



INDIAN AUDIT & ACCOUNTS DEPARTMENT  
Office of The Director General of Audit (Central), Kolkata  
8, Kiran Shankar Roy Road, Kolkata-700 001

**PREVIEW OF TENDER**

TENDER REFERENCE NO:	Record-I/C/Renovation of Millennium Hall/2024-25 dated 14/11/2024
DATE OF ISSUE OF TENDER DOCUMENT:	14/11/2024
LAST DATE FOR RECEIPT OF TENDER DOCUMENT:	2 PM on 25/11/2024
TIME AND DATE OF OPENING OF THE TENDERS:	4 PM on 25/11/2024
PLACE OF OPENING OF THE TENDERS:	O/o the D.G.A(C), Kolkata, 8, Kiran Shankar Roy Road, G.I. Press Bldg. (East wing), Kolkata:700-001

**NOTICE INVITING TENDER**

Office of the Director General of Audit (Central), Kolkata (DGAC) invites sealed quotations for supply/installation of following items as per the specification given below. Sealed quotations, super scribed as “**QUOTATIONS FOR SUPPLY OF AUDIO CONFERENCEING SYSTEM WITH INSTALLATION ETC.**”, are to be addressed to the **Director (Administration), Office of the Director General of Audit (Central), Kolkata-700001**, and must reach by hand/by post in Record-I section on 1<sup>st</sup> floor to this office before the last date mentioned above.

Sl. No.	Item Description for Audio conferencing system	Qty.	Make	Specification
01	Controllor	01	From reputed brand	Annexure II
02	Priority button for chairman unit	01		
03	Audio Conference system delegate unit	15		
04	Audio Amplifier	01		
05	Speakers	1 pair		
06	Optical zoom camera	01		
07	Installation, Cabling, Testing, Commissioning & minimum 1 years onsite warranty	1 job		

The aforesaid items will have to be supplied/installed in the premises of Office of the Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 as per detailed terms and conditions (**Annexure-I**) and specifications provided in **Annexure-II**. Bidders should furnish the duly filled tender certificate (**Annexure-III**), **failing which tender will subject to be cancelled.**

नयन विजयान्त 14/11/2024  
Senior Audit Officer/Record

वरिष्ठ लेखापरीक्षा अधिकारी  
Sr. Audit Officer  
सहायक लेखापरीक्षा (केंद्रीय), कोलकाता का कार्यालय  
Office of the Director General of Audit (Central), Kolkata

## ANNEXURE-I

### TERMS & CONDITIONS:-

1. The Bidding Firm should be registered with the Income Tax Department and possess a **valid PAN Card**. Copy of the same should be provided.
2. The Bidding Firm should be registered with the GST Department and possess a **valid GST Registration Certificate**. Copy of the same should be provided.
3. The Bidding Firm should have a **Registered Office in Kolkata** and this office address must be mentioned either in the Trade licence/GST certificate/MSME certificate otherwise it will be treated as if the bidder doesn't have any registered office in Kolkata. **Bidders failing to establish their office address in Kolkata will be disqualified.**
4. The Bidding Firm should not have been blacklisted by any Central Government Ministry/ Department. **A signed certificate must be given as provided in Annexure-III.**
5. No criminal case should be registered/ pending against any of the Owners/ Partners/ Directors of the Bidding Firm at anywhere in India. **A signed certificate must be given as provided in Annexure-III.**
6. Any collusion forming cartel for maximization of profit/market domination will be viewed seriously leading to cancellation of orders and blacklisting of the firms.
7. After award of contract, the work shall not be outsourced by the selected firm to any third party. Such an act will be treated as breach of contract leading to cancellation of contract and blacklisting of the firm.
8. **The bidder should be an Original Equipment Manufacturer (OEM) or Distributor/Dealer/System Integrator having authorization from the OEMs of all the products proposed to participate in Tender.**
9. The Technical Specifications of the required products are provided in **Annexure II**. The technical specifications of the products to be proposed by the bidders must be equivalent or superior to the technical specifications shown in Annexure II. Bidder/OEM (original Equipment Manufacturer) should submit technical specification of their own products. **Brochure of all the products quoted with specifications is mandatory.**
10. The Bidder must have an average annual turnover of at least **₹10.0 Lakh** (Rupees Ten lakh only) in the last three financial years. Start-Ups/MSME/NSIC firms are exempted under this category subject to submission of relevant Start-Up/MSME/NSIC Certificate. **The ITRs of the last three financial years must be provided.**
11. The bidding firm must have executed at least 1 similar assignment of minimum value of **₹5,00,000/-** or above for any Central / State Government Organization/ Ministry/ Department / PSU/Corporate, in the last 5 years. Similar works implies supply, installation, testing &

