



Airports Authority of India
Information Technology Department
O/O Regional Executive Director, NER,
LGBI Airport, Guwahati

TENDER DOCUMENT

TENDER NO. : AAI/RHQ-NER/ITD/AV-System/2017-18

Title: "Provision of Audio Visual System for the Conference Rooms at Regional Headquarters, NER, LGBI Airport, Guwahati"

E-Tender Portal Reference No. _____

Date 05/02/2018

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SECTION – I**NOTICE INVITING TENDER**

1. Airports Authority of India invites sealed tenders from OEM or Authorized System Integrator/Channel Partners/Suppliers of the OEMs for **"Provision of Audio Visual System for the Conference Rooms at Regional Headquarters, NER, LGBI Airport, Guwahati"** as per the bill of material given in schedule "B" to the tender document with detailed Technical Specifications as given in **Annexure – VII**. Tender specific Authorization from OEMs of products offered in the bids shall be submitted by the vendors.

2. **Estimated cost of the purchase / work & the EMD are as given below.**

Sr. No.	Name of the Work	Estimated Cost (INR)	EMD Amount (INR)	COST OF TENDER (INR)
1	"Provision of Audio Visual System for the Conference Rooms at Regional Headquarters, NER, LGBI Airport, Guwhati"	Rs.53,63,786/-	Rs. 1,07,276/-	Rs.1180/- (i/c GST)

3. The Tendering process is online at E-Portal URL Address <https://etender.gov.in/eprocure/app> or www.aai.aero. Aspiring Bidders may download and go through the Tender Document.

Prospective Tenderers are advised to get themselves register at CPP-Portal, obtain "Login ID & 'Password' and go through the instructions available in the Home Page after log in to the CPP-portal <https://etender.gov.in/eprocure/app> or www.aai.aero. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days time. The Tenderer may also take guidance from AAI Help Desk Support.

- (i) For any Technical related queries please call the Helpdesk. The 24x7 Help Desk details are as below:
Tel: 0120-4200462, 0120-4001002, Mobile: +91 8826246593
Email: support-eproc@nic.in
Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the Contact Details.
- (ii) **For any Issues / Clarifications relating to the publishing and submission of AAI tender(s)**
- a. In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC<http://etenders.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal(CPPP).
- b. Before submitting queries, bidders are requested to follow the instructions given in **"Guidelines to Bidders"** and get their computer system configured according to the recommended settings as specified in the portal at **"System Settings for CPPP"**.

The escalation matrix is as mentioned below:

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
1.	Help Desk Team	Instant Support	eprochelp@aai.aero	011-24632950, Ext-3512 (Six Lines)	0800-2000 Hrs. (MON - SAT)
2.	Sanjeev Kumar, Mgr.(IT)	After 4 Hrs. of Issue	etendersupport@aai.aero or sanjeevkumar@aai.aero	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
3	S. Nita, AGM(IT)	After 12 Hrs.	snita@aai.aero	0930-1800 Hrs. (MON-FRI)	
54	General Manager(IT)	After 03 Days	gmitchq@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

***The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

- The above mentioned help desk numbers are intended only for queries related to the issues on e-tendering portal and help needed on the operation of the portal. For queries related to the tenders published on the portal, bidders are advised to contact concerned Bid Manager from AAI.
4. **Tender Fee of Rs. 1180/- (Non-Refundable), Original EMD, Hard Copy of signed Unconditional Acceptance of AAI's Tender Conditions(as per Annexure I), Hard Copy of signed NSIC/MSME registration certificate (only for NSIC/MSME registered Firm) to be sent to the Sr. Manager(IT), Airports Authority of India, IT Department, O/O Regional Executive Director NER, LGBI Airport, Guwahati (Assam)-781015.**
The **Tender Fee & EMD** to be paid offline in the form of Demand Draft from Nationalized or any Scheduled Bank (But not from Co-Operative or Gramin Bank) in **favour of Airports Authority of India, payable at Guwahati**. The Original Demand Draft against Tender Fee& EMD should reach by post/courier/given in person to the concerned officials, within 3 days of the last date of bid submission or as specified in the Tender Document. The details of Demand Draft / any other accepted instruments, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time.
5. **CRITICAL DATA SHEET**

i.	Publishing Date	03/03/2018
ii.	Bid Document Download / Sale Start Date	03/03/2018 from 1800 Hrs
iii.	Clarification Start Date	03/03/2018 from 1800 Hrs.
iv.	Clarification End Date	07/03/2018 upto 1800 Hrs.
v.	Bid Submission Start Date	03/03/2018 from 1800 Hrs.

vi.	Bid Submission End Date	10/03/2018 upto 1800 Hrs.
vii.	Last Date and Time of submission of original BG/Demand Draft against EMD and Tender Fee, Signed Hard Copy of AAI Unconditional Acceptance Letter, Signed Hard Copy of MSME registration certificate etc.	13/03/2018 upto 1500 Hrs. (Postal delay shall not be consider).
viii.	Bid Opening Date (Envelope – I& II)	13/03/2018 at 1530 Hrs
ix.	Bid Opening Date (Envelope – III)	To be intimated later on through CPP Portal
x.	Bid Opening Date (Envelope – IV)	To be intimated later on through CPP Portal
xi.	Tender Fee	Rs. 1180/- (i/c GST) Non-refundable.
xii.	EMD	Rs. 1,07,276/- in the form of Demand Draft

6. Worksite for the project will be O/O Regional Executive Director, AAI, RHQ NER, LGBI Airport, Guwahati.
7. Clarification needed if any may be sent through e-tendering portal only.

GM (CNS)

Issued On:

SECTION - II

INSTRUCTIONS TO BIDDERS

A. INTRODUCTION

1. DEFINITIONS

- 1.1 "AAI / The Buyer" means the Airports Authority of India.
- 1.2 "The Bidder / Vendor" means the individual or firm who participates in this tender and submits its bid.
- 1.3 "Project Manager AAI" means the AAI executive responsible for signing all documents from AAI side and shall coordinate all the activities of the project with the bidder / contractor.
- 1.4 "The Supplier / Contractor" means the individual or firm taking up the work as defined under the Notice Inviting Tender.
- 1.5 "The Works Order" means the order placed for the supply, installation, testing & commissioning of systems / works by the Buyer on the Contractor signed by the Buyer including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.6 "The Purchase Order / Supply Order" means the order placed for the supply of items by the Buyer on the Supplier signed by the Buyer including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.7 "The Contract" means the agreement signed between the Buyer and the Contractor as per the terms and conditions contained in the Works Order / Purchase Order.
- 1.8 "The Contract Price" means the price payable to the Contractor under the Works Order / Purchase Order for the full and proper performance of its contractual obligations.
- 1.9 "Non-responsive Bid" means a bid, which is not submitted as per the instructions to the bidders or Earnest Money Deposit has not been attached, or the required data has not been provided with the Bid or intentional errors have been committed in the Bid.

2. ELIGIBILITY CRITERIA :

The Tenderer shall submit their application only at CPP portal <https://etender.gov.in/eprocure/app> . Tenderer are advised to follow the instruction provided in the Tender Document for online submission of Bids. Tenderers are required to be upload the digitally signed file of scanned documents along with scanned copy of Demand Draft for Tender Fee. Uploading of application in location other than specified above shall not be considered. Hard Copy of Application shall not be entertained.

Envelope I (Fee Cover) – Scanned Copy of the Demand Draft against Tender Fee to be uploaded. In case the NSIC/MSME registered firm seeking for exemption of Tender Fee & EMD must attached scanned copy of valid NSIC/MSME registration certificate issued by the Competent Authority.

Eligibility for participation in the tender

- 2.1 The Original Demand Draft against the Tender Fee should reach by post/ courier/ given in person to the concerned officials, within 3 days of the last date of Bid submission or as specified in the CRITICAL DATA SHEET (Section I, Para 5). **Hard Copy of signed NSIC/MSME registration certificate (only for NSIC/MSME registered Firm seeking exemption of Tender Fee & EMD)**
- 2.2 The Vendor should have Permanent Account Number (PAN) and GST Number.
- 2.3 **Proof of execution of works:** Vendor should have successfully completed similar works with one work order of value equal to 80% or more of the estimated cost (**₹ 43 Lakhs**) or two separate Works Orders, each for a value equal to or more than 50% of the estimated cost (**₹ 27 Lakhs**) or three separate Work Orders, each for a value equal to or more than 40% of the estimated cost (**₹21 Lakhs**) in last 7 years ending on **13/02/2018**, for Government Departments or Public Undertakings or Private sector (with in India). Certification of satisfaction with complete detail of work carried out shall be submitted. **Similar works means "SITC of Audio Visual System"**
- "The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of Bid"**
- 2.4 **Proof of satisfactory service:** Bidder shall submit client certificate in respect of the experience of works claimed by bidder against execution of works (Para 2.3) above. **The Certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work.** Firms showing work experience certificate from Non-Government / Non-PSU organizations should submit copy of Tax Deduction at sources certificate in support of their claim for having experience of stipulated value of work.
- 2.5 **Average Annualized Financial Turnover:** Should have annualized average Financial Turnover of Rs 16,09,136/- (Rupees Sixteen Lakh Nine Thousand One Hundred Thirty Six Only) against works executed during last three years ending 31st March of the previous Financial Year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the Firm should be submitted along with the application. Firms showing continuous losses during the last three years in the Balance Sheet shall be summarily rejected.
- 2.6 The bidder should attach a **valid authorization letter from OEM**(Tender specific MAF) of items given in the Bill of Material of Tender to quote and support the system.
- 2.7 **A list of clients served** (with contact address) shall also be attached.
- 2.8 **Earnest Money Deposit & Unconditional Acceptance:** Original EMD and Hard Copy of signed Unconditional Acceptance of AAI's Tender Conditions (**as per Annexure I**) to be sent to the address as mentioned in the **Clause 4 Section I** and should reach to the Bid Manager before the Date & Time mentioned in CRITICAL DATA SHEET (Section I, Para 5). Tender of the Tenderer whose EMD and unconditional acceptance of AAI's Tender Conditions are not received by the date and time mentioned in CRITICAL DATA SHEET then their Tenders will be summarily rejected. Any Postal delay will not be entertained.

Refund of EMD: EMD of unsuccessful bidders received shall be returned. Refund of EMD to bidders who fail to qualify the eligibility / technical stage shall be initiated within 7 days of their rejection. For all bidders whose financial bids are opened the refund of EMD except for L1 bidder shall be processed within 7 days of opening of the financial bid.

2.9 Articles of Memorandum of Association or Partnership Deed or Proprietorship Deed as the case may be.

2.10 Power of Attorney: Power of Attorney (Stamp of Rupees 100/-) authorizing the designated executive to sign all documents on behalf of the company or Firm, if the bid is not signed by the Director of the Company or Partner / Proprietor of the Firm.

2.11 Envelope II (Pre Qualification Cover) –

**List of documents to be attached with the Pre Qualification Bid –
Vendor please note the name of e-File corresponding to the Documents**

Sno.	Pre Qualification Bid e-Documents (PDF)	e-File :Named As
A	Permanent Account Number (PAN) and GST Number	TIN/VAT/SVC TAX – Name of Firm/Company
B	Proof of Experience of Works claimed. (PO / Work Order issued by the customer) as per Clause 2.3	Experience PO-01 Experience PO-02 Experience PO-03
C	Proof of completion (Completion Certificate issued by the customer) with complete details of works claimed as per Clause 2.4	CC-01, CC-02 & CC-03
D	List of client references with contact details including Email Address per Clause 2.7	Client List
E	Articles of Memorandum of Association or Partnership Deed or Proprietorship Deed as per Clause 2.9	MoA or Firm Deed
F	Audited Balance Sheet during last three years as per Clause 2.5	ABS-16-17, ABS-15-16& ABS-14-15
G	Scanned copy of EMD & Un-conditional Acceptance of terms & conditions of tender as per as Annexure-I (Clause 2.8)	Acceptance Letter
H	Power of Attorney (In case of Signatory is other than Director of a Company or Proprietor / Partner of the Firm) (as per Clause 2.10)	PoA
I	OEM Authorization (MAF) as per Clause 2.6	MAF-(Name of OEM)

2.12 Envelope III (Technical Cover) –

**List of documents to be attached with the Technical Cover –
Vendor please note the name of e-File corresponding to the Documents:**

Sno.	Technical Bid e-Documents (PDF)	e-File :Named As
A	Qualified Support Staff List for Installation as per Annexure –III	Staff list
B	List of make & Models offered in the tender as per Annexure-IV.	Make-Model
C	Duly Filled Compliance Statement as per Annexure - VII with supporting documents/literature.	Compliance Statement

D	Supporting Documents/ Brochures/Literature in support of technical specifications should be clearly highlighted with specifications serial numbers as per Annexure - VII.	Support Docs
E	Digitally Signed Tender Document including Corrigendum's (if any)	Tender

2.13 Envelope IV (Financial Cover) – The Financial e-Bid through CPP Portal

All rates shall be quoted in the Format provided and no other Format is acceptable. If the Prince Bid has been given as a standard BOQ format with the Tender Document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective Financial Quoted and other details (such as name of the Bidder). No other cells should be changed. Once the details have been completed, the Bidder should save it and submit it online, without changing the Filename. If the BOQ file is found to be modified by the Bidder, the Bid will be rejected.

