

F. No. 5-48/2013-S&S
Government of India
Ministry of Human Resource Development
Department of Higher Education
S&S Section

Room No. 123-C, Shastri Bhawan, New Delhi-110001
Dated the 28 November, 2013

Subject: Contract for providing cable connections for TVs installed in the Ministry of Human Resource Development's Office at Shastri Bhawan – reg.

Sealed quotations are invited from authorized distributors of cable networks for providing cable connections for TVs installed in the Ministry of Human Resource Development's office at Shastri Bhawan, New Delhi.

1. Bid at a glance

Name of work: Contract for providing cable connections for TVs installed in the Ministry of Human Resource Development's office at Shastri Bhawan.
Estimated Cost: Rs. 2,85,000/- per annum
Earnest Money: Rs. 5,000/-
Security Deposit: 5% of the total contractual value.

2. Instructions to the tenderers

Quotations should contain full information as required in Annexure-I and Annexure-II. The bids should be put in an envelope super-scribed as "**Quotations for providing cable connections for TVs installed in the Ministry of Human Resource Development**" and addressed to "Under Secretary (S&S), Department of Higher Education, Room No. 123-C, Shastri Bhawan, New Delhi-110001", and put in Tender Box placed at Information & Facilitation Centre, Ministry of Human Resource Development, Gate No. 6, Ground Floor, Shastri Bhawan, New Delhi-110001 on or before 19.12.2013 till 3:00 PM. The tenders will be opened on the same date at 3:30 PM.

3. Period of Contract

The contract will be initially awarded for a period of one year extendable on year to year basis for a maximum period of two years from the date of award subject to satisfactory performance, on the same rates and conditions. During the contract period, no increase in rates will be allowed, and the contract once accepted would not be permitted to be withdrawn during the period without sufficient cause. It may be noted that granting of the first extension and second extension will be at the discretion of the Ministry and the contractor will have no rights, whatsoever, to claim extension on the basis of the performance of his firm in the respective preceding period.

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4. Scope of Work

- (i) The work is to be carried out in the premises of the Ministry of Human Resource Development's office at Shastri Bhawan.
- (ii) The cable operator shall use accessories of good quality/reputed brands only.
- (iii) The contractor shall undertake work only as directed by the Ministry of Human Resource Development. Any work undertaken otherwise shall be treated as unauthorized work and cost of such work shall not be paid by the Ministry.
- (iv) Cable service should not be disrupted for more than 24 hours due to any repair etc. required in the system. Any complaint in the service should be attended preferably within 3 hours and in any case not more than 24 hours failing which a penalty of Rs. 100/- for each day of default will be imposed.

5. Eligibility Criteria:

The Contractor/Firm should attach the following documents with the quotation for Technical Bid, else quotations will be rejected out rightly:

- a) Proof of authorized distributorship of any cable network. (copy should be enclosed)
- b) Proof of Entertainment Tax Number (copy should be enclosed)
- c) Proof of Service Tax Number (copy should be enclosed)
- d) Income Tax PAN number of the firm(copy should be enclosed)

6. Evaluation of Bids

The bid submitted by a firm satisfying all the eligibility criteria mentioned in Para 5 will only be considered as valid.

7. Earnest Money Deposit

The quotations should be accompanied by Earnest Money Deposit (EMD) of Rs.5,000/- (Rupees Five Thousand only) in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the commercial banks in an acceptable form, drawn in favour of Pay & Accounts Officer (Education), Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi – 110001, without which the quotations will not be considered. The earnest money will be returned to all the unsuccessful tenderers after finalization of the Contract.

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8. Performance Guarantee (Security Deposit)

The successful tenderer will be required to furnish Security Deposit amounting to 5% of the total value of contract within ten days from the date of acceptance of the tender. The Security Deposit shall be in the form of Account payee Demand Draft, Fixed Deposit Receipt from a Commercial bank or Bank Guarantee from a Commercial bank in favour of the Pay & Account Officer (EDU), Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi-110001. It should be valid for a period of 14 (fourteen) months from the date of award of contract. The Security Deposit will be refunded only after the expiry of the contract. This deposit is liable to be forfeited, if during the period of contract the services of the firm are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the firm or his employees. This forfeiture will be in addition to any action by the Ministry that the contractor firm may invite upon themselves due to any of the reasons specified above.

9. Other terms and conditions

- (i) Maintenance of cable network shall be the responsibility of the cable operator. Custody of wires/amplifiers/set top box etc. so as to get the best results to the users will be the operator's responsibility.
- (ii) Good reception including boosting arrangement and providing required power supply shall be the operator's responsibility.
- (iii) Operator shall be fully responsible for the security of the equipments, cable etc. Any damage/theft/mischief to the installation shall be made good by the operator without any additional cost.
- (iv) This Ministry reserves the right to terminate the contract without assigning any reason to the operator.
- (v) Rent will be paid on completion of a month. The bills are to be submitted with satisfactory report from the offices of all users who will be provided with cable connection.
- (vi) The contract may be terminated by the Ministry at any time without assigning any reason thereof, if the work of the agency is found to be unsatisfactory and this Ministry will be at liberty to entrust the same to any other firm at the risk and expenses of the defaulting Company. In this connection, the decision of this Ministry shall be final and binding upon the agency.
- (vii) The quotations are invited for all-inclusive rates for providing cable facility including change/replacement of wires etc. as and when they get torn off or become useless for the best reception.
- (viii) No payment for the services provided will be made in advance.
- (ix) In all matters of dispute relating to this Contract, the decision of the Ministry shall be final and binding upon the agency.
- (x) The Government reserves the right to accept or reject any quotation without assigning any reason thereof.

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10. All the tenderers should read and understand the terms & conditions of the contract as detailed out in the foregoing paragraph before furnishing their quotations, as no change or violation of the aforesaid terms & conditions are permissible once the quotations are accepted by this Department.

Sanjay
02/11/13

(Sanjeev Shrivastva)

Under Secretary to the Govt. of India

Copy to:

- 1) As per list enclosed.
- ✓ 2) Webmaster, CMIS for uploading on the website of the Ministry.
- 3) Central Public Procurement Portal.

ANNEXURE-I

TECHNICAL BID

QUOTATION FOR PROVIDING CABLE CONNECTION/FACILITY IN THE
MINISTRY OF HUMAN RESOURCE DEVELOPMENT

Sl No.	Description	Please indicate requisite information	Please indicate the page nos. of the attached proofs/documents
1.	Name & Address of the Firm		
2.	Name of the Proprietor		
3.	Entertainment Tax No. of the Firm#		
4.	ESI Code No. of the Firm#		
5.	Service Tax No. of the Firm#		
6.	Income Tax PAN Number#		
7.	Proof of holding authorized distributorship of any cable network		
8.	Details of EMD		

Attach Documentary Proof

Name & Signature of the
Authorised Signatory of the Firm
(with Seal of the Agency affixed)

Date :

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ANNEXURE -II

FINANCIAL BID

Sl. No.	Description of Job-Work	Rates (In Rupees Only)
1.	Rates/Rent for providing cable facility per month per connection including change of wires etc.	
2.	Package plans	
	Number of Channels	
	(i)	
	(ii)	
	(iii)	
	(iv)	
	(v)	
3.	Rates for new cable connection including wires & accessories	
4.	Rates for the new set top box	

Name & Signature of the
Authorised Signatory of the Firm
(with Seal of the Agency affixed)

Date :

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28/11/12