- commissioning of an entire audio conference system. The Work Order and Work Completion Certificate issued by the Government Ministry/Department concerned must be attached.
12. Tenderer should quote rate of all items separately in the bidding sheet provided in Annexure IV. Bid price should be inclusive of all taxes, levies, delivery charges etc. No subsequent upward revision in rate(s) shall be accepted by this office. The bid price of each item should commensurate with the prevailing market rate for such items.
  13. The prices shall be indicated in INR for each accounting unit on all inclusive basis, both in numerical digits as well as words. In case of any difference between the two, entries in the words will prevail.
  14. The Scope of Work shall include supply, transportation, transit insurance, delivery at site, unloading, proper dismantling of the existing system including accessories, restoration, cutting slots in tables/ceiling, if necessary, laying of cables, installation, testing, commissioning and any other civil/electronic/electrical work associated with functionalizing the audio conference system at Purchaser's Delivery Site (O/o the DGAC, 8, Kiran Shankar Roy Road, Kolkata-700 001) providing Guarantee/ Warranty services for the entire Audio Conference/ PA System including all its accessories. No extra payment for such work will be made.
  15. Bidders are requested to visit the office to see the installation place i.e 'Millenium Hall', 2nd floor of O/o the DGAC, 8, Kiran Shankar Roy Road, Kolkata-700 001 and quoted the rate required for the items stated in Annexure-II.
  16. Bidders are requested to provide valid email IDs, contact numbers and other information. The same should be clearly written/ typed without any error. Failure of any communication due to invalid email ID/ phone not the responsibility of this office.
  17. Each paper of bidding document should be signed and stamped by the bidder or by his authorised signatory. The envelope containing the tenders (quotations) should be sealed and super scribed as "QUOTATIONS FOR SUPPLY OF AUDIO CONFERENCEING SYSTEM WITH INSTALLATION ETC. FOR MILLENIUM HALL".
  18. Bidders shall not be permitted to withdraw their offer or modify the terms & conditions after submission of bidding document.
  19. L1 bidder must show the sample item/machine conforming the specification specified in Annexure-II as and when it will be declared by the office.
  20. The period of validity of the quoted rate should be for a minimum period of 90 days from the date of closing of quotation.
  21. The competent authority of O/o the Director General of Audit, Central, Kolkata reserves all rights to reject any bids including of those bidders who fail to comply with instruction without assigning any reason whatsoever and does not bind itself to accept the LOWEST or any specific bids.
  22. Bidders are advised to study the tender document carefully & thoroughly and should furnish a

Certificate that they have carefully & thoroughly read the terms and conditions of the Tender Document and would abide by them. Format of the Certificate is given in Annexure III. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

