



National Innovation Foundation -India

Bungalow No. 1, Satellite Complex, Premchand Nagar Road

Satellite, Ahmedabad – 380015, Website: www.nif.org.in

Phone: 079-26732456, Email: info@nifindia.org

Tender Notice for **Purchase of Video Conferencing Equipment**

National Innovation Foundation invites sealed tenders for Video Conferencing Equipment from reputed vendors.

Specifications and general terms and conditions are mentioned in the following pages.

The last date for submission of sealed tender is: 22nd March 2011 by 2 pm

Tenders would be opened on the same day at 3 pm

Ahmedabad

16 March 2011

Chief Innovation Officer



National Innovation Foundation -India

About NIF – India (<http://www.nif.org.in>)

National Innovation Foundation – India is an autonomous body under the Department of Science and Technology, Govt. of India.

It was established in 2000 with the main goal of providing institutional support for scouting, spawning, sustaining and scaling up grassroots green innovations and helping their transition to self supporting activities.

NIF has its registered office located at Bungalow No.1, Satellite Complex, Premchand Nagar Road, Satellite, Ahmedabad – 380015.



National Innovation Foundation -India

Tender Notice

Ref. No. NIF/IT/PR/2011/4

National Innovation Foundation – India invites sealed tenders from authorized and reputed vendors

| Sr. No | Description | Quantity | Last Date for Submission |
|---------------|------------------------------|-----------------|--------------------------------------|
| 1 | Video Conferencing Equipment | 3 sets | 22 nd March 2011, 2 pm |

Tenders would be opened on 22nd March 2011 at 3 pm.

NIF is following a limited tendering process for purchasing video conferencing equipment by inviting tenders from more than 3 vendors. The tender document is also available on NIF website and any other vendors who are interested to submit their bid can do so by following the terms and conditions mentioned in this document.

The technical specifications and criteria for evaluation are mentioned in the following pages.

Ahmedabad

16 March 2011

Chief Innovation Officer

Specifications for the Video Conferencing Equipment (for each set)

| Parameter / Feature | Specification |
|----------------------------|---|
| Multi-party conferencing | 1 Hub + 3 spokes |
| Display | Should support HD display on HD screen, laptop/projector with HDMI port |
| Video Resolution | 720p @ 30fps. Video resolution must not suffer significant degradation due to bandwidth fluctuations from 2Mbps to 512 Kbps |
| Video Standards | H.261, H.263, H.263+, H.264 and H.239 |
| Video Inputs & Outputs | At least two video inputs and outputs (HD video and DVI) apart from camera |
| Camera | Should support HD images with ability to zoom, remote control with angle of rotation at least 45 degrees, auto focus |
| Microphone | HD audio, High sensitivity to voice in a normal conference room, ability to filter noise, ability to mute microphone |
| Audio Standards | G.711, G.722, G.722.1, G.728, G.729 |
| User Interface | Easy to use, manual dial, speed dial, address book, redial, remote control |
| Security | Password protection for admin and user, ability to block http, telnet, ssh services, ability to work from within firewall |
| Encryption Standards | H.235 AES |
| Interoperability | System should be able to interoperate with video conferencing equipment or other major vendors. |
| Communication Standards | Support from 128Kbps to 2Mbps broadband, ISDN BRI and PRI support preferable, LAN 10/100 Mbps |

General Terms and Conditions

1. The validity of the bid should be at least 90 days from the last date of submission.
2. NIF shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.
3. No unsolicited correspondence shall be entertained after the submission of the bid.
4. If an order is placed with the firm, the purchase shall be governed by an agreement as per NIF Guidelines in force at the time
5. Additional terms and conditions will be incorporated in the purchase order, if needed, to safeguard the interests of NIF
6. Tender is not transferable
7. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of Ahmedabad, where the purchaser ordinarily resides.
8. No Agency commission will be paid to any authorized agent in India
9. Bids must be submitted in sealed covers
10. Tender shall be addressed to Chief Innovation Officer, National Innovation Foundation, Bungalow No.1, Satellite Complex, Premchand Nagar Road, Jodhpur Tekra, Satellite, Ahmedabad – 380015
11. The sealed cover must have written "Offer for VIDEO CONFERENCING" on it.
12. This is a limited tender and bids are invited from more than 3 vendors.
13. This tender document will also be available for download from NIF website at www.nif.org.in. Interested vendors can submit their offers after downloading the tender document.
14. Accepted rate cannot be altered during the tender agreement period
15. The tenderer is eligible only for accepted tender rates and not eligible for any other charges.
16. NIF reserves the right to reject any / all offers without assigning reasons thereof.

Specific Terms and Conditions

1. Selected vendor must arrange for delivery the video conferencing equipment (All 3 sets) at NIF's office at Bungalow No.1, Satellite Complex, Premchand Nagar Road, Jodhpur Tekra, Satellite, Ahmedabad – 380015
2. One site of installation is NIF office at Ahmedabad. The other two will be intimated to the vendor after delivery and the vendor must agree to install it at the other two sites anywhere within India.
3. Any damage during transit will not be the responsibility of NIF and the vendor must agree to provide a replacement at his cost.
4. Vendor must set up and demonstrate the video conferencing equipment before the delivery can be deemed to be complete.
5. Full payment will be released on delivery.
6. An EMD of Rs.15,000 (DD in favor of "National Innovation Foundation – India") must be submitted by the tenderer along with the bid. Without EMD, bid will not be considered for evaluation.
7. EMD amount of the unsuccessful tenderer will be returned after awarding of the contract against a letter of request addressed to Chief Innovation Officer, National Innovation Foundation, Bungalow No.1, Satellite Complex, Premchand Nagar Road, Jodhpur Tekra, Satellite, Ahmedabad – 380015
8. The EMD amount of the successful tenderer will be returned after successful installation of kiosk against a letter of request addressed to Chief Innovation Officer, National Innovation Foundation, Bungalow No.1, Satellite Complex, Premchand Nagar Road, Jodhpur Tekra, Satellite, Ahmedabad – 380015
9. The bid must be accompanied with a datasheet / brochure of the product.
10. Vendor must also provide a list of customers to whom they have supplied video conferencing equipment in the past.
11. Vendor must offer onsite support and warranty of 1 year.

Evaluation Criteria

1. NIF-India reserves the right to reject any / all bids with unbranded / sub-standard brands / un-certified brands of products even if they found to be lowest priced.
2. Bids without EMD will not be evaluated
3. Selection of vendor will be made by NIF's purchase committee based on the overall bid of the vendor based on following criteria
 - a. Whether the product meets the specifications
 - b. Whether the terms of delivery, maintenance and warranty are agreeable
 - c. Whether the vendor has offered any special discounts to NIF considering it is a non-profit organization
 - d. Whether any special features are offered in the product in terms of the configuration and functionality over and above those stated in the specifications
 - e. Price quoted

Instructions for the Tenderer

Tenderer must submit the following information along with his bid

1. Name of the firm
2. Address
3. Head Office
4. Local Support Contacts
5. PAN number
6. TAN number
7. TIN number
8. List of Clients
9. List of Clients in Ahmedabad if any
10. Brochure/Datasheet of the video conferencing equipment

Price must be quoted in the following format

| Item | Rate | Quantity | Total |
|------------------------------|-------------|-----------------|--------------|
| Video Conferencing Equipment | | 3 sets | |

Taxes if any

Discounts offered to NIF as a non-profit government body

Delivery Time

Post Warranty Maintenance cost if any

Date:
Place:

Authorized Signatory _____
With stamp