiliary port for management	

3. Specification For L2 Switch

Make Offered:-

Model Offered:-

Must be compatible with existing Odisha State Wide Area Network (OSWAN) infrastructure.

Sl. No.	Specification Parameter	Compliance (Yes/No)
1	Should have minimum 24 nos. of 10/100/1000 Base-T ports with additional 2 no. of 1 Gigabit SFP based ports populated with Single Mode gigabit Transceiver	
2	Should have minimum wirespeed switching capacity of 52 Gbps.	
3	The switch must have IPv6 feature from the beginning.	
4	Should have IEEE 802.1Q VLAN encapsulation feature and up to 4000 IDs and 250 active VLANs per switch	
5	Should have LACP	
6	Should have dynamic VLAN assignment	
7	Should have LLDP and LLDP-MED	
8	Should have MSTP	
9	Should have minimum 8000 MAC Address feature	

Place:
Date:

Signature & Seal of the Bidder

10	Should have DiffServ / TOS Marking & Policing feature	
11	Should have at least 4 Queues to differentiate and prioritize different applications (Voice / Video / Data)	
12	Should have IGMP and MLD Snooping feature	
13	Should have port-based QoS feature	
14	Should have IEEE 802.1x to allow dynamic, port-based security, providing user authentication	
15	Should have MAC Address Based Security on per port basis.	
16	Should have Voice VLAN feature	
17	Should have Port-based, time based and VLAN-based ACL	
18	Should have STP BPDU port protection & STP Root Guard	
19	Should have DHCP Snooping, IP Source Guard and Dynamic ARP Inspection/protection.	
20	Should have RADIUS and TACACS+ feature	
21	Should have 4 Groups of RMON feature	
22	Should have Port Mirroring feature	
23	Should have IPv6 addressing, ICMPv6, TCP/UDP over IPv6, HTTP over IPv6, HTTPS over IPv6, SNMP over IPv6, Syslog over IPv6, IPv6 based QoS and ACL.	
24	Should have management using SNMP v3, SSHv2, SSLv3, Console access, easier software upgrade through network using TFTP etc. Configuration management through full featured CLI, GUI based software utility and using web interface.	
25	Should have Time Domain Re-reflectometry (TDR) or equivalent feature for detecting cable breaks and shorts	
26	Should have multiple configuration as well as dual flash images.	

4. Specification For ADSL Router

Make Offered:-

Model Offered:

Sl. No.	Description	Specification Parameter	Compliance (Yes/No)
1	Physical Interface	Two (2) 10/100 Fast Ethernet ports with autosensing technology; one (1) Fast Ethernet port can be used as WAN port to connect to cable/ fibre modem	
2	Technical Specifications	High-speed ADSL2+ modem built-in	
		IEEE® 802.11 b/g/n 2.4GHz	
		IPv6 Support (Internet Protocol Version 6)	
3		Wi-Fi Protected Access® (WPA/WPA2—PSK)	

Place:
Date:

Signature & Seal of the Bidder

	Security	Intrusion detection and prevention (IDS)	
		Denial-of-service (DoS) attack prevention	
4	WiFi Speed	300 PS	

5. Specification For Lease Line Modem

Make Offered:-

Model Offered:

Sl. No.	Description	Specification Parameter	Compliance (Yes/No)
OEM Eligibility : OEM should be TEC Approved			
1	Requirement	Requirement at Telephone Exchange End/ Customer End	
2	Power Supply	Exchange End :- DC Power supply range from -36V DC to -72V DC & AC power Supply range from 180V AC to 240V AC. Modem should be able to both take AC and DC input	
		Office End:- AC power Supply range from 180V AC to 240V AC	
3	Physical Form of Data Ports	Exchange End:- G.703 interface	
		Office End:- V.35 interface	
4	Line Coding	G.SHDSL should meet ITU G.991.2 Standard	
5	Data Rates	N X 64 Kbps upto 2 Mbps	
6	Loop Resistance/ Driving Distance for 2 Mbps	Can Support upto loop resistance of atleast 1000 Ohms at 2Mbps on 2-Wire OR Can support minimum 4.5 KMs for 2 Mbps on 0.5 mm Dia Twisted Copper Cable.	
7	Humidity	0 to 90 % non condensing	
8	Required Cable for line side (xDSL port)		
9	Power Cord	Appropriate cable to be provided for both AC and DC input sources. Length of the Power cable at Office end should be atleast 1 meter. Length of the Power cable at Exchange end should be atleast 2 meters.	
10	Line protection	Line protection should be enable as per ITU –T K.20/K.21 standard.	
11	Both modems must be configured through front panel Switches or Menu driven LCD and Key on front panel and not through jumper settings.		
12	The modem must have Surge Protection. The line protection should be done by field replaceable module / external device.		

