

**CALL FOR QUOTATIONS FOR CLOSED CIRCUIT TELEVISION (CCTV)  
SYSTEMS & ALLIED WORKS TO BE INSTALLED AT ARMY PUBLIC  
SCHOOL, UDHAMPUR**

**SECTION- I INVITATION TO OPEN COMPETITIVE BIDS**

**Introduction**

1. Army Public School, Udhampur invites offers in two bid system from established vendors for Installation of CCTV Systems and allied works at APS, Udhampur.
2. For complete details and formats of RFP please log on to School's website [www.apsudhampur.org](http://www.apsudhampur.org). RFP forms can also be obtained from the school at the above address(Tel: 01992-274128) on payment of Rs 100/- (Non refundable) by way of demand draft/ pay order favouring Army Public School, Udhampur payable at Udhampur. However for RFPs downloaded from website, the pay order/ Demand draft should be submitted along with the Techno-commercial offer.

**Tender Schedule**

3. Schedule of events of various Tender related events is :

Ser No	Event	Date	Venue
(a)	Date of downloading RFP from the website	24 Aug 2018 onwards	Army Public School, Udhampur FAX : 01992-274128 apsudhampur@gmail.com
(b)	Last date for receiving queries and comments	01 Sep 2018 at 1500 hrs	
(c)	Pre-Bid meeting	07 Sep 2018 at 1000 hrs	
(d)	Last date for submission of bid	13 Sep 2018 at 1500 hrs	
(e)	Date of opening of Technical bid and Commercial bid	14 Sep 2018 at 1100 hrs	

**Note:**

1. If any date specified herein is a holiday, then the next working day will be considered for the activity and the time will remain the same.
2. The Schedule indicated above is tentative and school may change any or the entire schedule under intimation to all bidders.
3. All conditions and parameters will be evaluated with reference to the firms submitting tenders. The school reserves the right to reject any/ all applications without assigning any reasons whatsoever. No brokers/ intermediaries shall be entertained.

**Scope of Work**

4. Army Public School, Udhampur intends to install CCTV Systems and other allied works as listed below:-

(a) **Senior Wing**

(i) Raman Block	:	15
(ii) Tagore Block	:	32
(iii) Vivekanand Block	:	38
(iv) Ramanujam Block	:	31

(v) Aryabhata Block	:	23
(b) <u>Junior Wing</u>	:	05

5. The scope of installation and commissioning works include installation of all the required NVRs, Cameras, Monitors, Cables laid in PVC conduits and training of branch staff on-site in opening the CCTV systems.

#### **New Installation and allied works**

6. The nature of works includes:

- (a) Installation of CCTV systems at Senior Wing and Junior Wing of the school.
- (b) Presently there are 20 Nos of HDD of 1 TB and 60 Non-IR cameras. The existing hardware will be offered in buyback.
- (c) The number of branches earmarked for installation of CCTV system as mentioned above is only tentative and the actual number may increase or decrease depending upon the requirements.

#### **Terms of Execution of Work & Liquidated Damages**

7. The supply and installation of CCTV systems is to be completed within a period of 45 days commencing from the 7<sup>th</sup> day of acceptance of the work order issued by the School or within the stipulated period specified in the work order for the schedule of installation. Any delay in the completion of the work over the stipulated period will attract penalty of 0.5% of the contract value per week subject to maximum of 10% of the contract value.

8. School reserves it's right to recover these amounts by any mode such as adjusting from any payments to be made by the Bank to the company. Liquidated damages will be calculated per week. Part of week will be treated as a week for this purpose. However, the school may condone the liquidity damages for delay of less than a week.

#### **Two Bid System Offer**

9. The tendering process will follow a two bid system viz, Technical Bid and Price Bid. Both the bids are to be submitted in separate sealed envelopes prominently marked as "Technical Bid" and "Price Bid". Both these sealed envelopes along with Drafts/Pay Orders of Cost of Tender Documents & EMD should be enclosed in a THIRD separate sealed cover prominently super scribed as

**"Tender for proposed supply and installation of CCTV Units and Allied Works".**

#### **Cost of Tender Document and Earnest Money Deposit**

10. Cost of Tender document of Rs 100/- (non-refundable) and Earnest Money Deposit of Rs 10,000/- (Rupees Ten Thousand), in the form of a Demand Draft/Pay Order issued by a scheduled commercial Bank favouring Army Public School, Udhampur, payable at Udhampur must be submitted along with the Technical bid. The EMD amount will be forfeited if ;the vendor refuses to accept purchase order or having accepted the purchase order, fails to carry out his obligations ;mentioned therein. Bank Guarantee in lieu of Earnest Money Deposit will not be accepted. No interest will be payable on the Earnest Money Deposit amount. In the event of non-submission of the Cost of Tender Document of Rs 100/- and Earnest Money Deposit of Rs 10,000/-, the proposal will be rejected.

11. The Earnest Money Deposit of successful respondent will be released only after satisfactory commissioning of the CCTV systems. The Earnest Money Deposit of unsuccessful respondents will be refunded as per extant rules only after the completion of the bid process.

#### **Date/Time and Address for Submission**

12. The tender documents should be submitted in original, duly signed and stamped and should be submitted at the following address:-

ARMY PUBLIC SCHOOL, UDHAMPUR, P.O PTA, UDHAMPUR- 182104

13 Fax, telegram/ telex will not be acceptable. The tenders should be received at the above mentioned address not later than 13 Sep 2018 at 3.00 p.m. Technical Bids and Price Bids will be opened on 14 Sep 2018 at 1100 hrs in the same office. Technical Bids and Price Bids will be opened in the presence of contracting agencies or their authorized representatives.

#### **Techno-Commercial Offer (TO)**

14. The Techno-Commercial Offer(TO) should be complete in all respects and contain all information asked for in this document. It should not contain any price information. However TO should confirm that all required rates have been quoted in the Price Bid. Any Hardware accessories, Software Operating system supplied free/ or at a cost along with the system should be indicated separately and specifically.

15. The Techno-Commercial Offer should comprise of the following:-

- (a) Covering letter on the prescribed format as per Annexure-I.
- (b) Draft/ Pay Order of Rs 100/- as cost of Tender document, if downloaded from school's website.
- (c) Draft/Pay Order of Rs 10,000/- as EMD issued by a scheduled commercial Bank favoring Army Public School, Udhampur, payable at Udhampur.
- (d) Complete Technical Specifications.
- (e) Financial proposal.
- (f) Documentation (Product Brouchers, Leaflets, Manuals etc, neatly stapled).

#### **Stages of Evaluation**

16. The evaluation will be processed in the following stages:  
 Stage 1 : Assessment of Technical Eligibility based on TO.  
 Stage II : Assessment of equipment based on Live Demo of products.  
 Stage III: Assessment of Commercial Bid.

#### **Price Bid**

17. The Price bid:
- (a) The Price Bid should contain relevant price information and the rates should be quoted in Indian Rupees only. The Price Bid should not contradict the TO in any manner. The Price Bid should comprise the Commercial version of Bill of Material and must contain all the price information.
  - (b) The offer from the supplier should be strictly as per our specifications given and the school shall reject any offer with multiple options.

#### **Other Terms and Conditions**

18. The other related conditions are:-

- (a) The school will shortlist vendor (s) who satisfy technical and other requirements laid down in the document. Short listed vendor(s) will be notified Telephonically/E-mail/post and may send authorized representative to be present at the time of opening commercial offer(s). Price Bids will be opened subsequently only in respect of those respondents who are found eligible on the basis of their Technical qualifications.
- (b) Corrections/alterations, if any, in the Tender document should be authenticated, failing which the offer will be rejected.
- (c) The Commercial Offer shall be on a fixed price basis. **No upward revision in the price would be considered on account of subsequent increases in customs duty, Excise Tax, Sales Tax etc.** However, if there is any reduction on account of Govt levies/taxes, during the offer validity period, same shall be passed on to the school.

- (d) The price finalized shall remain valid for a period of one year from the date of such finalization with the option to the school to review the prices if necessary.
- (e) If required respondents may be asked to arrange a Live demonstration of their unit. Due weightage will be given for the Quality and Clarity of the input picture and the Recorded picture.
- (f) The item rates under the contract should include full, final & entire completion of all works in all respects described in contract. Contractor must quote rates for ;all the items of work. The Army Public School, Udhampur shall not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
- (g) In case of postal delivery, the tenderer has to ensure that tender is reached before the due date and time. The school will not be responsible for damage in the transit and delay of receipt to tender. Tender received late shall be rejected. No consideration will be given to a tender received after the stipulated date and time.
- (h) Every page of the tender documents should be signed by the person or persons submitting the tender in token of his/ their having acquainted himself/ themselves with the General and Special Conditions of Contract, Specifications etc. as laid down. Any tender with any of the documents not so signed will be subjected to rejection.
- (j) The offer document should ;indicate the warranty clause of not less than one year, i.e. period for free replacement/repair of any component including NVR, Camera, TFT monitors, wiring etc.
- (k) The vendor/supplier should also indicate comprehensive AMC for not less than 5 years after the expiry of warranty period.
- (l) Spares for the product offered should be available for at least three years.
- (m) Retention money @ 5% of the total cost of project i.e. supply and installation will be retained for a period of 6 months from the date of installation.

### **Schedule of Items**

19. Schedule of items to be supplied is as under:-

Ser No	Type of Items	Description	Qty
1	Bullet (IP Camera) Outdoor camera enclosure and Wall/Pole mount Bracket		41
2	Indoor Dome Camera		98
3	32 Channel NVR		2 Nos
4	Data and Power Cables- ISI marked		01 Set
5	Accessories and other miscellaneous items		01 Set
<b>Additional Items</b>			
6	39" 4 K LED Display Monitor		02 Nos
7	Rack at Data Center		
8	UPS		01 No
9	HDPE pipe/Conduits for underground cable laying		500 Mtrs

**Location of Cameras**

20. Location-wise Camera details are as given below:-

Ser No	Location Description	Camera Type		Qty (Nos)
		Dome	Bullet	
<b>Senior Wing</b>				
	<b>Tagore Block</b>			
	Ground Floor : Science Lab	4		
	: Stairs	2		
	: Corridor		2	8
	1 <sup>st</sup> Floor : Class Rooms	7		
	: Stairs	2		
	: Corridor		2	11
	<b>2<sup>nd</sup> Floor</b>			
	: Class Rooms	7		
	: Stairs	2		
	: Corridor		2	11
	3 <sup>rd</sup> Floor : Exam Cell	1		
	: Stairs	1		2
	<b>Sub Total</b>			<b>32</b>
	<b>Raman Block</b>			
	Ground Floor : Class Rooms	11		
	: Corridor		4	
	<b>Sub Total</b>			<b>15</b>
	<b>Vivekananda Block</b>			
	Ground Floor : Class Rooms	7		
	: Auditorium : 4	4		
	: Library	2		
	: Stairs	2		
	: Corridor		9	
	1 <sup>st</sup> Floor : Class Rooms	8		
	: Corridor		6	
	<b>Sub Total</b>			<b>38</b>
	<b>Ramanujam Block</b>			
	Ground Floor : Class Rooms	10		
	: Stairs	3		
	: Corridor		4	
	1 <sup>st</sup> Floor : Class Rooms	10		
	: Corridor		4	
	<b>Sub Total</b>			<b>31</b>
	<b>Aryabhata Block</b>			
	Ground Floor : Class Rooms	9		
	: Stairs	1		
	: Corridor		2	
	1 <sup>st</sup> Floor : Class Rooms	9		
	: Corridor		2	
	<b>Sub Total</b>			<b>23</b>
<b>Junior Wing</b>				
	School Premises			05

## SECTION- II TECHNICAL SPECIFICATIONS

21. The technical specifications of various devices as as given below:-

(a) **Bullet (IP Camera) Specifications:-**

Parameter	Minimum Specifications or Better
<b>Bullet (IP Camera)</b>	
Image Sensor	Progressive scan CMOS sensor
Active Fixles	3840 (H) x 2160 (V)
On-bBoard storage	SD/SDHC/SDXC slot- class 10 & 64 GB or higher
Lens/Lens Mount	24-70 mm Auto focus varifocal Lens/Mounting as per the compatibility requirement
Image Compression Method	H.264(MPEG-4 Part 10/AVC). Motion JPEG
Streaming	Multi Stream- H 264 and Motion JPEG
Built in Video Analytics	Object in Area, Loitering, Crossing Beam, Object Enters Area, Objects Leave area, Direction Violated, Tamper Detection.
Image Rate	Min 10 fps
Motion Detection	Required
Electronic Shutter Control	Automatic, Manual with min 1 to 1/8000 sec shutter speed
Flicker Control	50 Hz, 60 Hz
White Balance	Automatic Manual
Privacy Zones	Up to 4 zones
Audion Compression Method	G 711 PCM 8 KHz
Audio Input/Output	Line level input and output, A/V mini-jack (3.5 mm)
External I/O Terminals	Alarm In/ Alarm Out
Network	100 BASE-TX
Cabling Type & Connector	CAT5 or better & RJ-45
Access/Configuration	Auto Focus, remote adjustment of camera parameters & analytics configuration
Security	Password protection, HTTPS encryption, WS Digest and 802.1xport based authentication, user access log
Network protocols	IPv4, HTTP, HTTPS, SOAP,DNS,NTP,RTSP, ,RTCP,RTP,TCP,UDP,IGMP,DHCP,ARP, Zero conf
Streaming Protocols	RTP/UDP,RTP/UDP Multicast. RTP/RTSP/TCP, RTP/RTSP/TCP/HTTP, RTP/RTSP/HTTPS/TCP, HTTP
POE	IEEE802.3af Class 3 complaint
Power Consumption	13 W Max for Camera
Power Source	VDC: 12 V + 10% VAC : 24 V + 10%
Operating Temp	-10 deg C to + 50 deg C
Safety	UL/CSA/IEC/EN-60950-1
Enclosure	Outdoo IP 66 rated external camera with cooling fan
Safety	UL/CSA/IEC/EN-60950-1
<b>(b) Indoor IR Dome Colour Camera</b>	
22 Camera Type	Indoor Fixed-focal colour Dome Camera
Infra red feature	Minimum 24 LED : Minimum 60 feet
Image Sensor	1/3" High Sensitive CCD
24 Signal Format	PAL
Effective Pixels	750 x 580 or more
Horizontal Resolutions	Not less than 540 TVL
Minimum Illumination (lux)	0.5, F 1.2
S/N Ratio	50 dB or more
Lens	3.6 mm fixed focal
BLC	30 Enhanced BLC with WDR function
Operating Temperature	From-10 degrees to + 55 degrees Celsius
Certification	FCC/CE/UL

(c) **4K- 39" Large Format Display (LFD)**

Parameter	Minimum Specifications or Better
<b>39" Large Format Display- LED Display</b>	
Screen Size	39" class
Resolution	4K Ultra HD- 3840 x 2160
Aspect Ratio	16:9
Processor	4 K Processor
Contrast Ratio	1,000: 1
Dynamic Contrast Ratio	1,000,000 : 1
Viewing angle	178 x 178
Life Time	50,000 Hrs @ 24 Hr operation
Tile Mode	Up to 15 x 15
3 D Features	3 D Super Resolution and active
Special Features Support	On/Off Timer, Picture and Picture (PAP), Parent Control, USB play, Multi- language display, On-screen display for external input, Temperature sensor, Auto brightness sensor, Brightness/Contrast/Backlight
Network Connectivity	Screen Mirroring, Wi-Fi Direct, Web Browser Support
Interface	4 x HDMI (2 bottom/ 2 side) – Compatible with MHL & PC : 2 x Composite Video Input ( 1 bottom/ 1 side), 1 x component video input (rear), 1 x RF connection point (rear), 1 x Ethernet input (rear), 3 x USB port, 1 x Hybrid Audio output (side), 1 x digital audio output (rear)
Input and Output Terminals	MHL (Ver3, for HDMI2), HDCP (2.2 for HDMI 1/2/3/4, Bluetooth (HID/HOGP/3DSP/SPP), AC Power input (1 Rear), RF Connection Input (1 Bottom/ 1 Terr, 1 CATV), Composite Video Input( 1Bottom Analog Conversion/1 Rear Hybrid w/Component), Component Video (Y/Pb/Pr) Input (1 Rear Hybrd), HDMI TM connection (2 side/2 Bottom), Analog Audio Input Total ( 1 Rear/1 Bottom), Digital Audio Output (1 Rear), Audio Out( 1 side/Hybrid w/HP), Headphone Output (1 side/Hybrid w/Audio Out), Subwoofer Out (1 side/Hybrid w/HP and Audio Out) USB (3 port), Ethernet Connection (1 Rear), HDMI™ PC Input.

(d) **Uninterrupted Power Suply (UPS):-**

Parameter	Minimum Specifications or Better
Size	1 KVA UPS with 2 hours backup time, AC Input Voltage Rating, 160- 270 V, Output Wave Form, Pure Sine Wave, AC Output Voltage- 230 V, Sealed battery Maintenance free, operating Temp 0° to 50° o C.
Output Wave Form	Pure Sine Wave
Input Power Factor at Full load	>0.90
AC Input Voltage Rating	160-270 V
AC Output Voltage Rating	230 V± 5% 50 HZ
Operating Temperature	0 to 50 Deg C
Battery	Sealed Battery Maintenance Free
Battery Backup	30 minutes in full load
Indicators and Metering/ Audio Alarm	Indicators/Audio alarm for AC Mains, load on Battery, Fault, Load level, Battery Low warning, Invertor On, UPS on Bypass, Overload, Output short-circuits etc., Metering for Input Voltage output voltage and frequency, battery voltage, output current etc.
Protection	Over/under voltage protection, Safety backed with MCB's and fuses
Cabinet	Rack/Tower type
Management Protocol	SNMP Support through TCP/IP

22. The installation should also includes:-

- (a) The installation must also give an option to view small group of cameras, important to individual sections, to individually view it without disturbing the main recording or set up.
- (b) The recording or live view of the cameras should be available to authorize personal only.
- (c) Future Possibility of coverage/adding additional locations/cameras, if required.
- (d) All the cameras and equipments meant for outdoor installation shall be suitable to work from 0° C to 50° C.
- (e) All camera recording shall have camera IDs & location of recording as well as date/time stamps and recording of real time mode.
- (f) In order to optimize memory while recording, video shall be compressed Using MPEG4 or better standard over the IP network. Once on the network, video can be viewed on a control room work station or on a monitor using a hardware decoder.
- (g) The bidder should propose most suitable, economical integrated system solutions and development of an effective network to provide 100% uptime for the entire links in a manner that operational data should not lost in case of failure of equipment or communication network provision of suitable disaster recovery mechanism.
- (h) The functional requirement is only indicative, the system vendor shall quote latest system available at the time of submitting RFP.
- (i) Cameras, Encoders, Decoders, NVR, NAS box/Raid backup device, Monitors and Switches shall be of ISO firms & the offered products must be CE certified.
- (j) The wiring, including installation of POE (Power over Ethernet) injector, conduits and cables installation from switch to the camera will be vendors responsibility.
- (k) A requisite KVM (Key Board Video Monitor) switch to be installed so that all the servers can be controlled by one mouse and keyboard.
- (l) Indoor cameras shall be either with fixed focal length lens or with Pan/Tilt & Zoom lens as per site requirement. All outdoor Cameras shall be Day/Night cameras.
- (m) All camera recordings shall have Camera ID & location/area of recording as well as date/time stamp. Camera ID Location/Area of recording & date/time shall be programmable by the system administrator with User ID & Password.
- (n) Facility of camera recording in real-time mode (25 FPS)/15/12.5/10 or lower FPS as well as in any desired combination must be available in the system.
- (o) System shall be triplex i.e. it should provide facility of Viewing, Recording & Replay simultaneously.
- (p) system to have facility of additional camera installation beyond the originally planned capacity.
- (q) The offered system shall have facility to export the clipping (from a desired date/time to another desired date/time) on CD or DVD. Viewing of this recording shall be possible on standard PC using standard software like windows media player etc.



- (r) Redundancy/Fail-over feature is required i.e. in case of failure of an NVR/CAMERA SERVER the relevant cameras shall automatically switch over to the redundant NVR/CAMERA SERVER.
- (s) Retrieval: The CCTV application should allow retrieval of data instantaneously or any date/time interval chosen through search functionality of the application software.
- (t) Backup: Online backup should be maintained.
- (u) Storage: Data storage should be at the location of installation. The capacity of the storage should be equal to 30 days of recording of all cameras. The system should follow FIFO on recording.

### **SECTION – III INSTRUCTIONS TO BIDDERS**

#### **Pre-bid Meeting**

23. School shall hold a pre-bid meeting with the prospective bidders.
- (a) The bidders will have to ensure that their queries for Pre-Bid meeting should reach by email to the mail ids mentioned in Clause 1.2 – Tender schedule.
  - (b) All and any queries related to Scope of work, Payment Terms and mode of selection will be entertained during Pre-bid clarification meeting.
  - (c) Max two representatives authorized by the company will be permitted to attend the meeting.

#### **Responses to Pre-bid Queries and Issue of Corrigendum**

24. The Project Committee/Nodal Officer notified by School will endeavor to provide timely response to all queries. However, School makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does School undertake to answer all the queries that have been posed by the bidders. Also:-

At any time prior to the last date for receipt of bids, School may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.

- (b) The Corrigendum (if any) & clarifications to the queries from all bidders will be posted in the portal [www.apsudhampur.org](http://www.apsudhampur.org)
- (c) Any such corrigendum shall be deemed to be incorporated into this RFP.
- (d) In order to provide prospective Bidders reasonable time for taking the corrigendum into account, School may, at its discretion, extend the last date for the receipt of RFP Proposals.

#### **Project Timelines**

25. The bidder should ensure that the deliverables are submitted to User department as per the timelines in the RFP.
- (a) All the documentation related to Project.
  - (b) Use cases prepared, User manual, Training manuals.

- (c) All the information collected from the field for content delivery.
- (d) Technical documents
- (e) The customized source code if any.
- (f) Ensure system uptime.
- (g) Ensure deployment of qualitative manpower.
- (g) Any other documents, information related to scope of work as requested by Department.

**Timelines:** "T" stands for the date of issue of signing of contract.

S No	Project Activity	Deliverables	In Weeks
1	Project Planning	Detailed Project Plan (DPP) for implementation on the project scope.	T0
2	Approval by Authority	Approval of DPP	T0+2
3	Installation and completion of first two camera system (as defined by the Authority at the time of planning stage)	Demonstration of first two camera system installation to understand its features and for evolving standard template of implementation of remaining batch	T0+6
4	Approval by Authority	Approval of the system based on the demo and standard template by the Authority	T0+6
5	Installation and completion of entire project scope	Demonstration of complete system as per the project scope	T0+10
6	Stabilization & Training Period	Training; Documentation and Support during stabilization period.	T0+12
7	System Go-Live		T0+12

### **Payment Terms**

26. The bidder should ensure that the deliverables are submitted to User Department as per the timelines in the RFP. The payments shall be released by School as per the deliverables and timelines after due deduction of Penalties / SLAs if any.

S No	Milestone Deliverables	% of payment
1	Receipt of 100% material delivered	75% of Invoice Value
2	System Go-Live duly approved by Authority	75% of Balance Amount payable
3	Successful completion of support during 3-month Stabilization period	Balance Amount Payable

27. Payment shall be made promptly by School to the successful Bidder subject to completion of milestones and verification & approval of the work/ performance as per metrics by the competent authority.

28. The payment will be arranged:-

- (a) After achieving the tasks in each Milestone as per timelines.
- (b) In respect of Service charges will be at the end of project completion after due verification and approval of performance as per key parameters.

**Warranty Terms**

29. The terms for warranty are:-

- (a) All goods or materials shall be supplied strictly in accordance with the specification, drawings, datasheets, other attachments and conditions stated in the Bid/Oder/LOI.
- (b) All materials supplied by the Applicant shall be guaranteed to be of the best quality of their respective kinds and shall be free from faulty design, workmanship and material.
- (c) In event of default originating with the design, material arising at any time during the Warranty period of 60 months from the date of Go-Live, the Applicant shall replace as may be necessary to ensure the material should function in accordance with the specification and to fulfill the foregoing Warranty without any delay.
- (d) The Applicant shall warrant that every work executed under the contract shall be free from all defects and faults in material, workmanship etc for a period of 60 months from the date of Acceptance test.

**Warranty Period**

30. The warranty period includes:

- (a) The on-site comprehensive warranty period is for 5 years for the all items / equipment / Software supplied including spare parts from the date of handover subject to Authority acceptance of the system. During the warranty period, the Applicant should perform regular predictive and preventive maintenance of the system at all locations at least once in 3 months.
- (b) The Applicant will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system for period of 5 years of continuing basis and life time spares after 5 years.

**Taxes and Duties**

31. The details regarding taxes are:-

- (a) The SP shall be entirely responsible for all taxes duties, license fee, Octroi, road permits etc. incurred until delivery of the contracted Goods/services at the site of the user or as per the terms of tender document if specifically mentioned.
- (b) If during the period of contract any upward revision of Service Tax/VAT/Octroi is made by the Central of State government the vendor is entitled to claim the same subject to production of proof of payment. Similarly in case of any downward revision of the taxes, the benefit goes to the Authority.

Yours faithfully,



**Principal**

**(Letter to the School on the Supplier's Letterhead)**

To  
The Principal  
ARMY PUBLIC SCHOOL  
UDHAMPUR

Dear Sir,

**Sub: Your RFP for Installation of CCTV Systems & Allied Works**

With reference to the above RFP, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for Empanelment and subsequent Supply & Installation of CCTV Systems and Allied Works as detailed in your above referred RFP.

We confirm that we have not been disqualified by any PSU bank for Supply & Installation of CCTV Systems.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP.

We also confirm that the offer shall remain valid for a period of ninety days from the date of opening the technical bid and also the price finalized shall remain valid for a period of one year from the date of such finalization.

We understand that the School is not bound to accept the offer either in part or in full and that the School has right to reject the offer in full or in part without assigning the reasons whatsoever.

We enclose Demand Drafts / Pay Orders favoring Army Public School, Udhampur and payable at Udhampur, as per following details.

Details	For Cost of Tender Document	Towards EMD
Demand Draft / Pay Order No		
Date of Demand Draft / Pay order		
Name of Issuing Bank		

Yours faithfully,

**Authorised Signatories**

(Name & Designation, seal of the firm )

Date :

**FORMAT FOR FINANCIAL PROPOSAL**  
(On Company letterhead)

S No	Specification	Amount in Rupees (in Figures)	Amount in Rupees (In word)	Taxes
1	Supply and Installation of CCTV cameras including all accessories			
2	Buy back existing accessories (optional)			