23. It will be imperative on each bidder to fully acquaint himself with all the local conditions and factors, which would have any effect on the performance of the contract and cost of the product. No request for change of price or time schedule for delivery of the item(s)/equipment shall be entertained on account of any local condition or factor once the offer is accepted by the Bidder.
24. Supply, installation, testing & commissioning of the entire Audio Conference system in the premises of O/o the DGAC be completed by the Supplier in accordance with the terms specified by O/o the DGAC within thirty (30) days from the date of Award of Contract.
25. If the Seller fails to deliver any or all of the Goods/Services within the original/re-fixed Delivery/Time period(s) specified in the Contract, the Purchaser will be also entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, @ 0.5% per week or part of the week of delayed period as pre-estimated damages not exceeding 5% of the contract value without any controversy/dispute of any sort whatsoever.
26. **The bidder shall provide onsite OEM Comprehensive Guarantee/Warranty for the entire audio conference/ PA System from the OEM including all its accessories for a period minimum period of one (01) year from the date of final acceptance of the equipment by O/o the DGAC.** Guarantee/Warranty Certificate from the OEMs on their letter heads must be provided along with the bid. Further, all kind of preventive and qualitative maintenance should be done by the vendor at their own cost for 1 year. Moreover, such maintenance are required to be done within 24 hours of lodging of complaint.
27. **Location of Supply:** All the items will have to be supplied/installed in the 'Millennium Hall, 2<sup>nd</sup> floor in the premises of the Office of the Director General of Audit, Central, Govt. of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 as per the terms and conditions provided.
28. **Bidder/Supplier must register the all the goods/items supplied of the manufacturing company/OEM for warranty of all the products.** Payment shall be released only after providing a receipt of such registration.
29. **Performance Security:** To ensure due performance of the contract, performance security/performance guarantee is required to be deposited by L1 bidder who will be awarded the contract. Performance security will be 5% of the total value of the contract and it must be furnished in the form of either account payee demand draft or fixed deposit receipt from a commercial bank. The performance guarantee is required to be valid for one year from the date of installation of the audio-visual conferencing system. If the equipment duly performs in the entire warrantee period, the performance guarantee will be refunded without interest within 30 days of the completion of warranty period, but in event of breach of contract during warranty period the amount will be forfeited and credited in this office account.
30. **Terms of Payment:** 100% after delivery and verification of items at specified location thereon. In this regard an E-payment mandate form will be issued by this office. **No advance payment**

shall be made.

31. **Force Majeure:** Contractor/ Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if the delay in performance or other failure to perform its obligations under the contract is a result of an event of Force Majeure. For purposes of the clause, "Force Majeure" means an event beyond the control of the Contractor/ Supplier and not involving the Contractor's fault or negligence and not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, catastrophe, quarantine restrictions, freight embargoes etc.
32. O/o the DGAC shall have the right to terminate/recall the tender in whole or in part at any stage due to administrative reasons.
33. The Evaluation Committee in its sole discretion reserves the right to seek clarifications from any or all bidders at any stage before award of the contract.
34. All disputes and differences arising out or in connection with this tender/contract shall be subject to the exclusive jurisdiction of courts at Kolkata.

सपन सिद्धार्थ 14/11/2014  
Senior Audit Officer/Record  
वरिष्ठ लेखापरीक्षा अधिकारी  
Sr. Audit Officer  
महानिदेशक लेखापरीक्षा (केंद्रीय), कोलकाता का कार्यालय  
Office of the Director General of Audit (Central), Kolkata

## Annexure-II

### Technical specifications of items required for audio conferencing system

Sl. No.	Item for Audio conferencing system	Quantity Required	Specification
01	Controller	01	<ul style="list-style-type: none"> <li>• 48K audio sampling rate and 20Hz~20KHz frequency response</li> <li>• 16 Segment Equalizer Output, Automatic Gain Control (AGC), Adaptive Feedback Cancellation (AFC) and auto-mix technology, advanced noise and Echo cancellation technology</li> <li>• USB audio recording</li> <li>• Single controller can support up to 90 units, by using additional Extension Main Units can be extended up to 5200 units</li> <li>• 2 channel audio input, XLR or RCA connector type, for local audio input or remote video-conferencing input.</li> <li>• "Maximum 8-channel audio output, XLR, RCA and Phoenix type, can be connected to simultaneous interpretation output or partitioned output"</li> <li>• RS232 central control, realize microphone switch, priority, volume and other control</li> <li>• RS232 or RS485 to send the PELCO/VISCA protocol to realize camera auto-tracking function.</li> <li>• Active units at the same time will be 10 Chairman and 10 Delegates</li> <li>• "OPEN" Free for all, limited by the active units setting by controller, "VOICE" Can activate MIC by detecting sound without press button, "OVERRIDE" First in First out, "APPLY" To apply then to speak,</li> <li>• "LCD display to show all the operations and results</li> <li>• 4-Way button for menu operate</li> <li>• One-button press to start recording</li> <li>• light indicator</li> <li>• Master volume control knob"</li> <li>• "Front panel USB recording interface, 3.5mm headphone for monitoring, 1x RCA audio input, 1x XLR audio input, 1x RCA audio output, 1x XLR audio output</li> <li>• 6x Phoenix audio output connector, 2x RJ45 digital audio connection, 2x RJ45 for chairman unit, delegate unit, unit translators and other connection, 1x RJ45 for wireless AP or router, 1x DB9 male interface for external control, 1x DB9 female interface for camera</li> <li>• 1x three-pin phoenix interface for camera control keyboard, 1x RJ45 for computer connection or network switcher, 1x grounding screw, 1x 100 ~ 240V AC Power Interface"</li> </ul>
02	Audio	01	<ul style="list-style-type: none"> <li>• Wired Table-Top unit with built in speaker and gooseneck microphone Length-485mm, 2 kΩ input</li> </ul>

