

January 02, 2015

Invitation of Bids for Supply & Installation of Sound System in Conference Room

Department of Psychology, Arts Faculty Extension Building, University of Delhi, Delhi – 110007, invites sealed bids from eligible original equipment manufacturers (OEMs) or their authorized distributors / dealers and system integrators for the supply and installation of the item as per list attached at "**Annexure-I**".

1. Interested Bidders are requested to submit their bids in a sealed envelope containing TWO PARTS duly sealed in separate envelopes – One for technical bid (as per **Annexure -"II"**) and Second for price bid (as per Format given at **Annexure – "III"**). Bidders shall ensure that their bids, complete in all respects, are submitted in the office of Department of Psychology, Arts Faculty Extension Building, University of Delhi, Delhi-110007 **on or before 23.01.2015 up to 3:30 p.m.** failing which the bids will be treated as late and rejected.
2. The bid submitted by telex / telegram / Fax / E-mail etc. shall not be considered.
3. The bid not submitted in the prescribed formats or incomplete in detail is liable for rejection. The Department of Psychology is not responsible for non-receipt of bids within the specified date and time due to any reason including postal delays or holidays.
4. Bid received without separate sealed envelopes as mentioned above will not be accepted.
5. The Technical bids will be opened on **27.01.2015 at 02:30 p.m.** in the Department in presence of the representatives (if any) of the firm(s). In case, any unscheduled holidays occurs on prescribed closing/opening date, next working day shall be prescribed date of closing/opening. If any further amendment / changes made by the Department, the same will be uploaded on the University website, www.du.ac.in. Therefore, prospective bidders are required to periodically visit the website of the University for this purpose.



Prof. Nandita Babu
Head of the Department

Terms & Conditions of the Bid

1. Eligibility Criteria

- Bidder must be a registered firm in India under the applicable law and shall have base with technical support in Delhi / NCR.
- Bidder should have reputed background and should be established the business (for which the bid is made) for at least 3 years. Purchase order copies along with Completion/Performance Certificate, if available, in this regard should be furnished with the bid so as to establish the relevant experience of the bidder.
- All equipment and parts should be installed by the successful bidder on site. The supply, installation, testing and commissioning of sound system in Conference Room is expected to be from a reliable and reputed make for trouble free operation.
- Bidders, other than Original Equipment Manufacturer (OEM), must submit a letter of authority from their manufacturer(s) for this specific bid that they have been authorized to quote on behalf of the manufacturer and shall provide after sales-support during warranty period.

2. Two Bid System

Bid should invariable be submitted in two bids system containing two parts, Part – I as Technical Bid in one sealed envelope and Part – II as Price Bid in another sealed envelope. Both the sealed envelopes should then be put in one big envelope and all the three envelopes also superscribed as “***Bids for the supply/installation of Sound System in Conference Room***”.

ENVELOPE Part- I (Technical Bid):

The Technical offer should be complete in all respects and contain all information asked for, **except prices**. The Technical Bid should include all components asked for in Annexure IV. The format for submission of technical offer is as follows:

- Check List as per **Annexure – IV**
- Acceptance letter as per **Annexure V**
- Non-Blacklisting Certificate – **Annexure - VI**
- Details of Service/Support Centers
- Technical Datasheets with specifications as given in **Annexure II**. Any deviation, if any, is to be intimated in the bid.
- CST/VAT Registration No. (Photocopy of the certificate must be enclosed).
- Service Tax Registration No. (Photocopy of the certificate must be enclosed)
- PAN (Photocopy must be enclosed)

The Technical Bid may be submitted neat manner. Each Page of the document shall bear seal and signature of the authorized signatory.

ENVELOPE Part - II (Price Bid):

- The Price Bid should give all relevant price information as per **Annexure III**. The Bid Form must be filled in all respect, without any errors, erasures or alterations.
- Prices are to be quoted in Indian currency only.
- Total amount in words and figures shall be the total cost of the project and Department will not bear, what so ever it may be, any additional cost to make the system functional.

3. Offer Validity Period

The offer must be valid for a period of **90 days** from the opening date of the Technical Bid. Any offer falling short of the validity period is liable for rejection.

4. Earnest Money Deposit

- EMD of Rs.20,000/- (Rupees Twenty Thousand Only) in the form of Demand Draft / Banker's Cheque in favour of "**Registrar, University of Delhi**", payable at Delhi shall be attached with the Technical bid, failing which the bid shall be rejected.
- In case the successful bidder withdraws his offer within the validity of bid or before entering into contract within the bid validity period, the EMD will be forfeited & the bidder will have no right to claim for refund of the EMD.
- If successful bidder does not honour his commitment after placing the order, the EMD will be forfeited and the loss incurred by the Department will be recovered from the bidder.
- The EMD will be returned to the un-successful Bidder as early as possible after finalization of Contract.