3. COST OF BIDDING :

3.1 The Bidder shall bear all costs associated with the preparation and submission of the bid. The Buyer, will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

B. THE BID DOCUMENTS :

4. BID DOCUMENTS

4.1 The required materials, bidding procedures and contract terms are prescribed in the Bid Documents. The Bid Documents include-

- 4.1.1 Section - I :- (Notice Inviting Tender)
- 4.1.2 Section - II :- (Instructions to Bidders)
- 4.1.3 Section - III :- (General Terms & Conditions of the Contract)
- 4.1.4 Section - IV :- (Special Conditions of the Contract)
- 4.1.5 Annexure -I :- (Acceptance Letter)
- 4.1.6 Annexure -II :- (Performance Bank Guarantee)
- 4.1.7 Annexure – IIA& II B :- (Bank Guarantee format for EMD)(**Not Applicable**)
- 4.1.8 Annexure -III :- (Support Staff details)
- 4.1.9 Annexure -IV :- (List of Make & Model offered)
- 4.1.10 Annexure -V :- (Format for intimation of force Majeure)
- 4.1.11 Annexure -VI :- (Application for extension of time)
- 4.1.12 Annexure -VII :- (Specification & Compliance to the specifications)
- 4.1.13 Annexure- VIII:- (Details of Vendor Firm)(**Not Applicable**)
- 4.1.14 Annexure- IX:- Layout Diagram & Scope of Work
- 4.1.15 Schedule A :- Addendum to the Tender document
- 4.1.16 Schedule-B :- Price Schedule

4.2 **The Bidder is expected to examine all instructions**, forms, terms and specifications in the Bid Documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and shall result in rejection of the bid.

5. AMENDMENTS TO BID DOCUMENTS

- 5.1 At any time, prior to the date of submission of bids, the Buyer may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bid documents by amendments.
- 5.2 The amendments shall be communicated to all prospective bidders as corrigendum on the e-Tender portal and these amendments will be binding on them.

C. PREPARATION OF BIDS :

6. DOCUMENTS COMPRISING THE BID :

6.1 The bid prepared by the bidder shall be in Four Parts to be submitted as per **Para D** of this Section. Each part to contain the following components:

6.1.1 **(Fee Cover)**Offline Payment of Tender Fee for participating in E-Tender (Scan copy of DD to be submitted online.)

6.1.2 **(Pre Qual Cover) Pre Qualification Bid: for provision of "Name of the work as given in Schedule-A Sl. No. 1" consisting of the following documents.**

- All the relevant documents as asked for Pre Qualification criteria of the tender.
- EMD & Un-conditional Acceptance of terms & conditions of tender in accordance with Clause 2.8 under Section II of the Tender.

6.1.3 **(Technical Cover) Technical Bid: for provision of "Name of the work as given in Schedule-A Sl. No. 1" consisting of the following documents.**

- All the relevant documents as asked for technical criteria of the tender.
- Documentary evidence established in accordance with Clause 8 of this section that the bidder is eligible to bid and is qualified to perform the contract if his bid is accepted.
- Compliance Statement as per Clause 8.1.2

6.1.4 **(Financial Cover)Financial Bid: for provision of "Name of the work as given in Schedule-A Sl. No. 1" consisting of the following documents and filled online as per clause 7.**

- Financial Bid Form to be filled up online only as per the format of Schedule - B.
- The bidder shall quote the rates in English language and international numerals.

7. BID PRICES :

7.1 The bidder shall fill the price schedule as follows:

7.1.1 All rates shall be quoted in the Format provided and no other Format is acceptable. If the Prince Bid has been given as a standard BOQ format with the Tender Document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective Financial Quoted and other details (such as name of the Bidder). No other cells should be changed. Once the details have been completed, the Bidder should save it and submit it online,

without changing the Filename. If the BOQ file is found to be modified by the Bidder, the Bid will be rejected.

- 7.1.2 The Unit rate shall be inclusive of all Taxes and Duties including GST. GST shall be paid to the Bidder for Taxable Supply/Service against a valid Tax Invoice.
- 7.1.3 The Bidder is required to provide Tax Type and Tax Percentage.
- 7.1.4 In case of change in the Rate of Tax or any provision relating to levy of Tax resulting in increase in burden of Tax on the Contractor, the Contractor shall be entitled to receive any compensation for such increase in Quantum of Tax Payable by the Contractor. Similarly recovery shall be made from the Contractor on account of decrease of rate of Tax or any provision relating to levy of Tax.
- 7.1.5 The Unit rate shall be inclusive of packing & forwarding charges if any.
- 7.1.6 The Unit Rate (Inclusive of all taxes and charges) shall be used for calculating the total amount in the Financial Bid.
- 7.1.7 In the event of any ambiguity, the Unit Rate given in the Financial Bid shall be taken as the correct basis for calculating all other data. In the event of any Errors or Ambiguity in Unit Rates itself the Financial Bid of the bidder shall be rejected.
- 7.1.8 The prices quoted by the bidder shall remain firm on the date of submission of the Bid and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- 7.2 The bidder shall quote only one price for each item of same specification against the nomenclature shown in Financial Bid.
- 7.3 The bidder shall quote as per price schedule given in Financial Bid for all the items as per specifications in Annexure – VII.
- 7.4 Each Bidder should submit only one product for each item. Offering products of more than one brand or multiple models of the same brand against one item shall make the technical / financial bid of the vendor invalid and such offers shall be rejected at technical / financial stage wherever such defaults are noticed.
- 7.5 Post offer discount, if any, offered by the bidders shall not be considered. Bidders' planning to offer discount shall therefore modify their offers suitably while quoting and shall quote clearly net price taking into account discount, free supply etc. However, such discounts from the firm declared as L1 on the basis of post bid negotiations if any shall be considered and such negotiated offers when agreed by AAI & the bidder shall form a part of the financial Bid.

8. DOCUMENTS ESTABLISHING ITEMS CONFORMITY TO BID DOCUMENTS:

- 8.1 Pursuant to **Clause 6**, the bidder shall furnish, as part of his bid, documents establishing the conformity of his bid to the Bid document of all Items and services, which he proposes to supply under the Contract. Submission shall be as follows:
 - 8.1.1 The documentary evidence of the Items and services in conformity to the Bid

Documents shall be in the form of literature, drawings and data that the Bidder shall furnish. These shall be attached as Annexure to the Compliance Statement as per **Clause 8.1.2 below**.

- 8.1.2 Compliance Statement in Annexure-VII shall be in the format given below. Compliance Statement shall be one of the **two statements viz. "Complied or "Not complied"**. No other remark or comment will be accepted.

SI.No.	Specification Ref	(Complied/Not Complied)

- 8.1.3 Bidder must attach required technical brochures/literatures/data sheets for all the products asked in the tender to ensure that compliance to all the specifications given in the tender document can be verified. Non-availability of specifications (as mentioned in the tender document) in the brochure/literature will be treated as non-compliance and no clarifications shall be asked in this regard. If bidder fails to submit the required brochures/literatures along with the tender document, it shall be treated as non-compliance and may lead to outright rejection of bid submitted by bidder.
- 8.1.4 Each specifications sought shall be marked or highlighted in the attached brochures / literatures / data sheets. The brochures / literatures / data sheets shall be superscripted with the Item Number and shall be arranged sequentially. The supporting documents shall carry all the required specifications and same shall be marked.
- 8.1.5 The compliance statement submitted as per clause 8.1.2 shall be duly supported by technical literature, equipment brochures & other related reports / documents from the OEM. The compliance statement not supported by the documentary evidence shall not be considered. Such bids shall be considered as non-responsive and may result in rejection on technical grounds.
- 8.1.6 The products offered by the bidder shall be supported and a letter from the prospective supplier in writing that the product offered is available in the market and will be supplied without any change in specifications & model during the currency of the contract shall be required.
- 8.1.7 AAI may ask manufacturer of the product offered for the verification of specification and other documents.
- 8.1.8 The product/configuration offered by the bidder must be standard and proven. Bidder shall submit a list of clients/locations where similar product/configuration is available. AAI, if so desire, may visit these locations to verify that all the specifications and operational requirements are met as mentioned in the tender document. Any non-compliance observed during such visits shall lead to rejection of bid.

9. PERIOD OF VALIDITY OF TENDER (BID)

- 9.1 The offered Bid shall remain valid for a minimum of 120 days from the date of opening of the technical bid. The bidder shall not be entitled, to revoke or cancel the offer or to vary any term thereof, during the said period of validity without the consent in writing of AAI. In case of the bidder revoking or canceling the offer or varying any term in regard thereof, the bidder's earnest money deposit shall be forfeited.

9.2 If there is any delay in finalization due to unforeseen factors, all the bidders shall be asked to extend the validity for an appropriate period, specifying a date by which tender is expected to be finalized. However, the tender process shall not be vitiated if any tenderer declines to extend the offer as requested for.

10. FORMATS AND SIGNING OF BID :

10.1 The e-Bid shall be digitally signed by the bidder at e-tendering portal duly authorized to bind the bidder to the contract. Written power-of-attorney accompanying the bid shall indicate the letter of authorization. The person or persons signing the e-bid shall sign the bid, except for printed literature. The e-bid submitted shall be in properly in readable form and encrypted as per e-tendering portal requirements. Standard Printed terms and conditions of the company other than the NIT conditions shall not be considered.

D. SUBMISSION OF BID DOCUMENTS :

11. SEALING AND MARKING OF BIDS :

11.1 The bidders shall digitally sign & encrypt their bid and upload the bid on line at AAI e-Tendering portal.

11.2 Bids which are not digitally signed & encrypted, the buyer shall not accept such open bids for evaluation purpose and treated as non-responsive. Such bid shall be liable to be rejected.

12. SUBMISSION OF BIDS :

12.1 The buyer shall receive the bids on line through CPP e-portal only. The E-Tendering portal shall automatically stop accepting Bids at the schedule date and time specified in the NIT. Partially submitted Bids shall be treated as invalid and shall not be processed. Bidders are advised to upload and submit their bids timely in view of the electronic process so as to avoid last minute issues.

12.2 The Buyer may, at its discretion extend this deadline for the submission of the bids by amending the bid documents in accordance with Clause 5 in which case all rights and obligations of the Buyer and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

12.3 The bidder shall submit his bid offer on line at CPP e-tender portal only in the digitally bid documents downloaded from e-tender. No separate documents shall be valid. Only relevant attachments, if any other than the tender document, shall be listed out for reference.

13. LATE BIDS :

13.1 Any bid uploaded after the deadline e-portal system shall not permit uploading of bids after the schedule time of submission.

14. CORRECTIONS / MODIFICATIONS AND WITHDRAWAL OF BIDS :

14.1 The bidder may correct, modify his digitally signed bid after submission prior to the deadline, through provisions of e-tendering portal.

- 14.2 Subject to Clause 16 of this section, no bid shall be modified subsequent to the deadline for submission of bids.

E BID OPENING AND EVALUATION:

15. OPENING OF BIDS:

- 15.1 The Buyer shall open Bids on line through e-portal as per schedule or as per intimation of Bid Opening Date & Time to bidders. Bidders or his authorized representatives who choose to attend on the opening date and time may do so if desired. The bidder shall submit authority letter to this effect before they are allowed to participate in bid opening.
- 15.2 Maximum of two well-informed representatives of each eligible bidder shall only be allowed to attend the opening of the bids.
- 15.3 Representative whose bid is not submitted/ rejected cannot attend the tender opening.

16. CLARIFICATION / CONFIRMATION OF COMPLIANCE OF BIDS

- 16.1 The general eligibility criteria shall be evaluated during preliminary stage and the vendors who have not submitted requisite documents shall be asked through AAI e-tendering portal or by email to substantiate their claims with documentary evidence before a given date failing which their bids shall not be considered further for detailed evaluation.
- 16.2 It may be noted that enquires / clarifications shall be responded only through e-tendering Portal. All such queries shall be entertained which are received on or before last date/time for submission of queries. AAI response will be uploaded through e-tendering portal. Written responses, through email, verbal, telephonic enquiry or enquiry received after last date of submission of queries shall not be entertained during or post tender process.

