



**NATIONAL INSTITUTE OF FASHION TECHNOLOGY
KANNUR CAMPUS**

(An institution under National Institute of Fashion Technology a statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

**TENDER FOR SUPPLY, INSTALLATION AND INTEGRATION OF AUDIO-VISUAL
EQUIPMENTS
FOR SETTING AUDIO-VISUAL EDITING LAB
FOR FASHION COMMUNICATION DEPARTMENT OF
NIFT KANNUR CAMPUS**

12162(7.15)/NIFT/KNR/AV Editing lab/2019

Dated: 30.05.2019

BID SCHEDULE

Date of publication of tender Notification	30.05.2019:11.00 hours
Date from which tender document can be downloaded	30.05.2019:12.00 hours
Bid submission start date	30.05.2019:12.00 hours
Bid submission end date.	20.06.2019:15.00 hours
Last date for receipt of hard copy (filed online) along with documents	21.06.2019:14.00 hours
Date and Time of opening the Technical bids	21.06.2019:15.00 hours
Date and time of opening financial Bids	will be notified to the technically qualified tenderers

Note: This EOI document contains 21 pages. Interested firms should submit their tender ONLINE duly uploading the tender documents and scanned copies of all relevant certificates, documents, etc. in support of their technical & financial bids – all duly signed and stamped – on the website <https://niftenders.eproc.in>. Tender document is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nift.ac.in/kannur/tenders>. Application through any other mode will not be considered.

Tenderers are also requested to send hard copy of the tender form and all other documents submitted online, to the Director NIFT Kannur campus duly signed and stamped on all pages. Tenders shall be submitted in two separate sealed covers duly superscribed as ‘Technical bid’ and ‘Financial bid’ as the case may be. Both the covers shall be put in to another large cover duly sealed and superscribed as ‘Tender for Supply, installation and integration of Audio-Visual equipments for setting AV Editing lab in NIFT Kannur Campus’. Hard copy of tender documents completed in all respects shall be sent to: The Director NIFT Kannur Campus, Dharmasala, Kannur-670562, Kerala, to reach before 21.06.2019:14.00 hours.

NIFT KANNUR CAMPUS, Dharmashala,

Kannur – 670562

Phone: 0497 2784780 to85

<http://www.nift.ac.in/kannur/tenders>

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1. INTRODUCTION

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion Technology. NIFT provides fashion business education across the country through its network of 16 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professionals and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raibareli, Shillong and Srinagar.

NIFT, Kannur Campus was established in the year 2008 with undergraduate and post graduate programmes. It is situated at DHARMASALA, in Kannur District, Kerala.

2. NOTICE INVITING TENDER:

Director NIFT Kannur Campus invites tenders through e-procurement mode, from manufactures, or dealers who satisfy the qualifying parameters mentioned under Technical Qualification Criteria, for ‘Supply, installation and integration of Audio-Visual Equipments for setting Audio-Visual (AV) editing lab for the Fashion Communication (FC) Department of NIFT Kannur Campus’. The items shall be of the given specification and quantity mentioned in the schedule of items/Financial bid format in the tender document. Interested vendors may download the tender document from NIFT Portal <https://nifttenders.eproc.in>. Tenders shall be submitted online through portal <https://nifttenders.eproc.in> from 30.05.2019:12.00 hours to 20.06.2019 up to 15.00 hours. Application through any other mode will not be considered. The bidders are required to upload the tender form and all other documents in pdf format duly signed and stamped. Price quote shall be in the financial bid. Tender documents can also be viewed on the “tenders” link of the NIFT website i.e. <https://nift.ac.in/kannur/tenders>.

For submitting tender online, the interested Firm should first get itself registered at <https://nifttenders.eproc.in> by paying online:

- Registration Charges of **Rs. 2000/- + GST Rs.360/- = Rs.2360/-** (Rupees Two Thousand Three Hundred and sixty Only) (non-refundable).
- Bid Processing Fee of **Rs. 2000/- + GST Rs.360/- = Rs. 2360** (Rupees Two thousand three hundred sixty only) (non-refundable).

For enquiries on online procedure/For Helpdesk officers : Mr.Sandeep Bhandari

E-mail :- sandeep.bhandari@c1india.com

Phone No.:- 0124-4302033 &36

Correspondence Address: The Director, National Institute of Fashion Technology, NIFT Campus, Dharmasala, Kannur-670562, Kerala.

If any clarification is required relating to this tender, the same can be sought from the following officers of NIFT Kannur.

- Shri.Nagaraj T.R, Assistant Director, 0497-2780434, e-mail:ad.kannur@nift.ac.in
- Shri Sujith K G, Assistant Professor, FC Department, mob: 8008882130.

2.1.The firms, after submitting the tender online should also submit hard copy of the tender form and all other documents required therein to “The Director, National Institute of Fashion Technology, NIFT Kannur Campus, Dharmasala, Kannur-670562, Kerala” latest by 21.06.2019:14.00 hours. Non-submission of hardcopy as directed below will lead to rejection of the tender application.

The hard copy of the bids are to be submitted in two parts viz., “Technical Bid” and “Financial Bid” in separate sealed envelopes superscribed as “Tender for Supply, installation and integration of Audio-Visual Equipments for setting AV editing lab of NIFT Kannur Campus-Technical Bid” and “Tender for Supply, installation and integration of Audio-Visual Equipments for setting AV editing lab of NIFT Kannur Campus-Financial Bid” as the case may be. Earnest Money Deposit (EMD) is part of Technical bid and should be kept in the envelope containing the Technical bid. The

covers containing the Technical and Financial bids shall be submitted in a large envelope sealed and superscribed as “Tender for Supply, installation and integration of Audio-Visual Equipments for setting AV editing lab of NIFT Kannur Campus”.

BID SCHEDULE

EMD (in the form of DD)	Rs.50000/-
Date from which forms can be downloaded	30.05.2019:11.00 hours
Bid submission start date (on line)	30.05.2019:11.00 hours
Bid submission end date	20.06.2019:15.00 hours
Last date for receipt of hard copy	21.06.2019:14.00 hours
Date of Technical bid opening	21.06.2019:15.00 hours
Date of Financial bid opening	will be notified to the technically qualified tenderers, after evaluation of Technical Bid
Bid validity	90 days from the date of opening of financial bid

3. INSTRUCTIONS TO BIDDERS.

- 3.1.Sufficiency of Tender:** The tenderer shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for supply of the items and of the rates and prices quoted in the Schedules of items/Financial bid, which rates and prices shall cover all his obligations under the contract and all matters and things necessary for the proper delivery, installation and integration of the items and training at NIFT Kannur Campus.
- 3.2.**It is the responsibility of the tenderer to read all Terms & Conditions of this tender carefully before submitting the tender. Incomplete tender documents or bids not responsive enough to the tender terms, are liable to be rejected.
- 3.3.**Tender should be filled with neat legible and correct entries. Indistinct figures, erasures and alterations are not permitted in the tender. Please cross out any mistakes and rewrite the same and counter sign/attest by the authorized signatory. Failure to comply with the conditions may result in rejection of the tender.
- 3.4.**Vague/incomplete details in the bid shall make it liable to be rejected as; such shortcomings in the offer shall be interpreted as incompetence and disinterest on the part of the bidder to meet tender requirements.
- 3.5.**If any difference is found in the hard copy of the tender documents and that submitted online, only online bid(s) will be considered.
- 3.6.**The Form and contents of the bid document shall be exactly according to the prescribed formats. Modifications/rewording of formats shall not be acceptable.
- 3.7.**Incomplete tenders, amendments and additions to tender after opening the tender and tenders received after the last date and time prescribed for submission shall be liable to be ignored.
- 3.8.**All documentations are required to be in English.
- 3.9.**Price shall be mentioned in Indian Rupee in figures as well as in words. If any discrepancy is observed in the amount written in the figures and that in words, the amount written in words will prevail. No overwriting or use of correction fluid shall be accepted. Corrections, if any, shall be legible and signed/attested by the authorized signatory. Each bid must contain the unit price of each item in figures as well as in

words. The bidders shall quote for all items. The bids will be decided on the basis of total overall cost to NIFT.