Place:
Date:

Signature & Seal of the Bidder

6. Specification For WAN Aggregator		
Make Offered:-		
Model Offered:		
Sl. No.	Specification Parameter	Compliance (Yes/No)
1	The router must have minimum 2 nos Ethernet WAN Ports ,4 nos Ethernet LAN Ports ,4 nos Embedded 4G LTE/3G Slots, 4 nos Redundant SIM Slots, 1no USB WAN Modem Port, 1 no Wi-Fi WAN port.	
2	The Router should support below WAN services from day1 : PPPoE, Static IP, DHCP WAN Link Health Check Bandwidth Allowance Monitor USB 3G/4G LTE Modem Support IPv6 Support Support for Dynamic DNS services	
3	Should support Wifi Standard 802.11a/b/g/n 300Mbps 2x2 MIMO	
4	SIM Card Size: Mini-SIM (2FF)	
5	The Router should support minimum 400 mbps throughput.	
6	LTE Modems throughput Downlink/Uplink Datarate: 100Mbps/50Mbps	
7	LTE-A Modems throughput Downlink/Uplink Datarate: 300Mbps/50Mbps	
8	Should support VPN functionality like speed fusion, Bandwidth bonding & WAN Smoothing.	
9	Should support minimum VPN troughput 100 mbps or higher with Site-to-Site VPN. Should support Bandwidth Bonding, Hot Failover, 256-bit AES Encryption, Pre-shared Key Authentication, Dynamic Routing, X.509 Certificate Support.	
10	Should support following Load Balancing feature : Intelligent Failover Session Persistence Per-Service Load Distribution Multiple Algorithms Weighted Enforced Persistence Priority Overflow Least Used Lowest Latency	
11	Certifications: FCC, CE, RoHS,	

Place:
Date:

Signature & Seal of the Bidder

12	For Motor Vehicle E-Mark Certifications - Rolling Stock EN 61373:2010 Shock and Vibration Resistance,	
----	---	--

7. Specification For Point to Point Wireless Bridge			
Make Offered:-			
Model Offered:			
Sl. No.	Description	Specification Parameter	Compliance (Yes/No)
1	RF BANDS	Wide-band operation 5.150 to 5.960 GHz	
2	CHANNEL SIZES	2 channels, each channel with 20, 40, and 80 MHz	
3	SPECTRAL EFFICIENCY	8.5 bps/Hz maximum	
4	CHANNEL SELECTION	Fixing frequency or DSO	
5	MAXIMUM TRANSMIT POWER	UP to 27dbm	
6	SYSTEM GAIN	Up to 173 dB with Integrated Antenna	
7	RECEIVER SENSITIVITY	MCS\Rx Sensitivity 20 MHz 40 MHz 80 MHz	
7		Lowest MCS -90 dBm -87 dBm -83 dBm	
7		Highest MCS -66 dBm -62 dBm -59 dBm	
8	MODULATION	MCS 0 to MCS 9	
9	DUPLEX SCHEME	Time Division Duplex (TDD)	
9		Fixed transmit/receive duty cycles 50/50 , 25/75 , 30/70	
9		Split frequency operation allows separate transmit and receive frequencies	
9		where allowed by regulation.	
10	ANTENNA	Integrated Flat panel: 23 dBi	
10		Connectorized: Can operate with a selection of separately-purchased singleand	
10		dual-polarity antennas through 2 x N-type female connectors	
11	RANGE	Up to 122 miles (200 km)	
12	SECURITY	FIPS-197 compliant 128-bit AES Encryption	
12		Root level authentication support	
12		Factory mode recovery	
13	PROTOCOL	IEEE 802.3	
14	LATENCY	4-5 ms one direction	
15	PACKET CLASSIFICATION	Layer 2 and Layer 3 IEEE 802.1p, MPLS, Ethernet priority	
16	PACKET PERFORMANCE	Up to 70K packets per second	
17	MAX PACKET SIZE	1700 Bytes	

Place:
Date:

Signature & Seal of the Bidder

18	FLEXIBLE I/O	1 Gigabit Port: Data + PoE power input	
		1 SFP port (single-mode fiber, multi-mode fiber, and copper Gigabit Ethernet options available)	
19	NETWORK MANAGEMENT	In-band management	
20	SYSTEM MANAGEMENT	IPv6/IPv4 dual-stack management support	
		SNMPv2 and SNMPv3, https, WPA-PSK2	
		Online spectrum analyzer (no impact on payload traffic)	
21	INSTALLATION	Built-in e-alignment using GUI on Radio to assist in installation	
22	OPERATING TEMPERATURE	-40° to +140° F (-40° to +60° C), including solar radiation	
23	DUST- WATER INTRUSION PROTECTION	IP66 and IP67	
24	WIND SPEED SURVIVAL	200 mph (322 kph)	
25	POWER SUPPLY	AC power injector: 32° to 104° F (0° to +40° C); 35 W; 90-240 VAC, 50/60Hz	
		Dimensions: Width 5.2”(132mm), Height 1.4”(36mm), Depth 2”(51mm)	
26	POWER CONSUMPTION	30 W maximum	
27	PROTECTION AND SAFETY	UL60950-1/22; IEC60950-1/22; EN60950-1.22; CSA-C22.2 No. 60950-1/22; CB approval with all National Deviations	
28	RADIO	5.x GHz: FCC Part 15E ; RSS 247 Issue 2; EN 302 502; EN 301 893	

8. Specification For Load Balance VPN Router

Make Offered:-

Model Offered:

Sl. No.	Specification Parameter	Compliance (Yes/No)
1	The router should support minimum 3 no's Giga Ethernet WAN Ports, 3 no Giga Ethernet LAN ports,	

Place:
Date:

Signature & Seal of the Bidder

2	WAN port should support for PPPoE, Static IP, DHCP, WAN Link Health Check, PING, DNS Lookup, HTTP, Bandwidth Allowance Monitor, IPv6 Support, USB 4G/3G Modem Support, Dynamic DNS services, DNS-O-Matic.	
3	Throughput: 1gbps	
4	VPN throughput: 150 mbps	
5	Should support following feature: Speed Fusion Bandwidth Bonding Site-to-Site VPN Bandwidth Aggregation Hot Failover 256-bit AES Encryption Pre-shared Key Authentication Dynamic Routing X.509 Certificate Support PPTP VPN Server RADIUS, LDAP Authentication IPsec VPN (Network-to-Network) X.509 Certificate Support	
6	Should support following Load Balancing feature: Inbound Load Balancing Intelligent Failover Session Persistence Per-Service Load Distribution Multiple Algorithms Weighted Enforced Persistence Priority Overflow Least Used Lowest Latency	
7	Certifications: FCC, CE, RoHS	

9. Specification For VC Firewall Traversal With Accessories

Make Offered:-

Model Offered:

OCAC has deployed Multi Conferencing Unit (i.e. Polycom RMX 2000), Gatekeeper (i.e. Polycom DMA 7000), and Scheduling & Management (i.e. Polycom Resource Manager). The proposed Firewall Traversal should work seamlessly with the existing set-up and should be able to create

Place:
Date:

Signature & Seal of the Bidder

authentication credentials for a remote VC device, desktop clients and mobile VC clients to be registered and make calls.

Sl. No.	Specification Parameter	Compliance (Yes/No)
1	The system must combine remote and B2B calling scenarios with SIP and H.323 capabilities for a seamless video collaboration experience within and beyond the firewall with existing Firewalls is a must.	
2	Video conferencing endpoints deployed at other enterprise must be able to take part in video conferencing, dial into the MCU and dial out from the end point & MCU. The endpoints can be of various makes such as Polycom and Cisco using open standards. Interoperability with all must be possible using the Internet. The calls should be H323 and SIP and must be able to support HD resolutions.	
3	The solution should support ability to call to public IP addresses. Should support firewall traversal solution using the H.460 and SIP protocol.	
4	Should support the ability for devices on the internet to be reached using a H323 ID or E.164 alias and SIP URI.	
5	LDAP/H.350 Directory	
6	Should support at least 20 calls in 1080p resolution from day one and must have the scalability to upgrade to 100 or more calls @ in 1080p30 in the future in the same unit. The endpoint in the call can be any OEM make using standard based audio and video compression.	
7	The solution should have the ability to call to public IP addresses.	
8	The solution should have all the H323 and SIP functionalities such as: H.239, BFCP, AES encryption, FECC, H.235	
9	Web-based real-time for network administration	
10	Call logging and diagnostics	

Place:
Date:

Signature & Seal of the Bidder

SECTION-V COMMERCIAL OFFER

Place:
Date:

Signature & Seal of the Bidder

**Price Bid for Mobile VAN VC Equipments With Default Warranty Period for 1 Year
(To be in Company letter head)**

Sl.No.	Particulars	[A] Quantity	[B] Unit Price of the equipment (INR)	[C] Taxes as Applicable Per Unit (INR)	Total Unit Price Including Tax (B + C)	[D = A x (B+C)] Total Cost (INR)
1	VC End Point With Codec & Microphone, Accessories	04				
2	Cordless Microphone	12				
3	Lease Line Router	04				
4	24 Port Managed Switch	04				
5	ADSL Broadband Router	04				
6	Modem Pair (G703 & V.35)	04				
7	Multi Cellular WAN Aggregator	04				
8	Point to Point Wireless Bridge Pair	04				
9	Customized Aluminum box for fixing of equipments	04				
10	Load Balance VPN Router	01				
11	Reversal Video Firewall for Internet Video Conferencing	01				
12	One dedicated manpower for entire contract period for 1 year	01				
Grand Total Amount (Inclusive of all taxes) =						

❖ Prices shall be quoted inclusive of all taxes, duties, freight and forwarding and cost of labour for installation.

❖ Printed brochures of items quoted should be enclosed.

Place:

Signature & Seal of the Bidder

Date:

- ❖ Price for optional two years warranty charges shall be quoted separately as per the price bid format mentioned below.
- ❖ The optional two years warranty price shall not be included during evaluation process.
- ❖ The L1 will be declared based on the bidder price quoted for default warranty period.

Price Bid for Optional Comprehensive Annual Maintenance Support

Sl.No.	Description of item	Total Price
1	Comprehensive Annual Maintenance Support for entire quoted items, with one dedicated manpower for optional 2 nd year.	
2	Comprehensive Annual Maintenance Support for entire quoted items, with one dedicated manpower for optional 3 rd year.	

Place:
Date:

Signature & Seal of the Bidder