	Conferen ce system - Chairman unit with Priority button		<p>impedance &amp; SNR 70 dB, Cardioid, Sensitivity--46dBV/Pa,</p> <ul style="list-style-type: none"> <li>• Internal high-fidelity loudspeaker by zero loss audio transmit technology</li> <li>• 48K audio sampling rate and 20Hz~20KHz frequency response</li> <li>• Support AGC (Automatic Gain Control,15 segment)/ AFC (Adaptive Feedback Cancellation)/ ANC (Active Noise Control 15 segment)/ Mix (Auto-Mix) technology</li> <li>• Chairman unit has priority button to close all other units or mute them temporarily and consent the request for speaking from delegate, Volume up and down"</li> <li>• OLED Display, MIC ON/OFF,</li> <li>• 3.5mm stereo Headphone jack</li> <li>• 2x RJ45 Connectors"</li> </ul>
03	Audio Conferen ce system- delegate unit	15	<ul style="list-style-type: none"> <li>• Wired Table Top unit with built in speaker, Socket for Pluggable gooseneck microphone,</li> <li>• Rj45 Loop in and out Connectors, 3.5mm stereo Headphone jack</li> <li>• Gooseneck microphone with LED Ring indicator, Input Impedance 2 k<math>\Omega</math>, SNR (Signal to Noise Ratio) 70 dB, Cardioid, Sensitivity--46dBV/Pa, Length-485mm, anti-wind foam cover,</li> <li>• Internal high-fidelity loudspeaker by zero loss audio transmit technology</li> <li>• 48K audio sampling rate and 20Hz~20KHz frequency response</li> <li>• Support AGC (Automatic Gain Control,15 segment)/ AFC (Adaptive Feedback Cancellation)/ ANC (Active Noise Control 15 segment)/ Mix (Auto-Mix) technology</li> <li>• OLED Display, MIC ON/OFF, Volume up and down</li> <li>• CE, FCC and RoHS Certification</li> </ul>
04	Audio Amplifier	01	<ul style="list-style-type: none"> <li>• The system should have the facility to control the gain of microphone.</li> <li>• The system should have LED indicator for status.</li> <li>• The Frequency response should be 20Hz – 20000 Hz.</li> <li>• The system should be Class-D type digital amplifier with Bass, Trebble, Equalizer.</li> <li>• It should have 2 channel stereo output</li> <li>• The Amplifier should have 200 Watts at 8 Ohms</li> <li>• The Amplifier should be inbuilt with 2 channel</li> <li>• It should have Line Inputs and Outputs as 1 x 2RCA</li> <li>• It should have 2x phoenix Microphone Inputs with separate gain controller</li> <li>• Amplifier should have 1 X RS232 port for controlling</li> <li>• CE, FCC and RoHS certification</li> </ul>
05	Speakers	1 pair	<ul style="list-style-type: none"> <li>• The system should be made of ABS Plastic</li> <li>• The system should be have polypropylene cone woofer</li> <li>• The system should be have woofer size of 5.25" or higher</li> <li>• The system should be have Titanium dome type</li> </ul>

