

ODISHA SPACE APPLICATIONS CENTRE
Dept. of Science & Technology, Govt. of Odisha
Plot No.45/48(P), Jayadev Vihar, Near Gopabandhu Academy of Administration
Unit-16, Bhubaneswar-751 023

Tender for designing of ORSAC Studio

ORSAC Tender Notice No.14/2018

Sealed tenders are invited from established authorized dealers/designer for supply, installation & commissioning of studio materials and submission of design for modification of studio for Edusat Video Programmes of Odisha Space Applications Centre, Bhubaneswar.

For details please visit Website <http://www.odisha.gov.in> and ORSAC website: <http://www.orsac.gov.in> or in the above office for the tender papers.

Date of issue of Tender Paper	:	13.11.18 to 4.30 PM of 29.11.18
Last date of submission of Tender	:	30.11.18 by 01PM
Opening of tender	:	03.12.18 03.30 PM

ORSAC reserves the right to accept/reject/modify & cancel the full tender or part thereof at any time without assigning any reason thereof.

CHIEF EXECUTIVE

ODISHA SPACE APPLICATIONS CENTRE
Dept. of Science & Technology, Govt. of Orissa
Plot No.45/48(P), Jayadev Vihar, Near Gopabandhu Academy of Administration
Unit-16, Bhubaneswar-751 023

TENDER NOTICE No.14/2018

Sealed tenders are invited from established and accredited authorized dealers and designer having annual turnover of more than Rupees 20 lakhs for supply, installation & commissioning of the under mentioned items or similar types of products of the following specifications at Odisha Space Applications Centre, Bhubaneswar.

Sl. No	Item Description	Unit	Quantity	Cost of tender paper
1	3d folding stage craft structure (foldable platform, foldable backdrop, podium, demonstrative table, black board/ colour board with lighting structure. Space:12' (height) X 16' (length) 3d layout of design (6 nos. view of different angle)			Rs.1000.00

1) Non-transferable tender documents will be available from Odisha Space Applications Centre (ORSAC), Bhubaneswar on payment Rs.1000/- in Demand Draft. The tender document can be browsed at the ORSAC **website: <http://www.orsac.gov.in>** and Govt. of Odisha web site <http://www.orisha.gov.in>. The downloaded bid document can also be used provided it is accompanied with a crossed Demand Draft of Rs.1000/- towards cost of the tender document payable at Bhubaneswar drawn in favour of Odisha Space Applications Centre. Tenderers interested to receive tender documents by Registered Post should pay additional amount of Rs.200/- (Rupees Two hundred) only. However, ORSAC will not be responsible for postal delays in delivery of the documents.

2) The Company having service centre facility at Bhubaneswar shall be preferred.

3) The Tenderers are required to furnish attested copies of GST registration certificate from the competent authority of the State of Odisha / other states as applicable along with the tender.

4) Performance security shall be deducted from Bills as per guidelines given in the tender documents.

5) The Tenderers are required to deposit Rs.5000.00 (Rupees Five thousand) only as Earnest Money Deposit (**EMD**) in shape of Bank Draft payable at Bhubaneswar drawn in favour of Odisha Space Applications Centre, Bhubaneswar.

6) The required set is to be erected at ORSAC studio and the tenderer has to quote the rates giving details of taxes, levies charges, premium etc. separately as stated in the tender document.

7) The tenders should be submitted after due compliance with guidelines given in the tender documents under Schedule (A) Conditions of Contract, Schedule (B)- Technical specifications, Schedule(C)- Delivery Destination, Schedule (D)- Bid Form

& Schedule (E)- Price Schedule Tenders submitted in incomplete form shall be rejected outright.

8) The filled in sealed tenders containing Techno-commercial Bid and Price Bid in double cover system as per instruction given in tender documents, shall be submitted in the Office of the ORSAC, Bhubaneswar by Registered Post, Courier service or dropping in the tender box. Tenders received after due date and time shall not be entertained.

9) The tender document shall be properly indexed and flagged so that the essential documents could be retrieved easily.

10) The tender papers will be available for sale in the office of the ORSAC between **11 AM to 4.30 PM** on Odisha govt. official working days till **29.11.2018**. The sealed tenders will be received till **1.00 PM** of **30.11.2018** in Office of the ORSAC. The technical bids will be opened on **03.12.2018** at **03.30 P.M** in presence of the Tenderers or their authorized representatives, if they so desire. The opening of price bids will be announced later on.

