

EMBASSY OF INDIA

Washington DC

No.Was/Prop/872/06/2020

September 25, 2020

TENDER NOTICE No.12/2020

The Embassy of India invites proposal for up-gradation of CCTV system and installation of anti intrusion alarm system at following address :

i. Chancery I (2107 Massachusetts Ave., Washington, DC-20008)

ii. Chancery II (2536 Massachusetts Ave., Washington, DC-20008)

iii. 2700 Macomb St, NW Washington Dc -20008

2. Embassy's website (<https://www.indianembassyusa.gov.in/Tender>) and Central Procurement Portal (CPP) at <https://eprocure.gov.in/cppp/> may also be referred to for complete details, scope of work, and conditions of eligibility.

3. The bids should be submitted in three sealed envelopes {Envelope-A "Earnest Money Deposit" through a cheque, banker's cheque or Demand draft for US\$1000.00 in favour of 'Embassy of India', Envelope-B "Technical Bid Documents", and Envelope-C "Financial Bid Documents"}. Three envelopes containing "A", "B" & "C" shall be duly superscripted with above titles and put in another sealed envelope superscripted with the title "Proposal for up-gradation of CCTV system and installation of anti intrusion alarm system at following address :

i. Chancery (2107 Massachusetts Ave., Washington, DC-20008)

ii. Chancery II (2536 Massachusetts Ave., Washington, DC-20008)

iii. 2700 Macomb St, NW Washington Dc -20008

4. Last date for receipt of bids is October 17 at 1200 hours(EST).



(Sambhu Hakki)

FS (Pol) & Head of Chancery

Embassy of India

Tel: 202.939.7041

Email: hoc.washington@mea.gov.in

Embassy of India
Washington DC
INVITATION TO BID

Name of Works: Proposal for up-gradation of CCTV system and installation of anti intrusion alarm system at following address :

- i. Chancery I (2107 Massachusetts Ave., Washington, DC-20008)
- ii. Chancery II (2536 Massachusetts Ave., Washington, DC-20008)
- iii. 2700 Macomb St, NW Washington DC -20008

Embassy of India, Washington DC on behalf of the President of Republic of India, hereby invites proposal for up-gradation of CCTV system and installation of anti intrusion alarm system at following address :

- i. Chancery I (2107 Massachusetts Ave., Washington, DC-20008)
- ii. Chancery II (2536 Massachusetts Ave., Washington, DC-20008)
- iii. 2700 Macomb St, NW Washington Dc -20008

The Lump-sum Fixed Price/Amount shall be on the basis of following tender documents.

Technical Bid Document:	
Document – I	Press Notice, Invitation to Bid, Instruction to Bid, Scope of Work & Eligibility Criteria (Annexure A)
Financial Bid Document:	
Document – II	Form of Tender (Lump sum price to be quoted on this form by Bidder)
Document – III	Schedule of Items
Document – IV	Special Conditions of contract including standard formats for BG / Guarantee etc.

- The Tender shall be submitted in a Sealed Cover containing three sealed envelopes before 12:00 noon on October 17, 2020 in the office of Head of Chancery, Embassy of India, 2107 Massachusetts Ave, NW, Washington DC 20008. Any Tender received after this date and time will not be considered. Tender shall be opened on the last day of submission at 3:00 pm
- The Tender shall remain valid for a period of Ninety days (90) days from the date of opening or any extended period.
- The value of Earnest Money Deposit (EMD) will be in the form of a cheque, Banker's cheque or Demand Draft. It shall remain valid for a period of One Hundred Twenty (120) days with effect from the last date of submission stated above or any extended period.
- The value of the Performance Security shall be Five Percent (5%) of the Contract Price.
- Bidder / Contractor shall quote his Lump-sum Fixed Price Amount based on the enclosed Scope of work in Annexure - I. The Contractor shall note that quantities shall not form part of the agreement and he shall complete all the works as defined in the Scope of Work. The Contractor shall complete all the works as stated above irrespective of the quantities / details since these will not form part of

the agreement however the unit rates quoted there for items shall be used for working out the variations as per tender conditions.

