

URGENT
Courier

Our Ref: WRO/Admn/2:5:6

Date: 06-07-2010

Subject: Audio Conferencing System for the Committee Room at BIS, Mumbai

Dear Sir (s),

Quotation(s) are invited for providing Audio Conferencing System for the Committee Room in BIS Office building at E-9, Road No.8, MIDC, Andheri (East), Mumbai-400093, with major elements and their specification as listed in **Annexure-A** and any other essential works not listed and felt essential. The Quotation may be down loaded from our website

<http://www.bis.org.in/other/tender.asp>

2. Quotation(s) should reach the undersigned latest by **1400h on 27-07-2010** in sealed cover superscribed **“Quotation(s) for Audio Conferencing System for the Committee, at BIS, Mumbai”**.
3. Quotation(s) shall be opened at 1500h on the same day or on the next working day, in the presence of such tenderer(s) or their authorised representative as may like to attend.
4. Unsealed quotation(s) received shall not be accepted.
5. Earnest Money Deposit (EMD) amounting to Rs 5000.00 (Rupees Five Thousands only) by Demand Draft in favour of 'Bureau of Indian Standards, Mumbai must accompany each tender, otherwise the same will be summarily rejected. EMD of unsuccessful bidders shall be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after award of the contract. .
6. Quotation(s) shall remain open for acceptance for a period of 45 days from the date of opening.
7. Rates quoted shall include, in addition to material and labor, the provision of all , tools, plants accessories etc. required for the proper execution of work. Rates shall also cover the cost of handling carriage, taxes, duties, royalties etc. and the removal of debris from the work site.

8. The Bureau reserves the right without assigning any reasons there of to:
 - a) accept or reject any or all quotations in whole or in part;
 - b) increase or decrease the quantities of any item of the work and the successful tenderer shall perform the same at the rates approved.
9. The Bidder should be competent, skilled and should have thorough experience of executing similar work. An evidence of previous such works successfully completed must be provided. They should indicate PAN Number and Service Tax Registration Number and copies to be attached as proof of registration along with the tender.
10. All the work must be carried out during the Official Working days (Monday to Friday, barring declared Holidays) between 10.00 hrs to 17.30 hrs only.
11. The safety of materials for execution of the job will be Bidder's responsibility.
12. All material and workmanship shall be of the kind described in the schedule of quantities and specifications and in accordance with the instructions of Officer-in-charge. Wherever materials bearing BIS standard Mark are available only those shall be used.
13. All material shall be received for executing job shall be subject to approval on inspection by BIS authorized officer. The decision of BIS shall be binding and final. Rejected items shall be removed by the tenderer at his own cost and risk, within 10 days of receipt of notice to this effect after which the Bureau shall not be responsible for the rejected/disapproved items. Works embracing more than one process shall be subjected to examination and approval at such stage.
14. Rates for extra, altered, additional or substituted etc. items of work shall be got approved before carrying out the same.
15. Time for completion of the job will be 20 days from the date of award of work.
16. Warranty period from Delivery and Installation to be include in quotations.
17. The date of completion of job is the essence of this contract. You will be , therefore, required to complete the job as per the work contract issued, but not later than 20 days from the award of the work. However, during the progress of the work, should you find that the completion date stipulated cannot be adhered to; you will apply to the Bureau, well in advance for extension of time along with the reasons thereof. This does not, however, involve any commitment on the part of the Bureau and is without prejudice to our right to:
 - a) Cancel/rescind/revoke the order if work is not carried out satisfactorily and in time.
 - b) Impose a penalty up to 10% for unsatisfactory service during currency of the contract.
18. The Bidder shall be responsible for making good any defects which may be found in the work within a period of 12 months after handing over the same completed in all respects to the Bureau.
19. All work executed shall be paid for in accordance with the actual supply and measurements.
20. Particular care must be taken to see that no damage is caused to the floors, walls, furniture and other fixtures. They shall be left neat and clean after completion of work.

21. No claim on account of fluctuation in rates for materials or labor will be entertained by the Bureau.
22. The Bureau may delay the progress of the work in case of unforeseen reasons revoking the work order and extend the period suitably. In consequence of such delays the Bidder shall not make any claim for compensation or damage.
23. The Bidder shall in respect of labor employed by him comply with or cause to be complied with the contract labor regulation, payment of wages etc. or any other law relating thereto and rules made there under from time to time.
24. The Bidder shall at his own expense arrange for all safety provisions for the workers employed by him or by any of his subcontractors and BIS shall not be responsible for any such claims.
25. The Bidder shall indemnify the Bureau against all claims which may be made upon the Bureau whether under the Workman's Compensation Act or any other statute in force during the currency of the contract or a common law in respect of any Employee of the Bidder. The Bidder shall be responsible for all damage to any property arising out of and incidental to the negligent or defective carrying out of the contract.
26. In case any material is issued by the Bureau, the contractor shall account for the same. The contractor shall also be responsible for any loss or damage of such materials.
27. The Bureau reserves the right to increase or decrease the quantities of work. The bidder will be bound to perform the same at the rates accepted.
28. Proforma as at ANNEX-B must be filled in and enclosed with the tender.
29. In case of any disputes, the decision of Deputy Director General, Western Regional Office, BIS, Mumbai, shall be final.
30. All questions, disputes or difference arriving under, out of or in connection with this tender inquiry shall be subject to the exclusive jurisdiction of Mumbai Courts.

Deputy Director(Admn & Fin)

Encl: as above

ANNEXURE – A

Specification for “AHUJA” make Audio Conferencing System.

Sl.No.	Description of the item	Model No.	Quantity.	Price in Rs.
1	16" Goose neck Chairman unit Microphone	Ahuja make Model CMC4100	1	
2	16" Goose neck delegate unit Microphone .	Ahuja make Model CMD4200	8	
3	Amplifier for use with the above system.	Ahuja make Model CMA 4400	1	
4	Speakers for use with above.	Ahuja make Model PS 400 T	4	
5	Cordless Mike suitable for use with above.	Ahuja make Model No AWM 490 VHL	2	
6	Cabling work for full functioning of the above system.	NA		
7	Installation and testing/demonstration /training of the above at our system at our premises.	NA		
8	Taxes/duties (If any)			
9	Total Final Price			

We have read and understood all terms and conditions and accordingly responding for the same.

Date:

Name and signature of the supplier with stamp.

- Note :
- 1.The actual site can be visited by prior permission taken from SO (Administration) at our Andheri office.
 - 2.The cost should include all charges as applicable .
 3. Necessary arrangements for Civil work if and as required for installation of sound system will be made by Bureau after placing order.
 4. The quotations should be for Ahuja make system only.

ANNEXURE-B

PROFORMA OF COMPLIANCE FOR THE REQUIREMENT OF TENDER

SL.NO.	DESCRIPTION OF REQUIREMENT	YES	NO
1.	Demand Draft for Rs 5000.00 as Earnest Money Deposit - enclosed		
2.	Registration Certificate of Service Tax - enclosed		
3.	Registration with Income Tax for TDS (PAN) - enclosed		
4.	Details of other organizations where similar works are undertaken in the last 3 years ending 31 March 2010 with value of work - enclosed		
5.	List of on-going work with their financial value		

Date:

Signature with Rubber stamp

