



Berhampur Divisional Office

"Jeevan Prakash", Khodasingi Main Road, Berhampur-760010.

Ref: OS/CCTV/CAMC/2023

Date: 09.01.2024

To,

(For empanelled Vendors Only)

Dear Sir,

RE: Tender for Comprehensive Annual Maintenance Contract (CAMC) of CCTVs installed at different location under Berhampur Divisional Office .

Sealed tenders are invited in the prescribed attached format for CAMC of CCTVs installed at different location (as per attached Annexure-C) under Berhampur Divisional Office.

Please send tender form duly filled & signed with seal on Annexure-A, Annexure- B along with an amount of Rs. 5354/- in the form of Bankers Cheque/ Demand Draft in favour of Life Insurance Corporation of India payable at Berhampur. Separate Bankers Cheque/ Demand Draft for Rs.5000/- towards EMD and Rs. 354/- (Rs. 300/- towards Tender Fees, 18% GST and is Non refundable) as Tender Fee. For exemption of Tender fee and EMD, the firm has to submit valid NSIC/MSME registration copy.

Please submit the Tender forms super scribed with the words " **Tender for CAMC of CCTVs**" during working days/hours from **11.01.2024 to 25.01.2024 within 3.00 PM** in a sealed envelope addressed to – The Chairman (Stores Committee), Life Insurance Corporation of India, Divisional Office, Main Road, Khodasingi, Berhampur, Ganjam, Odisha. Pin: 760010. The tenders received after due date due to delay in post of any reason will not be considered.

The tenders will be opened on **29.01.2024 at 03.30 PM**. The representative of tenderer may present at the time of opening of tender with due permission from authority on submission of valid Identity & authority letter. Further LIC reserves the right to reject any/all tender or cancel the process or increase the last date of submission without assigning any reason thereof.

Yours Faithfully

Manager (OS)DM

The Chairman (Stores Committee),
Life Insurance Corporation of India,
Divisional Office, Khodasingi Main Road,
PO: BERHAMPUR, Dt.: Ganjam, Odisha. ,

ANNEXURE-A

Tender notice for Comprehensive AMC of CCTVs including Repairing, Replacement and Maintenance of Hikivision Make 71 Colure Dome Cameras, Hikivision Make 49 IR Bullet Cameras, Hikivision Make 34 DVRs, 15 Seagate Make 4TB HDDs, 19 Seagate Make 2TB HDDs, Monitors, UPSs and other allied accessories installed in 34 different locations under Berhampur Divisional Office area, price excluding GST but including all other taxes and expenses.

Sl No	Item Description	No. of locations	Annual Comprehensive AMC price in figure for all 28 locations in Rs.	Annual Comprehensive AMC price in words
1	Comprehensive AMC of CCTV (including Repair, Replacement and maintenance of Hikivision Make 71 Colure Dome Cameras, Hikivision Make 49 IR Bullet Cameras, Hikivision Make 34 DVRs, 15 Seagate Make 4TB HDDs, 19 Seagate Make 2TB HDDs, Monitors, UPSs and other allied accessories installed in 34 different locations of Berhampur Division.	34 locations as mentioned in Annexure- C		

SEAL AND SIGNATURE OF THE VENDOR

On Comparison, the lowest rate shown in TOTAL BASIC RATE column will be considered as L-1 RATE.

NOTE:

- GST will be paid extra, applicable as per prevailing rate.
- The rates should be quoted in Annexure "A" should not have any correction/cutting or over writing.
- The new CCTVs purchased during the contract period will be taken under CAMC contract after expiry of warranty period.

1. DD NO. _____, DATE _____, BANK _____ towards EMD &

2. DD NO. _____, DATE _____, BANK _____ towards Tender fee.

Date:

Place:

SEAL AND SIGNATURE OF THE VENDOR

Annexure -B

Proposed Work: Servicing /Checking / Repairing/ Replacement of all spares as required/ Testing of all units at each location/site

Terms & Condition of Contract

(To be returned duly filled with your quotation as acceptance of T&C)

- 1. Work to be done under the contract:** Thoroughly cleaning & checking of each machine in every quarterly PM visit , replacement of defective part (if any) found during servicing, CC TV has UPS connection, Date & Time displayed, Recording of Data available, Space available in Hard Disk etc after Testing at location. CAMC should include cleaning of machine thoroughly & checking of components.
- 2. Validity of Tender Rate:** Tendered rate must be valid for 3 years. Initially the CAMC contract will be for one year. However after satisfactory completion of first year it may be further extended for 2 tenure of one year each, subject to satisfactory services rendered by vendor in last CAMC period & on consent for renewal of contract on original rate and accepted terms & conditions on mutual consent. Corporation reserves the right to terminate the contract by giving 15 days notice without assigning any reason thereof.
- 3. Tender Fee(Non Refundable):** The bidder has to deposit **an amount of Rs. 354- (Rupees Three Hundred Fifty Four only)** inclusive of GST towards Tender Fee **(Non Refundable)** by way of Demand Draft drawn in favor of "LIC of India" payable at Berhampur.
- 4. EMD:** All bidders have to deposit an amount of ₹ 5000/- as EMD with their tender. Tender without EMD will not be considered. After finalization of tender EMD will be returned to bidder by way of NEFT only.
- 5. Exemption of Tender Fee & EMD:** For exemption of Tender fee and EMD, the firm has to submit valid NSIC/MSME registration copy.
- 6. Security Deposit:** Successful bidder has to deposit an amount equals to 10% of CAMC charges (excluding GST). SD will be retained by LIC up to the end of contract period or warranty period of last service (whichever is later). LIC can consider the amount of EMD as SD subject to deposit of difference amount of SD.
- 7. No interest whatsoever shall be payable on the EMD or SD.**

8. **Termination of Contract:** If it is observed during AMC contract vendor frequently remains to fail keeping all machines in order or delay in service or delay in attending break down call without any reason, the condition may lead for termination of the contract.
9. **Payment condition:** Payment of CAMC will be made by NEFT only by the Divisional office Berhampur, on Quarterly basis at the end of quarter on submission of bill in duplicate along with duly signed and stamped Service Call Reports mentioning the total no. of machines serviced and counter signed by the Officer-in-charge of the Branch Office.
10. **The Location wise list of total installations (Annexure-C) is provided with tender for reference.**
11. **Liability of vendor & L.I.C.** – Unless otherwise instructed, the Service engineer will visit all the sites for maintenance & contact to the responsible person of branch OS Department. Also the workman should be insured properly to safeguard LIC for any mishap to the workman during the course of maintenance within our premises; LIC will not be responsible for any accidental risk associated with maintenance of the machines. Also any damage caused due to malfunctioning or during the maintenance will be made good by the vendor.
12. **PENALTY CLAUSE:** Vendor has to ensure minimum one PM visit at every site so that all machines are kept working during every quarter. If at any location any machine got breakdown, Intimation will be sent to service provider/vendor over telephone/Mobile/via email by user. Vender has to ensure that complaint will resolved within office time up to next working day of complaint for **LOCAL INSTALLATIONS** in Berhampur & within next **3** working days from the date of complaint for **OUTSTATON INSTALLATIONS**. If vendor remains fail to complete the job within time an amount of ₹ 100/- per day per machine will be charged as penalty & same will be recovered from the next bill.
13. **Income tax –TDS @ prevailing rates** will be deducted at source from the payment and will be remitted to Income Tax Deptt. Directly.

14. The Responsibility of Service Providing Agency: The Service Providing Agency shall be solely responsible for the redressal of grievances /resolution of disputes relating to persons deployed by the agency. The LIC of India shall, in no way, be responsible for settlement of such issues, whatsoever.

(a) It will be the responsibility of The Service Providing Agency to meet transportation, food, medical and any other requirements in respect of the persons deployed by him.

(b) The Service Providing Agency shall have to follow all the instruction given to him/them from time to time by the competent authority or person nominated by him.

(c) The Service Providing Agency and its worker shall abide by the rules and regulations of the LIC as well as directions/instructions issued by the Manager (OS) or on his behalf by the authorities from time to time and violation of which may result in cancellation of the contract.

(d) The LIC of India **shall not be responsible** for any damages, losses, claims, financial or other injury to any person deployed by Service Providing Agency during the course of their performing the functions/duties, or for payment towards any compensation. The Service Providing agency will also indemnify the LIC from any claim in this regards.

We agree with all terms and conditions of the tender.

Date:

Signature/seal of vendor

(Please put your signature on each page)



Berhampur Divisional Office

"Jeevan Prakash", Khodasingi Main Road, Berhampur-760010.

TENDER NO CCTV-01/2023-24, DT. 11.01.2024 - technical bid for comprehensive AMC OF CCTVs

Sl No	GENERAL REQUIREMENTS	TENDERER'S RESPONSE
1	Name of the Company/ Firm	
2	Local Office Address	
3	Phone/Mobile NOs/e-mail	
4	Year of Establishment	
5	Name of the Chairman/ Managing Director/CEO	
6	Status of the Firm: (Whether Pvt Ltd Company/Public Ltd Company/Partnership Firm/ Proprietorship Firm)	
7	Whether certified copy of Registration confirming that the tenderer is in business for the last 5 years is enclosed	
8	Whether the order copies for having executed such order/s earlier by the tenderer in any one of the preceding 3 Financial years are enclosed.	
9	Whether the list of clients of the tenderer is enclosed	
10	Whether the firm has its service center in ODISHA	
11	Whether the firm has its service centers in Berhampur?	
12	PAN NO (Please attach copy)	
13	GST Number	

14	Whether Authorized Service Provider for M/S Hikivision & Seagate Company Make instruments? If so, please attach authorization certificate or else submit self declaration of capability for CAMC of Hikivision and Seagate Make.	
15	Manufacturers' Authorization Form (MAF) Supplier should provide OEM's Certificate of dealership and support for five years (if available)	
16	Any other information	

SEAL AND SIGNATURE OF THE VENDOR



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Berhampur Divisional Office

"Jeevan Prakash", Khodasingi Main Road, Berhampur-760010.

ANNEXURE - C

BRANCH & SATELLITE OFFICE WISE CCTVs						
Sl No	Branch/SO	No of Cameras		DVR	HDD	
		Dome	Bullet		4TB	2TB
1	Aska	02	02	8Ch	01	
2	Polasora	02	01	4Ch		01
3	Purushottampur	03	01	4Ch		01
4	Berhampur BO I	02	02	8Ch	01	
5	CLIA, Berhampur	02	01	4Ch		01
6	Chikiti	02	01	4Ch		01
7	Digapahandi	03	01	4Ch		01
8	Berhampur BO II	02	02	8Ch	01	
9	Hinzilicut	02	01	4Ch		01
10	Bhanjanagar	02	02	8Ch	01	
11	Buguda	02	01	4Ch		01
12	Bhawanipatna	02	02	8Ch	01	
13	Dharamgada	02	01	4Ch		01
14	Kesinga	02	01	4Ch		01
15	CAB, Berhampur	02	02	8Ch	01	
16	Chhatrapur	02	02	8Ch	01	
17	Khallikote	02	01	4Ch		01
18	Divisional Office	03	03	8Ch	01	
19	Guest House, Berhampur	02	01	4Ch		01
20	Divl Office Lifts	02	-	8Ch		01
21	Jeypore	02	02	8Ch	01	
22	Malkangiri	02	01	4Ch		01
23	Koraput	02	02	8Ch	01	
24	Nowarangpur	02	02	8Ch	01	
25	Umerkote	02	01	4Ch		01
26	Nuapada	02	02	8Ch	01	
27	Rajkhariar	02	01	4Ch		01
28	Paralakhemundi	02	02	8Ch	01	
29	R Udaygiri	02	01	4Ch		01
30	Phulbani	02	02	8Ch	01	
31	Baliguda	02	01	4Ch		01
32	Boudh	02	01	4Ch		01
33	Rayagada	02	02	8Ch	01	
34	Gunupur	02	01	4Ch		01
	TOTAL	71	49		15	19