



भारत सरकार  
प्रवर्तन निदेशालय  
राजगढ़रोड, बाई लेन न. - 01, मकान संख्या- 20, द्वितीय तल  
गुवाहाटी- 781003  
Government of India

ENFORCEMENT DIRECTORATE  
Rajgarh Road, Bye Lane No. 1, House No. 20, 2<sup>nd</sup> Floor,  
GUWAHATI-781003

ईमेल -/ E-mail : [dd.edghy-as@gov.in](mailto:dd.edghy-as@gov.in) ,  
F.NO.- D-16/01/Gau/2021

दुरभाषनं./Tel. Nos. (0361) 2967352-357  
Date: - 17-01-2022

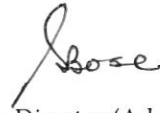
**TENDER NOTICE FOR SUPPLY, INSTALLATION, TESTING&MAINTENANCE OF  
CCTV SURVEILLANCE & MONITORING SYSTEM FOR ENFORCEMENT  
DIRECTORATE, ZONE-I& ZONE-II, GUWAHATI & ITS SUB ZONAL OFFICES AT  
AGARTALA, IMPHAL & SHILLONG**

1. Enforcement Directorate, Guwahati Zonal Office, Rajgarh Road, Bye Lane No. 1, House No. 20, 1<sup>st</sup> & 2<sup>nd</sup> Floor, Guwahati-781003 invites sealed tenders under Two-bid system from experienced and eligible Contractors for supply, installation and maintenance of CCTV Surveillance & Monitoring System for ENFORCEMENT DIRECTORATE, Guwahati Zone-I & ZONE-II, and its Sub Zonal Offices, at Agartala, Imphal & Shillong.
2. The interested agencies are required to submit the technical and financial bids separately. The bids in sealed Cover-I containing "Technical Bid" and sealed Cover-II containing "Financial Bid" should be placed in a third sealed cover bearing the words "Tender for Implementation of CCTV Surveillance & Monitoring System" and should reach the Office of the Joint Director, Directorate of Enforcement, Rajgarh Road, Bye Lane No. 1, House No. 20, 2<sup>nd</sup> Floor, Guwahati-781003 by 12:00 hours on or before 17.02.2022. Formats of Technical Bid and Financial Bid are available at Annexure-I and Annexure-II of this document respectively.
3. The Scope of Work and the Terms and Conditions are provided at Annexure-III of this document.
4. A complete set of tender documents along with terms and conditions can be obtained free of cost from Office of the Joint Director, Enforcement Directorate, Rajgarh Road, Bye Lane No. 1, House No. 20, 2<sup>nd</sup> Floor, Guwahati-781003 on all working days. Softcopies of the formats at Annexure I & II in Microsoft Word format are also available at the office and can also be requested by sending email to [dd.edghy-as@gov.in](mailto:dd.edghy-as@gov.in). Further these can also be accessed on the departmental website <http://www.enforcementdirectorate.gov.in>. Any inquiries in the matter may be made during office working hrs. at Ph. No0361-2967357 [DD (Admn)/AD (Admn)]
5. Tenders can also be sent by registered post/speed post on and before the last date of submission ensuring that the same is not tampered with and the envelope is properly intact. The last date for submission of tender is 17.02.2022 at 12:00 hours.
6. Tenders received after the stipulated time and date will not be considered under any circumstances. This office also reserves the right to reject or cancel any bid without assigning



any reasons.

7. Bid Security / Earnest Money Deposit has been relaxed as per OM No. F. 9/4/2020-PPD dated 12<sup>th</sup> November, 2020 issued by Procurement Policy Division, Department of Expenditure, Ministry of Finance, Government of India. But Bid should be accompanied by an **"Bid Security Declaration"** as per format at Annexure-I accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.
8. The Successful bidder will have to furnish a Performance Security of amount equivalent to 3% of the expected annual value in the form of either a Bank Guarantee, valid for 60 days beyond the term of the contract, issued by a scheduled bank as per format at Annexure - VI or a Demand Draft issued by a Scheduled Bank, favouring **"DDO, Enforcement Directorate, Guwahati"**. No claim shall be made against Government of India / Deputy Director (Admn.), Enforcement Directorate, Guwahati in respect of interest accrued, if any, due on the Performance Security Deposit.
9. The performance of the engaged agency will be assessed as on regular basis and the agency ready to meet terms and conditions as stipulated in NIT should submit their bids. **Technical bid shall include documentary proof in respect of each of the aforementioned points of technical terms and conditions. Financial bids of Agencies, failing to fulfill the above conditions, will not be considered.**
10. Not more than one tender shall be submitted by bidders having business relationship among themselves. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
11. The bid forms and other details can be obtained from the CPPP Portal website <http://www.eprocure.gov.in> .
12. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <http://www.eprocure.gov.in> and department website <http://www.enforcementdirectorategov.in> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be summarily rejected and bidder is liable to be banned.

 17.1.2022  
Deputy Director (Admn.)  
Enforcement Directorate

Encl: -

- (1) Annexure - I (Instructions)
- (2) Scope of Work and Terms and Conditions (Annexure- I).
- (3) Format for Technical Bid and Financial Bid (Annexure- II&III)
- (4) Declaration by the Bidder (ANNEXURE-IV).
- (5) Format of bid security declaration from bidders in lieu of EMD (Annexure-V).
- (6) Annexure-VI.

स्वपन बोस / Swapan Bose  
उप निदेशक / Deputy Director  
निर्देशनालय / Enforcement Directorate  
भारत सरकार / Govt. of India  
राजगढ़ रोड, गुवाहाटी-781003 / Rajgarh Road, Guwahati-781003



## ANNEXURE-I

### Scope of Work for installation and maintenance of CCTV surveillance and monitoring system for ENFORCEMENT DIRECTORATE, Guwahati Zonal Office, Agartala Sub Zonal Office, Imphal Sub Zonal Office & Shillong Sub Zonal Office.

- a) Bidders should comply with **BIS Standard i.e. IS 16910 (Part 2/Sec 32): 2020/ IEC 62676-2-32: 2019** in respect of video surveillance system for use in security applications, video transmission protocols and recording control and replay based on web services for guidance and use.
- b) CCTVs are to be installed at all entry-exit points, main gate and outside the washrooms/toilets, all corridors, lobby, verandas/out houses and reception area, interrogation rooms and lockups. Number of Dome Cameras as calculated for Guwahati Zonal Office, Agartala Sub Zonal Office, Imphal Sub Zonal Office & Shillong Sub Zonal Office is 8 each. Number of Bullet Cameras as calculated for Guwahati Zonal Office, Agartala Sub Zonal Office, Imphal Sub Zonal Office & Shillong Sub Zonal Office is 2 each.
- c) The Cameras range should be 10 meters minimum, should have night vision with both video & audio enabled.
- d) One 32 Channel Network Video Recorder (NVR) is needed each for Guwahati Zonal Office, Agartala Sub Zonal Office, Imphal Sub Zonal Office & Shillong Sub Zonal Office. The NVR should support 8TB/or more capacity hard disk
- e) For display, total of three monitors (one each for three sub zonal offices) are needed.
- f) There should be minimum power backup of 2 hours, provided separately with UPS and Battery System for NVR in both premises.
- g) The CCTV footage (as per below mentioned BIS standards) should be stored for at least 18 months without any replacement of hard disk. Storage System/ Backup Media should have forensic attributes as mentioned in BIS Standard below.
- h) The tender is for Supply, Installation and Maintenance of Cameras. The proposal is to be inclusive of AMC for five years (post warranty).
- i) AMC is inclusive of 24 x 7 support system right from the installation stage in the premises for the purpose of system maintenance, trouble shooting and monitoring. Backup of the footage to be provided (as and when required) by the service provider personnel.
- j) Bidders are welcome to visit the premises and assess the technical requirements of installation of surveillance system within working hours of office days.
- k) On successful completion of the Bid the said contract or shall install the CCTVs on all work locations within 14 days.
- l) During installation, Bidder shall not change the brand or specification of the product without prior approval of the Dy. Director, (Admn.) Enforcement Directorate, Guwahati.

#### **Other Terms and Conditions**

1. ENFORCEMENT DIRECTORATE, Guwahati reserves the right to postpone and/or extend the date of receipt/opening of Rates/Quotation or to withdraw the same, without assigning any reason thereof.
2. **The bidder may have to shift the whole CCTV system in other premises as per requirement of this Directorate.**
3. The bidders are required to submit the complete rates/quotations only after satisfying



each and every condition laid down.

4. The rates quoted must be written both in figures and in words and should indicate leviable taxes, if any. Corrections, if any, are to be made only by crossing out, initialing, dating and clearly rewriting. In case of discrepancy between the words and figures the rates indicated in figures shall prevail. All over writing/cutting, insertions shall be authenticated and attested.
5. Rates/Quotations should be submitted and signed by authorized person of the bidding firm with the current business address, telephone numbers and email ID (if available).
6. No deviation in the Terms & Conditions and Scope of Work shall be entertained unless specifically mentioned by the bidder in the rates/quotations and accepted by the Enforcement Directorate.
7. The Enforcement Directorate shall not entertain any claim arising out of mishap, if any, which may take place. In the event of any liability/claim falling on the Directorate of Enforcement, the same shall be reimbursed/ indemnified by the Bidder.
8. Bidder shall in no case lease/transfer/subject/appoint care taker for services agreed to be provided to the Enforcement Directorate.
9. No other person except Bidder's authorized representative shall be allowed to enter the premises of the Enforcement Directorate.
10. Payment will only be made to the contractor through Bank. The successful bidder will have to provide their Bank Account Number, Branch, IFSC Code, PAN Number and a copy their cancelled cheque to the Directorate for the purpose of making payment.
11. Bidder should issue Invoices on completion of installation of CCTVs & Monitoring System at ENFORCEMENT DIRECTORATE, Guwahati.

I/We hereby agree to all the Scope of Work and Terms and Conditions mentioned

(Signature of Bidder with Seal)

Name:-

Seal:-

Address:-

Phone No.(O)/Mobile No:-



## ANNEXURE II

### TECHNICAL BID

- a) The documents mentioned below in Technical Bid are mandatory and failure to produce them will render the tender liable to be summarily rejected. All the forms as mentioned in the statutory cover are required to be furnished exactly in the prescribed format.
- i. Any Registered service provider / agency / firm having registration with the State / Central Government are eligible to participate. Registered Office of the Service Provider must be located in India. A self-attested copy of valid Trade License should be submitted as documentary evidence.
  - ii. Bidder should have its branch/service offices at Guwahati, Agartala, Imphal & Shillong or capability of providing maintenance services within 24 hours. Detailed address of the Branch office with contact details should be submitted.
  - iii. Bidder should produce self-attested copy of PAN & GST Registration Certificate.
  - iv. Bidder should produce a current (date should be on or after publishing of Bid) self-declaration certificate regarding never been blacklisted by any State Government / Central Government / PSU in the past for any reason.
  - v. Details of the CCTV Surveillance Projects undertaken by the vendor specifying the service recipient name, and number of cameras installed during the last 3 years.
  - vi. Bidder should produce self-attested copy of Income Tax Return along with audited Balance Sheet of bidding firm for the last three (03) financial years (ending month of March) prior to the bid opening) certified by Chartered Accountant.
- b) The Bidders should specify the following attributes in the camera supplied against the parameters below:

<b>Attributes of Dome Camera (Compliant with the BIS Standard)</b>		
a.	Make	
b.	Sensor	
c.	Effective Pixels	
d.	Effective Resolution	
e.	Illumination	
f.	Shutter Speed	
g.	Focal Length	
h.	Frame Rate	
i.	Weather Rating	

- c) The Bidder should provide the details of the accessories (complaint with the BIS Standards) needed in the installation:



a.	Monitors	Size and make
b.	NVRs (32 channel)	Description
c.	Storage Capacity (minimum 16 TB)	Size and Make
d.	Rack for housing Hard disks/ Storage Infrastructure	Description
e.	UPS and Battery	Power Specifications for 2 hour backup
f.	Coxial Cable, Power Cable	Length (m)
g.	PVC Pipe, GI Pipe	Length (m)
h.	Provision for Voltage variation +/- 10% over Voltage & short circuit Protection	Description
i.	Any other Accessories	Description

- d) The solution should be modular and stable so that at later date the additional requirements can be met by add-on components based on rates quoted in price bid and shall be valid for contract period.
- e) The proposed CCTV system's components must not be obsolete. The specific items must be current/recent in the supplier's/OEM product line
- f) All CCTV cameras, housing and NVR should be of the same OEM. All the item shall be branded and reputed

Name of the Authorized Signatory/Bidder

Signature of the Authorized Signatory/Bidder

Date

Seal of the Authorized Signatory/Bidder



**ANNEXURE – III**

**(TO BE TYPED ON BIDDER'S LETTER HEAD)  
FINANCIAL BID**

Name of the Bidder Firm/Company/Agency

Address (with Telephone No.& Fax No.)

Name and Address of the Proprietor/Partners/Directors (with Mobile No.)

**(Amount in Rupees)**

Sr. No.	Details Items/Work with specifications (including testing and commissioning) as per BIS Standard	Unit	Rate per unit	Quantity	Amount	
					In figures	In words
1	HD Camera	Each				
2	Network Video Record NVR	Each				
3	Monitors	Each				
4	NVRs (32 channel)	Each				
5	Hard Disks (mention size)	Each				
6	Rack for housing Hard disks/ Storage Infrastructure	Each				
7	UPS and Battery	Meter				
8	Coaxial Cable, Power Cable	Meter				
9	PVC Pipe, GI Pipe	Each				
	Provision for Voltage Variation					
13	Other Accessories (if any)					
14	Installation Charge					
A	Guwahati Zonal Office					
B	Shillong Sub Zonal Office					
C	Imphal Sub Zonal Office					
D	Agartala Sub Zonal Office					
15	AMC charges for First year (post warranty period)			NA		
16	AMC charges for second year					
17	AMC charges for third year					
18	AMC charges for fourth year					
19	AMC charges for fifth year					
	<b>Grand Total</b>					

\*Please mention the percentages/rates of the Taxes applicable separately. No calculation will be carried out by this office.





Note :

1. The lowest of Grand Total above shall be consider as L1 bidder.
2. All accessories to be included in above quoted rates. Rates for all the items must be quoted. The items for which bidder does not quote the price or indicates as 'Nil' or puts a (-) mark or indicates 'NA' etc. in the rate /amount column; cost of that item shall be considered as 'zero' and inclusive for Bid evaluation for such items.
3. The Specifications parameters listed are minimum requirement and any item of higher specification will be accepted.
4. GST shall be paid extra at applicable rate.
5. AMC charges to be quoted shall be lump sum amount for all the offices.

**Signature of bidder**

Name of the Authorized Signatory/Bidder

Signature of the Authorized Signatory/Bidder

Date

Seal of the Authorized Signatory/Bidder





ANNEXURE-IV

(TO BE TYPED ON BIDDER'S LETTER HEAD)

**Declaration by the Bidder**

This is to certify that I/We ..... S/W/H/of. .... and Properties/Partner/Director/Authorized signatory of the agency/Firm mentioned .....is competent to sign the declaration and execute this Tender document. I/We after going through the "Terms & Conditions" have furnished the above information accurately and truthfully. I/We have signed the tender after reading and fully understanding the Scope and Work and all the Terms and Conditions contained in the tender document and undertake myself/ourselves to abide by them. I/We am/are well aware that furnishing of false and misleading information/fabricated documents would lead to rejection of my tender at any stage.

Encl: 1. Scope of Work and Terms and Conditions

2. Technical Bid.

3. Financial Bid.

(All enclosures must be signed and sealed).

Name of the Authorized Signatory/Bidder

Signature of the Authorized Signatory/Bidder

Date

Seal of the Authorized Signatory/Bidder



ANNEXURE- V

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD**

I/ We, the authorized signatory of M/s  
.....  
Participating in the subject tender No. ....  
for the item / job of  
..... do hereby declare:

- (i) That I/ we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
- (ii) That in the event we withdraw/ modify our bid during the period of validity or I/ we fail to execute formal contract agreement within the given timeline or I /we fail to submit a performance security within the given timeline or I/ we commit any breach of Tender Conditions which attracts penal action of forfeiture of EMD and I/ we will be suspended from being eligible for bidding/ award of all future contract(s) of Enforcement Directorate, Guwahati for a period of one year from the date of committing such breach.

Signature and seal of Authorized Signatory of

Bidder

Name of Authorized Signatory.....

Company Name .....



ANNEXURE-VI

To  
The Deputy Director (Admn.)  
Enforcement Directorate,  
Zonal Office  
Guwahati

WHEREAS \_\_\_\_\_ (Name of Successful bidder) hereinafter called "Successful Bidder" has undertaken, Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ 2022 to \_\_\_\_\_ (Description of Services) hereinafter called "the Contract" in pursuance of Tender Document dated \_\_\_\_\_ issued by Enforcement Directorate, Kolkata.

AND WHEREAS it is one of the terms of the tender document that the successful bidder has to submit a performance bank guarantee by a nationalized bank for entering into a contract.

AND WHEREAS it has been stipulated by you in the said contract that the successful bidder shall furnish you with a bank guarantee by a nationalized bank for the sum specified therein as security for the compliance with the successful bidder's performance obligations in accordance with the contract.

AND WHEREAS we have agreed to give unconditional and irrevocable guarantee for the successful bidder.

THEREFORE WE hereby affirm that we are guarantors and responsible to you up to a total sum of Rs.-----/Rupees \_\_\_\_\_ only) and we undertake to immediately pay you, upon your first written demand declaring the successful bidder to be in default under the contract and without demur cavil or argument, any sum or sums within the amount as aforesaid, without your needing to prove or to show the grounds or reasons for your demand or the sum specified therein.

A letter from your office that the successful bidder has committed default in the due and faithful performance of all or any of its obligations under and in accordance with the contract shall be conclusive, final and binding on us. We further agree that you shall be the sole judge as to whether the successful bidder is in default in due and faithful performance of its obligations under the contract and your decision that he is in default shall be final and binding on us, notwithstanding any differences between you and successful bidder or any disputes between you and him pending before an Arbitrator or any other court or tribunal or authority.

In order to give effect to this guarantee you shall be entitled to act as if we are the principal debtor and any change in our constitution or that of successful bidder shall not, in any way, or manner affect our liability or obligation under this guarantee. You shall have liberty, without affecting in any manner our liability under this guarantee, to vary at any time, the terms and conditions of the contract or to extend the time or period for compliance or to



postpone for any time the exercise of any of your rights or enforce or forebear from enforcing any of the terms and conditions of the contract and we shall not be released from our liability or obligation under this guarantee by any exercise of such liberty by you or other forbearance, indulgence, act or omission on your part.

We undertake not to revoke this guarantee during its currency.

Any notice by way of request, demand or otherwise hereunder may be sent by post addressed to us at above referred branch, which shall be deemed to have been duly authorized to receive such notice and to effect payment thereof forthwith, and if sent by post it shall be deemed to have been given at the time when it ought to have been delivered in due course of post and in proving such notice, when given by post, it shall be sufficient to prove that the envelope containing the notice was posted and a certificate signed by any of your officers that the envelope was so posted shall be conclusive.

This guarantee shall come into force with immediate effect and shall remain in force and effect for a period of two months beyond the validity of the contract or until it is released by you pursuant to the provisions of the contract.

Signed and sealed this            day of            20....            at

SIGNED SEALED AND DELIVERED

For and on behalf of (Name of the bank)

(Signature)

Name :

Designation:

Address:

