



BHATTADEV UNIVERSITY

A State University established by upgrading Bajali College

BAJALI, PATHSALA-781325, ASSAM

NIB No.: BU/E&A Sec./NIB/2022/2174

Date: 21/11/2022

NOTICE INVITING BIDS

Sealed quotations are invited from intending suppliers/authorized dealers/ service providers for **“SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND TRAINING/DEMONSTRATION OF EQUIPMENTS ALONG WITH OTHER ACCESSORIES OF AUDIO-VISUAL STUDIO REQUIRED TO BE SETTING UP FOR DEPT. OF MASS COMMUNICATION & JOURNALISM OF BHATTADEV UNIVERSITY, BAJALI.”**

The following general terms and conditions, will be applicable:

1. All technical documents along with the supporting documents in conformity with the terms and conditions are to be placed in a sealed envelope along with Price quotations for various components clearly indicating the amount including various tax components etc.
2. The sealed envelope must be clearly super-scribed on the top of the same as **“SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND TRAINING/DEMONSTRATION OF EQUIPMENTS ALONG WITH OTHER ACCESSORIES OF AUDIO-VISUAL STUDIO REQUIRED TO BE SETTING UP FOR DEPT. OF MASS COMMUNICATION & JOURNALISM OF BHATTADEV UNIVERSITY, BAJALI. NIB NO BU/E&A Sec./NIB/2022/2174 DATED 21/11/2022”**. The name and address of the bidder along with valid contact number(s) must be mentioned on each of the envelopes. The sealed envelope addressed to "The Registrar, Bhattadev University, Bajali, Pathsala, PIN-781325, Assam" must be submitted during office hours in the Drop-Box arranged for the purpose or sent by post on or before **2.00 PM of 06/12/2022**. Tender sent by post must be reach by the above time and date. For late delivery by postal or any other authentic mailing services, the institute shall not be responsible.
3. No separate tender paper will be issued from the office; one should only download the List of Equipments along with Specifications from the university website: <https://bhattadevuniversity.ac.in> .
4. The rates should be quoted in Indian Rupee. GST (CGST, SGST, IGST), admissible duties, rates and other taxes, if any, all of which shall be shown separately. Insurance, wages of manpower, and other incidental expenses must be borne by the selected bidder themselves.



5. The total number of each type of equipment to be purchased will depend on fund availability; and, the university may decide not to purchase any given type of equipment without giving any reason.
6. Charges for customs clearance (if required) and transportation are to be incurred by the supplier.
7. Applicable levies, surcharge and discounts should be clearly indicated item-wise.
8. **Quoted rates should be valid at least for a period of one year.**
9. The rates should be quoted along with supporting documents of specifications and technical features.
10. The equipments must be installed at the premises of Bhattadev University, Pathsala, Assam and after installation a basic training must also be provided by the supplier or their Indian counterpart without any additional cost.
11. Warranty/ Guarantee period should be specifically mentioned in the quotation against each item
12. Details of availability of after sales support and spare parts will have to be furnished. After sales support, directly from manufacturer will be preferred.
13. Demonstration / on-site discussion may be sought from the vendors for authentication of quoted Specification and pricing.
14. **The last date of submission of bids is 06/12/2022 at 2.00 PM.** The quotations will be opened on same day at 2.30 PM. Representatives of the participating companies may attend the quotation opening meeting to be held in the office of the Registrar, Bhattadev University.
16. Rates must be quoted item wise. PAN/GSTN wherever applicable, must be mentioned.
17. A non refundable tender processing fee of Rs. 1000/- (One Thousand) must be deposited through Demand Draft **in favour of Registrar, Bhattadev University, Bajali Payable at Pathsala.** Applications with no bid processing fee will be rejected.
18. AMC policy including rate and other terms and conditions is required to be clearly stated along with the proposal for maintenance after the expiry of Warranty period. This may be weighed as a total package value of the contract at the discretion of the Bhattadev University.
19. The Earnest Money Deposit (EMD) of **Rs. 10,000/-** (Rupees ten thousand only) which is Refundable must be deposited through Demand Draft **in favour of Registrar, Bhattadev University, Bajali Payable at Pathsala** should be attached with the Bid, failing which the Tender will be rejected.

Provided that any concession in bid security deposit as may be notified by the State Government from time to time for encouraging local industries or small business, micro and small enterprises located in and operating from the State, recognized start-ups located in and operating from the State, individual bidders belonging to different reserved categories of the State, individual



physically challenged bidders of appropriate levels of disability, and women entrepreneurs etc., shall be allowed accordingly on production of the relevant certificates from the competent authorities.

20. Lowest rate may or may not be the sole selection criterion for award of the supply order. Brand reputation, technical superiority, etc. may also be taken into account while choosing a firm for the supply and installation of the items. However, the negotiations, if necessary, to be made by Bhattadev University with the LI bidder (s) may be held for finalizing the order.
21. Manufacturer's Authorization Form from original equipment manufacturer (OEM) must be submitted.
22. Annual turnover for last 3 years must be submitted.
23. Proof of satisfactory completion of similar jobs elsewhere may also be attached.
24. All other terms and conditions will be as per the Bhattadev University rules and regulations.
25. Bhattadev University reserves the right of modifications, cancellations and decisions in regard to the entire process.

Enclosures-cum-Checklist

Documents etc. which must be placed inside the envelope are

- i) Demand draft of tender processing fee of Rs. 1000/- (One Thousand).
- ii) Demand draft of EMD of Rs. 10000/- (Ten Thousand).
- iii) Copy of bidding document duly sealed and signed by the authorized signatory representing the bidder.
- iv) The bidder must filled up the Annexure-I and submit along with bid
- v) An undertaking on the letterhead of the bidder clearly stating that 'all terms and conditions stipulated in the bidding document are unconditionally acceptable to us'
- vi) Copy of valid/ up-to-date trade license issued by the competent authority under jurisdiction of Assam State.
- vii) Copy of PAN card
- viii) Copy of certificate pertaining to GST registration
- ix) Copy of document(s) indicating income tax returns (ITR) filing for the Current Financial Year [i.e. Assessment Year 2021-2022]
- x) Copy of documents/ testimonials [such as purchase orders/ invoices] indicating prior work experience of similar nature.
- xi) Hard Copy (paper) of the duly filled up prescribed price format at **Annexure- II**




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**Annexure - I
Bidder's Details**

Sl. No.	Particulars	Details to be filled
1.	Name and Address of the Applicant Firm/Company/Proprietary Concern (relevant documents to be produced)	
2..	Mobile number with Email ID of the person to be contacted	
3.	PAN number	
4..	Registration number	
5.	GST Registration Number	
6.	Bank details	
	a) Name in A/C	
	b) A/C No.	
	c) Name of the Bank	
	d) Name of the Branch	
	e) IFS Code of the Branch	
7.	Details of experience (If any)	

Signature with Official Seal:

Name & Address of the Applicant:

Place:

Date:




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Annexure-II

Sl. No.	Item	Specification
1	Acoustic Treatment	18 ft x 16 ft (Approx.) size Room. <i>Parties may visit the MCJ Department of Bhattadev University for quoting their rate before submission of tender in this regard.</i>
2	Microphone	Large Condenser Microphones
4	Digital Mixer	Video: NTSC or PAL (ITU601) PC-RGB: 6Video Format :- 40 x 480/120 Hz, 800 x 600/120 Hz, 832 x 624/75 Hz, Video Sampling Rate :- Video: 4:2:2 (Y:B-Y:R-Y), 8-bit, 13.5 MHz Frame Synchronizer :- 2 systems Video effects :- Still, Strobe, Afterimage, Feedback, Shake, Negative, Colorize, Find Edge, Silhouette, Mono Color, Emboss, Posterize, Color Pass, Luminance key, Chroma key, Flip, Multi, Mirror, Picture-in-picture or near Equivalent
5	Audio interface	Number of Channels: 2; Power Rating: 4/8 ohm, 300W, Load Impedance / Voltage: 4 Ohms (Minimum), 70/100V; Frequency Response: 20 Hz to 20 kHz ± 1 dB (8 Ohms) or near Equivalent
6	Teleprompter	Teleprompter System : - Basic mounting structure - Height Adjustable 3 layer Telescopic Stand - Adjustable Camera mount - Provision for hiding light exposure - Beam Splitting Mirror - 18.5" LED Monitor with HDMI input - 5 Meters HDMI cable - Studio Prompter Professional Software , USB Controller included or near Equivalent
8	Video camera	1.0"-Type MOS sensor UHD 4K: 29.97/23.98 Full HD: 59.94/29.97/23.98P FHD Variable frame rate up to 60 fps UHD/FHD dual-codec recording 16-Axis color correction function 8.8 to 132mm 15x optical zoom with OIS 3 x Manual lens control rings Relay and simultaneous recording or near Equivalent



9	Video Editing software	Adobe Premiere Pro (Recent version)
10	Digital Audio Workstation software	Wave lab (Recent version)
11	USB, XLR, Phone cables	Rate may be quote in Price per meter
12	Studio light	LED STUDIO VIDEO LIGHT 5600K, MONOLIGHT STYLE or near Equivalent




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