

NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA : 700 091.

NOTICE INVITING E-TENDER

TENDER NO. I-18012/7/17(289)

On-line digitally signed e-tenders in two bid system from the reputed manufacturer/authorised dealers are invited for supply and Installation of Advanced Collaboration Board Solution with Digital White Boarding and Smart Annotations, Video and Audio Conferencing having Presentation capabilities and integration with Collaboration Platform complete as per the Council's Technical Specification. Vendors who have the capability of executing the order at a time may download the Tender Papers from Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app> or from Council's website [www.ncsm.gov.in](http://www.ncsm.gov.in) as per the following schedule:-

Bid Document Published Date	January 29, 2018
Bid Document Download Start Date	January 29, 2018
Bid Document Download End Date	February 19, 2018
Bid Submission Start Date	January 29, 2018
Bid Submission End Date & Time	February 19, 2018 (upto 12 pm)
Technical (Techno-Commercial) Bid Opening Date	February 20, 2018 (at 12 pm)
Financial Bid Opening Date	To be notified later.
Earnest Money	INR 3,00,000 (Rupees three Lakh only)

Tenders must be submitted in two parts i.e. Part-I (Technical & Commercial Bid) and Part-II (Financial Bid) as per the format provided in the tender document along with the relevant documents. Sealed Tenders containing Part-I and Part-II both will be received at this office up to February 19, 2018. Late tenders shall not be accepted. Sealed covers containing Part-I shall be opened at the first instance in this office at 12 p.m. on February 20, 2018 for technical evaluation as well as selection of techno-commercially acceptable offers and at the second stage, the sealed covers containing Part-II of only the selected and techno commercially acceptable offers/system/equipment shall be opened. Bidders may be required to make technical presentations explaining their offered scheme after opening of Technical & Commercial Bids(Part-I), if decided by NCSM. The opening date of Financial Bid (Part-II) shall be intimated to the selected vendors after evaluation of the Technical & Commercial Bid (Part-I). Tenderers may be present during opening of Tenders. Decision of the Council regarding selection of eligible vendors and or system/equipment in particular for opening the Financial Bid (Part-II) shall be final and binding on the tenderers.

National Council of Science Museums reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever. National Council of Science Museums shall also not be bound to accept merely the lowest tender but the technical suitability, capability and superiority of the equipment/system as well as after sales service including infrastructure to render such service etc., shall be of prime consideration for selection of the equipment/system.

## General Information and Instructions

1. The instructions given herein will be strictly binding on the bidders and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the bidder are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instructions given in “**Annexure-A**” for “**Instruction for Online Bid Submission**” should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. An agent of foreign OEM, for submitting the offer on behalf of OEM, would be required to produce a copy of their legal bidder agreement with their principal and a copy of registration / enlistment with DGS&D as an Indian agent failing which their bid would be disqualified.
6. Bid should be submitted along with the **Earnest Money of INR 3,00,000/- (Rupees three lakh only)** by way of crossed Demand Draft / Pay Order on any nationalized bank of India payable in favour of “NATIONAL COUNCIL OF SCIENCE MUSEUMS, KOLKATA” or in the form of Bank Guarantee bond through SFMS. Earnest Money deposits in respect of such offers which are not accepted will be returned to the bidders within 30 working days from the date on which the final decision is taken about the source from which the items under tender are to be procured or within 2 (two) months from the date of the opening of the tenders, whichever is earlier. No interest will be paid on the Earnest Money deposited with the Council. Earnest Money deposit in respect of the successful bidders will be retained with the Council until entire execution of the order as per terms of the tender. If the successful bidder fails to execute the order strictly as per the Council’s drawing & specification in full or part within the stipulated delivery period of the purchase order, the Earnest Money deposit retained with the Council shall be forfeited forthwith after cancellation of the concerned order.
7. **Validity of Bids: The Bids should remain valid for 180 days from the date of opening of Financial bid.**
8. **Rejection of Bids:** Canvassing by the Bidder(s) in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected. Non-compliance of applicable General Information and Instructions will disqualify the Bid.
9. The Bidders should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the on line e-tender.
10. The Bidders shall fill up the Prescribed Format for submission of **Technical (Techno-commercial) Bid as per “Annexure-B”** format duly signed by the authorized signatory. The person signing the tender document should be authorised for submitting the online e-tender.

11. The Financial Bid shall be filled in and signed by the authorized signatory online as per Proforma “**Annexure-C**” available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line Financial Bid shall not be accepted.

12. Tender must be uploaded in two separate covers marked **Cover-1** (Technical Bid) and **Cover-2** (Financial Bid/BOQ). The contents of Cover-1 and Cover-2 shall be as follows:-

### **Cover-1**

- i) “Technical (Techno-Commercial) Bid” (as per **Annexure-B** format) duly filled in and digitally signed with official stamp.
- ii) All relevant documents related to “Technical (Techno-commercial) Bid” as per “**Annexure-B**”.
- iii) Prescribed Undertaking by the “Original System Integrator” as per “**Annexure-D**” format, if applicable, duly signed by the Authorized Signatory with office stamp.
- iv) The Technical Brochures of each equipment with technical explanation for every feature of the product offered by the bidders.
- v) The scanned copy of the Demand Draft for Rs. 300000/- (Rupees three lakh only) as Earnest Money Deposit.
- vi) The scanned copy of “General Terms & Conditions” (**Annexure-E**) duly signed by the Authorized Signatory with official stamp as a token of acceptance of the bidders.
- vii) The scanned copy of “Technical specifications and Scope of Work” (**Annexure-F**) duly signed by the Authorized Signatory with official stamp as a token of acceptance of the bidders.
- viii) “Technical Compliance Tables” (as per **Annexure-G** format) duly filled in and digitally signed with official stamp.

### **Cover-2**

- i) The “Financial Bid (BOQ)” (as per **Annexure-C** format) i.e. Schedule of Price Bid in the form of attached Proforma duly filled in and digitally signed
- ix) “Cost Break-up” (as per **Annexure-I** format) duly filled in and digitally signed with official stamp.

The Cover-1, i.e. Technical (Techno-commercial) Bid shall be opened by the Council at the first instance and evaluated by the competent authority of the Council. At the second stage, the Cover-2 containing Financial Bid of only techno-commercially acceptable offers shall be opened for further evaluation and ranking before awarding the contract.

13. Authorities of National Council of Science Museums do not bind themselves to accept mere lowest tender and reserves the right to reject or accept any or all tenders wholly or partially without assigning any reason whatsoever:-

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## ANNEXURE –A

### **NATIONAL COUNCIL OF SCIENCE MUSEUMS SECTOR-V, BLOCK-GN, BIDHANNAGAR, KOLKATA – 700 091.**

**TENDER No.: I/18012/7/17(289)**

#### **Instructions for Online Bid Submission**

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

#### **REGISTRATION**

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app> ) by clicking on the link “**Online Bidders Enrolment**” on the CPP Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
6. Bidders may then log-in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

#### **SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidders should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

1. Bidders should take into account any corrigendum published on the tender document before submitting their bids.
2. **Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.**
3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF / JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### **SUBMISSION OF BIDS**

1. Bidders should log-in to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
2. The bidders have to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidders have to select the payment option as "offline" to pay the requisite Earnest Money Deposit (EMD) and enter detail of the instrument.
4. **Bidders should submit the EMD as per the instructions specified in the tender document. The original instrument should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission. The detail of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.**

5. A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidders). No other cells should be changed. **In case no rate value is required to be quoted in any particular cell , that cell may be kept blank , figure '0' (zero) shall not be entered in such cell(s) .** Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidders, the bid will be rejected.

In addition to the above the **Cost Break-up** (Annexure- I) shall be duly filled in, digitally signed with official stamp.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 233 7315.

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NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA – 700 091.

**GENERAL TERMS AND CONDITIONS FOR SUBMISSION of Tender for supply, installation, integration, testing and commissioning of hardware and software packages, interfaces, tools and/or drivers; providing operational training, offering onsite warranty support of five years, post warranty maintenance for two years of a complete and fully integrated functional Advanced Collaboration Board Solution with Digital White Boarding and Smart Annotations, Video and Audio Conferencing having Presentation capabilities and integration with Collaboration Platform complete as per the Council's Technical Specification at 6 (six) major units of National Council of Science Museums (i.e. 3 units at Kolkata, New Delhi, Mumbai, Bengaluru).**

Bidders are required to submit along with the tender in **Cover-1** envelope, **schematic design, schematic drawings of proposed control room/console, mechanisms with complete technical specifications, procurement strategy, flow chart of the work, and a bar chart on how the work shall be completed** within the stipulated time as per **Clause 5** of the General terms and conditions.

1. The successful Bidder shall submit within 7 (seven) days from the date of placement of the work order the duplicate copy of the work order duly signed and official stamp on all the pages as a token of acceptance of the order.
2. Earnest Money Deposit (EMD) of Indian **Rs.3,00,000/- (Rupees three lakh only)** shall be submitted by way of Demand Draft / Pay Order drawn on “**National Council of Science Museums**” payable at **Kolkata or in the form of Bank Guarantee through SFMS**. Earnest Money deposits of unsuccessful bidders will be returned within 30 working days from the date on which the final decision is taken about the source from which the items under tender are to be procured or within 2 (two) months from the date of the opening of the tenders, whichever is earlier. Earnest Money Deposit in respect of the successful bidder will be retained with the Council until the completion of entire execution of the order as per terms and conditions of the tender. In case, the successful bidder refuses to accept the offer after finalization and placement of the order as per the finalized and accepted terms and conditions, the order shall be cancelled forthwith without any further reference and the EMD deposited for this tender shall be forfeited.