11) ORSAC reserves the right to cancel any or all tenders without assigning any reason thereof.

CHIEF EXECUTIVE

Schedule (A) – Conditions of contract for Tender No. 14/2018

- 1) The Tender papers include instructions issued in the Tender notice along with the Schedule (A) - Conditions of Contract, Schedule (B) – Technical Specifications, Schedule (C) – Delivery Destination, schedule (D) – Bid Form, Schedule (E) – Price Schedule.
- 2) The Tenderers shall submit the following documents and information with the tender. Lack of complete and adequate information under any of the parameter may render the bid disqualified.

a) Technical Documents:

- i) Copy of Tender Notice
- ii) Acceptance of Schedule (A) & Schedule (B)
- iii) Attested copies of GST registration certificate from the competent Authority of the State of Odisha/ other state as applicable.
- iv) Documents in support of supplies made during last 2 years to different Govt./public sector undertaking/Corporate Offices.
- v) The firm should submit an undertaking for providing service/maintenance during the warranty period effective from the date of commissioning with terms & conditions.
- vi) Bank draft of Rs1000.00 (Rupees one thousand) only if using downloaded tender document.
- vii) Attested copies of Audited Balance Sheet for last 3 years
- viii) Service facility at Bhubaneswar & outside.
- ix) The technical document shall be flagged appropriately to retrieve the documents by the committee without help of the technical representative of the individual firm.
- x) Bank draft of Rs.5000.00 (Rupees Five thousand) only drawn in favour of Odisha Space Applications Centre towards EMD.

b) For Price Bid:

- i) Acceptance of Schedule (C) Delivery destination
 - ii) Filled up Schedule (D) – Bid form
 - iii) Filled up Schedule (E) – Price Schedule
- 3) The quoted rates shall be for destination mentioned in the Schedule (C) Delivery Destination, inclusive of all taxes, duties, levies, charges, transportation cost, transit insurance cost. Rates with conditionality or provision of escalation will be rejected.
 - 4) Validity of period of the Tender shall be 60 days from the date of opening of the price bid.
 - 5) The items are to be delivered in good condition at ORSAC, Bhubaneswar as mentioned in the Schedule (C) for delivery destination.
 - 6) The H/W and S/W should be new and unused. The items shall be of reputed OEM and should also confirm to latest models, designs and standards i.e. as per Schedule-B. ORSAC reserves the right to purchase whole or part of the items as required.

- 7) If any item fails to satisfy requirement of standards, the item shall not be accepted and the tenderer at his own cost shall remove it from point of delivery.
- 8) Items are to be delivered within 30 days of issue of purchase order.
- 9) The tenderer shall give a minimum warranty period of 1 year or warranty with the product from the date of commissioning of the items at destination.
- 10) The tenderer shall produce datasheet of each item certified by OEM to verify its authenticity with specification published in the tender.
- 11) The tenderer has to rectify defects in the items supplied within 7 days of issue of intimation during the warranty period, failing which an amount of one percent of performance security will be forfeited per day of delay.
- 12) ORSAC may consider receiving the items beyond stipulated date by imposing liquidated damage of 0.50 (zero point five zero) percent of cost per week of delay subject to maximum penalty of 5% of the value of each item inclusive of all taxes, duties, levies and charges. Part of the week shall be reckoned as one week.
- 13) Tenders are to be submitted in a double cover system. The 1st sealed envelope shall contain the Technical Documents and the 2nd sealed envelope shall contain the Price Bid. Both the 1st and 2nd sealed envelopes are then to be put inside a 3rd envelope duly marked "installation of set in the studio and submission of design of the set with 1 year warranty or warranty with the product. From and to addresses shall be written on each of the envelopes.
- 14) Submission of sealed tenders shall be by Registered Post, courier service or dropping in the tender box. ORSAC shall not be responsible for postal or courier service delays or missing of the documents during transit. Tenders reaching late (as per time mentioned in the Tender Notice) shall not be considered by ORSAC.
- 15) Conditions : To float a tender with specifications of the sets where the set designer will be asked to submit the design of the proposed set alongwith suggested set lighting in its technical bid. If the set design with set lighting is found to be proper for the studio then the vendor can participate in the financial bid.
- 16) Conditional Tenders shall be rejected.
- 17) **Terms of Payment:** Payment to the successful tenderer shall be made only after items are received in good, serviceable condition and successfully installed at ORSAC as per conditions stipulated in the tender documents along with required documents submitted to ORSAC in support of Bills. 90% of the bill amount will be released after successful commissioning & operational of the system & 10% of the Bill amount will be retained towards "**Performance Security**". This amount can be released on submission of Bank Guarantee for equal amount issued by any Nationalized Bank at Bhubaneswar, which will remain valid till three month beyond the Guarantee period.
- 18) The tenderer shall not raise any claim in any manner after the Bill amounts are cleared against the purchase order.