			<p>Tweeter</p> <ul style="list-style-type: none"> <li>• The system should be have Tweeter size of 1" or higher</li> <li>• It should be frequency bandwidth 90HZ – 20 kHz</li> <li>• It should have impedance of 8 ohms or higher</li> <li>• It should have 50 watts or higher Power (RPM)</li> <li>• It should be wall-mounting facility</li> <li>• It can be mounted vertically or horizontally in both axis</li> </ul>
06	Optical zoom camera	01	<ul style="list-style-type: none"> <li>• The camera sensor should be 1/2.5 inch, CMOS, effective pixels: 8.46 MP UHD 4K CMOS sensor or better.</li> <li>• The camera should have focus system of Auto, Manual, One Push Trigger, PTZ (Pan, Tilt, Zoom) Trigger</li> <li>• The camera should have a Pan Rotation Angle of -170 degrees to +170 Degrees or better</li> <li>• The camera should have a Tilt Rotation Angle of -30 degrees to + 90 degrees or better</li> <li>• It should have exposure control of Auto, Manual, Shutter Priority, Iris Priority</li> <li>• The camera should have a S/N Ratio of <math>\geq 50</math>dB</li> <li>• The camera should have a 12x optical zoom and 16x digital zoom or better</li> <li>• The camera should have FOV (Field of View) of 78° or better</li> <li>• 1 x HDMI 1.4 Video Format 4KP30/P25, 1080P60/P50/P30/P25, 720P60/P50;</li> <li>• 1 x RJ-45, 10M/100M Self-adaptive Ethernet Interface</li> <li>• Audio Interface: 1 x LINE IN3.5mm</li> <li>• 1x 3G-SDI: BNC type</li> <li>• 1 x USB3.0:</li> <li>• 1 UVC (USB Video Class) supports the UVC1.1 protocol.</li> <li>• 2 UVC video format support YUY2/H264/MJPEG</li> <li>• Communication Interface :1 x RS-232 IN, 1 x RS-232 OUT ,</li> <li>• The camera should have at least 255 Position Presets</li> <li>• The camera should be supplied with IR remote control as an included accessory. Along with ceiling mount kit.</li> <li>• The camera should support H.264, H.265, ONVIF, RTSP, RTMP, SRT, AAC, NDI</li> <li>• It should have BIS,CE,FCC and RoHS certifications</li> </ul>
07	Installation, Cabling, Testing, Commissioning & 1 years onsite warranty	1 job	<p>Proper installation along with cabling, concealing the cables, testing and commissioning shall be done.</p> <p>The product supplied shall be have a minimum 1 year warranty.</p>



**Annexure-III**

**Tender Format**

**To**  
**Director(Administration)**  
**O/o the Director General of Audit(Central), Kolkata**  
**8, Kiran Shankar Roy Road,**  
**Kolkata-700 001.**

**Sir,**

With reference to your tender Notice No. \_\_\_\_\_ dated \_\_\_\_\_, I/We am/are to submit tender for supply and installation of audio conference system in Millennium Hall in your Office and I hereby declare that:-

- i) I have thoroughly examined and understood all the terms and conditions as contained in the Bid document and agree to abide by them.
- ii) I offer to work at the rates as indicated in the price Bid, inclusive of all applicable taxes.
- iii) I undertake that I have carefully studied all terms and conditions of the tender and shall abide by them, which are being signed in token of my acceptance. Further, it is certified that I/We have never been blacklisted by any Central Government/State Government/PSU Department.
- iv) I/We have no criminal case registered/ pending against any of the Owners/ Partners/ Directors of the Bidding Firm at anywhere in India.
- v) I hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I understand that in case, any deviation is found in the above statement at any stage or I fail to abide by the terms and conditions or to carry on the contract satisfactorily, I will be liable to the termination of contract as mentioned in the terms and conditions Further, I shall be blacklisted and will not have any dealing with the department in future.

**Enclosures:**

1. Statement of quoted value of contract.
2. Terms and conditions duly signed.
3. Copy of Trade License.
4. Copies of registration certificate of Goods & Service Tax(GST).
5. Working experience in reputed office.
6. Copies of PAN card.

**Signature**-----

**Name of Tenderer**-----

**M/s**-----

*(To be printed in the bidder letter pad)*

**Annexure-IV**

**Bidding sheet for procurement of Audio Conferencing System**

<b>Sl. No.</b>	<b>Item Description for Audio conferencing system</b>	<b>Qty.</b>	<b>Price Quoted (inclusive of all Taxes)</b>
01	Controller	01	
02	Priority button for chairman unit	01	
03	Audio Conference system delegate unit	15	
04	Audio Amplifier	01	
05	Speakers	1 pair	
06	Optical zoom camera	01	
07	Installation, Cabling, Testing, Commissioning & minimum 1 year onsite warranty	1 job	

**Signature of bidder along with seal**