



Chief Mechanical Engineer's Office
Cochin Port Trust
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No. F1/T-11/ NVR-CCTV-CISF-RT/2020-M

Dated:02.07.2020

NOTICE INVITING TENDER in Detail

1. Electronic Tenders (**e-tenders**) on percentage basis are invited by Cochin Port Trust from the reputed contractors in single stage two cover bidding procedure [Technical Bid and Financial bid], meeting the Minimum Qualifying Criteria specified below for the work of “Supply, Installation and Commissioning of NVR and HDDs for the 2 nos. CCTV monitors at CISF control room of Cochin Port”.
2. **MINIMUM QUALIFYING CRITERIA**
The Bidder must fulfill the following minimum qualifying criteria to prove the techno-commercial competence and shall submit the documents in support thereof:
 - a) The bidder should be an Original Equipment Manufacturer (OEM) or authorized dealer of IP based CCTV Camera, NVR of reputable makes such as **Samsung, Honeywell, Infinova, Pelco, Bosch, Axis**. (The OEM who proposes to participate in the bidding process shall produce the certificate of incorporation or registration certificate. In the case of authorized dealer, the firm has to produce the valid authorization certificate from the OEM)
 - b) The Tenderer in their own name shall have the experience of successfully carried out **similar work** as mentioned below during the last 7 years as on **30.06.2020**, at any State / Central Government Departments/ PSUs of Central or State Governments / Local Self establishment/ University Buildings / Railway Stations/ Bus stations / Airports / Reputed business organizations such as Shopping malls, Star rated hotels, Cinema Theatre etc.
 - 1) Three similar completed works each costing not less than Rs.2,64,870 /-
(OR)
 - 2) Two similar completed works each costing not less than Rs.3,31,084/-
(OR)
 - 3) One similar completed works each costing not less than Rs.5,29,750 /-
 - c) **Financial Turnover**
Average Financial turnover of the tenderer over the last three financial years ending 31st March 2019 [2016-'17 , 2017-'18, 2018-'19] shall not be less than **Rs.1,98,650/-**. The annual report (audited balance sheet and profit & loss account) of the relevant period, duly authenticated by a Chartered Accountant/Cost Accountant in India shall be submitted.

Explanatory notes to b & c :

Note 1: Similar work(s) means “Supply installation and commissioning of IP based CCTV surveillance system during the last seven (7) years ending on 30.06.2020”

Note 2: Following enhancement factors will be used for the costs

Table 1.1

| Year before | Multiplying factor |
|--------------------|---------------------------|
| One year [2019] | 1.07 |
| Two years [2018] | 1.14 |
| Three years [2017] | 1.21 |
| Four years [2016] | 1.28 |
| Five years [2015] | 1.35 |
| Six years [2014] | 1.42 |

3. The tenderer should furnish following documents along with the bid, failing which the bid will be rejected.

- (1) Copy of work order **and completion report** of the work carried out by them as per Clause (b) above, showing satisfactory completion and performance certificate issued by the **Owner of the Installation/Principal Client**. Experience having executed the work as sub contract will not be considered for evaluation.
- (2) In case of experience having carried out the similar work for a private agency, the TDS certificate issued by the competent authority substantiating that the contractor had actually executed the work for private agency shall be furnished.
- (3) Details of **annual financial turn over** as required in clause (c) above shall be duly filled in Schedule D of the tender document and submitted Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:
 - i) made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
 - ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
- (4) Pertinent information to the tender is given in the following Tables:

- i) Schedule of different activities till submission of the bid are detailed as under:

Table 1.2

| Sl. No. | Particulars | Date and Time |
|---------|--|--------------------------|
| 1 | Tender e- publication date | 02.07.2020 |
| 2 | Download period of Bid Documents | 02.07.2020 to 23.07.2020 |
| 3 | Date of pre-bid meeting | 13.07.2020 11.30 am |
| 4 | Last date for seeking clarification | 13.07.2020 11.00 am |
| 5 | Likely date of uploading the addendum / clarification if any | 16.07.2020 |
| 6 | Last date and time of submission of bid | 23.07.2020 at 15.00 hrs |
| 7 | Date and time of opening the bid | 23.07.2020 at 15.30 hrs |

- ii) Bid information :

Table 1.3

| | | |
|------|---|--|
| i) | Estimated Amount put to Tender | Rs.6,62,167/- (Six Lakh Sixty Two Thousand One Hundred Sixty Seven only) excluding GST |
| ii) | Earnest Money Deposit (Exemption shall be given for the firms having NSIC / MSME certificate) | Rs.13,245/- (Thirteen Thousand Two Hundred Forty Five Only). To be furnished either as Demand Draft or Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, CoPT from any Nationalised Bank/ Scheduled Bank in India. |
| iii) | Cost of Bid document (Exemption shall be given for the firms having NSIC / MSME certificate) | INR.2100.00/- (Two Thousand One Hundred only), including GST@ 5%. To be furnished either as Demand Draft or Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, CoPT from any Nationalised Bank/ Scheduled Bank in India. |
| iv) | Validity period of Tender | 120 days from the Last Date for Receipt of Tenders. |
| v) | Time for Completion | 1 Month from date of issue of LoA |

- (5) The Scope of the work is:-

Cochin Port Trust has installed 42 Nos. CCTV cameras at various locations. The IP cameras and NVR's installed in Cochin Port are SAMSUNG make WISENET X and Q series. The scope of this tender includes providing 2 Nos. 16 channel NVR with 8 SATA HDD and 16 Nos. HDD and connected accessories compatible with the existing systems and integrating with the existing CCTV network. The HDD's shall have a memory back up of 90 days.

- (6) Tender documents can be downloaded from the e-Tendering portal www.tenderwizard.com/COPT on the dates specified in the above table by making online requisition. Bid document will also be available in Cochin Port website (www.cochinport.gov.in) as well as Govt.e-tender website, www.eprocure.gov.in, which can be downloaded for submission. The cost of bid document shall be furnished in the form of Demand Draft/ Banker's Cheque drawn in favour of FA & CAO, CoPT along with the submission of bid.
- (7) The bidders need to obtain the one time User ID & password for log-in to in e-**Tendering** system from the service provider **KEONICS** by paying registration fees by online Payment using Credit/Debit Card/Net banking or DD in favour of "KSEDCL, Bangalore.
- (8) The intending bidder must have valid Class-II or III digital signature certificate to submit the bid. For further details and to obtain the digital signature please contact e-Tender Help Desk No. 080 – 40482000 / 9746118529.
- (9) Tenders shall be submitted "**on line**" strictly in accordance with the Instructions to Tenderers and Terms & Conditions given in the tender document. The bidders should submit scanned copy of all the required documents such as cash receipt/DD / Bankers Cheque towards the cost of tender and EMD; proof of experience, financial details etc. through the e-tendering portal.
- (10) The bidder is responsible to download Addendums/ Amendments/ Errata/ Replies to the queries of the bidder etc., if any, issued by the Employer, from the website before submission of the bid. Any shortfall in submissions of the said Addendums/ Amendments/Errata/Replies to the queries of the bidder duly signed etc. along with the downloaded documents while submitting the bid will not be considered. Incomplete bid documents may be rejected.
- (11) All bids are to be submitted online on the website www.tenderwizard.com/COPT. No Bids shall be accepted off-line.
- (12) Cochin Port Trust will not be held responsible for any technical snag or net work failure during online bidding. It is the bidders responsibility to comply with the system requirement i.e. hardware, software and internet connectivity at bidder's premises to access the e-Tender portal. Under any circumstances, Cochin Port Trust shall not be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity failures.
- (13) The bidder shall submit the original documents towards the cost of tender and EMD; power of attorney and integrity pact if necessary along with letter of submission in a sealed cover to the Chief Mechanical Engineer, Cochin Port Trust, W/Island, Cochin – 682009, KERALA, before tender submission date and time. Tenders without submitting the original documents as above, before submission date and time of the tender will be liable for rejection.
- (14) **Exemption from the payment of EMD and Cost of Tender document shall be given to Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department as provided in GFR 2017. In this regard the firm should submit valid certificate**

liable for rejection.

- 1. The undersigned reserves the right to reject/cancel/postpone any one or all tenders at any stage of the tender, which will be binding on all bidders.

V. D. Pandey 2/7/2020
CHIEF MECHANICAL ENGINEER
[Signature] 2/7/2020 *[Signature]* 2/7/2020