**3. Price:**

The price and rates indicated shall include all incidental charges like packing, forwarding, freight, insurance, and delivery etc. as may be applicable to this tender for supply, installation, integration, testing and commissioning of hardware and software packages, interfaces, tools and/or drivers; providing operational training, offering onsite warranty support of five years, post warranty maintenance for two years at 6 (six) major units of National Council of Science Museums (i.e. 3 units at Kolkata, New Delhi, Mumbai, Bengaluru).

**The selected bidder shall be responsible for proper co-ordination with NCSM and periodical supervision of these works at the respective sites to ensure the desired quality of workmanship and use of specified materials and the end result.**

**The applicable rate of Goods and Service Tax (GST) and other incidental charges to be imposed on the quoted rates shall be clearly mentioned in the offer form with proper cost break-up sheet (Annexure-I). Prices and rates quoted shall be firm and fixed for the entire period of execution of the order and no escalation of rates on any ground whatsoever shall be accepted.**

**4. Time of Completion:**

Time is the essence of the work. The entire work comprising **supply, installation, integration, testing and commissioning of hardware and software packages, interfaces, tools and/or drivers; providing operational training, offering onsite warranty support of five years, post warranty maintenance for two years of a complete and fully integrated functional Advanced Collaboration Board Solution with Digital White Boarding and Smart Annotations, Video and Audio Conferencing having Presentation capabilities and integration with Collaboration Platform complete as per the Council's Technical Specification at 6 (six) major units of National Council of Science Museums (i.e. 3 units at Kolkata, New Delhi, Mumbai, Bengaluru) shall be completed within 2 (two) months from the date of placement of confirmed order.**

5. Every effort should be made to complete the entire work by the successful bidder within the specified time. **In case the successful bidder fails to comply with the specified time schedule as per the approved bar chart and accepted terms and conditions, and where the progress of work is not found satisfactory, and commensurate with the expected progress as per the bar chart, National Council of Science Museums reserves the right to cancel the order.** The decision of the National Council of Science Museums in this regard shall be final and binding on the successful bidder. The successful bidder cannot claim any compensation for such cancellation or determination of contract.

**6. Inspection:**

The successful bidder shall also mandatorily arrange for inspection of the equipment including its accessories at the site on completion of supply, whenever desired by the authorized officials of National Council of Science Museums. Any /all defect(s) pointed out to the successful bidder by the competent representative of National Council of Science Museums during such inspection shall be promptly rectified at the cost (including material cost) of the successful bidder to meet the desired quality, and specification as per requirement of National Council of Science Museums failing which penal action shall be taken as deemed fit by National Council of Science Museums. The decision of National Council of Science Museums in this regard shall be final and binding on the successful bidder.

**7. General Terms of payment**

No advance payment shall be made by the Council on any circumstances. Digital Payment (e-Payment) through RTGS/NEFT/TT/etc. shall be released within 30(thirty)



working days from the date of receipt of Invoice/Bill(supplies covered under of clause No.04), duly supported by receipted challan subject to satisfactory inspection report of the ordered materials issued by the competent authority of the Council. Invoice should be submitted indicating the GST Registration number, Name of the Banker, IFSC Code, Account number, RTGS and Swift number of the banker etc. for releasing e-payment to the supplier.

#### 8. Performance Security

Prior to release the payment of the total value of the items quoted, the successful bidder shall arrange for an irrevocable Bank Guarantee acceptable to NCSM equal to 10% ( ten percent) of the total value of the order valid for the period of five years as security for fulfilment of warranty/ defect liability obligations. Training of NCSM personnel in operation and maintenance of the entire ordered system shall be organized by the successful bidder at every stage of installation and also after satisfactory commissioning of the equipment at site and before the final payment is released as per terms stated above.

#### 9. Penalty Clause

In case of non-completion of the entire work within the stipulated time, and the delay is not attributable to site requirements, **Liquidated Damage (L.D.) @1% of the tendered value per week** shall be recovered from the bill of the successful bidder subject to a maximum of 10% of the tendered value.

#### 10. Defect Liability period / WARRANTY PERIOD:

The Defect Liability /Warranty period shall be **five years** from the date of certification of the completion of satisfactory installation and commissioning of the system. The successful bidder shall be responsible for all defects of the installed equipment, manufacturing or other defects of components and associated software etc. for a period of five years from the date of satisfactory completion of the installation and commissioning of the system. The successful bidder, shall at their own cost, rectify the defects and or replace the defective parts/equipment, up to the complete satisfaction of the competent authority of the National Council of Science Museums /Science City within reasonable time. **The successful bidder shall maintain an inventory of all necessary components to reduce downtime.**

11. Specifications of the items under tender are enclosed for guidance. However, if any ambiguity in the specification is detected, it shall be promptly brought to the notice of the National Council of Science Museums for clarification. The successful bidder should obtain written approval of National Council of Science Museums for any deviation from the approved specifications, if required due to site conditions or for betterment of installations.

12. The authorities of the National Council of Science Museums reserve the right to amend, alter or modify the terms and conditions, specifications of the items if necessary for betterment and safety of visitors. No additional cost shall be borne by National Council of Science Museums for such amendments.