5. Costs

The offer should include the following:

- Cost of the equipment inclusive of all taxes & statutory levies and charges for onsite installation.
- At least 1 year onsite comprehensive warranty or maximum warranty period provided by the manufacturing firm (whichever is higher) covering all parts & labour. This period will start from the date of satisfactory installation/delivery and successful acceptance of all the goods by the Department of Psychology, University of Delhi.

6. Modification and Withdrawal of Offers

The bidder may modify or withdraw its offer after its submission, provided that written notice of the modification or withdrawal is received by Department of Psychology to the closing date and time prescribed for submission of offers. No offer can be modified by the bidder, subsequent to the closing date and time for submission of offers. In the event of withdrawal of the offer by successful bidders, the EMD will not be refunded.

7. Clarification of Offers

To assist in the scrutiny, evaluation and comparison of offers, Department of Psychology may, at its discretion, ask some or all bidders for clarification of their offer. The request for such clarifications and the response will necessarily be in writing. If deemed necessary, the bidder is required to give presentation on the systems offered.

8. Technical Inspection and Performance Evaluation

The evaluation criteria adopted by Department of Psychology would apply uniformly to all bidders.

After opening Price Bid of the shortlisted bids, if there is any discrepancy between words and figures, the amount indicated in words will prevail.

9. Delivery & Installation Period

The Department of Psychology would like to have the following time schedule for completion of the activities from the date of placement of orders.

- a) **Delivery:** As given in the Purchase Order.
- b) **Installation and Operationalisation:** Immediately, but not later than 2 weeks from the date of delivery.
- c) The bidder shall be responsible for proper packing so as to avoid damage under normal conditions of transport and delivery of the material in good condition to the Department. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking / inspection of the material by the consignee. No extra cost on such account shall be entertained.
- d) Part delivery will not be allowed. The Head of the Department, Department of Psychology will have the discretion to invoke the payment from the Bank for any breach of contract.

10. Payment Terms

100% payment after satisfactory installation.

11. Training:

1. The bidder will provide hands on training on bidders own cost for operating/handling the equipment within 7 days of installation.
2. The bidder will provide all the operational & maintenance manuals and tools (if required) of all items, equipments at the time of installation.

12. Jurisdiction

The jurisdiction of the courts shall be Delhi only.

Annexure – I**Items Required**

Sr. No.	Items	Required Qty. (in Nos.)
01	Line Array Loudspeaker	02 (Two)
02	Two-way Speaker	02 (Two)
03	Dual Channel Power Amplifier	01 (One)
04	Mixing Console	01 (One)
05	Boundary Layer Microphone	05 (Five)
06	Wireless Handheld Microphone	02 (Two)
07	Gooseneck Microphone	01 (One)
08	Feedback Suppression Processor	01 (One)
09	Podium	01 (One)
10	Equipment Rack	01 (One)

Annexure – II**Details of the Items Required with Specifications****01. Line Array Loudspeaker**

Ser. No.	Specifications	
01	Frequency Range (-10 dB)	80 Hz to 20 KHz or better
02	Nominal Dispersion	20 degree (V) x 150 degree (H) or better
03	Sensitivity	88 dB or better
04	Nominal Impedance	8 ohms
05	Power Capacity	150 watt or better
06	Transducer	8 nos. or better 2 inch Full Range
07	Enclosure	Fiberglass reinforced ABS cabinet and aluminum grille

02. Two-way Speaker

Ser. No.	Specifications	
01	Frequency Range (-10 dB)	80 Hz to 20 KHz or better
02	Mid Range (+/- 1.5 dB)	130 Hz to 14 KHz or better
03	Continuous Program Power	200 Watts or better
04	Continuous Pink Noise	100 Watts or better
05	Nominal Coverage	100 degree (HxV) or better
06	Nominal Sensitivity	85 dB SPL or better
07	Nominal Impedance	8 ohms
08	Low-Frequency Transducer	130 mm or better

09	High-Frequency Transducer	20 mm or better
10	Enclosure Material	Polystyrene
11	Grille	Stainless steel
12	Features	Overload Protection

03. Dual-Channel Power Amplifier

Ser. No.	Specifications	
01	Rated Power Output per Channel	775 watts into 2 ohm; 525 watts into 4 ohms; 300 watts into 8 ohms; 1050 watts into 8 ohms Bridge and 1550 watts into 4 ohms Bridge or better
02	Sensitivity for full rated power at 4 ohms	1.4 Vrms
03	Frequency Response at 1 watt, 20 Hz to 20 kHz	+0 dB and -1 dB or better
04	Signal to Noise Ratio	100 dB or better
05	Total Harmonic Distortion	0.5% or Less
06	Intermodulation Distortion from full rated output to -30 dB for 60 Hz and 7 kHz at 4:1	0.5% or Less
07	Damping Factor (8 ohm) 10 Hz to 400 Hz	200 dB or better
08	Crosstalk (below rated 8 ohm power)	85 dB at 1 kHz and 55 dB at 20 kHz
09	Input Impedance	20 kilohms balanced and 10 kilohms unbalanced
10	Features	Crossover System and Channel independent Clip Limiter

04. Mixing Console

Ser. No.	Specifications	
01	Channel	12 nos. mono with 2 nos. stereo inputs
02	Frequency Response	Mic / Line Input to any Output: +/-1.5dB, 20Hz – 20kHz
03	THD	Mic Sensitivity -30dBu, +14dBu @ Mix output: 0.02% @ 1kHz or Less
04	Noise	- 127dBu for Mic Input and - 85dBu or Less for Aux, Mix and masters
05	Crosstalk	96 dB for Channel Mute and 56 dB for Aux Send Pots Offness
06	EQ	Min. 3 Bands for Mono and 2 Bands for Stereo or better
07	Phantom Power	Support 48V or better
08	Input Levels	+15dBu for Mic and +30 dBu for Line and Stereo
09	Output Levels	+20 dBu for Mix and 300 mW for Headphones

05. Boundary Layer Microphone

Ser. No.	Specifications	
01	Type	Surface Mounted
02	Element	Electret Condenser
03	Frequency Response	50 Hz to 20 KHz
04	Polar pattern	Half- Supercardioid
05	Impedance	150 ohms, balanced
06	Sensitivity	22 mV/Pa
07	Power Sensitivity	- 30.5 dB
08	S/N Ratio	72 dB at 94 dB SPL
09	Operating Voltage	Phantom Power
10	Feature	Programmable on/off Membrane Switch
11	Output	Balanced XLR
12	Materials	Molded Plastic and Steel mesh Grille

06. Wireless Vocal Microphone

Ser No	Specifications	
01	Microphone	Consists of a Receiver and a cardioid polar pattern Transmitter with on/off and Mute Switch
02	Receiver	
03	Modulation	FM
04	THD at 1 KHz	Less than or Equal to 0.8 %
05	Signal/Noise Ratio	110 dB (A) or better
06	Radio Sensitivity	-100 dBm
07	Simultaneous Channels	Support 3 nos. or better
08	Audio Output	¼ inch Balanced Jack
09	Transmitter	
10	Modulation	FM
11	Frequency Bandwidth	40 Hz to 20 KHz
12	Signal/Noise ratio	110 dB (A) or better
13	Radio Range	20 meters or better
14	Battery Type	Support AA Alkaline / Lithium / NiHM rechargeable

07. Gooseneck Microphone

Ser No	Specifications	
01	Audio Frequency Bandwidth	20 Hz to 20 KHz
02	Load Impedance	2000 ohms
03	Voltage	9 to 52 V
04	Current	3.5 mA
05	Audio Output	Balanced XLR
06	Gooseneck Length	50 cm
07	Polar Pattern	Cardioid

08	S/N ratio	73 dB-A
09	Sensitivity	20 mV/Pa
10	Features	Programmable Mic On/Off Switch, LED Ring and Radio Frequency Interference Shield

08. Feedback Suppression Processor

Ser No	Specifications	
01	Input	Two nos. or better
02	Output	Two nos. or better
03	Input / Output Type	Electronically balanced/unbalanced RF Filtered
04	Input Line / Output Level	+ 20 dBu (max.)
05	Frequency Response	20 Hz – 20 KHz (+/- 0.5 dB)
06	Dynamic Range	105 dB or better
07	THD+ Noise	0.002% at +4 dBu, (1 KHz, 0 dB input gain)
08	Inter-channel Crosstalk	80 dB
09	A/D & D/A Conversion	24 bit

09. Podium

Ser No	Specifications	
01	Size	4.13 feet Height, 2.16 feet Width and 1.83 feet Depth
02	Top	Flat Desktop with installation of above mentioned Gooseneck Mic
03	Shelf	A sliding Keyboard shelf and 15U Lockable Cupboard
04	Features	Castors and Provision of cable management with floor access

10. Equipment Rack

Ser No	Specifications	
01	Height	21U or better
02	Width	600 mm
03	Depth	600 mm or better
04	Basic Structure	Four Pillars of CRCA Steel Folded
05	Top & Bottom Cover	CRCA Steel Sheet
06	Side Panels	CRCA Steel Sheet
07	Doors Front & Rear	Hex Perforated (Single)
08	Load Bearing Capacity	300 kgs. on castor wheels
09	Finish	Powder Coated

PRICE BID

S. No.	Items	A/U	Qty.	Unit Price	Tax Amount	Unit Price with Tax	Total Price with Tax
01	Line Array Loudspeaker	Nos.	02				
02	Two-way Speaker	Nos.	02				
03	Dual Channel Power Amplifier	No.	01				
04	Mixing Console	No.	01				
05	Boundary Layer Microphone	Nos.	05				
06	Wireless Handheld Microphone	Nos.	02				
07	Gooseneck Microphone	No.	01				
08	Feedback Suppression Processor	No.	01				
09	Podium	No.	01				
10	Equipment Rack	No.	01				
11	Installation Charges to complete functional prove-out of the system	Job	01				

Total in Figures:

Total in Words:

Note:

1. If there is a discrepancy between the amount in figures and the words, the amount in words shall prevail.
2. The bidder will be fully responsible for the safe arrival of the goods. All other terms and conditions are accepted as per the bid documents.

Name _____

Business Address _____

Signature of bidder _____

Seal of the bidder _____

Place: _____

Date: _____

CHECK – LIST**Name of Item:****Name of Bidder:****Name of Manufacturer:**

S. No.	Description	Yes / No / N.A.	Page No. in the bid document	Remarks
01	Have you enclosed the covering / acceptance letter as per Annexure V?			
02	Have you enclosed EMD of required amount for the quoted bid?			
03	Have you enclosed the company profile?			
04	Have you enclosed the Non-blacklisting Certificate as per Annexure VI?			
05	Have you enclosed the detail of Service/Support Centers			
06	Have you enclosed the Technical deviation, if any?			
07	Have you enclosed the CST/VAT Registration Certificate (if applicable)?			
08	Have you enclosed the Service Tax Registration Certificate (if applicable)?			
09	Have you enclosed the PAN Card?			

N. B.

1. All pages of the bid should be page numbered and indexed.
2. The bidder may go through the checklist and ensure that all the documents/confirmations listed above are enclosed in the tender and no column is left blank. If any column is not applicable, it may be filled up as NA.
3. It is the responsibility of bidder to go through the Tender document to ensure furnishing all required documents in addition to above, if any.

(Signature with date)**(Full name, designation & address of the person duly authorized to sign on behalf of the Bidder)**

(On the bidder's letterhead)

To,

The Head of the Department,
 Department of Psychology,
 Arts Faculty Extension Building,
 University of Delhi,
 Delhi – 110007

Bid Ref. No. _____
 Date: _____
 Due Date: _____

(Acceptance Letter)

Sub: Bid for the supply/installation of Sound System in Conference Room

Sir,

With reference to the above tender, having examined/visited the site and understood the requirements/instructions, terms and conditions forming part of the bid, we hereby enclose our offer for the supply of the following item as detailed in your above referred bid.

Item Description	Make & Model

We further confirm that the offer is in conformity with the terms and conditions as mentioned in your above referred letter and enclosures. We also understand that the Department of Psychology is not bound to accept the offer either in part or in full and that the Department has right to reject the offer in full or in part without assigning any reasons whatsoever.

We enclose Demand Draft for Rs. _____ favouring “**Registrar, University of Delhi**” issued by _____ **Bank**, _____ **Branch**, and payable at Delhi, towards Earnest Money Deposit.

Yours faithfully,
Authorised Signatory
 (Name & Designation, seal of the firm)

Annexure VI

Certificate from the bidder on their letterhead stating that the Company has not been blacklisted by any government organization, Non-Government or Public Sector organization

The Head of the Department,
Department of Psychology,
Arts Faculty Extension Building,
University of Delhi,
Delhi – 110007

Subject:- _____

Dear Sir,

This is to certified that M/s _____ has not been blacklisted and no criminal case is pending in any Government Organization, Non-Government or Public Sector organization before submission of this bid document.

Yours faithfully,

**(Signature)
(Name & Designation)
(Company Seal)**

**Date:
Place:**