17. EVALUATIONS AND COMPARISON OF SUBSTANTIALLY RESPONSIVE BIDS:

17.1 Eligibility Evaluation:

- 17.1.1 The eligibility criteria shall be evaluated after opening of eligibility bids. Clarifications if any shall be asked from bidders through e-tender portal to substantiate their claims with documentary evidence before a given date, failing which their bids shall not be considered further for technical evaluation. Bids meeting eligibility criteria shall only be considered for technical bid opening.

17.2 Technical Evaluation :

- 17.2.1 The technical bids of the bidders found to be meeting all general eligibility criteria in the preliminary evaluation shall be opened and evaluated further against the technical requirements of the tender. The requirements shall be verified against the manuals / technical literature submitted by the vendors. The vendors may be asked to substantiate their compliance submitted in the tender by suitable documentation from OEM wherever the same is lacking. The Technical evaluators on their own may download the information from the websites of the OEM(s) to verify the claims of the vendors. The technical Bids of the vendors who fail to substantiate their claim on meeting the technical requirements even after the above process shall be rejected.

17.2.2 AAI may seek performance report on a vendor for other clients whose references are given in the tender. An adverse report from a client shall make the vendor technically unfit leading to his rejection. The process of seeking performance report shall be kept confidential so that the vendor is not able to influence the process.

17.2.3 A short-list of bidders qualifying technically shall be drawn and thereafter these short-listed bids shall be treated at par for the purpose of financial comparison.

18. OPENING OF THE FINANCIAL BIDS:

18.1 Financial Bids of those vendors who qualify technically shall be opened electronically at AAI e-portal on-line. Time and date of opening shall be notified in writing through e-tendering portal.

18.2 The bidder shall issue authority letters to their representatives to attend the opening of financial bids if desired to be present at AAI premise.

19. CONTACTING THE BUYER :

19.1 Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing are liable for rejection. Such rejected tenders will not be returned.

19.2 No bidder shall try to influence directly or through external source, the Buyer on any matter relating to its bid, from the time of publication of NIT till the time the contract is awarded.

19.3 Any effort by a bidder to influence the Buyer in the bid evaluation, bid comparison or contract award decisions shall result in the rejection of the bid, and such actions will be considered as bad performance for future Projects.

20. AWARD OF CONTRACT :

20.1 The acceptance of the tender will be intimated to the successful bidder by AAI, either by fax or by letter, e-portal.

20.2 AAI shall be the sole judge in the matter of award of contract and decision of AAI shall be final and binding.

21. RIGHT TO ACCEPT OR REJECT THE TENDERS :

21.1 The right to accept the tender in full or in part/parts will rest with AAI. However, AAI does not bind itself to accept the lowest tender and reserves to it-self the authority to reject any or all the tenders received without assigning any reason whatsoever.

21.2 Tenders not accompanied with prescribed information or are incomplete in any respect, and/or not meeting prescribed conditions, shall be considered non-responsive and are liable to be rejected.

21.3 The Buyer reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or

bidders on the grounds for the Buyer's action.

- 21.4 Pursuant to Clause 21.3 the documentation submitted by bidder shall not be returned unless the bidder explicitly states this request at the time of submission of the tender. AAI also reserves the right at its sole discretion not to award any order under the tender called. AAI shall not pay any costs incurred in the preparation and submission of any tender.
- 21.5 If the bidder gives wrong information in his Tender, AAI reserves the right to reject such tender at any stage or to cancel the contract, if awarded, and forfeit the Earnest Money.
- 21.6 The Tender for the offered system cannot be submitted both by the OEM and its authorized representative. In such case, the application of OEM alone will be considered and the tender of the authorized representative will be rejected.
- 21.7 **Tenders that are not accompanied with Earnest Money Deposit (EMD) shall be rejected outright.**
- 21.8 Should a bidder have a relation or relations employed in AAI in the capacity of an officer or the authority inviting tender, the same shall be informed by the bidder. In the event of failure to inform and in a situation where it is established that the relation or relations employed in AAI has / have tried to influence the tender proceedings then AAI at its sole discretion may reject the tender or cancel the contract and forfeit the Earnest Money.
- 21.9 The requirements indicated in this NIT are the minimum and bids of the firms not complying with these minimum requirements or having deviations equivalents to the minimum requirements shall be rejected. However, higher than the minimum requirements shall be technically acceptable without any additional financial implication.
- 21.10 Any correspondence after the opening of the technical bid, from the bidder, regarding the bid unless specifically sought by AAI shall not be considered. Such post bid offers / clarifications may be liable for action as per clause 19 above.

22. ISSUE OF WORKS ORDER :

- 22.1 The acceptance of the tender will be intimated to the successful bidder by AAI, either by fax or by letter, e-portal.
- 22.2 The issue of a Works Order / Purchase Order shall constitute the intention of Buyer to enter into the contract with the bidder.
- 22.3 Acceptance of the Works order / Purchase Order will be deemed as effective from the date of issue of Works Order / Purchase Order. All formalities of submission of the Contract Performance Bank Guarantee (within 30 days) in pursuant to clause 6 of section-III of NIT in the format attached Annexure II and signing of the contract shall be completed within 15 days of the Work Order.
- 22.4 AAI shall be the sole judge in the matter of award of contract and decision of AAI shall be final and binding.

23. SIGNING OF CONTRACT:

- 23.1 The issue of Works Order / Purchase Order shall constitute the award of contract on the bidder. The signing of the Contract shall be completed within 15 days of the acceptance of the Works Order / Purchase Order.

24. ANNULMENT OF AWARD :

- 24.1 Failure of the successful bidder to comply with the requirement of Clause 23 shall constitute sufficient ground for the annulment of the award and forfeiture of the EMD in which event the Buyer may make the award to any other bidder at his discretion or call for new bids.

25. QUALITY ASSURANCE REQUIREMENTS :

- 25.1 The supplier shall submit copies of Valid Certificates to ensure that all works comply with standards specified in the QRs (Qualitative Requirements).

26. TRANSFER OF TENDER DOCUMENT :

- 26.1 Transfer of Tender Documents by one bidder to another is not permissible. Similarly transfer of tenders submitted by one bidder in the name of another vendor is not permissible.

27. CONTRACT MONITORING :

- 27.1 The buyer shall hold regular contract monitoring meetings after the award of the contract to monitor the performance of the contract.
- 27.2 First such meeting shall be hold within one week of award of the contract. The date and time of such meeting shall be intimated to the contractor / supplier by fax. / post. The date and time of subsequent meetings shall be decided and recorded in previous meetings.
- 27.3 The proceedings of each meeting shall be recorded and action as required towards successful completion of the project shall be initiated promptly by both AAI and the contractor. Project review meetings shall be with reference to mile stones and contract performance analysis.
- 27.4 Buyer shall communicate the readiness of the site(s) as per format as & when the buyer is ready with the installation plans.

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SECTION - III

GENERAL TERMS & CONDITIONS OF THE CONTRACT

1. Purpose & Scope

- 1.1 This document sets out the terms & conditions to be met in connection with the provision of "**Name of the work as given in Schedule-A Sr. No. 1**" to AAI for the work as per details given in the notice inviting Tender with specifications in Annexure-VII.
- 1.2 This tender document includes details like quantity, delivery, installation, commissioning (including Operating system & other software for the items as tendered for) & support services for maintenance, etc.
- 1.3 The hardware & software supplied against this tender must include all the modules, sub modules and items required for installation, smooth performance and crash recovery of the software such as installation kit, CDs, Software Manuals, hardware sub-systems etc.

2. Compliance:

- 2.1 The unconditional acceptance of all the terms & conditions of the NIT has to be submitted through a letter. The format of the letter is attached at Annexure-I.
- 2.2 The submission of the tender will imply acceptance of all the tender conditions by the bidder laid in tender document including all the Annexure(s) & schedules to the tender document.
- 2.3 The compliance to the terms & conditions should be supported by authenticated documentation wherever required.
- 2.4 Each page of the Bid and cuttings / corrections shall be duly signed with stamp by the bidder. (**Not applicable for E-Tender**)
- 2.5 The submission of **unconditional** acceptance of the terms & conditions of the NIT, as described above is essential for the tender evaluation. The failure to submit the unconditional acceptance statement in the said format shall result in his tender being rejected.

3. Language and Currency :

- 3.1 The bidder shall quote the rates in English language and international numerals. The rates shall be in whole numbers. The rates shall be written in both figures as well as in words.. In case of disparity in figures & words, the rate in words will be considered. In the event of the order being awarded, the language of all services, manuals, instructions, technical documentation etc. provided for under this contract will be English. The bidders should quote only in Indian Rupees and the bids in currencies other than Indian rupees shall not be accepted.

4. Standard Conditions.

- 4.1 Standard printed conditions of the bidder to the offer, other than the conditions specified here, will not be acceptable.

- 4.2 For the purpose of the tender, the metric system of units shall be used.
- 4.3 All entries in the tender shall either be typed or be in ink. Erasures shall render such tenders liable to summarily rejection. The bidder shall duly attest all corrections, cancellation and insertions.
- 4.4 Bidder's offers shall be with reference to section and clause numbers given in the tender schedules.
- 4.5 In case of any ambiguity between details given in NIT and Tender, details given in Tender shall be considered as correct.
- 4.6 In case of any ambiguity between details of items given in Bill of Material and Schedule B, details given in the Bill of Material shall be considered as correct.

5. Earnest Money:

- 5.1 **The Earnest Money Deposit (EMD) of amount of Rs. (a) (As Specified in Schedule-A Sr. No. 3(a)) (Rupees (b)(As Specified in Schedule-A Sr. No. 3(b))) shall be submitted in the form of DD to the address as mentioned in Clause 4 Section I.**
- 5.2 The EMD of the technically unsuccessful bidders shall be discharged / returned after the completion of the technical evaluation process.
- 5.3 The EMD of the bidder other than the lowest bid shall be discharged / returned promptly, after evaluation of financial bids.
- 5.4 The EMD of the successful bidder will be returned after the bidder provides the performance guarantee, as required in para 6 of this section of the tender document.
- 5.5 The EMD amount shall be forfeited in the following events:
 - 5.5.1 If the successful bidder fails to enter into a contract with AAI within 15 calendar days after the receipt of the purchase order / work order as specified under clause 23 of section-II.
 - 5.5.2 If the successful bidder fails to submit the performance guarantee as stipulated in para 6 of this section within 30 calendar days after the receipt of the purchase order / work order.
 - 5.5.3 In the event of not accepting the conditions of the contract even after agreeing to do so and submitting the letter of un-conditional acceptance of terms as per letter in Annexure-I.
- 5.6 No interest or any other expenses, whatsoever, will be payable by AAI on the EMD in any manner.

6. Performance bank Guarantee.

- 6.1 The successful bidder shall submit Contract performance guarantee (in lieu of Contract Performance security) of the value equivalent to 10% (ten percent) of the total price, to AAI

in the form of an irrevocable and unconditional bank guarantee on scheduled commercial bank as per Performa attached as Annexure-II. The guarantee shall be submitted within 30 calendar days of the issue of letter of acceptance of his bid, and will be valid till 90 days after the duration of Guarantee/Warranty. In case successful bidder fails to submit the PBG within stipulated period, interest @ 12% p.a. on performance Guarantee amount would be levied (non-refundable) for delayed period of submission and shall be deducted from EMD or First running Bill. In case, successful bidder fails to submit performance bank guarantee within 60 days, AAI reserve the right to forfeit EMD and cancel the order.

- 6.2 The performance guarantee amount shall be payable to AAI without any condition whatsoever and the guarantee shall be irrevocable.
- 6.3 The performance guarantee shall be deemed to govern the following guarantees from the successful bidder, in addition to other provisions of the guarantee:
 - 6.3.1 The Hardware / Software supplied under the contract shall be free from all defects / bugs and upon written notice from AAI, the successful bidder shall fully remedy , free of expenses to AAI , all such defects / bug as developed under the normal use of the said hardware / software within the period of guarantee/Warranty.
 - 6.3.2 The performance guarantee is intended to secure the performance of the entire system. However, it is not to be construed as limiting the damages stipulated in any other clause.
- 6.4 The performance guarantee will be returned to the successful bidder at the end of the period of liability without interest.
- 6.5 The bidder as per operation, installation, maintenance manuals and performance guarantee tests supplied by the successful bidder, will do the loading, installation & commissioning of systems. The successful bidder will be fully responsible for the guaranteed performance of the supplied systems and warranty obligations. In case of any problem after commissioning and during guarantee period the successful bidder will depute his supervisor(s) to AAI's site within 24 hours of intimation to remove all defects at contractor's cost.
- 6.6 A fine of an agreed amount calculated @ 1/2% of the total value of the faulty equipment per week or part thereof subject to a maximum value equal to the value of the Performance Bank Guarantee can be imposed in case of delay in rectification of the problem in 72 hours. The acceptance of valid reasons for non-compliance to 6.5 above shall rest with ED (IT) and his decision with regard to imposition of the fine shall be final. The fine shall be recovered from the Bank Guarantee.