13. In case the successful bidder refuse to accept the offer after finalisation or does not comply with the Clause No.01 within 07 (seven) days from the date of placement of the order as per the finalised and accepted terms & conditions, earnest money deposit would be automatically forfeited and the order shall be cancelled forthwith.

14. The authorities of National Council of Science Museums do not bind themselves to accept the lowest tender and reserves the right to accept or reject any or all tenders wholly or partially without assigning any reason whatsoever.
15. The successful bidder shall obtain necessary trade and other licenses/permissions as may be required to carry out the tendered job at Science City, Kolkata and shall also be responsible for compliance of all statutory rules and regulations which may be in force time to time from the appropriate authorities at their own cost.
- 16 National Council of Science Museums, Kolkata shall not be liable for any injury or death of an employee who is deployed by the successful bidder within/outside the work site during the time of execution of the work order.

17. **Security Deposit:**

**The Security Deposit shall be 10% of the gross value of the work executed and shall be submitted by the successful bidder in the form of Bank Guarantee before release of the final payment. The Security Deposit shall be released after expiry of the defect liability period of 5 (five) years from the date of satisfactory completion of the installation and commissioning of the system.**

18. The successful bidder shall not transfer wholly or partially the order of supply, installation, testing and commissioning of the equipment to any other person(s) / firm / company for any reason whatsoever and in which case the order shall automatically stand cancelled.
19. All disputes and differences between the successful bidder and National Council of Science Museums of any kind whatever arising out of or in connection with the order on carrying out supply, installation, testing and satisfactory commissioning of the system and during the period of five years (onsite warranty and operation) and further during the subsequent period of two years of operation and maintenance beyond the warranty period (whether during the progress of the work or after the completion of work and whether before or after the determination, abandonment or breach of the terms and conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director General, National Council of Science Museums, whose decision in this regard will be final and binding on both the successful bidder and the National Council of Science Museums. The provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and of the rules made there under for the time being in force shall apply to arbitration's proceedings under this Clause.
20. All other conditions given in the tender document under various sections shall stand valid and the successful bidder shall abide by them.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR  
KOLKATA : 700 091.**

**TENDER No. I-18012/7/17(289)**

**DECLARATION**

We do hereby accept the “General Terms & Conditions” as provided by the National Council of Science Museums along with the Tender documents for **supply, installation, integration, testing and commissioning of hardware and software packages, interfaces, tools and/or drivers; providing operational training, offering onsite warranty support of five years, post warranty maintenance for two years of a complete and fully integrated functional Advanced Collaboration Board Solution with Digital White Boarding and Smart Annotations, Video and Audio Conferencing having Presentation capabilities and integration with Collaboration Platform complete as per the Council’s Technical Specification at 6 (six) major units of National Council of Science Museums (i.e. 3 units at Kolkata, New Delhi, Mumbai, Bengaluru)** and also under take to execute the work, in the event of placement of any order on us, within the scheduled delivery period strictly as per the Technical Specifications of National Council of Science Museums as provided along with the tender documents. The Council shall be at liberty to cancel the order in full or part, in the event of failure of the above declaration made by us.

Signature of the Bidder / Constituted Attorney.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA – 700 091.**

**TENDER No.: I-18012/7/17(289)**

**TECHNICAL (Techno-Commercial) BID**

Notes: **ALL PARTICULARS / INFORMATIONS SHOULD BE GIVEN IN THE FOLLOWING FORMAT WITH COMPLETE DETAILS.**

01. Name & Address of the Firm/Bidder :
02. Telephone Number :
- Office :
- Service Centre at Kolkata :
03. i) Back ground details of the firm :  
(State whether original manufacturer/direct dealer of the manufacturer).
- ii) In case of direct dealers, submit copy of valid dealership license issued by the manufacturer. :
04. State the Name of the Banker including IFSC Code and Account Number of the Tenderer to follow digital mode of payment. :
05. Past experience in such business for last 10 years giving details of established clients especially Government offices. Submit satisfactory installation certificate issued by such clients and Government offices. :
06. i) Whether capable to supply & install the tendered Advanced Collaboration Board Solution With Digital White Boarding, Smart Annotations Video and Audio Conferencing Systems strictly as per enclosed technical specification. (Please mention 'YES' or 'NO') :
- ii) If it is mentioned 'NO' above, submit detailed deviation to be made from the enclosed technical specification. :  
(Extra sheet may be attached, if required).
- iii. If it is mentioned 'YES' above submit copies of product brochure (for product categories) as a proof of their statement alongwith Technical compliance sheet.

07. i) State the Name & Address of the Manufacturers for each item separately whose product has been offered / quoted by the tenderer. :
- ii) State the Model Numbers of product for each item separately. :
08. Submit the documentary evidence regarding execution of latest contract of similar nature and magnitude of minimum single order value of Rs. 10 Lakh. :
09. Submit the list of deliverables, complete system Architecture and proposed Bar chart for work completion (attach separate sheet) :
09. Proof of financial status of the company/ audited Balance Sheet for last 3 years indicating total turnover as well. (Submit documentary evidence). :
10. Whether agreed to accept 30 days credit Payment Terms. (Please mention 'YES' or 'NO'.) :
11. Minimum time required to supply & install the tendered equipment at NCSM Hqrs. at Kolkata. :
12. Mention GST Registration Number and attach current valid GST Registration Certificate. :
13. Whether agreed to supply and install tendered items in six separate sites as per enclosed specification (Annexure-F) positively by two calendar month and failing which ready to absorb heavy penalty /or ready to accept cancellation of the order, if any order is placed on the bidder after observing due tender procedure. (Please mention 'YES' or 'NO'). :
14. Submit the Technical Compliance Sheet (as per Annexure – G) :

I/We hereby declare that the above statements are true. I/We also declare that the decision of National Council of Science Museums regarding selection of eligible firms for opening of Financial Bid (Part-II) shall be final and binding on me/us.

Dated

Official Seal

Signature\_of the Tenderer/Constituted Attorney

# ANNEXURE-C

**Price Bid (BOQ):** To be filled as per the following format and to be uploaded in **Cover-2**.

**PRICE SCHEDULE (ANNEXURE - C)**  
(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)  
 (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)  
 In case no rate value is required to be quoted in any particular cell, that cell may be kept blank, figure '0' (zero) shall not be entered in such cells)

NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	TEXT #
Sl. No.	Item Description	Item	Quantity	Units	BASIC RATE To be entered by the Bidder	GST (in percentage %)	MAKE & MODEL NUMBER	Comprehensive Annual Maintenance Charges after expiry of initial warranty of 5 years	GST on Comprehensive Annual Maintenance Charges (in percentage %)	Non-Comprehensive Annual Maintenance Charges after expiry of initial warranty of 5 years	GST on Non-Comprehensive Annual Maintenance Charges (in percentage %)	TOTAL AMOUNT	TOTAL AMOUNT With GST	TOTAL AMOUNT In Words
1	Supply, installation, integration, testing and commissioning of hardware and software packages, interfaces, bode and/or drivers; providing operational training, offering onsite warranty support of five years of a complete and fully integrated functional Advanced Collaboration Board Solution with Digital White Boarding and Smart Annotations, Video and Audio Conferencing having Presentation capabilities and integration with Collaboration Platform complete as per the Council's Technical Specification at 6 (six) major units of National Council of Science Museums (i.e. 3 units at Kolkata, New Delhi, Mumbai, Bhopal)	Advanced Collaboration Board Solution	1.00	Bundle Rate for 5 Years for 6 Units						12	20	0.00	0.00	NR Zero Only
<b>Total in Figures</b>												0.00	0.00	NR Zero Only
<b>Quoted Rate in Words</b>												NR Zero Only		

**ANNEXURE-F**

<b>Specifications for Advanced Collaboration Board</b>		
The Advanced Collaboration Board solution must have capabilities of Digital WhiteBoarding and Smart Annotations, Video and Audio Conferencing, Presentation Capabilities and integration with Collaboration Platform		
<b>Technical and Functional Specifications</b>		
		<b>Quantity</b>
<b>Size and Form Factor</b>	Must be at least 55 inches cloud collaboration platform	
	Should have Floor Mounting and Wall Mounting options	
	Must have elegant positioning of cameras and audio system such that they are no intrusive. Must not have external cameras and other accessories for basic functionalities.	
	Must have a 4 K resolution for the display and Camera	
<b>Platform</b>	Should be able to register onto a Collaboration Platform so that a group can collaborate together using Audio, Video, Presentation, Whiteboarding capabilities in real time and also share messages, content and ideas in asynchronous mode.	6 Units
	Proposed device should have the capability to create room for the different departments for use.	
	Device should not require login everytime and also its should allow connectivity with mobile application to flip the operation from mobile to board	
	Must provide interoperability with standards based SIP devices for audio and video conferencing	
<b>Video Conferencing Capability</b>	The Collaboration Board should have Full HD video conferencing capability at 1080p 60 fps	
	The camera must be a 4K camera with a viewing angle of at least 80 degrees.	
	The Camera must be able to a capture a room size of at least 12 feet x 20 feet	

	<p>The board should have built-in high minimum 10 element fidelity array microphones such that audio of any person in the room of at least 12 feet x 20 feet must be captured without distortion. Also the microphone should cover 9 meter distance.</p>	
	<p>Should have Automatic Gain Control and modulation such that when a person is near the board or far away, the far end must be able to hear the audio without a high dB level (when a person is near) or a very low dB level (when the person is far away)</p>	
	<p>Must support a bandwidth of upto 6 Mbps with latest audio and video compression standards such as H.264 and AAC-LD</p>	
	<p>Must have Echo Cancellation and Noise reduction</p>	
	<p>The camera must have the ability to frame a participant or a group of participants who is/are speaking without any manual intervention including remote user.</p>	
<b>WhiteBoarding and Annotation</b>	<p>The Collaboration board should have the ability to do Digital Whiteboarding using multiple colours.</p>	
	<p>Erasing, Selection of colours, Smooth movement when whiteboarding are essential.</p>	
	<p>Multi touch capability so that drawing can be done by two persons and two fingers simultaneously must be possible.</p>	
	<p>The solution must have the ability to allow another users using a Collaboration Board to 'Co-annotate' on the same whiteboarding session. The co-annotation must be smooth.</p>	
	<p>Co-annotation must be possible from a laptop or Mobile user as well using an app or WebRTC browser</p>	
	<p>White board sharing with participant should not require and other application to use.</p>	
	<p>system should have the capability to control the content shared on the space on the whiteboard including moving between slides or docs</p>	
	<p>The white boarding sessions should be saved on the collaboration platform or a specific room or group such that it is available for future use. There should not be any other application required to use to share with the participant.</p>	
<b>Presentation capabilities</b>	<p>Users must be able to share presentation using wired HDMI cable or even wirelessly</p>	



	<p>It must be possible to share the presentation during a call or out of the call</p> <p>The solution must have the ability to display a file that has been uploaded to a group or a space. This file can be a PPT, Excel, pdf. etc. system should have the capability to control the content shared on the space on the whiteboard including moving between slides or docs</p>	
<b>Setting up meetings</b>	<p>The collaboration board must have the ability to set up a conference by merely hitting a join meeting button minimum 25 users or maximum 200 users</p> <p>Board should allow wireless presentation. Also the application used for presentation sharing should not have OS dependency and should be able to work on windows, MAC etc along with mobile devices.</p> <p>It would be desirable to start the meeting or a group on a mobile app and move the meeting to the collaboration board</p>	
	<p>Must support ethernet port of 100/1000Mbps. Wi-Fi 802.11a/b/g/n would be desirable</p>	
	<p>Proposed Hardware should have 1 year support</p>	
	<p>An Advanced Collaboration Application must have capabilities of WhiteBoarding and Smart Annotations, Video and Audio Conferencing, Presentation Capabilities and integration with Collaboration Platform</p>	
<b>Features</b>	<p>Solution should be a web based tool that connects the teachers and students over secure Internet Connection. In addition it should be capable of hosting Meetings, Events, and Trainings and should be able to provide remote access and remote control.</p> <p>Unlimited PSTN Integration – audio conferencing integrated with web and video conferencing also should have unlimited pstn call backs to users.</p> <p>Minimum number of users supported per session is 200</p> <p>Proposed Solution should allow participant. To join in video conferencing and should allow active speaker to shown in scene. Allows users joining meetings on any desktop, tablet, iPad, mobile device video system etc. also allows users to share screen from mobile devices</p>	<p>5 Named Host license with 5 year subscription</p>

	<p>Solution should be a web based tool that connects the teachers and students over secure Internet Connection. In addition it should be capable of hosting Meetings, Events, and Trainings and should be able to provide remote access and remote control. Audio: Unlimited PSTN Integration – audio conferencing integrated with web and video conferencing. Minimum number of users: per session support (per host license): 200</p>	
<b>ONLINE MEETINGS</b>	Two way (Dual stream for dual screen) high quality audio/video features (HD video and audio)	
	Should show the video of active speaker to enhance engagement and productivity from the session Video of the all participants should be enabled	
	Let's users join meetings on any desktop, tablet, iPad, mobile device video system etc.	
	Video conferencing facility. Video up to 720p and content to 1080p with support for standard (4:3) and widescreen (16:9) content.	
	Document, Application, and Screen Sharing with remote attendees in real time.	
	Should be able to pass host controls	
	White boarding – co-annotations, Recording, Editing, Chatting, Polling and Playback of Meetings	
	Desktop integration, Polling, Raising Hands	
	Unique Meeting ID with instant scheduling of Meetings	
<b>ONLINE TRAINING</b>	High-Definition Video, Integrated Audio with Telephony, and Voice over IP Conferencing Stimulate learning and group collaboration.	
	Reverse video up to 6 participants (view of the active speaker in the main video panel with up to six other participants' video displayed as thumbnails)	
	Multimedia sharing, Polling	
	Evaluate training effectiveness with integrated testing and polling, and reports on attendance, attentiveness.	
	Highly secure access to remote PCs for hands-on application learning and practice.	
	Build a digital library of sessions for future on-demand access.	
	Capture and store session recordings for reuse and review using the integrated Network-Based Recording capability	
	Track questions and document responses using	

	<p>threaded Q&amp;A</p> <p>Chat conversations with the instructor, another attendee, or the entire class</p> <p>Measure class performance by testing students before, during, or after live training sessions. Deliver a variety of test types, including multiple choice, true or false, fill-in-the-blank, and essay. Automated grading, reporting, and SCORM compliance, and store and reuse tests for other sessions.</p> <p>Trainer should be able to drop the participants/students, mute or unmute participants/students</p>	
<b>ONLINE EVENT/WEBINAR</b>	<p>Should be able to support real-time online events and webinars.</p> <p>Should display High-Quality Video and Active Speaker</p> <p>Automated Email Management with Personalized Templates Send out invitations, confirmations, reminders, and follow-ups automatically.</p> <p>One-way voice over IP (VoIP), or audio broadcast. The host should be able to control participants' audio and everyone can see who is speaking.</p> <p>Post-Event Surveys and Follow-Up (Custom) Email Messages</p> <p>Should have the feature of drop participants</p>	
<b>ONLINE SUPPORT</b>	<p>Diagnosis and problem solving by working directly on remote user desktops.</p> <p>Provide better customer service and improve compliance using network-based recording to document sessions, expedite incident resolution, and train new support staff</p> <p>Easily monitor, queue, and route support requests with a fully integrated automated-call-distribution system.</p> <p>Easily support multiple users at once from a tabbed client interface.</p> <p>Sign on to a user's machine as an administrator.</p> <p>Record support sessions manually or automatically.</p> <p>Should monitor all sessions' activity at both the queue and support representative levels.</p> <p>Speak with users via teleconference or integrated VoIP. Provide more personalized support using live high-quality video.</p> <p>Min 5 simultaneous sessions should be conducted</p>	

<b>General Features</b>	Single Sign-on for (Meeting/Event/Training centre) features.	
	Recording formats : should be easy to retrieve : MP4 and M4A	
	Bundled Cloud Storage : 8-10GB	
	Cross Platform Experience : Windows, Mac, Linux, iOS, Android smartphones, and tablets	
	Security : SSL encryption and AES256 bit encryption	
	HTTP Port 80 compliant and H.323 and	
	SIP dial in to connect the conference system	
	Media protocol support: RTP, sRTP, and RTCP	
	Content share (dual video) Protocol support: Binary Floor Control Protocol (BFCP), H.239 and TIP	
	Video codec support: H.261, H.263, H.263+, H.263++, and H.264 AVC	
	Audio codec support: G.711, G.722, G.722.1, G.723.1, G.728, G.729, MPEG-4 AAC-LC, MPEG-4 AAC-LD	
	Collaboration platform to create offline spaces/groups/teams where students can connect post classes	
	Messages/Case Studies/Simultaneous white-boarding annotations is possible	
	Shareable files / media storage bundled	
	Proposed application should allow real-time and offline working.	
	White board sharing with participant should not require any different application to use. Also once the white board shared user should be able to modify the same.	
	Proposed solution should have API to integrate different platform.	
System should identify and inform the noise source during meetings and give host the capability to mute participants "		
Consistent Personal room avoids the need to remember IP address and meeting numbers		
Should integrate with Active Directory and also allows external people/users/non-host people to join the discussion forums		
<b>Integration</b>	Proposed Solution should allow integration with LMS system for attendance ,reporting ,testing functionality and lecture scheduling "	
<b>Recording</b>	Proposed solution should provide Recording functionality for meetings.	
	Proposed solution should have the capability to record audio meetings for future use.	
	Proposed solution should have the capability to record video and web meetings for future use.	

<b>Support</b>	Proposed application should be in subscription model with the flexibility of yearly payment with 5 year subscription model	
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**Cost Break Up**

The system must come with the following minimum Hardware and License components with other necessary accessories to make the system fully functional with desired functionalities:

Line Number	Part Number	Description	Service Duration (Months)	Qty	Unit Rate	GST (in %)	Total Price
<b>HARDWARE INTERACTIVE WHITE BOARD WITH 4K DISPLAY</b>							
<b>1.0</b>	<b>SPARK-BOARD55-K9</b>	Cisco Spark Board 55	---	6			
1.0.1	CON-ECDN-SPARKBRD	ESS WITH 8X5XNBD Cisco Spark Board 55	60	6			
1.1	PWR-CORD-EUR-F	Power Cord for Europe 5m 10A	---	6			
1.2	SPARK-BOARD55-WMK	Cisco Spark Board 55 Wall Mount Kit	---	6			
1.3	CAB-ETH-5M-GR+	CAB (16,4 feet / 5m) GREY ETHERNET	---	6			
1.4	SPBOARD-CBLMGMT	Cisco Spark Board, Cable Management Kit	---	6			
1.5	SPARK-BOARD55	Cisco Spark Board 55 - unit	---	6			
<b>LICENSES</b>							
<b>2.0</b>	<b>A-SPK-SH</b>	Spark Shared Resources	---	1			
	<b>Initial Term - 60 Months   Auto Renewal Term - 12 Months   Billing Model - Annual Billing</b>						
2.1	A-SPK-SH-ND-BRD	Device subscription for Cisco Spark Board 55 and 70	---	6			
2.2	SVS-SPK-SUPT-BAS	Basic Support for Cisco Spark	---	1			
<b>3.0</b>	<b>A-SPK-NAMED-USER</b>	Spark Named User (1)	---	1			
	<b>Initial Term - 60 Months   Auto Renewal Term - 12 Months   Billing Model - Annual Billing</b>						
3.1	A-SPK-NU-M3	Business Messaging and Advanced Meetings (1)	---	5			
3.2	A-SPK-NU-TNU+I	Toll Named Users Plus International (1)	---	5			
3.3	SVS-SPK-SUPT-BAS	Basic Support for Cisco Spark	---	1			
3.4	A-SPK-NU-MC-X	Included WebEx Meeting Center (1)	---	5			
3.5	A-SPK-NU-M2-X	Included Basic Meetings (1)	---	5			
3.6	A-SPK-NU-WXSTG-X	Included WebEx Storage (1)	---	10			

3.7	A-SPK-NU-CMR-25-X	Included Collaboration Meeting Rooms (Cloud) Named User (1)	---	5			
3.8	A-SPK-VOIP	Included VoIP (1)	---	1			
		<b>TOTAL</b>					
		<b>CAPEX - 1st Year (Hardware+ 5 Years Warranty+ 1st Year Subscription)</b>					
		<b>2nd Year Subscription Renewal</b>					
		<b>3rd Year Subscription Renewal</b>					
		<b>4th Year Subscription Renewal</b>					
		<b>5th Year Subscription Renewal</b>					

## TECHNICAL COMPLIANCE SHEET

### Technical Compliance Sheet

Sl. No.	Item	Description	Service Duration	Qty.	Response(Y/N)
1.	<b>SPARK-BOARD55-K9</b>	Cisco Spark Board 55	---	6	
2.	CON-ECDN-SPARKBRD	ESS WITH 8X5XNBD Cisco Spark Board 55	60	6	
3.	PWR-CORD-EUR-F	Power Cord for Europe 5m 10A	---	6	
4.	SPARK-BOARD55-WMK	Cisco Spark Board 55 Wall Mount Kit	---	6	
5.	CAB-ETH-5M-GR+	CAB (16,4 feet / 5m) GREY ETHERNET	---	6	
6.	SPBOARD-CBLMGMT	Cisco Spark Board, Cable Management Kit	---	6	
7.	SPARK-BOARD55	Cisco Spark Board 55 - unit	---	6	
8.					
9.	<b>A-SPK-SH</b>	Spark Shared Resources	---	1	
10.	<b>Initial Term - 60 Months   Auto Renewal Term - 12 Months   Billing Model - Annual Billing</b>				
11.	A-SPK-SH-ND-BRD	Device subscription for Cisco Spark Board 55 and 70	---	6	
12.	SVS-SPK-SUPT-BAS	Basic Support for Cisco Spark	---	1	
13.	<b>A-SPK-NAMED-USER</b>	Spark Named User (1)	---	1	
14.	<b>Initial Term - 60 Months   Auto Renewal Term - 12 Months   Billing Model - Annual Billing</b>				
15.	A-SPK-NU-M3	Business Messaging and Advanced Meetings (1)	---	5	
16.	A-SPK-NU-TNU+I	Toll Named Users Plus International (1)	---	5	
17.	SVS-SPK-SUPT-BAS	Basic Support for Cisco Spark	---	1	
18.	A-SPK-NU-MC-X	Included WebEx Meeting Center (1)	---	5	
19.	A-SPK-NU-M2-X	Included Basic Meetings (1)	---	5	
20.	A-SPK-NU-WXSTG-X	Included WebEx Storage (1)	---	10	
21.	A-SPK-NU-CMR-25-X	Included Collaboration Meeting Rooms (Cloud) Named User (1)	---	5	
22.	A-SPK-VOIP	Included VoIP (1)	---	1	
23.	Support (Compliance Mandatory)	Capable of ext business day support in Kolkata, Mumbai, Delhi Bangalore?			
24.	Authorization (Compliance Mandatory)	Submitted Tender-specific MAF for this tender?			
25.	Single window supply (Compliance Mandatory)	Cloud, VC Unit and Display from the same OEM?			
26.	Warranty	Comprehensive Warranty on all sites?			

The supplier must send the above filled technical compliance sheet along with the offer.



Deliverable in each location at Kolkata, New Delhi, Mumbai, Bengaluru

Sl. No.	Item	Description	Service Duration	Qty.	Response(Y/N)
1.	SPARK-BOARD55-K9	Cisco Spark Board 55	---	1	
2.	CON-ECDN-SPARKBRD	ESS WITH 8X5XNBD Cisco Spark Board 55	60	1	
3.	PWR-CORD-EUR-F	Power Cord for Europe 5m 10A	---	1	
4.	SPARK-BOARD55-WMK	Cisco Spark Board 55 Wall Mount Kit	---	1	
5.	CAB-ETH-5M-GR+	CAB (16,4 feet / 5m) GREY ETHERNET	---	1	
6.	SPBOARD-CBLMGMT	Cisco Spark Board, Cable Management Kit	---	1	
7.	SPARK-BOARD55	Cisco Spark Board 55 - unit	---	1	
8.					