



TATA MEMORIAL CENTRE
ADVANCED CENTRE FOR TREATMENT, RESEARCH &
EDUCATION IN CANCER (ACTREC)
Kharghar, Navi Mumbai-410 20
(A Grant-in-Aid Institute under Department of Atomic Energy, Govt. of India)

Date: 03/07/2023

Tender No: TMC/ACTREC/ENGG/KRS/SQ-29/AMC CCTV Surveillance System/2023
To,

Short Term Tender

Sealed Quotations are invited on behalf of the Director, ACTREC, for carrying out the work mentioned below, which will be received in the office of the undersigned i.e. Advanced Centre for Treatment Research and Education in Cancer, Tata memorial Centre, Plot No 1 and 2, Sector-22, Kharghar, Navi Mumbai-410210, Maharashtra, India, from competent contractors who have carried out the work of similar kind and magnitude, Schedule of quantities is enclosed herewith.

Sr. No.	Name of work	Tender cost (Basic rate) (Rs.)	EMD (Rs.)	Tender Cost (Rs.)
1.	Non - Comprehensive Annual Maintenance Contract for CCTV Surveillance System at ACTREC	1,35,000/-	2,700/-	NIL

Earnest Money deposit – 2% of Tender amount i.e. Rs.2,700/- to be submitted in the form of Cash Receipt/BG/ Insurance Security Bond/ Fixed deposit /DD/ issued by Scheduled Bank in Favour of Account officer , TMC-ACTREC, payable at Navi Mumbai.

- 1) Rs.2.700/- in the form of Cash Receipt/FDR/DD as prescribed above.
- 2) EMD in the form of Cheque will not be accepted.
- 3) EMD – As per circular Dt:12th November 2020 from Ministry of Finance and Rule 170 of General Financial Rules (GFR's) 2017, Micro and Small Enterprises (MSE's) and the firms registered with concerned Ministries / Departments are exempted from submission of EMD provided the submission of MSME Certificate by the Vendor along with tender.

Further, in lieu of Bid Security, Bidders to sign "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the period of ONE YEAR from opening of financial bid.

The undersigned may be contacted between 10.00 a.m. to 5.00 p.m. on any working day.



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Submission of Tender:

The Quotation to be submitted in sealed envelope subscribed “Non-Comprehensive Annual Maintenance Contract for CCTV Surveillance System at ACTREC”

Sealed Quotation must be entered and endorsed at main gate before due date and time. Envelope received without endorsement at main gate and or after stipulated date or time will not be entertained.

Hand Written financial Bids are not accepted

The tender document can be purchased from 2nd floor, KS-203 Engineering services, Khanolkar Shodhika, ACTREC, Tata Memorial Centre, Kharghar, Navi Mumbai-410210 during working hours with payment of tender cost.

Purchase Date of tender: from 03/07/2023 15:00 Hrs. to 11/07/2023, 15:00 Hrs.

Last date of submission of hard copy of Tender is: 11/07/2023, 13:00 Hrs.

Date of Opening of Techno Commercial Tender: 11/07/2023, 15:30 Hrs. in the presence of tenderers or their authorized representative present at the time of opening.

Authorized representative of agency can visit the site to know the actual scope of work and to clarify any queries before quoting and final date of submission.

The agency can contact on:

Phone No: 022-6873 5000, Ext 5710, 8320898363, 8547454668

Email id- vkhair@actrec.gov.in , ksuthar@gmail.com,

The rate quoted shall be basic only and GST extra applicable as per the Schedule of Quantity. In force and no extra will be paid over and above the quoted rates.

The AMC period is for 01 Year and work to be executed in accordance with the time schedule.

2.5% of the total value of work will be deducted from the bill(s) towards Security Deposit and which shall be released on the expiry of defects liability period of one year.

3% of tender value of work will have to submit toward performance security after acceptance of tender. The same will be returned on satisfactory completion of work.



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SCOPE & LOCATION OF WORK:-

AMC for CCTV system for CRI, CRC, Ward block building, D Block building, Main Gate,

1. 64 channel Hikvision Make NVR 02 Nos
2. Hikvision make IP cameras Dome type , Fish Eye type , Bullet type - Qty 60 Nos Approx.

Hadron Building - Honeywell Make.

1. 32 Channel NVR Honeywell make – 02 Nos
2. Honeywell make cameras – (Indoor (Mini Dome camera) and Out Door type PTZ (12 Nos)) – 48 Nos

Stand Alone system - Retreat, Animal House, Asha Niwas, Library. - Hikvision make.

1. Animal House , DVR 4 channel , 02 Camera
2. Animal House , 10 Nos camera Ewit make integrated with Hikvision system.
3. Retreat , DVR 4 Channel , 02 camera
4. Asha Niwas, DVR 4 channel, 03 camera.
5. Library, DVR 08 channel, 04 camera.

This Qty are approx. and may be variable.

Non Comprehensive AMC scope will be as below:

- To attend networking issue and provide solution , trouble shooting in networks.
- Inspection of all major CCTV components including cabling connections
- Check Connectors and clean cameras, lenses and housings as necessary.
- Check lenses for correct field of view and adjust as necessary
- Check pictures for correct field of view and adjust as necessary.
- Check recording and playback quality.
- Check the satisfactory transmission of images via LAN.
- NVR Recording Test, NVR Settings Verification
- Disk Error Check, password reset
- Data backup in case of requirement.
- Data Retrieval from failed hard disk.

Programming and configuration, integration of the cameras / NVRS of different makes.

- AMC Services and consumable spares like Connectors , RJ 45 , are the part of AMC

- Agency has to provide the standby CCTV camera in case of failure

Relocation of cameras if any to be considered in AMC . Related cable laying work will be carried out by ACTREC.

- Any breakdown call should be attended in 24 Hr of reporting

Agency to provide their 24 x 7 contact number.

- Coordination with OEM to get services for NVR for up keeping.

- In case of non-working of sensitive vital location Cameras and NVR if repairing takes more time then temp arrangement viz replacing it by spare at least used/old eqpts to be done

- Up keep of OFC including connectors. - Maintain and submission of service report

Agency to arrange own instruments and testing kits , manpowers for AMC



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The scope of work covered in this Tender shall be as per the Bill of Quantities, Specifications, Drawings, Instructions, Orders issued to the Contractor from time to time during the pendency of work.

The quantities of various items as entered in the "BILL OF QUANTITIES" are indicative only and may vary depending upon the actual measurement. The Contractor shall be bound to carry out joint measurement for bills.

Breakdown calls: Quarterly visit and unlimited breakdown calls as and when required.

AMC period:

Initially for 01 year and may be extended in the same rate and condition of contract for one more year if the performance is satisfactory and agency agreed.

Payment Terms: Quarterly:

Payment shall be given for the work actually executed by the agency and the executed quantities items wise will billed after taking joint measurement between contractor and Engineer-in charge. Payment term other than above mention will not be accepted.

Payment will released after completion of each quarter and submission of service reports, bills.

Servicing/Maintenance:

Quarterly visit for preventive maintenance for entire set up. All breakdown calls as & when required on top priority basis.

Safety:

All the contractor's personnel working in ACTREC campus must follow safety norms and shall be complete with approved safety devices wherever a potential hazard , electrical hazards to personnel exists and with provision for safe access of personnel to and around equipment for operational and maintenance functions. It shall be the responsibility of the contractor that all necessary safety measures and precautions are invariably ensured while performance of the contract work and CLIENT shall not be responsible for any injuries / accidents suffered by contract labour. The agency is required to provide First Aid Box with all accessories at suitable location during contract period.

Documents to be submitted:

1. PAN card
2. GST registration certificate.
3. ITR for last 3 yrs.
4. Proof of contractor registration (firm/company registration)



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5. Copy of similar work order such as Agency should have carried out the AMC / CMC for CCTV surveillance system (IP cameras) with reputed makes and have handled maintenance minimum 60 cameras.
6. OEM authorization certificate for Hikvision and Honeywell system.
7. Agency must have minimum 3 years of experience for servicing.
8. Agency must submit work order for AMC / CMC of CCTV surveillance with work completion certificate.

1.0 The applicant should have satisfactorily completed the works as mentioned below during the last three **years ending previous day of last date of submission of tenders.**

- i. Three similar works each costing not less than Rs. 54,000.00 i. e. 40 % of cost of tender

OR

- ii. Two similar works each costing not less than Rs. 81,000.00 i. e. 60 % of cost of tender.

OR

- iii. One work similar costing not less than Rs. 1,08,000.00 i. e. 80 % of cost of tender.

9. All required documents to be submitted along with the Tender duly signed & stamp.
10. Self-declaration Make in India as given below:

Make in India Status:

Having read and understood the Public Procurement (Preference to Make in India PPP - MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:

Self-Certification for the category of suppliers:

(Provide a certificate from statutory auditors/ cost accountant in case of Tenders above Rs 10 Crore for Class-I or Class-II Local Suppliers OR for below 10 Cr. Self-declaration certificate).



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Details of local content and location(s) at which value addition is made are as follows:

Local Content and %age	
Location(s) of value addition	

Therefore, we certify that we qualify for the following category of the supplier (tick the appropriate category):

- ☐ Class-I Local Supplier/
☐ Class-II Local Supplier/
☐ Non-Local Supplier.

We also declare that.

- ☐ There is no country whose bidders have been notified as ineligible on a reciprocal basis under this order for the offered Services, or
☐ We do not belong to any Country whose bidders are notified as ineligible on a reciprocal basis under this order for the offered Services.

Rates quoted in the tender shall be valid for 60 days.

Canvassing in connection with tender/quotation is strictly prohibited.

Lowest bidder will be decided on quoted basic value only.

The Director, ACTREC reserves the right to reject any or all the quotations or allot part of the work to different agencies without assigning any thereto.

Officer-in-Charge,
Engineering Services,

ACTREC

Encl: 1} Blank Schedule of Quantities separately



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NOTE:

- 1) Agency should visit the site to know actual scope of work before quoting.
- 2) Material brought to the site shall be endorsed at security gate and copy of this same shall be given to engineering department.
- 3) Rate shall be quoted Basic only and GST as applicable will be extra.
- 4) Material required at site should be assessed by the agency and bill will not be settled for excess/supplied items. AMC to be done as per contract schedule & whenever required
- 5) The agency will be in charge of overseeing the right behavior of any personnel they hire to carry out this work.
- 6) All applicable labour laws must be followed by the agency while they are in effect.
- 7) Bill will be settled as per actual measurement/satisfactory service
- 8) If any of the quantities of the products exceed the necessary quantities, the agency must notify the engineer in charge of the work in writing and get permission in advance to execute the excess quantities. Rates for any additional items, if any, shall be agreed upon prior to the execution of such things.
- 9) The contractor shall be liable to pay a compensation for delay of work, equal to 1.0% of the work order value or the amount determined by the Director, ACTREC per month of delay, to be computed on a daily basis on the said estimated cost of the entire work, if the work is not started or completed within the stipulated period as mentioned in the tender. As long as the entire amount of compensation for delays paid under this condition does not exceed 10% of the value of the work or of the item or group of items for which a distinct time of completion was initially specified, as applicable.
- 10) ACTREC reserves the right to terminate the contract immediately and without notice if the agency's work is deemed unacceptable. Any remaining work will be done at the agency's expense and risk. Before terminating the contract by ACTREC, one month's written notice will be given if it is no longer necessary. Contract termination by any party will result in forfeiture of the EMD, Security Deposit, etc., which will be credited to ACTREC.
- 11) The Agency's considerate attention is necessary for the income tax recovery. A recovery of income tax at 2% and any other rate, etc., as



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prescribed by the Ministry of Finance from time to time, will be made from all bills in respect of the mentioned work, and the amount so deducted will be credited to income tax authorities. An official certificate for the amount so credited will be issued by the accounts officer, ACTREC, in accordance with the Ministry of Finance's instructions. Any additional taxes will be withheld at source in accordance with government regulations, and the Accounts Officer, ACTREC, will issue you a certificate for those additional taxes.

Date:

sign & seal of
contractor



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Bid Security Declaration

(To be executed on letter head of bidder)

Whereas, I/we (Name of agency) have submitted bids
for (Name of Work) NIT
No.....

I/We hereby submit following declaration in lieu of submitting Earnest Money Deposit:-

(1) If after the opening of tender, I/we withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents,

OR

(2) If, after the award of work, I/we fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents,

I/We shall be suspended for one year and shall not be eligible to bid for ACTREC/TMC tenders from date of issue of suspension order.

Signature of the Contractor(s)
With Seal and Date



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Self-Certification for the category of suppliers

(To be executed on letter head of bidder)

Self-Certification for the category of suppliers:

(Provide a certificate from statutory auditors/ cost accountant in case of Tenders above Rs. 10 Crore for Class-I or Class-II Local Suppliers OR for below 10 Cr. Self-declaration certificate).

Details of local content and location(s) at which value addition is made are as follows:

Local Content and %age	
Location(s) of value addition	

Therefore, we certify that we qualify for the following category of the supplier (tick the appropriate category):

- ☐ Class-I Local Supplier/
- ☐ Class-II Local Supplier/
- ☐ Non-Local Supplier.

We also declare that.

- ☐ There is no country whose bidders have been notified as ineligible on a reciprocal basis under this order for the offered Services, or
- ☐ We do not belong to any Country whose bidders are notified as ineligible on a reciprocal basis under this order for the offered Services.

Signature of the Contractor(s)
With Seal and Date