

Tender Fee: Rs.2000/-

No. BSEH/TENDER/2024/25/CCTV



Board of School Education Haryana, Bhiwani

E-Tender of Empanelment of Vendors for LIVE CCTV Surveillance System For Haryana Teacher Eligibility Test-2024 & other Exams.

To
Secretary,
Board of School Education Haryana,
Bhiwani - 127021

Signature of bidder with Seal, and Address

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI
DOCUMENT CONTROL SHEET

1.	Name of Organization	Board of School Education Haryana, Bhiwani
2.	Scope of work	Providing services for Live CCTV surveillance system in Examination centres for Haryana Teacher Eligibility Test-2024 & other Exams.
3.	Tender Type	Open
4.	Tender category	Services
5.	Tender document Download Start Date	30-10-2024
6.	Tender fee (non-refundable and non-adjustable)	Rs.2,000/- (Two Thousand) to be deposited online.
7.	Earnest money deposit (EMD)	Rs.2,00,000/- (Two Lakh) to be deposited online.
8.	Tender document Download Start Date	30-10-2024
9.	Bid validity	One year from the closing date of tender
10.	Last date and time for submission of Bids	08-11-2024(10:00AM)
11.	Date and time of opening of technical bids	08-11-2024(10:30 AM)
12.	Tender should be addressed to	Secretary, Board of School Education Haryana, Bhiwani
13.	Address for communication	Assistant Secretary, (Conduct Branch) Board of School Education Haryana, Bhiwani Mobile No. 9813601599
14.	Time Period for completion of work	As per Terms & Conditions of tender & Award letter.
15.	Validity of contract/rates	Up to One year from date of award & can be extended for further Two years on satisfactory performance of the firm on the same terms & conditions.

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

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INSTRUCTIONS TO THE BIDDERS

- 1) Please go through the Tender document carefully to understand the documents required to be submitted as part of the bid. Tender documents have to be submitted under Two Bid system i.e. Technical Bid and Financial Bid through online system.
- 2) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the Tender document/schedule.
- 3) Bidders should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on BSEH website www.bseh.org.in & www.etenders.hry.nic.in

SECTION-1

NOTICE INVITING SHORT TERM E-TENDER

The Secretary on behalf of Board of School Education Haryana, Bhiwani invites e-tenders under two bid systems (Technical & Financial) from the reputed, Firms /Companies/Agencies/Societies having adequate infrastructure and Experience of handling the works of Providing services for Live CCTV surveillance system in Examination Centres and Board Control Room for various Examinations conducted by the Board Including [Haryana Teacher Eligibility Test-2024](#) & other Exams. The number of Centres will be approximately 400.

For participation in the bid, agencies will fill the complete tender form available at the Board's Website www.bseh.org.in and <https://etenders.hry.nic.in> as per schedule given in CRITICAL DATE as under. Interested agencies may download the tender document from Board's Website www.bseh.org.in (for perusal /reference only):

Critical Dates

<i>Subject</i>	<i>Date and time</i>
<i>Bid Document Download Date</i>	<i>30-10-2024</i>
<i>Bid Submission Start Date</i>	<i>30-10-2024</i>
<i>Bid Submission End Date</i>	<i>08-11-2024(10:00AM)</i>
<i>Technical Bid Opening Date</i>	<i>08-11-2024(10:30AM)</i>
<i>Financial Bid Opening Date</i>	<i>Will be intimated later on</i>

Any amendment/correction in the Tender Document will be done by the Board Authority through <https://etenders.hry.nic.in> Prospective bidders are requested to regular visit/check the Board's website. The cost of bid document is Rs. 2000/- (Rupees Two Thousand only) which is non-refundable and Earnest Money Deposit of Rs. 2,00,000/- (Rupees Two Lakh only) be submitted through online tender portal and the Proof of deposited slip should be enclosed /uploaded with the tender document.

Bids submitted through offline mode or in incomplete shape or beyond the stipulated period shall be summarily rejected. The Chairman/Secretary of the Board reserves the right to accept or reject any or all tenders without assigning any reason thereof. Conditional tender will not be accepted. The Technical Bids/Financial Bids shall be opened by the committee authorized by the Chairman/Secretary for this purpose in the Board's Committee Room in the presence of the bidder who wishes to remain present. Financial bids will be opened only of those bidders who will qualify in Technical bid.

For any query/clarification/difficulty regarding tendering process flow, please contact us on: Address:

Board of School Education Haryana, Bhiwani-127021

E-mail: tendercell@bseh.org.in

Mob. -9729095120, 9467842569

Sd/-
SECRETARY

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

E-TENDER FEE AND EARNEST MONEY DEPOSIT

- 1) The E-Tender fee (non-refundable and non-adjustable) of Rs. 2000/- is to be deposit online.
- 2) Earnest money deposit (EMD) of Rs. 2,00,000/- only (Rupees Two Lac Only) is to be deposit online.
- 3) Bids without tender fee and/or EMD shall be rejected.
- 4) MSME Firms registered only in Haryana state are entitled/eligible for relaxation under this provision as per instructions of the appropriate Government/Authority.
- 5) In the case of those Bidders who fail to qualify the eligibility criteria and whose technical bids do not qualify, the Earnest Money Deposit (EMD) will be refunded to them without any interest within one month from date of finalization of technical bids.