7. Correspondence:

- 7.1 All correspondence would be directly with the bidder and correspondence through agents will not be entertained.

8. Testing and Inspection :

- 8.1 The testing and inspection of the equipment / components procured shall be carried out in two stages as follows.

8.1.1 Factory Inspection / Acceptance Testing:

8.1.1.1 The Buyer or his representative shall have the right to conduct pre-dispatch inspection of the Hardware and Accessories including the software for their conformity to the specifications. Where the Buyer decides to conduct such tests on the premises of the Original Equipment Manufacturer (OEM) or Supplier of the OEM or its subcontractor(s), all reasonable facilities and assistance like Testing Instruments and other test gadgets including access to drawings and production data shall be furnished to the inspectors at no charge to the Buyer. The schedule & procedure of testing shall be intimated to the bidder after the placement of the Work order / purchase order. The successfully inspected / accepted items shall be sealed in the presence of the Inspectors and signed by the inspectors accordingly.

8.1.1.2 If any inspected or tested Items fail to conform to the Specifications the Buyer may reject them and the Contractor shall either replace the rejected Items or make all alterations necessary to meet Specification requirements free of cost to the Buyer.

8.1.2 Post receipt / pre-installation testing :

8.1.2.1 Notwithstanding the pre-supply tests and inspections prescribed in clause 8.1.1.1 & 8.1.1.2 above, the Items on receipt in the Buyer 's premises will also be tested after receipt and if found defective, or the seal found to be tempered these items shall be replaced free of cost to the Buyer as laid down in clause 8.3 below

8.1.3 Post installation Acceptance testing / Inspection:

8.1.3.1 This testing / inspection shall be performed after the completion of installation of the parts. The inspectors shall verify the component level details during this testing and shall sign the installation report after successful completion of the post installation testing. Defects / shortcomings brought out in this testing shall have to be attended as per the contract within the permitted time schedule.

8.2 If any Item or any part thereof, before it is taken over under above testing/inspection clauses, is found defective or fails to fulfill the requirements of the contract, the consignee shall give the Contractor notice setting forth details of such defects or failure. The Contractor shall make the defective material good, or alter the same to make it comply with the requirements of the contract forthwith and in any case within a period not exceeding one month of the initial report. The replacements by the Contractor shall be made free of all charges at site. Should he fail to do so within this time, the Buyer reserves the discretion to reject and replace at the cost of the Contractor the whole or any portion of the items as the case may be, and that is defective or fails to fulfill the requirements of the contract. The cost of any such replacement made by the Buyer shall be deducted from the amount payable to the Supplier

8.3 The testing & inspection as per above clauses in any way does not relieve the Contractor from any Warranty or other obligations under this contract.

8.4 Acceptance test procedure & Programme for all the items shall be discussed and finalized after the award of the work in a joint meeting.

9. Extension of Time :

- 9.1** This work is urgent and hence the completion period as per contract shall be adhered to strictly. However, in-case of extraordinary situations which may delay the completion of the project, the contractor shall apply for extension in time as per format contained in Annexure-VI.
- 9.2** AAI at its sole discretion may extend the time period for completion of the work without any prejudice to operate the penalty clauses provided for in the Tender Document. Such extension of time and the circumstances leading to the extension of time shall be communicated in writing to the contractor.

10. Compensation for Delay :

- 10.1** Time is the essence of the Contract.
- 10.2** If the successful bidder fails to complete the supply / work within time fixed under the contract, he shall pay to the AAI without prejudice to any other rights or remedy as may be available to the purchaser, an agreed compensation amount calculated @ 1% of the total value of the uncompleted portion of the work per week or part thereof subject to a maximum value equal to the value of the Performance Bank Guarantee.
- 10.3** The amount of compensation for delay and waiver of compensation for delay in case of justified reasons shall be decided at the discretion of Accepting Authority and the same shall be final and binding on the contractor. Time taken by AAI and local statutory authorities for approval of drawings, design, estimate etc, force majeure reasons and any other reasons beyond control of the contractor shall be considered as justified reasons. The amount of compensation may be adjusted or set off against any sum payable to the contractor under this or any other contract with AAI.
- 10.4** Appeal for waiver of compensation for delay with due justification shall be decided as per the provisions of clause 7.4 of the Delegation of Powers (DOP) of Airports Authority of India. The decision of the competent authority on appeal shall be final and binding on the contractor.
- 10.5** Each site will be treated independently for calculating compensation. The delay applicable in the project shall also be site specific. The contract value shall be calculated separately for each site for this purpose.

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12. Force Majeure :

- 12.1** AAI may grant an extension of time limit set for the completion of the work / repair in case the timely completion of the work is delayed by force majeure beyond the contractors control, subject to what is stated in the following sub paragraphs and to the procedures detailed therein being followed. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, flood, storms etc), acts of states, the direct and indirect consequences of wars (declared or un-declared), hostilities, national emergencies, civil commotion and strikes (only those which exceed a duration of ten continuous days) at successful Bidder's factory. The successful bidder's right to an extension of the time limit for completion of the work in above-mentioned cases is subject to the following procedures.

- 12.2 That within 10 days after the occurrence of a case of force Majeure but before the expiry of the stipulated date of completion, the bidder informs the AAI in writing about the occurrence of Force Majeure Condition (as per Annexure-V to the tender document) and that the Bidder considers himself entitled to an extension of the time limit. The contractor shall submit the application for extension of time as attached in Annexure-VI.
- 12.3 That the contractor produces evidence of the date of occurrence and the duration of the force majeure in an adequate manner by means of documents drawn up by responsible authorities.
- 12.4 That the contractor proves that the said conditions have actually been interfered with the carrying out of the contract.
- 12.5 That the contractor proves that the delay occurred is not due to his own action or lack of action.
- 12.6 Apart from the extension of the time limit, force majeure does not entitle the successful bidder to any relaxation or to any compensation of damage or loss suffered.
- 13. Patents, Successful bidder's Liability & Compliance of Regulations**
- 13.1 Successful bidder shall protect and fully indemnify the AAI from any claims for infringement of patents, copyright, trademark, license violation or the like.
- 13.2 Successful bidder shall also protect and fully indemnify the AAI from any claims from successful bidder's workmen/employees, their heirs, dependents, representatives etc or from any person(s) or bodies/ companies etc. for any act of commission or omission while executing the order.
- 13.3 Successful bidder shall be responsible for compliance with all requirements under the laws and shall protect and indemnify completely the AAI from any claims/penalties arising out of any infringements and indemnify completely the AAI from any claims/penalties arising out of any infringements.
- 14. Settlement of Disputes :**
- 14.1 If a dispute of any kind whatsoever arises between the AAI and the Contractor in connection with, or arising out of the Contract or the execution of the works, whether during the execution of the Works or after their completion and whether before or after repudiation or after termination of the contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Project Manager or his nominee, the matter in dispute shall, in first place be referred to the ED (IT), AAI. He shall activate the dispute resolution mechanism to resolve the dispute in question. Any party may invoke arbitration clause, if dispute in question is not settled by the Dispute resolution mechanism
- 14.2 Unless the Contract has already been repudiated or terminated or frustrated the Contractor shall in every case, continue to proceed with the works with all due diligence and the Contractor and AAI shall give effect forthwith to every decision of the Project Manager or his nominee unless and until the same shall be revised, as hereinafter provided, by the Dispute Resolution Mechanism or in an Arbitral Award.

15. Arbitration and Law :

- 15.1 Except where otherwise provided for in the contract, all questions and disputes relating to the provisions of this contract shall be settled under the Rules of Indian Arbitration and Conciliation Act, 1996, within thirty (30) days (or such longer period as may be mutually agreed upon from the date that either party notifies in writing that such dispute or disagreement exists. The single Arbitrator for settlement of any dispute with regard to this contract shall be appointed by the Chairman AAI. The venue of Arbitration shall be New Delhi, India. The arbitration resolution shall be final and binding upon the parties and judgment may be entered thereon, upon the application of either party, by any court having jurisdiction.
- 15.2 Indian laws shall govern this contract.

16. TERMINATION FOR DEFAULT & RISK PURCHASE :

- 16.1 The AAI may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate this Contract in whole or in part in any or the following events.
- 16.2 If the Contractor fails to deliver any or all of the Items within the time period(s) specified in the Contract or any extension thereof granted by the AAI pursuant to Clause 9 of Section - III.
- 16.3 If the Contractor fails to perform any other obligation(s) under Contract.
- 16.4 If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 30 days (or such longer period as AAI may authorize in writing) after receipt of the default notice from AAI.
- 16.5 As a penalty to the Contractor the AAI shall en-cash Contract Performance Bank Guarantee. The AAI in such case shall pay for the assessed value of the executed work that can be used. No payment shall be made for the efforts put in by the Contractor in case the same are of no value to AAI. The balance unfinished work of the project will be got done by fresh tendering on Contractor's risk and that extra expenditure will be recovered.

17. TERMINATION FOR INSOLVENCY :

- 17.1 The AAI may at any time terminate the Contract by giving written notice to the supplier, without compensation to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to AAI. In the event of termination for penalty to the contractor Clause 16.4 shall be applicable.

18. SET OFF :

- 18.1 Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriated by the Buyer to set off the same against any claim of the Buyer for payment of a sum of money arising out of this contract made by the Contractor with Buyer.

19. Deviation in Quantity :

- 19.1 AAI reserves the right to change the quantity or part thereof to be supplied by +/-25% of the tendered quantity but within the overall deviation limit of 30% of the contract value.
- 19.2 AAI also reserves the right to purchase Extra item, Substitute items as per site requirements upto the overall limit of 30% of the contract value.
- 19.3 The overall deviation, Extra item or the substitute items taken together shall not exceed 30% of the contract value unless until it is mutually agreed by both the parties and a specific order is placed on the vendor in this regard.

20. Limitation of Liability

- 20.1 Notwithstanding any other term, there shall be no limitation of liability in case of any damages for bodily injury (including death) and damage to real property and tangible personal property due to gross negligence and willful misconduct of the other party.
- 20.2 In all other cases not covered by Para 20.1 above the total liability of either party under the terms of the contract shall not exceed the total contract value and in no event shall either party be liable to the other for any indirect, incidental, consequential, special or exemplary damages, nor for any damages as to lost profit, data, goodwill or business, nor for any reliance or cover damages even it was advised about the possibility of the same.

21. Repeat Order

- 21.1 AAI reserves the right to place Repeat Order within 1(One) Year, not exceeding 50% of the Quantity of the Original Order.

SECTION - IV

SPECIAL CONDITIONS OF THE CONTRACT

1. Standards

- 1.1 All designs, codes, developing platforms, developing techniques and workmanship shall be in accordance with the highest accepted international standards for this type of work.
- 1.2 The bidder shall also state, where applicable, the National or other International standard(s) to which the whole, or any specific part, of the system, software, or training complies.
- 1.3 The requirements given in this document are firm and no deviation of any kind is acceptable.

2 Time Schedule

- 2.1 The work as per the Notice Inviting Tender shall be completed within (As per Schedule-A Sr. No. 4) of placement of firm order from AAI or as per the schedule submitted by the bidder whichever is less.

3 Time - The Essence of Contract

The time and date of completion of the works as contained in the supplier's proposal and as agreed to contractually after modifications, if any, shall be final and binding upon the supplier. It must be understood that the supplier has made the proposal after fully considering all such factors which may have any bearing on the time schedule of the contract, and no extension in the schedule whatsoever shall be permitted on these accounts by AAI.

The bidder is expected to submit the project plan within 1 week of award of the contract and shall stick to the plan. The contract execution shall be monitored initially on weekly basis and subsequently on daily basis.

4 Delay & Non-Conformance

- 4.1 In case of the above time scheduled including levy of compensation for late delivery of systems as contained in of Section-III of the tender document not being adhered to, AAI has the right to cancel the order wholly or in part thereof without any liability to cancellation charges and procure the goods / software elsewhere in which case the successful bidder shall make good the difference in the cost of goods procured elsewhere and price set forth in the order with the successful bidder.

