



Guru Gobind Singh Indraprastha University

Sector 16C, Dwarka, New Delhi -110078

Website: <http://ipu.ac.in> Phone No.-011-25302149-150

Dated:09.03.2016

TENDER NO. 19/PUR/GGSIPU/2015-16

E-TENDER (NIT)

Registrar, Guru Gobind Singh Indraprastha University invites item rate e-tender from reputed and eligible contractors/firms for the **Supply and Installation of Lab Equipments** for USMC, Sector 16C, Dwarka, New Delhi-110078. Tender document can also be downloaded from Delhi Govt. e-procurement website i.e. www.govtprocurement.delhi.gov.in. The tender document can also be viewed on University website i.e. www.ipu.ac.in.

1.	Name of work	Supply and Installation of Lab Equipments at Guru Gobind Singh Indraprastha University, Sector 16 C, Dwarka, New Delhi – 110078
2.	Last date, time and venue for submission of EMD and Technical bids documents	22.04.2016 Upto 02.00 p.m. in the office of Dy. Registrar (Purchase), Ground Floor, Library Block, GGSIPU, Sector 16 C, Dwarka, New Delhi – 110078
3.	EMD	Item wise EMD mentioned in the Annexure-G of the tender document in favour of Registrar, GGSIP University payable at Delhi.
4.	Date and time for opening of Technical bid	22.04.2016 at 02.30 p.m.
5.	Financial Bid	After evaluation of technical bid/time notified thereafter on e-tender website www.govtprocurement.delhi.gov.in
6.	Cost of Works	Rs.67 Lacs (approximately)
7.	The bids shall be submitted in two stages viz.(i) <i>Technical bid</i> (ii) <i>Financial bid</i> . Detailed specifications of the item(s) to be supplied are mentioned at Section-III Annexure-G of the tender document. The Technical & Financial bid should also be uploaded on e-procurement website i.e. www.govtprocurement.delhi.gov.in	

(REGISTRAR)



GURU GOBIND SINGH
INDRAPRASTHA
UNIVERSITY

TENDER DOCUMENT

FOR

Supply & installation of Lab Equipments for USMC

AT

Guru Gobind Singh Indraprastha University
[A state University under Govt. of NCT of Delhi]
Sector 16 C, Dwarka, New Delhi 110 078

Dy. Registrar (Purchase)
Room No. L 010, Ground Floor, Library Block,
GGSIU, Sector 16C, Dwarka, New Delhi 110078
Contact Nos.011 25302149-150
Email :purchaseipu@gmail.com.

NOTICE INVITING TENDER

TENDER NO. /PUR/GGSIPU/2015-16

Registrar, Guru Gobind Singh Indraprastha University (GGSIPU) invites item rate e-tender (in two bid system – Part I & II) from reputed and experienced contractors/suppliers for the following stores on Supply & installation basis:

1. **Particulars of Items:** Details of the items with specification is mentioned at annexure-G
2. **Quantity:** Quantity is mentioned at annexure-G
3. **Earnest Money Deposit (EMD) in the form of DD/FDR:** The details of the item wise EMD is mentioned at annexure-G.
4. **Completion period:** Supply within 90 days from the date of issue of award of the tender/issue of Letter of Credit, whichever is later and installation within 30 days' after the receipt of material at University.
5. **Availability of Tender Document:** Tender Documents with detail terms & conditions can be downloaded from Delhi govt. e-procurement website.
6. **Qualification of the Tenderer:** To qualify for award of the work, the intending tenderer must have in its name as a supplier/prime contractor experience of having successfully completed atleast three number of work order/purchase order of Lab Equipment last three years. The firms should be in operation for a minimum three years
7. **Validity Period of Offer:** The rates offered in Part II (Financial bid) should be valid for one hundred and eighty (180) days from the date of opening of Part I (Financial) of the Tender.
8. **Receipt and opening of Tenders:** The Technical bid along with EMD should reach to this office on or before 22.04.2016 before 02.00 PM. The Technical Bid will be opened on the same day at 02.30 pm.
9. The required EMD (**separate for each bid**) as mentioned at Annexure-G in the form of DD or FDR must be enclosed with the technical bid failing which the offer will be treated as non-responsive.
10. GGSIPU reserve the right to accept or reject any or all the tenders wholly or partially without assigning any reason thereof.

INSTRUCTIONS TO BIDDERS

11.0 Scope

The work consists of:

- 11.1 **Supply and Installation of Lab Equipments for USMC** at University Campus at Sector-16C, Dwarka, New Delhi as per specification in **Section-III, Annexure-G**.
- 11.2 Comprehensive on-site **warranty** for a period of **48 months** from the last date of completion/ installation for all the items supplied as certified by the University.

12.0 Definitions:

- 12.1 **GGSIPIU** means Guru Gobind Singh Indraprastha University, Delhi
- 12.2 **University** means Guru Gobind Singh Indraprastha University, Delhi
- 12.3 **Employer** means the Registrar, GGSIPIU and his successor
- 12.4 **Bidder** means the Manufacturer or his direct authorized distributor (dealing at first point), proprietary firm, partnership firm, limited company private or public or corporation
- 12.5 **“Year”** means “Financial year” unless stated otherwise.

13.0 Who can apply:

- 13.1 If the bidder is a proprietary firm, the application shall be signed by the proprietor with his full typewritten name and the full name of his firm with its current address, contact details etc.
- 13.2 If the bidder is a firm in partnership, the application shall be signed by all partners of the firm with their full typewritten names and current addresses, or alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases, a certified copy of partnership deed and current address of all the partners of the firm should accompany the application.
- 13.3 If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a certified copy of the power of attorney. The bidder should also furnish a certified copy of the Memorandum and Articles of Association duly attested by a Public Notary.
- 13.4 Joint Venture/ Consortiums are not accepted.

