



**RFP FOR
UPGRADATION OF CONFERENCE ROOM
OF IPA OFFICE**

**RFP No: IPA/Tender/Upgradation/CH/2019, Dated 11.12.2019
Last Date of submission: 1400 hrs. On 24.12.2019**

**INDIAN PORTS ASSOCIATION
1st Floor, South Tower, NBCC Place
Bhisham Pitamah Marg, Lodi Road,
New Delhi - 110003**

Rs. 500/-

INDIAN PORTS ASSOCIATION
1st Floor, South Tower, NBCC Place,
Bhisham Pitamah Marg, Lodi Road,
New Delhi – 110 003.

TENDER NOTICE

Indian Ports Association, a society registered under the Societies Registration Act 1860 having its registered office at 1st Floor, South Tower, NBCC Place, Bhisham Pitamah Marg, Lodi Road, New Delhi – 110 003 invites sealed tenders under two bid system in prescribed format from reputed and experienced agencies/firms for providing the services for “Upgradation of Conference Room” of Indian Ports Association,” 1st Floor, South Tower, NBCC Place, Bhisham Pitamah Marg, Lodi Road, New Delhi – 110 003.

The interested agencies are required to submit the technical and financial bid separately. The bids in Sealed Cover-I containing “Technical Bid” and Sealed Cover-II containing “Financial Bid” should be placed in a third sealed cover superscribed as “Tender for Upgradation of Conference Room of IPA Office” and should reach Indian Ports Association (IPA) on or before the closing date of tender i.e. 1400 hrs. of 24/12/2019. The technical bids shall be opened on the same day at 1430 hrs. in IPA.

Tender documents can be downloaded from the website of Indian Ports Association (IPA) www.ipa.nic.in or www.eprocure.gov.in or may be obtained from the office of Indian Ports Association, New Delhi on payment of Rs. 500/- by way of demand draft drawn on a scheduled bank in favour of “Indian Ports Association payable at New Delhi”.

A pre-bid meeting is fixed for all participating bidders on 17/12/2019 at 1400 hours in the Conference Room of IPA to clarify doubts, if any.

The last date for submission of tender is 24/12/2019 at 1400 hours.

Sd/
Chief Administration Officer

INDIAN PORTS ASSOCIATION
1st Floor, South Tower, NBCC Place, Bhisam Pitamah Marg,
Lodi Road, New Delhi – 110 003.

No: IPA/Tender/Upgradation /CH/2019

Dated 11/12/2019

Subject: **Upgradation of Conference Room of Indian Ports Association office located at 1st Floor, South Tower, NBCC Place, Bhisam Pitamah Marg, Lodi Road, New Delhi.**

1. Eligibility Criteria:

- i. The Bidder must be Original Item Manufacturer (OIM)/Original Equipment Manufacturer or Authorized Channel partner or Authorized representative or Authorized Service Partner of the manufacturer holding authority from the OEM /OIM for the item(s) proposed to be offered by the bidder.
- ii. The Bidder must be registered under Goods & Services (GST) Act & Regulations and must have a valid PAN from the Income Tax department. Relevant documents to be submitted.
- iii. The Bidder must have Average annual turnover during the last 3 financial years ending with financial year 31.03.2019 not less than Rs. 50 lakhs. (Copies of Audited Accounts or Certificate from Chartered Accountant should accompany as documentary proof).
- iv. The Bidders must have at least **3 (Three) years** similar experience in upgradation of conference/meeting room and have completed similar type of work in Ministries/ Government organizations/PSUs/Institutions/Societies in the past 5 years ending March 2019 as below:

3 Completed contracts each costing minimum Rs. 8.00 Lakhs and above OR
2 Completed contracts each costing minimum Rs. 10.00 Lakhs and above OR
1 Completed contract costing minimum Rs. 20.00 Lakhs and above.
- v. The Bidder must submit copies of Articles of Association (in case of registered firms), Bye laws and certificates for registration (in case of registered co-operative societies) and Partnership deed in case of partnership firm).
- vi. The bidder must have local support office in Delhi/NCR and having phone number/toll free number after sales support

Note : “Similar Experience/type of work” means bidder must have procured, delivered and installed display system, audio system public address system including interior and acoustic work.

2. Bid Application Money & Earnest Money Deposit:

2.1 The Bidder shall have to deposit Bid application Money of Rs. 500/- (Rupees five hundred only) and Earnest Money of Rs. 50,000/- (Rupees fifty thousand only) by way of demand draft drawn on a scheduled bank in favour of “Indian Ports Association payable at New Delhi”.