- 3.10.** The financial bid shall include all charges (with Break up details) including applicable taxes, transportation, loading and unloading etc., for delivery at NIFT Kannur campus. NIFT will not accept any claim other than mentioned in the financial bid. GST shall be shown separately indicating the rates.
- 3.11.** NIFT is registered with Department of Scientific and Industrial research (DSIR) and is eligible for exemption/concession for GST leviable on Scientific and Technical instruments, apparatus and equipments as per Notification No.45/2017-Central Tax (Rate) dated 14 November 2017. NIFT will submit the DSIR registration details to the selected bidder. GST shall be admitted only as per the above notification wherever exemption/concession is applicable.
- 3.12.** Cost involved in submitting the bids, attending the tender opening meeting, arrangements for the installation, integration and training etc. shall be borne by the bidder.
- 3.13.** The bidder shall be free from any encumbrance and there shall not be any vigilance/ CBI /Court Case pending against the firm. The bidder should not have been black listed by any Govt. /Semi Govt. /Private Institution. A self-certificate in this regard shall be enclosed as in **Annexure -III**.
- 3.14.** ***Signing the Tender:*** Each page of the tender form shall be signed and stamped for the purpose of the tender offer. In case a company/firm wishes to authorize some other company/firm or person to submit bids on its behalf, valid authorization letter should be attached. The individual signing the tender and the documents in connection therewith must specify whether he/she is signing as:
- An individual
 - A sole proprietor of the firm, or constituted attorney of such a proprietor.
 - A partner of the firm if it is partnership, in which case he/she must have the authority to sign/ execute contracts on behalf of the firm either by virtue of the partnership agreement or power of attorney duly executed by the partners of the firms. Letter of authority shall be enclosed. A copy of the partnership agreement or general power of Attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney should be furnished. The attested copy of the certificate of registration of firm should be attached along with the tender papers. Where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm.
 - Authorized signatory of the firm, if it is a company (a letter of authority in this respect must be enclosed along with the bid). The person signing the tender should be authorized by a resolution passed by the Board of Directors and a copy of the resolution attested by the Principal Officer should be attached.
 - A person signing the tender form or any part thereof, on behalf of another, shall be deemed to warrant that he/she has the authority to bind the other and if on inquiry it appears that the person so signing has no authority to do so, NIFT may without prejudice to other Civil and Criminal remedies, cancel the contract and hold the signatory liable for all costs and damages that may arise.

3.15. TECHNICAL BID SHOULD CONTAIN scanned copy of the following documents.

- 3.15.1. Account Payee Demand Draft for Rs.50000/- (Rupees Fifty thousand only) drawn in favour of National Institute of Fashion Technology, Kannur and payable at Kannur towards EMD.
- 3.15.2. Original Tender Document (except Financial Bid) including all Annexure (I to V and Statements I&II) attached duly filled, signed & stamped on all pages.
- 3.15.3. Copy of Audited Balance Sheets and Statements of Profit & Loss Statements or certificate of Turnover (if accounts not finalized) issued by a Chartered Accountant for the past three years (2016-17, 2017-18 and 2018-19).
- 3.15.4. Evidence of experience (copies of supply orders/delivery challans/certificates of satisfactory completion certificate obtained from the institution/organization concerned) of having supplied AV items in the last three years as on 30.04.2019.
- 3.15.5. Client List with minimum three references for having supplied, installed and successfully commissioned similar audio-visual items shall be enclosed. Contact details of officials concerned in the organizations included in the client list with telephone numbers, address, email, etc. shall be furnished.
- 3.15.6. Copy of partnership deed in the case of partnership firm or Memorandum of Association and Articles of Association/certificate of incorporation in the case of companies or Registration certificate in respect of Societies/firms/individuals.
- 3.15.7. Letter of authorization to sign/submit the tender if the bidder is not the owner of the firm.
- 3.15.8. For item 1, 2 and 3 of the Schedule of items bidders shall enclose proof of authority from the OEM/Authorized dealer for selling/distributing the items.
- 3.15.9. Copy of PAN card of the firm/institution and latest Income Tax Clearance Certificate.
- 3.15.10. Copy of income tax return filed by agency during last 3 financial years indicating PAN number.
- 3.15.11. Copy of GST Registration.

3.16. FINANCIAL BID SHOULD CONTAIN scanned copy of Financial Bid in the stipulated format (**Annexure-VI**) without any condition.

3.17. Bid Opening:

- 3.17.1. The Technical Bid will be opened on 21.05.2019 at 16.00 hours in the Office of the Director, NIFT Kannur Campus in the presence of the tenderers or their representatives who choose to attend. Tender/s received after the due date and time, by whatever means, shall not be accepted. In the event of the date specified for bid opening being declared as closed / holiday, bid will be opened at the appointed time and location on the next working day.
- 3.17.2. Financial bid of only those bidders who are found to be technically qualified after evaluation of technical bids will be opened.
- 3.17.3. NIFT will not entertain any modification subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document.
- 3.17.4. Date of opening the financial bids will be notified separately to the shortlisted bidders.

3.18. Earnest Money Deposit:

- 3.18.1. Tenders without EMD are liable to be rejected.

- 3.18.2. NIFT may accept bids without EMD from those bidders who are registered with the MSME / National Small Industries Corporation (NSIC) subject to furnishing of relevant and valid certificate for claiming exemption.
- 3.18.3. EMD of the unsuccessful bidders (if submitted) will be discharged / returned as promptly as possible upon the successful bidders signing the agreement pursuant to Clause 5.2 of the General Conditions of Contract or after the expiration of the period of bid validity prescribed in the NIT.
- 3.18.4. The EMD will NOT bear any interest for the period retained by NIFT.
- 3.18.5. EMD will be forfeited to NIFT if the bidder:
- Does not accept the work order or backs out after acceptance
 - Fails to submit performance guarantee/security deposit and/or sign the formal agreement (in the case of successful bidder).
 - If the bidder withdraws the tender after submission. Such bidder may be disqualified from participating in any future tender of the Institute.
 - Violates any of the conditions prescribed in the tender document.
 - Revises any of the terms quoted during bid validity period.
 - EMD of the successful bidder (if submitted) will be discharged upon the bidder signing the agreement pursuant to Clause 5.2 of the General Conditions of Contract, and furnishing the performance security, pursuant to Clause 5.3 there under.
 - EMD (if submitted) of the successful bidder is adjustable towards security deposit payable if requested for.
- 3.19. Right of acceptance:**
- 3.19.1. NIFT reserves the right to reject any or all the bids without assigning any reason(s) thereof. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order at the sole discretion of NIFT. NIFT is NOT bound to accept the tender quoting the lowest rate in the financial bid.
- 3.19.2. NIFT reserves the right to change the quantity/upgrade the criteria/drop any item or part thereof and the bidder shall have to execute at the same Unit Rate/price mentioned in their bid.
- 3.20. Bid Validity:** The bid shall remain valid for 90 days from the date of opening of the Financial Bid. Validity beyond 90 days from the date of opening shall be on mutual consent.
- 3.21. Delivery:** The items shall be delivered to NIFT Kannur campus within 15 days from the date of purchase order. The time allowed for delivery shall be the essence of the Contract.
- 3.22. Warranty:** Brand new items only shall be supplied. All items supplied shall have warranty/guarantee as per OEM norms or at least three years from the date of successful installation of each item whichever is longer. The guarantee/warranty shall include replacement of defective/damaged items. If the items supplied are found defective (during the guarantee period) such defective item shall be replaced by the supplier free of cost to NIFT. The replacement shall have to be carried out within seven days of the date of intimation from NIFT. Bidder should clearly mention the period of warranty for the items quoted.
- 4. TECHNICAL QUALIFICATION AND BID EVALUATION CRITERIA:**
Only those tenderers who fulfil the under given conditions shall be considered as technically qualified. Financial bid of only those bidders who are evaluated as technically qualified will be considered for opening.
- 4.1.** The bidder shall be Manufacturer, or dealer/distributor having experience of not less than three years (as on 30.04.2019) in supplying, installing and integrating AV equipment similar to those mentioned in the Schedule of items.

4.2.The average annual turnover of the firm in the last three years commencing from 2016-17 shall not be less than Rs. 25/-lakh.

4.3.The bidder should possess valid PAN Number and valid GST registration.

5. GENERAL TERMS AND CONDITIONS:

5.1.All rates shall remain firm for the contract period/extended contract period if any.

5.2.The successful bidder shall execute an agreement in non-judicial stamp paper of value of Rs.200/-(Rupees Two Hundred only) agreeing to abide by all the terms and conditions mentioned therein and for the due fulfillment of the contract, within seven days from the date of issue of work order/Purchase order. The expenses incidental to the execution of agreement shall be borne by the successful bidder. The conditions stipulated in the agreement should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the right of NIFT Kannur to recover any consequential loss from the successful tenderer.

5.3.**Performance security deposit:** The successful bidder shall, before signing the agreement and within seven days from the date of issue of work order/purchase order, deposit a sum equivalent to 10 *per cent* of the value of work as performance security in the form of account payee demand draft (DD), or bank guarantee (BG) from any commercial bank in India or by way of online payment to NIFT account. DD shall be drawn on any commercial bank and payable to, NIFT Kannur at Kannur. Performance security deposit and the BG in the prescribed format shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier/contractor including warranty obligations. The security deposit will not bear any interest.

5.4.**Penalty/Liquidated Damage:** The delivery period as entered in the contract shall be strictly observed by the contractor and will commence from the date of issue of Purchase order. If the successful bidder fails to comply with the delivery schedule liquidated damages equivalent to 1% (one *per cent*) of contract value shall be charged per week and deducted from the bills of the contractor subject to maximum of 10 *per cent* of the contract value. Once the maximum LD is reached NIFT may consider termination of the contract at the risk and cost of the contractor. NIFT reserves the right to adjust or set-off the amount of any compensation against any sum payable to the Contractor under this or any other contract with NIFT. In the event of failure to deliver the items at the prescribed period and destination, Director NIFT Kannur may arrange to purchase the items from any other source at the risk and cost of the contractor. In such case the contractor shall be liable for all damages sustained by NIFT including the liability to pay any increase in rate/price on account of alternate arrangement for procuring the items. Such damages shall be assessed and claimed by the Director, NIFT Kannur whose decision will be final and binding on the supplier/contractor.

5.5.The items shall be supplied at NIFT Kannur campus at no extra cost other than agreed to in the contract. NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.

5.6.**Payment Terms:** 80 *per cent* of the bill amount will be released against original invoice on the basis of receipt of all items in good condition and as per specification, duly certified by the intending authority. Remaining 20 *per cent* will be released after successful installation and integration of the equipment and training duly certified by the intending authority. Statutory recoveries (TDS etc.) as per rules will be deducted from the supplier's invoice amount.

5.7.The supplier shall give the particulars of their bankers for reference to NIFT.

5.8.Jurisdiction:

In case of any dispute, the Jurisdiction of Court will be Kannur, Kerala. In the case of disputes raised by the contractor/supplier, a representation will be made only by the contractor/supplier or the authorized representative of the contractor/supplier and the decision of the Director NIFT Kannur will be binding on the supplier.

5.9.Interpretation of Clauses: In case of ambiguity in the interpretation of any of the clauses in the tender/contract document, the Tendering authority's interpretation of the clause shall be final.

DIRECTOR

Signature of the bidder

ANNEXURE I

TECHNICAL BID&GENERAL INFORMATION

(To be filled in by the bidder for the Technical Bid)

Name of work: Supply, installation and integration of Audio-visual equipments for setting AV editing lab for FC Department of NIFT Kannur campus.

1. Name of the Firm/ Agency/ company :
2. Complete Office Address:
(With contact number & email ID)
3. Company's/firm's website, If any
4. Type of Organization: Individual / Partnership / incorporated / franchise
5. Year of establishment

(Applicable Registration Details may be furnished with copy):

6. Name of the authorized person

(Who signs on the tender documents with Designation & contact No.)

7. Details of enclosures:

Sl. No.	Description			Remark	Attached at Pg. No.
1	Firm / Company Registration details (Copy to be attached)				
2	GST Registration Number (Copy to be attached)				
3	PAN(Copies to be attached)				
5	Account payee DD for Rs.50000/- (Rupees Fifty thousand only) as EMD.	DDNO: Amount Name of bank: Date:			
6	Whether Tender document along with compliance to the technical specifications filled and duly signed without mentioning the rates enclosed?	To be filled, signed and attached with Technical Bid			
7	Do you agree for Delivery within 15 days	Yes/No			
8	Have you ever been debarred by any Govt. Organization/ PSU/ educational institute	Yes/No			
9	Details of experience of having supplied similar AV items (STATEMENT I) and Evidence of experience with client list as given in the eligibility conditions	Copy of work orders and certificates of satisfactory completion			

		etc., to be attached			
10	Average Annual turnover (at least Rs.25 lakh) in the three years (2016-17, 2017-18 &2018-19) (STATEMENT II)	Copy of certificate to be attached (audited profit & Loss account Balance sheet OR certificate of turnover Issued by CA)			
11	Undertaking duly signed by the tenderer. (Annexure II)	Yes/No			
12	Declaration duly signed by the tenderer. (Annexure III)	Yes/No			
13	Price Bid declaration Annexure- IV	Yes/No			
14	Check list ANNEXURE-V	Yes/No			
15	The Tenderer should provide warranty/guarantee and Free Service as given in the warranty clause in the tender document. Undertaking to this effect shall be furnished in Annexure II	Yes/No			
16	Any other additional information	Copy to be attached			

I/We, hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage, the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above, besides being black listed.

Date:

Place:

(Authorized Signatory)

Name:

Designation:

Name and Agency:

Address of the Tenderer:

(Company Seal)

STATEMENT I

Details of supplies made during last three years (as on 30.04.2019)

Sl No.	Year	PO	Name, address, contact number and e-mail ID of the client.	PO value	Delivery period	Date of actual delivery

Signature

STATEMENT II

Details of Turnover for the last three years

Year	Turnover in lakh Rupees	Proof attached
2015-16		
2016-17		
2017-18		

Signature

ANNEXURE – II

UNDERTAKING BY THE BIDDER

(In company's/firms letter head)

To
The Director
National Institute of Fashion Technology
NIFT Campus, Dharmasala,
Mangattuparamba,
Kannur, Kerala. Pin - 670 562

Dear Sir,

1. I/We hereby unconditionally accept the conditions mentioned in the Tender document for “supply, installation and integration of Audio-visual equipments for AV Edit lab of FC Department of NIFT Kannur, Campus”.
2. I/We hereby undertake that the information provided above and elsewhere in the tender is true and if any information is found to be false or have been suppressed by me the tender is liable to be rejected and the EMD forfeited.
3. I/ We being invited to tender, I/We agree to keep the tender open for acceptance for 90 days from the date of opening of the price bid and not to make any modifications in its terms and conditions which are not acceptable to NIFT.
4. A sum of Rs.50000/- towards EMD is hereby forwarded in the form of Demand Draft in favour of NIFT Kannur Campus payable at Kannur. If I/We fail to keep the tender open as aforesaid or make any modifications in the terms and conditions of the tender which are not acceptable to NIFT, or if, after the tender is accepted, I/we fail to deliver the items within the delivery period as provided in the conditions I/We agree that NIFT shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.
5. The warranty/ guarantee on the items supplied and installed will be as per OEM norms or 3(Three) years whichever is longer. The supplier undertakes to repair/replace the entire equipment or the defective/damaged part at no cost to NIFT during the warranty period. (Extended warranty over and above the prescribed period may be specified).
6. I/We hereby certify that the Firm/Company is free from encumbrance.

Date:

Place:

(Authorized Signatory)

Name:

Designation:

Name and Agency:

Address of the Tenderer:

ANNEXURE IV

PRICE BID CERTIFICATION

(In company's/firm's letter head)

I/We.....

.....of.....

.....hereby agree, subject to acceptance of this tender by Director, NIFT, Kannur, to “supply, installation and integration of Audio-visual equipments for AV Edit lab for FC Department of NIFT Kannur, Campus’ in accordance with the terms and conditions of contract stated in the tender document and as per specifications, rates and prices specified in **Annexure-VII**.

Date:

Place:

(Authorized Signatory)

Name:

Designation:

Name and Agency:

Address of the Tenderer:

(Company Seal)

ANNEXURE – V

**Undertaking regarding exemption of
Goods and Service Tax**

I/We hereby certify that I/We am/are the original manufacturer/ authorised supplier/ authorised Indian Agent for the items quoted in **Annexure VII**. I/We undertake to do all the needful for obtaining Goods and Service Tax exemption on the items quoted wherever applicable. I/We also understand that the bid evaluation will be based on net outgo to NIFT.

Date:

Place:

(Authorized Signatory)

Name:

Designation:

Name and Agency:

Address of the Tenderer:

(Company Seal)

**ANNEXURE VI
TECHNICAL BID- CHECK LIST**

Sl. No.	Particulars	Mention “Yes” or “No”
1	Whether “Technical” bid documents (signed Tender documents along with mandatory document requested and all Annexures I to VI) and “Financial” bid (Annexure –VII) has been submitted in separate envelopes duly sealed and superscribed?	
2	Whether status of the tenderer firm has been furnished with supporting documents?	
3	Whether certificate of incorporation or other registration certificates for having registered for doing the business enclosed?	
4	Whether proof of authority from the OEM/Authorized dealer for selling/distributing the items (Items 1, 2 &3) attached.	
6	Whether account payee DD for Rs.50000/- (Rupees Fifty thousand only) in favour of NIFT Kannur is enclosed as EMD?	
7	Whether document in support of three years’ existence in the field of supply of AV Equipments along with client list has been attached/ enclosed?	
9	Whether documents in proof of turnover criteria enclosed	
10	Whether copy of Pan Card enclosed	
11	Whether copy of other statutory registration certificates like Goods &Service Tax enclosed [as applicable]	
12	Whether agreed to abide by all the terms & conditions of this tender?	
13	Whether Annexure II, III& IV are on company’s/firm’s letter head?	
14	ISO Certification details if applicable	
15	NSIC/MSME registered (If applicable)	
16	Any other please Specify	

(All above enclosures must be valid (wherever applicable))

Date:
Place:

Name & Signature of the tenderer
with seal

ANNEXURE-VII
SCHEDULE OF ITEMS

PROFORMA OF FINANCIAL BID

**“SUPPLY, INSTALLATION AND INTEGRATION OF AUDIO-VISUAL EQUIPMENTS
FOR SETTING AV EDITING LAB
FOR FASHION COMMUNICATION DEPARTMENT OF NIFT KANNUR CAMPUS”**

Sl No	Items required	Specification	Qty	Rate quoted in Rs.		Total amount (Rs)
				In figures	In words	
1	EDIT Work Station	Intel Xeon E5 with 25MB L3 cache and Turbo Boost up to 3.9GHz.16GB (four 4GB) of 1866MHz DDR3 ECC memory. Dual AMD FirePro D700 graphics processors with 6GB of GDDR5 VRAM each. Combined optical Digital audio output/analog line out mini-jack.	1			
2	Monitor	27 inch, 4K UHD,3840x2160.Backlight Technology LED backlight. Display .HDMI (v2.0)x1. DisplayPort: Display Port (v1.4) x1. Mini Display Port: Mini Display Port (v1.4) x1.	2			
3	4K camera	Compact Professional 4K ENG camera with 3G-SDI output. CMOS sensor-1.0 inch or more type 15X Optical Zoom or more. UHD 4K up to 60p 120 frames per second in full HD XLR audio inputs - two or more Auto Focus. Capacitive touch screen LCD panel	3			
4	Battery Charger	Battery charger external	3			
5	Additional battery	Additional battery for camera	3			
6	Memory card	95MB/64GB write / read speed SD card	5			
7	Card reader	supports all popular SD memory card formats, including SD™/SDHC™/SDXC™ memory cards, UHS-I SDHC/SDXC memory	3			

		cards, and micro SDHC™/ micro SDXC™ memory cards, works with computer's USB 3.0 port.				
8	Tripods	Professional Video Tripod. Ht. 75" / 191cm, with high precision metal fluid head, with tension control for tilting movement, carries adjustable length extra-long handle, with quick change camera plate	3			
9	HD video switcher	Total 8 video inputs. HDMI Video Inputs 4 x HDMI type A, 10-bit SD/HD switchable. 2 channel embedded audio. Reference Inputs Tri-Sync or Black Burst. 2 Ch embedded into SDI output. 4 x 10-bit SD/HD switchable. Upstream Keyers 1 with Chroma/Linear/Luma key. Multi View Monitoring 1 x 10 Views.	1			
10	Recorder	records ProRes/DNxHD .formats up to 2160p30.1 SDI Video Inputs .2 SDI Video Outputs. SDI audio I/O -16 channels embedded in SD and HD in QuickTime files. HDMI Video Outputs-1 x HDMI type A connector. Reference Input-Tri-Sync or Black Burst. HD Video Standards 720p50, 720p59.94, 720p60, 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50,	1			
11	Talk Back	8-Way talkback and tally indicators with 19" 1U rack design. tally light indicator with 4 headset and talkback cables	1			
12	Audio Mixer	12-Channel Mixing Console, Max. 6 Mic / 12 Line Inputs (4 mono + 4 stereo) 2 GROUP Buses + 1 Stereo Bus 2 AUX (incl. FX) +48V phantom power XLR balanced outputs Internal universal power supply for World-wide use.	1			
13	Audio monitor	2-way bass-reflex bi-amplified near field studio monitor with 5" cone woofer and 1" dome tweeter. 45W LF plus 25W HF bi-amp system for High-performance 70W power amplification.	2			

14	Headphone	Frequency response (Headphones) 8 - 25000 Hz, Nominal impedance 64 Sound pressure level.	2			
15	Lapel Mic	Nominal impedance 1000 Ω , Frequency response (Microphone) 20 - 20000 Hz +- 3 dB, Min. terminating impedance 4700 Ω	6			
16	HD Video Cable	HD video cable-Low Loss Serial Digital Coax, Riser-CMR, RG59 20 AWG solid bare copper conductor, foam HDPE core, Duo foil®+95% tinned copper braid, PVC jacket	100			
17	Connector	BNC Connectors -The rear TWIST HD BNC cable connector	12			
18	HDMI cable	HDMI Cable 2mtr with warranty	1			
19	Video monitor	32 inch led TV - HDMI input	1			
20	Audio interface	4 x Mic / Line Instrument on XLR combos, 4 x Hiz / Line on TRS , 4 x Hiz / Line on TRS , 8 x Lines on 1 x DB25 (8 channels) 2 x Stereo Monitor out on TRS (4 channels, only 1 active at a time) 2 x Stereo Headphone out on TRS (4 channels)	1			
21	Microphone	Large Diaphragm Condenser Mic, Large – double-sided 6u gold-sputtered	1			
22	Speaker Management	The desktop speaker-management solution. Built-in electret-condenser talkback microphone with input-gain control and Talkback button	1			
23	Audio Monitor	8" Two-Way Powered Studio Monitor FREQUENCY RANGE 37Hz - 24khz MAX PEAK SPL 112 dB SPL C-Weighted MAX PEAK INPUT +23 dBu	2			
24	Headphone amp	4-channel stereo headphone distribution amplifier, Master Mute and Mono-summing switches	1			
25	Headphone	Frequency response (Headphones) 21 - 18000 Hz, Sound pressure level (SPL) 108 dB (SPL), Nominal impedance 24 Ω	2			
26	XLR male connector	xlr male connectors	30			
27	XLR Female	xlr female connectors	30			
28	Phono stereo	phono stereo connectors	10			
29	Audio Cable	audio cable	100			
30	Mic stand	mic stand	2			
31	Short gun microphone	High-quality omni-directional microphone. High-quality omni-	2			

		directional microphone Sensitivity in free field, no load (1kHz) 2,0 mV/Pa. Min. terminating impedance 1000 Ω. Nominal impedance 350 Ω				
32	UPS	3 KVA online UPS with 26AHx6nos battery for backup. Connection cables only. wiring and plug points not included	1			
33	Installation & integration and training	Onsite Installation and integration and training of above	1			
TOTAL						
GST						
Grand Total amount						
Grand Total amount in words:						

Price: - Price quoted must be for the item with the given specifications. Rates should include all cost, like conveyance of materials, loading and unloading charges etc. (FOR destination at NIFT Kannur campus). Applicable GST should be shown clearly.

Note: NIFT is registered with Department of Scientific and Industrial Research (DSIR) and are eligible for exemption for GST leviable on Scientific and Technical instruments, apparatus and equipments as per Notification No.45/2017-Central Tax (Rate) dated 14 November 2017.

Date:-

Place: -

Signature of authorized person of the firm/agency with stamp

