

2025

RajCOMP Info Services Limited (RISL)

**Request for Proposal (RFP) for Rate Contract of
Video Conference and WiFi equipment through
Open Competitive Bidding (e-Tendering)**

Contact Information:
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Request for Proposal (RFP) for Rate Contract of Video Conference and WiFi equipment through Open Competitive Bidding (e-Tendering)

Ref. No.: F4.16(05)/RISL/Tech/2025/4276

Dated: 17-10-2025

Unique Bid No: RIS2526GLOB00045

Mode of Bid Submission	Online through eProcurement/ e-Tendering system at http://eproc.rajasthan.gov.in
Procuring Authority	Managing Director, RISL, First Floor, C-Block, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur-302005 (Rajasthan)
Date & Time of Pre-bid meeting	06/11/2025 at 11:00 AM
Last Date & Time of Submission of Bid	09/01/2026 at 04:00 PM
Date & Time of Opening of Technical Bid	09/01/2026 at 05:00 PM

Cost of Tender Document: Rs. 5000/- Only (Five One Thousand Only)

RISL Processing fee: Rs. 2500 /- Only (Rupees One Thousand Only)

Name of the Bidding Company/ Firm:			
Contact Person (Authorized Bid Signatory):			
Correspondence Address:			
Mobile No.		Telephone & Fax Nos.:	
Website & E-Mail:			

RajCOMP Info Services Limited (RISL)

1st Floor, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur (Rajasthan)
Phone: 91 (141) 4031900 Fax: 91 (141) 2228701
Website: <http://risl.rajasthan.gov.in>

Table of Contents

Abbreviations & Definitions	6
1. INVITATION FOR BIDS (IFB) & NOTICE INVITING BID (NIB)	9
2. About RISL	12
3. RajVC Project Profile:.....	12
4. RajWiFi	12
5. PRE-QUALIFICATION / ELIGIBILITY CRITERIA.....	13
6. SCOPE OF WORK, DELIVERABLES AND TIMELINES	17
6.1. Details of Scope of Work (SoW)	17
6.2. UAT and Go-Live	19
6.3. Project Milestones, Deliverables & Timelines.....	20
7. INSTRUCTION TO BIDDERS (ITB)	22
1) Sale of Bidding/ Tender Documents	22
2) Pre-bid Meeting/ Clarifications	22
3) Changes in the Bidding Document.....	22
4) Period of Validity of Bids.....	23
5) Format and Signing of Bids:	23
6) Cost & Language of Bidding	25
7) Alternative/ Multiple Bids	25
8) Bid Security	25
9) Deadline for the submission of Bids.....	26
10) Withdrawal, Substitution, and Modification of Bids	27
11) Opening of Bids	27
12) Selection Method	27
13) Clarification of Bids.....	27
14) Evaluation & Tabulation of Technical Bid	28
15) Evaluation & Tabulation of Financial Bids	29
16) Correction of Arithmetic Errors in Financial Bids.....	30
17) Price/ purchase preference in evaluation.....	30
18) Negotiations	30
19) Exclusion of Bids / Disqualification	31
20) Lack of Competition	31

21)	Acceptance of the successful Bid and award of contract.....	32
22)	Information and publication of award	33
23)	Procuring entity's right to accept or reject any or all Bids	33
24)	Right to Vary Quantities	33
25)	Performance Security	33
26)	Execution of agreement	34
27)	Confidentiality.....	35
28)	Cancellation of procurement process	35
29)	Code of Integrity for Bidders	36
30)	Interference with Procurement Process	36
31)	Appeals.....	37
32)	Stay of procurement proceedings	38
33)	Vexatious Appeals & Complaints	38
34)	Offenses by Firms/ Companies	38
35)	Debarment from Bidding.....	39
36)	Monitoring of Contract	39
8.	GENERAL TERMS AND CONDITIONS OF TENDER & CONTRACT	41
1.	Contract Documents	42
2.	Interpretation.....	42
3.	Language.....	42
4.	Joint Venture, Consortium or Association	42
5.	Eligible Goods and Related Services.....	42
6.	Notices.....	43
7.	Governing Law.....	43
8.	Scope of Supply.....	43
9.	Delivery & Installation	43
10.	Supplier's/ Selected Bidder's Responsibilities.....	44
11.	Purchaser's Responsibilities	44
12.	Contract Price.....	44
13.	Recoveries from Supplier/ Selected Bidder	44
14.	Taxes & Duties.....	44

15. Copyright	45
16. Confidential Information	45
17. Sub-contracting	46
18. Specifications and Standards	46
19. Packing and Documents	47
20. Insurance	47
21. Transportation	47
22. Inspection	47
23. Samples	48
24. Drawl of Samples	48
25. Testing charges	48
26. Rejection	49
27. Payments	49
28. Liquidated Damages (LD)	49
29. Authenticity of Equipment	50
30. Warranty	50
31. Patent Indemnity	51
32. Limitation of Liability	51
33. Force Majeure	52
34. Change Orders and Contract Amendments	52
35. Termination	53
36. Exit Management	54
9. SPECIAL TERMS AND CONDITIONS OF TENDER & CONTRACT	58
1. Price Fall Clause:	58
2. Service Level Standards/ Requirements/ Agreement:	58
ANNEXURE-1: BILL OF MATERIAL (BOM)	60
ANNEXURE-2: TECHNICAL SPECIFICATIONS	62

ANNEXURE-3: PRE-BID QUERIES FORMAT {to be filled by the bidder}	77
ANNEXURE-4: BIDDER'S AUTHORIZATION CERTIFICATE {to be filled by the bidder}	78
ANNEXURE-5: CERTIFICATE OF CONFORMITY/ NO DEVIATION {To be filled by the bidder}	79
ANNEXURE-6: MANUFACTURER'S AUTHORIZATION FORM (MAF) (Indicative Format, to be filled by OEM & submitted on OEM's Letter Head only)	80
ANNEXURE-7: UNDERTAKING ON AUTHENTICITY OF EQUIPMENTS {To be filled by the bidder (On Rs. 100/- Non-judicial stamp paper)}	81
ANNEXURE-8: COMPONENTS OFFERED – BOM {To be filled by the bidder and submitted only on Letter Head duly signed by Auth. Sign.)	82
ANNEXURE-9: SELF-DECLARATION (To be submitted only on Letter Head duly signed by Auth. Sign.)	83
ANNEXURE-10: COVERING LETTER – TECHNICAL BID (To be submitted only on Letter Head duly signed by Auth. Sign.)	84
ANNEXURE-11: FINANCIAL BID COVER LETTER & FORMAT (To be submitted only on Letter Head duly signed by Auth. Sign.)	86
ANNEXURE-12: Financial Bid Format	87
ANNEXURE-13: BANK GUARANTEE FORMAT {To be submitted by the bidder's bank}	88
ANNEXURE-14: DRAFT AGREEMENT FORMAT {To be mutually signed by selected bidder and procuring entity}	94
ANNEXURE-15: FORMAT FOR PROJECT REFERENCES (FOR PRE-QUALIFICATION EXPERIENCE OF BIDDER)	97
ANNEXURE-16: MEMORANDUM OF APPEAL UNDER THE RTPP ACT, 2012	98
ANNEXURE-17 UNDERTAKING FOR OFFICE SETUP	99
ANNEXURE-18: CERTIFICATE FOR EXEMPTION OF BID SECURITY {To be filled by the Govt./PSU/Department only as per RFP}	100

Abbreviations & Definitions

Act	The Rajasthan Transparency in Public Procurement Act, 2012 (Act No. 21 of 2012) and Rules thereto
AV	Audio Visual
Authorized Signatory	The bidder's representative/ officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.
BG	Bank Guarantee
Bid/ e-Bid	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation in electronic format
Bid Security	A security provided to the procuring entity by a bidder for securing the fulfillment of any obligation in terms of the provisions of the bidding documents.
Bidder	Any person/ firm/ agency/ company/ contractor/ supplier/ vendor participating in the procurement/ bidding process with the procurement entity
Bidding Document	Documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to bid
BoD	Board of Directors
BoM	Bill of Material
BoQ	Bill of Quantity is an XLS format of financial bid to be uploaded on e-procurement portal.
CMC	Contract Monitoring Committee
Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement. MD, RISL in this bidding document.
Contract/ Procurement Contract	A contract entered into between the procuring entity and a successful bidder concerning the subject matter of procurement
Contract/ Project Period	The Contract/ Project Period shall commence from the date of issue of Work order till 5 Years of Operations & Maintenance Services after commissioning of the project.
COTS	Commercial Off The Shelf Software
Day	A calendar day as per GoR/ Gol.
DeitY, Gol	Department of Electronics and Information Technology, Government of India
DoIT&C	Department of Information Technology and Communications, Government of Rajasthan.
eGRAS	Online Government Receipts Accounting System (e-GRAS) is an e-Governance Initiative of Government of Rajasthan under Mission Mode Project category and is part of Integrated Financial Management System (IFMS). eGRAS facilitates collection of tax/ non-tax revenue in both the

	modes: online as well as manual. All types of government revenue may be deposited online using this website: https://egras.raj.nic.in/
ETDC	Electronic Testing & Development Center
EMD	Earnest Money Deposit
Endpoint	A device (along with hardware and software) capable of connecting to VC in a point-to-point or multiparty video conference.
FOR/ FOB	Fright on Road or Freight on Board
GoI/ GoR	Govt. of India/ Govt. of Rajasthan
Goods	All articles, material, commodities, electricity, livestock, furniture, fixtures, raw material, spares, instruments, software, machinery, equipment, industrial plant, vehicles, aircraft, ships, railway rolling stock and any other category of goods, whether in solid, liquid or gaseous form, purchased or otherwise acquired for the use of a procuring entity as well as services or works incidental to the supply of the goods if the value of services or works or both does not exceed that of the goods themselves
GST	Goods and Services Tax
ICT	Information and Communication Technology.
IFB	Invitation for Bids (A document published by the procuring entity inviting Bids relating to the subject matter of procurement and any amendment thereto and includes notice inviting Bid and request for proposal)
INR	Indian Rupee
ISI	Indian Standards Institution
ISO	International Organization for Standardization
IT	Information Technology
ITeS	Information Technology Enabled Services
ITB	Instruction to Bidders
LD	Liquidated Damages
LoI	Letter of Intent
MCU	A device (along with hardware and software) capable of interconnecting VC users in a point-to-point or multiparty video conference.
NCB	A bidding process in which qualified bidders only from within India are allowed to participate
NeGP	National e-Governance Plan of Government of India, Department of Information Technology (DIT), Ministry of Communications and Information Technology (MCIT), New Delhi.
NIB	Notice Inviting Bid
Notification	A notification published in the Official Gazette
OEM	Original Equipment Manufacturer
PAN	Permanent Account Number
PBG	Performance Bank Guarantee
PC	Procurement/ Purchase Committee
PQ	Pre-Qualification
Procurement Process	The process of procurement extending from the issue of invitation to Bid till the award of the procurement contract or cancellation of the procurement process, as the case may be

Procurement/ Public Procurement	The acquisition by purchase, lease, license or otherwise of works, goods or services, including award of Public Private Partnership projects, by a procuring entity whether directly or through an agency with which a contract for procurement services is entered into, but does not include any acquisition without consideration, and “procure” or “procured” shall be construed accordingly.
Project Site	Wherever applicable, means the designated place or places.
PSD/ SD	Performance Security Deposit/ Security Deposit
Purchaser/ Tendering Authority/ Procuring Entity	Person or entity that is a recipient of a good or service provided by a seller (bidder) under a purchase order or contract of sale. Also called buyer. RISL in this RFP document.
RajSWAN/ RSWAN	Rajasthan State Wide Area Network
RISL	RajCOMP Info Services Limited
RSDC	Rajasthan State Data Centre, New IT Building, Jaipur
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a procuring entity and does not include appointment of any person made by any procuring entity
SLA	Service Level Agreement is a negotiated agreement between two parties wherein one is the customer and the other is the service provider. It is a service contract where the level of service is formally defined. In practice, the term SLA is sometimes used to refer to the contracted delivery time (of the service) or performance.
State Government	Government of Rajasthan (GoR)
State Public Procurement Portal	http://sppp.raj.nic.in
STQC	Standardization Testing and Quality Certification, Govt. of India
Subject Matter of Procurement	Any item of procurement whether in the form of goods, services or works
TIN	Tax Identification Number
TPA	Third Party Auditors
VC	Point-to-point or multiparty video conference
VC Endpoint (Room-based)	The room-based VC end-point means a system having one CODEC, One PTZ Camera and One Mic.
WO/ PO	Work Order/ Purchase Order

1. INVITATION FOR BIDS (IFB) & NOTICE INVITING BID (NIB)

Ref. No.: F4.16(05)/RISL/Tech/2025/4276

Date: 17-10-2025

Unique Bid No.: RIS2526GLOB00045

Name & Address of the Procuring Entity	<ul style="list-style-type: none"> Name: RajCOMP Info Services Limited (RISL) Address: First Floor, Yojana Bhawan, C-Block, C-Scheme, Jaipur-302005 (Rajasthan)
Name & Address of the Project Officer In-charge (POIC)	<ul style="list-style-type: none"> Name: Sh. Sanjay Sepat Designation: Manager (Technical) Address: First Floor, Yojana Bhawan, C-Block, C-Scheme, Jaipur-302005 (Rajasthan) Email: sanjaysepat.risl@rajasthan.gov.in and parmalmeena.doit@rajasthan.gov.in
Subject Matter of Procurement	Request for Proposal (RFP) for Rate Contract of Video Conference and WiFi equipment through Open Competitive Bidding (e-Tendering)
Bid Procedure	Two-stage: two part (envelop) open competitive e-Bid procedure at http://eproc.rajasthan.gov.in
Bid Evaluation Criteria (Selection Method)	Least Cost Based Selection (LCBS)-L1
Websites for downloading Bidding Document, Corrigendum's, Addendums etc.	<ul style="list-style-type: none"> Websites: http://sppp.rajasthan.gov.in, http://eproc.rajasthan.gov.in, http://www.doitc.rajasthan.gov.in, http://risl.rajasthan.gov.in Bidding document fee: Rs. 5000 (Rupees Five Thousand Only) in Cash/ Demand Draft in favor of "Managing Director, RISL" payable at "Jaipur". RISL Processing Fee: Rs. 2500 (Rupees One Thousand Only) in Demand Draft in favor of "Managing Director, RISL" payable at "Jaipur".
Estimated Procurement Cost	Rs. 61 Cr
Bid Security and Mode of Payment	<ul style="list-style-type: none"> Amount (INR): Rs 1.22 Cr [2% of the estimated procurement cost or 0.5 % in case of Micro, small and Medium enterprises of Rajasthan and 1% for those sick industries other than SSI, whose cases are pending with BIFR]] Mode of Payment: Demand Draft or FDR or Bank Guarantee or Electronic BG of a Scheduled Bank in favor of "Managing Director, RISL" payable at "Jaipur"
Period of Sale/Download of Bidding Document (Start/ End Date)	<ul style="list-style-type: none"> From 28.10.2025 to 15.12.2025 (up to 11:00 AM)
Date/Time/Place for Pre-bid meeting	<ul style="list-style-type: none"> 06.11.2025 at 11 AM Place: RISL, Committee Room, Yojana Bhawan Campus, Tilak Marg, C Scheme, Jaipur (Rajasthan) Last Date of submitting pre-bid queries: 07.11.2025

Manner, Start/ End Date for the submission of Bids	<ul style="list-style-type: none"> • Manner: Online at eProc website (http://eproc.rajasthan.gov.in) • Start Date: 09.12.2025 onwards • End Date: 09.01.2026 (up to 04:00 PM)
Submission of Banker's Cheque/ Demand Draft for Tender Fee, Bid Security, and Processing Fee*	<ul style="list-style-type: none"> • Upto 04:00 PM on 09.01.2026
Date/ Time/ Place of Technical Bid Opening	<ul style="list-style-type: none"> • Date: 09.01.2026 at 05:00 PM • Place: Board Room, 1st Floor, RISL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur 302005 (Rajasthan)
Date/ Time/ Place of Financial Bid Opening	Will be intimated later to the Technically qualified bidders
Bid Validity	120 days from the last date of bid submission

Note:

- 1) Bidder (authorized signatory) shall submit their offer on-line in Electronic formats both for technical and financial proposal. However, DD for Tender Fees, RISL Processing Fees and Bid Security should be submitted physically at the office of Tendering Authority as prescribed in NIB and scanned copy of same should also be uploaded along with the technical Bid/ cover.
- 2) * In case, any of the bidders fails to physically submit the Banker's Cheque/ Demand Draft/ Bank Guarantee for Tender Fee, Bid Security, and RISL Processing Fee up to prescribed time period, its Bid shall not be accepted. The Banker's Cheque/ Demand Draft/ Bank Guarantee for Bidding document fee, RISL Processing Fee and Bid Security should be drawn in favour of "Managing Director, RajCOMP Info Services Ltd." payable at "Jaipur" from any Scheduled Commercial Bank.
- 3) To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Type III) as per Information Technology Act-2000 using which they can digitally sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, Safecrypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC. Also, bidders must register on <http://eproc.rajasthan.gov.in> (bidders already registered on <http://eproc.rajasthan.gov.in> before 30-09-2011 must register again).
- 4) RISL will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid well advance in time so as to avoid 11th hour issues like slow speed; choking of web site due to heavy load or any other unforeseen problems.
- 5) Bidders are also advised to refer "Bidders Manual Kit" available at e-Procurement website for further details about the e-Tendering process.
- 6) Training for the bidders on the usage of e-Tendering System (e-Procurement) is also being arranged by DoIT&C, GoR on a regular basis. Bidders interested for training may contact e-Procurement Cell, DoIT&C for booking the training slot.
Contact No: 0141-4022688 (Help desk 10 am to 6 pm on all working days)
e-mail: eproc@rajasthan.gov.in
Address: e-Procurement Cell, RISL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur
- 7) The procuring entity reserves the complete right to cancel the bid process and reject any or all of the Bids.

- 8) No contractual obligation whatsoever shall arise from the bidding document/ bidding process unless and until a formal contract is signed and executed between the procuring entity and the successful bidder.
- 9) Procurement entity disclaims any factual/ or other errors in the bidding document (the onus is purely on the individual bidders to verify such information) and the information provided therein are intended only to help the bidders to prepare a logical bid-proposal.
- 10) The provisions of RTPPA Act 2012 and Rules thereto shall be applicable for this procurement. Furthermore, in case of any inconsistency in any of the provisions of this bidding document with the RTPPA Act 2012 and Rules thereto, the later shall prevail.

<SD>
Sanjay Sepat
(Manager (Technical))

Final RFP

2. About RISL

RajCOMP Info Services Ltd. (formerly RajCOMP) is a fully owned Government of Rajasthan Company; it is a leading consulting organization in the field of Information Technology. RajCOMP Info Services Ltd. (RISL) operates under the aegis of Government of Rajasthan.

Government of Rajasthan has established a metropolitan area network (MAN) in 2005 covering around 48 various offices located in Jaipur city under SECLAN project. Thereafter, in 2013, the network has been extended to 33 District Collectorates, 240 Block Head Quarters and 3500 (approx.) offices located in these District/Block Headquarters under Rajasthan State Wide Area Network (RajSWAN) project. State Government has envisaged to establish network connectivity to Government Departments, and expand the network upto 9341 Gram Panchayats, 250+ municipal areas and some other offices in Rajasthan to cater voice, video and data services under various categories of G2G, G2B and G2C services.

3. RajVC Project Profile:

RISL, on behalf of Govt of Rajasthan, has setup hardware-based VC solution at Department Headquarters, Department offices, District Headquarters (2 at each DHQ), SDM/Tehsil offices, Municipal towns and Block Headquarters. A DR site at Jodhpur is also created for the existing video conference infrastructure in order to support uninterrupted Video Conferencing experience for the user in case of fail over, across Rajasthan. The RajSWAN/RajNET network shall be used for deployment of additional video conference facility across Rajasthan.

In addition to the VC solution, Government of Rajasthan has also implemented Immersive Telepresence studio facility at Division Headquarter level in the state, Two at State Head Quarter Jaipur and six at rest of Division Headquarters in Rajasthan, i.e. Ajmer, Bharatpur, Bikaner, Jodhpur, Kota and Udaipur. The OEM of RajVC meeting server is Cisco.

4. RajWiFi

Government of Rajasthan, as part of its on-going Information Technology reforms, established Wi-Fi network in various Government buildings located in Jaipur City, District Collectorate offices, Bharat Nirman Rajeev Gandhi Sewa Kendra (BNRGSK) situated at Panchayat Samiti / Gram Panchayat level and various tourist places across the State of Rajasthan. It aims to utilize the benefits of Information Technology to bring about radical changes in the way various processes are carried out presently to improve the Accountability, Transparency & Effectiveness in Government administration.

The State Government established a Wide Area Network upto Gram Panchayat level under RajNET project. RajNET is providing connectivity to most of the Government buildings across the State through OFC/ MPLS/ P2P leased line/VSAT. The RajNET connects all the building to the State Data Centre at Yojana Bhawan, Jaipur. The Wi-Fi network utilizes the RajNET as backbone to provide network connectivity and Internet Access to its users. The Wi-Fi Network is accessible to Government officials, Guests and visiting citizens who could use it. The OEM of RajWiFi servers is HPE Aruba.

5. PRE-QUALIFICATION / ELIGIBILITY CRITERIA

A bidder participating in the procurement process shall possess the following minimum pre-qualification/ eligibility criteria.

Sr. No.	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	<p>A company registered under Indian Companies Act, 1956</p> <p>OR</p> <p>A partnership firm registered under Indian Partnership Act, 1932.</p> <p>OR</p> <p>Limited Liability Partnership (LLP) firm registered under Limited Liability Partnership Act, 2008</p> <p>Note: Consortium of firms is not allowed.</p>	Copy of Certificate of Incorporation and Company Registration Certificate, as applicable.
2	Financial: Turnover	Average Annual Turnover of the Bidder(s) from IT/ITeS/Telecom/Audio Visual during last five financial years, i.e., from FY 2019-20, 2020-21, 2021-22, FY 2022-23, and FY 2023-24 as per audited balance sheet should be at least Rs. 150 Crores.	CA Certificate with UDIN (Unique Document Identification Number) and having CA's Registration Number and Seal
3	Financial: Net Worth	The net worth of the Bidder(s), as on 31/03/2024, should be Positive.	CA Certificate with UDIN (Unique Document Identification Number) and having CA's Registration Number and Seal
4	Technical Capability	<p>{</p> <p>The bidder must have successfully executed work through maximum two Work Orders (WO)/Purchase Orders (PO) (Supplied & commissioned) dated after 01.04.2019 of setup of IT/ITeS/Audio Visual.</p> <p>The executed work through the Work Orders (WO)/Purchase Orders (PO) should be of at least Rs. 15 Crore. The work related to (VC equipment)* must be at least Rs 8 Cr.</p> <p>}</p>	<p>Work Order + Work Completion Certificates from the client + CA certificate with UDIN;</p> <p>OR</p> <p>Work Order + Phase Completion Certificate from the client showing acceptance of completion of the work + CA certificate with UDIN</p>

Sr. No.	Basic Requirement	Specific Requirements	Documents Required
		<p style="text-align: center;">OR</p> <p>{</p> <p>The bidder must have successfully executed work through maximum three Work Orders (WO)/Purchase Orders (PO) (Supplied & commissioned) dated after 01.04.2019 of setup of IT/ITeS/Audio Visual.</p> <p>The executed work through the Work Orders (WO)/Purchase Orders (PO) should be of at least Rs. 25 Crore. The work related to (VC equipment)* must be at least Rs 12 Cr.</p> <p>}</p> <p>(Bidder to submit the documents as per Annexure – 15 for any Govt/PSU/Bank only)</p> <p><u>(VC equipment)* Definition:</u></p> <p><i>This includes Camera, Mic, Codec/OPS, Dedicated VC equipments & Display screen only. Without Camera & Mic, the Codec/OPS/ Display screen shall not be considered in “VC equipment”. “VC Equipment” doesn’t include any Audio-Video (AV) products (Network equipments, Speaker, Display, Audio/Video Mixtures, Amplifiers/switchers etc. and their associated cables, AV equipments, civil/electrical work etc (but not limited to).</i></p>	
5	Tax registration	<p>The bidder should have a registered number of</p> <p>i. GST Registration</p> <p>ii. Income Tax / PAN Number</p>	Copies of relevant certificates of registration
6	Certifications	The bidder must possess, at the time of bidding, a valid ISO 9001 or similar.	Copy of a valid certificate

Sr. No.	Basic Requirement	Specific Requirements	Documents Required
7	Mandatory Undertaking	<p>Bidder should: -</p> <p>a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons;</p> <p>b) not have, and their directors and officers not have, been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;</p> <p>c) Not have a conflict of interest in the procurement in question as specified in the bidding document.</p> <p>d) Comply with the code of integrity as specified in the bidding document.</p>	<p>A Self Certified letter on bidder's letter head duly signed by Auth. Signatory as per Annexure 9: Self-Declaration</p>
8	Mandatory requisites	The bidder must be an authorized system integrator for sale, support and services of the OEM who meets the criteria under Eligible Goods and Services of the products being quoted in this bid.	The bidder must attach Manufacturer Authorization (MAF) for all the quoted products as per Annexure-6.

In addition to the provisions regarding the qualifications of the bidders as set out in (3.1) above: -

- The procuring entity shall disqualify a bidder as per the provisions under "Clause: Exclusion/ Disqualification of bids in Chapter-5: ITB"; and
- The procuring entity may require a bidder, who was pre-qualified, to demonstrate its qualifications again in accordance with the same criteria used to pre-qualify such bidder. The procuring entity shall disqualify any bidder that fails to demonstrate its



qualifications again, if requested to do so. The procuring entity shall promptly notify each bidder requested to demonstrate its qualifications again as to whether or not the bidder has done so to the satisfaction of the procuring entity.

Final RFP

6. SCOPE OF WORK, DELIVERABLES AND TIMELINES

6.1. Details of Scope of Work (SoW)

The bidder has to supply, install/deploy and maintenance the equipment/services. The bidder has to provide the OEM/Bidder Warranty (As per Annexure – 1) of the equipment from Go-Live date. The scope of work is as mentioned below –

- 1) The items will be required to be deployed in government offices across Rajasthan upto GP level. As per the requirement of designated office / department, the bidder should conduct the survey as per survey request from RISL and submit the required BoM at each site along with status of availability of existing infrastructure.
- 2) In case of WiFi, the Bidder is required to carry out the preliminary deployment feasibility survey and submit. The survey should consist required BoM (as per this RFP), existing infrastructure and highlight of gaps in existing deployment.
- 3) The bidder has to submit the survey report to RISL within 15 days of intimation through email/letter.
- 4) After survey and due official proceedings, RISL may issue Work Order/Purchase Order to the bidder for supply and commissioning of the equipment at the designated sites. All the supplied items are to be installed in offices/locations upto GP level provided by RISL.
- 5) All the supplied components must come with required accessories for proper functioning and their physical installation. Any component required for physical installation which doesn't come with the product, the bidder has to supply without additional cost to the purchaser. All the supplied components must be integrated with existing network / servers for commissioning.
- 6) OEM/Bidder Warranty must be provided from date of Go-Live provided by RISL after successful UAT of the supplied equipments. The bidder has to provide the AMC of these equipment from date of commissioning for duration mentioned in Annexure – 1.
- 7) The quantity mentioned in the referred Annexure is tentative and the order shall be placed as and when required. RISL doesn't guarantee any minimum quantity. The Rate Contract is valid for 2 years. The rate contract may be reviewed after one year from agreement signing date for any change in the item rates.
- 8) Bidder shall coordinate with the existing FMS service provider in sorting out issues and fixing of problems related to VC Systems/WiFi APs Integrations with 3rd party Hardware / Software, equipment/Items and related ITC services.
- 9) The bidder would be responsible to provide any cables such as UTP, Ethernet, HDMI, VGA cables on need basis, in case of any faults in the existing cables. The bidder shall maintain sufficient spare parts i.e display units & related accessories, camera cable, remote, HDMI Cable, mike extension cable, microphone, power adaptor, presentation cable, patch chord etc. These spares would be used in case of any fault in the supplied equipment.

- 10) Provide all assistance (co-ordination with user for uninstallation, packing & unpacking and configuration at required site location **across Rajasthan**) in shifting, reinstallation of the equipment within 15 days on the request of DoITC/RISL without any additional cost to purchaser. As the Cat6 cable work in casing and conduit cannot be shifted, the Cat6 cable work at new location shall be treated as new and accordingly the UAT, Go-Live and payment will be given.
- 11) The bidder shall coordinate with existing vendor for Networking & LAN issues and ensure it should be resolve on priority. If LAN point/Power point of IP Telephone is not working, then RISL/concerned department shall get it rectified. The Bidder shall not be responsible for the same.
- 12) OEM Warranty must be provided from date of Go-Live provided by RISL from Go-Live of the supplied equipments. Bidder should have direct back-to-back service support agreement with the respective OEM for which OEM warranty is required. DoIT&C/RISL/Bidder/ GoR must be able to log a support ticket directly to OEM helpdesk to get telephonic/ remote support directly from OEM as required. OEM may address ticket directly or through authorized channel partner. The bidder will be solely responsible to do any coordination with the OEM for raising Support/TAC cases, RMA (Return Material Authorization) and roll out of new associated features and functionality. The bidder will be responsible to carry out all software updates and upgrades.
- 13) For successful implementation of the project, the Bidder/SP, shall designate one employee as single point of contact (SPOC) for DoIT&C/RISL throughout this project. Bidder/SP shall provide the contact numbers, e-mail id and other relevant details of the SPOC to DoIT&C/RISL. The SPOC need to be based at DoIT&C/RISL. The SPOC should be deployed within 30 days of first work order and will be deployed till completion of the project. The working hours will be as mentioned below:

S. No.	Qualification	Working Hours	Penalty
1	Minimum Experience: 8 Years in IT/ITeS/AV project implementation Qualification: B.E/ B.Tech (IT / CSE/ ECE) /MCA /MBA	Government Working Hours	Rs. 2,000 per absent day

Non-deployment/ non availability of the required manpower shall attract penalty. The applicable penalty shall be deducted from Bi-annual payments.

- 14) The Successful bidder shall provide preventive maintenance services Bi-Annually of Go-Live equipments. Successful Bidder has to ensure that the services should not be disturbed during the preventive Maintenance. In case require downtime for preventive maintenance, bidder has to take approval from RISL well in advance. The preventive maintenance shall include:
 - A. Conduct inspection (check for loose contacts in the cable and connections etc.), testing, satisfactory execution of diagnostics and necessary repairing of equipment.

- B. Cleaning and removal of dust and dirt from the equipment.

6.2. UAT and Go-Live

The primary goal of Acceptance Testing is to ensure that the work (including all the components as discussed in the scope of work) meets requirements, standards, specifications and performance, by ensuring that the following are associated with clear, quantifiable metrics for accountability.

- a. The Successful bidder shall inform RISL in writing, as and when the work is completed for a specific work order, with the request to conduct UAT.
- b. DoIT&C/RISL may authorize a committee for UAT or may engage third party auditor (TPA) at its own costs to carry out UAT. The bidder shall be required to extend required cooperation for successful UAT by committee/TPA.
- c. The bidder shall co-ordinate in carrying out test as defined in the RFP.
- d. The bidder shall bring any required testing equipment to site as required under the procedure to carry out testing at no extra cost.
- e. The time taken for approval of UAT acceptance by DoIT&C/ RISL, shall not be considered as delay on bidder's part.
- f. The bidder is required to rectify the shortcomings reported, if any, during the testing. The selected bidder shall make the required changes at no extra cost.
- g. The UAT may be carried out on sample basis/all the sites, as decided by RISL.

For WiFi/network equipments:

UAT of each Wi-Fi network site shall include the following tests which are essential requirement under the project.

1. Compliance of Technical specifications of supplied WiFi/network equipment.
2. Delivery Challan and Installation Report OR Delivery cum Installation Reports.
3. SSID: The SSID given by RISL through central WiFi Server cluster should be discoverable by any Wi-Fi enabled device. In case of standalone deployment, the WiFi AP should be able to provide network connectivity through local SSID with available connectivity as backhaul connectivity to the AP. This is applicable for WiFi AP Only.
4. **In case of work of any passive items** (Sr. No. 12 & 13) are installed then its DC and IR will be required for Go-Live of WiFi/network equipment. The Go-Live will be given per site basis instead of equipment basis. RISL will not give partial UAT.

For VC/IP Telephony/Display equipments (Sr. No. 1 to 9):

1. Compliance of Technical specifications of supplied equipment.
2. Delivery Challan and Installation Report OR Delivery cum Installation Reports.

3. Successful Video Conferencing/IP Telephony call from supplied Equipment through State's RajVC server infrastructure (CMS/CUCM).
4. **In case of supply of any display device** (Sr. No 7, 8 & 9) along with VC setup, the Go-Live will be given for complete VC setup (including display) at that site. The Go-Live will be given per site basis instead of equipment basis. RISL will not give partial UAT.

6.3. Project Milestones, Deliverables & Timelines

The milestones, deliverables and time schedule for the implementation of the project shall be as follows:-

- a) The time specified for delivery and other activities as mentioned in the table below shall be deemed to be the essence of the contract and the successful bidder shall arrange manpower, supplies and provide the required services within the specified period.
- b) It should be noted that any delay in the project timelines shall attract Liquidated Damages to the selected bidder.

S. No	Milestone	Deliverable	Timelines	Payment Schedule
1	Supply and Commissioning of equipments as per Annexure - 1	<ul style="list-style-type: none"> • Invoice • Go-Live Letter 	Within T+90 days from date of work order.	(75%) equipment cost at the time of commissioning.
2	Bi-annual Payment against commissioned equipments	<ul style="list-style-type: none"> • Invoice/Letter • Preventive Maintenance Report • RMA/Ticket/ complain Records • Inventory Status 	Payment request may be raised after completion of the timeline	Remaining (25%) in 2.5% bi-annual instalment from date of commissioning.
3	Supply and Commissioning of Passive Items as per Annexure - 1	<ul style="list-style-type: none"> • Invoice • Go-Live Letter 	Within T+90 days from date of work order.	(100%) equipment cost at the time of commissioning.

Note:

- In case Go-Live is not issued after supply of the equipment at designated locations/RISL store due to "Site Not Ready" / "Permission Awaited" / "Force Measure Event / Maintaining the sufficient inventory",
 - There will be a buffer waiting period of 3 months. After 3 months, the bidder will be eligible to claim 75% of BoM value from RISL. Although, bidder has to install the delivered equipment within 15 days of intimation.
 - The Warranty will be started from next month's first date after lapse of buffer waiting period. The bidder will be eligible for the bi-annual payment of against the supplied equipments from date of warranty start.

General Information:-

- a) Here "T" is the date of issuance of work order. Date of work order is excluded in timeline calculation.
- b) RISL is working as a Pure Agent and executing the projects on behalf of Government of Rajasthan. All the invoices should be raised in the name of department for which goods and services will be taken. The name for which billing will be done, shall be intimated by RISL.
- c) RISL may involve Third Party Auditor (TPA) to check and verify the installation & commissioning, deliverables against milestone, any other work & services under the project.
- d) The supplier's/ selected bidder's request for payment shall be made to the purchaser in writing, accompanied by invoices describing, as appropriate, the goods delivered and related services performed, and by the required documents submitted pursuant to general conditions of the contract and upon fulfilment of all the obligations stipulated in the Contract.
- e) The currency or currencies in which payments shall be made to the supplier/ selected bidder under this Contract shall be Indian Rupees (INR) only.
- f) All remittance charges will be borne by the supplier/ selected bidder. In case of disputed items, the disputed amount shall be withheld and will be paid only after settlement of the dispute.
- g) Any penalties/ liquidated damages, as applicable, for delay and non-performance, as mentioned in this bidding document, will be deducted from the payments for the respective milestones.
- h) Taxes (GST, income tax, etc.), as applicable, will be deducted at source, from due payments, as per the prevalent rules and regulations.

7. INSTRUCTION TO BIDDERS (ITB)

1) Sale of Bidding/ Tender Documents

- a) The sale of bidding documents shall be commenced from the date of publication of Notice Inviting Bids (NIB) and shall be stopped one day prior to the date of opening of Bid. The complete bidding document shall also be placed on the State Public Procurement Portal and eProcurement portal. The prospective bidders shall be permitted to download the bidding document from the websites and pay its price while submitting the Bid to the procuring entity.
- b) The bidding documents shall be made available to any prospective bidder who pays the price for it in cash or by bank demand draft, banker's cheque.
- c) Bidding documents purchased by Principal of any concern may be used by its authorized sole selling agents/ marketing agents/ distributors/ sub-distributors and authorized dealers or vice versa.

2) Pre-bid Meeting/ Clarifications

- a) Any prospective bidder may, in writing, seek clarifications from the procuring entity in respect of the bidding documents.
- b) A pre-bid conference is also scheduled by the procuring entity as per the details mentioned in the NIB and to clarify doubts of potential bidders in respect of the procurement and the records of such conference shall be intimated to all bidders and where applicable, shall be published on the respective websites.
- c) The period within which the bidders may seek clarifications under (a) above and the period within which the procuring entity shall respond to such requests for clarifications shall be as under: -
 - i. Last date of submitting clarifications requests by the bidder as per NIB
 - ii. Response to clarifications by procuring entity as per NIB
- d) The minutes and response, if any, shall be provided promptly to all bidders to which the procuring entity provided the bidding documents, so as to enable those bidders to take minutes into account in preparing their bids, and shall be published on the respective websites.

3) Changes in the Bidding Document

- a) At any time, prior to the deadline for submission of Bids, the procuring entity may for any reason, whether on its own initiative or as a result of a request for clarification by a bidder, modify the bidding documents by issuing an addendum in accordance with the provisions below.
- b) In case, any modification is made to the bidding document or any clarification is issued which materially affects the terms contained in the bidding document, the procuring entity shall publish such modification or clarification in the same manner as the publication of the initial bidding document.
- c) In case, a clarification or modification is issued to the bidding document, the procuring entity may, prior to the last date for submission of Bids, extend such time limit in order to allow the bidders sufficient time to take into account the clarification or modification, as the case may be, while submitting their Bids.
- d) Any bidder, who has submitted his Bid in response to the original invitation, shall have the opportunity to modify or re-submit it, as the case may be, within the period of time originally allotted or such extended time as may be allowed for submission of Bids, when changes are made to the bidding document by the procuring entity:

- e) Provided that the Bid last submitted or the Bid as modified by the bidder shall be considered for evaluation.

4) Period of Validity of Bids

- a) Bids submitted by the bidders shall remain valid during the period specified in the NIB/ bidding document. A Bid valid for a shorter period shall be rejected by the procuring entity as non-responsive Bid.
- b) Prior to the expiry of the period of validity of Bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of Bid and in such circumstances bid security shall not be forfeited.
- c) Bidders who agree to an extension of the period of validity of their Bids shall extend or get extended the period of validity of bid securities submitted by them or submit new bid securities to cover the extended period of validity of their bids. A bidder whose bid security is not extended, or that has not submitted a new bid security, is considered to have refused the request to extend the period of validity of its Bid.

5) Format and Signing of Bids:

- a) Bidders must submit their bids online at e-Procurement portal i.e. <http://eproc.rajasthan.gov.in>.
- b) All the documents uploaded should be digitally signed with the DSC of authorized signatory.
- c) A single-stage two-part/ cover system shall be followed for the Bid: -
- Technical Bid, including fee details, eligibility & technical documents
 - Financial Bid
- d) The Technical Bid shall consist of the following documents shall be uploaded in scanned PDF format (Bidder's are required to fill relevant page no.'s of the bid document submitted in the table given below): -

Sl. No.	Documents Type	Document Format	Page No.
1	Covering Letter – Technical Bid	On bidder's letter head duly signed by authorized signatory (as per Annexure-10)	
Fee Details			
2	Bidding document Fee (Tender Fee)	Proof of submission (PDF)	
3	RISL Processing Fee (e-Procurement)	Instrument/ Proof of submission (PDF)	
4	Bid Security	Instrument/ Proof of submission (PDF)	
Eligibility Documents			
5	Bidder's Authorization Certificate along with a copy of board resolution/ Power of Attorney in favour of person signing the Letter of Authority	As per Annexure-4 and copy of Power of Attorney/ Copy of board resolution	

Sl. No.	Documents Type	Document Format	Page No.
	stating that the Authorized signatory can sign the bid/contract on behalf of the firm		
All the documents mentioned in the “Eligibility Criteria”, in support of the eligibility as per the format mentioned against the respective eligibility criteria clause.			
6.	Legal Entity		
7.	Financial: Turnover		
8.	Financial: Net Worth		
9.	Technical Capability		
10.	Tax registration		
11.	Certifications		
12.	Mandatory Undertaking		
13.	Mandatory requisites		
14.	Local support in Jaipur		
Technical Documents			
15	Certificate of Conformity/ No-Deviation	As per Annexure-5 (PDF)	
16	Undertaking of Authenticity of Equipment	As per Annexure-7 (PDF) [On non-judicial stamp paper of Rs. 100	
17	Components Offered + Technical Specifications compliance sheet for all items only on OEM Letter Head	As per Annexure-8 + As per Annexure-2 along with datasheet {Compliance sheet as per Annexure 2 from OEM of the product and bidders both.}	
18	Other documents	All other Annexures-1,3, etc., duly filled (as required) and signed	
19	Covering Letter of Financial bid*	As per Annexure-11 (PDF)	
20	Certificate Of Conformity/ No Deviation By OEM	As per Annexure-5 (Scanned copy)	
*Please note that only the “Covering Letter of Financial bid” needs to be submitted along with the technical bid. Financial bid (commercials) needs to be submitted only on e-procurement website as per the BoQ template.			

e) Financial bid shall include the following documents: -

Sr. No.	Documents Type	Document Format	Page No
1.	Financial Bid – Cover Letter	On bidder’s letter head duly signed by authorized signatory as per Annexure-12 (PDF)	

2.	Financial Bid – Format	As per BoQ (.XLS) format available on e-Procurement portal	
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- f) The bidder should ensure that all the required documents, as mentioned in this bidding document, are submitted along with the bid and in the prescribed format only. Non-submission of the required documents or submission of the documents in a different format/ contents may lead to the rejections of the bid submitted by the bidder.

6) Cost & Language of Bidding

- a) The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the procuring entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- b) The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the procuring entity, shall be written only in English Language. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English/ Hindi language, in which case, for purposes of interpretation of the Bid, such translation shall govern.

7) Alternative/ Multiple Bids

Alternative/ Multiple Bids shall not be considered at all. The bidder shall quote for single brands/ make/ model for each item in the technical Bid and should also mention the details of the quoted make/ model in the “Annexure-09: Components Offered”.

8) Bid Security

Every bidder, if not exempted, participating in the procurement process will be required to furnish the bid security as specified in the NIB.

- a) In lieu of bid security, a bid securing declaration shall be taken from Departments of the State Government, Undertakings, Corporations, Autonomous bodies, Registered Societies and Cooperative Societies which are owned or controlled or managed by the State Government and Government Undertakings of the Central Government.
- b) Bid security instrument or cash receipt of bid security or a bid securing declaration shall necessarily accompany the technical bid.
- c) Bid security of a bidder lying with the procuring entity in respect of other bids awaiting decision shall not be adjusted towards bid security for the fresh bids. The bid security originally deposited may, however, be taken into consideration in case bids are re-invited.
- d) The bid security may be given in the form of a banker's cheque or demand draft or bank guarantee or FDR, in specified format, of a scheduled bank. The bid security must remain valid thirty days beyond the original or extended validity period of the bid.
- e) The issuer of the bid security and the confirmer, if any, of the bid security, as well as the form and terms of the bid security, must be acceptable to the procuring entity.
- f) Prior to presenting a submission, a bidder may request the procuring entity to confirm the acceptability of proposed issuer of a bid security or of a proposed confirmer, if required. The procuring entity shall respond promptly to such a request.
- g) The bank guarantee presented as bid security shall be got confirmed from the concerned issuing bank. However, the confirmation of the acceptability of a proposed

- issuer or of any proposed confirmer does not preclude the procuring entity from rejecting the bid security on the ground that the issuer or the confirmer, as the case may be, has become insolvent or has otherwise ceased to be creditworthy.
- h) The bid security of unsuccessful bidders shall be refunded soon after final acceptance of successful bid and signing of Agreement and submitting performance security.
 - i) The Bid security taken from a bidder shall be forfeited, including the interest, if any, in any of the following cases, namely: -
 - a. when the bidder withdraws or modifies its bid after opening of bids;
 - b. when the bidder does not execute the agreement, if any, after placement of supply/ work order within the specified period;
 - c. when the bidder fails to commence the supply of the goods or service or execute work as per supply/ work order within the time specified;
 - d. when the bidder does not deposit the performance security within specified period after the supply/ work order is placed;
 - e. if the bidder breaches any provision of code of integrity, prescribed for bidders, specified in the bidding document.
 - j) Notice will be given to the bidder with reasonable time before bid security deposited is forfeited.
 - k) No interest shall be payable on the bid security.
 - l) In case of the successful bidder, the amount of bid security may be adjusted in arriving at the amount of the Performance Security, or refunded if the successful bidder furnishes the full amount of performance security.
 - m) The procuring entity shall promptly return the bid security after the earliest of the following events, namely:-
 - a. the expiry of validity of bid security;
 - b. the execution of agreement for procurement and performance security is furnished by the successful bidder;
 - c. the cancellation of the procurement process; or
 - d. the withdrawal of bid prior to the deadline for presenting bids, unless the bidding documents stipulate that no such withdrawal is permitted.

9) Deadline for the submission of Bids

- a) Bids shall be received online at e-Procurement portal and up to the time and date specified in the NIB.
- b) Normally, the date of submission and opening of Bids will not be extended. In exceptional circumstances or when the bidding document are required to be substantially modified as a result of discussions in pre-bid meeting/ conference or otherwise and the time with the prospective bidders for preparation of Bids appears insufficient, the date may be extended by the procuring entity. In such case the publicity of extended time and date shall be given in the manner, as was given at the time of issuing the original NIB and shall also be placed on the State Public Procurement Portal, if applicable. It shall be ensured that after issue of corrigendum, reasonable time is available to the bidders for preparation and submission of their Bids. The procuring entity shall also publish such modifications in the bidding document in the same manner as the publication of initial bidding document. If, in the office of the Bids receiving and opening authority, the last date of submission or opening of Bids is a non-working day, the Bids shall be received or opened on the next working day.

10) Withdrawal, Substitution, and Modification of Bids

- a) If permitted on e-Procurement portal, a Bidder may withdraw its Bid or re-submit its Bid (technical and/ or financial cover) as per the instructions/ procedure mentioned at e-Procurement website under the section "Bidder's Manual Kit".
- b) Bids withdrawn shall not be opened and processed further.

11) Opening of Bids

- a) The Bids shall be opened by the bid opening & evaluation committee on the date and time mentioned in the NIB in the presence of the bidders or their authorised representatives who choose to be present.
- b) The committee may co-opt experienced persons in the committee to conduct the process of Bid opening.
- c) The committee shall prepare a list of the bidders or their representatives attending the opening of Bids and obtain their signatures on the same. The list shall also contain the representative's name and telephone number and corresponding bidders' names and addresses. The authority letters, if any, brought by the representatives shall be attached to the list. The list shall be signed by all the members of Bid opening committee with date and time of opening of the Bids.
- d) All the documents comprising of technical Bid/ cover shall be opened & downloaded from the e-Procurement website (only for the bidders who have submitted the prescribed fee(s) to RISL).
- e) The committee shall conduct a preliminary scrutiny of the opened technical Bids to assess the prima-facie responsiveness and ensure that the: -
 - a. Bid is accompanied by bidding document fee, bid security or bid securing declaration, and processing fee (if applicable);
 - b. Bid is valid for the period, specified in the bidding document;
 - c. Bid is unconditional and the bidder has agreed to give the required performance security; and
 - d. Other conditions, as specified in the bidding document are fulfilled.
 - e. Any other information which the committee may consider appropriate.
- f) No Bid shall be rejected at the time of Bid opening except the Bids not accompanied with the proof of payment or instrument of the required price of bidding document, processing fee and bid security.
- g) The Financial Bid cover shall be kept unopened and shall be opened later on the date and time intimated to the bidders who qualify in the evaluation of technical Bids.

12) Selection Method

The selection method is Least Cost Based Selection (LCBS or L1). One Lowest evaluated technically responsive bidder shall be selected for award of contract on cumulative total amount of the BOQ as per its financial bids (with OR without negotiations).

In case of more than one bidder are having L1 rates, the bidder who have executed more work related to VC Equipment* in any (as applicable) of their submitted work order against PQ (Technical Capability) of this tender document, will be declared as L1 bidder.

13) Clarification of Bids

- a) To assist in the examination, evaluation, comparison and qualification of the Bids, the bid evaluation committee may, at its discretion, ask any bidder for a clarification

regarding its Bid. The committee's request for clarification and the response of the bidder shall be through the e-Procurement portal/email/letter.

- b) Any clarification submitted by a bidder with regard to its Bid that is not in response to a request by the committee shall not be considered.
- c) No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the committee in the evaluation of the financial Bids.
- d) No substantive change to qualification information or to a submission, including changes aimed at making an unqualified bidder, qualified or an unresponsive submission, responsive shall be sought, offered or permitted.

14) Evaluation & Tabulation of Technical Bid

a) Determination of Responsiveness

- a. The bid evaluation committee shall determine the responsiveness of a Bid on the basis of bidding document and the provisions of pre-qualification/ eligibility criteria of the bidding document.
- b. A responsive Bid is one that meets the requirements of the bidding document without any material deviation, reservation, or omission where: -
 - i. "deviation" is a departure from the requirements specified in the bidding document;
 - ii. "reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the bidding document; and
 - iii. "Omission" is the failure to submit part or all of the information or documentation required in the bidding document.
- c. A material deviation, reservation, or omission is one that,
 - i. if accepted, shall: -
 - 1. affect in any substantial way the scope, quality, or performance of the subject matter of procurement specified in the bidding documents; or
 - 2. limits in any substantial way, inconsistent with the bidding documents, the procuring entity's rights or the bidder's obligations under the proposed contract; or
 - ii. if rectified, shall unfairly affect the competitive position of other bidders presenting responsive Bids.
- d. The bid evaluation committee shall examine the technical aspects of the Bid in particular, to confirm that all requirements of bidding document have been met without any material deviation, reservation or omission.
- e. The procuring entity shall regard a Bid as responsive if it conforms to all requirements set out in the bidding document, or it contains minor deviations that do not materially alter or depart from the characteristics, terms, conditions and other requirements set out in the bidding document, or if it contains errors or oversights that can be corrected without touching on the substance of the Bid.

b) Non-material Non-conformities in Bids

- a. The bid evaluation committee may waive any non-conformities in the Bid that do not constitute a material deviation, reservation or omission, the Bid shall be deemed to be substantially responsive.
- b. The bid evaluation committee may request the bidder to submit the necessary information or document like audited statement of accounts/ CA Certificate,

Registration Certificate, ISO/ CMMi Certificates, etc. within a reasonable period of time. Failure of the bidder to comply with the request may result in the rejection of its Bid.

- c. The bid evaluation committee may rectify non-material nonconformities or omissions on the basis of the information or documentation received from the bidder under (b) above.

c) Technical Evaluation Criteria

Bids shall be evaluated based on the documents submitted as part of technical bid.

Technical bid shall contain all the documents as asked in the clause "Format and signing of Bids".

POC may be conducted for any item asked in tender document and if not found technically qualified, complete bid will be rejected.

d) Tabulation of Technical Bids

- a. If Technical Bids have been invited, they shall be tabulated by the bid evaluation committee in the form of a comparative statement to evaluate the qualification of the bidders against the criteria for qualification set out in the bidding document.
- b. The members of bid evaluation committee shall give their recommendations below the table as to which of the bidders have been found to be qualified in evaluation of Technical Bids and sign it.
- a. The number of firms qualified in technical evaluation, if less than three and it is considered necessary by the procuring entity to continue with the procurement process, reasons shall be recorded in writing and included in the record of the procurement proceedings.
- b. The bidders who qualified in the technical evaluation shall be informed in writing about the date, time and place of opening of their financial Bids.

15) Evaluation & Tabulation of Financial Bids

- a) The financial bids/ cover of bidders who qualify in technical evaluation shall be opened at the notified time, date and place by the members of the designated Procurement Committee in the presence of the bidders or their representatives who choose to be present. Alternatively, the bidders may also view the financial bid opening status/ process online at e-Procurement website.
- b) The process of opening of financial bids/ covers shall be similar to that of technical bids.
- c) The names of the bidders, the rates given by them and conditions put, if any, shall be read out and recorded.
- d) Conditional Bids are liable to be rejected;
- e) In order to decide the L1 bidder, Refer "Selection Method" at Point 12.
- f) To evaluate a bid, the tendering authority shall consider the following:-
 - a. the bid price as quoted in accordance with bidding document.
 - b. price adjustment for correction of arithmetic errors in accordance with bidding document.
- g) The evaluation shall include all costs and all taxes and duties applicable to the bidder as per law of the Central/ State Government/ Local Authorities.

- h) The offers shall be evaluated and marked L1, L2, L3 etc. based "Selection Method" as above. L1 being the lowest offer and then others in ascending order.
- i) The bid evaluation committee shall prepare a comparative statement in tabular form in accordance with rules along with its report on evaluation of financial Bids and recommend the lowest offer for acceptance to the procuring entity.
- j) The members of bids evaluation committee shall give their recommendations below the table regarding lowest Bid and sign it.
- k) It shall be ensured that the offer recommended for sanction is justifiable looking to the prevailing market rates of the goods, works or service required to be procured.

16) Correction of Arithmetic Errors in Financial Bids

The bid evaluation committee shall correct arithmetical errors in substantially responsive Bids, on the following basis, namely: -

- a) 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, unless in the opinion of the bid evaluation committee there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to clause (a) and (b) above.

17) Price/ purchase preference in evaluation

Price and/ or purchase preference notified by the State Government (GoR) and as mentioned in the bidding document shall be considered in the evaluation of Bids and award of contract.

18) Negotiations

- a) Except in case of procurement by method of single source procurement or procurement by competitive negotiations, to the extent possible, no negotiations shall be conducted after the pre-bid stage. All clarifications needed to be sought, shall be sought in the pre-bid stage itself.
- b) Negotiations may, however, be undertaken only with the lowest bidder when the rates are considered to be much higher than the prevailing market rates.
- c) The bid evaluation committee shall have full powers to undertake negotiations. Detailed reasons and results of negotiations shall be recorded in the proceedings.
- d) The lowest or most advantageous bidder shall be informed in writing either through messenger or by registered letter and e-mail (if available). A minimum time of seven days shall be given for calling negotiations. In case of urgency the bid evaluation committee, after recording reasons, may reduce the time, provided the lowest or most advantageous bidder has received the intimation and consented to regarding holding of negotiations.
- e) Negotiations shall not make the original offer made by the bidder inoperative. The bid evaluation committee shall have option to consider the original offer in case the bidder decides to increase rates originally quoted or imposes any new terms or conditions.

- f) In case of non-satisfactory achievement of rates from lowest or most advantageous bidder, the bid evaluation committee may choose to make a written counter offer to the lowest or most advantageous bidder and if this is not accepted by him/her, the committee may decide to reject and re-invite Bids or to make the same counter-offer first to the second lowest or most advantageous bidder, then to the third lowest or most advantageous bidder and so on in the order of their initial standing and work/ supply order be awarded to the bidder who accepts the counter-offer. This procedure shall be used in exceptional cases only.
- g) In case the rates even after the negotiations are considered very high, fresh Bids shall be invited.

19) Exclusion of Bids / Disqualification

- a) A procuring entity shall exclude/ disqualify a Bid, if: -
 - i. the information submitted, concerning the qualifications of the bidder, was false or constituted a misrepresentation; or
 - ii. the information submitted, concerning the qualifications of the bidder, was materially inaccurate or incomplete; and
 - iii. the bidder is not qualified as per pre-qualification/ eligibility criteria mentioned in the bidding document;
 - iv. the Bid materially departs from the requirements specified in the bidding document or it contains false information;
 - v. the bidder, submitting the Bid, his agent or any one acting on his behalf, gave or agreed to give, to any officer or employee of the procuring entity or other governmental authority a gratification in any form, or any other thing of value, so as to unduly influence the procurement process;
 - vi. a bidder, in the opinion of the procuring entity, has a conflict of interest materially affecting fair competition.
- b) A Bid shall be excluded/ disqualified as soon as the cause for its exclusion/ disqualification is discovered.
- c) Every decision of a procuring entity to exclude a Bid shall be for reasons to be recorded in writing and shall be: -
 - i. communicated to the concerned bidder in writing;
 - ii. published on the State Public Procurement Portal, if applicable.

20) Lack of Competition

- a) A situation may arise where, if after evaluation of Bids, the bid evaluation committee may end-up with one responsive Bid only. In such situation, the bid evaluation committee would check as to whether while floating the NIB all necessary requirements to encourage competition like standard bid conditions, industry friendly specifications, wide publicity, sufficient time for formulation of Bids, etc. were fulfilled. If not, the NIB would be re-floated after rectifying deficiencies. The bid process shall be considered valid even if there is one responsive Bid, provided that:-
 - i. the Bid is technically qualified;
 - ii. the price quoted by the bidder is assessed to be reasonable;
 - iii. the Bid is unconditional and complete in all respects;
 - iv. there are no obvious indicators of cartelization amongst bidders; and
 - v. the bidder is qualified as per the provisions of pre-qualification/ eligibility criteria in the bidding document

- b) The bid evaluation committee shall prepare a justification note for approval by the next higher authority of the procuring entity, with the concurrence of the accounts member.
- c) In case of dissent by any member of bid evaluation committee, the next higher authority in delegation of financial powers shall decide as to whether to sanction the single Bid or re-invite Bids after recording reasons.
- d) If a decision to re-invite the Bids is taken, market assessment shall be carried out for estimation of market depth, eligibility criteria and cost estimate.

21) Acceptance of the successful Bid and award of contract

- a) The procuring entity after considering the recommendations of the bid evaluation committee and the conditions of Bid, if any, financial implications, trials, sample testing and test reports, etc., shall accept or reject the successful Bid. If any member of the bid evaluation committee, has disagreed or given its note of dissent, the matter shall be referred to the next higher authority, as per delegation of financial powers, for decision.
- b) Decision on Bids shall be taken within original validity period of Bids and time period allowed to procuring entity for taking decision. If the decision is not taken within the original validity period or time limit allowed for taking decision, the matter shall be referred to the next higher authority in delegation of financial powers for decision.
- c) Before award of the contract, the procuring entity shall ensure that the price of successful Bid is reasonable and consistent with the required quality.
- d) A Bid shall be treated as successful only after the competent authority has approved the procurement in terms of that Bid.
- e) The procuring entity shall award the contract to the bidder whose offer has been determined to be the lowest or most advantageous in accordance with the evaluation criteria set out in the bidding document and if the bidder has been determined to be qualified to perform the contract satisfactorily on the basis of qualification criteria fixed for the bidders in the bidding document for the subject matter of procurement.
- f) Prior to the expiration of the period of bid validity, the procuring entity shall inform the successful bidder, in writing, that its Bid has been accepted.
- g) As soon as a Bid is accepted by the competent authority, its written intimation shall be sent to the concerned bidder by registered post or email and asked to execute an agreement in the format given in the bidding documents on a non-judicial stamp of requisite value and deposit the amount of performance security or a performance security declaration, if applicable, within a period specified in the bidding documents or where the period is not specified in the bidding documents then within fifteen days from the date on which the letter of acceptance or letter of intent is dispatched to the bidder.
- h) If the issuance of formal letter of acceptance is likely to take time, in the meanwhile a Letter of Intent (LOI) may be sent to the bidder. The acceptance of an offer is complete as soon as the letter of acceptance or letter of intent is posted and/ or sent by email (if available) to the address of the bidder given in the bidding document. Until a formal contract is executed, the letter of acceptance or LOI shall constitute a binding contract.
- i) The bid security of the bidders who's Bids could not be accepted shall be refunded soon after the contract with the successful bidder is signed and its performance security is obtained.

22) Information and publication of award

Information of award of contract shall be communicated to all participating bidders and/or published on the respective website(s) as specified in NIB.

23) Procuring entity's right to accept or reject any or all Bids

The Procuring entity reserves the right to accept or reject any Bid, and to annul (cancel) the bidding process and reject all Bids at any time prior to award of contract, without thereby incurring any liability to the bidders.

24) Right to Vary Quantities

- a) If the procuring entity does not procure any subject matter of procurement or procures less than the quantity specified in the bidding documents due to change in circumstances, the bidder shall not be entitled for any claim or compensation.
- b) Repeat orders for extra items or additional quantities may be placed on the rates and conditions given in the contract. Delivery or completion period may also be proportionately increased. The limits of repeat order shall be as under: -
 - i. 50% of the quantity of the individual items and 50% of the value of original contract in case of works; and
 - ii. 50% of the value of goods or services of the original contract.
 - iii. Such orders shall not be given for a period exceeding one month from the date of expiry of last supply* (delivery) made and also subject to the condition that price have since not reduced and purchase were not made on urgent basis.

*Last supply mean supply made under clause (b) above.

25) Performance Security

- a) Prior to execution of agreement, Performance security shall be solicited from all successful bidders except the departments of the State Government and undertakings, corporations, autonomous bodies, registered societies, co-operative societies which are owned or controlled or managed by the State Government and undertakings of the Central Government. However, a performance security declaration shall be taken from them. The State Government may relax the provision of performance security in particular procurement or any class of procurement.
- b) Two types of performance security shall be obtained from the successful bidder:
 - i. Fixed performance security: 2% of estimated cost of procurement. This performance security shall be obtained against the LOI and shall be remain with RISL upto the validity of RC period.
 - ii. Variable performance security: 3% of estimated cost of procurement. This performance security shall be obtained against the PO/Work order and shall be remain with RISL upto the expiry of the work order / contract.
- c) In case of Small Scale Industries (SSI) of Rajasthan, it shall be 0.5% of the estimated cost of procurement (Fixed performance security) and 0.5% (variable performance security) and in case of sick industries, other than SSI, whose cases are pending before the Board of Industrial and Financial Reconstruction (BIFR), it shall be 1.5% estimated cost of procurement (Fixed performance security) and 0.5% (Variable Performance security).
- d) Performance security shall be furnished in any one of the following forms: -
 - i. Bank Draft or Banker's Cheque of a scheduled bank;
 - ii. National Savings Certificates and any other script/ instrument under National Savings Schemes for promotion of small savings issued by a Post

- Office in Rajasthan, if the same can be pledged under the relevant rules. They shall be accepted at their surrender value at the time of bid and formally transferred in the name of procuring entity with the approval of Head Post Master;
- iii. Bank guarantee/s of a scheduled bank. It shall be got verified from the issuing bank. Other conditions regarding bank guarantee shall be same as mentioned in the bidding document for bid security;
 - iv. Fixed Deposit Receipt (FDR) of a scheduled bank. It shall be in the name of procuring entity on account of bidder and discharged by the bidder in advance. The procuring entity shall ensure before accepting the FDR that the bidder furnishes an undertaking from the bank to make payment/ premature payment of the FDR on demand to the procuring entity without requirement of consent of the bidder concerned. In the event of forfeiture of the performance security, the Fixed Deposit shall be forfeited along with interest earned on such Fixed Deposit.
- e) Performance security furnished in the form specified in clause [b.] to [e.] of (C) above shall remain valid for a period of 90 days beyond the date of completion of all contractual obligations of the bidder, including warranty obligations and maintenance and defect liability period.
 - f) Forfeiture of Security Deposit: Security amount in full or part may be forfeited, including interest, if any, in the following cases:-
 - i. When any terms and condition of the contract is breached.
 - ii. When the bidder fails to make complete supply satisfactorily.
 - iii. If the bidder breaches any provision of code of integrity, prescribed for bidders, specified in the bidding document.
 - g) Notice will be given to the bidder with reasonable time before PSD deposited is forfeited.
 - h) No interest shall be payable on the PSD.
 - i) The performance security under the NIB should be submitted as per RTPP Act 2013 and its amendments.

26) Execution of agreement

- a) A procurement contract shall come into force from the date on which the letter of acceptance or letter of intent is despatched to the bidder.
- b) The successful bidder shall sign the procurement contract within 15 days from the date on which the letter of acceptance or letter of intent is despatched to the successful bidder.
- c) If the bidder, who's Bid has been accepted, fails to sign a written procurement contract or fails to furnish the required performance security within specified period, the procuring entity shall take action against the successful bidder as per the provisions of the bidding document and Act. The procuring entity may, in such case, cancel the procurement process or if it deems fit, offer for acceptance the rates of lowest or most advantageous bidder to the next lowest or most advantageous bidder.
- d) The bidder will be required to execute the agreement on a non-judicial stamp of specified value at its cost and to be purchase from anywhere in Rajasthan only.

27) Confidentiality

- a) Notwithstanding anything contained in this bidding document but subject to the provisions of any other law for the time being in force providing for disclosure of information, a procuring entity shall not disclose any information if such disclosure, in its opinion, is likely to: -
 - i. impede enforcement of any law;
 - ii. affect the security or strategic interests of India;
 - iii. affect the intellectual property rights or legitimate commercial interests of bidders;
 - iv. affect the legitimate commercial interests of the procuring entity in situations that may include when the procurement relates to a project in which the procuring entity is to make a competitive bid, or the intellectual property rights of the procuring entity.
- b) The procuring entity shall treat all communications with bidders related to the procurement process in such manner as to avoid their disclosure to competing bidders or to any other person not authorised to have access to such information.
- c) The procuring entity may impose on bidders and sub-contractors, if there are any for fulfilling the terms of the procurement contract, conditions aimed at protecting information, the disclosure of which violates (a) above.
- d) In addition to the restrictions specified above, the procuring entity, while procuring a subject matter of such nature which requires the procuring entity to maintain confidentiality, may impose condition for protecting confidentiality of such information.

28) Cancellation of procurement process

- a) If any procurement process has been cancelled, it shall not be reopened but it shall not prevent the procuring entity from initiating a new procurement process for the same subject matter of procurement, if required.
- b) A procuring entity may, for reasons to be recorded in writing, cancel the process of procurement initiated by it –
 - i. at any time prior to the acceptance of the successful Bid; or
 - ii. after the successful Bid is accepted in accordance with (d) and (e) below.
- c) The procuring entity shall not open any bids or proposals after taking a decision to cancel the procurement and shall return such unopened bids or proposals.
- d) The decision of the procuring entity to cancel the procurement and reasons for such decision shall be immediately communicated to all bidders that participated in the procurement process.
- e) If the bidder whose Bid has been accepted as successful fails to sign any written procurement contract as required, or fails to provide any required security for the performance of the contract, the procuring entity may cancel the procurement process.
- f) If a bidder is convicted of any offence under the Act, the procuring entity may: -
 - i. cancel the relevant procurement process if the Bid of the convicted bidder has been declared as successful but no procurement contract has been entered into;
 - ii. rescind (cancel) the relevant contract or forfeit the payment of all or a part of the contract value if the procurement contract has been entered into between the procuring entity and the convicted bidder.

29) Code of Integrity for Bidders

- a) No person participating in a procurement process shall act in contravention of the code of integrity prescribed by the State Government.
- b) The code of integrity include provisions for: -
 - i. Prohibiting
 - i. any offer, solicitation or acceptance of any bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process;
 - ii. any omission, including a misrepresentation that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
 - iii. any collusion, bid rigging or anti-competitive behaviour to impair the transparency, fairness and progress of the procurement process;
 - iv. improper use of information shared between the procuring entity and the bidders with an intent to gain unfair advantage in the procurement process or for personal gain;
 - v. any financial or business transactions between the bidder and any officer or employee of the procuring entity;
 - vi. any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
 - vii. any obstruction of any investigation or audit of a procurement process;
 - ii. disclosure of conflict of interest;
 - iii. disclosure by the bidder of any previous transgressions with any entity in India or any other country during the last three years or of any debarment by any other procuring entity.
- c) Without prejudice to the provisions below, in case of any breach of the code of integrity by a bidder or prospective bidder, as the case may be, the procuring entity may take appropriate measures including: -
 - i. exclusion of the bidder from the procurement process;
 - ii. calling-off of pre-contract negotiations and forfeiture or encashment of bid security;
 - iii. forfeiture or encashment of any other security or bond relating to the procurement;
 - iv. recovery of payments made by the procuring entity along with interest thereon at bank rate;
 - v. cancellation of the relevant contract and recovery of compensation for loss incurred by the procuring entity;
 - vi. debarment of the bidder from participation in future procurements of the procuring entity for a period not exceeding three years.

30) Interference with Procurement Process

A bidder, who: -

- a) withdraws from the procurement process after opening of financial bids;
- b) withdraws from the procurement process after being declared the successful bidder;
- c) fails to enter into procurement contract after being declared the successful bidder;

- d) fails to provide performance security or any other document or security required in terms of the bidding documents after being declared the successful bidder, without valid grounds, shall, in addition to the recourse available in the bidding document or the contract, be punished with fine which may extend to fifty lakh rupees or ten per cent of the assessed value of procurement, whichever is less.

31) Appeals

- a) Subject to "Appeal not to lie in certain cases" below, if any bidder or prospective bidder is aggrieved that any decision, action or omission of the procuring entity is in contravention to the provisions of the Act or the rules or guidelines issued thereunder, he may file an appeal to such officer of the procuring entity, as may be designated by it for the purpose, within a period of 10 days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:
 - a. Provided that after the declaration of a bidder as successful in terms of "Award of Contract", the appeal may be filed only by a bidder who has participated in procurement proceedings:
 - b. Provided further that in case a procuring entity evaluates the technical Bid before the opening of the financial Bid, an appeal related to the matter of financial Bid may be filed only by a bidder whose technical Bid is found to be acceptable.
- b) The officer to whom an appeal is filed under (a) above shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within 30 days from the date of filing of the appeal.
- c) If the officer designated under (a) above fails to dispose of the appeal filed under that sub-section within the period specified in (b) above, or if the bidder or prospective bidder or the procuring entity is aggrieved by the order passed, the bidder or prospective bidder or the procuring entity, as the case may be, may file a second appeal to an officer or authority designated by the State Government in this behalf within 15 days from the expiry of the period specified in (b) above or of the date of receipt of the order passed under (b) above, as the case may be.
- d) The officer or authority to which an appeal is filed under (c) above shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within 30 days from the date of filing of the appeal:
- e) The officer or authority to which an appeal may be filed under (a) or (d) above shall be:
: <First Appellate Authority: Commissioner & Special Secretary, IT&C, GoR>
: <Second Appellate Authority: Secretary (Budget), Finance Department, GoR>
- f) Form of Appeal:
 - i. Every appeal under (a) and (c) above shall be as per Annexure-16 along with as many copies as there are respondents in the appeal.
 - ii. Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.
 - iii. Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorised representative.
- g) Fee for Appeal: Fee for filing appeal:

- i. Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- ii. The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank payable in the name of Appellate Authority concerned.
- h) Procedure for disposal of appeal:
 - i. The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
 - ii. On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-
 - i. hear all the parties to appeal present before him/her; and
 - ii. peruse or inspect documents, relevant records or copies thereof relating to the matter.
 - iii. After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
 - iv. The order passed under (c) shall also be placed on the State Public Procurement Portal.
- i) No information which would impair the protection of essential security interests of India, or impede the enforcement of law or fair competition, or prejudice the legitimate commercial interests of the bidder or the procuring entity, shall be disclosed in a proceeding under an appeal.

32) Stay of procurement proceedings

While hearing of an appeal, the officer or authority hearing the appeal may, on an application made in this behalf and after affording a reasonable opportunity of hearing to the parties concerned, stay the procurement proceedings pending disposal of the appeal, if he/she, or it, is satisfied that failure to do so is likely to lead to miscarriage of justice.

33) Vexatious Appeals & Complaints

Whoever intentionally files any vexatious, frivolous or malicious appeal or complaint under the "The Rajasthan Transparency Public Procurement Act 2012", with the intention of delaying or defeating any procurement or causing loss to any procuring entity or any other bidder, shall be punished with fine which may extend to twenty lakh rupees or five per cent of the value of procurement, whichever is less.

34) Offenses by Firms/ Companies

- a) Where an offence under "The Rajasthan Transparency Public Procurement Act 2012" has been committed by a company, every person who at the time the offence was committed was in charge of and was responsible to the company for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of having committed the offence and shall be liable to be proceeded against and punished accordingly:
- b) Provided that nothing contained in this sub-section shall render any such person liable for any punishment if he/she proves that the offence was committed without his/her knowledge or that he/she had exercised all due diligence to prevent the commission of such offence.

- c) Notwithstanding anything contained in (a) above, where an offence under this Act has been committed by a company and it is proved that the offence has been committed with the consent or connivance of or is attributable to any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also be deemed to be guilty of having committed such offence and shall be liable to be proceeded against and punished accordingly.
- d) For the purpose of this section-
 - i. “company” means a body corporate and includes a limited liability partnership, firm, registered society or co- operative society, trust or other association of individuals; and
 - ii. “director” in relation to a limited liability partnership or firm, means a partner in the firm.
- e) Abetment of certain offenses: Whoever abets an offence punishable under this Act, whether or not that offence is committed in consequence of that abetment, shall be punished with the punishment provided for the offence.

35) Debarment from Bidding

- a) A bidder shall be debarred by the State Government if he has been convicted of an offence:
 - i. under the Prevention of Corruption Act, 1988 (Central Act No. 49 of 1988); OR
 - ii. under the Indian Penal Code, 1860 (Central Act No. 45 of 1860) or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
- b) A bidder debarred under (a) above shall not be eligible to participate in a procurement process of any procuring entity for a period not exceeding three years commencing from the date on which he was debarred.
- c) If a procuring entity finds that a bidder has breached the code of integrity prescribed in terms of “Code of Integrity for bidders” above, it may debar the bidder for a period not exceeding three years.
- d) Where the entire bid security or the entire performance security or any substitute thereof, as the case may be, of a bidder has been forfeited by a procuring entity in respect of any procurement process or procurement contract, the bidder may be debarred from participating in any procurement process undertaken by the procuring entity for a period not exceeding three years.
- e) The State Government or a procuring entity, as the case may be, shall not debar a bidder under this section unless such bidder has been given a reasonable opportunity of being heard.

36) Monitoring of Contract

- a) An officer or a committee of officers named Contract Monitoring Committee (CMC) may be nominated by procuring entity to monitor the progress of the contract during its delivery period.
- b) During the delivery period the CMC shall keep a watch on the progress of the contract and shall ensure that quantity of goods and service delivery is in proportion to the total delivery period given, if it is a severable contract, in which the delivery of the goods and service is to be obtained continuously or is batched. If the entire quantity of goods



and service is to be delivered in the form of completed work or entire contract like fabrication work, the process of completion of work may be watched and inspections of the selected bidder's premises where the work is being completed may be inspected.

- c) If delay in delivery of goods and service is observed a performance notice would be given to the selected bidder to speed up the delivery.
- d) Any change in the constitution of the firm, etc. shall be notified forth with by the contractor in writing to the procuring entity and such change shall not relieve any former member of the firm, etc., from any liability under the contract.
- e) No new partner/ partners shall be accepted in the firm by the selected bidder in respect of the contract unless he/ they agree to abide by all its terms, conditions and deposits with the procuring entity through a written agreement to this effect. The bidder's receipt for acknowledgement or that of any partners subsequently accepted as above shall bind all of them and will be sufficient discharge for any of the purpose of the contract.
- f) The selected bidder shall not assign or sub-let his contract or any substantial part thereof to any other agency without the permission of procuring entity.

8. GENERAL TERMS AND CONDITIONS OF TENDER & CONTRACT

Bidders should read these conditions carefully and comply strictly while sending their bids.

Definitions:

For the purpose of clarity, the following words and expressions shall have the meanings hereby assigned to them: -

- a) "Contract" means the Agreement entered into between the Purchaser and the successful/ selected bidder, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- b) "Contract Documents" means the documents listed in the Agreement, including any amendments thereto.
- c) "Contract Price" means the price payable to the successful/ selected bidder as specified in the Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
- d) "Day" means a calendar day.
- e) "Delivery" means the transfer of the Goods from the successful/ selected bidder to the Purchaser in accordance with the terms and conditions set forth in the Contract.
- f) "Completion" means the fulfilment of the related services by the successful/ selected bidder in accordance with the terms and conditions set forth in the Contract.
- g) "Goods" means all of the commodities, raw material, machinery and equipment, and/or other materials that the successful/ selected bidder is required to supply to the Purchaser under the Contract.
- h) "Purchaser" means the entity purchasing the Goods and related services, as specified in the bidding document.
- i) "Related Services" means the services incidental to the supply of the goods, such as insurance, installation, training and initial maintenance and other similar obligations of the successful/ selected bidder under the Contract.
- j) "Subcontractor" means any natural person, private or government entity, or a combination of the above, including its legal successors or permitted assigns, to whom any part of the Goods to be supplied or execution of any part of the related services is subcontracted by the successful/ selected bidder.
- k) "Supplier/ Successful or Selected bidder" means the person, private or government entity, or a combination of the above, whose Bid to perform the Contract has been accepted by the Purchaser and is named as such in the Agreement, and includes the legal successors or permitted assigns of the successful/ selected bidder.
- l) "The Site," where applicable, means the designated project place(s) named in the bidding document.

Note: The bidder shall be deemed to have carefully examined the conditions, specifications, size, make and drawings, etc., of the goods to be supplied and related services to be rendered. If the bidder has any doubts as to the meaning of any portion of these conditions or of the specification, drawing, etc., he shall, before submitting the Bid and signing the contract refer the same to the procuring entity and get clarifications.



1. Contract Documents

Subject to the order of precedence set forth in the Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory.

2. Interpretation

- a) If the context so requires it, singular means plural and vice versa.
- b) Entire Agreement: The Contract constitutes the entire agreement between the Purchaser and the Supplier/ Selected bidder and supersedes all communications, negotiations and agreements (whether written or oral) of parties with respect thereto made prior to the date of Contract.
- c) Amendment: No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.
- d) Non-waiver: Subject to the condition (f) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.
- e) Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.
- f) Severability: If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

3. Language

- a) The Contract as well as all correspondence and documents relating to the Contract exchanged by the successful/ selected bidder and the Purchaser, shall be written in English language only. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the special conditions of the contract, in which case, for purposes of interpretation of the Contract, this translation shall govern.
- b) The successful/ selected bidder shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.

4. Joint Venture, Consortium or Association

Joint venture, consortium, or association is not allowed for this bid.

5. Eligible Goods and Related Services

- a) For purposes of this Clause, the term "goods" includes commodities, raw material, machinery, equipment, and industrial plants; and "related services" includes services such as insurance, transportation, supply, installation, integration, testing, commissioning, training, and initial maintenance.
- b) All articles/ goods being bid, other than those marked in the Bill of Material (BoM) should be the ones which are produced in volume and are used by a large number of users in India/ abroad. All products quoted by the successful/ selected bidder must be

associated with specific make and model number, item code and names and with printed literature describing configuration and functionality. Any deviation from the printed specifications should be clearly mentioned in the offer document by the bidder/ supplier.

- c) The OEM/ Vendor of the quoted product must have its own registered spares depot in India having adequate inventory of the equipment being quoted for providing the necessary spares to meet warranty clause.
- d) The OEM/ Vendor of the quoted product should also have its direct representation in India in terms of registered office for at least past 4 years. The presence through any Distribution/ System Integration partner agreement will not be accepted.
- e) Bidder must quote products in accordance with above clause "Eligible goods and related services".

6. Notices

- a) Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the contract. The term "in writing" means communicated in written form with proof of dispatch and receipt.
- b) A Notice shall be effective when delivered or on the Notice's effective date, whichever is later.

7. Governing Law

The Contract shall be governed by and interpreted in accordance with the laws of the Rajasthan State/ the Country (India), unless otherwise specified in the contract.

8. Scope of Supply

- a) Subject to the provisions in the bidding document and contract, the goods and related services to be supplied shall be as specified in the bidding document.
- b) Unless otherwise stipulated in this document, the quantity and specifications are for minimum quantity and configuration respectively. The bidder may supply higher configuration.
- c) Unless otherwise stipulated in the Contract, the scope of supply shall include all such items not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining delivery and completion of the goods and related services as if such items were expressly mentioned in the Contract.
- d) The bidder shall not quote and supply hardware/ software that is likely to be declared as End of Sale and End of Service/ Support for the period as mentioned in BoM (Annexure -1) from the last date of bid submission. OEMs are required to mention this in the MAF for all the quoted hardware/ software. If any of the hardware/ software is found to be declared as End of Sale/ Service/ Support, then the bidder shall replace all such hardware/ software with the latest ones having equivalent or higher specifications without any financial obligation to the purchaser.

9. Delivery & Installation

- a) Subject to the conditions of the contract, the delivery of the goods and completion of the related services shall be in accordance with the delivery and completion schedule specified in the bidding document. The details of supply/ shipping and other documents to be furnished by the successful/ selected bidder are specified in the bidding document and/ or contract.

- b) The contract for the supply can be repudiated at any time by the purchase officer, if the supplies are not made to his satisfaction after giving an opportunity to the bidder of being heard and recording the reasons for repudiation.
- c) The Supplier/ Selected Bidder shall arrange to supply, install and commission the ordered materials/ system as per specifications within the specified delivery/ completion period at various departments and/ or their offices/ locations mentioned in the PO/ WO.
- d) Shift/change of place of Installation: The user will be free to shift/change the place of installation prior to installation within the same city /town/ district/ division. The successful/ selected bidder shall physically shift equipments/ software/ components to new location and carry out installation at new location (location details will be provided by the purchaser as and when required) at no extra cost to purchaser.

10. Supplier's/ Selected Bidder's Responsibilities

The Supplier/ Selected Bidder shall supply all the goods and related services included in the scope of supply in accordance with the provisions of bidding document and/ or contract.

11. Purchaser's Responsibilities

- a) Whenever the supply of goods and related services requires that the Supplier/ Selected Bidder obtain permits, approvals, and import and other licenses from local public authorities, the Purchaser shall, if so required by the Supplier/ Selected Bidder, make its best effort to assist the Supplier/ Selected Bidder in complying with such requirements in a timely and expeditious manner.
- b) The Purchaser shall pay all costs involved in the performance of its responsibilities, in accordance with the general and special conditions of the contract.

12. Contract Price

- a) The Contract Price shall be paid as specified in the contract subject to any additions and adjustments thereto, or deductions there from, as may be made pursuant to the Contract.
- b) Prices charged by the Supplier/ Selected Bidder for the Goods delivered and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier/ Selected Bidder in its bid, with the exception of any price adjustments authorized in the special conditions of the contract.

13. Recoveries from Supplier/ Selected Bidder

- a) Recovery of liquidated damages, short supply, breakage, rejected articles shall be made ordinarily from bills.
- b) The Purchase Officer shall withhold amount to the extent of short supply, broken/ damaged or for rejected articles unless these are replaced satisfactorily. In case of failure to withhold the amount, it shall be recovered from his dues and performance security deposit available with RISL.
- c) The balance, if any, shall be demanded from the Supplier/ Selected Bidder and when recovery is not possible, the Purchase Officer shall take recourse to law in force.

14. Taxes & Duties

- a) The TDS, GST etc., if applicable, shall be deducted at source/paid by RISL as per prevailing rates.

- b) For goods supplied from outside India, the successful/ selected bidder shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the country.
- c) For goods supplied from within India, the successful/ selected bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- d) If any tax exemptions, reductions, allowances or privileges may be available to the successful/ selected bidder in India, the Purchaser shall use its best efforts to enable the successful/ selected bidder to benefit from any such tax savings to the maximum allowable extent.

15. Copyright

The copyright in all drawings, design documents, source code and other materials containing data and information furnished to the Purchaser by the Supplier/ Selected Bidder herein shall remain vested in the Purchaser, or, if they are furnished to the Purchaser directly or through the Supplier/ Selected Bidder by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party.

16. Confidential Information

- a) The Purchaser and the Supplier/ Selected Bidder shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any drawings, documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract.
- b) The Supplier/ Selected Bidder may furnish to its Subcontractor, if permitted, such documents, data, and other information it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier/ Selected Bidder shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier/ Selected Bidder.
- c) The Purchaser shall not use such documents, data, and other information received from the Supplier/ Selected Bidder for any purposes unrelated to the Contract. Similarly, the Supplier/ Selected Bidder shall not use such documents, data, and other information received from the Purchaser for any purpose other than the design, procurement, or other work and services required for the performance of the Contract.
- d) The obligation of a party under sub-clauses above, however, shall not apply to information that: -
 - i. the Purchaser or Supplier/ Selected Bidder need to share with RISL or other institutions participating in the Contract;
 - ii. now or hereafter enters the public domain through no fault of that party;
 - iii. can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or
 - iv. otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality.

- e) The above provisions shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the supply or any part thereof.
- f) The provisions of this clause shall survive completion or termination, for whatever reason, of the Contract.

17. Sub-contracting

- a) The bidder shall not assign or sub-let his contract or any substantial part thereof to any other agency without the permission of Purchaser/ Tendering Authority.
- b) If permitted, the selected bidder shall notify the Purchaser, in writing, of all subcontracts awarded under the Contract, if not already specified in the Bid. Subcontracting shall in no event relieve the Supplier/ Selected Bidder from any of its obligations, duties, responsibilities, or liability under the Contract.
- c) Subcontracts, if permitted, shall comply with the provisions of bidding document and/or contract.

18. Specifications and Standards

- a) All articles supplied shall strictly conform to the specifications, trademark laid down in the bidding document and wherever articles have been required according to ISI/ ISO/ other applicable specifications/ certifications/ standards, those articles should conform strictly to those specifications/ certifications/ standards. The supply shall be of best quality and description. The decision of the competent authority/ purchase committee whether the articles supplied conforms to the specifications shall be final and binding on the supplier/ selected bidder.
- b) Technical Specifications and Drawings
 - i. The Supplier/ Selected Bidder shall ensure that the goods and related services comply with the technical specifications and other provisions of the Contract.
 - ii. The Supplier/ Selected Bidder shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.
 - iii. The goods and related services supplied under this Contract shall conform to the standards mentioned in bidding document and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the country of origin of the Goods.
- c) Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the bidding document. During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Purchaser and shall be treated in accordance with the general conditions of the contract.
- d) The supplier/ selected bidder must certify that all the goods are new, unused, and of the agreed make and models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

- e) The supplier/ selected bidder should further warrant that the Goods shall be free from defects arising from any act or omission of the supplier/ selected bidder or arising from design, materials, and workmanship, under normal use in the conditions prevailing in the place of final destination.

19. Packing and Documents

- a) The Supplier/ Selected Bidder shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme atmospheric temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit.
- b) The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the contract, and in any other instructions ordered by the Purchaser.

20. Insurance

- a) The Goods supplied under the Contract shall be fully insured against loss by theft, destruction or damage incidental to manufacture or acquisition, transportation, storage, fire, flood, under exposure to weather and delivery at the designated project locations, till handover of the project is achieved. The insurance charges will be borne by the supplier and Purchaser will not be required to pay such charges if incurred.
- b) The goods will be delivered at the FOR destination in perfect condition.
- c) The successful bidder shall be responsible for storage, security and insurance of the all the material / equipment's under VC infrastructure. In case of any theft / burnt / damage etc. cases, the bidder has to replace the equipment in working conditions without any extra cost to purchaser. If any equipment's are beyond repairable / burnt case, the bidder shall either repair or replace the item with the same or higher capacity at no extra cost to the purchaser. The specifications, make and model of the equipment's shall be submitted to RISL for approval, before deploying the same.

21. Transportation

The supplier/ selected bidder shall be responsible for transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible.

22. Inspection

- a) The Purchase Officer or his duly authorized representative shall at all reasonable time have access to the supplier's/ selected bidder's premises and shall have the power at all reasonable time to inspect and examine the materials and workmanship of the goods/ equipment/ machineries during manufacturing process or afterwards as may be decided.
- b) The supplier/ selected bidder shall furnish complete address of the premises of his factory, office, go-down and workshop where inspection can be made together with name and address of the person who is to be contacted for the purpose.

- c) After successful inspection, it will be suppliers/ selected bidder's responsibility to dispatch and install the equipment at respective locations without any financial liability to the Purchaser. However, supplies when received at respective locations shall be subject to inspection to ensure whether they conform to the specification.

23. Samples

- a) When notified by the Purchaser to the supplier/ bidder/ selected bidder, Bids for articles/ goods marked in the BoM shall be accompanied by four sets of samples of the articles quoted properly packed. Such samples if submitted personally will be received in the office. A receipt will be given for each sample by the officer receiving the samples. Samples if sent by train, etc., should be despatched freight paid and the R/R or G.R. should be sent under a separate registered cover. Samples for catering/ food items should be given in a plastic box or in polythene bags at the cost of the bidder.
- b) Each sample shall be marked suitably either by written on the sample or on a slip of durable paper securely fastened to the sample, the name of the bidder and serial number of the item, of which it is a sample in the schedule.
- c) Approved samples would be retained free of cost upto the period of six months after the expiry of the contract. RISL shall not be responsible for any damage, wear and tear or loss during testing, examination, etc., during the period these samples are retained.

The Samples shall be collected by the supplier/ bidder/ selected bidder on the expiry of stipulated period. RISL shall in no way make arrangements to return the samples. The samples uncollected within 9 months after expiry of contract shall be forfeited by RISL and no claim for their cost, etc., shall be entertained.

- d) Samples not approved shall be collected by the unsuccessful bidder. RISL will not be responsible for any damage, wear and tear, or loss during testing, examination, etc., during the period these samples are retained. The uncollected samples shall be forfeited and no claim for their cost, etc., shall be entertained.
- e) Supplies when received may be subject to inspection to ensure whether they conform to the specifications or with the approved samples. Where necessary or prescribed or practical, tests shall be carried out in Government laboratories, reputed testing house like STQC (ETDC) and the like and the supplies will be accepted only when the articles conform to the standard of prescribed specifications as a result of such tests.
- f) The supplier/ selected bidder shall at its own expense and at no cost to the Purchaser carry out all such tests and/ or inspections of the Goods and Related Services as are specified in the bidding document.

24. Drawl of Samples

In case of tests, wherever feasible, samples shall be drawn in four sets in the presence of supplier/ bidder/ selected bidder or his authorised representative and properly sealed in their presence. Once such set shall be given to them, one or two will be sent to the laboratories and/ or testing house and the third or fourth will be retained in the office for reference and record.

25. Testing charges

Testing charges shall be borne by the Government. In case, test results showing that supplies are not upto the prescribed standards or specifications, the testing charges shall be payable by the selected bidder.

26. Rejection

- a) Articles not approved during inspection or testing shall be rejected and will have to be replaced by the selected bidder at his own cost within the time fixed by the Purchase Officer.
- b) If, however, due to exigencies of work, such replacement either in whole or in part, is not considered feasible, the Purchase Officer after giving an opportunity to the selected bidder of being heard shall for reasons to be recorded, deduct a suitable amount from the approved rates. The deduction so made shall be final.
- c) The rejected articles shall be removed by the supplier/ bidder/ selected bidder within 15 days of intimation of rejection, after which Purchase Officer shall not be responsible for any loss, shortage or damage and shall have the right to dispose of such articles as he thinks fit, at the selected bidder's risk and on his account.

27. Payments

- a) Unless otherwise agreed between the parties, payment for the delivery of the stores will be made on submission of bill in proper form by the bidder to the Purchase Officer in accordance with G.F.& A.R all remittance charges will be borne by the bidder.
- b) In case of disputed items, disputed amount shall be withheld and will be paid on settlement of the dispute.
- c) Payment in case of those goods which need testing shall be made only when such tests have been carried out, test results received conforming to the prescribed specification.

28. Liquidated Damages (LD)

- a) In case of extension in the delivery period with liquidated damages the recovery shall be made on the basis of following percentages of value of which the bidder has failed to supply/commence services: -
 - delay up to one fourth period of the prescribed delivery period: 2.5%
 - delay exceeding one fourth but not exceeding half of the prescribed period: 5.0%
 - delay exceeding half but not exceeding three fourth of the prescribed period: 7.5%
 - delay exceeding three fourth of the prescribed period: 10%
- b) Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.
- c) The maximum amount of liquidated damages shall be 10% of the contract value.
- d) If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance, he shall apply in writing to the authority, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
- e) Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.

- f) Bidders must make their own arrangements to obtain import license, if necessary. If a bidder imposes conditions which are in addition to or in conflict with the conditions mentioned herein, his bid is liable to summary rejection. In any case none of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of bid issued by the Purchase Officer.

29. Authenticity of Equipment

- a) The selected bidder shall certify (as per Annexure-8) that the supplied goods are brand new, genuine/ authentic, not refurbished, conform to the description and quality as specified in this bidding document and are free from defects in material, workmanship and service.
- b) If during the contract period, the said goods be discovered counterfeit/ unauthentic or not to conform to the description and quality aforesaid or have determined (and the decision of the Purchase Officer in that behalf will be final and conclusive), notwithstanding the fact that the purchaser may have inspected and/ or approved the said goods, the purchaser will be entitled to reject the said goods or such portion thereof as may be discovered not to conform to the said description and quality, on such rejection the goods will be at the selected bidder's risk and all the provisions relating to rejection of goods etc., shall apply. The selected bidder shall, if so called upon to do, replace the goods etc., or such portion thereof as is rejected by Purchase Officer, otherwise the selected bidder shall pay such damage as may arise by the reason of the breach of the condition herein contained. Nothing herein contained shall prejudice any other right of the Purchase Officer in that behalf under this contract or otherwise.
- c) Goods accepted by the purchaser in terms of the contract shall in no way dilute purchaser's right to reject the same later, if found deficient in terms of the this clause of the contract.

30. Warranty

- a) The bidder must supply all items with comprehensive on-site valid warranty for the period of as mentioned in BoM (Annexure –1).
- b) The bidder shall submit a certificate/ undertaking from the respective OEMs as specified in BoM (Annexure –1), mentioning the fact that the goods supplied are covered under comprehensive warranty & support for the prescribed period.
- c) The purchaser shall give a written notice to the selected bidder stating the nature of any defect together with all available evidence thereof, promptly following the discovery thereof. The purchaser shall afford all reasonable opportunity for the selected bidder to inspect such defects. Upon receipt of such notice, the selected bidder shall expeditiously cause to repair the defective goods or parts thereof or replace the defective goods or parts thereof with brand new genuine/ authentic ones having similar or higher specifications from the respective OEM, at no cost to the Purchaser. Any goods repaired or replaced by the selected bidder shall be delivered at the respective location without any additional costs to the purchaser.
- d) The selected bidder shall either repair or replace the defective goods or parts thereof with brand new genuine/ authentic ones having similar or higher specifications from the respective OEM as per the time period specified under clause "Service Level Agreement (SLA)"

- e) If having been notified, the selected bidder fails to remedy the defect within the period specified, the purchaser shall impose penalty as specified in RFP.
- f) During the warranty period, the bidder shall also be responsible to ensure adequate and timely availability of spare parts needed for repairing the supplied goods.

31. Patent Indemnity

- a) The supplier/ selected bidder shall, subject to the Purchaser's compliance with sub-clause (b) below, indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of: -

- i. the installation of the Goods by the supplier/ selected bidder or the use of the Goods in the country where the Site is located; and
- ii. the sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the supplier/ selected bidder, pursuant to the Contract.

- b) If any proceedings are brought or any claim is made against the Purchaser arising out of the matters referred to above, the Purchaser shall promptly give the supplier/ selected bidder a notice thereof, and the supplier/ selected bidder may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- c) If the supplier/ selected bidder fails to notify the Purchaser within thirty (30) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Purchaser shall be free to conduct the same on its own behalf.
- d) The Purchaser shall, at the supplier's/ selected bidder's request, afford all available assistance to the supplier/ selected bidder in conducting such proceedings or claim, and shall be reimbursed by the supplier/ selected bidder for all reasonable expenses incurred in so doing.
- e) The Purchaser shall indemnify and hold harmless the supplier/ selected bidder and its employees, officers, and Subcontractors (if any) from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the supplier/ selected bidder may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Purchaser.

32. Limitation of Liability

Except in cases of gross negligence or willful misconduct: -

- a) neither party shall be liable to the other party for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier/ selected bidder to pay liquidated damages to the Purchaser; and
- b) the aggregate liability of the supplier/ selected bidder to the Purchaser, whether under the Contract, in tort, or otherwise, shall not exceed the amount specified in the Contract, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier/ selected bidder to indemnify the Purchaser with respect to patent infringement.

33. Force Majeure

- a) The supplier/ selected bidder shall not be liable for forfeiture of its PSD, LD, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b) For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the supplier/ selected bidder that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the supplier/ selected bidder. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- c) If a Force Majeure situation arises, the supplier/ selected bidder shall promptly notify the RISL in writing of such conditions and cause thereof within 15 days of occurrence of such event. Unless otherwise directed by RISL, the supplier/ selected bidder shall continue to perform its obligations under the contract as far as reasonably practical.
- d) If the performance in whole or part or any obligation under the contract is prevented or delayed by any reason of Force Majeure for a period exceeding 60 days, either party at its option may terminate the contract without any financial repercussion on either side.
- e) In case a Force Majeure situation occurs with the DoIT&C or RISL, the DoIT&C or RISL may take the case with the supplier/ selected bidder on similar lines.

34. Change Orders and Contract Amendments

- a) The Purchaser may at any time order the supplier/ selected bidder through Notice in accordance with clause "Notices" above, to make changes within the general scope of the Contract in any one or more of the following: -
 - i. drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
 - ii. the method of shipment or packing;
 - iii. the place of delivery; and
 - iv. the related services to be provided by the supplier/ selected bidder.
- b) If any such change causes an increase or decrease in the cost of, or the time required for, the supplier's/ selected bidder's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery and Completion Schedule, or both, and the Contract shall accordingly should be amended. Any claims by the supplier/ selected bidder for adjustment under this clause must be asserted within thirty (30) days from the date of the supplier's/ selected bidder's receipt of the Purchaser's change order.

- c) Prices to be charged by the supplier/ selected bidder for any related services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier/ selected bidder for similar services.

35. Termination

a) Termination for Default

- i. The tender sanctioning authority of RISL may, without prejudice to any other remedy for breach of contract, by a written notice of default of at least 30 days sent to the supplier/ selected bidder, terminate the contract in whole or in part:
 - a. If the supplier/ selected bidder fails to deliver any or all quantities of the service within the time period specified in the contract, or any extension thereof granted by RISL; or
 - b. If the supplier/ selected bidder fails to perform any other obligation under the contract within the specified period of delivery of service or any extension granted thereof; or
 - c. If the supplier/ selected bidder, in the judgement of the Purchaser, is found to be engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the contract.
 - d. If the supplier/ selected bidder commits breach of any condition of the contract.
- ii. If RISL terminates the contract in whole or in part, amount of PSD may be forfeited.
- iii. Before cancelling a contract and taking further action, advice of senior most finance person available in the office and of legal adviser or legal assistant posted in the office, if there is one, may be obtained.

b) Termination for Insolvency

RISL may at any time terminate the Contract by giving a written notice of at least 30 days to the supplier/ selected bidder, if the supplier/ selected bidder becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the supplier/ selected bidder, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to RISL.

c) Termination for Convenience

- i. RISL, by a written notice of at least 30 days sent to the supplier/ selected bidder, may terminate the Contract, in whole or in part, at any time for its convenience. The Notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the supplier/ selected bidder under the Contract is terminated, and the date upon which such termination becomes effective.
- ii. Depending on merits of the case the supplier/ selected bidder may be appropriately compensated on mutually agreed terms for the loss incurred by the contract if any due to such termination.
- iii. The Goods that are complete and ready for shipment within twenty-eight (28) days after the supplier's/ selected bidder's receipt of the Notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:
 - a. To have any portion completed and delivered at the Contract terms and prices; and/or

- b. To cancel the remainder and pay to the supplier/ selected bidder an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the supplier/ selected bidder.

36. Exit Management

a) Preamble

- i. The word 'parties' include the procuring entity and the selected bidder.
- ii. This Schedule sets out the provisions, which will apply on expiry or termination of the Project Implementation and Operations and Management of SLA.
- iii. In the case of termination of the Project Implementation and/ or Operation and Management SLA due to illegality, the Parties shall agree at that time whether, and if so during what period, the provisions of this Schedule shall apply.
- iv. The Parties shall ensure that their respective associated entities carry out their respective obligations set out in this Exit Management Schedule.

b) Transfer of Assets

- i. The selected bidder may continue work on the assets for the duration of the exit management period which may be a <six months> period from the date of expiry or termination of the agreement, if required by RISL to do so. During this period, the selected bidder will transfer all the assets in good working condition and as per the specifications of the bidding document including the ones being upgraded to the department/ designated agency. The security deposit/ performance security submitted by selected bidder will only be returned after the successful transfer of the entire project including its infrastructure.
- ii. The selected bidder, if not already done, will transfer all the Software Licenses under the name of the department as desired by the procuring entity during the exit management period.
- iii. RISL during the project implementation phase and the operation and management phase shall be entitled to serve notice in writing to the selected bidder at any time during the exit management period requiring the selected bidder to provide DoIT&C/RISL or its nominated agencies with a complete and up-to-date list of the assets within 30 days of such notice.
- iv. Upon service of a notice, as mentioned above, the following provisions shall apply: -
 - a. In the event, if the assets which to be transferred to RISL mortgaged to any financial institutions by the selected bidder, the selected bidder shall ensure that all such liens and liabilities have been cleared beyond any doubt, prior to such transfer. All documents regarding the discharge of such lien and liabilities shall be furnished to RISL or its nominated agencies.
 - b. All title of the assets to be transferred to RISL or its nominated agencies pursuant to clause(s) above shall be transferred on the last day of the exit management period. All expenses occurred during transfer of assets shall be borne by the selected bidder.
 - c. That on the expiry of this clause, the selected bidder and any individual assigned for the performance of the services under this clause shall handover or cause to be handed over all confidential information and all other related material in its possession, including the entire established infrastructure supplied by selected bidder to RISL.

- d. That the products and technology delivered to RISL during the contract term or on expiry of the contract duration should not be sold or re-used or copied or transferred by selected bidder to other locations apart from the locations mentioned in the this bidding document without prior written notice and approval of RISL. Supplied hardware, software & documents etc., used by selected bidder for RISL shall be the legal properties of RISL.
- c) Cooperation and Provision of Information during the exit management period
 - i. The selected bidder will allow RISL or its nominated agencies access to the information reasonably required to define the current mode of operation associated with the provision of the services to enable RISL or its nominated agencies to assess the existing services being delivered.
 - ii. The selected bidder shall provide access to copies of all information held or controlled by them which they have prepared or maintained in accordance with the Project Implementation, the Operation and Management SLA and SOWs relating to any material aspect of the services provided by the selected bidder. RISL or its nominated agencies shall be entitled to copy all such information comprising of details pertaining to the services rendered and other performance data. The selected bidder shall permit RISL or its nominated agencies and/ or any replacement operator to have reasonable access to its employees and facilities as reasonably required by RISL or its nominated agencies to understand the methods of delivery of the services employed by the selected bidder and to assist appropriate knowledge transfer.
- d) Confidential Information, Security and Data

The selected bidder will promptly on the commencement of the exit management period supply to RISL or its nominated agencies the following:

 - i. Documentation relating to Intellectual Property Rights;
 - ii. Project related data and confidential information;
 - iii. All current and updated data as is reasonably required for purposes of RISL or its nominated agencies transitioning the services to its replacement selected bidder in a readily available format nominated by RISL or its nominated agencies; and
 - iv. All other information (including but not limited to documents, records and agreements) relating to the services reasonably necessary to enable RISL or its nominated agencies, or its replacement operator to carry out due diligence in order to transition the provision of the services to RISL or its nominated agencies, or its replacement operator (as the case may be).
 - v. Before the expiry of the exit management period, the selected bidder shall deliver to RISL or its nominated agencies all new or up-dated materials from the categories set out above and shall not retain any copies thereof, except that the selected bidder shall be permitted to retain one copy of such materials for archival purposes only.
- e) Transfer of certain agreements
 - i. On request by Procuring entity or its nominated agencies, the selected bidder shall effect such assignments, transfers, innovations, licenses and sub-licenses as Procuring entity or its nominated agencies may require in favour of procuring entity or its nominated agencies, or its replacement operator in

relation to any equipment lease, maintenance or service provision agreement between selected bidder and third party leasers, operators, or operator, and which are related to the services and reasonably necessary for carrying out of the replacement services by RISL or its nominated agencies, or its replacement operator.

- ii. Right of Access to Premises: At any time during the exit management period and for such period of time following termination or expiry of the SLA, where assets are located at the selected bidder's premises, the selected bidder will be obliged to give reasonable rights of access to (or, in the case of assets located on a third party's premises, procure reasonable rights of access to RISL or its nominated agencies, and/ or any replacement operator in order to inventory the assets.
- f) General Obligations of the selected bidder
- i. The selected bidder shall provide all such information as may reasonably be necessary to effect as seamless during handover as practicable in the circumstances to RISL or its nominated agencies or its replacement operator and which the operator has in its possession or control at any time during the exit management period.
 - ii. The selected bidder shall commit adequate resources to comply with its obligations under this Exit Management Clause.
- g) Exit Management Plan
- i. The selected bidder shall provide RISL or its nominated agencies with a recommended exit management plan ("Exit Management Plan") which shall deal with at least the following aspects of exit management in relation to the SLA as a whole and in relation to the Project Implementation, the Operation and Management SLA and SOWs.
 - ii. A detailed program of the transfer process that could be used in conjunction with a replacement operator including details of the means to be used to ensure continuing provision of the services throughout the transfer process or until the cessation of the services and of the management structure to be used during the transfer; and
 - iii. Plans for the communication with such of the selected bidder's, staff, suppliers, customers and any related third party as are necessary to avoid any material detrimental impact on RISL operations as a result of undertaking the transfer; and
 - iv. If applicable, proposed arrangements and Plans for provision of contingent support in terms of business continuance and hand holding during the transition period, to RISL or its nominated agencies, and Replacement Operator for a reasonable period, so that the services provided continue and do not come to a halt.
 - v. The Bidder shall re-draft the Exit Management Plan annually after signing of contract to ensure that it is kept relevant and up to date.
 - vi. Each Exit Management Plan shall be presented by the selected bidder to and approved by RISL or its nominated agencies.



- vii. In the event of termination or expiry of SLA, Project Implementation, Operation and Management SLA or SOWs each party shall comply with the Exit Management Plan.
- viii. During the exit management period, the selected bidder shall use its best efforts to deliver the services.
- ix. Payments during the Exit Management period shall be made in accordance with the Terms of Payment Clause.
- x. It would be the responsibility of the selected bidder to support new operator during the transition period.

9. **SPECIAL TERMS AND CONDITIONS OF TENDER & CONTRACT**

1. **Price Fall Clause:**

The prices charged for the material supplied under the Rate contract by the bidder shall in no event exceed the lowest price at which the bidder sells the material or offer to sell material of identical description to any person(s)/organization(s) including the Purchaser or any Department of the Central Government or any Department of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all Supply Orders placed during the currency of Rate Contract is completed. If at any time during the said period, the Bidder reduces the Sale price, sells or offers to sell such material to any person(s)/ organization(s) including the Purchaser or any Statutory undertaking of the Central or a State Government, as the case may be, at a price lower than the price chargeable under this Contract, he shall forthwith notify such reduction or Sale or offer of Sale to RISL/Indenting Dept. and the price payable under the Contract for the material supplied after the date of coming into force of such reduction or sale or offer of sale stand correspondingly reduced. The above stipulation will, however, not apply to:

- a) Export/deemed Export by the bidder
- b) Sale of Goods as Original Equipment prices lower than the price charged for normal replacement.

Sale of goods at lower price on or after the date of completion of sale/placement of order of goods by the authority concerned, under the existing or previous Rate Contracts as also under any previous contracts entered into with the Central or the State Government Departments including new undertakings (excluding joint sector companies and or private parties) and bodies.

2. **Service Level Standards/ Requirements/ Agreement:**

Sl. No.	Service Description	Reporting Period	Target Service Level	Penalty	Remarks
1	Resolution of downtime of supplied equipments (Sr. No. 11)	Bi-annual	99.5%	5% of Bi-annual payment of CAPEX charges, on drop of each 0.5% OR part thereof.	The maximum penalty shall not be more than the 25% total CAPEX cost of the component.
2	Resolution of downtime of newly supplied equipments (except Sr No. 11, 12, 13)	Bi-annual	Within 24 hours of lodging/ intimation of complaint or failure through email, phone, NMS, etc.	0.5% of the equipment cost per 72 Hours or part thereof per equipment after 72 hours	Maximum penalty shall not be more than the 25% total CAPEX cost of the component.
3	VC Session Conduction (Applicable for Sr. No. 1, 2, & 3)	Bi-annual	100%	Rs. 5000/- per session per unsuccessful end point. The penalty shall be applicable after	

Sl. No.	Service Description	Reporting Period	Target Service Level	Penalty	Remarks
				completion of 72 Hrs of equipment failure as per SLA in Sr. No. 2.	

Note:

1. The faulty equipment needs to be collected from respective location by the selected bidder for AMC/RMA and the repaired/replaced equipment shall be deployed by the selected bidder at respective location. The request of RMA/service for the equipment should be done through web portal/email/NMS etc. The SLA shall be calculated accordingly.
2. Any downtime due to passive components (Sr. No. 12 & 13 of Annexure -1) shall be considered against the active VC/WiFi component.
3. The delay in attending the VC services/IT products due to reasons not attributable to the SI (e.g., Network down, premises locked etc) shall be excluded from the SLA.
4. In case penalty reaches maximum in one year for aforementioned SLA, the purchaser may invoke termination clause as per RFP.

ANNEXURE-1: BILL OF MATERIAL (BOM)

S. No.	Item Description	Quantity	Unit	MAF Required	Period of Onsite OEM Comprehensive Warranty	Period of Onsite Bidder Comprehensive Warranty
1	Room VC Setup	150	Nos	Yes	5 years	NA
2	Compact VC setup	300	Nos	Yes	5 years	NA
3	Integrated VC setup	300	Nos	Yes	5 years	NA
4	Video IP Phone	500	Nos	Yes	5 years	NA
5	Coloured IP Phone	500	Nos	Yes	5 years	NA
6	Standard IP Phone	2000	Nos	Yes	5 years	NA
7	LED Display - 65"	100	Nos	Yes	3 years	2 years
8	LED Display - 85"	100	Nos	Yes	3 years	2 years
9	Interactive Display - 85"	10	Nos	Yes	3 years	2 years
10	WiFi Access Points	1400	Nos	Yes	5 years	NA
11	24-port Fiber SFP+ Switch	2	Nos	Yes	5 years	NA
12	Standard PoE+ Injector with power chord	1400	Nos	Yes	NA	5 years
13	Cat6 Cable with laying in casing/ conduit	35000	Nos	Yes	NA	5 years
14	Streaming Switcher - RGB Link Mini Pro 3rd generation	3	Nos	No	NA	5 years
15	USB Audio Interface - Focusrite Scarlett 2i2 4th Gen	3	Nos	No	NA	5 years

Note:

1. The bidder has to ensure that supplied item should be in compliance with *Land Border clause* of Government of India.
2. The item 12 & 13 will be primarily used for installation of access points.
3. All the supplied Hardware/ Software should be Interoperable, IPv6 ready and in compliance with the policies/ guidelines issued by DeITY, Gol in this regard.
4. Also, the bidder is to quote/propose only one make/ model against the respective item.
5. Bidder shall provide all hardware /software/License / accessories for Installation of equipment's mentioned in BOM.



6. The Device (Sr. No. 1 to 6) should be registered on our existing call manager. The BoM items should integrate seamlessly on our existing RajVC system.

ANNEXURE-2: TECHNICAL SPECIFICATIONS

Any additional components, sub-components, assemblies, sub-assemblies that may be required to meet the desired performance requirements will have to be provisioned by the SI at no additional cost.

Item No 1: (VC Setup with 5-year warranty)

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of specs attached
Make Offered			
Model Offered			
Mandatory Certifications	ISO 9001 Manufacturer, CE/UL		
General	The system should be with Codec, HD 1080p 60fps camera with 12x optical zoom or higher, Mic, Touch panel, required cables and power supply.		
Video: Video Standards	H.263/H.264 and any other required standard/ protocol or higher		
	H.264 in an Encrypted call		
	1080p resolution when sending or receiving two live video sources e.g., Presenter and Presentation or better.		
Video Frame Rate	Should provide 60 fps with 1080p resolution video encode and decode or better.		
Video Output	Should have at least 2 No's of 4K (HDMI/DVI) Video output. It should also support both Video and Content i.e., Dual Monitor Support. One HDMI/DVI to VGA convertor should be supplied for connecting projectors.		
	It should be capable to support minimum dual screen, one for content/self-view and one for remote site.		
	It should be able to do content sharing (PPT, MS WORD, PDF, EXCEL documents, multimedia files etc) during the video conference.		
Video Input	The system should have 2x HDMI Video Input ports to connect two cameras if required. However, one camera should be supplied day one. System should have capability to connect 1080p and 720p camera with full functionalities as mentioned in the camera specifications.		
	System should have HDMI/DVI input to connect PC/ Laptop directly to the Video conferencing system. HDMI/DVI and VGA cable (min. 3 meter each) should be supplied along with the codec. One HDMI/DVI to VGA convertor should be supplied.		
Audio: Audio standards supported	G.711, G.722 or equivalent standard or higher must be supported.		
Other Desirable features	Noise Reduction, Automatic Gain control, Acoustic Echo Canceller		
Audio Inputs	Should support minimum 2 Microphones, one with min. 7.5-meter cord and other with 15-meter cord should be supplied with each endpoint. If 15-meter cable is not		

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of specs attached
	possible than microphone should support cascading (daisy-chain) to reach 15 meters.		
	Noise and Echo Cancellation for every input must be available.		
External devices	The unit should be supplied with Wired/Wireless Touch Panel from same OEM		
Network Interfaces	1 x LAN /Ethernet--10/100/1000 Mbps full duplex		
	Should support IPv4 and IPv6.		
Presentation Sharing	It should be possible to share presentation through Laptop/PC		
Network Capabilities	Should be capable of Packet Loss/bandwidth congestion based down speeding		
	Auto Network Address Translation (NAT) support		
Security: Menu Control	Password protected system menu		
Encryption of video call	ITU-T standards-based Encryption of the video call		
	Call should be encrypted end-to-end on IP		
	Should support AES Encryption		
Camera	Minimum 12x optical zoom		
	1080 resolution @ 60fps or better		
	The Camera, Mic, touch panel and codec should be supplied by the same OEM.		
	Should have at least 70 degrees field of view (horizontal)		
USB Passthrough Mode	It should be possible to connect the Codec (directly or via external device) to a PC/Laptop and Make use of Camera, Mic and Display to work with any Soft Client applications such as Webex, Zoom, MS Teams, etc		
Directory services	Should support Local and Global directories		
	Should support LDAP (Active directory) protocols for directory transfer		

Item No 2: (Compact VC setup)

Features	Specifications	Compliance (YES/NO)	Pg. No. of Tech. specs attached
Make Offered			
Model Offered			
Mandatory Certifications	ISO 9001 Manufacturer, CE/UL		
Video Standards	Latest video standards H.264, Should support 30 fps with 1080p resolution, Should support H.239 and BFCP protocols		
Video Features	Ability to send and receive two live simultaneous video sources in a single call, so that the image from the main camera and PC or document camera can be seen simultaneously.		

	The system must have the ability to pair with laptop for sending content without any wires to the VC system. In case the above feature is not available natively, then additional components can be provided to achieve this.		
Video Input	Should have at least 1 x integrated camera and Must have 1 additional HDMI inputs to connect two laptops/PC/Camera for presentations.		
	Should support the ability to view and share presentations at a resolution upto 3840 x 2160 at 15 fps or better		
Video Output	Should have at least 2 no.'s of HDMI output to connect Full High-Definition display devices such as plasma and projectors for both Video and Content. (Dual Monitor Support). The codec should support upto 4K60fps resolution on both Video Outputs.		
Audio Inputs	Should have Integrated 4-element beamforming microphone array		
	Should support Additional 1 Microphone inputs to connect to table mics and one additional table top mic should be supplied day one. The pickup of the microphones should be at least 10 feet from the microphone.		
	Should support content Audio Sharing via HDMI Input.		
	Should support Bluetooth Audio		
Audio Outputs	The speaker should be in built. Should support HDMI audio output		
Audio standards & feature supported	G.711, G.722, AAC-LD or better. Automatic Gain control, Acoustic Echo Canceller, Active Lip synchronization		
Network Interfaces	1 LAN /Ethernet--10/100/1000 Mbps full duplex Wi-Fi 802.11a/b/g/n/ac 2.4 GHz/5 GHz for calls		
Network Bandwidth & Capabilities	H323/SIP upto 6 Mbps point-to-point. Packet Loss Based Downsampling		
H.323/ IP Features	QoS, IP adaptive bandwidth management (including flow control), Auto Gatekeeper discovery, 802.1X network authentication, System should support IPv4 and IPv6 from day one, Should support URL Dialling, Support for H.245 DTMF tones in H.323		
Menu Control	Password protected system menu		
Encryption of video call	ITU-T standards based Encryption of the video call, Call should be encrypted end-to-end on IP		
	Should support Standards-based: H.235 v3 and AES Encryption via Automatic key generation and exchange. The same should be available in a call with Video with presentation (dual video)		
Management	System Management using HTTPS and SSH		
Camera	10 MP Camera with 1920 x 1080 pixels progressive @ 30fps, Should have at least 120 degrees Horizontal field of view and 90 degrees vertical field of view		

	It should support Speaker Tracking and Suto Framing.		
	The Camera and codec should be from the same manufacturer.		
Directory services	Should support Local and Global directories		
	Should support LDAP and H.350 protocols for directory transfer.		
User Interface	The unit must be supplied with Wired/Wireless Touch Panel from same OEM		
USB Passthrough	It should be possible to connect the device (directly or via external device) to a PC/Laptop and Make use of Camera, Mic and Display to work with any Soft Client applications such as Webex, Zoom, MS Teams, Google Meet, etc		

Item No 3: (Integrated VC setup)

Features	Specification	Compliance (YES/NO)	Pg. No. of Tech. specs attached
Make Offered			
Model Offered			
General	Should be an integrated system with at least 23 inch or higher 1080p LED/LCD/TFT screen, 1080p or higher Camera, Mics and speakers for wide band audio output. The Codec should be a part of the unit.		
	LED/LCD/TFT screen should be a touch screen to provide a touch interface to the user.		
	Must support IPv4 and IPv6 from day one.		
	The display should work as PC/Laptop Display when not in a call, and should allow working on PC and Attending calls simultaneously.		
	Must have the following touch buttons for ease of use 1. Mute/Unmute 2. Volume Increase/Decrease		
Video Standards	Should support minimum H.264/H.323 and SIP Protocol		
	System must support desktop sharing H.323 and SIP calls		
Video Frame Rate	System should support Video stream upto Full HD 1080p30 and Content stream upto Full HD 1080p30		
Video Features	System must have ability to send and receive two live simultaneous video sources in a single call.		
	System must support layout control for video and presentation on a single LED/LCD screen.		
Video Input	Should have HDMI input to connect PC/ Laptop directly to the Video Conferencing System and display a resolution upto 1080p.		

	Should also have USB-C Display port with resolution upto 1080p60.		
	The user must be able to toggle between the Laptop/PC mode and the Video Conferencing mode at a push of button/icon.		
Dual Stream	System must support H.239 and BFCP for resolutions upto 1080p		
Audio Input	The unit should support Internal microphone array for speech USB headset Bluetooth headset		
Audio Output	The Unit Should Support Integrated High-quality speakers with directional audio USB headset & Bluetooth headset		
Wireless Content Sharing	System should support Wireless Content Sharing and allow sharing content from PC/Laptop		
Audio Features	Audio System : The system should have two stereo front speakers with inbuilt microphones, wideband speakers.		
	G.722, G.711, AAC-LD or better		
Other Features	Noise Reduction/Echo Cancellation, Automatic Gain control		
Bandwidth Requirement	Upto 6 Mbps Point to Point		
Network Interfaces	1 x LAN /Ethernet--10/100/1000		
	Must support 802.11a/b/g/n/ac 2.4 GHz and 5 GHz		
	Must support Bluetooth for connecting Bluetooth headsets		
SIP/H.323/ IP Features	Must support Standard based Packet loss recovery algorithm to handle packet loss.		
	Must Support QoS		
	Must Support URL Dialing		
	Must Support SIP and H.323		
Security Features	Should have password protected system menu		
	Encryption of video call: ITU-T standards based Encryption of the video call using Advanced Encryption Standard (AES)		
	Call should be encrypted end-to-end on IP calls		
Camera	8MP image sensor, supports up to 30 fps with privacy shutter		
	60 degree's horizontal field of View		
	50 degree's vertical field of view		
	Automatic focus, brightness and white balance		
	Camera On LED indicator		
Directory Service	Automatic tilt adjustment		
	Should support Local and Global directories		
	Should support LDAP and H.350 protocols for directory transfer.		

Item No 4: (Video IP Phone)

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Make Offered			
Model Offered			
Mandatory Certifications	ISO 9001 Manufacturer, FCC, UL 60950/IEC 60950		
Phone Features	<ul style="list-style-type: none"> ➤ 7.0" or higher IPS LED touch screen Display with integrated video camera and supporting resolution of 1024x600 or better pixel ➤ Should have Intuitive user interface and keypad/touch screen for quick access to all IP phone and video services ➤ Should have HD full duplex speaker phone and dedicated headset port 		
Calling Features	<ul style="list-style-type: none"> ➤ Should provide the directory services to the user by displaying the missed, received and dialled call details including the caller ID and calling time ➤ Call Transfer ➤ Call Hold ➤ Call Forwarding ➤ Call Park ➤ Group call pickup ➤ Call Conference ➤ Redial ➤ Speed dial 		
Interoperability with existing setup	<ul style="list-style-type: none"> ➤ Interoperability with Cisco Call Manager 12.5 or higher ➤ Interoperability with Cisco MSE-8000 MCU and Cisco Meeting Server 		
Protocol Support	<ul style="list-style-type: none"> ➤ The phone should be a SIP/OPEN SIP based ➤ The phone should be IPv4 & IPv6 ready on day 1 ➤ Bluetooth & Wifi enabled 		
Audio & Video Codes Support	It should support G.711, G.729a, H.264 AVC with 1080p30		
Configuration Management	Configuration update via TFTP/HTTP		
Power	<ul style="list-style-type: none"> ➤ Should support IEEE 802.3at/af PoE ➤ Supply through external OEM AC Power Adapter 		
Interfaces	<ul style="list-style-type: none"> ➤ Two 10/100/1000 BASE-T RJ-45 Ethernet ports (IEEE 802.3) one for the LAN connection and the other for connecting to PC/laptop. ➤ Should have USB ports ➤ Supply with 3 Mtr. Factory crimped Cat 6 patch cord meeting ISO/IEC 11801, 2002, TIA568-C.2 specification/ standards. 		

Item No 5: (Coloured IP Phone)

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Make Offered			
Model Offered			
Mandatory Certifications	ISO 9001 Manufacturer, FCC, UL 60950/IEC 60950		
Phone Features	<ul style="list-style-type: none"> ➤ 4" or higher LCD colour Display and supporting resolution of 480x272 or better pixel ➤ Should have HD full duplex speaker phone and dedicated headset port ➤ Password based keypad lock 		
Calling Features	<ul style="list-style-type: none"> ➤ Should provide the directory services to the user by displaying the missed, received and dialled call details including the caller ID and calling time ➤ Call Transfer ➤ Call Hold ➤ Call Forwarding ➤ Call Park ➤ Group call pickup ➤ Call Conference ➤ Redial ➤ Speed dial 		
Function Keys	➤ Should have 4 or more programmable line keys (either Hard or Soft).		
Interoperability with existing setup	Interoperability with Cisco Call Manager 12.5 or higher		
Protocol Support	<ul style="list-style-type: none"> ➤ The phone should be a SIP/OPEN SIP based ➤ The phone should be Ipv4 & Ipv6 ready on day 1 		
Audio Codes Support	It should support G.711, G.729a/b		
Configuration Management	Configuration update via TFTP/HTTP		
Power	<ul style="list-style-type: none"> ➤ Should support IEEE 802.3at/af PoE ➤ Supply through external OEM AC Power Adapter 		
Interfaces	<ul style="list-style-type: none"> ➤ Two 10/100/1000BASE-T RJ-45 Ethernet ports (IEEE 802.3) one for the LAN connection and the other for connecting to PC/laptop. ➤ Supply with 3 Mtr. factory crimped Cat 6 patch cord meeting ISO/IEC 11801, 2002, TIA568-C.2 specification/ standards. 		

Item No 6: (Standard IP Phone)

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Make Offered			
Model Offered			
Mandatory Certifications	ISO 9001 Manufacturer, FCC, UL 60950/IEC 60950		

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Phone Features	<ul style="list-style-type: none"> ➤ 2 Line LCD display with 128x30 or better pixel resolution ➤ Should have full duplex speaker phone and dedicated headset port ➤ Password based keypad lock 		
Calling Features	<ul style="list-style-type: none"> ➤ Should provide the directory services to the user by displaying the missed, received and dialled call details including the caller ID and calling time ➤ Call Transfer ➤ Call Hold ➤ Call Forwarding ➤ Call Park ➤ Group call pickup ➤ Call Conference ➤ Redial ➤ Speed dial 		
Interoperability with existing setup	Interoperability with Cisco Call Manager 12.5 or higher		
Protocol Support	<ul style="list-style-type: none"> ➤ The phone should be a SIP/Open SIP based ➤ The phone should be IPv4 & IPv6 ready day 1 		
Audio Codes Support	It should support G.711, G.729a/b		
Configuration Management	Configuration update via TFTP/HTTP		
Power	<ul style="list-style-type: none"> ➤ Should support IEEE 802.3at/af PoE ➤ Supply through external OEM AC Power Adapter 		
Interfaces	<ul style="list-style-type: none"> ➤ Two 10/100BASE-T RJ-45 Ethernet ports (IEEE 802.3) one for the LAN connection and the other for connecting to PC/laptop ➤ Supply with 3 Mtr. factory crimped Cat 6 patch cord meeting ISO/IEC 11801, 2002, TIA568-C.2 specification/ standards. 		

Item No 7: (LED Display - 65")

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of specs attached
Make Offered			
Model Offered			
Size	65" LED		
Resolution	3840*2160 (UHD)		
Brightness	500 nits or better		
Panel Technology	IPS/VA		
Viewing Angle	178 or better		
Display Colours	1.07 billion		
Color Gamut	90% or higher		

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of specs attached
Audio	Should have in-built stereo speakers with total at least 20W sound output		
Input	HDMI 2.0 x 3, USB 2.0 x 1		
Output	Line level Audio Out – 3.5mm Jack/ Bluetooth Audio Connectivity		
Duty Cycle	24x7		
Special feature	UHD signage with Built-in Software, Smart Share, Web Browser, Button Lock, Plug Play, Screencast		
External Control & connectivity	RJ45, WiFi, Bluetooth		
Mounting	Wall Mount, all required accessories has to be supply for installation		
Certificates	BIS, UL		
Compliance	ROHS		
Warranty	3 years comprehensive on site OEM warranty		

Item No 8: (LED Display - 85")

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of specs attached
Make Offered			
Model Offered			
General	UHD color display screen of minimum 85" (diagonal) with 4K professional display unit with required cables and connectors.		
Fitting	The screen should be supplied with wall mount kit		
Brightness	500 nit or better		
Contrast Ratio	1000:1 or better		
Viewing Angle (Horizontal/ Vertical)	178 / 178° or better		
Response Time (G-to-G)	10 ms or better		
Display Color	1 billion or better		
Input	At least 2 HDMI, USB 2.0/3.0,		
Output	Line level Audio Out – 3.5mm Jack/ Bluetooth Audio Connectivity		
External Control	RS232C, RJ45		
Speaker	Should have in-built stereo speakers		
Power	Power Supply: AC 100 - 240 V, 50/60 Hz Stand By Power Consumption: less than 1 W		
Remote Control	Wireless remote control with each display unit		
Compliance	ROHS		
Certification	UL, BIS certification		
Warranty	3 years comprehensive on-site OEM warranty		

Item No 9: (Interactive Display - 85")

Particulars	Description of minimum requirement	Compliance (Yes/No)	Pg. No. of specs attached
Make Offered			
Model Offered			
Screen Size & Resolution	86" or Higher, 3840 x 2160 (UHD)		
Brightness	Minimum 400 nits or better		
Contrast Ratio	1100:1 or Higher		
Viewing Angle (H x V)	178 x 178		
Surface Treatment	Anti-glare treatment or similar, 7 Mohs and 8H Hardness, Haze 25%		
Built in Touch type	IR spread /P Cap/Incell/In glass		
Touch Accuracy	±1mm or less		
Air Gap Between LCD Module & Glass	Minimum 1 mm or less		
Protection Glass Thickness	3T (Anti-Glare) or Higher		
Multi touch point	Min 40 Points or Higher		
Min Input ports	2xHDMI, 4xUSB (Out of which min 2xUSB3.0), 1xaudio, 1xOPS slot, 1xUSB Type C port		
Min Output Ports	1xHDMI and 1xAudio		
External Control	RS232C, RJ45		
Operating System Support	Windows 10/11/Linux/Mac/Android		
Google CTS	Compatible/Approved to smooth interface		
Interactive Features	White Board & Standard Interactive features		
	Writing, Pen,		
	Palm Eraser		
	Screen Capture		
	Storage		
	Tool Bar		
	Air Class for Online test/Quiz		
	USB Block feature for safety		
	Dual Pen support		
	Bluetooth connectivity		
Built in Standard OS	Android 13.0 (EDLA) or better		
Key Hardware Features	Minimum Internal Memory (64GB), RAM DDR 8GB or higher, Quad Core Processors and GPU, USB Block		
Key Software Features	Screen Share/Mira cast to Connect TAB/Mobile, Web Browser, Wi-Fi, Apple Airplay		

	inbuilt, Booting Logo Image Change Option, Able to connect and show upto 9 devies wirelessly on screen, DMS software option from same OEM of display, PIP, PBP, Wake on LAN, Able to open and work on minimum 4 applications side by side on one screen at a time.		
PCB Protective Coating	Conformal Coating on PCB to prevent from Humidity, Dust & Iron Particles		
Power Supply	100-240V~, 50/60Hz		
Built in Audio Power	30W (15W x 2) or higher		
Product Quality Certifications	BIS, UL		
Accessory	Remote Controller (include battery 2ea), Power Cord, QSG, Touch Pen (2)		
Warranty	3 year OEM warranty		
Bracket	Wall mount		

Item No 10: (WiFi Access Points)

Item	Description of requirement	Compliance (Yes/No)	Pg No of specification attached
Make Offered			
Model Offered			
Hardware Type	Access Points proposed must include radios for 2.4 GHz and 5 GHz.		
Ports	Should have 1x 10/100/1000 Mbps interface 1 x dedicated console port and 1 x USB port.		
WLAN Standard	Must support 2x2 multi user -multiple-input multiple-output (MU-MIMO) with two spatial streams. Must support 8 or more 802.11ax OFDMA Resource Units.		
	Must support 802.11b/g/n/ac & 802.11ax on 2.4 and 5 GHz radios simultaneously.		
	Must support data rates up to 570 Mbps on 2.4Ghz and upto 1200 Mbps on 5Ghz radio.		
	Must support 40 & 80 MHz wide channels in 5 GHz.		
RF Management	Must support EIRP as per WPC norm Must incorporate radio resource management for power, channel, coverage hole detection and performance optimization		
	Access Point must have intelligence to analyse and detect different wifi interference and take corrective action for self-healing and self-optimized network.		
	Access point should support technology to increase the downlink performance to 802.11n clients, providing improved coverage and throughput to existing clients		

Power and Environmental	Access Point must be having integrated internal or external antenna.		
	Geographic orientation/Mounting flexibility – tilt angle for pole, wall, and roof mounting units.		
	The Access point shall be rated for operation over an ambient temperature range of 0° to 50°C		
	Access point should be power with POE or POE+. Power Chord/adaptor should be provided.		
Functionality & Security	Access point should be unified and able to work as Standalone, With Controller/Inbuilt controller and sensor for WIDS/WIPS functionality.		
	Real Time packet capture on the AP's without disconnecting the client.		
	Access Point should support Real-time spectrum intelligence capabilities through additional licences if required in future.		
	The AP should come with standard OEM warranty (at least lifetime warranty for 5 years).		

Item No 11: (24-port Fiber SFP+ Switch)

S. No.	Description of requirement	Compliance (Yes/No)	Pg No of specification attached
Make Offered			
Model Offered			
1	Shall be 1RU, 19" Rack Mountable fully managed switch		
2	24 SFP+ ports (10G) populated with single mode LR transceiver. 4 40G fiber uplink ports populated with 2 single mode LR transceivers and 2 single mode ER transceivers.		
3	1 RJ-45 (serial RS-232C) or USB micro-B console port		
4	16 GB MB flash, 16 GB DRAM		
5	Shall have switching capacity of 1.25 Tbps for providing non-blocking performance on all Gigabit ports		
6	Shall have at least 950 million pps switching throughput to achieve wire-speed forwarding on all Gigabit ports		
7	IEEE 802.1D Spanning Tree Protocol, IEEE 802.1w Rapid Spanning Tree Protocol and IEEE 802.1s Multiple Spanning Tree Protocol		
8	IEEE 802.3ad Link Aggregation Control Protocol (LACP) up to eight links (ports) per group		
9	MAC address table size of 32000 entries		
10	Shall support Jumbo frames to improve the performance of large data transfers		
11	Internet Group Management Protocol (IGMP), IEEE 802.1AB Link Layer Discovery Protocol (LLDP), Multicast Listener Discovery (MLD) snooping		

12	IPv6 host and Dual stack (IPv4/IPv6) support to provide transition mechanism from IPv4 to IPv6		
13	Access Control Lists (ACL) for traffic filtering		
14	Source-port filtering or equivalent feature to allow only specified ports to communicate with each other		
15	Traffic prioritization based on IP address, IP Type of Service (ToS), Layer 3 protocol, TCP/UDP port number, source port, and DiffServ		
16	IEEE 802.1x to provide port-based user authentication		
17	Web-based authentication to provide a browser-based environment to configure and monitor		
18	Port security to allow access only to specified MAC addresses		
19	Configuration through the CLI, console, Telnet/SSH and browser-based management GUI (SSL)		
20	SNMPv1, v2, and v3 and Remote monitoring, (RMON) support, sFlow (RFC 3176) or equivalent for traffic analysis		
21	TFTP and Secure FTP support.		
22	RADIUS/TACACS+ for switch security access administration		
23	Network Time Protocol (NTP) or Precision Time Protocol (PTP) or equivalent support		
24	Operating temperature of 0°C to 40°C		
25	2 field-replaceable and hot-swappable power supplies		
26	2 field-replaceable and hot-swappable fans		
27	The OEM should be listed in Gartner Magic Leaders Quadrant for Enterprise Wired and Wireless LAN Infrastructure published in year 2024 OR later.		

Item No 12: (Standard PoE+ Injector with power chord)

S. No.	Item	Description of Requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Make Offered à				
Model Offeredà				
1	Features	Auto-detects the required power supply; Plug and Play, no configuration required;		
2	Interface	2 10/100/1000Mbps RJ45 Port; AUTO Negotiation/AUTO MDI/MDIX; 1 48VDC POWER INPUT PORT		
3	Protocol	IEEE802.3af, IEEE802.3at		

Item No 13: (Cat6 Cable with laying in casing/conduit)

S. No.	Item	Description of Requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
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Make Offered				
Model Offered				
1	Features	Unshielded Twisted Pair, Category 6, TIA / EIA 568.C.2, ISO/IEC 11801, 23 AWG solid bare copper conductor		
2	Mechanical Characteristics	Polyethylene insulation/LSZH		
3	Operating Temperature	0 Deg. C to +60 Deg. C Operating temperature, Frequency tested up to Minimum 250 MHz		
4	Features	Box of 305 meters Packing, 45ns MAX. Delay Skew		
5		Attenuation (dB/100m) - 36 MAX. at 250MHz		
6	Laying of Cat6 in casing/ conduit	Laying in ISI Marked PVC Pipe / casing with required "L" shape joints with clips and clamps		

Item No 14: (Streaming Switcher - RGB Link Mini Pro 3rd generation)

S. No.	Item	Description of Requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Make Offered				
Model Offered				
1	Connectors	Input: 4×HDMI-A (4K@60), Output: 2×HDMI-A, 2×USB-A		
2	Features	<ul style="list-style-type: none"> Built-in LCD for video preview and touch menu operation. AUTO and WIPE Switch mode available. 5-direction joystick and toggle for controlling PTZ camera (IP VISCA Protocol supported) Support RTMP(S) network streaming up to 2 platforms USB output supports YUY2 and MJPEG format, which can be recognized as webcam for streaming. Mix for 4-channel HDMI embedded and 2-channel external audio 		
3	Audio	Input: 2×3.5mm mini-Jack, Output: 1×3.5mm mini-Jack		
4	Network Connectivity	RJ45		
5	Temperature	0 to 60 degree		

Item No 14: (USB Audio Interface - Focusrite Scarlett 2i2 4th Gen)

S. No.	Item	Description of Requirement	Compliance (Yes/No)	Pg. No. of Tech. specs attached
Make Offered				
Model Offered				
1	Connectors	Number of Microphone Preamps:2, Instrument Inputs: 2, Line Inputs: 2, Line Outputs: 2, Headphone Outputs: 1.		
2	Features	<ul style="list-style-type: none"> Air Mode, Auto Gain and Clip Safe 69db Gain Range for microphone and line inputs 		
3	Frequency Response	Input: 20-20kHz \pm 0.15dB and Output: 20-20kHz \pm 0.02dB, Dynamic Range: 120db for outputs		
4	Supported Sample rates	4.1kHz, 48kHz, 88.2kHz, 96kHz, 176.4kHz, 192kHz		
5	Accessories	1m USB-C to USB-A cable		



ANNEXURE-3: PRE-BID QUERIES FORMAT {to be filled by the bidder}

Name of the Company/Firm:

Bidding Document Fee Receipt No. _____ Dated _____ for Rs.
_____-/-

Name of Person(s) Representing the Company/ Firm:

Name of Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.

Query / Clarification Sought:

S. No.	RFP Page No.	RFP Rule No.	Rule Details	Query/ Suggestion/ Clarification

Note: - Queries must be strictly submitted only in the prescribed format (.XLS/ .XLSX/ .ODF). Queries not submitted in the prescribed format will not be considered/ responded at all by the procuring entity. Also, kindly attach the colored scanned copy of the receipt towards the submission of the bidding/ tender document fee.



ANNEXURE-4: BIDDER'S AUTHORIZATION CERTIFICATE {to be filled by the bidder}

To,

Managing Director
RISL, Yojana Bhawan Campus,
Tilak Marg, C-Scheme, Jaipur (Rajasthan)

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with NIB reference No. _____ dated _____. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -
Authorised Signatory: -
Seal of the Organization: -
Date: _____
Place: _____

Verified Signature:



ANNEXURE-5: CERTIFICATE OF CONFORMITY/ NO DEVIATION {To be filled by the bidder}

To,

Managing Director
RISL, Yojana Bhawan Campus,
Tilak Marg, C-Scheme, Jaipur (Rajasthan)

CERTIFICATE

This is to certify that, the specifications of Hardware & Software which I/ We have mentioned in the Technical bid, and which I/ We shall supply if I/ We am/ are awarded with the work, are in conformity with the minimum technical specifications of the bidding document and that there are no deviations of any kind from the requirement specifications.

Also, I/ we have thoroughly read the bidding document and by signing this certificate, we hereby submit our token of unconditional acceptance to all the terms & conditions of the bidding document without any deviations and assumptions.

I/ We also certify that the price I/ we have quoted is inclusive of all the cost factors involved in the end-to-end implementation and execution of the project, to meet the desired Standards set out in the bidding Document.

Thanking you,

Name of the Bidder/OEM: -

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:



ANNEXURE-6: MANUFACTURER'S AUTHORIZATION FORM (MAF) (Indicative Format, to be filled by OEM & submitted on OEM's Letter Head only)

To,

The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan,
C-Scheme, Jaipur-302005 (Raj.)

Subject: Issue of the Manufacturer's Authorization Form (MAF)

Reference: NIB/ RFP Ref. No. _____ dated _____

Sir,

We {name and address of the OEM} who are established and reputed original equipment manufacturers (OEMs) having factories at {addresses of manufacturing location} do hereby authorize {M/s _____} who is our {Distributor/ Channel Partner/ Retailer/ Others <please specify>} (hereafter referred as bidder) to bid, negotiate and conclude the contract with you against the aforementioned reference for the following Hardware/ Software manufactured by us: -

{OEM will mention the details of all the proposed product(s) with their make/ model.}

We undertake to provide OEM Warranty for the offered Hardware/ Software, as mentioned above, for 5 Years.

We hereby confirm that the offered Hardware/ Software is not likely to be End-of-Sale within next 24 months from the date of bid submission.

We hereby confirm that the offered Hardware/ Software is not likely to be declared as End-of-Service/ Support within next 5 years from the date of bid submission.

We hereby confirm that we have direct back-to-back service support agreement with the bidder for the duration as per RFP. DoIT&C/RISL/Bidder/ GoR will be able to log a support ticket directly to our helpdesk to get telephonic/remote support directly from us, as required.

Yours faithfully,

For and on behalf of M/s (Name of the manufacturer)

(Authorized Signatory)

Name, Designation & Contact No.:

Address: _____

Seal:



ANNEXURE-7: UNDERTAKING ON AUTHENTICITY OF EQUIPMENTS {To be filled by the bidder (On Rs. 100/- Non-judicial stamp paper)}

To,

The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan,
C-Scheme, Jaipur-302016 (Raj.)

Reference: NIB No. : _____ Dated: _____

This has reference to the items being supplied/ quoted to you vide bid ref. no. _____ dated _____.

We hereby undertake that all the components/ parts/ assembly/ software used in the equipment shall be genuine, original and new components /parts/ assembly/ software from respective OEMs of the products and that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software are being used or shall be used. In respect of licensed operating system, we undertake that the same shall be supplied along with the authorized license certificate with our name/logo. Also, that it shall be sourced from the authorized source for use in India.

In case, we are found not complying with above at the time of delivery or during installation, for the equipment already billed, we agree to take back the equipment already supplied at our cost and return any amount paid to us by you in this regard and that you will have the right to forfeit our Bid Security/ SD/ PSD for this bid or debar/ black list us or take suitable action against us.

Authorized Signatory

Name:

Designation:

Note: The signing Authority should be no lower than Company Secretary of the bidder.

ANNEXURE-8: COMPONENTS OFFERED – BOM {To be filled by the bidder and submitted only on Letter Head duly signed by Auth. Sign.}

Please fill the following table for all components as mentioned in the Bill of Material and as quoted/ proposed by the bidder as a part of the overall solution. Also, please include the Compliance/ Deviation Sheet as per the details mentioned in the Chapter - Technical Specifications for all the components and for any other Item offered/ included as a part of the solution.

S.No.	Product Details (Only one make and model)	Detailed Technical Specification Reference**	OEM Details (Name, Address, E-Mail, Mobile Nos.)
1.		{Item No. xx}	
2.		{Item No. xx}	
N.		{Item No. xx}	

** Please attach Technical specifications compliance sheet (only on OEM's letter-head) and provide reference number in this column. (Deviations, if any, should be appropriately mentioned & highlighted in the compliance/ deviation column of the respective table as provided in Annexure-2: Technical Specifications of this bidding document)



ANNEXURE-9: SELF-DECLARATION (To be submitted only on Letter Head duly signed by Auth. Sign.)

To

Managing Director
RISL, Yojana Bhawan Campus,
Tilak Marg, C-Scheme, Jaipur (Rajasthan)

In response to the NIB Ref. No. _____ dated _____ for
{Project Title}, as an Owner/ Partner/ Director/ Auth. Sign. of
_____, I/ We hereby declare that presently our
Company/ firm _____, at the time of bidding: -

- a) possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
- b) have fulfilled my/ our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
- c) is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT.
- d) does not have any previous transgressions with any entity in India or any other country during the last three years
- e) does not have any debarment by any other procuring entity
- f) is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and is not the subject of legal proceedings for any of the foregoing reasons;
- g) does not have, and our directors and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
- h) does not have a conflict of interest as mentioned in the bidding document which materially affects the fair competition.
- i) will comply with the code of integrity as specified in the bidding document.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoR, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder: -

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:



ANNEXURE-10: COVERING LETTER – TECHNICAL BID (To be submitted only on Letter Head duly signed by Auth. Sign.)

To,
Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan,
C-Scheme, Jaipur (Rajasthan)

Ref: Request for Proposal (RFP) Notification dated..... No.....

Dear Sir,

1. I/We, the undersigned bidder, having read & examined in detail, the Bid Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Technical specifications, Service Level Standards & in conformity with the said bidding document for the same.
2. I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.
3. I/ we hereby submit our token of acceptance to all the tender terms & conditions without any deviations. Hence, we are hereby submitting our Bid and offer to provide services to Purchaser for carrying out the project in accordance with your RFP.
4. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.
5. I/We agree to abide by this RFP for a period of 90 days from the closing date fixed for submission of bid as stipulated in the RFP document.
6. I/We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act, 1988".
7. I/ We undertake, for timely establishment of a local office in Jaipur (if the award is made to us) and within 1 months from the date of issue of Lol.

Or (strike out whichever is not applicable)

We have an existing office at Jaipur at the following address:



.....
8. I/We understand that the Purchaser is not bound to accept any bid received in response to this RFP.

9. In case we are engaged by the Purchaser, we shall provide any assistance/cooperation required by Purchaser, appointed auditing agencies (if any), state government officials and Other Stakeholders of the project for performing their duties with respect to this project. We understand that our non-cooperation for the same shall be grounds for termination of service.

Thanking you,

Name of the Bidder: -

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:



ANNEXURE-11: FINANCIAL BID COVER LETTER & FORMAT (To be submitted only on Letter Head duly signed by Auth. Sign.)

To,

Managing Director,

RajCOMP Info Services Limited (RISL),

First Floor, Yojana Bhawan,

C-Scheme, Jaipur (Rajasthan)

Reference: NIB No. : _____ Dated: _____

Dear Sir,

We, the undersigned bidder, Having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Bill of Material, Technical specifications, Service Level Standards & in conformity with the said bidding document for the same.

I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are inclusive of all type of govt. taxes/duties.

I / We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of Requirements.

I/ We hereby declare that in case the contract is awarded to us, we shall submit the contract performance guarantee as prescribed in the bidding document.

I / We agree to abide by this bid for a period of 90 days after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that you are not bound to accept the lowest or any bid you may receive.

We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

Date:

Authorized Signatory

Name:

Designation:

ANNEXURE-12:Financial Bid Format

{To be submitted by the bidder only in BoQ format (.XLS) available at eProc portal}

S. No.	Item Description	Quantity	Unit	Unit Cost (incl. all taxes and excl GST)	GST (In %)	GST (In Rs)	Unit Cost (Incl all taxes)	Total Cost
1	Room VC Setup	150	Nos					
2	Compact VC setup	300	Nos					
3	Integrated VC setup	300	Nos					
4	Video IP Phone	500	Nos					
5	Coloured IP Phone	500	Nos					
6	Standard IP Phone	2000	Nos					
7	LED Display - 65"	100	Nos					
8	LED Display - 85"	100	Nos					
9	Interactive Display - 85"	10	Nos					
10	WiFi Access Points	1400	Nos					
11	24-port Fiber SFP+ Switch	2	Nos					
12	Standard PoE+ Injector with power chord	1400	Nos					
13	Cat6 Cable with laying in casing/ conduit	35000	Nos					
14	Streaming Switcher - RGB Link Mini Pro 3rd generation	3	Nos					
15	USB Audio Interface - Focusrite Scarlett 2i2 4th Gen	3	Nos					

ANNEXURE-13: BANK GUARANTEE FORMAT {To be submitted by the bidder's bank}**BANK GUARANTEE FORMAT – BID SECURITY**

(To be stamped in accordance with Stamp Act and to be issued by a Nationalised/ Scheduled bank having its branch at Jaipur and payable at par at Jaipur, Rajasthan. As per current prevailing Finance Department/Registration & Stamps Department notifications, the stamp duty of bank guarantee is 0.25% of bank guarantee value or 25000 whichever is lower. It will be paid as per prevailing notifications of aforementioned departments.)

To,
The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan, C-Block, C-Scheme, Jaipur-302005 (Raj).

Sir,

1. In accordance with your Notice Inviting Bid for <please specify the project title> vide NIB reference no. <please specify> M/s. (Name & full address of the firm) (Hereinafter called the "Bidder") hereby submits the Bank Guarantee to participate in the said procurement/ bidding process as mentioned in the bidding document.

It is a condition in the bidding documents that the Bidder has to deposit Bid Security amounting to <Rs. _____ (Rupees <in words>)> in respect to the NIB Ref. No. _____ dated _____ issued by RISL, First Floor, Yojana Bhawan, C-Block, C-Scheme, Jaipur, Rajasthan (hereinafter referred to as "RISL") by a Bank Guarantee from a Nationalised Bank/ Scheduled Commercial Bank having its branch at Jaipur irrevocable and operative till the bid validity date (i.e. <please specify> days from the date of submission of bid). It may be extended if required in concurrence with the bid validity.

And whereas the Bidder desires to furnish a Bank Guarantee for a sum of <Rs. _____ (Rupees <in words>)> to the RISL as earnest money deposit.

2. Now, therefore, we the (Bank), a body corporate constituted under the Banking Companies (Acquisition and Transfer of Undertaking) Act. 1969 (delete, if not applicable) and branch Office at..... (hereinafter referred to as the Guarantor) do hereby undertake and agree to pay forthwith on demand in writing by the RISL of the said guaranteed amount without any demur, reservation or recourse.
3. We, the aforesaid bank, further agree that the RISL shall be the sole judge of and as to whether the Bidder has committed any breach or breaches of any of the terms costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the RISL on account thereof to the extent of the Earnest Money required to be deposited by the Bidder in respect of the said bidding document and the decision of the RISL that

- the Bidder has committed such breach or breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the RISL shall be final and binding on us.
4. We, the said Bank further agree that the Guarantee herein contained shall remain in full force and effect until it is released by the RISL and it is further declared that it shall not be necessary for the RISL to proceed against the Bidder before proceeding against the Bank and the Guarantee herein contained shall be invoked against the Bank, notwithstanding any security which the RISL may have obtained or shall be obtained from the Bidder at any time when proceedings are taken against the Bank for whatever amount that may be outstanding or unrealized under the Guarantee.
 5. Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax, registered post or other electronic media to our address, as aforesaid and if sent by post, it shall be deemed to have been given to us after the expiry of 48 hours when the same has been posted.
 6. If it is necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this guarantee on the request of our constituent under intimation to you.
 7. The right of the RISL to recover the said amount of <Rs. _____ (Rupees <in words>)> from us in manner aforesaid will not be precluded/ affected, even if, disputes have been raised by the said M/s.(Bidder) and/ or dispute or disputes are pending before any court, authority, officer, tribunal, arbitrator(s) etc..
 8. Notwithstanding anything stated above, our liability under this guarantee shall be restricted to <Rs. _____ (Rupees <in words>)> and our guarantee shall remain in force till bid validity period i.e. <please specify> days from the last date of bid submission and unless a demand or claim under the guarantee is made on us in writing within three months after the Bid validity date, all your rights under the guarantee shall be forfeited and we shall be relieved and discharged from all liability thereunder.
 9. This guarantee shall be governed by and construed in accordance with the Indian Laws and we hereby submit to the exclusive jurisdiction of courts of Justice in India for the purpose of any suit or action or other proceedings arising out of this guarantee or the subject matter hereof brought by you may not be enforced in or by such court.
 10. We hereby confirm that we have the power/s to issue this Guarantee in your favor under the Memorandum and Articles of Association/ Constitution of our bank and the undersigned is/are the recipient of authority by express delegation of power/s and has/have full power/s to execute this guarantee under the Power of Attorney issued by the bank in your favour.

Date (Signature)

Place (Printed Name)

(Designation)

(Bank's common seal)

In presence of:

WTTNESS (with full name, designation, address & official seal, if any)

(1)

.....

(2)

.....

Bank Details

Name & address of Bank :

Name of contact person of Bank:

Contact telephone number:

GUIDELINES FOR SUBMISSION OF BANK GUARANTEE

The Bank Guarantee shall fulfil the following conditions in the absence of which they cannot be considered valid: -

1. Bank Guarantee shall be executed on non- judicial stamp paper of applicable value purchased in the name of the bank.
2. Two persons should sign as witnesses mentioning their full name, designation, address and office seal (if any).
3. The Executor (Bank Authorities) may mention the power of attorney No. and date of execution in his/ her favour authorizing him/ her to sign the document. The Power of Attorney to be witnessed by two persons mentioning their full name and address.
4. The Bank Guarantee should be executed by a Nationalised Bank/ Scheduled Commercial Bank only.
5. Non – Judicial stamp paper shall be used within 6 months from the date of Purchase of the same. Bank Guarantee executed on the non-judicial stamp paper after 6 (six) months of the purchase of such stamp paper shall be treated as non-valid.
6. The contents of Bank Guarantee shall be strictly as per format prescribed by RISL
7. Each page of Bank Guarantee shall bear signature and seal of the Bank and B.G. number.
8. All corrections, deletions etc. in the Bank Guarantee should be authenticated by signature of Bank Officials signing the Bank Guarantee.
9. The stamp duty should be payable as per Rajasthan Stamp Act, 1998 for BG against EMD and PBG.
10. Bank should separately send through registered post/courier a certified copy of Bank Guarantee, mentioning Bid reference, Bid title and bidder name, directly to the Purchaser at the following address:

The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan, C-Block,
Tilak Marg, C-Scheme, Jaipur-302005 (Raj).

BANK GUARANTEE FORMAT – PERFORMANCE SECURITY (PBG)

(To be stamped in accordance with Stamp Act and on a Stamp Paper purchased from Rajasthan State only and to be issued by a Nationalised/ Scheduled bank having its branch at Jaipur and payable at par at Jaipur, Rajasthan. As per current prevailing Finance Department/Registration & Stamps Department notifications, the stamp duty of bank guarantee is 0.25% of bank guarantee value or 25000 whichever is lower. It will be paid as per prevailing notifications of aforementioned departments.)

To,
The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan, C-Block, C-Scheme, Jaipur-302005 (Raj).

1. In consideration of the RajCOMP Info Services Limited (hereinafter called "RISL") having agreed to exempt M/s(hereinafter called "the said Contractor(s)" from the demand, under the terms and conditions of an Agreement No.....datedmade between the RISL through and(Contractor) for the work(hereinafter called "the said Agreement") of Security Deposit for the due fulfilment by the said Contractor (s) of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs.....(rupeesonly), we(indicate the name of the Bank), (hereinafter referred to as "the Bank") at the request ofContractor(s) do hereby undertake to pay to the RISL an amount not exceeding Rs.....(Rupees.....only) on demand.
2. We..... (Indicate the name of Bank), do hereby undertake to pay Rs..... (Rupees.....only), the amounts due and payable under this guarantee without any demur or delay, merely on a demand from the RISL. Any such demand made on the bank by the RISL shall be conclusive as regards the amount due and payable by the Bank under this guarantee. The Bank Guarantee shall be completely at the disposal of the RISL and We..... (Indicate the name of Bank), bound ourselves with all directions given by RISL regarding this Bank Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees.....only).
3. We.....(indicate the name of Bank), undertake to pay to the RISL any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal or Arbitrator etc. relating thereto, our liability under these presents being absolute, unequivocal and unconditional.
4. We.....(indicate the name of Bank) further agree that the performance guarantee herein contained shall remain in full force and effective up to <DATE> and that it shall continue to be enforceable for above specified period till all the dues of RISL under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till the RISL certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We(indicate the name of Bank) further agree with the RISL that the RISL shall have the fullest liberty without our consent and without affecting in any manner our

obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the RISL against the said Contractor(s) 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(s) or for any forbearance, act or omission on the part of the RISL or any indulgence by the RISL to the said Contractor(s) or by any such matter or thing whatsoever which would but for this provision, have effect of so relieving us.

6. The liability of us (indicate the name of Bank), under this guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We (indicate the name of Bank), lastly undertake not to revoke this guarantee except with the previous consent of the RISL in writing.
8. This performance Guarantee shall remain valid and in full effect, until it is decided to be discharged by the RISL. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupees.....only).
9. It shall not be necessary for the RISL to proceed against the contractor before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank notwithstanding any security which the RISL may have obtained or obtain from the contractor.
10. We (indicate the name of Bank) verify that we have a branch at Jaipur. We undertake that this Bank Guarantee shall be payable at any of its branch at Jaipur. If the last day of expiry of Bank Guarantee happens to be a holiday of the Bank, the Bank Guarantee shall expire on the close of the next working day.
11. We hereby confirm that we have the power(s) to issue this guarantee in your favor under the memorandum and articles of Association/constitution of our bank and the undersigned is/are the recipient of authority by express delegation of power(s) and has/have full power(s) to execute this guarantee for the power of attorney issued by the bank.

Dated.....day of.....For and on behalf of the <Bank> (indicate the Bank)

Signature

(Name & Designation)

Bank's Seal

The above performance Guarantee is accepted by the RISL
For and on behalf of the RISL

Signature

(Name & Designation)



The Bank Details to prepare Bank Guarantee are as mentioned below:

Name: Punjab National Bank

Branch: J.L.N. Marg, Saras Sankul, RCDF, Jaipur

NEFT/ RTGS Account No.: 07021011001322

IFSC Code: PUNB0070210

ANNEXURE-14: DRAFT AGREEMENT FORMAT {To be mutually signed by selected bidder and procuring entity}

This agreement is being executed on behalf of Department of Information Technology and Communication, to procure defined goods and services, RISL is acting merely as a Pure Agent who neither intends to hold or holds any title to the goods and services being procured or provided. So all the goods and services are required to be delivered in the name of Department of Information Technology and Communication along with invoices of supplied items, although payment will be made by RISL on behalf of said department.

As per current prevailing Finance Department/Registration & Stamps Department notifications, the stamp duty is 0.15% of the amount or value of the contract subject to maximum of Rupees Twenty-Five Lakhs. It will be paid as per prevailing notifications of aforementioned departments.

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This Contract is made and entered into on this _____ day of _____, by and between RajCOMP Info Services Limited (RISL), having its head office at First Floor, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur-302005, Rajasthan (herein after referred to as Purchaser/ RISL) which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on ONE PART

And

M/s _____, a company registered under the Indian Companies Act, 1956 with its registered office at _____ (herein after referred as the "Successful Bidder/ Supplier") which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on the OTHER PART.

Whereas,

Purchaser is desirous of appointing an agency for _____ <project title> as per the Scope of Work and Terms and Conditions as set forth in the RFP document dated _____ of <NIB No _____>.

And whereas

M/s _____ represents that it has the necessary experience for carrying out the overall work as referred to herein and has submitted a bid and subsequent clarifications for providing the required services against said NIB and RFP document issued in this regard, in accordance with the terms and conditions set forth herein and any other reasonable requirements of the Purchaser from time to time.

And whereas

Purchaser has accepted the bid of supplier and has placed the Letter of Intent vide Letter No. _____ dated _____, on which supplier has given their acceptance vide their Letter No. _____ dated _____.

And whereas

The supplier has deposited a sum of Rs. _____/- (Rupees _____) in the form of _____ ref no. _____ dated _____ of _____ Bank and valid up to _____ as security deposit for the due performance of the contract.

Now it is hereby agreed to by and between both the parties as under: -

1. The NIB Ref. No. _____ dated _____ and RFP document dated _____ issued by RISL along with its enclosures/ annexures, wherever applicable, are deemed to be taken as part of this contract and are binding on both the parties executing this contract.
2. In consideration of the payment to be made by RISL to supplier at the rates set forth in the Letter of Intent no. _____ dated _____ will duly supply the said articles set forth in "Annexure-I: Bill of Material" thereof and provide related services in the manner set forth in the RFP, along with its enclosures/ annexures and Technical Bid along with subsequent clarifications submitted by supplier.
3. The RISL do hereby agree that if supplier shall duly supply the said articles and provide related services in the manner aforesaid observe and keep the said terms and conditions of the RFP and Contract, the RISL will pay or cause to be paid to supplier, at the time and the manner set forth in the said conditions of the RFP, the amount payable for each and every project milestone & deliverable. The mode of Payment will be as specified in the RFP document.
4. The timelines for the prescribed Scope of Work, requirement of services and deployment of technical resources shall be effected from the date of work order and completed by supplier within the period as specified in the RFP document.
5. In case of extension in the delivery and/ or installation period/ completion period with liquidated damages, the recovery shall be made on the basis of following percentages of value of stores/ works which supplier has failed to supply/ install/ complete: -

a. Delay up to one fourth period of the prescribed delivery period, successful installation & completion of work	2.5%
b. Delay exceeding one fourth but not exceeding half of the prescribed delivery period, successful installation & completion of work.	5.0%
c. Delay exceeding half but not exceeding three fourth of the prescribed delivery period, successful installation & completion of work.	7.5%
d. Delay exceeding three fourth of the prescribed delivery period, successful installation & completion of work.	10.0%

Note:

- i. Fraction of a day in reckoning period of delay in supplies/ maintenance services shall be eliminated if it is less than half a day.
 - ii. The maximum amount of agreed liquidated damages shall be 10%.
 - iii. If supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrances, he shall apply in writing to the authority which had placed the work order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
 - iv. Delivery period may be extended with or without liquidated damages if the delay in the supply of goods in on account of hindrances beyond the control of supplier.
6. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided as per the procedure mentioned in the RFP document.
 7. This agreement is being executed on behalf of Department of Information Technology & Communication (DoIT&C), Jaipur to procure defined goods and services, RISL is acting merely as a Pure Agent who neither intends to hold or holds any title to the goods and services being procured or provided. So all the goods and services are required to be

delivered in the name of Department of Information Technology & Communication (DoIT&C), Jaipur along with invoices of supplied items, although payment will be made by RISL on behalf of said Department.

In witness whereof the parties have caused this contract to be executed by their Authorized Signatories on this ____ day of _____.

Signed By:	Signed By:
() Designation: Company:	(Authorized Signatory) RISL, Govt. of Rajasthan
<i>In the presence of:</i>	<i>In the presence of:</i>
() Designation: Company:	() Designation: RISL, Govt. of Rajasthan
() Designation: Company:	() Designation: RISL, Govt. of Rajasthan

ANNEXURE-15: FORMAT FOR PROJECT REFERENCES (FOR PRE-QUALIFICATION EXPERIENCE OF BIDDER)

Project Name:	Value of Contract/Work Order (In INR):
Country:	Project Duration:
Location within country:	
Name of Customer:	
Contact person with address, phone, fax and e-mail:	
Start date (month/year):	
Completion date (month/year):	
Name of associated Bidders, if any:	
Narrative description of Project:	
List of Services provided by your firm/company	
Project Brief with key relevant details.	

Please attach a copy of the work order/ completion certificate/ purchase order/ letter from the customer for each project reference.

ANNEXURE-16: MEMORANDUM OF APPEAL UNDER THE RTPP ACT, 2012

Appeal Noof

Before the (First/ Second Appellate Authority)

1. Particulars of appellant:

- a. Name of the appellant: <please specify>
- b. Official address, if any: <please specify>
- c. Residential address: <please specify>

2. Name and address of the respondent(s):

- a. <please specify>
- b. <please specify>
- c. <please specify>

3. Number and date of the order appealed against and name and designation of the officer/ authority who passed the order (enclose copy), or a statement of a decision, action or omission of the procuring entity in contravention to the provisions of the Act by which the appellant is aggrieved: <please specify>

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative: <please specify>

5. Number of affidavits and documents enclosed with the appeal: <please specify>

6. Grounds of appeal (supported by an affidavit): <please specify>

7. Prayer: <please specify>

Place

Date

Appellant's Signature



ANNEXURE-17 UNDERTAKING FOR OFFICE SETUP

To,
The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan,
C-Scheme, Jaipur-302016 (Raj.)

Reference: NIB No.: _____ Dated: _____

1. We hereby declare that we have our office at Jaipur at following address:

Phone No:

OR

2. We hereby undertake to establish local support office in Jaipur within one month of issue of work order

Authorized Signatory Name:

Designation:

Note: Strikeout 1 OR 2 whichever is not applicable

ANNEXURE-18: CERTIFICATE FOR EXEMPTION OF BID SECURITY {To be filled by the Govt./PSU/Department only as per RFP}

To,
The Managing Director,
RajCOMP Info Services Limited (RISL),
First Floor, Yojana Bhawan,
C-Scheme, Jaipur-302005 (Raj.)

I/ We {Name of the PSU/Corporation/Department} hereby {Name of the PSU/Corporation/Department} is owned or controlled or managed by the {Name of the State} State Government/Central Government Undertaking/Department. I/ We hereby declare/ certify that it is eligible for exemption from the bid security submission as per RFP.

Legal document/Certificate of Incorporation establishing the exemption is attached.

Thanking you,

Name of the Bidder: -

Name of Authorised Signatory: -

Sign of the Authorised Signatory

Seal of the Organization: -

Date: _____

Place: _____