2.2 The Earnest Money Deposit shall be refunded within 90 days of opening of tenders to the bidders whose offer has not been accepted, without any interest thereon.

2.3 EMD of the successful bidders shall be returned without any interest, on receipt of Performance Bank Guarantee (PBG) valid for the period of the contract.

2.4 Bidders registered with NSIC/MSME/Start-up as per GFR guidelines are exempted from submission of Tender fee and EMD.

2.5 EMD shall be forfeited:

- i. If the bidder withdraws and/or alters his offer during the period of bid validity.
- ii. If the successful bidder fails to complete the assignment within the specified time limit.

3. Performance Bank Guarantee (PBG)

The successful bidder shall have to submit Performance Bank Guarantee from Scheduled Commercial Bank equivalent to 10% of value of contract awarded with validity period till completion of work.

4. Tender Procedure:

(i) Bid(s) must be submitted in a sealed cover superscribed as “Tender for **Upgradation of Conference Room of Indian Ports Association** ” The cover shall contain two covers containing technical bid and price bid in the prescribed forms superscribed as “Upgradation of Conference Room of Indian Ports Association” – **Technical Bid as Annexure ‘A’** and “Tender for Upgradation of Conference Room of Indian Ports Association ” – **Price Bid” as Annexure ‘D’**.

(ii) Technical Bid:

Technical bids, which are not accompanied with documents prescribed below along with Bid application money and EMD are liable for rejection forthwith. However, Bidders shall produce the original work orders/copies of relevant experience for verification as and when required.

The Technical bid consisting of the following documents shall be submitted by the Bidder:

- (a) Technical Bid Form.
- (b) Details of experience, copies of experience certificates i.e. only completion certificates of the experience issued by the Employer/client as specified in the eligibility criteria supporting their claim of experience.
- (c) Signed Tender Document
- (d) Tender Fee and EMD as specified.
- (e) Manufacturer's Authorization Form as per Annexure-'E'.

(iii) Price Bid :

The Bidders shall quote their rates in the relevant column in Annexure-D. IPA shall deduct TDS under Income Tax Act as well under GST as applicable at the prescribed rate before making the payment. The Price bids shall be valid up to 90 days from the date of opening of tenders.

(iv) The tender documents shall be properly numbered and signed on every page by the Bidder and submit with technical bid as an unconditional acceptance of the terms and conditions mentioned therein.

(v) Annexures to the RFP:

- I. Annexure 'A' - Informations to be submitted by the bidder.
- II. Annexure 'B' - Proposed Bill of Quantities.
- III. Annexure 'C' - Tender Specification.
- IV. Annexure 'D' - Financial Bid.
- V. Annexure 'E' - Manufacturer's Authorization Form.

5. Tender Opening and Evaluation Procedure.

5.1 Main cover and the cover containing technical bid of the tender received up to **1400 hours** on **24/12/2019** shall be opened at **1430 hours** on the same date in IPA in the presence of Bidders.

5.2 Technical bids shall be evaluated and those who are found eligible shall be shortlisted as per eligibility criteria and the Price Bids of only those short listed bidders who qualify in technical evaluation as per Clause No. 5.3, shall be opened for finalizing the tender.

5.3 Evaluation Criteria:

Bids will be evaluated on the basis of the similar experience of the bidder as follows:

- | | | |
|----------------------|---|-----------|
| > 3 Years ≤ 5 Years | - | 8 Marks. |
| > 5 Years ≤ 10 Years | - | 16 Marks. |
| > 10 Years | - | 25 Marks. |

Bidders who have 'Technical Score' of 65 Marks or above shall be declared as qualified for opening for their financial bid.

6. CURRENT SITUATION/SCENERIO OF CONFERENCE ROOM

(Refer Annexure-'F'):

Existing Layout: Conference Room Details:

- i. Dimension of Conference Room is (L x W x H) 12970 x 6470 x 2200 (mm).
- ii. Dimension of Table: 9700 X 1670 (mm).
- iii. All sides are of wooden panels with Glass doors and windows.
- iv. The Flooring has Carpet and the ceiling is made of Gypsum.
- v. The table is open from below and have ample leg space from all sides. There is no cable management system.
- vi. 3 Nos. window ACs at bottom and 2 Nos. wall ACs are installed right side of the room.
- vii. The Back wall is made of sliding door and the left side wall is wooden with one door.
- viii. Existing Inventory of the Conference Room – Equipment/items.
 - 1 No Avaya Scopia XT5000 Codec with Camera and Mic.
 - 1 No 55" Sony LED display (KDL – 55W950B).
 - 2 Nos Acer small PC portable Speakers.
 - 1 No Sharp Note Vision Projector.
 - 1 No Motorized Screen (L- 2020 & W -1510).