- Commencement of the works shall be effected 15 days from the date of issue of acceptance letter of intent or handing over the site, whichever is later.
- The Retention Money will be deducted @ 10% of the tender (for a period of six months). Retention Money release shall be regulated as per terms and condition of the agreement.
- The Period of Completion for the whole of the works is 90 days calculated from the Fifteen days from the date of issue of acceptance letter of intent or handing over the Site, whichever is later. Such 15 days period being defined as the mobilization period. If the work is not completed within stipulated time a liquidated damages will be levied.
- The amount of Liquidated Damages payable by the Contractor to the Employer will be calculated @ 1% of accepted contract amount per week to be computed on per day basis limited to 10% of tender amount. The total amount of liquidated damage shall be limited to 10% of Accepted Tender Cost.
- The Defect notification period shall be Three Hundred Sixty Five (365) days.
- The Embassy will not be bound to accept the lowest or any tender nor to give a reason for the rejection of any Tender.
- The Bidder must submit with his offer a list of Sub Contractors and Specialist names he proposes to use on the Works.
- The Embassy, however, will always have the right to accept or reject any pre-approved subcontractor even after formal award of Contract and/or commencement of work with or without cause.
- The successful Bidder shall be responsible for co-ordinating his work with various Sub-contractors and other bid-pack Contractors employed on the Works co-ordinating his work between various trades, obtaining all the necessary information from subcontractors for the purpose of the overall programming of his works; supplying all the normal attendance to all subcontractors and assuming the overall responsibility for the aforesaid.

INSTRUCTION TO BID

Name of Works: Proposal up-gradation of CCTV system and installation of anti intrusion alarm system at following address :

- i. Chancery (2107 Massachusetts Ave., Washington, DC-20008)
- ii. Chancery II (2536 Massachusetts Ave., Washington, DC-20008)
- iii. 2700 Macomb St, NW Washington Dc -20008

All definitions set forth in the Conditions of Contract or in Other Tender Documents are applicable to the Tender offer.

The Tender comprises of:

A) Earnest Money Deposit (EMD)

B) Technical Bid:

Document - I: Press Notice, Invitation to Bid, Instruction to Bid, Scope of Work & Eligibility Criteria

C) Financial Bid:

Document - II : Form of Tender (Lump-sum price to be quoted on this form by Bidder)

Document – III: Schedule of Items as per Annexure -A

Document – IV: Conditions of contract including standard formats for BG / Guarantee etc.

- The Embassy of India will not be responsible to compensate for any expense or losses which may be incurred by the Bidder in the preparation and submission of his Tender.
- This is a LUMPSUM FIXED PRICE TENDER with Extent of work as defined in the Scope of Work enclosed. The Bidder shall examine the Tender Documents and all Addenda (if any) before submitting his Tender and shall become fully, informed as to the extent, quality, type and character of operations involved in the Works and shall visit and acquaint himself with the Site of the Works. No consideration or compensation will be given for any alleged misunderstanding of the articles to be furnished.
- Bidder are required to quote Lumpsum prices on "Form of Tender". Contractor shall satisfy himself about the quantities in Scope of Work in Tender Document. They are free to add/delete items, change quantities which are needed for completion of the job. These quantities shall not form part of the agreement, however, the unit rates quoted shall be used for variation if any.
- All Tender documents (Documents – I to Document – IV) must be returned properly filled in and completed in all respects in accordance with the conditions and Provisions of the Tender Documents. No alteration shall be made by Bidders to the Tender Document unless otherwise permitted.
- The Lumpsum Fixed Price / amount and rates for variations must be quoted both in figures and words in US Dollars only. In case of any discrepancy between figures or words, the amount or rates quoted in words shall be taken to be correct for this tender.
- The Lumpsum Fixed Price / amount shall be submitted according to the "Form of Tender", with suitable entries, including appropriate signatures, made in all blank spaces. The form shall not be altered. The Bidder shall strictly comply with all the conditions stated in the Tender Documents. The Form of Tender must be signed by a person or persons authorized to sign the Tender and shall be dated. Evidence or signature authority, such as a Power of Attorney, shall be provided with the

Tender. The unit rates quoted in the tender documents shall be used towards variation as per the tender conditions. Decision on bid will be taken based on the final price quoted on the Form of Tender. Any mismatch in the final quoted price on Form of Tender and Total amount worked out on rates in the final price quoted on Form of Tender shall be considered for comparison of bids and decision on bid. The rates on schedule of quantity or elsewhere shall be adjusted in the ratio to match with quoted Final price on the form of tender.

- The Bidder must submit with his Tender an Earnest Money Deposit (EMD) of an amount of US\$1000.00 to Employer in the form of Cheque, Banker's Cheque or Demand Draft in favour of Embassy of India, Washington DC. The EMD must be valid for 120 days. The EMD of unsuccessful bidder will be returned after the award of work while EMD of successfully bidder can be adjusted against Retention Money at discretion of the Embassy.

Two bid system (Financial and Technical Bid)

The Tender shall be submitted in three sealed envelopes as described below:-

Envelope "A" Earnest money Deposit (EMD) Cheque, Banker's cheque or Demand Draft

Envelope "B" Technical Bid Documents

Envelope "C" Financial Bid Document

And addenda or other enclosures as required in the tender.

- The three envelopes containing "A", "B" & "C" of offers shall be duly superscribed with above titles and "Description of work". The envelopes A, B and C to be put in another sealed envelope with the name of work written on top. The envelope "A" containing EMD shall be opened first and only those bidders who have fulfilled the requirements of the EMD will have the Technical part (Envelope B) of their bid opened and only those Bidders who have fulfilled the requirements of the Technical information Envelope "B" shall have the Envelope "C" of their Bid opened. The decision of Embassy in this regard shall be final and binding on the tenders.
- In case the tender is not decided during validity period of tender i.e. within 120 days from date of opening of tender. The Embassy may request to extend the bidder(s) to extend the validity of tender and Earnest money/tender security deposit for a further specified period beyond 90 days. Bidder(s) shall be at liberty to extend the validity of tender and Earnest money Deposit for the specified period or withdraw from tender. Once the validity is extended in writing by bidder(s), they will not be permitted to withdraw from tender. If bidder(s) withdraws his offer in between, the Embassy shall be at liberty to forfeit the EMD absolutely.
- The acceptance of the Tender shall be conditional and not finally binding upon the Embassy until the actual contract signed between the Embassy and the Contractor. Should the Contractor fail to sign the contract within the stipulated time or for any other reason withdraw his participation in the Tender, the Embassy may withdraw his acceptance of the Tender without any notice or other formality and may enter into a new Agreement for the execution of the Works or any part of it and thereupon the amount of Earnest Money Deposit (EMD) shall be confiscated by the Employer without any necessity for any legal or other formality or reference to judicial proceedings of proof of damage and without prejudice to the right of the Employer. No payment shall be released to the Contractor unless the agreement is signed.
- Any further information or clarification which the Bidder may require in order to complete his Tender may be obtained from Mr. Shambhu Hakki, First Secretary(Political) & Head of Chancery, Embassy of India, Washington DC [Tel:202-939-7767], Email hoc.washington@mea.gov.in. All information requested by and supplied to one bidder will be supplied to all bidders.

- At any time prior to the date of opening of the proposals the Embassy may issue an addendum in writing to all persons or firms to whom the Tender documents have been issued, deleting, varying or extending any item of this acknowledged and so noted in the space provided in the Tender.
- Unless it is in formal manner described above, any representation or explanation to the Bidder shall not be considered valid or binding on the Embassy as to the meaning of anything connected with the Tender Document.
- The date and time for submission may be deferred by an official notification in writing issued by the Embassy of India to all Bidders. Tenders received after this date will not be considered.
- **Force Majeure:-** If, at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war of hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of such eventuality is given by either party to the other within 21 days from the date of concurrence thereof, neither party shall due to such even be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance and deliveries under the contract shall be resume as soon as practicable after such an event come to an end or cease to exist, and the decision of the Purchaser as to whether the deliveries have been resume or not, shall be final and conclusive. Further, that if that performance in whole or part any obligation under this contract is prevented or construction
- **Settlement of Laws and Arbitration:** All disputes, differences and questions arising out of or in any way touching or concerning this agreement or subject matter thereof or the representatives rights, duties or liability of the parties shall be conducted in accordance with and be subject to the UNCITRAL (United Nations Commission on international Trade Laws) Arbitration rules, as amended from time to time and the decision of the arbitrators as mentioned above shall be final binding on the parties.
- The Arbitration will have its sittings at Washington jurisdiction.

Tender may be disqualified for any reason including, but not limited to the following:

- If Bidder sets forth any conditions which are unacceptable to the Employer.
- If any tender is submitted under a name other than the name of the individual firm partnership or corporation that was issued the Tender Document.
- If there is evidence of collusion between Bidders.
- If Bidder sets forth any offer to conditionally discount, reduce or modify its tender.

If Bid price is disclosed before opening of Financial Bid.

(i) The attention of Bidder is drawn as to compliance with laws and regulations concerning safety and health, labour regulations, social insurance, labour taxes, tax deduction, import restrictions duties and levies, company's tax, input tax and output tax etc. All rates and sum inserted against items of works shall be exclusive of input Tax. Amount for output Tax shall be incorporated in Summary of Bid as specified therein.

(ii) If the bidder fails to quote separately for tax in the Main Summary of the bidding document as instructed, his bid price shall be deemed to be inclusive of tax and no adjustment will be made to his price in respect thereof.

SCOPE of WORK

Ambassador's Residence (2700 Macomb St., Washington. DC)

- New Video Management System w/server
- Add video client workstation in basement
- Replace 3 pole-mounted cameras on entrance ramp (closest to entrance w/360° view dome on circular-mount; other 2 w/ w/a IP mini-domes)
 - Residence right front - replace existing w/270° view dome
 - Residence left corner - add new 270° view dome
- Replace existing camera w/a IP mini-dome (beneath canopy)
- Replace existing w/360° view dome on circular-mount(Front yard to left)
- Replace existing camera w/ w/a IP mini-dome (Front yard on front of canopy)
- Replace two existing cameras w/ w/a IP mini-domes (Rear of garage)
- Replace existing w/270° view dome comer-mount (Rear of building left corner)
- Replace existing camera w/ w/a IP mini-dome (Rear of building centre)
 - Replace 3 analogue cameras to be replaced w/360° view dome (Side entry)
- Replace existing camera w/ w/a IP mini-dome (Exit ramp upper camera)
- Replace w/360° view dome(Single existing camera viewing the street)

Site Synopsis:

- 4 x 360° view dome cameras
- 3 x 270° view dome cameras
- 8 x w/a IP mini-dome cameras
- 1 x 16TB VMS Video Server (50-channel license capacity)
- 1 x Video client workstation

The system and camera must be having least specifications as per annexure attached.

Chancery (2107 Massachusetts Ave.: Washington. DC)

- New Video Management System w/server
 - replace existing camera w/ w/a IP mini-dome (Main Foyer)
- Add w/a IP mini-dome viewing front entrance (Main foyer)
- Exterior at right of entrance - replace existing w/multi-view dome
- Replace existing w/multi-view dome (Front Entrance door)
- Replace existing w/multi-view dome (Visitor Entrance)
- Replace existing w/multi-view dome (Front of building to left of main entrance)
- Add multi-view dome w/ corner mount (Rear of building, left corner (laneway)
- Add multi-view dome w/ comer mount Rear courtyard

- Add multi-view dome Front of rear garage

Site Synopsis:

- 3 x multi-view dome cameras
- 6 x w/a IP mini-dome cameras
- 1 x 16TB VMS Video Server (100-channel license capacity)

The system and camera must be having least specifications as per annexure attached.

Consular Services Building (2536 Massachusetts Ave., Washington, DC)

- New Video Management System w/server
- Replace existing analogue camera w/ multi-view dome w/ corner mount (Front of building)
- Replace existing camera w/ w/a IP mini-dome(Consular waiting area)
- Replace existing camera w/ w/a IP mini-dome (Consular desk)
- Replace existing camera w/ w/a IP mini-dome (Visa office)
- replace existing camera w/ w/a IP mini-dome (move —2' to the right) (Passport office)
- Add w/a IP mini-dome (Visa passport corridor)
- Replace existing w/multi-view dome (Rear parking area)

Site Synopsis:

- 2 x multi-view dome cameras
- 5 x w/a IP mini-dome cameras
- 1 x 16TB VMS Video Server (100-channel license capacity)

The system and camera must be having least specifications as per annexure attached.

The existing details and usages :

* w/a = wide-angle

- ❖ Replacement of co-axial video cable and LAN adapters to connect IP cameras to the VMS
 - Existing 5 monitors will be replaced and two will be re-used at all locations
 - ❖ New VMS Head-ends will be installed where the current video controls are located
 - ❖ 120VAC utility power, if needed, will be added to this project as a change-order
 - ❖ New wiring will be as carefully concealed
 - ❖ Existing UPS units will be re-used
 - ❖ LAN/WAN connectivity between the Chancery and the Consular Services Building is under this scope of work
 - ❖ equipment must be properly racked
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Non-Disclosure Agreement

This Agreement is entered into this(Date) day of (Month), (Year) between (Name of the Mission) (hereinafter called as "Discloser") and.....(Name of the Company with Address) (hereinafter called as "Recipient"), collectively "Party" or "Parties".

WHEREAS the Discloser possesses certain information relating to the security set-up, security architecture, lay-out, security processes and procedures, designs, drawings, software and hardware configuration, computer programs, algorithms, services, customers etc that is confidential and proprietary in nature (hereinafter called as "Confidential Information"); and

WHEREAS the Recipient is bound to get to know about the Confidential Information in pursuant to the terms of the Agreement for the purpose of supply, installation, testing and commissioning of a CCTV System (hereinafter called as "Purpose") in the (hereinafter called as "Premises");

NOW THEREFORE, in consideration for the mutual undertakings of the Discloser and the Recipient under this Agreement, the Parties agree as follows:

- Disclosure: Recipient agrees not to disclose and the Discloser agrees to let the Recipient have the access to the Confidential Information as identified and reduced in writing or provided verbally or in any other way not reduced in writing at the time of such disclosure of the information.

2. Confidentiality:

2.1 No Use: Recipient agrees not to use the Confidential Information in any way or under any circumstances share the same, in writing or through any other means, with any Third Party.

2.2 No Unauthorized Disclosure: Recipient agrees to use its best efforts to prevent and protect the Confidential Information, or any part thereof, from disclosure to any person(s) or entity (ies), even if authorized or directed under any law, without the express permission the Discloser. Discloser, notwithstanding, shall have the right to deny such disclosure of the Confidential Information being detrimental to the security interests of the Discloser and/or its premises and employees.

2.3 Protection of Secrecy: Recipient agrees to take all steps necessary to protect the secrecy of the Confidential Information, and to prevent the Confidential Information from falling into the public domain or into the possession of unauthorized person(s) and/or entity(ies).

2.4 Recipient agrees that the layout plan of the structural design of the Premises, whether in physical or electronic form, shall always be in the custody of the Discloser. However, the Recipient shall have the access to the layout plan for the purpose of carrying out the contract for installation of CCTV System.

3. Notices: All notices hereunder shall be given by letter, addressed as follows:

Embassy of India, Washington DC Name of the
2107, Massachusetts Ave NW, Washington DC -20008
Attention: Mr. Shambhu Hakki
First secretary(Political) & Head of Chancery
hoc.washington@mea.gov.in
Telephone: 2027397041

4. Term and Termination. The term of this agreement shall commence on the Effective Date i.e. the date of signing the Agreement for the Purpose and continue for such a period until and unless the Discloser terminates the Agreement or the Premises is relocated or vacated or abandoned, whichever is

5. Breach. The Recipient acknowledges that disclosure or use of Confidential Information in violation of this Agreement could cause irreparable harm to Discloser including loss of lives and limbs of the persons and damage to the property, for which monetary damages may be difficult to ascertain or turn to be meaningless. The Recipient therefore agrees that Discloser will have the right, in addition to its other rights and remedies, to seek injunctive relief for violations of this Agreement.

6. In case the Discloser suspects any violation of this Agreement, upon reasonable notice, it shall be binding for the Recipient to allow the Discloser to carry out an Audit by itself or by an authorized representative. In such a situation, the Recipient shall cooperate with the Discloser. The onus to rebut the suspicion shall lie on the Recipient.

7. Any dispute or difference arising out of or in connection with this Non-Discloser Agreement shall be settled amicably by the Parties through mutual negotiations. Any unsettled dispute or difference shall be referred to Arbitration by a Sole Arbitrator. The Arbitration shall be conducted in accordance with the rules and procedure of UNCITRAL in force on the date of Agreement. Arbitration proceedings shall be held in India and will be conducted in English. The decision of Arbitral Tribunal shall be final and binding on all Parties. Cost of Arbitration shall be borne by Parties themselves unless and otherwise ordered by the Tribunal.

8. This Agreement shall be governed by and construed in accordance with the laws in force in India.

9. Miscellaneous.

a) Except in the event of an amalgamation or merger with or take-over by a third party of their business, neither Party may assign or transfer its rights or obligations in this Agreement without the prior written consent of the other.

b) The Parties do not intend that any agency or partnership relationship be created by them by this Agreement.

- All additions or modifications to this Agreement must be made in writing and signed by an authorized representative of each Party.

ACCEPTED AND AGREED

Embassy of India, Washington DC Name of the 2107, Massachusetts Ave NW, Washington DC -20008 Attention: Mr. Shambhu Hakki, First secretary(Political) & Head of Chancery hoc.washington@mea.gov.in Telephone:2027397041	Name of the Company Address Attention : Name Designation Email Telephone : Fax
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**SPECIFICATIONS FOR A SOLUTION OF UPTO 16 CCTV CAMERAS WITH
30 DAYS RECORDING**

S.NO.	Item
1.	2 to 4 NIP Dome Varifocal / Bullet Varifocal
2.	NVR 16 Channel with 2 SATA supported
3.	4 TB HDD for storage of cameras
4.	POE Switch 16/24 port Giga
5.	Single Port 10/100 Media Convertor (Pair) — Optional
6.	UPS
7.	Fibre Cable — Optional
8.	Cat 6 Cable
9.	Other accessories as required for installation

High speed full HD Dome (36X) Camera:

KEY FEATURES: - 2-3 MP Resolution

- 36x Optical Zoom
- 5-120 mm Focal Length
- 255 Preset Position
- 360 Continuous Rotation
- 8 Cruise Track
- 4 Patten Track

Sl. .N0	Description	Specification
1	Signal model	PAL/ NI
2	Image Sensor	1/1.8" or bettel
3	Effective pixel	1536(V)
4	Horizontal Resolution	2-3
5	Minimum Illumination	Colour-0.01 lux/ B&W - 0.001 Lux
6	SIN radio	>60dB
7	Backlight compensation	On/Off
8	White balance	Auto
9	Electronic shutter	PAL: 1/25-1/100000s NTSC: 1/30-1/1 00000S
10	Focus length	5-120mm
11	Optical focus	36x
12	Focus system	Auto/Manual 150M
13	IR distance	150M
14	IR light control	Intelligent control technology
15	IR light angle	Infrared zoom matching technology
16	IR light on	Auto setting
17	IR light power	Day/Night/Auto/Timing
18	IR Life	30000 hours
19	Horizontal range	360° Continuous rotation
20	Vertical range	(-900-00)
21	Preset call speed	Max 200°/S

22	Manual call speed	255
23	Presets	8 groups, each group for 16 presets
24	Cruise track	4 groups, each group record 3 mins
25	Patrol tract	H.265 Main Profile encoding; MJPEG /JPEG
26	Video compression	Baseline encoding