PERFORMANCE SECURITY DEPOSIT

The successful bidder shall submit an unconditional and irrevocable performance security in shape of demand Draft/RTGS in the favour of “Secretary, BSEH, Bhiwani” of an amount equivalent to 10% of contract value valid for 90 days from the date of completion of Contract within 07 days from the date of issue of Work Order of the Contract EMD will be adjusted against performance security if deposited along with bid, failing which the work order stands cancelled and EMD shall be forfeited.

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DETAILED SCOPE OF WORK

1. Secretary, BSEH proposes to invite Technical and Financial Bids from the authorized Service Provider(s) to install, commission and operationalize the required Number of Live CCTV for close observation of activities of candidates Live & their recording in the Examination Centres on the day of examination, as per the requirement:

- I. The installation of Live CCTV should be made at least one day in advance from the scheduled date of examination and or in such a way that the CCTV are required to be functional for one hour before the scheduled time of commencement of the examination and ½ hour after the completion of the examination.
- II. To organize and provide required manpower to install the CCTV devices at the Centres.
- III. To provide uninterrupted service of Live CCTV with software to view in a single click in Board's Control Room.
- IV. During the period of examination, Live CCTV facility shall not be interrupted due to any technical fault, etc., and the Agency shall take due care of functioning of Live CCTV with adequate backup of Live CCTV during the conduct of written examination and as per the time period mentioned in the Work Order of respective assignments.
- V. Power backup and other arrangements on every centre would be done by the bidder.
- VI. The hardware required for the job shall be procured and maintained by the service provider and Training/sensitization of staff deployed at the examination Centres shall be impacted by the service provider.
- VII. Setup Dash board/video wall for showing complete details like working cameras, non working and filters (District, Centre Code, Room No., Camera No. with real time display) for Images in control room Bhiwani.
- VIII. Internet, Power backup and other arrangements on every center would be in the scope of bidder.
- IX. Bidder will give live demo one day before the exam.

The above scope of work also includes the following in addition to above:

- The bidder will have to ensure that the CCTV Wired Cameras work properly, during the entire duration of the examination in the Centres or as ordered.
- The bidder will have to install minimum 2 megapixel CCTV camera in the Centre.
- One LED Screen should be provided in every centre in charge room.
- 44 LED (43 inch.) per district 02 LED with sufficient men power at main control room, Bhiwani. No extra payment will be made for this.

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2. The Bidder should satisfy the following criteria:

- (i) Whether the Firm or organization, is a partnership or proprietorship or Limited Company, it must be clearly mentioned in the tender. If partnership firm, the names & addresses of the partners and if Limited Co., the names and addresses of the Directors and Registration Number may be expressly stated.
- (ii) Copies of Registration certificate of GST / PAN Card must also be enclosed. Tax at source will be deducted at the rate applicable at the time of payment.
- (iii) Bidder should have executed at least one order of installation of Live CCTV Cameras in 200 examination centres/2000 cameras in a single day on rental basis/work of similar nature during last five years in Government Organization/ Public Service Commission/SSC/ Education Board/ Universities.
- (iv) The bidder should not have been debarred/ blacklisted by any Organization/ Board/ Council/University/Commission and any other Government/ Government undertaking organization in the last three years

3. Documents:

- i) Documentary evidence in support duly certified by Authorized Signatory. The required completion certificate of above mentioned eligibility criteria must be enclosed.
- ii) Copy of registered partnership deed in case the firm is in partnership/ Copy of shop Establishment certificate in case of Proprietorship and Memorandum of articles in case the firm is Private Limited / Public Limited Company along with copy of registration.
- iii) The bidder has to undertake that the firm/individual State has not been blacklist from participation in tender anywhere in Central/state govt. Depts. /Central Govt. PSUs /Consumer Society approved by Central Govt. on Non-judicial stamp paper of worth Rs. 100/-.
- iv) PAN Card, Bank Account no. & a copy of Registration of GST
- v) One Successful Completion Certificate from the Department must be furnished.
- vi) The service provider must be in possession of valid ISO 9001:2015 or 27001:2013 certificates and same should be submitted along with the technical bid.