- ix. The Bidder, in his own interest and own expenses, may visit the site during office hours between 0900 hrs. to 1700 hrs. before submission of bid to get first-hand assessment of the site, its surrounding and availability of resources. Prospective bidders may contact Chief Administrative Office, IPA during the site visit for obtaining relevant information relating to site and other associated activities required for Upgradation of Conference Room of IPA Office.

7. SCOPE OF WORK:

Description of Works: Upgradation of Conference Room of Indian Ports Association, 1st Floor, South Tower, NBCC Place, Bhasham Pitamah Marg, Lodi Road, New Delhi which shall strictly conform to the proposed Bill of Quantities in Annexure 'B' and specifications as mentioned in **Annexure-C. Mics shall be installed at ceiling and future provision for Touch panel Room Control has to be made.**

8. GENERAL TERMS AND CONDITIONS:

- a. In case the rates quoted by two or more bidders are same, while determining the L1, the weightage shall be given to that bidder whose average annual turnover during the last 3 financial years ending financial year 31.03.2019 is higher.
- b. The Conference Room (existing capacity of 42 seats) is situated at the 1st Floor of the Indian Ports Association, South Tower, NBCC Place, Bhasham Pitamah Marg, Lodi Road, New Delhi and the **approximate dimensions of the Conference Room is 12970 (L) X 6470 (W) X 2200 (H), (All in mm)**. The existing Layout is at Annexure 'F'
- c. The bidder has to provide the general information about their firm on their official letter head under signatures with seal in the format given at **Annexure-A**.
- d. The format for providing financial bid, to be furnished on the official letter head of the Bidder under signatures with seal is enclosed at **Annexure-D**.
- e. The requirement and specifications provided in tender components of the Conference Room as contained in Annexure-C are generic in nature.
 - f. The bidder must present their design and detailed specifications meeting the generic requirement.
 - g. Short-listing of the bidder shall be done on the basis of L-1 rates quoted by the technically qualified bidder who confirms for acceptance of our terms and conditions, without any deviation.
 - h. The Committee constituted for the technical/quality based assessment of the concept proposed for the renovation by the Bidder shall short list the agencies whose Technical bid qualify the eligibility criteria for opening of financial bid.

- i. The Bidder shall have to undertake warranty for the smooth and efficient functioning of the facilities provided by them in the Conference Room for a period of one year. This shall include the warranty for electric fittings also. The charges if any, for the same shall be mentioned in the financial bids.
 - j. Bidders are advised to attend the pre-bid meeting on 17/12/2019, at 1400 hrs organized by IPA to facilitate them to assess the required work as well as familiarize themselves with the local conditions. The rates quoted in the bids shall be as per the units specified inclusive of GST and other applicable taxes.
 - k. Bidders shall make arrangements at their own cost for removal of debris, old/unutilised material, unserviceable or damaged furniture fixture etc. & shall dispose off the same as per the rules & regulations applicable as on the day of such work.
9. **Time and date for opening of Bids:** The technical bids shall be opened on 24/12/2019 at 14:30 hrs, If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids shall be opened on the next working day at the same time or on any other day/time, as intimated by IPA.
10. **Financial Bids:** The financial bids of the bidders shortlisted by the Committee after the technical evaluation of bids shall only be opened in the presence of the bidders or their authorised representatives, if they wish to attend the opening of financial bids. The Rates quoted by the technically qualified bidders shall be read out in the presence of the representatives of bidders.
11. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction, unsigned bids shall be summarily rejected and may also lead to forfeiture of EMD. Conditional tenders shall be rejected.
12. **Validity of Bids:** The prices quoted in the Bids shall remain valid for 90 days from the last date of submission of the Bids.
13. **Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs. 50,000/- along with their bids. However, firms registered with MSME/NSIC/Start up are exempted from depositing the EMD. EMD may be submitted in the form of an Account Payee Demand Draft in favour of "Indian Ports Association" payable at New Delhi from any of the public sector/scheduled banks. EMD of the unsuccessful bidders shall be returned to them at the earliest without any interest thereof. The EMD submitted by the successful bidder shall be converted in to Security Deposit and would be returned, without any interest whatsoever, after the successful completion of refurbishment works.

14. **Warranty/Guarantee:** The period of Warranty/Guarantee of the renovation works shall be minimum for one year from the date of completion and need to be clearly specified. Charges if any, for the same shall also be specified in Annexure-D. The Warranty/ Guarantee shall commence from the date of final handing over of the Conference Room after successful completion of works to the satisfaction of IPA.
15. **Terms of Work Order:**
- a) The successful bidder shall have to complete the refurbishment/renovation works as indicated under Clause No.7 under the heading 'Scope of Work' within **45 days** from the date of contract or signing of Contract Agreement which ever is earlier unless the period is extended by mutual agreement in writing.
 - b) The Materiel used in the upgradation works shall be in brand new condition. Old/damaged Material shall be returned and the vendor shall replace such material on his own expanses.
16. **Liquidated Damages:**
The upgradation works mentioned at Annexure-C shall be completed within the time schedule as given in para 15 under the heading 'General Terms and Conditions' to be calculated from the date of the contract or signing of Contract Agreement which ever is earlier failing which, the successful bidder shall be liable to pay liquidated damages as compensation for an amount equal to 0.5 % or such smaller amount as the IPA may decide on the said bid price of the whole work for every day's delay but not exceeding 10% on the total value of the order.
17. **Payment terms:**
- a) No advance payment shall be made.
 - b) The invoice shall be raised in favour of "The Chief Administrative Officer, Indian Ports Association, New Delhi".
 - c) 60% Payment may be released against the delivery and 40% of the payment may be released against the installation and successful testing.
18. **Termination of Contract:** The IPA shall have the right to terminate this Contract in part or in full in any of the following cases, if:-
- a) The work is delayed for causes not attributable to natural calamity for more than 15 days after the scheduled date of Work Order.
 - b) The bidder is declared bankrupt or becomes insolvent.
 - c) For any other reason which in the opinion of IPA warrants cancellation of contract award.
19. **Indemnity Bond:** The Contractor shall indemnify IPA from:
- a) Any third party claims, civil or criminal complaints /liabilities, site mishaps, fire hazards & other accidents including death of any person/s or dispute and /or

damages occurring, or arising out of any mishaps at site due to his/his employee/representative's fault or negligence.

- b) All claims, demands, actions, proceedings, losses, damages, liabilities, cost, charges, expenses or obligations that are occasioned to or may occasion to you as a result of non-payment of any statutory dues levied/Taxes e.g. leviable on the Contractor or the Contractor committing breach of any of the rules, regulations, orders, directives, instructions that may be issued by any authority under the Central Government/State Govt. or any statute or law for the time being in force.
 - c) The office of IPA is located in NBCC Place, Lodi Road, New Delhi therefore, the Bidder shall take all precautions to avoid any inconvenience to other offices located in NBCC Place Building. They will also have to furnish details of their workers well in time to ensure issuing of necessary entry pass.
20. Indian Ports Association Reserve the right to accept or reject any/all proposals without assigning any reason or incurring any liability whatsoever.
21. In case of any dispute, court in Delhi/New Delhi have jurisdiction in the matter.
22. The sealed proposal must be super scribed "Quotations for upgradation of Conference Room of IPA, New Delhi " on the envelope and submitted to the following address:-

The Chief Administrative Officer,
Indian Ports Association,
1st Floor, South Tower, NBCC Place,
Bhisham Pitamah Marg,
Lodi Road,
New Delhi -110003.

INFORMATIONS TO BE SUBMITTED BY THE BIDDER

1. Full name of the Bidder
2. Complete Address
3. Name of Proprietor/Partners/ Directors
4. Contact Number
5. Commercial Registration Number (attach proof)
6. PAN Number (attach copy of PAN Card)
7. Bank Account Details
8. Details of 03 similar type of works carried out in Govt. Deptt./PSU/Institution (Photocopy of work orders and other details to be enclosed).
9. GST Number & attach copy of Registration Certificate under Goods & Service Tax (GST).

The total annual turnover of the Bidder during the last three Financial Years (The details with certificate of CA or IT Returns, Work orders should be enclosed).

2016-17

2017-18

2018-19

Average annual turnover of the Bidders during the last 3 financial years with ending financial year 31.03.2019 – Rs. 50 Lakhs.

Declaration

I/We hereby declare the I/We have read and understood all the terms & conditions mentioned in the Tender Inviting letter and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above is true. I further declare that my/our firm has never been blacklisted/debarred from any tendering process in the past.

(Signature of Bidder)

Name

Designation

(Seal)

Annexure-B

Proposed Bill of Quantities:

Display System for the Room:

S.No	Make/Model	Qty
1	Smart Interactive Display-75 Inch (Refer SI No. A of Annexure-C).	1

Multimedia Video & Local Meeting Collaboration Enhancer Solution: (Refer SI No. B & C of Annexure-C).

S. No	Purpose	Make/Model	Qty
1	Cable Management/Cable Cabby/Pop-up Box		4
2	Presentation Switching System	12 Input & 2 Output HDCP Compliant Multi format Switcher with Contact Closures	1
3	Sound	Mixer & Amplifier	1
4	Sound	FoH Speaker	2

Audio Solution: (Refer SI No. D of Annexure-C).

S. No	Purpose	Make/Model	Qty
1	Highest Quality Audio teleconferencing Experience	Triple Element Ceiling Microphone	1
2	Speaker System	Ceiling Speaker	6
3	DSP	16 Channel Digital Signal Processor	1

Local Speech Enhancement Solution: (Refer Annexure-C).

S. No	Purpose	Make/Model	Qty
1	Mics with backend infra	Mic for local speech reinforcement with 13 Mic	1

Table, Ceiling & Lighting Work: (Refer SI No. J of Annexure-C).

S. No	Purpose	Make/Model	Qty
1	Ceiling Lighting with Special Custom VC Lights	Philips/Wipro/ Syska	15 Sets
1a	VC Light Indirect with 2 Lights & One Fixture	Philips/Wipro/ Syska	
1b	LED Downlights & Cove Lighting	Philips/Wipro/ Syska	
2	Special Grid Ceiling of 2x2 AEC acoustic Panels for the area of 42.36 ft x 12.36 ft	Sq.feet	524
3	Existing Table Renovation including Modesty. The table top shall be made of Corian Top finish	Customization	Set

Note: Based on actual requirement.

Annexure-C

TENDER SPECIFICATION

Sl. no.	Specification	Quantity	Compliance (Y/N)
A	DISPLAY	1	
	Samsung, LG, Newline, BenQ, Equivalent		
1	Size	75" diagonal or above 4K resolution Smart & Interactive Professional Touch Display	
2	Type	Direct Backlit LED	
3	Resolution	3840*2160 Pixel or better	
4	Brightness	Minimum 370 nits or higher	
5	Contrast ratio	4000:1 or higher	
6	Viewing angle	178 degree horizontal & vertical	
7	Response time	8ms or better	
8	Lifetime	Minimum 30,000 hours or more	
9	Audio	Minimum 2 speakers inbuilt in the display, front facing Power output: Minimum 15 watt each Impedance: 8 ohm (+-15%) Freq. response: 90Hz (+-20%) to 18 KHz Output S.P.L: 84 +- 3 dB	
10	Touch	Surface Material:- Toughened/Tempered glass Surface Technology:- Optical Bonding, Anti-Glare glass Touch Sensor:- Infrared or Capacitive Touch Transparency: 88% or better Surface hardness: H7 or more Touch capability: minimum 10 points Writing tool: stylus pen or finger Communication Interface:- Inbuilt USB-B	
11	Connectivity Ports	Input (front side): minimum 1 AV ports (HDMI/Display port) with capacity to handle HD Signal minimum 1 USB port type-B 2 nos. of dedicated USB-A ports to get connected with OPS type PC module 1 no. of dedicated USB-A for PC-Less media/document reading / playing applications Input (Rear side): minimum 2 sets of HDMI ports with dedicated USB-B port for connecting various sources and touch functions Output port (Rear): 1) Minimum 1 port of HDMI to transmit the signal to other display 2) 3.5mm Earphone out 3) Minimum 1 port of SPDIF Other ports (Rear): Minimum 1 port of RS232 Minimum 1 port of RJ45 OPS slot to connect OPS type PC for windows function	
12	Handheld remote control	Technology: Infrared Battery type: AAA	
13	Power supply	Power Supply: AC 100 - 240 V, 50/60 Hz Power consumption: less than 350W	
14	Operating temp	Operating Temperature:- 0°C - 40°C	

Sl. no.	Specification		Quantity	Compliance (Y/N)
B	Cable Management Solution		4	
	Crestron, Kramer, Equivalent			
1	General	Each box should have minimum 2 nos. 10 AMPS universal type unswitched power sockets, 2 nos. USB power sockets and 6 pass-through gromets for routing any kind of AV/LAN cables		
		Both the boxes should be provided with minimum 1 no. of 1.8 m in length HDMI each with one box with 1 VGA/Audio cable & one box with 1 no. MDP cable also.		
		Each box should be provided with 1 nos. 1.8 m in length LAN cables		
C	Local Presentation Switching System		1	
	Kramer, Extron, Lightware, Equivalent			
1	Input	<ul style="list-style-type: none"> - It should have 10 HDMI inputs - It should have 2 VGA inputs on 15 pin connector with stereo audio <p>Contacts In for 12 inputs with 1 Ground for switching input signals</p>		
2	Output	<ul style="list-style-type: none"> - It should have 2 HDMI scaled outputs (parallel outputs) (HDMI 1.4 version) HDCP compliant. Output should support up to 4K resolution @ 60fps pass through. - It should have 1 balanced stereo audio out (de-embedded) <p>Tally out (for 12 nos.) with 1 common +V for illumination of LEDs</p>		
3	Ports	<ul style="list-style-type: none"> - It should have 1 USB port service / firmware upgrade 		
4	Control	<ul style="list-style-type: none"> - It should have buttons on Front Panel with OSD (on screen display), Ethernet & RS-232 - It should have one TCP/IP port for controlling through third party control system such as Crestron, AMX etc. 		
5	Resolution	<ul style="list-style-type: none"> - It should support the input resolutions of 640 x 480 (60 / 72 / 75 / 85 Hz), 1024 x 768 (60 / 70 / 75 / 85 Hz), 1280 x 720 60 Hz, 1280 x 800 60 Hz, 1280 x 1024 (60 / 75 / 85 Hz), 1366 x 768 60 Hz, 1400 x 1050 60 Hz, 1440 x 900 60 Hz, 1600 x 1200 60 Hz, 1680 x 1050 60 Hz, 1920 x 1080 60 Hz, 480i / 576i, 480p / 576p, 720p (50/60 Hz), 1080i (50/60 Hz), 1080p (24/25/30 Hz), 1080p (50/60 Hz), 4K - It should convert the input signals to provide following output resolutions with scaling options (upscale & downscale) on both HDMI outputs. Native resolutions 1024 x 768 @ 60 Hz, 1360 x 768 @ 60 Hz, 1280 x 720 @ 60 Hz, 1280 x 800 @ 60 Hz, 1280 x 1024 @ 60 Hz, 1440 x 900 @ 60 Hz, 1400 x 1050 @ 60 Hz, 1680 x 1050 @ 60 Hz, 1600 x 1200 @ 60 Hz, 		

		<p>1920 x 1080 @ 60 Hz, 720p @ 60 Hz, 1080p @ 60 Hz, 720p @ 50 Hz, 1080p @ 50 Hz</p> <ul style="list-style-type: none"> - For input resolution of 4K, the switcher should bypass the same to output signal - Multiple aspect ratio selection: Full screen - Provision to change colour, sharpness, noise, contrast & brightness of output video in menu 		
6	Power Supply	- 110 – 240 V AC, 50 Hz		
D	Ceiling Speakers		6	
	Harman, QSC, Equivalent			
	Features:	6 ½" Polypropylene Cone Woofer with Rubber Surround		
		½" Liquid Cooled Polyamide Dome Tweeter		
		No Mounting brackets required		
		Fits MT6 and CRS6 Cut-Outs for Future Upgrade Opportunities		
		Power Recommendations: 5 – 50 Watts (Undistorted)		

E	Digital Audio Signal Processor :-		1	
	Biamp, Polycom, QSC, Equivalent			
	Features	The device should come with 16 Inputs and 16 Outputs.		
		Should support 22kHz bandwidth stereo AEC on all input channels.		
		10-bands of parametric or up to 31-bands graphic EQ.		
		It should provide complete control of devices over built-in Ethernet or RS-232		
		Should be compatible with both digital Ceiling Microphone arrays and traditional analog microphones.		
		Should have an option to cascade multiple DSP to support more audio inputs and outputs.		
		Optional modular telephony interface cards (single or dual- line PSTN, or VoIP telephony cards) should be available to expand the functionality.		
F	Multi-channel audio amplifier		1	
	Harman, QSC, Shure, Equivalent			
	Features	The amplifier should have minimum 4 channels of better		
		The output power should be 150W or better @ 8 Ohms		
		The input impedance should be 20 Kohms (balanced) / 10 Kohms (unbalanced)		
		Frequency response should be 20hz – 20khz +.5/- .5db or better		
		Signal to noise ratio should be >105 db or better		

G	FOH Speakers		2	
	Harman, QSC, Equivalent			
	Features:	6 ½" Polypropylene Cone Woofer with Rubber Surround		
		½" Liquid Cooled Polyamide Dome Tweeter		
		No Mounting brackets required		
		Frequency Response: 60Hz – 19kHz		
Power Recommendations: 5 – 50 Watts (Undistorted)				

H	Ceiling Microphone – These microphones used for VC & Audio conferencing.		2	
	Beyerdynamic , Shure, Sennheiser, Harman, Equivalent			
	Standard Features	The ceiling microphone system should be supplied with all cables and accessories to mount the system on a false ceiling in a VC meetingroom.		
		It should offer consistent, reliable, 360-degree voice pickup.		
		It should be a digital microphone with three cardioid elements per microphone – elements spaced 120 degrees apart		
		Total coverage area for one ceiling microphone should be at least 350 square feet or more.		
		The ceiling microphone should be capable to getting connected in cascading mode (up to 4 microphones).		
		The ceiling microphone should be capable to getting directly connected with a digital interface connection to Video Conferencing Codec/Digital Audio Signal Processor		
The device should be from the same OEM as the VC codec for complete interoperability.				

I	Mike for local speech reinforcement		15	
	Beyerdynamic , Shure, Sennheiser, Harman, Equivalent			
	Central Control Unit	Technical Specifications <ol style="list-style-type: none"> 1. Max System Capacity: 4096 2. Standard Capacity: 70 units 3. Acoustic Frequency Response: 20Hz~20KHz 4. SNR: >96dBA 5. Channel Isolation: >85dB 6. Dynamic Range: >94dB 7. THD: <0.05% 8. Power: AC100~240V, 50/60Hz Audio Port: 1 balanced (XLR), 2 unbalanced (RCA)		
	Chairperson Unit	<ol style="list-style-type: none"> 1. Mounting type: flush mounting 2. Frequency response: 30Hz-20KHz 3. Sensitivity: -46dB±4dB 		

		<ol style="list-style-type: none"> 4. S/N ratio: -95dB 5. THD: < 0.3% 6. Power input: 24V 7. VOX sensitivity: H/M/L (76dB/80dB/82dB) 8. VOX auto mic time-out: 20-250 seconds 9. Working temperature: 0°C to 45°C 10. Storage temperature: -20°C to 50°C 11. Mic pickup range: 100-600mm 12. Mic stem length: 410mm standard, 310/510mm optional 13. Dimensions (W*D*H): 100x40x66mm 14. Net weight: 86g PRIO button for chairman priority and ID number confirmation. 		
	Delegate Unit	<ol style="list-style-type: none"> 1. Mounting type: flush mounting 2. Frequency response: 30Hz-20KHz 3. Sensitivity: -46dB±4dB 4. S/N ratio: -95dB 5. THD: < 0.3% 6. Power input: 24V 7. VOX sensitivity: H/M/L (76dB/80dB/82dB) 8. VOX auto mic time-out: 20-250 seconds 9. Working temperature: 0°C to 45°C 10. Storage temperature: -20°C to 50°C 11. Mic pickup range: 100-600mm 12. Mic stem length: 410mm standard, 310/510mm optional 13. Dimensions (W*D*H): 100x40x66mm 14. Net weight: 86g PRIO button for chairman priority and ID number confirmation. 		
	Loudspeaker	<ol style="list-style-type: none"> 1. Built-in 8Ω2W loud speaker 2. The voice volume can adjusted by the central control unit or volume control button . When the microphone turn on, the loudspeaker turn off automatically to assure the good voice 		
High quality professional lighting for Visual Collaboration				
J	Technical Specifications			
		Special 600mm x 600mm x 150mm fixture with 18 watt LED lamps having color temperature of 4000 Kelvin has unique profile to throw light at 45 degree to help light up faces and to remove under eye shadows. Requires minimum ceiling height of 2850mm.	15 nos.	

		180mm diameter downlighter with 7W LED lamp and color temperature of 4000 Kelvin and antiglare reflector.		
K	Renovation of existing Table		1	
		Cable risers under the table for content monitor & cable management box to hide all cables & wires.		
		Table top refinishing work with Corian Top Finish including Modesty		

Note: As per actual quantity.

Charges for Proposed Bill of Quantities: Annexure – ‘D’

FINANCIAL BID
(Refer to Annexure-‘C’)

(A) Display System for the Room:

S.No	Make/Model	Qty.	Warranty Period* (Years)	Price-INR (A)	GST-INR (B)	Total Price-INR (A+B)
1	Smart Interactive Display-75 Inch diagonal	1				

(B) Multimedia Video & Local Meeting Collaboration Enhancer Solution: (Refer to Annexure-C).

S. No	Purpose	Make/Model	Qty.	Warranty Period* (Years)	Price-INR (A)	GST-INR (B)	Total Price-INR (A+B)
1	Cable Management/Cable Cabby/Pop-up Box		4				
2	Presentation Switching System	8 Input & 2 Output HDCP Compliant Multi format Switcher with Contact Closures	1				
3	Sound	Mixer & Amplifier	1				
4	Sound	FoH Speaker	2				

(C) Audio Solution:

S. No	Purpose	Make/Model	Qty.	Warranty Period* (Years)	Price-INR (A)	GST-INR (B)	Total Price-INR (A+B)
1	Highest Quality Audio teleconferencing Experience	Triple Element Ceiling Microphone	2				
2	Speaker System	Ceiling Speaker	6				
3	DSP	16 Channel Digital Signal Processor	1				

(D) Local Speech Enhancement Solution:

S. No	Purpose	Make/Model	Qty.	Warranty Period* (Years)	Price-INR (A)	GST-INR (B)	Total Price-INR (A+B)
1	Mics with backend infra	Mic for local speech reinforcement with 13 Mic	1				

(E) Table, Ceiling & Lighting Work:

S. No	Purpose	Make/Model	Qty	Price-INR (A)	GST-INR (B)	Total Price-INR (A+B)
1	Ceiling Lighting with Special Custom VC Lights	Philips/Wipro/Syska	15 Sets			
1a	VC Light Indirect with 2 Lights & One Fixture	Philips/Wipro/Syska				
1b	LED Downlights & Cove Lighting	Philips/Wipro/Syska				
2	Special Grid Ceiling of 2x2 AEC acoustic Panels for the area of 42.36 ft x 12.36 ft		524 Sq. Feet			
3	Renovation of existing Table with Corian Top Finish including Modesty	Customization	Set			
4	Implementation, Programming, Handover, Cable & Connector, Freight & Insurance.					
5	GRAND TOTAL OF SUPPLY & IMPLEMENTATION					

Based on actual quantity (ies) consumed.

*Refer the Clause No. 14 of the RFP under the heading 'Warranty/Guarantee'.

Charges in words- (A+B+C+D+E) Rs.....

Authorized Signature with date:

Name:

Designation:

Name of Firm:

Address

CHARGES FOR ANNUAL MAINTENANCE CONTRACT
(After the Warranty/Guarantee Period)

Sl No.	Features/Reference (As per Financial bid –Annexure-‘D’)	AMC Charges for One Year (Rs.)
1	(A) Display System for the Room.	
2	(B) Multimedia Video & Local Meeting Collaboration Enhancer Solution.	
3	(C) Audio Solution.	
4	(D) Local Speech Enhancement Solution.	
	TOTAL	

(Charges in words) Rs.....

Authorized Signature with date:

Name:

Designation:

Name of Firm:

Address

**CONSOLIDATED CHARGES FOR UPGRADATION OF CONFERENCE
ROOM OF IPA OFFICE INCLUSIVE OF ANNUAL MAINTENANCE
CONTRACT**

Sl No.	Reference of Financial bid	Charges (Rs.)
1	Charges Quoted as per Annexure – 'D'	
2	Charges Quoted as per Annexure – 'D1'	
	TOTAL	

(Net Charges in words) Rs.....

Authorized Signature with date:

Name:

Designation:

Name of Firm:

Address

MANUFACTURER’S AUTHORIZATION FORM

Date :

To,
The Chief Administrative Officer,
Indian Ports Association,
1st Floor, South Tower, NBCC Place,
Bhisham Pitamah Marg, Lodi Road,
New Delhi - 110 003.

Dear Sir,

We manufacturers of original equipments at (address of factory) do hereby authorize M/s. (Name and address of Agent) to submit a bid, negotiate and receive the order from you against your tender enquiry No..... dated.....

No company or firm or individual other than M/s. _____ is authorized to submit the bid, and conclude the contract in regard to this business.

We hereby extend our full guarantee and warranty as per clause ____ of the general Conditions of Contract and Clause ____ of the Special Conditions of Contract for the goods and services offered by the above firm.

Yours faithfully,
(Signatory Name)

(Name of manufactures)

Note: This letter of authority must be on the letterhead of the original item manufacturer (OEM) and shall be signed by a person competent and having the power of attorney to bind the manufacturer. It shall be included by the Bidder in its techno-commercial unpriced bid.

