

## AIC-BV Foundation,Patna(Bihar) (AIC-BVF)

# SHORT NOTICE INVITING TENDER

(For the supply, installation and commissioning of Camera & accessories in Media Lab at  
AIC-BVF)

**NIT NO.- 001/2021-22**

[www.aicbvf.edu.in](http://www.aicbvf.edu.in)

**AIC-BV Foundation**  
**R-Hub, Sadaquat Ashram**  
**Kurji, Patna, Bihar-800010**  
Email: aicbv.foundation@gmail.com

NIT No -001/2021-22

Date :27/09/2021

SHORT NOTICE INVITING TENDER FOR SUPPLY, INSTALLATION AND  
COMMISSIONING OF CAMERA & ACCESSORIES IN Media & Communication LABORATORY  
(hereinafter called as Media lab)

On behalf of the AIC-BVF Patna The Chief Operating Officer (COO) invites offline tender for parts & full items from unblacklisted, eligible and experienced OEM (Original Equipments Manufacturer) or OEM Authorized Dealer for supply, installation and commissioning of equipments as detailed in **ANNEXURE – I**, in single bid as indicated in sealed cover. Quotations must reach the undersigned on or before 5/10/2021 upto 3:00 pm. It may also be dropped in Tender Box which is kept in Incubation Centre, 1<sup>st</sup> Floor, Bihar Vidyapith, Patna. Any Corrigendum/further information (If needed) will be released on AIC-BVF Patna Website and Notice-Board only, so the interested bidders may like to visit the website [www.aicbvf.edu.in](http://www.aicbvf.edu.in) for updates.

**Presentation of Bid:**

Address of the firm(s) submitting the tender and the officer, to whom the quotation is addressed, must appear distinctly on the sealed cover as under. The following must be clearly written on the outer sealed cover.

**TENDER FOR SUPPLY OF “CAMERA & ACCESSORIES FOR MEDIA LAB”**

**NIT NO: 001/2021-22      DATED: 27/9/2021**

**To**  
**Chief Operating Officer,**  
**AIC-BV Foundation,**  
**R-Hub,Sadaquat Ashram**  
**Patna,Bihar- 800010, INDIA**

**From: M/s .....**  
**Address: .....**  
**Contact No.: .....**  
**Email- ID: .....**

## **Terms & Conditions:**

**01.Rates:** Rates quoted for indigenous items must be on F.O.R basis for AIC-BVF Patna, on DOOR DELIVERY Basis, with break up as per details below

Break-up of cost:

(a) Basic Price

(b) (+) GST

(c) (+) Freight & Insurance charge, if any

(d) (+) Any other charges (if applicable)

(e) Grand Total Price

**02.Validity :** The validity period of the offer should be clearly specified. It should be at least for 90 days from the last date of submission of quotations.

**03.Warranty/Guarantee:** The material is quoted with a minimum onsite Warranty/Guarantee period of 03 years after the date of delivery, installation and acceptance at final destination.

**04.EMD:** NIL

**05.Tender Fee:** Demand Draft of Rs. 1000(One thousand) in favour of AIC-BV Foundation payable at Patna must accompany with the offer.

**06.Delivery:** Unless otherwise stated delivery of goods shall be delivered at AIC-BVF Patna and will have to be effected maximally within 20 days from the date of issue of the Purchase Order. All aspects or safe delivery shall be the exclusive responsibility of the vendor.

**07.GST Certificates & TDS:** Copies of GST Certificates and PAN will have to accompany the quotation to be submitted. Appropriate GST deduction at source will be applicable.

**08.Dealership Certificate:** Dealership certificate (in case of 'authorised dealers) and standard Technical literature on the offered products must be enclosed.

**09.Rate of AMC:** Annual Maintenance Contract rate (at least for 3 years after expiry of warranty period) is to be clearly indicated. The selected supplier has to ensure regular availability or spares for upto 5 years from the date of successful installation at AIC-BVF Patna and for this a declaration has to be submitted.