14.0 Sealing and Marking of Bids

- 14.1 Technical Bid shall be submitted for each item along with EMD.
- 14.2 The bidder shall place two separate envelopes (called inner envelopes) marked **“Technical Bid”** and **“Earnest Money Deposit”** in one outer envelope. The inner envelopes will have marking as follows:-
 - a) Technical Bid
 - b) Earnest Money Deposit (EMD)
- 14.3 The sealed inner and outer envelopes containing the technical bid and EMD shall be addressed to Dy. Registrar (Purchase), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078.
- 14.4 The sealed tender shall bear the name and identification number of the Tender on the cover of the Envelope(s).

- 14.5 In addition to the identification required as above, **each** of the envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late or is declared non-responsive.
- 15.0 **Bid Submission:**
- 15.1 The envelop named “**Technical Bid**” shall comprise of all documents as per **Clause-16**. All the documents as per the Clause-16 must also be uploaded on the e-tender website.
- 15.2 The “**Financial Bid**” shall comprise of the price bids should be uploaded on e-tender website i.e. www.govtprocurement.delhi.gov.in only (**Not to be submitted in hard copy**).
- 15.3 Each page of the Technical Bid, Tender Document must be sealed and signed by the authorized signatory of the bidder.
- 15.4 Duly signed tender document along with all corrigenda, addendum issued, if any, should also be sealed as part of technical bid.
- 15.5 Conditions other than those laid down in the Tender document will not be entertained.

16.0 Eligibility Criteria for Technical Bid

All eligibility documents with EMD must also be submitted in hard copy as per the date and time mentioned above.

The formats/Annexure for the documents to be submitted, with Technical bids are placed at **Section –II (Annexure – A, A1, A2, A3 to Annexure E)**:

16.1	Letter of Transmittal	Annexure – A
	Declaration by Bidder	Annexure – A1
	Compliance to Bid Requirement	Annexure – A2
	A declaration by the manufacturer as to the probable date of manufacture of the item for which financial bid has been made.	Annexure – A 3
16.2	Organizational Structure: - Legal status of the company/ organization with legal proof along with certified copies.	Annexure - B
	The firms should be in operation for a minimum three years	
16.3	Income Tax Registration (PAN No.), DVAT Registration/ TIN Number	Attach certified copies
16.4	Average financial turnover of Rupees 70 lacs during the immediate last three consecutive financial years, duly audited, signed & stamped by a Chartered Accountant in case if the bidder is quoting for all the requisitioned items else he must have atleast turnover of twice the estimated cost of requisitioned item.	Annexure C
	The bidder should not have incurred losses in more than two years in the last 3 consecutive financial years, duly certified by Chartered Accountant, along with copies of audited profit and loss account of last three years	
16.5	Firm should have executed atleast one of the following in the last three years: One single order of similar kind or equivalent Lab Equipment having value of 80% of the estimated cost of the item. OR Two order of similar kind or equivalent Lab Equipment having value of 60% of the estimated cost of the item. OR Three order of similar kind or equivalent Lab Equipment having value of 40% of the estimated cost of the item. Explanation: Similar kind or equivalent lab equipment means the work of supply and	Annexure D

	installation of similar or equivalent lab equipments mentioned at Annexure-G in public sector undertaking, Govt. department, Educational Institutions, Research Institutional or in reputed private sector. This should be certified by an authorized officer of the client organization on its letter-head.	
16.6	That the bidder/ organization has not been blacklisted/debarred by any of the government/ public sector agencies in India in the last 3 years. A declaration of fair business practice by the Bidder.	Annexure – E
16.7	The Manufacturer should have a authorized service centre in India only	Attach copy of proof
16.8	Printed and proper circulated catalog for the quoted similar items be submitted along with the tender document	Attach copy of proof
16.9	User list with supply/purchase order of the similar field in the Govt./ reputed organization	Attach copy of proof
16.10	The bidder has to certify that the equipment being quoted for, is under current production with the original equipment manufacturer and the quoted product is the latest version. This clause shall refer to items mentioned at Annexure-G S.No.1,7,8,10,12,14,15,17,18,19,20,21,22,23,24,25,30,32,33,34,35,36 and 38.	Attach copy of proof
16.11	Certificate of Authorized dealership/distributor/manufacturer. (in case of manufacturer, they will self certify so. Authorized dealers/distributor shall attach attested copies of dealership/distributorship certificates issued by the manufacturer)	Attach copy of proof

17.0 Opening of Technical Bids & Evaluation:-

- 17.1 The details submitted by the bidders will be evaluated in the following manner:
- 17.2 The “initial eligibility criteria” prescribed in para 16.1 to 16.11 above in respect of experience in similar class of works completed, financial turnover, profitability and valid registrations will first be scrutinized.
- 17.3 Examination of the specification of all the items will be done by Technical Committee.
- 17.4 Even though any bidder may satisfy the above requirements, he/she would be liable to disqualification if he/she has:-
- 17.5 Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
- 17.6 Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.

18 Opening of Financial bid and evaluation:

After the Technical evaluation of the bids, the University will open the ‘Financial Bids’ of all the bidders who have qualified in the technical evaluation of the specification criteria as per Clause 17.3 and eligibility criteria as per Clause 16, at notified time, date and place, if any. The lowest financial bidder shall only be considered for award of work.

19.0 Earnest Money Deposit:

- 19.1 The Earnest Money Deposit (EMD) must be attached with the technical bid. The Earnest money shall be accepted in the following forms and shall be in favour of “Registrar, GGSIPU”, payable at Delhi:-
1. Fixed deposit receipt (FDR)
 2. Bank Draft /Demand Draft
- 19.2 Tender(s) with no earnest money deposit will summarily be rejected. In case of successful bidder of the financial bids, the earnest money will be returned after obtaining the required 10% Performance Security in the form of FDR/BG (FDR/BG should be valid for a period of 54 months from the date of installation).

However, the successful bidders will provide the Comprehensive Irrecoverable Warrantee of 48 months from the date of final installation of the product.

- 19.3 In the case of unsuccessful bidders, the Earnest Money Deposit will be refunded without any interest.

20.0 Financial Bid:

- 20.1 The bidder shall quote unit item rates in INR/USD/British Pound/Euro etc., as the case may be, both in words and figures in the Financial Bid only. Exchange Rate on the date of opening of financial bid will be taken into account for evaluation purpose only. No alterations in the form of tender, in the schedule of quantities or additions (Financial Bid) etc. shall be permitted. In case of difference between the rates of items written in figures and in words, the rates of items written in words shall be taken as correct. No changes in unit rates shall be allowed. The rates quoted in schedule of quantity (Financial Bid) are for finished and completed items and no extra amount for cartage or transporting material, labour etc. shall be paid. The rates should be inclusive of all loads and lifts for all materials for the completed items and also include all taxes, insurance, royalties etc. as applicable. Indian Supplier has to quote the all inclusive of rate product i.e. freight, insurance, packing, handling, assembling, installation, commissioning upto the University or as given in the work order.

In case of foreign manufacture, supplying the equipment through its authorized agent in India CIP Delhi Airport will be considered in financial bids. However, custom duties as applicable against production of custom duty exemption certificate will be borne by the University including the transportation and insurance charges, if any. However, the handling of the equipment will be strictly in the supervision of authorized agent in India. No liability in case of any damage, miss handling will be accepted by the University in any case.

21.0 General:

- 21.1 All information called for in the enclosed forms should be furnished against the relevant places in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against at the relevant place. Even if no information is to be provided in a column, a "Nil" or "No Such Case" entry should be made in that column. If any particular/query is not applicable in case of the bidder, it should be stated as "not applicable". The bidders are cautioned that incomplete information called for in the tender document or deliberate suppression of any information may result in the bid being summarily disqualified. Bids received after the expiry of the stipulated date and time mentioned in the tender document will not be entertained.
- 21.2 The bid document should be legibly written and serially numbered with proper tagging and binding. The bidder should sign each page of the bid.
- 21.3 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing with date and rewriting. Pages of the eligibility criteria document are to be numbered. Additional sheets, if any added by the bidder, should also be numbered. Bid should be submitted as a package with signed letter of transmittal.
- 21.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by officer of the client organization with name & designation.
- 21.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of tender document unless it is called for by the University.
- 21.6 Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of any work in GGSIPU **which may also result in forfeiture of EMD/performance security.**

- 21.7 The successful bidder shall have to work in co-ordination and co-operation with any other agencies appointed by the University to work simultaneously in the same or adjoining area. The decision of the University in case of any dispute between the different agencies appointed by the University shall be final and a binding.
- 21.8 Income tax, Works Contract Tax and any other tax at the rates in force during the progress of contract / **award of work** that will be in force from time to time shall be recovered / deducted from the released payment amount.
- 21.9 Sales Tax, purchase Tax, turnover tax or any other tax on material applicable on the date of submission of bid in respect of this contract shall be payable by the contractor and University will not entertain any claim whatsoever in respect of the same.
- 21.10 The bidder shall have to make his own arrangement at no extra cost to the University for water Supply & Installation, sanitation and electric Supply & Installation etc. at the site of work.
- 21.11 On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the University shall be communicated in writing to the Registrar.
- 21.12 The contractor shall furnish a list of University employees related to him, if any in the “Technical Bid”.
- 21.13 If the bidder shall obtain a contract with GGSIPU as a result of wrong tendering or other non-bonafide methods of competitive tendering, the University reserves the right to terminate the contract without any liability to the contractor, which may also result to forfeiture of EMD/performance security.
- 21.14 Without prejudice to any of the rights or remedies under this contract if the contractor dies, the University shall have the option of terminating the contract **without** compensation to the legal heir of the contractor.
- 21.15 Escalation: Increase in rates of material / Labour shall not be payable on any account. Price quoted shall be firm and no escalation will be allowed on any account.
- 22.0 Scope of Works**
The Scope of work shall consist, Supply & Installation, erection and placing in position at site, complete in all respects, and its maintenance during warranty period for items mentioned at Annexure-G as per specification given under Section III.
- 22.1 Specification for Work and Quality**
The procurement of various materials shall be either from the manufacturers or their main authorized dealers to ensure that no duplicate/spurious makes are used in the works. The entire work shall be warranted for a period of **48 months** against defective material with liability of replacement or to the satisfaction of the University.
- 22.2 Safety and Security**
Safety and Security of workers/staff, material, equipments, etc. will be the responsibility of the contractor. The university will not be held responsible on this account
- 22.3 The University reserves the right, without being liable for any damages or obligation to inform the bidder, to:
(a) Amend the scope and value of contract to the bidder.
(b) Reject any or all the applications without assigning any reason.
- 22.4 Any effort on the part of the bidder or his agent to exercise influence or to pressurize the University would result in rejection of his bid. Canvassing to any kind is prohibited.
- 23.0 Final decision making authority**

The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders. No claim whatsoever will be entertained / paid by the university to the bidder (s).

24.0 Summary Rejection of tender:

- 24.1 The tenders not accompanied with Earnest Money Deposit shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document; or any conditions mentioned, etc., his tender is liable to be rejected.

25.0 Particular provisions

- 25.1 The University reserves the right to execute the work or reject the tender without assigning any reason or incurring any liability to the bidder.
- 25.2 The University has the power to make alteration in, omission from, addition of or substitution for the original specifications, drawings, designs.

27.0 Amendment of tender document:

- 27.1 Before the deadline for submission of tender, the University may modify the tender document by issuing addenda.
- 27.2 Any addendum thus issued shall be a part of the tender document and shall be uploaded on the e-procurement website (www.govtprocurement.delhi.gov.in). Prospective bidders must visit the website before filling and submission of Tender Document for such information.

28.0 Validity of Tender:

One hundred and Eighty days from the date of opening of **Financial Bid** of the tender. During this period no bidder shall be allowed to modify/withdraw his tender. In case of withdrawal, the EMD submitted by the bidder shall be forfeited and no claim shall be entertained in this regard.

29.0 Performance Guarantee:

- 29.1 The successful bidder shall be required to furnish a Performance Guarantee of 10% of the total tendered value after successful installation of the product at site. The Performance Guarantee should be valid up to 18 months. The Performance Guarantee shall be accepted in the following form and shall be in favour of “Registrar, GGSIPU”, payable at Delhi with a validity of months as under:-
- i. Fixed deposit receipt (FDR) of a nationalized bank (54 months validity)
 - ii. Bank Guarantee (As per Annexure-F) (54 months validity)
- 29.2 Performance Guarantee will be refunded after completion of the warranty period as per clause 30.
- 29.3 In case of non submission of Performance Guarantee within specified time, the earnest money will be forfeited and the University may consider to black list/de-bar the contractor.
- 29.4 In case a fixed deposit receipt/ Bank Guarantee of any bank is furnished by the contractor to the University as part of the Performance Guarantee and the Bank is unable to make payment against the said instrument, The loss caused thereby shall fall on the supplier and the supplier shall forthwith on demand furnish additional security to the University to make good the deficit.

30.0 Warranty

The bidder shall provide comprehensive on-site **warranty** for a period of **48 months** for all items from the last date of completion / installation as certified by the University and shall be responsible for any defects that develop in the item. They shall also replace any defective part of the product supplied and other accessories, without any exception and recourse, free of cost.

The bidder is responsible for all packing, unpacking, assembly, installation of units. The bidder will test the products and accomplish the adjustments necessary for successful and continuous operation of the products supplied at all installation sites and shall ensure maintenance of the supplied products during the warranty period. All the repairing / replacing of defects shall be done by the bidder totally free of cost.

31.0 Duration

The items covered under this tender are required to be delivered and installed in the University Campus at Sector 16C, Dwarka, New Delhi **within 120 days**, as specified in delivery schedule submitted by bidder.

32.0 Payment Terms

32.1 100% irrevocable & confirmed Letter of Credit will be opened in the bank, LC will issued only incase of foreign suppliers. However, incase of material manufactured indigenously in India, the payment will be released after complete installation, training and receipt of performance guarantee of the product.

32.2 Each invoice should be submitted in duplicate clearly specifying contract no, goods description, quantity, unit price, total amount along with warranty certificate, etc.

32.3 No advance payment will be made under any circumstances.

33.0 Penalty for any delay

33.1 If the bidder fails to Install the Equipment within the period specified in the Purchase Order, University shall without prejudice to its other remedies under the Purchase Order, deduct from the contract price, as liquidated damages, a sum equivalent to 1% (one percent) of the contract price of the delayed goods weekly or part thereof of delay until actual delivery. The penalties will be maximum of 10% of the contract amount / awarded value.

33.2 In case of extraordinary delay or beyond 90 days of stipulated delivery period, University reserves the right to terminate the contract, without any liability to cancellation charges, forfeit/en-cash the submitted Performance Guarantee and blacklist/debarred the defaulting firm.

34.0 Services during warranty period

34.1 The maximum response time for maintenance complaint during warranty period (i.e. time required for bidder's maintenance engineer to report at the installation after a request call/telegram is made or letter is written) shall not exceed 07 days.

34.2 The period for correction of defects in warranty period is 30 days.

34.3 In case an item is not useable beyond the stipulated maximum downtime the contractor will be required to arrange for an immediate replacement.

34.4 In case the rectification of defects is not carried out within 30 days and replacement of defective items are not provided, a penalty of sum equivalent to 5% per week of the delivered price of that defective item(s) shall be levied. This penalty is applicable up to a maximum of 4 weeks (maximum 10%)

35.0 Packing and Marking

35.1 All packing should be strong enough to withstand rough handling during loading/ unloading and transporting. Fragile articles should be packed with special precaution and should bear the marking like Fragile, handle with care, This side up etc.

36.0 Substitution, Wrong Supplies or non confirming supplies

Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the contractor at contractor's cost and risk. Any

supply of wrong or non confirming material shall be treated as no supply and period until which proper supply is done, shall be treated as a period of delay for the purpose of penalty under clause 33.

- 36.1 Vender shall be liable for any loss caused to the University due to delayed, wrong or non-confirming supplies in addition to the penalty imposed under clause 33.

37.0 Insurance, Freight and Deliveries

- 37.1 The supplier shall make his own arrangements towards safe and complete delivery including insurance, freight, state level permits etc. as applicable at the designated locations indicated by University in the Purchase Order. However additional actual cost toward applicable custom duty against exemption certificate, local freight, transportation from Airport to GGSIP University shall be borne by the University but the handling the product under the guidance/supervision by the manufacturer.
- 37.2 The contractor will keep University informed about changes, if any, in various stages of deliveries, installation.

38.0 Arbitration and Settlement of Disputes:

- 38.1 University and the contractor shall make every effort to resolve amicably by direct information negotiation by difference or dispute arising between them under or in connection with the University order.
- 38.2 If after thirty (30) days from the commencement of such informal negotiations, University and the supplier are unable to resolve amicably the dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:
- 38.2.1 Any dispute or differences whatsoever arising between the parties out of or relating to the manufacturing, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on the parties. The sole arbitrator shall be appointed by the Vice Chancellor, GGS Indraprastha University and it shall be no ground to contest the award on the ground that arbitrator was appointed by the University or that the arbitrator is an employee of University.
- 38.2.2 The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the contractor is specifically directed by University to desist from working in this behalf.
- 38.2.3 The venue of arbitration shall be Delhi/ New Delhi. The language of proceedings shall be English. The Law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to the jurisdiction of the Delhi Courts only
- 38.2.4 It is also a term of contract that if any fees are payable to the arbitrator, these shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered into the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims as the case may be.

- 39.0 Force Majeure** For purpose of this Clause, Force Majeure shall mean fires, floods, natural disasters or other acts, that are unanticipated or unforeseeable, and not brought about at the instance of the party claiming to be affected by such event, or which, if anticipated or foreseeable, could not be avoided or provided for, and which has caused the non-performance or delay in performance, such as war, turmoil, strikes, sabotage, explosions, quarantine restriction beyond the control of either party. A party claiming Force Majeure shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effects thereof on the performance of its obligations under this Supply Order.

If a Force Majeure situation arises, the supplier shall promptly notify the University in writing of such conditions and the cause thereof. Unless otherwise directed by the University in writing, the Supplier shall continue to perform its obligations under the Purchase Order as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

SECTION II

INFORMATION REGARDING TECHNICAL ELIGIBILITY (Annexure A, A1, A2, A3 to E)

(Separate information for each items of tender is be given)

LETTER OF TRANSMITTAL
(separate for each bid)

From:

To

The Registrar
GGS IPU
Sector 16C, Dwarka,
Delhi

Sub: Submission of Tender Document for the work of “**Supply and Installation of Lab Equipment for USMC at GGSIPU Campus, Sector 16C, Dwarka, New Delhi**”.

Sir,

Having examined the details given in Tender document for the above work, I/we hereby submit the relevant information:-

1. I/we hereby certify that all the statement made and information supplied in the enclosed annexure / forms accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to Supply & Installation.

Name & Signature(s) of Bidder(s) with seal

DECLARATION BY THE BIDDER
(separate for each bid)

We _____ (Name of the Bidder) hereby represent that we have gone through and understood the Bidding Document (which in two parts) in Part-I (Commercial Section & Technical Section) and Part-II (Schedule of Quantities) and that our Bid has been prepared accordingly in compliance with the requirement stipulated in the said documents.

We are submitting a copy of Bidding Document marked “Original” as part of our Bid duly signed and stamped on each page in token of our acceptance. We undertake that Part-I and Part-II of the Bidding Document shall be deemed to form part of our bid and in the event of award of work to us, the same shall be considered for constitution of Contract Agreement. Further, we shall sign and stamp each page of this Part-I and Part-II as a token of Acceptance and as a part of the Contract in the event of award of Contract to us.

We further confirm that we have indicated prices in Schedule of Quantities and submitted in Price Bid in separately sealed envelope. We confirm that rate quoted by us includes price for all works/activities/supply etc. as mentioned in item description of the items in Schedule of Quantities.

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

Note : This declaration should be signed by the Bidder’s representative who is signing the Bid.

COMPLIANCE TO BID REQUIREMENT
(separate for each bid)

We hereby agree to fully comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Bidding Documents and Addendum to the Bidding Documents, if any, for subject work issued by GGSIPU.

We hereby further confirm that any terms and conditions if mentioned in our bid (Un-priced as well as Priced Part) shall not be recognized and shall be treated as null and void.

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

DECLARATION BY THE BIDDER
(separate for each bid)

We _____ (Name of the Bidder) hereby declare that the lab item for which we have quoted our price in the Financial Bid would not be an item used so far for demo/any other purposes and will be unused (brand new).

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

Note: This declaration should be signed by the Bidder's representative who is signing the Bid.

ORGANISATION STRUCTURE

(Separate for each bid)

1. Name & Address of the Bidder :
2. Telephone No./Fax No./ e-mail :
3. Legal status of the Bidder (attach copies of original document defining the legal status)
 - a) An Individual
 - b) A proprietary firm
 - c) A firm in partnership
 - d) A limited company or Corporation
 - e) A Public Sector Undertaking
4. Particulars of registration with various Government Bodies (Attach attested Photo Copy)
Organization /Place of registration Registration No
5. A. PAN No. -----
B. DVAT No. -----
C. Service T No. -----
6. Names and Titles of Directors & Officers with designation to be concerned with this work. :
7. Name & Designation of individuals authorized to act for the organization :
(Pl attach power of attorney in favour of authorized representative duly signed by authorized signatory)
8. Has the Bidder ever required to suspend work for a period of more than six months continuously after you commenced the business? If so, give the name of the project and reasons of suspension of work. :
9. Has the Bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment. :
10. Has the Bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details. :
11. Has the Bidder, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details. :
13. Any other information considered necessary but not included above. :

(Stamp, Name & Signature of Bidder)

DETAILS OF ANNUAL TURNOVER
(separate for each bid)

A. FINANCIAL DETAILS

Financial Years	Gross Annual Turnover (In Lakhs)	Profit/Loss (In Lakhs)
2014-2015		
2013-2014		
2012-2013		

- B. Audited balance sheet and profit & loss account for above three years to be submitted. Must be attested by the Chartered Accountant.**

Signature & stamp by Chartered Accountant

(Stamp, Name & Signature of Bidder)

Annexure – D

**DETAILS OF SUPPLY OF LAB ITEMS (AS PER SPECIFICATION GIVEN IN SECTION III
BELOW) IN LAST 03 (THREE) YEARS
(separate for each bid)**

S. No.	POSTAL ADDRESS OF CLIENT WITH CONTACT NUMBERS	STARTING DATE	SCHEDULED COMPLETION DATE	ACTUAL COMPLETION DATE	REASONS FOR DELAY, IF, ANY

(Stamp, Name & Signature of Bidder)

DECLARATION FOR FAIR BUSINESS BY THE BIDDER
(separate for each bid)

This is to certify that We, M/s_____ in submission of this offer confirm that:-

- i) We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- ii) We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- iii) Business has not been banned with us by any Central / State Government Department/ Public Sector Undertaking or Enterprise of Central / State Government.
- iv) We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
- v) The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.
- vi) We understood that in case of any statement/information/document furnished by us or to be furnished by us in connection with this offer is found to be incorrect or false, our EMD in full will be forfeited and business dealings will be banned.
- vii) We have not been punished / penalized by way of imprisonment in last three years.
- viii) We have not been blacklisted/debarred by any of the Government/Public Sector Agency in last three years.

SEAL, SIGNATURE & NAME OF THE BIDDER

Signing this document

CHECK LIST FOR SUBMISSION OF BID
(separate for each bid)

Bidder is requested to fill this check list and ensure that all details/documents have been furnished as called for in the Bidding Document along with duly filled in, signed & stamped checklist **with each copy of the "Un-priced bid (Part – I)"**.

Please tick the box and ensure compliance:

- | | |
|---|---|
| 1 | EMD |
| 2 | Bid Forwarding Letter |
| 3 | Power of Attorney in Favour of the person who has signed the bid on stamp paper of Appropriate value. |
| 4 | Partnership Deed in case of partnership firm and Article of Association in case of limited company. |
| 5 | Compliance to Bid Requirement |
| 6 | Declaration by the bidder |
| 7 | All pages of the bid have been page numbered in sequential manner. |
| 8 | Annexure(s) – A, A1, A2, A3 to E |
| 9 | Valid, PAN, DVAT, Service Tax, Excise Registration |

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

**Form of Performance Guarantee
Bank Guarantee Bond**

1. In consideration of the GGSIPU (hereinafter called “The University”) having offered to accept the terms and conditions of the proposed agreement between ----- and ----- (hereinafter called “the said Contractor(s)”) for the work ----- (hereinafter called “the said agreement”) having agreed to production of a irrevocable Bank Guarantee for Rs.----- (Rupees ----- only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.

We, ----- (indicate the name of the Bank) ----- (hereinafter referred as “the Bank”) hereby undertake to pay to the University an amount not exceeding Rs.----- (Rupees ----- only) on demand by the University.
2. We, -----(indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.----- (Rupees ----- only).
3. We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.
4. We, -----(indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Project-in-Charge on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We, -----(indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the University or any indulgence by the University to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, -----(indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto ----- unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs.----- (Rupees ----- only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the ----- day of ----- for ----- (indicate the name of the Bank)

SECTION III**TECHNICAL SPECIFICATIONS**

S. No.	Particulars	Technical specifications	Qty.	Estimate Cost in Rs.	EMD in Rs.
1.	Broadcast Quality Camcorder	3 CMOS sensors of ½ inch size (or higher) 14 X zoom lens or higher XLR audio input X 2 Full HD (1920 X 1080) recording (or higher) Variable frame rate at 24, 25, 30 and 60 fps Timecode input / output, Genlock In & Sync Out Card based recording Provision to use additional lenses	02	9,00,000	20000
2.	Compatible Camera Bag for Above	Customised camera bag Compatible with above camera (item 1) With enough space and pockets for carrying all accessories (including, extra batteries, charger, lapel mic, Shot gun mic, audio cables, head phones, storage media and battery sun gun)	02	20,000	1000
3.	Tripod (Heavy Duty) for broadcast quality cameras and Full Frame DSLRs on Cinema Rig.	Fluid Head Load capacity: 8 kg (or better) With Quick Release Wedge plate / Base plate Tilt Drag 3 Steps Tilt Range -75 to 90° Tilt Lock Yes Pan Range 360° Pan Lock Yes Levelling Bubble/Illuminated Yes / Yes Maximum Height : 63 inches (or better) With spreader and carrying case	03	4,50,000	9000
4.	Extra Battery for Item 1	Compatible with item 1 At least 6 hours of operation time	04	80,000	2000
5.	Battery Charger (for Above)	Compatible with item 5	02	30,000	1000
6.	Compatible Memory Cards for Broadcast Quality Cameras (Item 1)	Compatible with item 1 At least 150 minutes of recording time at best quality on these cameras	04	80,000	2000
7.	Lapel Microphone	Transducer : Electret Condenser Polar Pattern : Omni-directional Frequency Response: 40 Hz - 20 kHz Dynamic Range : > 90 dB Signal-to-Noise Ratio: 64 dB, (@ 1 kHz) Maximum Input Sound Level: 120 dB, (@ 1 kHz, 1% THD) Output Connectors: XLR-3M Type	06	1,20,000	2500
8.	Shotgun Microphone	Microphone Type: Electret Condenser Microphone	06	90,000	2000

		Frequency Response: 40 Hz - 20 kHz Polar Pattern : Uni-directional (super-cardioid) Sensitivity : -48dB/Pa ±4dB Dynamic Range: 80dB or more Signal to Noise Ratio: 76dB or more Connector : XLR			
9.	XLR Cable	3-Pin XLR balanced microphone cable Audio Cable Male (Connector 1) to female (Connector 2) length : 20 metres 95% Dual-Spiral Shielding	18	1,00,000	2000
10.	Super directional Microphone Kit	Transducer : Condenser Polar Pattern : Super-cardioid Frequency Response: 40Hz to 20kHz Maximum Input Sound Level SPL 134 (142) dB at 1 kHz Output Connectors: 3-pin XLR male With accessories including, Boom Pole, Wind Shield, Shock Mount etc	02	1,20,000	2500
11.	Head Phone	Dynamic Headset Frequency Response 20 to 18,000 Hz Distortion < 0.5% at 1 kHz (or better) Compatible with Item 1	06	18,000	500
12.	Full HD Quality Field Monitors for Broadcast Quality Cameras And DSLRs on cinema Rig.	Monitor Type LED Screen Size 14" or above Resolution 1920 x 1080 Aspect Ratio 16:9 native - with support for 4:3 Inputs SDI, BNC, HDMI, Composite and Component video Battery and AC Operation With connecting cables and power accessories	03	1,80,000	3500
13.	Cinema Rig for DLSR	With Follow focus mechanism Matte Box 5" Monitor with battery DSLR Base plate Tripod Platform Compatible with item 19 & 20	01	1,50,000	3000
14.	Editing Systems	Processor:- Intel Quad Core i5 processor @ 3.5 GHz or above Display :- Atleast 27-inch (diagonal) integrated display; 5120by2880 resolution (or above) Memory:- 8 GB of 1600MHz DDR3 memory & 1TB Fusion Drive (or above) Graphics:- AMD Radeon R9 M290X graphics processor with 2GB of GDDR5 memory Connectivity:- SDXC Card Slot Four (atleast) USB posts 3.0 ports (compatible with USB 2) Thunderbolt ports (at least 2) Mini Display Port output 10/100/1000BASE-T Gigabit Ethernet	03	4,50,000	9000

		Wireless KeyBoard & Mouse Wi Fi & Bluetooth 4.0 Compatible O S:- Compatible with multiple operating Systems including Windows OS and Linux OS and Mac OS x			
15.	High Speed External Hard Drives with storage array - 2 TB	At least 2 TB capacity Thunderbolt & USB3 Connection (Hard Drives (7200 rpm) with Drobo storage array)	04	1,20,000	2500
16.	Final Cut Suite	Including (latest Versions of) Final Cut Pro, Motion, Compressor and Mainstage.	03	1,50,000	3000
17.	Active Speaker set	Dual Speaker Set with built in amplification (for use with item 14)	03	60,000	1500
18.	Light Meter	Metering Method : Incident light, Flash Light and reflected light (with optional attachment) Wireless Flash Power Control Option to take readings with multiple ISO settings LED display with internal lighting for operating in dark areas	01	30,000	1000
19.	DSLR Camera Kits (With 18 -55 mm zoom Lens and UV Filter)	Digital, single-lens reflex, AF/AE camera with built-in flash Pixels Actual 22 Megapixel or above Sensor Type / Size CMOS, 22 x 14 mm (or better) Aspect Ratio 3:2 File Formats Still Images: JPEG, RAW Movies: MOV, MPEG-4 AVC/H.264 Audio Linear PCM Bit Depth 14-bit (or better) Memory Card Type SD, SDHC, SDXC Screen Coverage 100% ISO Sensitivity 100 - 6400 Shutter Type Mechanical Speed 1/8000 - 30 Exposure Modes AE Lock, Aperture Priority, Auto, Manual, Programmed Auto, Shutter Priority Compensation Required White Balance Modes Auto, Cloudy, Custom, Daylight, Flash, Fluorescent (White), Kelvin, Manual, Shade, Tungsten Built in flash Required External Flash Connection Hot Shoe, PC Terminal Video Recording Required {1920 x 1080 (Full HD)} Exposure Control Manual: Shutter Speed, Aperture, ISO Exposure Compensation -3 EV to +3 EV Focus Auto and Manual	10	6,00,000	1500

20.	Full Frame DSLR Kit	Camera Format Full-Frame (1.0x Crop Factor) Pixels Actual 22 Megapixel or above Sensor Type / Size CMOS, 36 x 24 mm File Formats Still Images: JPEG, RAW Movies: MOV, MPEG-4 AVC/H.264 Audio Linear PCM Bit Depth 14-bit (or better) Memory Card Type CompactFlash SD, SDHC, SDXC Viewfinder Type Pentaprism Viewfinder Coverage 100% Display Screen 3.2" LCD (1,000,000 pixels or above) Screen Coverage 100% ISO Sensitivity 100-25600 Shutter Type Mechanical Speed 1/8000 - 30 Mirror Lock-Up Required Metering Modes Average metering, Center-weighted average metering, Multi-zone metering, Spot metering Exposure Modes Modes: AE Lock, Aperture Priority, Auto, Manual, Programmed Auto, Shutter Priority Compensation -5 EV to +5 EV (in 1/3 EV steps) White Balance Modes Auto, Cloudy, Custom, Daylight, Flash, Fluorescent (White), Kelvin, Manual, Shade, Tungsten External Flash Connection Hot Shoe, PC Terminal Video Recording Required {1920 x 1080 (Full HD)} Frame Rate @ 1920 x 1080: 30 fps, 25 fps, 24 fps Exposure Control Manual: Shutter Speed, Aperture, ISO ISO Sensitivity 100 - 12800, Expandable to 25600 Exposure Compensation -3 EV to +3 EV Focus Auto and Manual Connectivity for Headphone for Microphone AV Output HDMI C USB 2.0	02	5,00,000	100000
21.	Normal (Block) Lens	(50mm, f / 1.8) (With Compatible UV Filter) To be used with items 19 & 20	02	20,000	500

22.	Zoom Lens	(18- 135mm, f / 3.5 – 5.6) (With Compatible UV Filter) To be used with items 19 & 20	02	80,000	2000
23.	Wide Angle Zoom Lens	(10 – 22 mm, f / 3.5) (With Compatible UV Filter) To be used with items 19 & 20	02	1,00,000	2000
24.	Zoom Lens	(100 – 400 mm, f / 4.5) (With Compatible UV Filter) To be used with items 19 & 20	02	2,50,000	5000
25.	Macro Lens	(60 mm, F / 2.8) (With Compatible UV Filter) To be used with items 19 & 20	02	80,000	2000
26.	Small Camera Bags for Entry Level DSLR Units	Compatible with item 19 With enough space and pockets for carrying all accessories	12	18,000	500
27.	Large Camera back packs for Full Frame DSLRs and Lenses	Compatible with item 20 With enough space and pockets for carrying all accessories	03	30,000	1000
28.	Tripod for still Photography (Light Weight, Portable and Sturdy)	Load Capacity : 5 kgs 3 or 4 levels Ball Head Sturdy and light Built	12	72,000	2000
29.	Camera Cleaning Kit	With Air Brush Cleaning Solution Cleaning pen Storage Case	02	4,000	100
30.	Flash Gun with slave Units	Wireless Radio Transmission Compatible with selected cameras Guide Number: 197' at ISO 100 and 200mm (or better) Zoom option Tilting from -7 to +90° Rotation Left & Right 270° Stroboscopic Mode & Color Filter Holder With batteries, charger and diffuser To be used with item 19 & 20.	04	1,04,000	2000
31.	Memory Cards for Still Cameras (Compatible with selected Models)	Hi speed Memory cards 32 GB Capacity Compatible with selected models (Items 19 & 20)	24	48,000	1000
32.	Studio Strobe Lights with slave Unit and accessories	- Studio Flash lighting Kits with slave Units and following accessories - Carrying case for the basic unit – with all units - Heavy Duty Stands (at least 8 feet Height) – with all units - Power cable and sync cable – with all units - Compatible barn doors – with all units - Compatible scrims – with all units - Compatible – honey combs – with four units	10	2,00,000	4000

		- Soft Box with fabric grid (egg crate) and boom Rod (48" X 48") – With three Units - Soft Box with fabric grid (egg crate) and Boom Rod (36" X 12") – With two units - Soft Box with fabric grid (egg crate) (24" X 24") – with three units - Projection attachment with gobos (with 2 Units) - snoots – with 2 units - White satin Umbrellas – with 2 Units - Silver reflector Umbrellas – with 2 Units			
33.	Point and Shoot digital camera	Camera Effective Pixels Approx.: 20.0 megapixels (aspect ratio: 4:3) Sensor Size : 1/2.3 inch (or better) Display : 2.5 inch (or better) / Approx. 230,000 dots or better Focus Control System : Autofocus: Continuous, Servo AF Metering System : Evaluative, Center-weighted average, Spot ISO Speed : 100 – 800 (or better) Shutter Speed : 1 - 1/2000sec. Built in Flash Preferred Brands – Canon, Nikon, Sony	10	1,00,000	2000
34.	Microphones for Radio Studio	Directional Pattern : (Multi – Uni + omni + Bi) 40 Hz to 20KHz	02	1,20,000	2500
35.	Active studio Monitors (Speakers)	Studio Monitor (Powered Monitors with control system)	02 sets	1,60,000	3500
36.	Audio mixing Console with all accessories	Digital Audio Mixing Console 24 Channels 8 Buses and 2 Tracks 24 X 8 X 2	01	2,50,000	5000
37.	Audio card	(With cables having 8 XLR, 10 meters length)	02	3,20,000	6500
38.	MULTILINE Digital Hybrid	At least 2 Telephone Connectivity Head Phone Amplifier	02	4,00,000	8000
39.	Extension Boards with 20 metre electric cables	20 metre cable Ability to handle up to 3 KW of load Universal sockets for two lights Sturdy built for film production handling	25	50,000	1000
40.	Electric Trolley with 100 Metre Cable	Portable distribution Board with Provision to connect with the mains Universal sockets for multiple outputs (8 to 10) 100 metres of continuous cable length Sturdy built for film production handling	02	50,000	1000

SECTION IV**FINANCIAL BID****SUPPLY AND INSTALLATION OF LAB EQUIPMENTS MENTS FOR USMC:-**

S. No.	Description	Qty.	Unit Cost	Total Amount in figure	Total Amount in word
1.	Broadcast Quality Camcorder	02			
2.	Compatible Camera Bag for Above	02			
3.	Tripod (Heavy Duty) for broadcast quality cameras and Full Frame DSLRs on Cinema Rig.	03			
4.	Extra Battery for Item 1	04			
5.	Battery Charger (for Above)	02			
6.	Compatible Memory Cards for Broadcast Quality Cameras (Item 1)	04			
7.	Lapel Microphone	06			
8.	Shotgun Microphone	06			
9.	XLR Cable	18			
10.	Super directional Microphone Kit	02			
11.	Head Phone	06			
12.	Full HD Quality Field Monitors for Broadcast Quality Cameras And DSLRs on cinema Rig.	03			
13.	Cinema Rig for DLSR	01			
14.	Editing Systems	03			
15.	High Speed External Hard Drives with storage array - 2 TB	04			
16.	Final Cut Suite	03			
17.	Active Speaker set	03			
18.	Light Meter	01			
19.	DSLR Camera Kits (With 18 -55 mm zoom Lens and UV Filter)	10			
20.	Full Frame DSLR Kit	02			
21.	Normal (Block) Lens	02			
22.	Zoom Lens	02			
23.	Wide Angle Zoom Lens	02			
24.	Zoom Lens	02			
25.	Macro Lens	02			
26.	Small Camera Bags for Entry Level	12			

	DSLR Units				
27.	Large Camera back packs for Full Frame DSLRs and Lenses	03			
28.	Tripod for still Photography (Light Weight, Portable and Sturdy)	12			
29.	Camera Cleaning Kit	02			
30.	Flash Gun with slave Units	04			
31.	Memory Cards for Still Cameras (Compatible with selected Models)	24			
32.	Studio Strobe Lights with slave Unit and accessories	10			
33.	Point and Shoot digital camera	10			
34.	Microphones for Radio Studio	02			
35.	Active studio Monitors (Speakers)	02 sets			
36.	Audio mixing Console with all accessories	01			
37.	Audio card	02			
38.	MULTILINE Digital Hybrid	02			
39.	Extension Boards with 20 metre electric cables	25			
40.	Electric Trolley with 100 Metre Cable	02			
All Taxes (including insurance, freight and packing) if any					
Total Amount in Rs. (inclusive all taxes) & CIP New Delhi					

Note:-

- a. The bidder shall provide comprehensive on-site **warranty** for a period of **48 months** for all items from the last date of completion / installation as certified issued by the University.

(SEAL, SIGNATURE & NAME OF THE BIDDER)