5 Payment terms

- 5.1 No mobilization advance shall be paid.
- 5.2 The payments shall be released to the Contractor on submission of documents as below.
 - 5.2.1 Bills (Invoices) in duplicate
 - 5.2.2 Delivery Challan in original
 - 5.2.3 Original receipt from the Consignee for completion of delivery in good condition
 - 5.2.4 Inspection certificate in original as applicable

- 5.3 Payment for each of the services / works to the contractor shall be made in the following stages consistent with the work done.
- 5.4 **The payment of 60 % of the cost of the product / equipment including warranty support charges as per bill of material & 100% of freight and insurance, taxes and duties shall be released against the delivery of items at site as per the order and their inspection by AAI after delivery.**
- 5.5 **The balance 40% of the payment towards the cost of the Products / Equipment's and installation commissioning charges shall be released after the Site Acceptance Test of the items by AAI.**
- 5.6 The payment towards the Premium support and SI manpower support shall be released quarterly after the successful services rendered by the vendor and (OEM).
- 5.7 Bidder shall offer GST on the services offered in the bids as per current prevailing rate(i.e. the date on submission of bids), however in case of any change in GST, the actual GST prevailing at that time (of service) shall be paid to the vendor.
- 6 Guarantee / Warranty**
- 6.1 Complete Hardware shall be guaranteed against all defects/bugs and for a satisfactory performance, as per all the listed features, for a period of (As per Schedule-A Sr. No. 5(a)&(b)) months from the date of Commissioning of the System.
- 6.2 The bidder shall attend at his own expense and get the defect/bugs removed in the systems as detected by AAI during the period of warranty.
- 7 Substitution & Wrong Supplies**
- 7.1 Unauthorized/Pirated substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or old versions shall be returned to the successful bidder at his cost and risk.
- 8 Dispatch of Documents**
- 8.1 Pre-receipted Bills in triplicate at each stage of payment.
- 8.2 Copy of the Delivery Challan.
- 8.3 Copy of the Inspection report (if inspection carried out as a part of the Contract).
- 8.4 Duly certified Installation / Commissioning Certificate with the final bills.
- 8.5 Any other Document as per Annexure- (As per Schedule-A Sr. No. 6).
- 9 Up gradation**
- 9.1 The successful bidder shall guarantee the long-term availability of Upgraded versions of hardware / software to the buyer for the full life of the equipment. The successful bidder shall guarantee that before outdating the current systems covered under the contract, successful

bidder shall give AAI at least six (6) months advance notice so that the latter may order the next up graded system.

10 Technical Manual

10.1 The bidder shall supply complete set of technical/ operations and maintenance manuals (as applicable) along with the delivery. The cost of such manuals supplied will be included in the cost of the system.

11 Change of Model

11.1 No change of model after the placement of order shall be entertained unless the alternate model offered are equivalent or higher in specifications and approval of the competent authority has been obtained in writing for such a change of model before the delivery of the product. Delivery of the alternate product without such an approval shall not be accepted and AAI shall not be responsible for any delay in delivery schedule on this account.

12 Sample Testing

12.1 The Buyer may demand a sample product at any stage of tendering for evaluation. AAI reserves the right to reject a Bid at any stage of processing and shall forfeit the EMD if the sample product is found to be substandard and / or fails to meet the NIT specifications and the bidder shall have no further claims in the tender.

12.2 AAI shall not bear any cost with regard to transportation of the equipment for testing and all such cost with regard to the testing shall have to be borne by the Bidder.

13 Training

13.1 Bidder is required to provide minimum four day hands on training on each OEM technology proposed as a part of the RFP.

14 INTELLECTUAL PROPERTY RIGHTS

14.1 Airports Authority of India recognizing the intellectual property rights (in case of Software Development Projects) of the contractor and shall allow the marketing of the product to third party provided the marketing is done jointly or in consultation with AAI. For this a memorandum of understanding (MOU) shall be arrived at between AAI and the Contractor before taking up such activity. MOU will define in clear terms the responsibility of both the parties, financial implications and legality of the action.

15 Submission of Acceptance Testing procedure

15.1 It will be the responsibility of the vendor to submit the system test procedure for conducting the post installation site acceptance testing. The procedure submitted by the vendor should be drafted in line with the standard practices followed in the industry and should be in accordance with the test procedures & practices specified by the OEM. The acceptance test procedure on approval by AAI shall become the document for acceptance of the equipment after installation at the site. The draft copy of system test procedure should be made available to AAI before 15 days of the schedule site acceptance date.

16 Project Schedule & Monitoring

- 16.1 The vendor shall plan various activities and submit the execution schedule within one week of award of the work. The execution schedule should clearly indicate all activities and the time required for completion of each activity taking the total project time as specified in para 2 above. Parallel activities and the dependent activities for each activity may be required to be specified in the schedule. The vendor would be required to submit the bar chart for all the activities along with the schedule. The project shall be closely monitored with respect to this schedule. The project review & coordination meetings shall be held once in 15 days with respect to this schedule. Apart from the regular monitoring meeting at CHQ the physical progress of the work shall be monitored from time to time as agreed between both the parties in the progress review meetings. Any slippage from the schedule in completion of one activity and resultant delay / impact on the overall completion schedule shall be reviewed in each review meeting and the vendor would be required to take corrective actions to bring back the project on schedule.
- 17 The vendor should deploy well trained personnel at the site. AAI shall not be responsible for any incident or accident happening at the site due to the negligence of the personnel deployed by the bidder. The bidder shall absolve AAI against all such claims.
- 18 The Supplier is responsible for all unpacking, assemblies, wiring, installations, cabling between hardware units and connecting to power supplies at site .
- 19 Quantity ordered may vary as per site conditions / requirements.

20 **Bidders registered with NSIC**

20.1 Concessions to Indian Micro & Small Enterprises (MSEs) units will be given as per the provisions (para -10) of public procurement policy for MSEs order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc.

20.2 In case a tenderer is eligible for any concession/exemption under this clause, documentary proof to this effect must be enclosed. It may be noted that submission, if any, of reference(s) of Govt. notification(s) pertaining to concessions/exemptions must be supported by copy(s) of such notification(s).

20.3 In case NSIC/MSME registration certificate is found invalid during evaluation, the bid of such bidder shall be rejected and tender fee shall not be refunded.

20.4 They benefit as above to MSE's shall be available only for good / services produced and provided by MSE's for which they are registered.

21 **List of Exclusions**

21.1 The tender clauses not related for the present tender are not applicable.

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ANNEXURE-I

ACCEPTANCE LETTER

(TO BE SUBMITTED IN ELIGIBILITY BID)

To,
The Regional Executive Director,
North Eastern Region
Airports Authority of India
LGBI Airport, Guwahati

Sub: Acceptance of Terms & Conditions of Tender

Name of Work: - "Name of the work as given in Schedule-A Sr. No. 1"

Tender No.: - "Tender No. as given in Schedule-A Sr. No. 2"

Dear Sir,

1. The tender document for the works mentioned above have been sold to me/us by Airports Authority of India and I / we hereby certify that I / we have read the entire terms and conditions of the tender document made available to me / us in the office of the General Manager (CNS) , AAI, which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.
2. I / We hereby unconditionally accept the tender conditions of AAI's tender document in its entirety for the above works.
3. It is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks / conditions (except unconditional rebates on quoted rates if any) in the tender enclosed in envelope "A", "B"& "C" and the same has been followed in the present case. In case any provisions of this tender are found violated after opening envelope "A","B"&"C". I / we agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said earnest money absolutely.
4. That, I /We declare that I/we have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI ask for bribe /gratification, I will immediately report it to the appropriate authority of AAI.

Yours Faithfully,

(Signature of the Tenderer)
with rubber stamp

Date: _____

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ANNEXURE-II

PROFORMA BANK GUARANTEE FOR CONTRACT PERFORMANCE

(To be stamped in accordance with Stamp Act)

(The non-judicial stamp paper should be in the name of issuing Bank)

Ref : _____

Bank Guarantee No : _____

Date: _____

To

AIRPORTS AUTHORITY OF INDIA
O/O Regional Executive Director,
North Easter Region, LGBI Airport,
Guwahati

Dear Sirs,

In consideration of the Airports Authority of India (hereinafter referred to as the Owner", which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to M/s -----(hereinafter referred to as the 'Contractor', which expression shall unless repugnant to the context of meaning thereof, include its successors, administrators executors and assigns), a contract. Bearing No. ----- dated-----valued at ----- for ----- and the contractor having (scope of contract)agreed to provide a Contract Performance of the entire Contract equivalent to ----- (10 per cent) of the said value of the Contract to the Owner. We at -----(hereinafter referred to as the 'BANK', which expression shall, unless repugnant to the context or meaning thereof, include the successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the Owner, on demand any and all money payable by the Contractor to the extent of ----- as aforesaid at any time upto ----- (day/month/year) without any demur, reservation, contest, recourse or protest and/or without any reference to the Contractor. Any such demand made by the owner the Bank shall be conclusive and binding notwithstanding any difference between the owner and contractor or any dispute pending before any court, tribunal or any authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the Owner and further agrees that the guarantee herein contained shall continue to be enforceable till the Owner discharges this guarantee. The Owner shall have the fullest liberty, without affecting in any way the liability of the Bank under this guarantee, to postpone from time to time the exercise of any powers vested in then or of any right which they might have against the Contractor,. And to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner and the Contractor or any other course of or remedy or security available to the Owner. The Bank shall not be released of its obligations under these presents by any exercise by the Owner or by any other matters or thing whatsoever which under law would, but for this provision, have the effect of relieving the Bank. The Bank also agrees that the Owner at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that the Owner may have in relation to the Contractors liabilities.

Apart from other guarantees this Bank Guarantee explicitly provides for the following:

- A) The Hardware / Software supplied under the contract shall be free from all defects / bugs and upon written notice from AAI, the successful bidder shall fully remedy , free of expenses to AAI , all such defects / bug as developed under the normal use of the said hardware / software within the period of guarantee/Warranty.
- B) The performance guarantee is intended to secure the performance of the entire system. However, it is not to be construed as limiting the damages stipulated in any other clause.

Notwithstanding anything mentioned herein above our liability under this guarantee is restricted to Rs. ----- and it shall remain in force upto and including ----- and shall be extended from time to time for such period (not exceeding one year), as may be desired by M/s ----- on whose behalf this guarantee has been given.

WITNESS

Dated this ----- day of ----- 2013 at -----

Signature ----- Signature -----

Name ----- (Bank's Rubber Stamp)

Official address ----- Name -----

Designation with Bank Stamp

Attorney as per Power of

Attorney No. -----

Date-----

ANNEXURE- II A

(Company Letter Head)

(To be submitted when the form of EMD submission is BG)

(Letter of understanding from the Bidder to Bank to be submitted along with EMD to Airports Authority of India)

The Branch Manager,
..... **Bank,**
.....

Subject: My/Our Bank Guarantee bearing No..... dated..... for amount issued in favour of Airports Authority of India (AAI).

Sir,

The subject Bank Guarantee is obtained from your branch for the purpose of Earnest Money on account of contract awarded/ to be awarded by M/s AAI to me/us.

I/We hereby authorize the Airports Authority of India in whose favour the deposit is made to close the subject Bank Guarantee before maturity/ on maturity towards adjustment of dues without any reference/consent/notice from my/our side and the bank is fully discharged by making the payment to Airports Authority of India.

Not Applicable

Date:

Signature of the Depositor

Place:

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ANNEXURE –II B

Bank Guarantee Format for EMD

(To be submitted when the form of EMD submission is BG)
(On Non-judicial stamp paper of Rs.100.00)

Bank Guarantee

The Regional Executive Director
AIRPORTS AUTHORITY OF INDIA
North Easter Region, LGBI Airport,
Guwahati

Dear Sir,

We _____(full name of the banker) hereby refer to the tender for
.....(name of work) between the Airports Authority of India as purchaser and M/s
_____ (fill in the name of tenderer) as tenderer
providing in substance for(name of work) as particularized in said tender, to which
specific reference is made. Under the terms of said tender, the tenderer is required to provide a bank
guarantee in a form acceptable to the purchaser for the amount of Rs.....(amount in
figures)(Rupees) on account of EMD.

Not Applicable

In view of the foregoing and pursuant to the terms of the said tender, which tender is referred to and made a part thereof as fully and to the same extent as if copied at length hereon, we hereby absolutely and unconditionally guarantee to the purchaser, performance of the terms and conditions of the said tender. The guarantee shall be construed as an absolute, unconditional and direct guarantee of the performance of the tender without regard to the validity, regularity or enforceability of any obligation of the parties to the tender.

The purchaser shall be entitled to enforce this guarantee without being obliged to resort initially to any other security or to any other remedy to enforce any of obligations herein guaranteed any may pursue any or all of its remedies at one or at different times. Upon default of the tender, we agree to pay to the purchaser on demand and without demur the sum of Rs.....(amount in figures)(Rupees) or any part thereof, upon presentation of a written statement by the purchaser that the amount of said demand represents damages due from the tenderer to the purchaser by virtue of breach of performance by the tenderer under the terms of the aforesaid tender. The determination of the fact of breach and the amount of damages sustained and or liability under the guarantee shall be in the sole discretion of the purchaser whose decision shall be conclusive and binding on the guarantor.

It is mutually agreed that the purchaser shall have the fullest liberty without affecting in any manner our obligation hereunder with or without our consent to vary any of the terms of the said tender or to extend the time for performance by the tenderer, from time to time any of the powers exercisable by the purchaser against the tender and either to forebear or on force any of the terms and conditions relating to the said tender and we shall not be relieved from our liability by reasons of any variation of

any extension being granted to the tender or for any forbearance act or commission on the part of the purchaser or any indulgence by the purchaser to the tenderer or by any such matter or thing whatsoever which under the law relating to the sureties would but for this provision have effect of so relieving our obligation.

This guarantee is confirmed and irrevocable and shall remain in effect until _____ (the validity shall be six months from the date of opening of Tender) and such extended periods which may be mutually agreed to. We hereby expressly waive notice of any said extension of the time for performance and alteration or change in any of the term and conditions of the said tender.

Very truly yours,

(Authorized Signatory of the Bank)

ANNEXURE –III

List of Support Staff with qualification background
(To be submitted with Technical bid)

Name of Work: - "Name of the work as given in Schedule-A Sr. No. 1"
Tender No.: "Tender No. as given in Schedule-A Sr. No. 2"

Sr. No.	Name of the Employee	Qualification		Experience (No. of years)	Remarks
		Educational	Professional		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

AUTHORIZED SIGNATURE _____

NAME OF THE SIGNATORY _____

NAME & ADDRESS OF THE TENDERER

OFFICIAL SEAL _____ Date _____

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ANNEXURE – IV

Details of Make/ Models offered against the Tender
(To be submitted in the Technical Bid)

Name of Work: - "Name of the work as given in Schedule-A Sr. No. 1"
Tender No.: "Tender No. as given in Schedule-A Sr. No. 2"

S.No	Item Description	Make / Model Offered
1	Projector	
2	Heavy duty 4 feet Projector ceiling mount kit	
3	Cable cubby	
4	HDMI Matrix Switcher	
5	HDMI Face Plate	
6	Camera shelf	
7	Gooseneck microphone	
8	Wireless handheld Microphone Set	
9	Wireless Lapel Microphone Set	
10	Audio DSP or Central Control Unit	
11	Audio DSP	
12	Audio Power Amplifier	
13	Wall mount speakers	
14	Line to mic converter	
15	Podium	
16	Flexible High Speed HDMI Cable – 6 feet	
17	Optical HDMI cable- 66 feet	
18	HDMI Cable - 15 mtrs (50ft)	
19	HDMI Cable - 10.67 mtrs (35ft)	
20	HDMI Cable 4.6 mtr (15ft)	
21	Equipment Rack 17 U	
22	Camera to codec cable for Cisco Sx20 - 5mtrs	
23	5KVA online UPS	

Note: Tender specific MAFs are required for the item Nos.1 to 24 except item Nos. 2,5,6& 22 stated above.

AUTHORIZED SIGNATURE _____
NAME OF THE SIGNATORY _____
NAME & ADDRESS OF THE TENDERER _____
OFFICIAL SEAL _____ Date _____

ANNEXURE – V

FORMAT FOR INTIMATION OF FORCE MAJEURE OCCURRENCE

**The Regional Executive Director
North Eastern Region,
Airports Authority of India
LGBI Airport
Guwahati-15**

**Name of Work: - "Name of the work as given in Schedule-A Sr. No. 1"
Tender No.: - "Tender No. as given in Schedule-A Sr. No. 2"**

Subject: Intimation regarding Force Majeure Case:

Sir,

Pursuant to Clause No.12 - FORCE MAJEURE, it is for your kind information that a case of force majeure has since occurred. Details are given below:

Date of occurrence	Detail of Incident	Activity affected	Likely Delay	Requested Extension

We are entitled to an extension in the date of completion as requested above. Bar Chart with revised schedule of activities is attached. Please approve the extension in the time. Evidence of the date of occurrence is also enclosed.

It is certified that performance of the Contract has been interfered with. It is also certified that the incident has not occurred due to our own action and that there has not been any lack of action by us in preventing the occurrence.

We are only claiming the extension in the date of completion of the activity (ies) and not claiming the loss incurred in the course of the incident.

Yours truly,

(Project Manager)

Enclosures:

1. Revised Bar Chart.
2. Evidence of the occurrence of the Force Majeure case (..... sheets)

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ANNEXURE-VI

APPLICATION FOR EXTENSION OF TIME

Part-I

1. Name of the Contractor
2. Name of the work as given in the agreement
3. Agreement No.
4. Contract Amount
5. Date of Commencement of work as per agreement
1. Period allowed for completion of work as per agreement
2. Date of completion stipulated in agreement
3. Date of actual completion of work
4. Period for which extension is applied for.
5. Hindrances on account of which extension is applied for with dates on which hindrances occurred and the period for which these are likely to last.

Sl No	Name of Hindrance	Date of occurrence of hindrance	Date of over of hindrance	Period of hindrance	Overlapping Period	Net extension applied for	Remarks if any
1	2	3	4	5	6	7	8

Total period for which extension is now applied for on account of hindrances mentioned above.

Month

Days

6. Extension of time required for extra work.
12. Details of extra work and the amount involved:-

Total value of extra work	Proportionate period of extension of time based on estimated amount put to tender on account of extra work.
(a)	(b)

13. Total extension of time required for 10 & 11.
Submitted to the Project Manager _____.

Signature of Contractor

Dated

Part II

(For Official Use)

1. Date of receipt of application from _____
Contractor for the work of _____ in the office of the
General Manager (IT) _____.
2. Recommendations of the project Manager as to whether the reasons given by the contractor
are correct and what extension, if any, is recommended by him. If he does not recommend
the extension, reasons for rejection should be given.

Dated: _____ Signature of the Installation In-charge

(To be filled in by the Project Manager)

1. Date of receipt in the Office:-
2. Project Manager's remarks regarding hindrances mentioned by the contractor.
 - (i) Serial No
 - (ii) Nature of hindrance
 - (iii) Date of occurrence of hindrance
 - (iv) Period for which hindrance is likely to last
 - (v) Extension of time applied for by the contractor
 - (vi) Overlapping period, if any, giving reference to items which overlap
 - (vii) Net period for which extension is recommended
 - (viii) Remarks as to why the hindrance occurred and justification for extension recommended.
3. Project Manager's Recommendations. The present progress of the work should be stated
and whether the work is likely to be completed by the date up to which extension has been
applied for. If extension of time is not recommended, what compensation is proposed to be
levied under Clause 32 of the agreement.

Signature of Project Manager

Signature of Accepting Authority

ANNEXURE-VII**Compliance Statement & Bill of Material**

(To be submitted with Technical bid)

(As per relevant 8.1.2 of section-II of Tender Document)**Name of Work : - "Name of the work as given in Schedule-A Sr. No. 1"****Tender No. : - "Tender No. as given in Schedule-A Sr. No. 2".****Detail Bill of Material for Audio Visual System at Conference Room I**

Sl. No.	Item	UoM	Quantity
Display and Video System			
1	Projector	Nos.	1
2	Heavy duty 4 feet Projector ceiling mount kit	Nos.	1
Video and Switching System			
3	Cable cubby	Nos.	2
4	HDMI Matrix Switcher	Nos.	1
5	HDMI Face Plate	Nos.	3
For Existing Video Conferencing System			
6	Camera shelf	Nos.	1
Audio System			
7	Gooseneck microphone	Nos.	13
8	Wireless handheld Microphone Set	Nos.	1
9	Wireless Lapel Microphone Set	Nos.	1
10	Audio DSP or Central Control Unit	Nos.	1
11	Audio DSP		1
12	Audio Power Amplifier	Nos.	1
13	Wall mount speakers	Nos.	4
14	Line to mic converter	Nos.	1
15	Podium	Nos.	1
Cables and Connectors			
16	Flexible High Speed HDMI Cable – 6 feet	Nos.	4
17	Optical HDMI cable- 66 feet	Nos.	2
18	HDMI Cable - 15 mtrs (50ft)	Nos.	2
19	HDMI Cable - 10.67 mtrs (35ft)	Nos.	1
20	HDMI Cable 4.6 mtr (15ft)	Nos.	1
21	Microphone bulk cable (200 mtrs. Approx.), 16 AWG speaker bulk Cable (120 mtrs. Approx.), Various Cables, Connectors, Casing & Capping, Over Floor Raceway (50ft approx..) and other Accessories	Lot	1
22	Equipment Rack 17 U	Nos.	1
23	Camera to codec cable for Cisco Sx20 - 5mtrs	Nos.	1
24	Installation, Testing and Commissioning of the Audio Visual system	Lot	1
Power Backup			
25	5KVA online UPS with inbuilt isolation transformer with 30 min backup	Nos.	1

Detail Bill of Material for Audio Visual System at Conference Room II

Sl. No.	Item	UoM	Quantity
Display and Video System			
26	Heavy duty 4 feet Projector ceiling mount KIT	Nos.	1
Video and Switching System			
27	Cable cubby	Nos.	2
28	HDMI Matrix Switcher	Nos.	1
29	HDMI Face Plate	Nos.	1
Audio System			
30	Gooseneck microphone	Nos.	18
31	Wireless Handheld Microphone Set	Nos.	1
32	Wireless Lapel Microphone Set	Nos.	1
33	Audio DSP or Central Control Unit	Nos.	1
34	Audio DSP		1
35	Audio Power Amplifier	Nos.	1
36	Wall mount speakers	Nos.	4
37	Line to mic converter	Nos.	1
Cables and Connectors			
38	Flexible High Speed HDMI Cable – 6 feet	Nos.	3
39	Optical HDMI cable-66ft	Nos.	1
40	HDMI Cable - 15 mtrs (50ft)	Nos.	2
41	HDMI Cable - 10.67 mtrs (35ft)	Nos.	1
42	HDMI Cable 4.6 mtr (15ft)	Nos.	1
43	Microphone bulk cable (200 mtrs. Approx.), 16 AWG speaker bulk Cable (120 mtrs. Approx.), Various Cables, Connectors, Casing & Capping, Over Floor Raceway (50ft approx..) and other Accessories	Lot	1
44	Equipment Rack 17 U	Nos.	1
45	Installation, Testing and Commissioning of the Audio Visual system	Lot	1
Power Backup			
46	5KVA online UPS with inbuilt isolation transformer with 30 min backup	Nos.	1

Technical Specifications

Item No.1: Projector			
S.No.	Parameter	Specification	Complied/ Not Complied
1	Resolution	1280 x 800 Pixels or better	
2	Brightness	5000 ANSI Lumen or better	
3	Contrast Ratio	10000:1 or better	
4	Aspect Ratio	Native 16:9	
5	Throw Ratio	1.2-1.9:1 or better	
6	Lamp	270Watt or better	
7	Keystone Correction Range	Vertical: $\pm 35^\circ$, Horizontal: $\pm 35^\circ$ or better	
8	Interface	Computer in x2, Monitor out, Composite Video in (RCA); S-Video in; HDMI in x 2; Audio In; Audio Out; or better	
9	Power	Power Supply: AC100 to 240V, 3.5A, 50 to 60 Hz	
10	Audible Noise	36/29dBA (Normal/Economic mode) or better	
11	Accessories	All Accessories, Cables Connectors etc.	
12	Warranty	3 years comprehensive onsite warranty from the Vendor / Sl.	

Item No. 2 & 26 Heavy Duty 4 feet Projector Ceiling Mount Kit			
S.No.	Specification		Complied/ Not Complied
1	The ceiling mount kit must be compatible with the Projector (Existing/New)		
2	Warranty: 3 years comprehensive onsite warranty from the Vendor / Sl.		

Item No. 3 &27: Cable Cubby			
S. No.	Parameter	Specification	Complied/ Not Complied
1	Type	Sleek compact size with Tilt up lid with cable pass through for easy access to cables with lid closed or equivalent	
2	Connectivity	AC Power socket & Pass through Connectivity for HDMI & LAN cables or better	
3	Finish	Black / Brushed Aluminium finish / Black powder quoted/ anodized finish or better	
4	Regulatory Compliance	UL	
6	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 4 & 28 HDMI Matrix Switcher			
S.No.	Specification		Complied/ Not Complied
1	Connects any of 6 or more HDMI sources to any of 6 or more HDMI displays		
2	Supports resolutions up to UXGA; 1080p or better		
3	Multiple Control Methods – system management via front-panel pushbuttons, IR remote, RS-232 control, and Ethernet connections (Web GUI)		
4	Max. Data Rate : 6.75 Gbps (2.25 Gbps Per Lane) or better		
5	Should allow Multiple Aspect Ratio Selections		
6	HDCP compatible		
7	Rack Mountable		
8	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.		

Item No. 5 &29: HDMI Faceplate			
S. No.	Parameter	Specification	Complied/ Not Complied
1	Type	Metallic Wall Plate type to be mounted on table/wall/podium	
2	Connectivity's	one HDMI female	
3	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 6 Camera Shelf		
S.No.	Specification	Complied/ Not Complied
1	The camera shelf mounted the existing Camera of the Video Conferencing System (Cisco SX20) on the wall.	
2	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 7 & 30 Gooseneck Microphone		
S.No.	Specification	Complied/ Not Complied
1	Microphone length should be 50 cm or more	
2	Audio Frequency bandwidth - 100 Hz to 15 KHz or better	
3	S/N ratio should be ≥ 70 dB	
4	Mute / Push to Talk switch or better	
5	Balanced XLR	
6	Shock Mounts for Gooseneck Microphones	
7	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 8 & 31: Wireless Handheld Microphone			
S.No.	Parameter	Specification	Complied/ Not Complied
1	Modulation	Wideband FM (RF)	
2	Frequency Range	516 -864 MHz or better	
3	Audio Bandwidth	35-20000 Hz or better	
4	S/N Ratio	120dBA or Better	
5	Mic Style & Polar Pattern	Handheld & Cardioid or better	
6	Transmitter RF Power	50 mW or better	
7	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.9 & 32: Wireless Lapel Microphone Set			
S.No.	Parameter	Specification	Complied/ Not Complied
1	Modulation	Wide band FM(RF)	
2	Frequency Range	516 -864 MHz or better	
3	Audio Bandwidth	35-20000 Hz or better	
4	S/N Ratio	120dBA or Better	
5	Mic Style & Polar Pattern	Condenser Lavalier & Cardioid	
6	Transmitter RF Power	50 mW or better	
7	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.10,11, 33 & 34: Audio DSP			
S.No.	Parameter	Specification	Complied/ Not Complied
1	Type	Audio DSP (Digital Signal Processor) with AEC	
2	Inputs	12 or more Mic/Line inputs	
3	Output	8 or more balanced or unbalanced line level	
4	AEC inputs	12 or more AEC inputs	
5	Phantom Power	48V Phantom power on 12 inputs	
6	Frequency Response	20-20000 Hz or better	
7	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.10 & 33: Central Control Unit		
S.No.	Specification	Complied/ Not Complied
1	It should have a built in DSP chip which can adjust the audio output and sensitivity automatically or equivalent	
2	The system should have auto testing facility when powered on	
3	Should support built-in voting feature or equivalent	
4	Frequency response should be 50HZ~16KHz (± 1 dBV) or better	
5	S/N Ratio should be ≥ 85 dBV	
6	The control unit should be able to control up to 10 chairman units & 999 delegate units by extension power supply or better	
7	Control unit should have the RS-232 interface for the programming purpose for Auto Tracking of Cameras or equivalent	
8	It should have LCD monitor display, the setting up the configurations and displayed	
9	Should have delegate control software or equivalent	
10	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.12 & 35: Audio Power Amplifiers			
S.No.	Parameter	Specification	Complied/ Not Complied
1	Power Amp Topology	Class -D or better	
2	Line Input Channel	Minimum 2	
3	Line Out Put Channels	Minimum 2	
4	S/N Ratio	> 97 dB	
5	THD	< 0.5%	
6	Output Power @ 70V/100V	2 X 350W or better	
7	Protection	Voltage, Current , Temp., DC Offset etc	
8	Rack Mountable	19" Rack Mountable	
9	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.13 & 36: Wall Mount Speakers			
S.No.	Parameter	Specification	Complied/ Not Complied
1	Frequency Range (-10 dB)	75Hz - 20KHz or better	
2	Nominal Impedance	8 Ohms or better	
3	Power Capacity	200W or better	
4	Transformer Taps	70V: 60W, 30W, 15W, 7.5W or better	
5	SPL 1W / 1m	87 dB or better	
6	Peak SPL Max	107 dB or better	
7	Nominal Coverage	Min 100 degree or higher	
8	Sensitivity	Min 87db or better	
9	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 14 & 37 Line to Mic Converter		
S.No.	Specification	Complied/ Not Complied
1	Line to mic converter as per requirement for the integration	
2	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.15 : Podium			
S. No.	Parameter	Specification	Complied/ Not Complied
1	Podium Body	Wooden/ Acrylic Frame with Wooden/Acrylic Top, Moving podium with convenience.	
3	Top Connection Panel	One gooseneck MIC and one lamp, 60W rated power output, 1 aux input, 2 MIC inputs, 1 line output and 1 REC output or better	
4	Design	Design and dimension as per IAA Requirement	
5	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 16 & 38 HDMI Cable 6ft		
S.No.	Specification	Complied/ Not Complied
1	Flexible High Speed HDMI Cable – 6 feet	
2	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.17,18,39 & 40 HDMI Cable 66ft & 50ft		
S.No.	Specification	Complied/ Not Complied
1	Active Optical High–Speed Pluggable HDMI Cable	
2	Shall Support Resolutions upto 4K@30Hz (4:4:4) 8–bit, full HD, 3D Deep Color or better	
3	Data Transfer Rate —10.2Gbps or higher	
4	Shall be High–Quality Connectors — 24K gold–plated, corrosion–resistant	
5	HDMI COMPLIANCE: HDCP 2.2, EDID, CEC	
6	CABLE STRUCTURE: Hybrid optical fiber cable	
7	Low Bending Ratio — 6mm (0.24") or better for display connectivity	
8	RoHS 2011/65/EU Compliant	
9	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 19 & 41 HDMI Cable 35ft		
S.No.	Specification	Complied/ Not Complied
1	High Quality Molded HDIM Patch cable , 35 Feet or more	
2	High Data Transfer Rate - Up to 10.2Gbps or better	
3	Supported Resolutions - 720p/1080i/1080p	
4	Shall be High–Quality Connectors — gold–plated, corrosion–resistant or better	
5	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 20 & 42 HDMI Cable 15ft		
S.No.	Specification	Complied/ Not Complied
1	15 feet or more , Flexible high-speed HDMI cable with Ethernet	
2	High-performance cable with molded HDMI connectors at both ends	
3	Supports signals up to 1920x1200 @60Hz and HDMI Ethernet Channel	
4	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 21 & 43 Microphone bulk cable (200 mtrs. Approx.), 16 AWG speaker bulk Cable (120 mtrs. Approx.), Various Cables, Connectors, Casing & Capping, Over Floor Raceway (50ft approx..) and other Accessories		
S.No.	Specification	Complied/ Not Complied
1	Microphone Cables, Speaker Cable, Various other Cables, Connectors, Casing & Capping , Over Floor Raceway etc., as required along with required accessories for complete installation and commissioning of the items under scope shall be the vendor. Cables and connectors shall be of preferred makes: Beldon, Neutrik, Crestron, Extron, Kramer, or Equivalent.	
2	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.22 & 44 : Equipment Rack -17 U			
S. No.	Parameter	Specification	Complied/ Not Complied
1	Rack Size	17U, 19 " , 600mm, 500mm	
2	Structure	Four side CRCA Steel , Front Glass door Lockable, Floor Mounted with wheels	
3	Power distribution Unit	1No. 6 Sockets of 5 Amp.	
4	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No. 23 Camera to Codec Cable for Cisco Sx20		
S.No.	Specification	Complied/ Not Complied
1	Camera to Codec Cable for the existing Video Conferencing System (Cisco Sx20) --- length 5 mtrs. or more	
2	Warranty: 3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.24,45: Installation, Testing and Commissioning of the Audio Visual System			
S. No.	Parameter	Specification	Complied/ Not Complied
1	Installation	As per Industry Standard or OEM	
2	Testing	As per Industry Standard or OEM	
3	Commissioning	As per AAI approved Parameters	
14	Warranty	3 years comprehensive onsite warranty from the Vendor / SI.	

Item No.25& 46 : 5 KVA Online UPS			
S. No.	Parameter	Specification	Complied/ Not Complied
1	Capacity & Output Power Factor	5 KVA & 0.9 or better	
2	Input Voltage Range	165-270 VAC @ 100% LOAD SINGLE PHASE (3 WIRE)	
3	Power distribution Unit	1No. 6 Sockets of 5 Amp.	
4	Input Frequency	50Hz \pm 10% (Suitable for Generators)	
5	Output Voltage	220/230/240 \pm 1%	
6	Output Frequency	50 Hz \pm 0.1% or better	
7	Overload Capacity	110% for 1 minutes, 130% for 10 seconds or better	
8	Crest Factor	3:01	
9	Noise (Db)	<60 DB	
10	Efficiency	Upto 90%	
11	Harmonic Distortion	Less than 3%	

12	Isolation Transformer	UPS output should be inbuilt isolation transformer within the UPS cabinet itself. External transformer shall not be considered.	
13	Temperature	Temp: 0–40 Deg C	
14	Audible Alarms	Battery low voltage , abnormal power supply , ups failure , over load	
15	Battery Backup	The system must be capable of providing requisite battery back-up time of 30 minutes	
16	Battery & other	Sealed Maintenance Free Batteries along with Rack & Links and Single battery Bank	
17	Warranty	3 years comprehensive onsite warranty on UPS and 2 years on Battery from the Vendor / SI.	

Item No. 3 to 4, 7 to 14, 16 to 20, 27 to 28, 30 to 37, 38 to 42		
S.No.	Specification	Complied/ Not Complied
1	The items meeting the Specification shall be of preferred makes: Extron, Crestron, Kramer, AKG, Sennheiser, Beyerdynamic, Bose, BSS, Polycom, Clearone, Crown, QSC, JBL, Tannoy, BXB, Audio-Technica, ATEN, Biamp, Shure, Apart Audio.	

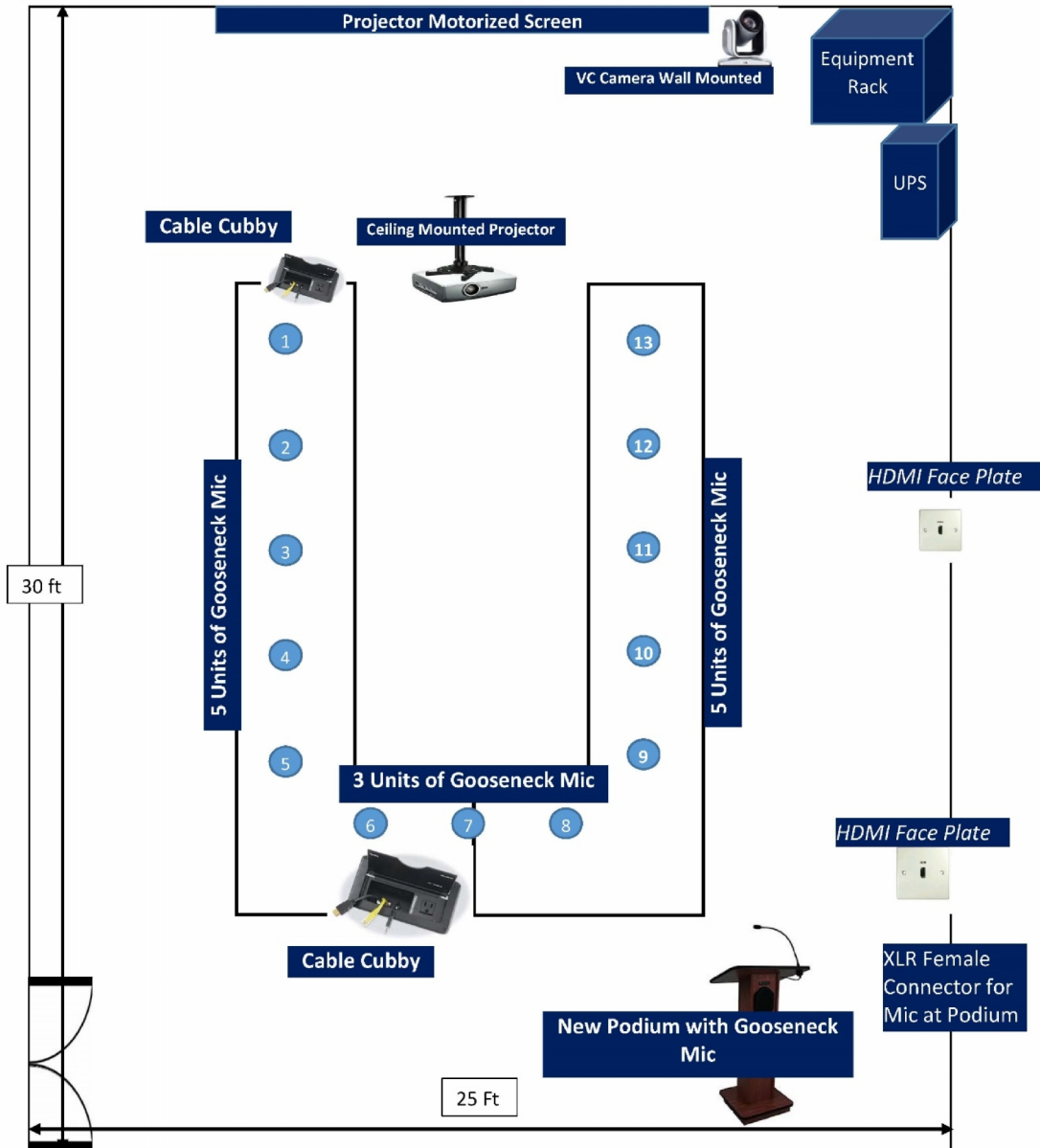
Annexure-VIII

Sl.No.	Details of the Vendor Firm/ Company				
1	Name of the Company:				
2	Name of the Directors as per MoA:				
3	Name of the Authorized signatory:				
4	Email Address:				
5	Phone/Fax:				
6	Email Address for correspondence:				
7	Detail of EMD	Name of the Bank	Amount	Date of Challan	EMD Status on portal
8	Turn Over of the company for last three years	FY 2015-16	FY 2016-17	FY 2017-18	Annualized
9	TIN/VAT				
10	PAN/Service Tax no.				
11	Date of Incorporation of the Company as per MoA (Copy Attached /Uploaded)				
12	Proof of Execution of works	Name of the work	Po ref. with date	PO Amt.	Remarks
12.1	Similar Work Experience 1				
12.2	Similar Work Experience 2				
12.3	Similar Work Experience 3				
13	Date of completion of Certificates of the above said works	Name & Desig. of Signatory	Address	Contact number	Email Address
13.1	Similar Work Experience 1				
13.2	Similar Work Experience 2				
13.3	Similar Work Experience 3				
14	Tender Specific Authorization letters from OEM's as per tender requirement	Product	OEM with Address	Name of Signatory	Contact Number with Email Address
14.1					
15	Power of Attorney (Stamp Paper of Rs 100/-) in favor of signatory (attached)	Yes or No			
16	Acceptance letter as per Annexure-I (Attached/Uploaded)	Yes or No			
17	List of Client references Attached /Uploaded	Yes or No			

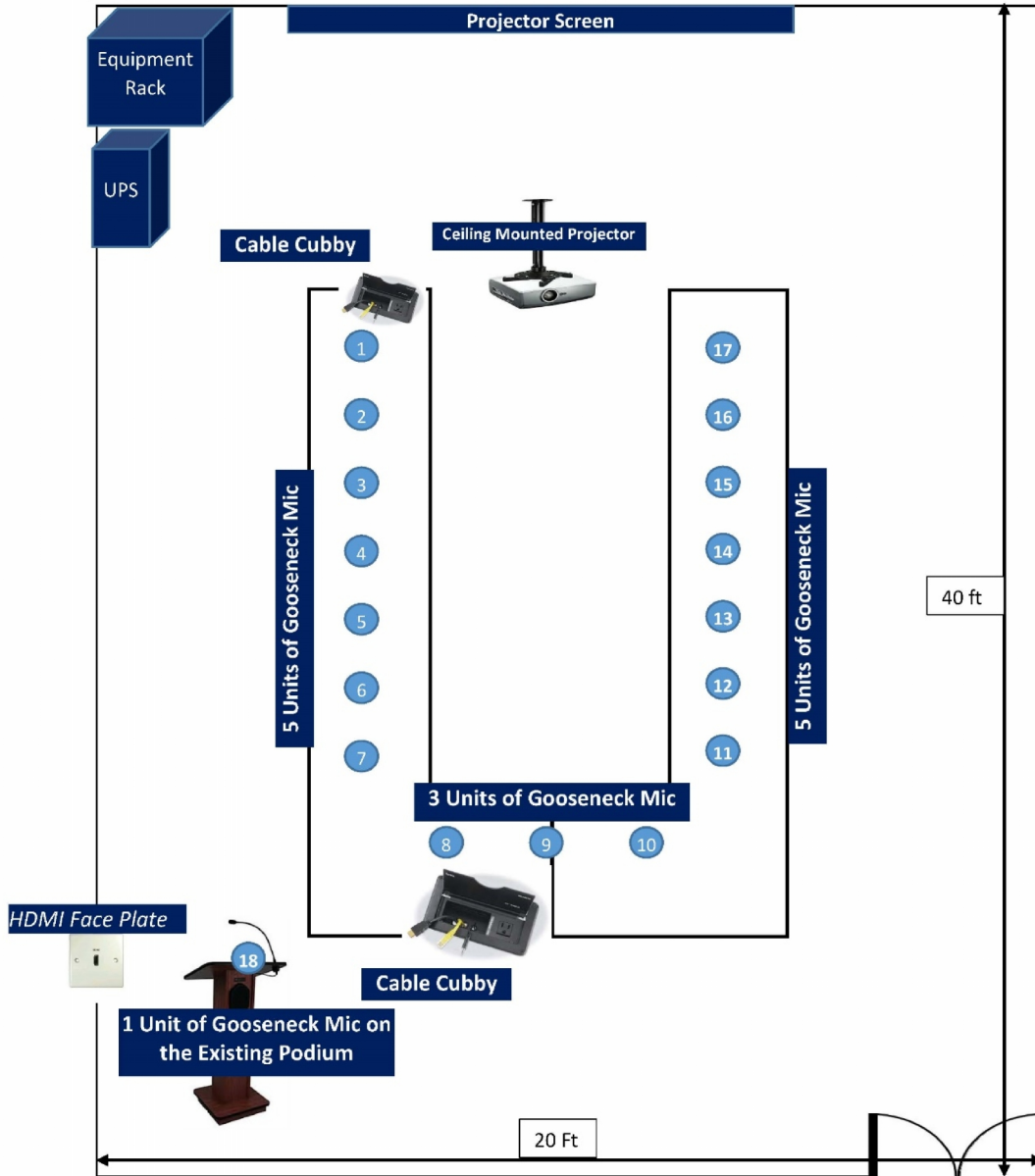
Not Applicable

Annexure-IX
Layout Diagram & Scope of Work

Layout Diagram for Conference Room I



Layout Diagram for Conference Room II



Scope of Work

1. Complete delivery of all the solution components (hardware, software and all other licenses) required for the successful implementation and maintenance of the complete solution.
2. Complete installation, Configuration, Testing and Implementation of all the delivered Hardware, Software, and License etc.as per the approved Drawing/ Layout Plan.
3. User Training to be delivered for all components implemented under the Bill of Quantity/Materials.
4. Complete Documentation of the implementation, Operating Procedure of the System etc.
5. 3 Years Comprehensive onsite warranty from the Vendor/System Integrator (SI) for the Entire Audio Visual System..
6. **Brief Details of the Works to be carried out**
 - 2 positions on the Conference Table and 1 position on the Podium to be provided for connecting Laptop for making presentations.
 - Proper Cable Management using Casing & Capping, Over Floor Raceway etc.
 - All the equipment for the Audio Visual System to be installed inside the 17 U Equipment Rack.
 - For Power Backup, 1 No. UPS (5KVA) with 30 min backup will be installed.

Conference Room I

- 13 Units. Of Gooseneck Microphone will be installed on the Conference Table. 1 unit Wireless Handheld & Lapel/Collar Microphone, 4 Units of Wall Mount Speakers, 1 No. new Ceiling Mount Projector will be installed.
- 1 No. **new Podium** with Gooseneck Mic will be installed in the Conference Hall.
- The existing Camera of the Video Conferencing System (Cisco SX20) will be mounted on the wall and the video output of the Camera will be integrated with the Projector instead of the existing TV. The existing TV will be installed at a suitable location in the Conference Room and will also be integrated with the Video System. Out of 13 Gooseneck Mic, at least 3 Nos. of Mic will also be integrated with the existing Video Conferencing System.

Conference Room II

- 17 Units. Of Gooseneck Microphone will be installed on the Conference Table. 1 unit Wireless Handheld & Lapel/Collar Microphone, 4 Units of Wall Mount Speakers will be installed.
- 1 Unit of Gooseneck Microphone will be installed on the existing Podium.
- The existing **Projector (Model SONY – VPL-DX147)** will be mounted on the Ceiling and will be integrated with the new Audio Visual System.

7. **Any other works as per site requirement.**

Schedule-A

ADDEMDUM TO THE TENDER DOCUMENT

Name of Work: - "Name of the work as given in Schedule-A Sr. No. 1"

Tender No.: "Tender No. as given in Schedule-A Sr. No. 2"

Note: To be read in conjunction with the Terms & conditions (Section-I, Section-II, Section-III & Section-IV of the Tender against the sections referred below.

Sr. No.	Section	Para No.	Sub-Para No.	Text to be read as
1.	II	6, 11	6.1.1, 6.1.2, 11.1	"Provision of Audio Visual System for the Conference Rooms at Regional Headquarters, NER, LGBI Airport, Guwahati"
	III	1	1.1	
		Annexure	I,III,IV,V&VII	
2.		Annexure	I,III,IV,V&VII	AAI/RHQ-NER/ITD/AV-System/2017-18 E-Tender Portal Reference No. -
3.	III	5	5.1	a) Rs.1,07,276/-
				b) Rupees One Lakh Seven Thousand Two Hundred and Seventy Six Only
4.	IV	2	2.1	"8 Weeks"
5.	IV	5	5.1	a) 36 months or
				b) "Unless specified otherwise in Tender Specifications"
6.	IV	7	7.5	"NIL"

Senior Manager (IT)

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SCHEDULE-B

PRICE SCHEDULE

Name of Work: - Procurement of "Name of the work as given in Schedule-A Sr. No. 1"

Tender No.: "Tender No. as given in Schedule-A Sr. No. 2"

Sl. No.	Description	UOM	Qty	Unit Price (inclusive GST)	CGST (in percentage)	SGST (in percentage)	IGST (in percentage)	Total
(1)	(2)	(3)	(4)	(5)				(6)=(4)x(5)
1	Projector	Nos	1					
2	Heavy duty 4 feet Projector ceiling mount kit	Nos	2					
3	Cable cubby	Nos	4					
4	HDMI Matrix Switcher	Nos	2					
5	HDMI Face Plate	Nos	4					
6	Camera shelf	Nos	1					
7	Gooseneck microphone	Nos	31					
8	Wireless handheld Microphone Set	Nos	2					
9	Wireless Lapel Microphone Set	Nos	2					
10	Audio DSP or Central Control Unit	Nos	2					
11	Audio DSP	Nos	2					
12	Audio Power Amplifier	Nos	2					
13	Wall mount speakers	Nos	8					
14	Line to mic converter	Nos	2					
15	Podium	Nos	1					
16	Flexible High Speed HDMI Cable – 6 feet	Nos.	7					
17	Optical HDMI cable- 66 feet	Nos.	3					

Tender Name: ""Provision of Audio Visual System for the Conference Rooms at Regional Headquarters, NER, LGBIAirport, Guwahati".

18	HDMI Cable - 15 mtrs (50ft)	Nos.	4					
19	HDMI Cable - 10.67 mtrs (35ft)	Nos.	2					
20	HDMI Cable 4.6 mtr (15ft)	Nos.	2					
21	Microphone bulk cable (200 mtrs. Approx.), 16 AWG speaker bulk Cable (120 mtrs. Approx.), Various Cables, Connectors, Casing & Capping, Over Floor Raceway (50ft approx..) and other Accessories	Lot	2					
22	Equipment Rack 17 U	Nos.	2					
23	Camera to codec cable for Cisco Sx20 – 5mtrs	Nos.	1					
24	5KVA online UPS	Nos.	2					
25	Installation, Testing and Commissioning	Lot	2					

Note:

- 1 Form D (etc.) for concessional duty shall not be applicable for AAI for exemption or reduction in Govt. Duties.

AUTHORIZED SIGNATURE _____
NAME OF THE SIGNATORY _____

NAME & ADDRESS OF THE TENDERER