**10.Performance Guarantee:** 10% in the form of Bank Guarantee as in the format of Annexure-II/ Fixed Deposit of the total order value needs to be submitted for such period as to cover two months beyond the warranty period.

- 11. Late and delayed quotation:** Late and delayed quotations will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date, the next working day shall then automatically be the prescribed date of closing/opening of the quotation with no change in timing.
- 12. Ground for Rejection of Quotation:** The quotations are liable to be rejected if the foregoing conditions are not complied with. The quotation should be complete in all respects and duly signed on each page with stamp of the authorized signatories, failing which it shall be rejected. The quotations shall be rejected if the information, on the outer cover of the bid, is not provided in the format given in the 1<sup>st</sup> Page.
- 13. Payment:** Payment of 90% of the order values will be made within 30 days from the date of successful delivery and acceptance of goods at Atal Incubation Centre-Bihar Vidyapith Foundation Patna/ successful installation in case of machinery, equipments or the likes, generally through PFMS(Public Finance Management System).  
Following information must be clearly written in the quotation for PFMS: -
- (a) Name of the Firm with complete postal address
  - (b) Name of the Bank with Branch where the Account exists
  - (c) IFSC CODE
  - (d) ACCOUNT No
  - (e) PAN No
  - (f) GSTIN No
- 14. GST Exemption:** AIC-BVF is partially exempted from the payment of GST vide GOI Notification No.45/2017-Central Tax (Rate) dated 14.11.2017 and 47/2017-Integrated Tax (Rate). Dated: 14.11.2017.
- 15. Liquidated Damage:** If a firm accepts an order and fails to execute the order in part or in full, as per the terms and conditions stipulated in the Purchase Order, it will be open to AIC-BVF to recover the liquidated damages from the firm at the rate of 0.5% per week of the order value subject to a maximum of 10% of the order value. It will also be open to the AIC-BVF alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the defaulter firm/vendor, which accepted the order but failed to execute the order according to the stipulated agreed upon. Defaulter vendor(s)/ firm(s) are also liable for blacklisting.

**16. Termination for default:** Default is said to have occurred

- (a) If the supplier fails to deliver any or all of the goods/ items/ services within the time period(s) specified in the purchase order or any extension thereof granted by AIC-BV Foundation, Patna.
- (b) If the supplier fails to perform any other obligation(s) under the contract
- (c) If the vendor, in either of the above circumstances, does not take remedial steps within a Period of 30 days after receipt of the default notice from AIC-BV Foundation, Patna (or takes longer period in spite of what by AIC-BV Foundation, Patna may authorize in writing), may terminate the contract / purchase order in whole or in part. In addition to above, AIC-BVF Patna may at its discretion also take the following actions: AIC-BVF Patna may procure, such items and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate AIC-BV Foundation, Patna for any extra expenditure involved towards goods and services to complete the scope of.

**17. Applicable Law:**

- (a) The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing, as may be applicable upon by AIC-BV Foundation, Patna.
- (b) All disputes are subject to exclusive jurisdiction of Competent Court and Forum in Patna, India only.
- (c) Any dispute arising out of this purchase shall be referred to the chairman-cum-CEO AIC-BVF Patna, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, (to be appointed by the Chairman cum CEO of the AIC-BVF). The decision of such Arbitrator shall be final and binding on both the parties.

18. The acceptance of the bid will rest solely with the COO of AIC-BV Foundation Patna, who in the interest of the AIC-BVF is not bound to accept the lowest, quotation and reserves the right to himself to reject or partially, accept any or all of the quotations received without assigning any reason(s).

19. **Force Majeure:** The Bidder/Supplier shall not be liable for forfeiture of its performance security, - liquidated damages or termination for default, if and to

the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

- (i) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
  - (ii) If a Force Majeure situation arises, the Supplier shall promptly notify AIC-BVF Patna in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
20. **Delivery Period:** Delivery of the goods should be made within a maximum of 15 days from the date of placement of purchase order.
  21. **Delayed Delivery:** If the delivery is not made within the due date for any reason, the AIC-BVF will have the right to impose penalty 1% per week and the maximum deduction will be upto 10% of the contract value/price.
  22. **Prices:** The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges. However the percentage of taxes and duties shall be clearly indicated in the format of Annexure V.
  23. **Taxes:** Suppliers shall be entirely responsible for all taxes, duties, licenses fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, GST in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.
  24. **Certification of Equipments:** All supplied equipments/machinery must be certified by Authorized agency.
  25. **Training:** The Supplier is required to provide training to the designated Purchaser's technical and end user Personnel to enable them to effectively operate the equipment after completing the installation of the equipment for a minimum period of 2 DAYS at the supplier's cost.

- 26. Installation & Demonstration:** The supplier is required to do the installation and demonstration of the equipment immediately within the arrival of materials at the AIC-BVF Patna, site of installation; otherwise the penalty clause will be the same as per the supply of materials.  
In case of any mishappening/damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with insurance company as per his convenience. AIC-BVF will not be liable to any types of losses in any from.
- 27. Manuals and Drawing:** Before the goods and equipment are taken over by the Purchaser, the Supplier shall supply operation and maintenance manuals. These shall be in such details as will enable the Purchaser to operate, maintain, adjust and repair all parts of the works as stated in the specifications.  
The Manuals shall be in the ruling language (English) in such form and numbers as stated in the contract.  
Unless and otherwise agreed, the goods/equipment shall not be considered to be completed for the purpose of taking over until such manuals and drawing have been supplied to the Purchaser.
- 28.** Deviations from the terms & conditions of AIC-BVF Patna documents should not be allowed.
- 29. Compliancy certificate:** This certificate must be provided indicating conformity to the technical specifications. (Annexure-III)
- 30.** A Declaration has to be submitted by the organization/supplier if it is authorized by the OEM in the format mentioned in Annexure-IV
- 31.** The Purchase committee will shortlist the vendor/s based on the documents submitted by them. The committee reserves all the rights of selection/rejection.
- 32.** The supplier is required to produce credential certificate from existing user /client.

## Annexure-1

<b>Type-1</b>			
<b>Sl.no</b>	<b>Name of equipment</b>	<b>Technical specification</b>	<b>Quantity</b>
1.	Camera	ILCE-7SM3/12.1 MP3 Sensor/ BIONZ XRTM/ Video up to 4K/120p5	1
2	Camera	Waterproof Action Camera with Touch Screen 5K Ultra HD Video 20MP Photos 1080p Live Streaming Stabilization, Dual Screen, Hyper Smooth 3.0 and Time Warp 3.0 Brand: GoPro	1
3.	Lens	SEL70200GM Premium G Master Series Telephoto Lens	1
4.	Lens	SEL50F14Z,  ZEISS F1.4 standard prime lens ZEISS® T* Coating	1
5.	Lens	SEL2470GM E-mount 35 mm full-frame FOCAL (MM) 24-70 mm LENS 13 / 18 (APS-C) MAX (F) 2.8 MIN (F) 22 FOCUS 0.38 m FILTER 82 mm	1



6.	Memory Card	Memory card CEA-G80T, 80 GB High Speed Card, CF express memory card	4
7.	Microphone	1. RODE NT1-A LARGE-DIAPHRAGM CONDENSER MICROPHONE 2. Rode NT1A1Bundle Condenser Microphone and One-Channel USB Audio Interface Pack	1
8.	Tripod		1
9.	Gimbal	DJI RSC 2- 3-Axis Gimbal Stabilizer, 3kg Payload, Vertical Shooting, OLED Screen	1
10.	Mic	Dual Channel wireless microphone, Series IV 2.4GHz digital transmission, 128 bit encryption, 3.5mm TRS analog output	1

**Annexure-II**

**On non-judicial stamp paper of minimum Rs. 100**

**(Guarantee offered by Bank to AIC-BVF in connection with the execution of contracts)  
Form of Bank Guarantee for Earnest Money Deposit /Performance  
Guarantee/Security Deposit/Mobilization Advance**

1. Whereas the Chief Operating Officer, AIC-BV Foundation, Patna (hereinafter called "AIC-BVF") has invited bids/quotation Under.....(NIT).....dated.....for.....(name of work).....AIC-BVF has further agreed to accept irrevocable Bank Guarantee for Rs.....(Rupees only) valid upto (date)..... as Earnest Money Deposit from (name and address of contractor) (hereinafter called "the contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.

**OR\*\***

Whereas the Chief Operating Officer, AIC-BV Foundation Patna (hereinafter called "The Centre") has entered into an agreement bearing number.....with.....(name and address of the contractor).....(hereinafter called "the Contractor") for execution of work.....(name of work).....AIC-BVF has further agreed to accept an irrevocable Bank Guarantee for Rs. ....(Rupees only) valid upto (date) as Performance Guarantee/Security Deposit/Mobilization Advance from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.

2. We,.....(indicate the name of the bank).....(herein after referred to as "the Bank"), hereby undertake to pay to AIC-BVF an amount not exceeding Rs. ....(Rupees only) on demand by AIC-BVF within 10 days of the demand.

3. We,..... (indicate the name of the Bank)..... , do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from AIC-BVF stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. .... (Rupees.....only)

4. We,..... (indicate the name of the Bank)....., further undertake to pay AIC-BVF any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any Court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

5. We,.....(indicate the name of the Bank)....., further agree that AIC-BVF shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by AIC-BVF against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor or for any forbearance, act of omission on the part of AIC-BVF or any indulgence by AIC-BVF to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. We,..... (indicate the name of the Bank)..... , further agree that AIC-BVF at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the Contractor

and notwithstanding any security or other guarantee AIC-BVF may have in relation to the Contractor's liabilities.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

8. We,.....(indicate the name of the Bank)....., undertake not to revoke this guarantee except with the consent of AIC-BVF in writing.

9. This Bank Guarantee shall be valid up to.....unless extended on demand by the Centre. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. ....(Rupees.....only) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date .....

Witnesses:

- |                    |                      |
|--------------------|----------------------|
| 1. Signature ..... | Authorized signatory |
| Name and address   | Name                 |
|                    | Designation          |
|                    | Staff code no.       |
|                    | Bank seal            |
| 2. Signature ..... |                      |
| Name and address   |                      |

\*Date to be worked out on the basis of validity period of 90 days where only financial bids are invited and 180 days for two/three bid system from the date of submission of tender. Bank Guarantee will be made either for earnest money or for performance guarantee/security deposit/mobilization advance, as the case may be.

**Annexure-III**

**COMPLIANCE SHEET**

**TECHNICAL SPECIFICATION**

Para of Tender Enquiry Specification	Specification of Equipment offered	Compliance to specification whether Yes/No	In case of Non-compliance or deviation from specification (To be indicated clearly)
1	2	3	4

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

Name: .....

Signature of Bidder

Designation: .....

Organization Name: .....

Contact No: .....

**Annexure-IV**  
**DECLARATION SHEET**

We, ..... hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge.

I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

**This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender.**

We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover. Online has agreed to support on regular basis with technology 1 product updates and extend support for the warranty.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF The Vendor/ Manufacturer / Agent
1. Phone No. (Landline)	
2. E-mail Id	
3. Contact Person Name	
4. Mobile No.	
5. GST Number	
6. TIN/VAT Number	
7. PAN Number	
8. In case of payment of Tender fees Mode: Online/Offline UTR No. & Date (if Online payment)	
9. In case of payment of EMD Mode: Online/DD UTR No. & Date (if Online payment) In case of DD	

a) Issuing Bank Details b) DD No. & date	
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(Signature of the Tenderer)

Name

Seal of the Company