

**OFFICE OF THE UNIVERSITY ENGINEER  
PATNA UNIVERSITY, PATNA -800 005**

**SHORT NOTICE INVITING QUOTATION**

Quotation No.: 03/2018-19

Date: 03/05/2018

Designation of officer inviting quotation		University Engineer, Patna University, Patna	
Place, Time & Date of receiving of Quotation		Office of the University Engineer, Patna University, Patna up to 3:00 pm on 24/05/2018	
Place, Time & Date of opening Quotation		Patna University, Patna at 3:30 pm on 24/05/2018	
Sr. No.	Particular	EMD	Cost of Quotation Paper
1	Comprehensive Annual Maintenance contract in respect of IP BASED CCTV SYSTEM located in different office and sections of Patna university, Patna	@2% of Gross Quoted Amount	1000/-

**TERMS & CONDITIONS:**

- Paper submitted with quotation:
  - TIN/VAT/ PAN/GST/EPF/ESIC
  - Reputed Firms/Manufactures/ Authorized Dealer /Registered contractor of Govt. of Bihar/CPWD/MES for appropriate category for Civil work & Electrical License/Working Contractor of Patna University are applicable for said work.
- The agency firm should have a minimum turnover of Rs 2 lakh year during the last three years. (attached copies to be attached with the bid)
- The Bidder should inspect the site before filling in and submitting the quotation to get fully acquainted with the scope of work as no claim whatsoever will be entertained for any alleged ignorance thereof. Quotations must be submitted in original and without making any additions, alternations, and as per details given in other clauses given hereunder. The requisite details shall be filled in by the Bidder in the quotation Document wherever required.

4. The agency should have experience of similar type of work at any Govt. Departments/ organization / Universities.
5. The sealed quotation should also be sent through courier/Registered/Speed Post. Conditional quotation or quotations received after the due time and date shall not be entertained in any circumstances. University Authority would not be responsible for any delay or loss of the quotation document, The quotations will be opened in the office of the undersigned in presence of any intending supplier or his/her authorized representative who may wish to be present at the designated time and place. The Quotation documents can also be downloaded from the website [www.patnauniversity.ac.in](http://www.patnauniversity.ac.in), intending Quotationer will be submitted with cost tender document and EMD Cost in the form of demand draft in favor of "University Engineer, Patna University, Patna". Quotation submitted without cost of Quotation document and EMD cost in the form of demand draft will be summarily rejected and the last date for downloading the Quotation document from the website is one day prior to the last day of receipt of Quotation. Accordingly the draft towards the Quotation document fee and EMD fee shall be dated one day prior to the last date of receipt of Quotation. If the fixed date turns out to be the holiday, the date of opening will be the next day. The cover containing the quotation should be super scribed as Comprehensive Annual Maintenance contract in respect of IP BASED CCTV SYSTEM located in different office and sections of Patna University, Patna.
6. Earnest money is to be deposited in the shape of D.D./ Banker's cheque in favor of The University Engineer Patna University, Patna @ 2% of quoted amount. Cost of Quotation Paper Rs. 1000/- (Nun refundable) to be deposited through D.D in favor of "University Engineer, Patna University, Patna".
7. At the time of opening of quotation only participant quotationer or his single authorized representative with authority letter will be allowed to present.
8. The EMD shall be forfeited If the bidder withdraws his bid during the period of bid validity.
9. All disputes, what so ever shall be referred to the sole arbitration of The University Engineer Patna University, Patna and his decision shall be final and binding on the agency.
10. All the matters subject to the jurisdiction of Patna High Court.
11. Bidders should submit details in the format given at Annexure-1 and should quote the rates in the format given at Annexure-2. Bidder should see the site in List of location at Annexue-3. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of quotation document will be signed in full by the Bidder with date. No erasing or over- writings are permissible. Submission of Quotation will signify the acceptance of

all terms and condition of contract as above. it will not be obligatory for this office to accept the lowest quotation and no explanation shall be given for the cause of rejection of quotation to any quotation. No query after submission of the quotation shall be entered. In case of withdrawal of bid, the EMD will stand forfeited.

- 12 The price quoted by the firm participating in the quotation process should be valid for contract period.
13. Scope of work:-The selected agency/firm shall be responsible to provide comprehensive annual maintenance of all IP Based Dome, Bullet and Ptz Camera, NVR, PoE Switches, electrical cabling, Network cabling & inverter battery Unit. The comprehensive AMC will include services of all camera and accessories once in a quarterly,(ii)periodical preventive maintenance on monthly basis.
- 14 Validity of Contract:- The period of annual maintenance contract shall be valid for a period of one year i.e. twelve month from the date of acceptance of work order.
- 15 Responsibility of the Firm/agency:- (i) The selected firm shall be responsible for all preventive checkup, (ii)The quoted amount shall include repairs and replacement of parts except the Plastic parts, (iii) All complaints must be attended to immediately, (v)In case the camera Unit other accessories not repair within the office ,the same shall be carried to your workshop at your own expenses with written permission of competent authority. (vi) The unit carried to the workshop shall be repaired within 24 hours failing which University Engineer shall be free to impose penalty @100/- per day, (vii) It shall be responsibility of the Firm to hand over the camera unit to this office under contract in working condition at the expiry of the contract.
- 16 No interim payment will be made.
- 17 .Payment:- The Payment for AMC charges will be made in two installments (i) 50% of the total AMC charges will be paid to the firm after six months and obtaining satisfactory certificate from the users; (ii) 50% of the balance AMC charges after completion of contract and after submission of required service certificate signed by the university Engineer.
18. Any changes w.r.t. this tender will be notified through website [www.patnauniversity.ac.in](http://www.patnauniversity.ac.in)
19. L-1 will be decided on the basis of cost of all items.
20. The undersigned reserve the right to accept or reject any or all the quotation without assigning any reasons.

Sd/-  
University Engineer  
Patna University, Patna

Memo:48/UE

Date:03/05/2018

Copy to:

1. P.A. to Vice Chancellor, Patna University, Patna
2. Financial Advisor, Patna University, Patna
3. Registrar, Patna University, Patna
4. Proctor, Patna University, Patna
5. Incharge, P.U.C.C. for upload of Tender Document on the website ([www.patnauniversity.ac.in](http://www.patnauniversity.ac.in)). Approval of the same has been taken in concerned file.
6. Assistant Engineer/ Engineer Assistant and Sri Satyendra Kumar, UDC, Works Department, Patna University, Patna

Sd/-  
University Engineer  
Patna university, Patna

**ANNEXURE- 1**

**Technical BID**

Bid should indicate following information along with the self-attested photocopies of supporting documents:

Detail of Earnest Money: Rs.....
DD No..... Date.....
Name of Bank.....

1. THE FIRM or AGENCY

- a) Name \_\_\_\_\_
- b) Address \_\_\_\_\_
- c) Tel No. Landline \_\_\_\_\_ Mobile \_\_\_\_\_
- d) Email ID \_\_\_\_\_

2. PAN/ No. : \_\_\_\_\_

(Please enclose photocopy)

3. TIN No. : \_\_\_\_\_

(Please enclose photocopy)

4. GST No. : \_\_\_\_\_

(Please enclose photocopy)

5. License No : \_\_\_\_\_

(Please enclose photocopy)

Signatures of authorized

Name.....

Seal

## ANNEXURE-2

**FINANCIAL BID**

Sr. No.	Description	Total Camera	Rate (Including all taxes)	Unit	Amount
1	Comprehensive Annual Maintenance contract in respect of IP BASED CCTV SYSTEM located in different office and sections of Patna University, Patna(As per list of goods under covered by CAMC)	98			
<b>Total Bid ₹</b>					

**LIST OF GOODS UNDER COVERED BY CAMC**

SL.NO	Description	Quantity	Unit
1	Comprehensive annual maintenance for IP BASED CCTV camera		
	Dome	70	Each
	Boolet	20	Each
	Ptz	8	Each
2	Comprehensive annual maintenance for POE switch		
	(i)24channel	8	Each
3	Comprehensive annual maintenance for NVR		
	(i)16 channel	2	Each
	(ii)32channel	1	Each
	(ii)64channel	1	Each
4	Comprehensive annual maintenance for LCD TV 40 inch Full HD .	7	Each
5	Comprehensive annual maintenance for inverter 1115 VA	2	Each
6	Comprehensive annual maintenance for inverter 1625 VA	1	Each
7	Comprehensive annual maintenance for Tubular Battery (150AH)	4	Each

Signature of Quotationer/Vender with seal

**ANNEXURE-3****LIST OF LOCATIONS**

<b>S. N.</b>	<b>Item Description</b>	<b>Qty</b>	<b>Place</b>
1	IP Dome Camera Type: Plastic/Aluminum-Outdoor and IP66	70 nos	Works Dept.-3 nos, Pension Sect.-2 nos, Central Library GF-13 nos, Central Library FF-11 Nos, V.C. Residence.- 2 nos, Examination Dept.(R.N. 20, 21, 22, 18, 27, 29, 30, Examination Controller Cham., Confident. Room, Examination Gate)- 10 nos, DO Office- 1 nos, Main Adm. Office Stair Ver.-1 nos, V.C. Office Ver- 1 nos, V.C. Chamber- 1 nos, Syndicate Hall- 1 nos, PVC Office Ver.- 1 nos, PVC Chamber- 1 nos, Proct. Office- 1 nos, Proctor Office Gate- 1 nos, Budget Section- 1 nos, Law Officer Camber- 1 nos, Registrar Office-1 nos, Registrar Chamber- 1 nos, Computer Centre(GF)- 1 nos, Computer Centre(FF)- 1 nos, DSW Chamber- 1 nos, DSW Office Gate(West)- 1 nos, Near Budget Officer Gate- 1 nos, Main Entrance- 1 nos, Store- 1 nos, General Section- 1 nos, Establishment Section(1)- 1 nos, Academic Section- 1 nos, Establishment Section(2)- 1 nos, Audit Section- 1 nos, Account Section- 1 nos, Dispatch Section- 1 nos, Sales Counter- 1 nos, P.F. Section- 1 nos
2	IP Bullet Camera	20 nos	Works Dept.-2 nos, Library Campus- 7 nos, V.C. Residence- 1 nos, Guest House- 1 nos, Senate Hall – 2 nos, P.U. Campus- 7 nos
3	IP PTZ Camera	8 nos	Library Campus- 1 nos, V.C. Residence- 1 nos, P.U. Campus – 6 nos
4	Joystick Controller	4 nos	Works Dept- 1 nos, Proctor Office- 1 nos, Library – 1 nos, V.C. Residence – 1 nos
5	Control Cable for PTZ Camera	640 (440 +200 +)Mtr	Central Library- 150 Mtr., V.C. Residence- 35 Mtr., Main Administrative Office- 440 Mtr., Waist cutting-15 Mtr.
6	Cat 6 cable	7185 (200 0+42 70+9 15) Mtr	Works Dept.- 275 mtr, Pension Section- 75 Mtr., Central Library- 1600 Mtr, V.C. Residence- 150 Mtr, Guest House- 100 Mtr, Main Administrative Office- 4845 Mtr., Cutting - 140 Mtr
7	POE switch 24 ports with Rackn	9 nos	Works Dept.- 2 nos, Central Library- 2 nos, V.C. Residence- 1 nos, Examination Section (Room No.-20)- 3 nos,Proctor Office-1
8	Network Video Recorder of 16 Channels with rack	2 nos	Works Dept.- 1 nos, V.C. Residence- 1 nos
9	Network Video Recorder of 32 Channels with Rack	1 nos	Central Library- 1 nos
10	Network Video Recorder of 64 Channels with rack	1 nos	Proctor Office- 1 nos
11	Monitor LCD, 40 inch	8 nos	Works Dept- 1 nos, Central Library- 1 nos, Proctor Office- 1 nos, Registrar Office- 1 nos, Dy Registrar- 1 nos, Examination Cotroller Chamber- 1 nos, V.C. Office- 1 nos, V.C. Residence- 1 nos
12	Pole for PTZ	8 nos	Library Campus- 1 nos, V.C. Residence- 1 nos, P.U. Campus – 6 nos
13	Inverter with Tubler 150Ah Battery,		Library-1115VA inveter-1Nos Battery-1Nos, Works dept-1115VA inveter-1Nos Battery-1Nos, Proctor office- 1625VA inveter-1Nos Battery-2Nos

Authorized Person Signature of the Agency

**DECLARATION**

1. I/We have read the instructions in the above form and also the terms and conditions mentioned in the form. I/We understand that if any false information is revealed at a later date, any contract made between our-selves and the P.U., on the basis of the information given by me/us can be treated as invalid at sole discretion of the P.U. and I/We will be solely responsible for the consequences.
  
2. I/We understand and agree that the appropriate Patna University, Patna Authority has the right as he may decide not to issue tender form in any particular case and also to suspend, remove or blacklist my/our name from Patna University, Patna list of contractors/agencies in the event of my/our submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Patna University, Patna Authority shall be final and conclusive.
  
3. I/We certify that the particulars furnished in the above form are correct and that should it be found that I/We have given a false certificate or that if I/we fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Patna University, Patna may remove my/our name from the list of contractors and any contract that I/We may be holding at the time may be rescinded.
  
4. I/We agree that I/We have no objection, if inspection of my/our premises/workshop, shop etc. is done by the officials of the P.U.
  
5. I/We agree that the decision of Patna University, Patna in selection of contractors will be final and binding to me/us.

Dated at .....this .....day of ..... 2018.

Authorized Signatory

Signature:

Name: