

ELECTION URGENT

OFFICE OF THE RETURNING OFFICER, 19-DEOGARH ASSEMBLY CONSTITUENCY & SUB-COLLECTOR:DEOGARH.

No. 676 /Elect. Dated: 6.3.2024

SHORT QUOTATION/TENDER CALL NOTICE

Sealed Quotation in the prescribed format are invited from the intending Suppliers/Dealers/Manufactures/Sellers/Firms/Company/ Authorised agencies/Service Providers for supply of CCTV, Videography , Still Photo & GPS on hire basis with services thereon as per Annexure-I on requirement for the forthcoming Simultaneous General Election,2024 in Deogarh District.

The Sealed quotations should reach to Returning Officer and Sub-Collector, Deogarh by Registered Post/Speed Post only on or before **14.3.2024 by 5.00PM** and it will opened at **11.00AM on Dated.15.3.2024** in the Office chamber of Returning Officer and Sub-Collector, Deogarh in presence of members of Purchase Committee and Quotationers or Authorised representatives. The quotation should be submitted in two Bids ie. (General Bid and Financial Bid) as per Terms and conditions attached with the quotation call notice.

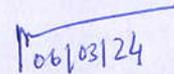
The Tender Papers alongwith the details of specification of the articles will be available le in the website:www.deogarh.nic.in from dtd.**6.3.2024 to 14.3.2024** and can be downloaded from the website..

(i)Last Date of Submission of Quotation:**14.3.2024**

(ii)Date of Opening of General & Financial Bid:**15.3.2024**

The earnest Money (EMD Cost) **5000.00** only, the Non-Refundable Quotation Processing fee of Rs.500/-separately in shape of Bank Draft drawn in favour of the Sub-Collector,Deogarh payable at Deogarh from any Nationalized Bank alongwith tender documents. Transfer or adjustment of EMD will not be enterintained. Shortfall of any required document or EMD, the quotation application will not be enterintained and the tender paper will be liable for rejection. The EMD of successful Bidder will be returned after successful completion of the work.

Yours faithfully,



Returning Officer and Sub-Collector
19-Deogarh Assembly Constituency,
DEOGARH.



Memo No. 677 /Elect.Dated: 6.3.2024

Copy along with enclosures forwarded to the DIO,NIC,Deogarh for information and necessary action. He is requested to hoist this Notice in Deogarh District Portal for wide publicity.

02/03/24
Returning Officer and Sub-Collector
19-Deogarh Assembly Constituency,
DEOGARH.

Memo No. 678 /Elect.Dated: 6.3.2024

Copy along with enclosures forwarded to all members of purchase committee for information and necessary action. They are requested to attend the above meeting for opening of Tender on dtd.15.3.2024.

02/03/24
Returning Officer and Sub-Collector
19-Deogarh Assembly Constituency,
DEOGARH.



OFFICE OF THE RETURNING OFFICER, 19-DEOGARH ASSEMBLY CONSTITUENCY & SUB-COLLECTOR:DEOGARH.

QUOTATION/ TENDER DOCUMENT

Important dates of the Quotation call Notice for supply of item on hire basis and services thereon as per Annexure-I required for the forthcoming Simultaneous General Election, 2024 in Deogarh District.

(a)	Date of Publication of Tender	6.3.2024
(b)	Last date and time for submission of Tender Document	14.3.2024
(c)	Date and Time of opening of (i) General Bid (ii) Financial Bid of eligible Bidders	15.3.2024 (11.00 AM) 15.3.2024 (12.30 PM)



Handwritten signature or mark in blue ink, consisting of a stylized 'T' shape with a horizontal line extending to the right.

TERMS AND CONDITIONS

1. General Bid (Documents to be furnished along with General Bid)

In support of eligibility, a bidder must submit the EMD, Tender Processing Fee and the following documents in shape of hard original copies or self attested copies, as the case may be alongwith with the General Bid.

- (i) Detailed profile of the Contractor/Supplier/Service Provider/Firm/Agency/Quotationer
- (ii) Form of General Bid Application/declaration application & checklist duly filled.
- (iii) EMD amount and Non-refundable Tender Processing fee as specified in the schedule of requirement in shape of Demand Draft in favour of Sub-Collector, Deogarh, payable at Deogarh from any Nationalized Bank. The EMD will be refunded to the unsuccessful bidders after finalization of tender with in 15 days and to the successful bidders after completion of the Task/Job/Assignments.
- (iv) Copy of PAN Card & Aadhar Card of the Head of Business/Organisation/Firm/Dealer/Agency
- (v) Copy of Income Tax Return of last 3 years assessment.
- (vi) Copy of up to date GST clearance certificate valid up to 31.12.2023.
- (vii) Copy of the firm registration certificate
- (viii) Copy of Bank Pass Book (Front Page) with the Name & Account Number of Bidders concern.

2. The Tender paper/quotations to be address to the RO-Cum-Sub-Collector, Deogarh having on the top of the cover/envelop should be superscribed" Tender paper for supply of CCTV/Video & Still Photo/GPS required for Deogarh District during the General Election-2024.

3. There shall be 3 covers/envelops. One sealed cover will content General Bid/Quotation papers/documents and another sealed cover will contain Financial Bid/Quotation papers documents. On the front top of 02 sealed covers/envelops must be address to the RO & Sub-Collector, Deogarh superscribed as Tender Paper for General Bid and Tender Paper for Financial Bid. Both the sealed covers will be kept in another cover addressed to the RO & Sub-Collector, Deogarh.

4. The intending bidders/ quotationers should be well conversant about the work to be done after getting required information form this office, on any working hours and submit the proposal/quote price accordingly to provide the CCTV/Videography, Still Photo/GPS and necessary service thereon on successful bidding.

5. All the item of articles and necessary service there on should be supplied within short notice as per requirement and placement or order. All the articles should be delivered/used in full and good conditions as the requirement of this office and in no case part supply of articles and services will be accepted. The successful unit/Firm/Suppliers should submit GST clearance up to 31.12.2023 during time of submission of Invoice Bill with Delivery Challan.

6. The Unit/Firm should supply the products/articles/services of good standard quality and in no case, the sub-standard quality/poor quality of articles/product and service thereon will be accepted.



7.If the firm/Agency/Unit fails to provide goods and services within stipulated period, the order will stand automatically cancelled and the EMD amount will be forfeited to Govt. and any loss due to failure to provide goods and services in time will be imposed on the Agency/Firm/Unit with cost and compensation.

8.The Bidders must not have been black-listed .

9.The Bidders are required to show the sample of Video Camera,CC Camera,GPS,Videography and previous works on which the rate quoted at the time of opening of the Tender paper i.e.on dtd.15.3.2024 as per specification. If failed to produce past performance, evidence of capability, reputation at the time of opening of Tender. the Purchase /Hiring Committee shall have the right to cancel his/her /its Tender application.

10.The successful Bidder(s) should replace any damage material(s)/Video Footage/Pen Drive/HDD etc or if arose any incorrect size/specification of the items immediately to concerned officials(s).

11.The successful Bidder must adhere to Non-Disclosure Agreement/Non-Disclosure conditions to the executed as per guidelines of Election Commission of India.

12.During finalization of tender by the Purchase Committee, it is not mandatory to place supply/service order to lowest price quoted unit. If pointed out regarding low quality of the materials/service, the committee shall consider the next rate quoted unit after observing quality and service.

13.It will be imperative on each bidder to fully acquaint himself with all the local conditions and factors, which may cause any effect on the performance of the contract or to fulfill the object of the election related works .No change of charges or given time schedule shall be entertained on account of any local condition or factor, once the offer is accepted by this office.

14.This office reserves the right to relax any of the terms and conditions in the interest of Government.

15.No conditional/optional bid shall be accepted and bidders shall not be permitted to alter or modify their bids after expiry of the last date of receipt of bids.

16.Bidder who quotes rates for all the items as defined in the tender will be full and complete performance of the work assigned. Partial quote for a specific work only will be rejected. The bidder who quote and agree to supply videographer with camera or operator will have to work 24 hoursX7 days only or as and when necessary. Well educated/technically sound operators shall be engaged by the Supplier so that,the election work would not hamper.

17.The bidder must have the sufficient capacity of cameras, required electrical and electronic items and operators for ferrying out the work. He will not be allowed to delegate/transfer/assigned his contract or part hereof to some other party to the disadvantage to this office.

18.The RO and Sub-Collector, Deogarh has full right to accept or reject in part or any or all the tenders without assigning any reason and also to cancel the order any time.The bidder will have no right to claim any loss/damages etc on cancellation of the supply/service order.

19.The RO & Sub-Collector,Deogarh reserves the right of placing order for all work as per requirement to one or more contractor at the approved lowest rates.



20. In case the date of opening of tender is declared or happens to be a public holiday, the tender will be opened on the next working day at the stipulated time.

21. The bidder must have the capacity to provide required quantity of electronic. electric appliances along with operators at a time on call within short notice (2 hours) at any time or place as intimated by this office or by an Office authorized to do so.

22. No increase in quoted price will be allowed during the validity of the bid.

23. The approved bidders /Suppliers/Service Providers will bear all the expensed relating to transportation, installation & operator works.

24. The rates quoted by the bidder shall be inclusive of all taxes and levies mentioning clearly the rate of taxes and levies included.

25. It will be responsibility of the operator of camera and other appliances to get the duty slipsigned from office concerned with name, stamp and designation with date, time and hours.

26. The bidder whose tender is accepted shall herein be called the supplier which shall include his heirs, executors, administrators and assignees, sucessor in office.

27. No advance payment will be made. Taxes applicable will be deducted as per rules.

28. In case of tendered bidder fails to execute the contact as per terms and condition, the security deposited by the firm/agency/service provider will be forfeited.

29. The approved lowest rate will be valid for one year. The contract can be extended for a further period with the mutual consent of both the parties on approved rates.

30. The decision of the RO & Sub-Collector, Deogarh regarding approval or rates will be final. No complaint in this regard will be entertained.

31. The tenders received by the due date and time will only be considered and the tenders received after the due date and time will be rejected without assigning any reason thereof.

32. The penalty will be levied in case ,there is disruption of services. The disruption alongwith the penalty amount that would be charged in respect of Videography, Still Photo/CCV/GPS/Operator or any deficiency of service arising out of the same will be decided by the RO & Sub-Collector, Deogarh.

33. In all cases, the minimum penalty may increase or decreases and any other compensation will be imposed on the supplier subject to final decision of the RO & Sub-Collector, Deogarh.

34. The deputed Photographer/Videographer of the firm has to reach of his own at the destination place for photo/video coverage. No separate payment will be made for transport vehicle.

35. The GPS shall be registered wil the SIM of a Government Official to be intimated later. The CCTV Service must be ensured with 24 hours uninterrupted power supply by inverter.

36. The liability of this office will be only be limited upto payment of the rental/lease value of the cameras/hardware GPS provided which includes connected service of the Job.



SUPPLY OF CCTV/VIDEOGRAPHY AN STILL PHOTOGRAPHY,GPS ON HIRE BASIS AND SERVICES THERE ON TO THE RETURNING OFFICER AND SUB-COLLECTOR,DEOGARH FOR SIMULTANUOUR GENERAL ELECTION-2024

Tender Call Notice No. B T6 /Elec.Dated:6.3.2024

CHECKLIST (GENERAL BID)

Please check whether the following documernts have been enclosed in the respective cover/envelop namely,General Bid:Please arrange the document serially in th following order.

1	EMD in shape of DD in favour of Sub-Collector,Deogarh	Yes/No
2	Tender Application Fee in favour of Sub-Collector,Deogarh	Yes/No
3	General Bid Application	Yes/No
4.	Declaration Application for General Bid	Yes/No
5	Copy of the Manufacturer/Authorised Supplier Registration Certificate if any	Yes/No
6	Copy of the GST Registration Certificate	Yes/No
7	Copy of PAN Card	Yes/No
8	Copy of the Income Tax return filed for the last Three assessment years.	Yes/No
9	Xerox copy of Bank Account details	Yes/No
10	Single Sample of each item (to be produced before the Purchase Committee)	Yes/No
11	Credentials if any as regards to past experience.	Yes/No
12	Declaration of Bidder Application as not Block-listed	Yes/No
13	Copy of Authorization to the person attending the Tender opening meeting.	Yes/No



GENERAL BID APPLICATION

(To be submitted with General Bid)

General Information about Manufacturer/Authorised Supplier

Sl.No.	Particulars	Details to be furnished
	Details of Bidder	
1	Name	
2	Address	
3	Telephone Numbers	
4	E Mail ID	
	Details of Authorised Person	
5	Name	
6	Address	
7	Telephone Number	
	Firm/Agency Details	
8	Name of the Firm/Agency	
9	Detail of Registration of Company/Firm (Enclosed Registration Certificate)	
10	Address of the Firm/Agency	
11	GST Number	
12	PAN	
13	Aadhar Number of the Owner of the Business	
14	Udyam Aadhar Number of Business Entity if any	
15	Bank Account Details (Enclosed copy of the cancelled Cheque)	
16	Demand Draft Details	
17	Valid Dealer ship Certificate	
18	Income Tax Assessment Return of last 3 years (Enclosed copies)	

DECLARATION

I _____ Son/Daughter/Wife of Shri _____

Proprietor/Director/ Authorised signatory of the manufactures/authorized supplier/agencies mentioned above, am competent to sign this declaration and execute this tender document. I have carefully read and understood all the Terms and Conditions of the Tender & undertake to abide by them. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/are will aware of the fact that furnishing any false information/fabricated documents would lead to rejection of my Tender at any stage besides liabilities towards prosecution under appropriate provisions of law.

Signature & Seal of Authorised Signatory



DECLARATION

(To be submitted with General Bid Application)

To

The Returning Officer and Sub-Collector, Deogarh

Ref: Tender Call Notice No.- 676 -/Elec.Dated: **6.3.2024**

Sir,

I/We the undersigned offer to Supply CCTV, Videography & Still Photo, GPS on Hire Basis and Services thereon against the Tender Call Notice of RO And Sub-Collector, Deogarh for the forthcoming Simultaneous General Election-2024. I/We are hereby submitting out bid, which includes this General Bid and Financial Bid sealed under separate envelopes and both kept in another envelope. The sample of the items shall be produced before the Purchase Committee on the date and time of opening of the Tender.

I/We hereby declare that all the information and statement made in this bid are true and accept that any of our misrepresentation/Blacklisting contained in it may lead to our disqualification.

My/Our bid is valid for a period of one year and till completion of the process of General Election-2024, subject to the modification of result from contract negotiation, you may subsequently carry out with us to accept our tender. If we are assigned the work during the period of validity of the bid, we undertake to carry out the same as per the terms and conditions of the tender documents.

We have carefully gone through the Terms and Conditions contained in the tender documents and declare that all the provisions of this tender document are acceptable to my company/declare that all the provisions of this tender document are acceptable to my company/dealership/agency.

I further certify that I am an authorized signatory of my Company/Firm/agency and am, therefore, competent to make this declaration.

Yours faithfully,

Authorized Signatory (In full and initials)

Name and Title of Signatory:

Name of the Firm

(Seal)



SUPPLY OF CCTV/VIDEOGRAPHY AN STILL PHOTOGRAPHY,GPS ON HIRE BASIS AND SERVICES THERE ON TO THE RETURNING OFFICER AND SUB-COLLECTOR,DEOGARH FOR SIMULTANUOUR GENERAL ELECTION-2024

Tender Call Notice No. 676 /Elec.Dated:6.3.2024

FINANCIAL BID

CHECKLIST (FINANCIAL BID)

- | | |
|---|--------|
| 1.Financial Bid Form | Yes/No |
| 2.Declaration of Financial Bid Application: | Yes/No |

DECLARATION FINANCIAL BID APPLICATION

To

The Returning Officer and Sub-Collector,Deogarh

Ref: Tender Call Notice No. 676 /Elec.Dated:6.3.2024

Sir,

I/We the undersigned offer to Supply CCTV,Videography & Still Photo,GPS on Hire Basis and Services thereon against the Tender Call Notice as per the list for conduct of General Election-2024.I of Deogarh District in accordance with tender referred above clubbed with General Bid proposal.

Our proposal is valid for a period of one year and till the Election Process is over after date of Financial Bid opening,subject to the modification of result from contract negotiation,you may subsequently carry out with us to accept our tender. If wer are assigned the work during the period of validity of the proposal,we undertake to carry out the same as per the terms and conditions of this tender docuemtn.

I have carefully gone through the Terms and Conditions contained in the tender documents and I hereby declare that all the provisions of this tender document are acceptable to my company/dealership/agency.

Yours faithfully,

Authorized Signatory (In full and initials)
Name and Title of Signatore:
Name of the Firm
(Seal)



LIST OF PROCUREMENT OF CCTV AND HIRING OF CCTV/VIDEOGRAPHY / STILL PHOTOGRAPHY/GPS SERVICE FOR FINANCIAL BID TO BE PROVIDED FOR THE GENERAL ELECTION-2024 OF DEOGARH DISTRICT.

Sl.No.	Name of the work	Unit	Approximate Quantity	Rate of Hire charge to be quoted including Tax (In Rs.)
1	One day Digital Videography with operator with HD Camera	One Day per unit	1	
		Half day per unit	1	
2	Diital Still Photography with operator with HD camera	One Day per unit	1	
		Half day per unit	1	
3	Full Day(24 hours)Full CCTV setup with operator	Per Day/Per unit	20	
4	GPS	Per GPS	41	

PROCUREMENT OF CCTV CAMERA

1	IP Camera -2 Mega Pixel	Per Piece		
2	IP Camera-4 Mega Pixel	Per Piece		
3	IP Camera-6 Mega Pixel	Per Piece		
4	IP Camera-8 Mega Pixel	Per Piece		
5	NVR(Network Video Record) 4 Ch	Per Piece		
6	NVR(Network Video Record) 8 Ch	Per Piece		
7	NVR(Network Video Record) 16Ch	Per Piece		
8	NVR(Network Video Record) 32 Ch	Per Piece		
9	NVR(Network Video Record) 64 Ch	Per Piece		
10	Wire CAT 6 Cables	Per Meter		
11	RJ 45 Connector	Per Piece		
12	Giga POE(Switch)-4 Port	Per Piece		
13	Giga POE(Switch)-8 Port	Per Piece		
14	Giga POE(Switch)-16 Port	Per Piece		
15	CCTV Camera Installation with DP Box	Per Piece		
16	Cabling Charge	Per Meter		
17	Analog CCTV Camera-2 Mega Pixel	Per Piece		
18	Analog CCTV Camera-5 Mega Pixel	Per Piece		
19	Analog CCTV Camera-8 Mega Pixel	Per Piece		
20	DVR(Digital Video Record)-4 Ch	Per Piece		



21	DVR(Digital Video Record)-8 Ch	Per Piece		
22	DVR(Digital Video Record)-16 Ch	Per Piece		
23	DVR(Digital Video Record)-32Ch	Per Piece		
24	Wire 3+1 Cable	Per Meter		
25	Video BMC	Per Piece		
26	Power Jack(D.S)	Per Piece		
27	Power Supply-4 Ch	Per Piece		
28	Power Supply-8 Ch	Per Piece		
29	Power Supply -16 Ch	Per Piece		
30	CCTV Camera Installation with DP Box	Per Unit		
31	Cabling Charge	Per Meter		
32	LED Display-22"	Per Piece		
33	LED Display-32"	Per Piece		
34	LED Display-43"	Per Piece		
35	Hard Disc-2 TB	Per Piece		
36	Hard Disc-4TB	Per Piece		
37	Har Disc 6 TB	Per Piece		
38	QR code scanner	Per piece		
39	Bar code Scanner	Per piece		

N.B.(1)The price quoted shall be in Indian rupees only. The unit prices quoted in the tender shall be inclusive of all taxes and transportation cost up to RO & Sub-Collector Office, Deogarh or to the event place where ever required including all services supplement to the main object. The unit price quoted should accompany the sample.

(2)The actual quantity of materials/Service may vary according to the requirements.

Authorized Signatory (In full and initials)
Name and Title of Signatory:
Name of the Firm
(Seal)

