

INVITATION FOR TENDER FOR SUPPLY OF EQUIPMENT

Sealed tender offers are invited in two separate sealed covers (Technical and Commercial offers) from OEM or their distributors/System Integrators with OEM authorised after sales support facilities in and around Kolkata for the supply of the following equipment:

4K UHD/FHD Professional Camcorder

Please send your offer, along with the descriptive catalogue/brochure. The validity of the bid should be at least 90 days or more from the date of the opening of this tender. Please ensure that your quotation reaches not later than **27.03.2017 at 15:00 hrs** at the following address:

Prof. Anupam Basu
PI of the Project and Chairman & Head,
Centre for Educational Technology,
Indian Institute of Technology
Kharagpur – 721 302, West Bengal, India

Earnest money of **Rs. 15,000/-** is to be deposited in the form of Account payee Demand Draft in favour of IIT Kharagpur, payable at Kharagpur, India. Any bid which is not accompanied with an EMD shall be summarily rejected. Earnest money deposited will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. No interest will be paid on the earnest money of the unsuccessful bidders.

Tender Reference	IIT/SRIC/CET/TLC/CAM/ 2016-17 Dated: 07.03.2017
Price of Tender Document	NIL
Last Date and Time for submitting the tender document	27.03.2017 at 15:00 Hrs (IST)
Date and time of Opening of Technical Bids	27.03.2017 at 15:30 Hrs (IST)
Date and time of opening of price bid	Will be communicated to the successful bidders by email.
Place of Opening Tender	Centre for Educational Technology Indian Institute of Technology, Kharagpur – 721302, West Bengal, India
Address of Communication	As stated above
Contact Telephone Numbers	+91- 3222 - 281395
E-mail	ssdas@cet.iitkgp.ernet.in

**DETAILED TECHNICAL SPECIFICATIONS OF THE
4K UHD/FHD PROFESSIONAL CAMCODER**

Parameter	Specifications
Imaging device	≥ 1 inch single solid state MOS sensor
Video recording	4K UHD and FHD up to 30 fps or HD up to 120 fps
Optical zoom	≥ 12x
Video processing	4:2:2 at 10 bit
ND Filters	OFF, 1/4, 1/16, 1/64
Recording mode	MOV, MP4, AVCHD
Video output	3G/HD-SDI and HDMI
Audio input	2 x XLR
Recording media	SD memory card ; No. of slots - 2
LCD Monitor	3.5 inch
Accessories	Camera Carry Bag, Rechargeable battery & charger
Additional Microphone	Camera mount shotgun condenser microphone (only in case this is not included in the camera)
Warranty	3 Years onsite
Make	Sony/Panasonic or equivalent.

Quantity Required : 03 Nos.

GENERAL TERMS & CONDITIONS

Please specifically indicate the following points in your quotation and comply the terms and conditions as mentioned below :

1. Tenders are invited complying the requirement for tender as detailed in the tender specifications to be submitted in the company's/firm's letterhead neatly printed/typed and duly signed by authorized person with the seal of the bidder. All envelopes containing the tender should be properly sealed. Separate envelopes should be used for the Technical Bid and Price Bid and indication to their effect may please by superscribed on the envelopes.
2. Prices are to be quoted in Indian Rupees on F.O.R. IIT Kharagpur door delivery basis clearly showing the break up (Description of stores, Quantity, Unit Price, Tax, Total price)
3. Period of bid validity: The bids shall remain valid for acceptance for a period of 90 days from the date of opening.
4. Scope of supply : Price should include free installation and commissioning.
5. Terms of payment : 100% through crossed account payee cheque/ electronic fund transfer after receipt of the ordered store in good order and condition and successful installation and commissioning. Bidder should clearly mention the
 - a) Name and address of the beneficiary on whom the order has to be placed

- b) Bank details of the beneficiary
 - c) VAT No.
 - d) Service Tax Number
 - e) PAN Number
6. Liquidated damages: The stores should be delivered/ despatched to destination and ready for operation no later than the delivery date specified. If the supplier fails to deliver any or all of the stores or perform the service by the specified date, liquidated damages @1% per month or part thereof in respect of the value of stores will be deducted from the contract price subject to a minimum of 5%. Alternatively, the order will be cancelled and the undelivered stores purchased from elsewhere at the risk from elsewhere at the risk and expense of the supplier.
7. Patent rights: The supplier shall indemnify the purchase against all third party claims of infringement of patent, trademark or industrial design right arising from use of the goods or any part thereof in India.
8. Only those bidders whose bids have been found technically acceptable will be invited for participation in the price bid.
9. Those bidders who do not receive any communication for participation in the price bid opening meeting may presume that their bid has not been accepted by the Institute.
10. Conditional offers will not be accepted.
11. Late tenders, i.e. tenders received after the due date and time of submission as mentioned above shall not be accepted.
12. Delivery time : The stores are to be supplied within a period of 30 days from the date of placement of Purchase Order.
13. Warranty/Guarantee: The stores should carry onsite warranty of 3 years from the date of successful installation.
14. Bidders should include the following documents in the technical bid:
- a) Manufacturer's authorization
 - b) Product catalogue/brochure
 - c) Technical specification compliance statement against the quoted model.
 - d) At least 3 Copies of PO for supply of similar stores to the Govt. organizations/television channels during the last 3 years. Customer satisfaction certification from one such organization is to be attached with the technical bid.
 - e) OEM authorized service support facilities
 - f) Service escalation matrix with response time.
 - g) Declaration that the company has not been blacklisted by any Govt. organization.
 - h) Declaration that the bidder will provide onsite warranty of the product for at least 3 years from the date successful installation.

- i) Current income tax and sales tax clearance certificates, VAT No., Service Tax No. and PAN No (photocopies of all documents duly signed and stamped should be attached)
15. The Institute does not bind itself to offer any explanation to those bidders whose technical bid has not been found acceptable by the evaluation committee of the Institute.
16. All tenders (unless otherwise specified are to be submitted/handed over to Prof. Anupam Basu, Chairman & Head, Centre for Educational Technology, Indian Institute of Technology, Kharagpur – 721302, West Bengal, India and acknowledgement to be obtained.

IMPORTANT

1. IIT Kharagpur authority may accept or reject any or all the bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid. The Institute at its discretion may change the quantity / upgrade the criteria / drop any item or part thereof at any time before placing the Purchase Order.
2. In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.

For any query pertaining to this bid document correspondence may be addressed to Prof. Anupam Basu, Chairman & Head, Centre for Educational Technology, Indian Institute of Technology, Kharagpur – 721 302, West Bengal, India.

LAST DATE FOR SUBMISSION OF SEALED BIDS: 27.03.2017

- 1) Please Note that the Institute remains closed during Saturdays & Sundays and all specified government holidays.
- 2) Fax, e-mail Tender will not be accepted.
- 3) The General Terms and Conditions as stated above relate to supply of stores / equipment /assets etc. and for specific service other terms and conditions of the Institute will apply.