19) In case of any dispute between the Tenderers and ORSAC regarding interpretation of Tender document conditions, the decision of the Chief Executive, ORSAC shall be final and binding.

20) Jurisdiction of Court – Civil Suits, if any, arising out of the contract shall have to be filed at Bhubaneswar under Khurda district. Writ petitions, Civil & Criminal, shall be filed in the High Court of Orissa, Cuttack.

21) The EMD amount shall be returned to the successful tenderer after receipt of Performance Security amount.

Accepted the above conditions under schedule (A) of tender.

(Signature of Tenderer)

Name:

Address:

Schedule (B) – Technical Specification for Tender No.14/2018

Errrection of a set in ORSAC studio for Edusat video programmes.

Concept: The set will be used for recording / online live transmission of educational programmes. The set is to depict iconic images of different academic subjects. It should also have a podium, demonstrative table & a black board/ colour board for writing formulas by the tele-teachers during live transmission/ recording.

Scope of work: 3d folding stage craft structure (foldable platform, foldable backdrop, podium, demonstrative table, black board/ colour board with lighting structure.

Space: 12' (height) X 16' (length)

Required submission : 3d layout of design (6 nos. view of different angle

Specification (Items to be used): The water proof ply to be used for construction of the set should be from a branded/reputed company (ISI mark) having atleast 5 years of warranty against white one.

SCHEDULE "C" DELIVERY DESTINATIONS

Sl. No	Item	Qty.	Units	Delivery Destination/ Consignee
1	3d folding stage craft structure (foldable platform, foldable backdrop, podium, demonstrative table, black board/ colour board with lighting structure. Space:12' (height) X 16' (length) 3d layout of design (6 nos. view of different angle)			ORSAC, Bhubaneswar

Accepted the above-mentioned conditions under schedule C of the tender for our item of supply.

Signature of Tenderer

Name:

Address:

SCHEDULE (D) – Bid Form

To

The Chief Executive
Orissa Space Applications Centre
Bhubaneswar

Sir,

I/ we have gone through the Tender Notice relating to supply, installation & commissioning of 3d folding stage craft structure (foldable platform, foldable backdrop, podium, demonstrative table, black board/ colour board with lighting structure., Space:12' (height) X 16' (length) and 3d layout of design (6 nos. view of different angle with 1 year warranty or warranty with the product at Odisha Space Applications Centre (ORSAC) and the schedule (A), (B), (C), (D) and (E) of Tender document.

I / we also agree that an amount of ten per cent shall be deducted from my bill towards performance security.

I/ We agree the ORSAC shall be at liberty to forfeit performance security as per conditions of the contract in case of defaults on my/ our part in fulfilling contractual obligations.

I/We have gone through all terms and conditions stated in the Tender documents and agree to all the terms and conditions.

(Signature of Tenderer)

Date:

Name:

Address:

Schedule (E) – Price Schedule for Tender of Supply, installation & commissioning 3d folding stage craft structure (foldable platform, foldable backdrop, podium, demonstrative table, black board/ colour board with lighting structure., Space:12' (height) X 16' (length) and 3d layout of design (6 nos. view of different angle with 1year warranty or warranty with the product (Continuation sheet may be used if required and each page to be signed)

A)	Item description (mention as per Tender Notice)	Unit price @	Details of tax components			Total price in Rs. (mention in figures and words)	Remark
			Taxes* (Mention each tax separately) in Rs.	Other** Charges (mention each separately) in Rs.	Total (3+4)		
	1	2	3	4	5	6	7
	i) 3d folding stage craft structure (foldable platform, foldable backdrop, podium, demonstrative table, black board/ colour board with lighting structure ii) Space:12' (height) X 16' (length) iii) 3d layout of design (6 nos. view of different angle						

Grand Total:

(Signature of Tenderer)

Name:

Address: