



Surat Municipal Corporation (SMC)

Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis [DC-ISD-CCTV_RENTAL-01-2024]

Online Bid Start Date

July 08, 2024

Online Pre-Bid Conference

July 11, 2024

Online Bid End Date

(Last Date of Online Submission of Bids)

July 19, 2024

Last Date of Physical Submission of Bid Fee & EMD in Hard Copy

July 26, 2024

**Information Systems Department (ISD)
Surat Municipal Corporation
Muglisara, Surat-395003**







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1. Notice Inviting Bid

 	<p align="center">Surat Municipal Corporation (SMC) "Surat Mahanagar Seva Sadan" Gordhandas Chokhawala Marg, Muglisara, Surat - 395003, Gujarat</p> <p align="center">Notice Inviting Bid DC-ISD-CCTV_RENTAL-01-2024 Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis</p>	 
<p>Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis for Surat Municipal Corporation (SMC) is invited online on https://smctender.nprocure.com from the bidder meeting the basic eligibility criteria as stated in the bid document.</p>		
<p>Bid Fee (Non-refundable) • Rs. 1,770/- (Rs. 1,500/- + 18% GST) (by DD or Banker's Cheque only)</p>		
<p>EMD • Rs. 32,000/- (by DD or Banker's Cheque only)</p>		
<p>Online Bid Start Date • 08/07/2024</p>		
<p>Online Bid End Date (Last Date of Online Submission of Bids with all necessary documents as per tender document requirement in soft copy) • 19/07/2024 upto 18:00 hrs.</p>		
<p>Online Pre-bid Conference to Bidders • Bidders shall have to post queries by email to isd.hardware@suratmunicipal.org on or before 11/07/2024, 16:00 hrs.</p>		
<p>Submission (in Hard Copy) of Bid Fee and EMD • In sealed envelope strictly by RPAD/Postal Speed Post on or before 26/07/2024 upto 18:00 hrs. to the Chief Accountant, Surat Municipal Corporation, Muglisara, Surat – 395003, Gujarat.</p>		
<p>• Bidders have to submit Price bid and Technical Bid online along with all necessary documents as per tender document requirement in electronic format only on https://smctender.nprocure.com website till the Last Date & time for Online Submission.</p>		
<p>The right to accept/reject any or all bid(s) received is reserved without assigning any reason thereof.</p>		
<p align="right">Deputy Commissioner (D) Surat Municipal Corporation</p>		



2. Key Events & Dates

Event	Target Date
Notice Inviting Tender	DC-ISD-CCTV_RENTAL-01-2024
Bid Availability	Start from 08/07/2024 upto 19/07/2024 upto 18:00 hrs.
Bid Fee	Bid Fee of Rs. 1,770/- (Rs. 1,500/- + 18% GST) by Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Municipal Corporation.
EMD	Rs. 32,000/- by Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Municipal Corporation.
Online Bid Start Date	08/07/2024
Online Pre-bid Conference to Bidders	Bidders shall have to post queries by email to isd.hardware@suratmunicipal.org on or before 11/07/2024, 16:00 hrs.
Online Bid End Date (Last Date of Online Submission of Bids with all necessary documents as per tender document requirement in soft copy)	On or before 19/07/2024 upto 18:00 hrs.
Submission (in Hard Copy) of Bid Fee and EMD	In sealed envelope strictly by RPAD/Postal Speed Post on or before 26/07/2024 upto 18:00 hrs. To the Chief Accountant, Surat Municipal Corporation, Muglisara, Surat – 395003, Gujarat.
Opening of Technical Bids	To be decided and communicated later
Opening of Price Bids	To be decided and communicated later



3. Eligibility Criteria

3.1. Bidder Eligibility Criteria

The Bidder interested in being considered for "Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis" at SMC should fulfill the following minimum criteria:

#	Eligibility Criteria	Proof Document Required
1.	The bidder must have completed at least 3 years of experience/operation in the field of supply, installation and support of CCTV Cameras as on bid start date and should have local office in Surat. Documentary evidence required to be attached. (Note: If bidder does not have the local presence, bidder should open a local office within 60 days from issuance of Work Order).	<ul style="list-style-type: none">- Copy of work order / Completion certificate / Contract clearly indicating years in operation- Office Address proof in form of Telephone Bill/Utility Bill/ Valid Shops & Establishment Certificate/Latest Property Tax Bill/ or any valid document issued by Government indicating office address.
2.	The bidder bidding for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis shall have successfully completed the supply and installation of CCTV Cameras on rental basis of the following orders in last 7 years as on bid start date. <ul style="list-style-type: none">• at least one order of 48 nos. of Supply, Installation, Testing and Commissioning of CCTV Cameras on rental basis. OR• at least two orders of 36 nos. of Supply, Installation, Testing and Commissioning of CCTV Cameras on rental basis. OR• at least three orders of 24 nos. of Supply, Installation, Testing and Commissioning of CCTV Cameras on rental basis.	Copy of work order / Completion certificate / Contract clearly indicating the quantity
4.	The bidder should not be black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender.	Self-declaration / Undertaking by bidder as per Annexure – 9.3
5.	The bidder should furnish Bid Fee and an Earnest Money Deposit (EMD) as per Clause No. 4.5.	As per clause – 4.5



4. Instructions for the Bidder

4.1. Availing Bid Documents

Blank bid documents can be downloaded from the web site <https://smctender.nprocure.com> up to the date and time mentioned in the Online Bid Invitation Notice DC-ISD-CCTV_RENTAL-01-2024.

4.2. Addenda & Corrigenda

If required the Addenda and Corrigenda will be issued and the same will **form the part of the original bid documents** and shall override any contradicting effects in the original bid document.

4.3. Submission of Price Bid and Technical BID

The price bid and the technical bid containing all the relevant supporting documents must be submitted online only on <https://smctender.nprocure.com> on or before the last date of submission of the bid. No documents except the Bid Fee and EMD to be accepted in hardcopy. It is advised to keep the softcopy of the relevant documents ready and upload the same in advance on <https://smctender.nprocure.com> with respect to this tender to avoid issues if any.

All the relevant softcopy should invariably follow the (n)Code portal's specific requirements pertaining to file types, file size, file name length, etc.

- **File Types:** Files with only .pdf, .doc, .txt, .xls, .ppt, .pps, .png, .gif, .jpg, .zip, .rar extension can be uploaded.
- **File name:** It should not be more than 70 characters. Special Characters Like (' % @ < > : * ? | & ~ ^) are not permitted.
- **File size:** Single file size should not be more than 3 MB.

The bid document (duly signed and stamped) in hard copy shall be submitted by the successful bidder upon intimation from SMC.

4.4. Pre-bid Queries

A prospective Bidder requiring any clarification on the RFP Document may submit his queries, via email, to the following e-mail id on or before **11/07/2024 upto 16:00 hrs.** Email Id for submission of queries: isd.hardware@suratmunicipal.org

The queries must be submitted in the following format:

Bidder's Request for Clarification			
Name and Address of the Organization submitting request		Name and Position of Person submitting request	Contact Details of the Organization / Authorized Representative
			Tel: Mobile: Fax: Email:
Sr. No	Bid Reference(s) (Section, Page)	Content of Bid requiring clarification	Points of clarification required



1			
2			

4.5. Bid Fee & Earnest Money Deposit (EMD)

- The bidder should pay non-refundable **Bid Fee of Rs. 1,770/- (Rs. 1,500/- + 18% GST)** and **EMD of Rs. 32,000/-** by separate Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Municipal Corporation.
- Failure to submit Bid Fee and EMD as required shall lead to the bid being rejected summarily.

4.6. The bid should be filled in legibly, clearly indicating the figures and its value in words too.

4.7. ***Demand Draft for E.M.D. & Tender (Bid) fee shall be submitted in electronic format through online mode (by scanning) while uploading the bid. This submission shall mean that E.M.D. & tender fee are received for purpose of opening of the bid. Accordingly offer of those shall be opened whose E.M.D. & tender (bid) fee is received electronically. However, for the purpose of realization of D.D. bidder shall send the D.D. in original through RPAD / Speed post as per Clause-4.10 below so as to reach to Chief Accountant, SMC within 7 days from the last date of online submission of the bid as per tender notice. Penaltative action for not submitting D.D. in original to shall be initiated and action shall be taken for abeyance of registration and cancellation of E-tendering code for one year. Any documents in supporting of bid shall be in electronic format only through online (by scanning) & hard copy will not be accepted separately.***

4.8. ***All documents must be coloured scanned to be seen as original. Scanning in black and white or gray shall not be acceptable.***

4.9. ***All documents must be notarized with clearly-displaying stamp, number and name of the notary.***

4.10. Sealing, marking and submission of the Bid Fee and EMD:

Following documents shall only be submitted in Hard Copy to Surat Municipal Corporation by the bidder:

- Earnest Money Deposit (EMD)
- Tender Fee.

The "Bid Fee and EMD" shall be put in an envelope containing Bid Fee and Earnest Money Deposit (EMD) and shall be super scribed as "**Bid Fee and EMD**"

The envelope must be sealed and super scribed and must be sent as under:

Details to be mentioned exactly on sealed envelop	
TENDER DETAILS <ul style="list-style-type: none">• Notice No.: DC-ISD-CCTV_RENTAL-01-2024	To, The Chief Accountant,



<ul style="list-style-type: none">• Bid Fee & EMD for Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis• Last Submission Date: 26/07/2024 upto 18:00 hrs.	Surat Municipal Corporation, Mahanagar Seva Sadan, Gordhandas Chokhawala Marg, Muglisara, Surat - 395 003, Gujarat, INDIA.
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The envelope containing EMD and Bid Fee must be sent **strictly by Postal Speed Post or Registered Post AD** only so as to reach on or before **26/07/2024 up to 18:00 hrs.** **Bids received in any other manner or mode (like courier, in person, etc.) will not be considered. SMC won't be responsible for postal delays.**

TECHNICAL BID & PRICE BID

The technical bid & price bid must be submitted online on <https://smctender.nprocure.com>. It should not to be sent physically, if submitted physically the bid shall be rejected.

4.11. The bidder will be bound by the details furnished to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the bidder is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

4.12. Late Bids: Bids not reaching on or before the specified time limit will not be accepted.

4.13. Conditional Bids: All the terms and conditions mentioned herein must be strictly adhered to by all bidders. Conditional tenders shall not be accepted on any ground and shall be subject to rejection without assigning any reason.

4.14. Withdrawal of Bids

Bid once filled in, submitted shall not be allowed to be withdrawn till the validity of the bid remains in force or else the EMD shall be liable for forfeiture.

4.15. Period of Validity

The offer should be valid for acceptance for a minimum period of **120 days** from the date of opening of the Price Bid. If required, SMC may request the bidder to have it extended for a further period.

4.16. Quantity Variation

4.16.1. The quantity defined in the tender documents are estimated and the actual quantity will be executed based on the actual site survey by the selected bidder at the time of implementation. The quoted rate will remain firm and same for such variation in quantity. The successful bidder shall not object to the upward or downward variation in quantities (including locations).

4.16.2. Quantities mentioned in the commercial formats are indicative in number. SMC at its discretion may or may not implement the listed components in mentioned quantities at the time of placing order / agreement. The successful bidder shall not object to the upward or downward variation in quantities of any item.

4.16.3. If required additional quantity over and above may be executed on later stage, the payment for such additional quantities shall be made at tender rates and the tender rates shall be valid for 3 years.



4.16.4. If no. of cameras will be increased / decreased as per actual requirement or no. of days will be increased / decreased as per actual requirement, payment will be made on pro-rata basis.

4.17. Subcontracting

4.17.1. Sub-contracting / Outsourcing shall be allowed only for Internet bandwidth provisioning.

4.18. Safety Regulation, Accident and Damage

The Bidder shall be responsible at his own cost in and relative to performance of the work and bidder to observe and to ensure observance by his Sub-contractors, agents and servants of the provisions of Safety Code as hereinafter appearing and all fire, Safety and security regulations as may be prescribed by the Owner from time to time and such other Precautions, measures as shall be necessary and shall employ / deploy all equipment necessary to protect all works, materials, properties, structures, equipments, installations, communications and facilities whatsoever from damage, loss or other hazard whatsoever (including but not limited to fire and explosion) and shall during construction and other operations minimize the disturbance and inconvenience to the Owner, other bidders, the public and adjoining land and property owners and occupiers, and crops, trees and vegetation and shall indemnify and keep indemnified the One from and against all losses and damages and costs, charges and expenses and penalties, actions, claims, demands and proceedings whatsoever suffered or incurred by or against the Owner, as the case may be, virtue of any loss, alteration, displacement, disturbance or destruction or accident to any works materials, properties, structures, equipments, installations communications and facilities and land and property owners and occupiers and crops, trees and vegetation as aforesaid, with the intent that the Bidder shall be exclusively responsible for any accident, loss, damage, alteration, displacement, disturbance or destruction as aforesaid resultant directly or indirectly from any breach by the Bidder of his obligation aforesaid or upon any operation, act or omission of the bidder his Sub-contractor(s) or agent(s) or servant(s).

The Bidder's liabilities under Contract shall remain unimpaired notwithstanding the existence of any storage cum erection or other insurance covering any risk, damage, loss or liability for which the Bidder is liable to the Owner in terms of the foregoing Sub-Clause or otherwise and / or in respect of which the Bidder has indemnified the Owner with the intent that notwithstanding the existence of such insurance, the Bidder shall be and remain fully liable for all liabilities and obligations under the contract and indemnified to the Owner, and the Owner shall not be obliged to seek recourse under such policy(ies) in preference to recourse against the Bidder or otherwise to exhaust any other remedy in preference to the remedies available to in under the Contract prior written approval of SMC. However, even if the work is sub-contracted / outsourced, the sole responsibility of the work shall lie with the SI. The SI shall be held responsible for any delay/error/non-compliance etc. of its sub-contracted vendor. The details of the



sub-contracting agreements (if any) between both the parties would be required to be submitted to SMC.

4.19. Language of Bids

The bids prepared by the bidder shall be in the English language. The supporting documents in language other than English/Hindi/Gujarati must have its English translation (which is to be duly attested by the bidder), for purposes of interpretation of the bid, the English translation shall govern.

4.20. Right To Accept or Reject Any Bid or All Bids

SMC reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for SMC's action.

4.21. Firm Prices & Bid Currency

Prices quoted must be firm and final and shall not be subject to any upward modifications, on any account whatsoever. Prices shall be expressed in Indian Rupees (INR) only.

4.22. Costs to be Borne by Bidder

All costs and expenses (whether in terms of time or money) incurred by the bidder in any way associated with the development, preparation and submission of the bid, including but not limited to attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by SMC, will be borne entirely and exclusively by the bidder.

4.23. Acceptance of Terms & Conditions

The bidder will, by taking participation in the bidding process and submitting the bid documents, be deemed to have thoroughly read, studied and understood the bid documents including scope of work, the terms and conditions, instructions, etc. referred there in and the same are acceptable to the bidder.

4.24. All entries in the bid form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. However, the interlineations, erasures or overwriting, if any, in the Technical Bid Application must be attested by the person authorized to sign the bids.

4.25. It is to be ensured that the complete information as required by this office may be furnished by the bidders in the prescribed format. Formats submitted with incomplete information and not conforming to the requirements are liable to be rejected.

4.26. The bidder will be bound by the details furnished by him/her to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the bidder is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

4.27. The participation in the online tendering process implies that the bidder has thoroughly read, studied and understood the instructions of the Bid documents, Scope of work,



formats as well as the terms and conditions referred there in and the same are acceptable to the bidder.

4.28. Authorized Signatory

For the purpose of submission of the bid, the bidder may be represented by either the Principal Officer (Owner/MD/Director/Company Secretary) or his duly Authorized Representative, in which case he/she shall submit a certificate of authority along with the technical bid. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the authorized representative or the principal officer.

4.29. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of the errors, its bid will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.

4.30. Disqualifications: A Bidder shall be disqualified and Bids will not be considered if

- a) Hardcopy envelop does not show on it the reference of bid number and description as denoted and thus gets opened before due date(s) of opening specified in Notice Inviting Bids.
- b) The Price Bid and Technical Bid is submitted physically which leads to revelation of prices before the due date of opening of the Price Bid.
- c) The Earnest Money Deposit (EMD) & Bid fee is not deposited in the manner specified above.
- d) The Bid documents are not in a language as per Clause.
- e) The Bid documents are not signed affixing stamp by the authorized signatory.
- f) The Bid documents submitted are incomplete and/or ambiguous in any respect.
- g) Non-compliance of provisions and requirements of the Bid documents.
- h) Any or all correction(s) or pasted slip(s) is/are not initialled, authenticated by the Bidder.
- i) The Bid documents are not submitted in the manner specified in the bid document.
- j) Eligibility criteria are not met with.
- k) Any form of canvassing/lobbying/influence/query regarding short listing, status, etc. will result in a disqualification.



5. Indicative list of Documents to be submitted

Following documents shall be submitted in soft copy online on <https://smctender.nprocure.com> by the bidder so as to ascertain the claims made. Following is the indicative list of documents that are to be submitted.

#	Description of Requirement	Proof Document Required	Instruction for Online Document Submission
1.	The bidder must have completed at least 3 years of experience/operation in the field of supply, installation and support of CCTV Cameras as on bid start date and should have local office in Surat. Documentary evidence required to be attached. (Note: If bidder does not have the local presence, bidder should open a local office within 60 days from issuance of Work Order).	<ul style="list-style-type: none"> - Copy of work order / Completion certificate / Contract clearly indicating years in operation - Office Address proof in form of Telephone Bill/Utility Bill/ Valid Shops & Establishment Certificate/Latest Property Tax Bill/ or any valid document issued by Government indicating office address. 	Notarised colour scan copy clearly-displaying stamp, number and name of the notary.
2.	<p>The bidder bidding for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis shall have successfully completed the supply and installation of CCTV Cameras on rental basis of the following orders in last 7 years as on bid start date.</p> <ul style="list-style-type: none"> • at least one order of 48 nos. of Supply, Installation, Testing and Commissioning of CCTV Cameras on rental basis. <p style="text-align: center;">OR</p>	Copy of work order / Completion certificate / Contract clearly indicating the quantity	Notarised colour scan copy clearly-displaying stamp, number and name of the notary.



#	Description of Requirement	Proof Document Required	Instruction for Online Document Submission
	<ul style="list-style-type: none">at least two orders of 36 nos. of Supply, Installation, Testing and Commissioning of CCTV Cameras on rental basis.ORat least three orders of 24 nos. of Supply, Installation, Testing and Commissioning of CCTV Cameras on rental basis.		
3.	The bidder should not be black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender.	Self-declaration / Undertaking by bidder as per Annexure – 9.3	Colour scan copy of document, which is duly signed & stamped by authorized signatory
4.	The bidder should furnish, as part of its bid, Bid Fee of Rs. 1,770/- (Rs. 1,500/- + 18% GST) in the form of Demand Draft or Banker's Cheque	As per Section – 4, clause - 4.5	Colour scan copy of document. Physical copy to be submitted as per Clause - 4.10
5.	The bidder should furnish, as part of its bid, Earnest Money Deposit (EMD) of Rs. 32,000/- in the form of Demand Draft or Banker's Cheque	As per Section – 4, clause - 4.5	Colour scan copy of document. Physical copy to be submitted as per Clause - 4.10
6.	Bidder's detail	As per Annexure – 9.1	Colour scan copy of document, which is duly signed & stamped by authorized signatory
7.	Information of Authorized Signatory / Contact Person	As per Annexure – 9.2	Colour scan copy of document, which is duly signed & stamped by authorized signatory



#	Description of Requirement	Proof Document Required	Instruction for Online Document Submission
8.	Self-Declaration from Bidder	As per Annexure – 9.3	Colour scan copy of document, which is duly signed & stamped by authorized signatory
9.	Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled / nationalized bank.	As per Section 7, Clause 7.8	Notarised colour scan copy clearly-displaying stamp, number and name of the notary.
10.	GST Registration	GST Registration Certificate indicating GST number	Notarised colour scan copy of supporting documents clearly displaying stamp, number and name of the notary.
11.	PAN Card	PAN Card	Notarised colour scan copy of supporting documents clearly displaying stamp, number and name of the notary.
12.	Any other supporting document required to fulfill tender requirements.	Any other document not mentioned above but required as per tender or as supporting document to substantiate the claim made by the bidder.	Notarised colour scan copy of supporting documents clearly displaying stamp, number and name of the notary.



Surat Municipal Corporation (SMC)

TECHNICAL BID

Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis [DC-ISD-CCTV_RENTAL-01-2024]

Online Bid Start Date

July 08, 2024

Online Pre-Bid Conference

July 11, 2024

Online Bid End Date

(Last Date of Online Submission of Bids)

July 19, 2024

Last Date of Physical Submission of Bid Fee & EMD in Hard Copy

July 26, 2024

Information Systems Department (ISD)

Surat Municipal Corporation

Muglisara, Surat-395003

Technical
Bid



TECHNICAL BID

6. Scope of Work

- 6.1. The bidder quoting for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis is required to supply, install and commission CCTV cameras and provision internet connectivity at various event locations given by SMC on required basis during contract period.
- 6.2. **Rate Contract**
The approved rate of the selected bidder shall be considered as the **rates under rate contract and the same will be valid for the period of 3 years**. SMC may ask bidder for any additional work incorporating one or more items in one or more quantity and cost for these quantities shall be same as discovered as part of the price bid.
- 6.3. The separate work order will be issued to bidder as per requirement from time-to-time which contains details of various event locations required to be covered under CCTV surveillance along with tentative nos. of CCTV Cameras and/or internet bandwidth requirement at each event location.
- 6.4. The price quoted by bidder should be firm and the variations in the quantities shall not vitiate the contract.
- 6.5. The bidder will be required to install CCTV cameras, NVR/DVR, network switch/router, complete wiring, mounting, internet provisioning, provisioning of streaming and viewing software, etc. for CCTV cameras installed at the event locations.
- 6.6. The bidder will be required to complete the installation and commissioning of HD cameras at each location given in the work order one day prior to the day of event. The bidder will be required to complete testing by sharing the CCTV feed installed at various event locations over the internet (if required) one day prior to the day of event.
- 6.7. The entire setup should be kept live during event days as mentioned in the issued work order from 6:00 AM in the morning to till the completion of event at respective location or next day of event completion up to 6:00 AM in the morning whichever is earlier. The streaming and recording should be available accordingly.
- 6.8. The setup should be able to display multiple streams over the internet happening at the same time for viewing at the central command and control center of Police Department/SMC or any other authority.
- 6.9. The camera should be wall / pole mounted, fixed securely, and placed at sufficient height in order to cover maximum area. It should be appropriately secured to prevent from physical damage or change of angle.
- 6.10. The bidder will be required to draw necessary power from the power source that will be provided by SMC at respective location. Drawing of power cable to power up the CCTV Camera, NVR/DVR and any other device will be bidder's responsibility. It will be bidder's responsibility to make necessary provisions for protection against power fluctuations for their equipment.



- 6.11. The bidder will be required to carry out end to end cabling including necessary network cabling and cabling to connect the CCTV Camera with NVR/DVR. The bidder will also be required to carry out cabling and configuration for internet connectivity with NVR/DVR to make the feed available over internet
- 6.12. The recording of the CCTV footage installed at respective event location should be done in the network video recorder (NVR/DVR) placed at each event location only. Provision for necessary storage in NVR/DVR should be done in such a way that the CCTV footage for the entire duration as mentioned in the issued work order should be recorded in the local NVR/DVR.
- 6.13. The bidder will be required to provide the recording from each event location for the entire duration. The recording should not require any specialized/licensed software for viewing.
- 6.14. The bidder will be required to provision the internet connectivity with requisite bandwidth at each event location.
- 6.15. **The connectivity must be through wired or wireless media i.e. RF. Connectivity using 3G/4G SIM card or dongle will not be accepted.**
- 6.16. Configuration of the network, assignment of IPs, provision for static IPs if required, etc. will be bidder's responsibility.
- 6.17. The bidder can provision internet bandwidth through its own network or through any other reliable service provider. In any case, the bidder will be responsible for connectivity and all coordination and liasioning with service provider will have to be done by the bidder.
- 6.18. The bidder will be required to provide the viewing application free of cost for viewing the live stream. It is desirable that web-based video streaming software is provided for live monitoring.
- 6.19. The software shall provide video streaming with password protection to view CCTV feeds from the different event locations. The software shall provide for secure data streaming over the internet, with viewing access only to authorized persons. The data streaming shall not be open for viewing by the public over the internet.
- 6.20. The bidder will be required to carry out necessary testing and load testing of the setup well in advance to make sure it performs as per the requirement.
- 6.21. The bidder must depute necessary resources to provide instant support and ensure maximum uptime. Sufficient resources shall be available to attend and resolve any complaint on urgent basis.
- 6.22. The bidder must have sufficient team to carryout installation and testing activities at different event locations spread across the Surat city limit. The bidder will be provided the power supply to test the setup utilizing DG or through temporary connection prior to event date and necessary testing must be completed during this time as the power supply will not be available all the time except on the day of event.
- 6.23. **Response & Resolution Time:**



Any issue with the solution including but not limited to CCTV Camera, NVR/DVR or connectivity must be resolved within 1 hour beyond which penalty at 2.5% of quoted rate for respective item will be applicable per hour, delay beyond 3 hours will attract downtime penalty at 5% of quoted rate for respective item. Delay in Supply, Installation, Testing and Commissioning of CCTV Camera, NVR/DVR or connectivity will also attract penalty at the same rate mentioned above.

6.24. Penalty will not be levied for any delay in SITC of CCTV Camera, NVR/DVR or connectivity or resolution of issues pertaining to them, provided the same is beyond the control of successful bidder. However, the decision of SMC will be final and binding in case of the penalty to be applied, imposed in such cases to the bidder.

6.25. **Single Point of Contact**

The bidder will nominate one senior responsible person as the Single Point of Contact (SPOC) for the purpose of receiving the complaint and resolution of the same. The mobile no. of the same will be shared with the end users as well. S/he must remain available on call during the event. The nominated SPOC must interact cordially with the end user. S/he will carry out necessary activities to resolve the problem as per the response and resolution time.



7. Terms & Conditions

- 7.1.** The bidder has to submit the "Self-Declaration" as per the Performa of Compliance Letter (as per **Form 'A'**) in soft copy online on <https://smctender.nprocure.com> on its letter head duly signed by the authorized signatory.
- 7.2.** The Bidder should participate in the bid by quoting for all the items.
- 7.3.** The right to reject accepts any/all bid(s) without assigning any reason thereof is reserved.
- 7.4. Delivery schedule:**
SMC shall issue a work order, as per requirement from time-to-time which contains details of various event locations required to be covered under CCTV surveillance along with tentative nos. of CCTV Cameras and bandwidth requirement at each event location. Upon getting the Work Order, the selected bidder shall commission the specified no. of locations as per timeline mentioned in clause – 6.6 and clause – 6.7.
A penalty mentioned in clause – 6.24 will be charged for delayed supply and installation.
- 7.5. Security Deposit**
The successful bidder will be required to place **Security Deposit at 5%** of the work order amount by Demand Draft or Banker's Cheque Payable at **Surat** in favour of **Surat Municipal Corporation** of any scheduled/nationalized bank within 10 days from the date of notice of award of contract, failing which a **penalty at 0.065%** of the amount of security deposit will be imposed for delay of each day.
- 7.6. Agreement, Undertaking and Surety**
The Awardee i.e. the selected bidder will have to enter into an Agreement and submit an Undertaking and Surety with SMC for supply of goods and its/their installation, Commissioning etc. on a Rs. 300/- stamp paper (or of appropriate amount) of Government of Gujarat at the bidder's own cost within 10 (ten) days period from the date of Notice of Award. No claims for payments will be entertained without completion of this process.
- 7.7. Solvency Certificate**
Along with the technical bid documents, the bidder should submit Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalized bank. **The Solvency Certificate should valid and should not be older than one year from the bid start date.**
- 7.8.** No interest shall be paid on **Earnest Money Deposit** and/ or **Security Deposit** placed.
- 7.9.** Any offer/bid not meeting the terms and conditions mentioned hereinabove will be liable for rejection without assigning any reason thereof.
- 7.10.** Bid once filled in, submitted shall not be allowed to be withdrawn till the validity of the bid remains in force or else the EMD shall be liable for forfeiture. The bidder is expected to examine the Bid Document carefully. Failure to furnish all information required as per the Bid Document may result in the rejection of the bid
- 7.11.** The liability as to any damages and/or loss otherwise to any movable or immovable properties, assets during loading, unloading or otherwise during the contract period,



whether knowingly or unknowingly done or occurred shall be made good forthwith to the SMC by the Awardee bidder upon a communication made therefore.

- 7.12.** The total penalty could be up to 10% of the Consideration of Contract and the decision of head of the Information Systems Department, SMC shall be treated as final in such cases.
- 7.13.** The bidder shall indemnify SMC from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the Contract period out of:
- any negligence or wrongful act or omission by the bidder or any third party associated with bidder in connection with or incidental to this Contract; or
 - any breach of terms as stated in the bid document, the bidder's Bid and the Contract with the bidder
 - any infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied goods and related services or any part thereof.
- 7.14.** Prices to be quoted in Indian Rupees and should be inclusive of all Central/State taxes, levies, Transportation, handling charges F.O.R. SMC premises packing, forwarding, transit losses, insurance, loading and unloading and all other breakage, leakage, losses shall be borne by the bidder.

Notes

- a) Surat Municipal Corporation does not hold "C" or "D" certificate under the Sales Tax laws.
- b) Surat Municipal Corporation is a "Local Self-Government" and the procurement of products, materials, goods, articles is going to be solely used, utilized for public amenities and purposes and also for relief to the poor through its various departments including public hospitals, health centers, dispensaries, maternity homes, pathological laboratory, filaria/malaria, chemical and bacteriological laboratories, Medical college and secondary and primary education schools. Hence, benefit of exemption, concession etc., if any, in Central/State taxes, levies etc. shall be passed on to the SMC.

7.15. TAX LIABILITY

GST (Goods & Service Tax) has come in existence from 1st July 2017. Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the Govt. of India as per the Terms of Contract agreed upon during the course of execution of this Contract.

During the course of execution of Contract, if there is any change in Rate of GST (Goods & Service Tax) by the Government, the same shall be reimbursed / recovered separately by SMC, subject to the submission of Original Receipt / Proof of the amounts actually remitted by the Successful Tenderer / Contractor to the Competent Authority along with a Certificate from Chartered Accountant of Contractor / Successful Bidder certifying that the amount of GST paid to the Government and the same shall be intimated / submitted



/ claimed within 30 (Thirty) Days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the Successful Bidder / Contractor, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the Contractor / Successful Bidder in this regard. Further, the non-payment of GST to the Government may lead to the termination of contract and forfeiture of Security Deposit / Performance Guarantee Amount.

If imposition of any other new Taxes/Duties/Levies/Cess or any other incidentals etc. or any increase in the existing Taxes/Duties/Levies/Cess or any other incidentals etc. (excluding GST) are imposed during the course of the contract, the same shall be borne by the Contractor/Successful Bidder Only, in no case SMC shall be liable for the same.

The contractor will submit the invoice to the SMC having GSTIN of SMC mentioned therein and the taxes shall be shown separately on the face of the invoice so as to claim as ITC by SMC.

7.16. The prices/charges quoted should also include:

- i. Cost of necessary charger, USB Cables, power cables, signal cables, connectors, convertors, controllers, mounting kit and necessary device drivers/software that are specified/not specified in this bid but necessary.
- ii. SITC at installation site in as mentioned in the issued work order or at any other location to be decided by the SMC, within Municipal limit.
- iii. Transit Insurance, Freight and loading, unloading charges up to SMC's site.
- iv. Installation & Commissioning of the software and the hardware.
- v. Dismantling of materials from the respective sites on completion of event.

7.17. SMC may buy full/partial quantity from one/more bidder(s) and may split/ defer/ stagger the order(s)/ deliveries. The quantities shown in the tender are approximate and no claim shall be entertained for variation of quantities being less or more than those mentioned in the bid. The variations in the quantities shall not vitiate the contract.

7.18. In case, the awardee i.e. the selected bidder fails to supply specified quantity and quality of goods in time or the performance of such supply/supplies are not found up to the mark or found of inferior quality vis-à-vis specifications, the earnest money deposit and/or security deposit will be forfeited at once.

7.19. All goods to be supplied shall be of specified or higher speed/technology/version. SMC or its representative shall have the right (if it so desires) to test the goods to ascertain their conformity to the specifications. SMC shall notify to the bidder for this purpose and nature of tests that may be conducted (if found necessary) for bench-marking.

7.20. In case the quoted Item is not available in the market, the bidder will have to supply Higher Version/replacement of that Item in the quoted cost in the same time duration with prior approval of SMC. No "End of Life" product should be quoted to minimize such instances till the bid validity.



7.21. Terms of Payment for SITC of CCTV Cameras:

Payment will be made to the bidder only after completion of event. No advance payment will be made in any case.

- 7.22.** It should be noted that the lowest rate(s)/price(s) will not be the sole criterion for accepting bid for any of the goods but emphasis will be given to the quality of the products and even the readiness to offer innovative technology thereof.
- 7.23.** Should the awarded bidder fail to deliver the scope of work in due time, SMC reserves the right to get the work done from third party at the bidder's risk and cost including the replacement of faulty components/equipments.
- 7.24.** The bidder shall extend all the benefits to the SMC such as free samples of products, materials, goods, articles including any kind of discount, rebate, commission, incentives normally offered to any other buyer in the form of gift or otherwise as part of the sales promotion scheme(s). If any sales promotion scheme(s) is/are launched after submission of bid or after the bidder is awarded with the contract by the SMC, all such benefits of the said sales promotion scheme(s) during the continuance of said scheme(s) shall have to be made available during the period of contract.
- 7.25.** The bidder shall provide relevant media for supporting software like device drivers, firmware upgradation, etc.
- 7.26.** The contract shall be governed by the Laws in India and shall be subject to the jurisdiction of Surat.
- 7.27.** The bidder/ its personnel shall not divulge or disclose to any person, any details of office, operation process technical know-how, administrative/ organizational matters as all are confidential/secret in nature.
- 7.28.** SMC retains the right to amend the scope of work or amend the program for service delivery at any time and without assigning any reason. SMC makes no commitments, express or implied, that the full scope of work as described in this RFP will be commissioned.
- 7.29. Back-office Support:** Additional support as and when needed shall be provided from offsite competent staff of the bidder for specialized repairs, maintenance, configuration and consultation with no extra cost.
- 7.30. Force Majeure:** The bidder shall not be liable for any delay or failure of performance of any of its obligations under or arising out of this contract, if the failure or delay is the result of an event of Force Majeure. "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of the End customer in its sovereign capacity, wars or revolutions, riot or commotion, earthquake, fires, floods, epidemics, quarantine restrictions. The bidder shall continue to perform its obligations under the Contract as far as is reasonably practical and feasible.



Declaration: I / We have thoroughly read, studied and understood the instructions of the bid documents, formats as well as the terms and conditions referred to hereinabove and the same are acceptable to me/us.

Place

Signature of Authorized Person

Date

Designation

Seal/ Stamp

Name



Surat Municipal Corporation (SMC)

Annexure to Technical BID

Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis [DC-ISD-CCTV_RENTAL-01-2024]

Online Bid Start Date

July 08, 2024

Online Pre-Bid Conference

July 11, 2024

Online Bid End Date

(Last Date of Online Submission of Bids)

July 19, 2024

Last Date of Physical Submission of Bid Fee & EMD in Hard Copy

July 26, 2024

Information Systems Department (ISD)

Surat Municipal Corporation

Muglisara, Surat-395003

Annexure
to
Technical
Bid



9. ANNEXURES TO TECHNICAL BID

All the documents listed below shall be annexed to the bid in the prescribed formats along with the necessary supporting documents to ascertain the claims made by the bidder.

9.1. Bidder's Details

1 Details of responding firm/company	
a.	Name of the Bidder/Supplier
b.	Address
c.	Telephone Fax:
d.	Website
e.	Are you a Manufacturer / Authorized dealer / Sub dealer / Any other
f.	Income Tax Number [PAN]
g.	Goods & Service Tax (GST) No.
2 Information about responding firm / Company	
a.	Address of Head Quarter/Head Office
b.	Address of Registered Office
c.	Main Office in Guajrat
d.	Office in Surat



e.	No. of years of operation in India			
f.	Turnover (figures as per last three audited balance sheets are to be provided)	Yr.-1 (20__ - __)		
		Yr.-2 (20__ - __)		
		Yr.-3 (20__ - __)		
3 Details of Contact Person				
a.	Name			
b.	Designation			
c.	Address			
d.	Telephone No.			
e.	Mobile No.			
f.	Fax No.			
g.	E-mail			
4 Details of Authorized Signatory				
a.	Name			
b.	Designation			
c.	Address			
d.	Telephone No.			
e.	Mobile No.			
f.	Fax No.			
g.	E-mail			
5 Forum of Business (Select appropriate option and provide the Registration Details along with attested copies of certificates)				
#	Forum of Business	Yes/ No	Registration Details (submit attested copies of certificates)	Validity Date
h.	Sole Proprietor? (Registration Number under Shops and Establishment Act.)			
i.	Hindu Undivided Family?			
j.	Partnership Firm?			
k.	Public Limited Company under The Companies Act?			



l.	Private Limited Company under The Companies Act?			
m.	State Govt. owned Undertaking/ Corporation / Enterprise?			
n.	Central Govt. owned Undertaking/ Corporation / Enterprise?			
o.	Co-operative Society?			
p.	Association of Persons?			



9.2. Information of Authorized Signatory / Contact Person

Name		Recent Passport Size Photograph
Address		
Phone No.		Signature
Fax No.		
Mobile No.		
Email		Capacity/Designation
Web Address		

Name		Recent Passport Size Photograph
Address		
Phone No.		Signature
Fax No.		
Mobile No.		
Email		Capacity/Designation
Web Address		



9.3. Self-Declaration

FORM – A

Performa of Compliance letter

(To be submitted on Bidder's letterhead duly signed by Authorized signatory)

To,
Deputy Commissioner (D)
Surat Municipal Corporation,
Muglisara, Surat- 395 003

Date:

Sub: Compliance with the bid terms and conditions, specifications and Eligibility Criteria

Ref: Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis [DC-ISD-CCTV_RENTAL-01-2024]

Dear Sir,

With reference to above referred bid, I, undersigned <<**Name of Signatory**>>, in the capacity of <<**Designation of Signatory**>>, is authorized to give the undertaking on behalf of <<**Name of the bidder**>>.

I/We the undersigned, hereby submit our proposal along with the necessary documents. The information/documents furnished along with the above application are true and authentic to the best of my/our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

I/We have thoroughly & carefully read, studied and understood the Bid documents and Addenda and Corrigenda (if any) including the technical specification, terms and conditions, instructions, etc. referred there in and the same are acceptable to our company.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document, moreover the items bided are not end of life items.

We hereby confirm that all the components/parts/assembly/software which we shall supply on rental basis on award of contract shall be original new components/parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/ second hand components/parts/ assembly / software shall be used.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.



I/We also state that our company is not black-listed/ debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender

Further, I/we agree to abide by all the terms and conditions as mentioned in the bid document without any condition(s). We have also noted that SMC reserves the right to consider/ reject any or all bids without assigning any reason thereof.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of SMC for disqualification will be accepted by us.

Thanking you,

For

<<Name of the bidder>>

<<Authorized Signatory>>

<<Stamp of the bidder>>



Surat Municipal Corporation (SMC)

Price BID

Bid for Supply, Installation, Testing and Commissioning of CCTV Cameras on Rental Basis [DC-ISD-CCTV_RENTAL-01-2024]

Online Bid Start Date

July 08, 2024

Online Pre-Bid Conference

July 11, 2024

Online Bid End Date

(Last Date of Online Submission of Bids)

July 19, 2024

Last Date of Physical Submission of Bid Fee & EMD in Hard Copy

July 26, 2024

Information Systems Department (ISD)

Surat Municipal Corporation

Muglisara, Surat-395003

Price Bid



Price Bid

[Note: **Must be submitted online, not to be sent physically**]

Item No.	Description	Quantity/ year	Contract Duration (In Years)	Unit Rate excl. GST / Day	GST (%)	Unit Rate incl. GST / Day	Amount incl. GST / Day	Amount incl. GST in words / Day
A	B	C	D	E	F	G = E + (E*(F/100))	H = G * C * D	I
1.	Rental for - Maximum 4 Nos. of 2 Mega Pixel Bullet Camera having 1920 x 1080 Resolution, Min. 30 Mtr. IR range, Day & Night - Auto (IR), Frame Rate - Min. 25 FPS @ Full HD resolution including installation, commissioning and support charges for entire event - 1 No. of 4 Channel NVR / DVR with Necessary HDD(s) to store CCTV feed from maximum supported cameras at Full HD (1080P) @ 25 FPS during entire duration as mentioned in clause – 6.8 including installation, commissioning and support charges for entire event	20	03					
2.	Rental for - Maximum 8 Nos. of 2 Mega Pixel Bullet Camera having 1920 x 1080 Resolution, Min. 30 Mtr. IR range, Day & Night - Auto (IR), Frame Rate - Min. 25 FPS @ Full HD resolution including installation, commissioning and support charges for entire event - 1 No. of 8 Channel NVR / DVR with Necessary HDD(s) to store CCTV feed from maximum	01	03					



Surat Municipal Corporation

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Item No.	Description	Quantity/ year	Contract Duration (In Years)	Unit Rate excl. GST / Day	GST (%)	Unit Rate incl. GST / Day	Amount incl. GST / Day	Amount incl. GST in words / Day
A	B	C	D	E	F	$G = E + (E*(F/100))$	$H = G * C$ * D	I
	supported cameras at Full HD (1080P) @ 25 FPS during entire duration as mentioned in clause – 6.8 including installation, commissioning and support charges for entire event							
3.	SITC and support charges for Internet Bandwidth with 10 Mbps Upload Speed for entire event duration	20	03					
4.	SITC and support charges for Internet Bandwidth with 20 Mbps Upload Speed for entire event duration	01	03					

Note:

1. The rates (Quoted in Unit Rate Column) should be exclusive of GST. The applicable GST should be quoted separately in GST column in Price Bid.
2. The L1 evaluation will be done exclusive of GST.
3. The taxes at prevailing rate will be considered for payment purpose.

Place:

Date:

Company stamp:

Signature of Authorized Person:

Name:

Designation: