

State Urban Development Agency (SUDA)

'ILGUS BHAWAN', HC Block, Sector III, Bidhannagar, Kolkata – 700106

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e-Tender Ref. No. SUDA-14012(21)/1/2022-NULM SEC(SUDA)/686

Date: 07.02.2024

ONLINE BIDS INVITED FOR SUPPLY, INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER ACCESSESORIES AT SHELTERS IN DIFFERENT URBAN LOCAL BODIES IN WEST BENGAL UNDER THE SCHEME "SHELTER FOR URBAN HOMELESS" (SUH) UNDER DAY-NULM IN

The Director, for and on behalf of the State Urban Development Agency (SUDA), Urban Development and Municipal Affairs Department, Government of West Bengal invites proposal for Engagement of Agency for **SUPPLY, INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER ACCESSESORIES AT SHELTERS IN DIFFERENT URBAN LOCAL BODIES IN WEST BENGAL UNDER THE SCHEME "SHELTER FOR URBAN HOMELESS** from interested and bonafide bidders having experience and acumen in such work as noted below in the eligibility as depicted here under for participating in the Bid.

Data Sheet and Instruction to Bidders:		
1	Name of the Work	SUPPLY, INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER ACCESSESORIES
2	Location of Delivery, Installation	48 ULBs (Annexure-I)
3	Product Specification & Scope of work	<ul style="list-style-type: none">• Supply, Installation and Commissioning will be done in next 2 (Two) years in phase manner.• Supply, Installation, Testing and Commissioning of CCTV Cameras and Surveillance System at/ in the SUH of Municipalities as per enclosed list and adhering to the technical specifications.• Routine Maintenance: Once in every quarter• Emergency Response: Within 24 hrs• The Control Room of the above system will be within the premises of the shelter building.• The bidders will be required to survey the site /shelter building and identify suitable location to place the CCTV cameras so as to have maximum coverage of the common area and other locations which are required to be monitored.• CCTV is required for surveillance through outdoor & indoor cameras at specified location outside & inside the building. Cameras shall sense the

		<p>objects even in low illumination. In case there is any digging work done during laying of cables of CCTV system and after completion, restoration of the same work shall be within the scope of bidder. The depth of cable with GI conduit shall be a minimum of 1.5 feet.</p> <ul style="list-style-type: none">• It may be noted that if any minor civil & or electrical work is required for completion of project, it will be deemed to be in the scope of bidder whether it is specifically mentioned or not.• The bidder should complete the entire job in all respect as per tender documents, Specifications, drawings, discussions as per site requirements to the satisfaction of SUDA• The bidder shall give comprehensive hands on training to at least 02 (two) personnel of the municipality, on operation, preventive maintenance, recording, and retrieval of the CCTV recordings, operating system of the installed equipment of the CCTV surveillance system free of cost. The vendor shall also provide user manual in a simple language about operating system, playback, downloading of images to a local PC etc. in the case of CCTV system.• The entire system shall be covered under a comprehensive onsite warranty of 1(one) year from the date of installation and commissioning product warranty of minimum 1 (one) year from the date of installation and commissioning or as per OEM whichever is higher.• Bidder shall continue to provide maintenance and support during the warranty period including all kind of spares.• Bidder shall resolve any complaints regarding the CCTV surveillance system within 24 (Twenty-four) hours.• No compensation shall be payable to the bidder for any damage caused by rains, lightening, wind, storm, floods tornado, earth quakes or other natural calamities during the execution of work. He shall make good all such damages at his own cost; and no claim on this account will be entertained.• The bidder has to prepare and install the cameras, hardware, software and other systems for all weather conditions.• The cameras should work not withstanding wind, rainfall, hailstorm and other inclement weather conditions.• The work has to be carried out in neat and tidy manner to the satisfaction
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		<p>of the concerned Urban Local Body and all care has to be taken to ensure that no part of the building gets damaged during execution of works.</p> <ul style="list-style-type: none"> • Materials used for carrying out the work shall be of standard quality as per technical specifications. Any minor civil and electrical work, if required shall be within the exclusive scope of the bidder. • If the bidder fails to undertake the job satisfactorily or violates the terms conditions or not attending the work effectively, SUDA has every right to cancel the contract and forfeit the security deposit without assigning any reason whatsoever. • The party has to comply with all the norms of municipal and other authorities as per regulations. A proper training for operation of the CCTV installed has to be given to all the concerned to enable them to operate the system. Clearance from all local authorities to carry out the work shall be within the scope of the bidder without any extra cost. • The proposed CCTV surveillance system should have a recorded data backup capacity for at least a period of 31 (Thirty One) days
4	Eligibility to participate in the Bid	<p>The Agency must possess the requisite experience, strength and capability in providing the services necessary to meet the requirements as described in the e-tender documents. The Agency must also possess the technical know-how and the financial strength that would be required to support services sought by the SUDA for the entire period of the contract. The bids should be complete in all respect and should cover the entire scope of work as stipulated in the E-Tender document.</p> <p>Proposal may be submitted by interested bidders only as a single entity. No Consortium/JV is allowed.</p> <p>For eligibility, the Bidder shall have at least:</p> <ol style="list-style-type: none"> 1. The Entity / Bidder must be a company as specified in Companies Act, 1956/2013 OR a Limited Liability Partnership registered under The Limited Liability Partnership Act, 2008 OR a Company incorporated under equivalent law abroad OR a Society registered under The Societies Registration Act, 1860 OR a Proprietorship Firm OR a Partnership Firm registered under relevant laws of India. The time period elapsed from commencement of business should be at least 05 (five) years as on 1st January, 2024. The Bidder shall furnish the Article of Association and Memorandum if applicable. 2. Intending tenderers should produce credentials of: <ol style="list-style-type: none"> i. 1 (One) same or similar nature of completed work with Central & State Govt/PSU/ULB of the minimum value of Rs.21.20 lakh during 05(five) years prior to the date of issue of the tender notice; or,

	<p>ii. 2 (two) same or similar nature of completed work with Central & State Govt/PSU/ULB, each of the minimum value of Rs.15.90 lakh during 05(five) years prior to the date of issue of the tender notice; or,</p> <p>iii. One single running work of same or similar nature with Central & State Govt/PSU/ULB which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above;</p> <p>In case of running works, only those tenders who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress is satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tender.</p> <p>Note: Similar nature of work is defined as:</p> <ul style="list-style-type: none"> • Experience with different of stakeholders including State Governments and City Level Administrative Bodies and experience of supply, installation & commissioning of CCTV Camera in the urban sector. <p>3. The Manufacturers should have experience of manufacturing and selling of quoted product for 3 (three) financial years preceding the date of opening of technical bid. For this purpose, they have to submit Chartered Accountant's certificate in original/self-attested, showing year wise production and sales for quoted product for last three financial years. (2020,21, 2021-22,2022-23)</p> <p>4. In case of tenderer is not manufacturer, they have to submit Authority letter/Dealer or Distributor/Wholesaler agreement/agency certificate issued by Original Manufacturer.</p> <p>5. Tenderers who have been blacklisted/ debarred by tender inviting authority or by any other State Government or Central Government Department/Organization shall be debarred.</p> <p>6. The prospective bidders should not have been Black Listed from any Government Organization/ Statutory Body etc. during the last 3 (Three) years. (A self-declaration in this respect has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non- responsive).</p> <p>7. The Bidder must be an Indian Manufacturer/ Dealer/ Distributor/ Wholesaler for supply, installation & commissioning of CCTV Camera. The time period elapsed from commencement of business should be at least 05</p>
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		<p>(five) years as on 1st January, 2024.</p> <p>8. The average annual turnover of the Tenderer bidding during the last three financial years should be not less than Rs. 25.50 Lakh during last three (3) financial years (FY-2020-21, 2021-22,2022-23).</p> <p>9. The bidder must have a registered office in West Bengal since last 5 years.</p> <p>10. Bidder must have valid Trade License, PAN, and GST Certificate. EPF and ESI certificate (if applicable) needs to be submitted along with the proposal</p>
5	Documents to be produced in support of Credentials for Bid submission	<p>Following documents shall have to be furnished in two separate covers:</p> <p>1. COVER A: Technical Proposal</p> <p>a. Covering Letter (Refer Annexure A, No. I)</p> <p>b. Average Annual Turnover of the bidder over the last three financial years (, 2020-21, 2021-22 and 2022-23) certified by a practicing Chartered Accountant (Refer Annexure A , No. II)</p> <p>c. Details about the Bidder (Refer “Structure and Organization” in Annexure A, No. IV)</p> <p>d. Company Certificates like Certificate of incorporation highlighting registration details along with the composition of Board of Directors, Trade License and GST Registration No, PAN No. and TAN No. IT returns for last three years. EPF registration Certificates.</p> <p>e. Statement of any Indictment: The Bidders should not be under active prosecution for criminal offence, litigation, court receivership or similar proceedings. A declaration to this effect has to be submitted.</p> <p>It may please be noted that non-provision of this declaration in this proposal will lead to rejection of the same.</p> <p>f. Declaration that the Bidder or any of its staff had not been at any point of time blacklisted by any Government or its agencies or court of law or any other organization (Please refer Annexure A, No. V)</p> <p>g. Brief of court / legal cases pending, if any.</p> <p>h. Work Completion Certificates / Payment Certificates issued by competent authority</p> <p>i. Detailed Project experience during the period of last 05 years.</p> <p>j. Certificate from Statutory Auditor / Chartered Accountant mentioning the amount of Working capital for the last financial year preceding the Bid Due Date and the amount of the same from the Bidder’s own resources.</p> <p>2. COVER B: Financial Proposal</p> <p>a. BOQ.</p> <p><i>Note: All documents in original shall have to be produced in due course of time as & when asked by State Urban Development Agency (SUDA) / UD&MA Department</i></p>
6	Earnest Money Deposit	<p>Rs.1,06,000/- (Rupees One lakh and six thousand only) as an initial Earnest Money Deposit shall be paid through online mode of payment (Payment link will be available in the website).</p> <p>This amount will be converted to security deposit for the successful bidder.</p>

		Balance Earnest Money beyond Rs.1.06 lakh (if any, to fulfill 2% of amount offered) shall be deposited by the successful Bidder prior to acceptance of tender in the form online payment. The EMD for the successful Bidder will be converted to Security Deposit and additional amount of 8% will be deducted towards Security Deposit from each running bill. Such deducted total amount will be refunded after 12 months of completion of the work. No interest shall be payable on the deducted amount.
7	Refund of Earnest Money	The EMD is interest free and will be refundable to the unsuccessful bidders within 15 days of signing of agreement with the Successful Bidder.
8	Cost Price of Bid Document	Nil
9	Goods and Service Tax (GST)	The Bidder should include GST in the cost of products/services. However, the Employer / Authority will pay to the Bidder, GST or any other tax replaced with it at the prevalent rate at the time of actual payment to the Bidder.
10	Currency	Bidder shall express the price of their assignment/job in Indian Rupees.

11	Tender Schedule as follows:	
Sl. No.	Particulars	Date and Time
A.	Date of uploading of Tender Documents (Online Publishing Date)	08.02.2024 at 10:00 AM
B.	Documents download start date (Online)	08.02.2024 at 10:00 AM
C.	Documents download end date (Online)	23.02.2024 at 01:00 pm
D.	Pre-bid quarry	Up to 16.02.2024 through email ID: wbsudadir@gmail.com, & Tel: (033) 66366600
E.	Bid submission starting	08.02.2024 at 10:00 AM
F.	Bid Submission closing (Bid Due Date)	26.02.2024 at 01:00 pm
G.	Date of communicating list for Technically Qualified Bidders	To be notified
H.	Date of Opening of Financial Proposal	To be notified
I.	Date of issuance of Work Order / Signing of Agreement	To be notified

12	Duration of work	Delivery to be done within 30 days from the date of issuance of Work Order/ Supply Order
13	Bid Document	A complete proposal document consists of 2 parts. These are: 1. Part-I containing:

		<p>Section A: Instruction to The Bidders Section B: Terms of Reference / Scope of Work Section C: Conditions and requirements for bidding Section D: Definitions and Interpretations</p> <p>AND</p> <p>2. Part-II containing list of documents and credentials possessed by applying agency to be provided namely:</p> <p>Annexure A</p> <ol style="list-style-type: none"> I. Qualification Application II. Financial Statement III. Statement of Legal Capacity IV. Details about the Bidder V. Statement of any Indictment VI. Detailed Project experience along with work order copy <p>Annexure C Financial Proposal submission form</p>
14	Bid Evaluation	Detailed Bid Evaluation Criteria is given in the data sheet, Sl. No. 16. The Method of selection will be Least Cost Selection (LCS) Method. The client / Authority will select the Bidder with the lowest evaluated total price and rank the Bidders accordingly.
15	Form of Financial Proposal	Financial Bid shall be (as per BOQ) offered by the Bidder for undertaking the supply & services as mentioned in this document.
16	Bid Evaluation Criteria	<p>All the Bidders will be technically qualified if:</p> <ol style="list-style-type: none"> a. Complies with the Eligibility Criteria as mentioned in Sl No 4 to the satisfaction of the Authority b. Has submitted all the required statutory and non-statutory document as is required or as is mentioned in this NIT c. The Technical proposal does not contain any reference to the financial proposal d. The Bidder has submitted EMD e. The technical proposal is unconditional <p>The Financial proposal of all the Bidders who qualify on technical parameters shall be opened and based on the lowest price offered; the L1 bidder shall be selected.</p>
17	Validity of Bid	180 days from the date of opening of the Financial part of the Bid.
18	Withdrawal of Bid	A Bid once submitted shall not be withdrawn within the validity period.
19	Acceptance of Bid	<p>State Urban Development Agency (SUDA), reserves the right to accept or reject any or all proposals without assigning any reason thereto. SUDA reserves the right to withdraw from the process or any part thereof, to accept or reject any/ all offer(s) at any stage of the process and/or modify the process or any part thereof or to amend any terms without assigning any reasons. Since this is an e-tendering process, all the required documents are to be submitted through online only. SUDA shall not entertain any other mode of submission (post/courier/fax etc.) of proposal other than e-tender mode.</p>

20	Intimation	The qualified Bidder(s) will be notified through email of the acceptance of their Bid. If at any time during the evaluation process, SUDA requires any clarification, they reserve the right to request such information from any or all of the agencies and the agencies will be obliged to provide the same within a reasonable timeframe. SUDA may also call for a presentation on the proposal from any or all of the Bidders who have submitted their proposals.
21	Influence	Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render their Bid liable to rejection.
22	Name and address of the Tender Inviting Authority	Director, State Urban Development Agency, ILGUS Bhawan, HC Block, Sector III, Bidhannagar, Kolkata – 700106
23	Execution of Work	Bidders are liable to execute the service as mentioned in “Terms of Reference / Scope of Work” in Section-B along with provisions provided in Sl. No: 3 above.
24	Evaluation	<p>Opening of Bid: - Proposals will be opened by SUDA electronically from the website using Digital Signature Certificate.</p> <p>Cover (folder) of statutory documents shall be opened first and if found in order, cover (Folder) for non-statutory documents will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.</p> <p>Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded and handed over to the Bid Evaluation cum Tender Committee.</p> <p>Scrutiny of proposal, evaluation of the same and recommendation thereafter will be made by SUDA.</p>
25	Disqualification	A proposal that has been found to be incomplete in content or attachments or authenticity shall not be considered for the purpose of qualification. If any information (false/ unacceptable) is received by SUDA after the Bidder has been qualified to receive the Request for Proposal, SUDA reserves the right to reject the Bidder at that time or at any time after such information becomes known. The bidders not satisfying the requisite qualification criteria specified in the above sections are not eligible.
26	Execution / Entering into Contract	<p>SUDA shall issue a Letter of Intent (LOI) / Letter of Acceptance (LOA)/Supply order to the selected Bidder(s) based on the selection criteria.</p> <p>The bidder/(s) will sign the contract after fulfilling all the formalities/pre-conditions, within 15 days of issuance of the Letter of Intent / Letter of Acceptance /Supply order.</p>

		<p>The Bidder is expected to commence the Assignment/job on the date and at the location as mutually agreed upon.</p>
27	Special Terms and conditions	<p>This notice constitutes no form of commitment on the part of SUDA other than to provide further information on the specific tasks to be undertaken as part of the proposal. Furthermore, this notice confers neither the right nor an expectation on any party to participate in the proposed process. Mere submission of proposal shall not entitle the participant for being shortlisted.</p> <p>The Bidder shall bear all costs associated with the preparation and submission of the proposal. SUDA shall not, under any circumstances, be responsible or liable for any such costs, whether direct, incidental or consequential.</p> <p>Only the courts at Kolkata (with exclusion of all other courts) shall have the jurisdiction to decide or adjudicate on any matter, which may arise out of or in connection with the bidding procedure.</p> <p>Intending bidder may download the tender document from the website http://wbtenders.gov.in directly by the help of Digital Signature Certificate as necessary through e-Filing. Scanned copy of credentials to be submitted, details of which have been narrated in Section A under "Instruction to Bidders". Technical Bid & Financial Bid both will have to be submitted concurrently duly digitally signed in the website http://wbtenders.gov.in as per Tender Schedule.</p> <p>Prospective Bidders are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.</p> <p>At any stage of bid process and before issuance of the LOI / LOA/supply order, the bid inviting authority may verify the credential & other documents with the original of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is false or misleading; in that case, LOI / LOA/ supply order will not be issued in favor of the bidder under any circumstances and if issued it will be withdrawn with necessary consequences under law.</p> <p>Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favor, by the rest of the directors of such company or the partners of such firm, to upload such tender.</p>

		<p>Bidder would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Tender documents before the Tender Inviting Authority during Pre Bid Meeting, beyond such period no representation in that behalf will be entertained by the Tender Inviting Authority. No further clarifications will be entertained from the bidders after the completion of pre-bid meeting.</p> <p>The Tender Inviting Authority reserves the right to have pre Bid meeting with the intending Bidders if deemed necessary depending upon the nature of clarifications sought from Bidders within stipulated deadline.</p>
28	Confidentiality	<p>Information relating to evaluation of Proposals and recommendations concerning the selection of Consultant / Bidder shall not be disclosed to the Consultants / Bidders who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the executed Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal and may be subject to the provisions of the Employer / Authority's antifraud and corruption policy.</p>
29	Number of Proposals	<p>A Bidder can submit only one proposal. If multiple proposals are submitted, all the proposals shall be out-rightly rejected.</p>

DIRECTOR
STATE URBAN DEVELOPMENT AGENCY

SECTION – A
INSTRUCTIONS TO BIDDERS

I. General Guidance for e-tendering

Instructions/ guidelines for bidders for electronic submission of the proposals have been enclosed for assisting them to participate in e-tendering.

II. Registration of Bidder

Any bidder willing to take part in the process of e-tendering will have to be enrolled and registered with the Government e-procurement system, through logging on to <http://wbtenders.gov.in>. The bidder is to click on the link for e-tendering site as given on the web portal.

III. Digital Signature Certificate (DSC)

Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the service provider of the National Informatics Centre (NIC) or any other bonafide service provider on payment of requisite amount. Details are available at the Website stated in Clause II of Instructions to Bidders. DSC is given as a USB e-Token.

IV. The Consultants / Bidders can search and download the Tender Documents electronically from computer by logging on to the website mentioned in Clause-II above using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

V. Submission of Proposal

Proposals are to be submitted through online to the website stated in Clause II in one folder at a time before the prescribed date and time using the Digital Signature Certificate (DSC).The documents to be uploaded should be virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

The proposal should contain scanned copies of the following further two covers (sub folders):

A. Statutory Cover Containing

1. Prequalification Document

i. Qualification Application (Annexure A, No. I)

2. Technical Document (To be filled, scanned and uploaded as multiple page scanned file)

i. Financial Statement (Annexure A, No. II)

ii. Details about the Bidder (Annexure A, No. IV)

iii. Statement of any Indictment(Annexure A, No. V)

iv. Detailed Project experience along with work order copy(Annexure A, No. VI)

NOTE: Bidders must ensure that the e-mail Id provided in the Registered Office Address is the same with which they have registered at the e-procurement portal (<http://wbtenders.gov.in>).

The bidder should not be under active prosecution for criminal offence, liquidation, court receivership or similar proceedings. It may please be noted that non provision of this declaration in this Bid **will lead to rejection** of the same.

1. Declaration that the Bidder or any of its / their staff had not been at any point of time **blacklisted** by any Government or its agencies or court of law or any other organization (Annexure-III)
2. Brief of **court / legal cases** pending, if any.

B. Non-Statutory Cover Containing / My Space

1. **Certificates:** GST Registration No, PAN No., TAN No, Income Tax return for last three years, EPF registration Certificate (**Scanned copies to be provided**).
2. **Organisation Details:** Registration details along with the composition of Board of Directors or details of lead partner or governing authority or trust as the case may be. It is to be noted that depending upon the legal nature of the bidder, the corresponding documents need to be submitted.
3. **Credentials:** Details of work experience during the period of last 05 years along with documentary evidence.

Intending Bidders should upload above documents as per following folders in My Documents

NOTE: Bidder must ensure that they upload documents in black and white & resolution (DPI) of the scanned document should not exceed 300.

Table 1: List of Documents to be uploaded in My Documents (Non-Statutory Folder)

e-Tendering System of Government of West Bengal			
Bidder Document Sub Category Master			
Sl. No.	Category Name	Sub Category Name	Sub Category Description
A.	CERTIFICATES [Every folder corresponds to one single file (multiple page scanned file) and the file size should not be more than 1 MB]	A1. CERTIFICATES	1. GST Registration No. 2. PAN No. and TAN No. 3. Income Tax return for last three years. 4. EPF registration Nos.
B.	COMPANY DETAILS [Every folder corresponds to one single file (multiple page scanned file) and the file size should not be more than 1 MB]	B1.COMPANY DETAILS 1	1. Certificates of incorporation and commencement of business highlighting registration details as is applicable to the legal status of the bidder 2. Composition of Board of Directors or details of lead partner or governing authority or trust as the case may be, as is applicable to the legal status of the bidder
C.	CREDENTIAL [Every folder corresponds to one single file (multiple page scanned file) and the file size should not be more than 1 MB]	C1. CREDENTIAL 1	1. Project Experience during the period of last 5 years
		C1. CREDENTIAL 2	1. Work Completion Certificates or Payment Certificates issued by competent authority for the projects mentioned. [For completed projects, provide payment certificate in case work completion certificate is not available]

Note: - Failure of submission of any of the above mentioned documents will render the tender liable to summarily rejected.

All Corrigendum & Addendum Notices, if any, have to be digitally signed & uploaded by the Bidder in the Declaration Folder of My Documents.

VI. Qualification Criteria:

The Bidders must meet the following criteria:

- A. General Criteria:** As mentioned in Data Sheet
- B. Technical Criteria:** As mentioned in Data Sheet
- C. Financial Criteria:** As mentioned in Data Sheet

VII. Evaluation of Bid

Opening of Bid

- Proposals will be opened electronically from the website using Digital Signature Certificate.
- Decrypted (transformed in to readable formats) documents will be downloaded and handed over to the officials for evaluation.

Evaluation:

- Cover (sub-folder) of statutory documents shall be opened first and if found in order, cover (Folder) for non-statutory documents will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
- **Scrutiny of proposal, evaluation through mark sheet as per evaluation parameter (annexed herewith as Annexure-X)** and recommendation thereafter will be made by the Bid Evaluation cum Tender Committee.

Uploading of summary list of technically qualified bidders-

- Pursuant to scrutiny and decision of the Bid Evaluation cum Tender Committee, the summary list of eligible bidders will be uploaded in the web portals.
- During the process of evaluation, Bid Evaluation cum Tender Committee may summon the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- Any document found to be incomplete in content or attachments or authenticity shall not be considered for the purpose of qualification.
- If any information (false/ un acceptable) is received by Bid Evaluation cum Tender Committee after the Bidder has been qualified to receive the Request for Proposal, the Bid Evaluation cum Tender Committee reserves the right to reject the Bidder at that time or at any time after such information becomes known to Bid Evaluation cum Tender Committee.

Bidders not satisfying the requisite qualification criteria specified in the above sections are not eligible

DIRECTOR, SUDA

Section B
Terms of Reference / Scope of Work

G. TERMS OF SUPPLY

Any contract that may result from this Government procurement competition will be issued initially for a term of 01 years. After successful completion of One Year, nodal agency (SUDA) may increase the term for additional 1 year on approved terms and conditions resulting from this tender. **If extended for the additional 1 Year, no further extension will be done after completion of 2nd Year**

1. The accepted tender (AT)/ rate contract (RC) holder should supply the items as per specifications and packing approved by SUDA, otherwise the supplies will not be accepted and penalty/ liquidated damages action will be taken against the AT/RC Holder.

All supply orders issued on or before the last date of the AT/ RC will have to be accepted by the AT/ RC Holder and the delivery for all such orders will have to be effected as per the Schedule specified in the order, even though the date of actual supply may fall beyond the last date of the AT/ RC.

2. AT / RC holder needs to follow the delivery schedule strictly as mentioned in PO/ Order form.

3. In the event of damage or loss of supplies during transit against requisition order the said quantity will have to be replaced by the AT/ RC Holder. The purchaser will not pay separately for transit insurance and the supplier will be responsible for the supplies as soon as possible, but not later than 15 days from the date of arrival of stores at destinations notify the AT / RC Holder of any loss or damages to the stores that might /should have occurred during the transit.

4. Quantity shown or proposed here in, is tentative requirement per annum, it may increase or decrease (+/- 20%). The rates should not vary with the quantum of requirement. The tenderer must supply the quantity as ordered by SUDA, during the period of Contract.

5. **Delivery Period:** Unless specified in the tender or instructed, the maximum delivery period shall be **30 days**. The maximum delivery period will be counted from the next working day after the actual date of posting the order.

6. The bills/ invoices are required to be submitted specifying the following details in appropriate places of the invoices

a) Number and date of bills or invoice.

b) Number and date of AT/R.C.

c) Number and date of order.

d) Name and specification of item.

e) Name of manufactured & Model/ Make/ Brand.

- f) Quantity.
- g) Total cost; and
- h) No. & date of challan (If supply made by challan)
- i) HSN Code
- j) GST Nos. of Buyer & Seller.
- k) GST Breakup

7. Invoice shall be in the name of Director, SUDA, HC-Block, Sector-III, Salt Lake and needs to be submitted along with copy of delivery challan. The supplies shall be allowed by AT/RC Holder only as per Contract.

8. The AT/ RC Holder shall submit Invoice showing Basic Price and applicable GST rate with HSN code.

9. Payment Terms: The payment against supply, installation & commissioning of items shall be made **after issuance of certificate by concerned Urban Local Bodies, approval of the concerned official of SUDA and** subject to availability of fund from the date of receipt of the goods in good and acceptable conditions at the destination along with clear receipt of Invoice. However, no interest will be chargeable by the AT/RC Holder, if the payment is delayed.

9.a. 10% Security deposit will be deducted from the bill amount and will be paid after successful service support, completion of one year warranty from the date of handing over.

10. The payment of the bill shall be made after deducting Government dues, if any.

11. The payment of the bills shall be withheld in the following circumstances:

- a) The goods are found sub-standard or in non-acceptable conditions:
- b) Breach of condition of any terms and condition of AT/RC by the AT/RC Holder.

12. Liquidated Damages:

a. In case the delivery of items is not affected within the delivery period the AT/ RC Holder shall have to pay the penalty (LD) at the rate of 0.5% of Supply item value (delivered late) per week maximum up to 10%.

b. Once the maximum price reduction is reached, termination of the contract may be considered. Non-performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 5 years, in addition to forfeiture of Security Deposit and other penal actions including black listing.

c. Penalty will be charged for non- response @ Rs. 1 00/day from the date of official intimation.

d. Repairing works will be completed within 7(seven) days and after the schedule time the penalty will be charged.

e. Alternative Purchase

If the successful Bidder fails to execute the order within the stipulated time, the Tender Inviting Authority will be at liberty to make alternative arrangements for purchase of the items for which the purchase orders have been placed, from any other source or from the open market, at the risk and cost of the supplier. This would be in addition to any other penalties including forfeiture of security deposit

13. TRANSPORTATION

Transportation of goods/ products and transit insurance up to the specified destination will be by road or as specified in the PO and shall be in supplier's scope.

14. Product Withdrawal:

(a) If it is deemed necessary at any time by either SUDA or Supplier or any local, state, or central governmental agency or other authority to recall or withdraw the Product produced by Supplier and being supplied to SUDA, either as a result of failure of the Product or Supplier to strictly comply with SUDA'S quality standards or shall fail to comply with any other governmental authority or agency having jurisdiction, supplier shall bear all costs and expenses incurred by it and/or in complying with the recall or withdrawal procedures, unless (and only then to the extent) such recall or withdrawal is solely the result of the negligence or misuse by SUDA.

(b) If Supplier fails or refuses to promptly comply with the recall or withdrawal of the product upon request by the SUDA or any local authority, SUDA shall take such action as it deems necessary to recall or withdraw the product from field and Supplier shall immediately reimburse for the costs and expenses incurred.

15. Product Allocation and Stocking

In the event there is an emergency shortage of the product, as announced by Supplier or its designated representative, Supplier shall stand ready to stock adequate quantities of the Product so that scheduled supplies to SUDA should not suffer for the full contract period. In an event of Supplier failing to supply the material in ordered quantities and as per time schedules, SUDA reserves the right to procure the product of same or superior quality at same or higher price from an alternate supply source and any difference in cost of procurement shall be debited to Supplier.

16. Risk of Purchase

The risk purchase of the items ordered at the cost and risk of the party will be carried out when the party fails to:

- (a) Sign the agreement for entering into contract due to any reason whatsoever in case the offer is accepted.
- (b) Supply the goods/ items as per the order placed by SUDA in accordance with the main/ parallel/ substitute rate contracts, either during the prime/ extended validity period or within the delivery period per P.O.
- (c) The Risk Purchase will be done at any time after the delivery period is over.
- (d) The Risk Purchase will be done from Main/ Parallel or Substitute RC holder for undelivered quantity & the supplier shall be penalized to the extent of 10% of PO value or difference whichever is higher and can be recovered from dues without any intimation.

Any monetary claim arising due to any of the terms and conditions of the tender/ supply, including the difference arising due to risk purchase, will be recovered in the following manner:

- (a) From any pending bills of the party;
- (b) From any security deposit of the party; and

If an amount at (a) and (b) are not sufficient to meet an amount of recovery of dues shall be recovered as arrears of land revenue dues under provision of relevant act.

17. Breach of any clause of the certificate will be viewed seriously and action will be taken against vendor which may include forfeiture of E.M.D. / S.D., termination of the contract and disqualification from participating in future business.

18. Standard Breach Clause: SUDA, shall in addition to his powers under other clause to terminate this contract have power to terminate his liability there under by giving one month's (or such shorter period as may be mutually agreed): notice in writing to RC Holder of his desire to do so and upon expiry of notice the contract shall be terminated without prejudice to the right accrued to the date of the termination. However, if SUDA decides to put an end to the business relations on breach of any of the conditions of the contract, no such notice shall be necessary in terminating the contract immediately.

19. The SUDA, may extend the rate contract further, subject to the same terms and conditions. The Contract can also be terminated by SUDA, in the following circumstances:

- a) If the firm is debarred or disqualified or ceases to exist or convicted of any offence.
- b) If the quality of the material supplied is found not up to the standard quality as per specifications mentioned in the contract
- c) If supply position of the firm is not satisfactory.

20. Authority of signing document: A person signing the Tender Form or any document, forming part

of the contract on behalf of the supplier, shall carry the authorization letter stating his/ her authority to sign such documents from the respective organization.

21. Ethics: Any attempt by a tenderer to obtain confidential information, enter into unlawful agreement with competitors or influence the committee or the Contracting Authority during the process of examining, clarifying, evaluating and comparing tenders shall make the tender submitted by that tenderer liable for rejection.

22. Jurisdiction: All disputes arising out of or in connection with this tender shall be referred to law courts with in Kolkata jurisdiction only.

23. Power of Cancellation: SUDA reserves the right to cancel the tender notification and reject any or all the tenders, at any time during the process of receipt, evaluation, and finalization of tenders, without assigning any reason what-so-ever.

24. Force Majeure:

If at any time during the validity of the Contract, the performance in whole or in part by either party of any obligation under this Contract shall be prevented or delayed by reasons of War, Hostility, Acts of Public Enemy, Civil Commotion(s), Sabotage, Fire(s), Flood(s), Explosion(s), Epidemic, Quarantine Restrictions, Acts of State or Acts of God, hereinafter referred to as eventualities, then the contract period will get extended for the period of Force Majeure, provided notice of the happenings of any such eventualities is given, supported by a certificate of appropriate authority or Chamber of Commerce by either party to the other within 15 (fifteen) days from the date of occurrence thereof. Neither party shall by reason of such eventualities be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non performance or delay in performance. Work under this contract shall resume as soon as practicable after such eventualities have come to an end or ceased to exist and the decision of the Company as to whether the work has to be resumed shall be final and conclusive. Should one or both parties be prevented from fulfilling their contractual obligations by state of Force Majeure lasting continuously for a period of at least 3 (three) months, the parties shall consult each other regarding further continuation of the Contract.

25. Fraud & Corruption:

The bidders, suppliers and contractors shall observe the highest standard of ethics during bidding and during performance of the contract. For the purposes of this provision, the following acts shall be considered as corrupt and/ or fraudulent practices.

- "Corrupt Practice" means offering, giving, receiving, or soliciting directly or indirectly, of anything of value to influence the action of an official in the procurement process or in contract execution.

- "Fraudulent Practice" means misrepresentation or omission of facts in order to execution of contract.
- "Collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive level.
- "Coercive Practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process or in execution of a contract.

During the process of evaluation of a bid or proposal for award of a contract, if it is detected that a bidder directly or through agent has engaged in corrupt, fraudulent, collusive or coercive practice in competing for the contract in question, then a) the bid shall be rejected and b) declare the firm ineligible for a specific period or indefinitely to participate in a bidding process.

In the bid document itself, an undertaking from the bidders may be obtained in the format at ANNEXURE- III.

26. Saving Clause

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of tender.

27. Arbitration Clause: In case of any dispute, the decision of Director, SUDA will be final.

28. Termination:

a) Termination: SUDA reserving right to terminate this contract without cause by issuing 30 days' prior notice to supplier.

b) The supplier can also terminate this contract by issuing 60 days' prior notice to the purchaser, however, there shall be no termination by supplier within initial 6 (six) months of this contract.

29. Warranty and Annual Maintenance: The supplier should be bounded for the extended warranty and maintenance support for further 2 years for the products and services after initial 1 warranty period. If the supplier failed to provide this penalty will be charged as per Point no. 12.

Description of the CCTV Camera & other accessories for a 50 bedded shelter unit

Standard Specification of CCTV				
S/N	Item	Specification	Quantity	Unit
1	2MP Fixed Lens Bullet Camera	1/2.8" or better	1	Nos
		Progressive CMOS, ICR		
		Color: 0.002Lux@F1.6		
		3.6 mm Fixed lens or better		
		1920x1080:25fps		
		H.265, H.264, MJPEG		
		Dual Streams		
		3D DNR, ROI, 120dB WDR, BLC, HLC		
		IR Range: up to 30m		
		Edge Analytics- Motion Detection, Line crossing detection Intrusion detection, video tampering alarm		
		DC12V & PoE IP67		
		CE, FCC, BIS, UL, ONVIF, RoHS Certified		
		2		
Progressive CMOS, ICR				
Color: 0.002Lux@F1.6				
3.6 mm Fixed lens or better				
1920x1080:25fps				
H.265, H.264, MJPEG				
Dual Streams				
3D DNR, ROI, 120dB WDR, BLC, HLC				
IR range: up to 30m				
Edge Analytics- Motion Detection Line crossing detection, Intrusion detection, video tampering alarm				
DC12V & PoE IP67 & IK10				
CE, FCC, BIS, UL, ONVIF, RoHS Certified				
3	8 Channel H.265 NVR with 1 SATA Port		80Mbps Bit Rate Input Max (up to 8-ch IP video)	1
		H.265/H.265+/H.264/H.264+		
		1 SATA interface		
		standalone 1U case (Metal)		
		Power Supply DC12V, 1.5A		
		CE, FCC, BIS, UL, ONVIF, RoHS Certified		
4	8 Port PoE Switch with 2 Uplink Port	L2, Unmanaged	1	Nos
		8 10/100M RJ-45 PoE Ports		
		2 Gigabit RJ-45 Uplink Ports		
		802.3af/at, PoE Power Budget: 60W		
		Transmission Distance: 1~100m		
		6KV surge protection		

5	4TB Surveillance Hard Disk	4TB Video Internal Hard Drive, SATA 6 Gb/s 64MB Cache 4096 Byte per sector for DVR NVR Security Camera System with 3-Years Warranty with DATA Rescue Recovery Services. Make: WD/ SEAGATE	1	Nos
6	18.5" LED Monitor	18.5" 1366*768, HDMI/VGA input, view angle:90?65? plastic casing, ERP level A, VESA, base bracket included, 7*24h. Make: LG/ Samsung	1	Nos
7	Power Board (Spike Buster)	Anchor/ Wipro/ Belkin	2	Nos
8	4*6 PVC Box	Reputed Brand	8	Nos
9	CAT-6/UTP FRPVC 24 AWG Cable	Digisol/ D-Link/ Molex/ 3C3	150	Mtr
10	PVC Pipe	Reputed Brand	125	Mtr
11	25mm Flexible Pipe	Reputed Brand	25	Mtr
12	Router with 4G SIM supported	TP LINK/ D-LINK/ TENDA	1	Nos
13	4U Rack	D-Link/ VALRACK/ Netrack	1	Nos
14	Installation and Integration Charge of whole System	As per Scope of Work	1	Nos
15	Extended AMC for 2 years after 1 year Warranty	Should be borne by Agency/ Company	1	Nos

Eligibility Criteria of OEM of CCTV Component		
1	All the CCTV Component such as Camera, VMS, NVR, DVR and Switch should be from same OEM for seamless integration and ease of operation. All CCTV cameras offered in this tender should be UL, CE, FCC, RoHS and BIS certified.	Declaration of OEM on Letterhead along the copies of certificates to be submitted.
2	The OEM of CCTV component should have its office and service/ support centre in Kolkata.	Certificate of office establishment, statutory tax registration certificates such as Trade license, GST registration certificate, etc. to be provided.
3	The OEM of CCTV component should comply with "Make-in-India" policy and guidelines as laid by Government of India. The OEM of CCTV component should also comply with all subsequent guidelines and orders published by various departments of Government of India such as Department of Expenditure (Ministry of Finance), CERT-IN, MeitY, DIPP, DOT, etc.	Certificate of statutory authority.
4	The OEM of CCTV Camera should be a fulltime member of ONVIF and quoted models should be listed on official website of ONVIF. The CCTV OEM should not be suspended/ blacklisted by ONVIF.	OEM declaration on Letterhead supported by valid certificates (valid as on technical bid opening date) / reference documents.
5	The OEM of CCTV component should be CMMI Level 5 or above certification.	

6	The OEM of CCTV component should have ISO Certifications for Quality, Environment, Security management, Health & Safety Management system, etc. for manufacturing of all types of Cameras, NVR/ DVR and allied component. - ISO 9001:2015 - ISO 14001:2015 - ISO 27001:2013 - ISO 45001:2018 - ISO 27032:2012	The Bidder/s shall attach the copy of the OEM's ISO Certificate along with the bid.
7	The OEM of CCTV component should have General Data Protection Regulation (GDPR) certification.	
8	The camera OEM should be a genuine manufacturer and should have official valid H.265 HEVC certificate and should be listed on HEVC website at the time of submitting bid. They should be paying the licenced fee for using the genuine HEVC compression legally. The same will be checked on following official website. https://www.mpegla.com/programs/hevc/licensees/	Declaration of OEM on Letterhead.
9	All the CCTV components should be from reputed OEM and the OEM should be listed among TOP 10 vendors as per IHS report 2019.	OEM declaration supported by HIS list.

>> For each Shelter total 7 cameras (One out door & six indoor) & other accessories are required to be installed for 50 bedded Shelter unit.

>> Number of camera may be changed/ higher with the capacity of shelters & as per requirements. It will be mentioned on supply order to be issued in a phased manner.

>> Tender specific MAF to be submitted along with compliance in letter head of OEM with stamp and signature of competent authority for CCTV, NVR, Switch, Hard Disk and Monitor. Also, all criteria for CCTV OEM eligibility documents need to be submitted. Non submission of MAF, Compliance and documents will lead to rejection of Bid.

>> All the CCTV Component such as Camera, VMS, NVR, DVR and Switch should be from same OEM for seamless integration and ease of operation.

List of Urban Local Bodies in West Bengal – Annexure-I

SI. No.	District	Urban Local Body	Unit of Shelter	Status of SUH
1	Kolkata	Kolkata- Latafat Hossain Lane	1	Functional
2	Kolkata	Kolkata (Gobinda Auddy)	1	Tender Process
3	Kolkata	Kolkata- (Sukantanagar)	1	Functional
4	Kolkata	Kolkata - (Bapuji Colony)	1	Under Construction
5	Kolkata	Kolkata - (Gandhi Colony)	1	Completed & Functional
6	Kolkata	Kolkata MC- X Muraripukur	5	Completed
7	Kolkata	Kolkata MC- 33 A,B,C	1	Under Construction
8	Kolkata	Kolkata MC- 122 no ward, Unit- II	1	Under Construction
9	Jalpaiguri	Dhupguri	1	Completed
10	Darjeeling	Kurseong	1	Under Construction
11	Purulia	Purulia	1	Functional
12	Purba Bardhaman	Burdwan	1	Under Construction
13	Murshidabad	Jangipur	1	Under Construction
14	Murshidabad	Kandi	1	Under Construction
15	Murshidabad	Murshidabad	1	Under Construction
16	Murshidabad	Azimganj (Jiaganj-Ajimganj)	1	Tender Process
17	Murshidabad	Beldanga	1	Functional
18	Murshidabad	Dhuliyani	1	Functional
19	South 24 Pgs	Baruipur	1	Under Construction
20	South 24 Pgs	Budge Budge	1	Tender Process
21	Howrah	Uluberia	1	Under Construction
22	Howrah	Howrah	1	Functional
23	Howrah	Bally	1	Functional
24	North 24 Paraganas	Basirhat	1	Tender Process
25		Gobardanga	1	Tender Process
26		Baduria	1	Tender Process
27	Paschim Bardhaman	Asansol	2	Functional & ready for functional
28	Birbhum	Saithia	1	Functional
29	Birbhum	Bolpur	1	Functional
30	Birbhum	Suri	1	Under Construction
31	Birbhum	Nalhati	1	Functional
32	Birbhum	Rampurhat	1	Functional
33	Hooghly	Baidyabati	1	Tender Process
34	Hooghly	Serampore	1	Under Construction

SI. No.	District	Urban Local Body	Unit of Shelter	Status of SUH
35	Hooghly	Champdany	1	Tender Process
36	Hooghly	Rishra	1	Under Construction
37	Hooghly	Bansberia	1	Under Construction
38	Hooghly	Hooghly-Chinsurah	1	Under Construction
39	Hooghly	Bhadreswar	1	Functional
40	Hooghly	Uttarpara-Kotrang	1	Under Construction
41	Paschim Medinipur	Ghatal	1	Tender Process
42	Bankura	Bishnupur	1	Functional
43	North 24 Pgs	New Barrackpore	1	Completed
44	North 24 Pgs	Kanchrapara	1	Tender Process
45	North 24 Pgs	Titagarh	1	Functional
46	Purba Bardhaman	Guskara	1	Tender Process
47	Purba Bardhaman	Dainhat	1	Tender Process
48	North 24 Pgs	Garulia	1	Tender Process

SECTION – C

CONDITIONS AND REQUIREMENTS FOR BIDDING

1. Any clarifications sought may be done in Pre-Bid meeting and thereafter incorporation / modification will be subject to discretion of Tender Inviting Authority.
2. Submission of Bid document will not be allowed beyond the schedule time indicated in the Tender document.
3. Any conditional Bid will be liable for rejection.
4. SUDA reserves the right to reserve or amend the Bid documents prior to the date notified for submission of the Bid or also to extend the time mentioned in the NIT under intimation to the bidders.
5. Bids, which have been considered valid on the result of general examination (Prequalification stage) at the time of opening, shall be subjected to subsequent detail scrutiny. Notwithstanding the general examination carried out earlier, the Bid Inviting Authority reserves the right of rejection of any Bid, which may be found to be defective during the detail scrutiny.
6. SUDA reserves the right to accept or reject any or all of the Bids received or to relax any clause without assigning any reason thereof.

DIRECTOR
STATE URBAN DEVELOPMENT AGENCY

SECTION – D
DEFINITIONS AND INTERPRETATIONS

In the Tender, as hereinafter defined, the following words and expressions shall have the meanings hereby assigned to them, except where the context otherwise requires:

- a) Turnover = Difference between Gross receipts derived from services and non- operating receipts such as dividends and interest income.

DIRECTOR
STATE URBAN DEVELOPMENT AGENCY

Annexure – A

I. Qualification Application

(To be written on the letterhead of the Applicant)

From:

.....
.....

To

The Director,
State Urban Development Agency (SUDA), ILGUS Bhawan, HC Block,
Sector III, Salt Lake City, Kolkata - 700106,
West Bengal, India.

**Subject: SUPPLY, INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER
ACCESSESORIES in FUNCTIONAL SHELTERS**

Sir,

This is with reference to the tender dated.....2024 inviting proposal for **SUPPLY, INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER ACCESSESORIES**. As specified in the Tender notice, having examined the Statutory, Non statutory documents, I hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of -----
..... in the capacity.....duly authorized to submit the proposal. We believe that we satisfy the eligibility criteria set out in relevant sections of the proposal document.

We propose to submit our proposal as _____(insert full name of Applying Agency).

We declare that we have not been convicted by a Court of law or indicted or adverse orders passed by a regulatory authority against us which would adversely impact our ability to manage the project if awarded or which relates to a grave offence that outrages the moral sense of the community.

We also declare that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our sister concerns .

We further declare that no investigation by a regulatory authority is pending either against us or against our sister concerns or against our Chief Executive Office (CEO) or any of our Directors/Managers/ employees.

We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct and complete. I/We have furnished all information and details necessary for the proposal and have no further pertinent information to supply.

We understand that:

(a) Tender Inviting Authority/Bid Evaluation cum Tender Committee can amend / modify the scope of this project.

(b) Tender Inviting Authority/ Bid Evaluation cum Tender Committee can reject any or all bids without assigning any reason. And also withdraw or cancel the bid process at any stage without any liability of whatsoever nature therefore.

I / We shall be glad to receive further communication on the subject.

Yours faithfully,

Enclosure: As per requirement:-

Authorized Signatory
Signature of applying
agency including title and
capacity in which
application is made

Date of Submission

II. Financial Statement

1. Name of Applying Agency:

2. Summary of Turnover generated on the basis of the audited financial statement of the last 03 (three) financial years.

	2020-21 (Rs. In Lakh)	2021-22 (Rs. In Lakh)	2022-23 (Rs. In Lakh)	Average
Annual Turnover				

Average Annual Turnover is XXXX (Rs in Lakh)

Signed by a Practicing Chartered Accountant

Name: Membership No.:

Name of the Firm with Seal

Date _____

Note: This form is required to be certified by a practicing Chartered Accountant

III. Statement of Legal Capacity

(To be forwarded on the letterhead of the entity submitting the Proposal)

Reference No. -----

Date: -----

To,
The Director,
State Urban Development Agency (SUDA)
ILGUS Bhawan, HC Block, Sector III, Salt Lake City,
Kolkata - 700106,
West Bengal, India.

**Sub: SUPPLY, INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER
ACCESSESORIES in FUNCTIONAL SHELTERS**

Sir,

This is with reference to the advertisement dated.....2024 inviting proposal for **SUPPLY,
INSTALLATION & COMMISSIONING OF CCTV CAMERA & OTHER ACCESSESORIES.**

We have read and understood the contents of the Invitation for proposal and the advertisement and pursuant to this hereby confirm that:

We satisfy the eligibility criteria laid down in the Tender notice.

We have agreed that _____ (insert individual's name) will act as our representative and has been duly authorized* to submit the proposal.

Yours faithfully,

Authorized Signatory
For and on behalf of (Name of the agency)

**Please attach a true copy of the Letter of Authorization / Board resolution certified by the authorized Signatory for the individual bidding company.*

IV. Details about the Bidder

A. Structure & Organization

1. Name of applying agency:
2. Registered Office Address:
Telephone No.:
Fax No. :
E mail#:
Website:
3. Kolkata Office Address:
Telephone No.:
Fax No. :
E mail#:
Website:
4. Name of the Contact Person for this assignment:
Designation:
Address:
Telephone No. :
Cell phone No.:
E mail:
Fax No. :

Signature of applicant including title and capacity in which application is made.

V. Statement of any Indictment

(By any Income Tax, Sales Tax, Customs and Excise Authorities and other Regulatory Authorities) (To be forwarded on the letterhead of the interested entity submitting the Proposal)

Date:

To,
The Director,
State Urban Development Agency (SUDA),
ILGUS Bhawan, HC Block, Sector III,
Salt Lake City, Kolkata - 700106,
West Bengal, India

Sir,

We solemnly declare that there has been no conviction by a court of law or indictment or adverse order or investigation or charge sheet by an agency of the Government, any income tax, sales tax, customs, excise authorities and other regulatory authorities including but not limited to Reserve Bank of India (RBI) and Securities Exchange Board of India (SEBI) against us or our Promoter Group.

We have not been declared ineligible by the Government of India or any State / UT / Local Government for corrupt and fraudulent practices or blacklisted by them.

Yours faithfully,

Signature(s) of Applicant(s)
Seal of applicant Name:

Designation:

VI. Detailed Project experience during the period of last 05 years along with work order copy

Sl. No.	Name of the Work	Organisation	Tendered Amount	Date of Work order	Date of Work Completion	Remarks
1.						
2.						
3.						
4.						

Annexure C - Financial Proposal Submission Form

THIS IS TO BE SUBMITTED AS PER FORMAT PROVIDED ONLINE ONLY

Bill of Quantities (BOQ)

Sl. No.	Item	Quantity	Quoted Rate per set (inclusive of all taxes, GST & duties, transportation, freight & sample testing) in Rs.	Total Quoted Rate (inclusive of all taxes & duties, GST, transportation, freight & sample testing) in Rs.
1.	Supply, Installation & Commissioning of CCTV Camera & Other Accessories at Shelters in different Urban Local Bodies in West Bengal under the Scheme "Shelter for Urban Homeless	In 53 location		