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TERMS AND CONDITIONS

1. The technical bid shall contain the specified documents or as claimed by the bidder fulfilling the eligibility and should be signed by the bidders failing which the bid will be summarily rejected.
2. The rates quoted should be exclusive of GST.
3. The examination Centres are all over Haryana. The Board may add/remove city of examination which will be informed to bidder well in time.
4. The Board reserves the right to restrict and deny the entry to any staff member of the bidder, if so deemed appropriate by it, in examination centre.
5. The bidder will ensure that the staff engaged are disciplined and maintain full decorum of the office.
6. The successful bidder shall make arrangement for check-up of the CCTV at his own cost and shall keep all the machines in perfect working condition at all time, so as to ensure smooth running of work. In case of failure of any of the CCTV, the bidder shall have to make alternative arrangement immediately so that the work does not suffer.
7. The CCTV surveillance should have Power backup for continuous working.
8. Continuance of the contract and payment of the work done shall be subject to satisfactory performance and fulfilling of all the terms and conditions of the contract duly certified by concerned officer/ in-charge. The contract may be cancelled at any time without assigning any reason for the same. The decision of the Chairman/Secretary, BSEH in this regard shall be final and binding.
9. Where a single examination centre is established in a building, Total 16 cameras (one cameras at entry gate and one camera at exit gate, 13 cameras (one in each room) & 01 camera in the control room of Centre Supdt.) have to be installed along with an LED of 21” inch display with DVR system for online Display.
10. Where two exam centres or more have established in a single building & the entrance/exit is common only two cameras of entrance/exit gate of the building will be counted for all examination centres. Control Rooms of each examination centre shall have to be established separately.
11. If the number of examinees in any of the exam centre increases or Decreases, then number of cameras will have to be installed according to number of examinees & the payment will be released as per number of cameras.
12. Time is the essence of the contract and the bidder shall adhere to the time schedule as prescribed by the BSEH for execution of the work.
13. If it is found at any time that the CCTV is not functioning in accordance with the agreed terms and conditions, penalty will be imposed as per Tender Documents.
14. The bidder will ensure that the space provided to it by the BSEH is not misused in any manner.
15. An appropriate agreement will be executed by the successful bidder with the Board, on the agreed terms and conditions.
16. The Chairman/Secretary of the Board, in its discretion, reserves the right to reject or accept any bid without assigning any reason thereof.
17. If work gets stopped due to fault of the bidder, then penalty shall be levied for such stoppage at such rate as given in penalty clause.

18. The service provider is advised to visit all the Centres well in advance of the examination date to get acquainted with the available facilities at the center.
19. The firm must have Average turnover of Rs. Two Crores of last three financial Years.
2021-2022 Rs. _____
2022-2023 Rs. _____
2023-2024 Rs. _____
20. Wired Camera's be installed as Jammer Services will be in center.
21. Software must display the images at once with filters district/centre/room no. wise.
22. Performance Security needs to be submitted by successful bidder before signing of agreement between Board and successful bidder.
23. The Bidder will have to provide internet connectivity and uplinked facility without interruption for live viewing of conduct of examination centre. Bidder to ensure at least 85% Live Camera feed is available at control room, Bhiwani at all time during the entire duration of examination.
24. If the examination is postponed for any reason, then in such situation if the information is given within 48 hours from the beginning of the examination then 20% amount will be paid. If notice is given before 48 hours no payment will be made.
25. The Live CCTV camera's satisfaction work will be 85% compulsory.
26. The remaining 15% payment of the offline examination Centres will be done according to offline rates, but it is necessary to submit data of offline examination Centres.
27. If there will be penalty/deductions are 30% or more out of total amount then successful/satisfactory work certificate will not be issued.
28. The Bidder is required to submit complete recording level wise/district wise of the entire examination in hard disk within 20 days of successful completion of the examination.
29. Data backup with real time and date of Centres showing will be given on hard disk with software to see at once the video.
30. Bidders have to provide online status of working cameras, non-working cameras on the exam day live screen.
31. Due to examination being very important, keeping in mind the quality of the firm in order to maintain its eligibility, sanctity and confidentiality, work can be allotted to any firm by the board authority.
32. All disputes or differences arising between the parties out of or relating to meaning and operation of effect of the contract or breach thereof shall be settled by arbitration in accordance with the rules and regulations of arbitrator. The sole arbitrator shall be appointed on mutual concurrence of both parties.
33. **In case of any legal dispute the jurisdiction will be at Bhiwani.**
34. The Chairman of the Board also have the power to waive off/reduce the penalty based on the circumstances/Merits.

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NEGOTIATION

Negotiation can be held as per Instructions of the Govt. of Haryana.

PENALTY CLAUSE

- 1 The time schedule has to be strictly adhered as the examination related work is highly time bound. In case of failure at the Centre on the part of the agency or on part of equipment's failures and less no. of cameras installed as per the requirement, it shall be liable to pay penalty @ Rs. 500/- Per Camera per shift and original payment of that camera will not be paid.
- 2 If any camera full recording not found in data supplied to Board, deduction will be as under-
Up to one hour- Rs. 125 only.
Up to two hour - Rs. 250 only.
Above two hour penalty of Rs.500/- per Camera per Shift and original payment of that Camera will be deduct.
3. If agreement and performance security is not deposited by successful bidder in the scheduled time then penalty of @ Rs. 1000/- per day will be imposed.
4. The Board Chairman/Secretary have reserves the right to cancel/modify / relax any of the terms & conditions of the tender by declaring / publishing such amendments in a manner that all prospective vendors / parties to be kept informed about it.
5. In case if the Board is of the view that the work has not been satisfactorily and professionally performed by the bidder, the Board shall in addition to forfeiture of performance security shall be entitled to terminate the agreement without giving any notice.
6. If backup of data is not submitted in scheduled time then penalty will be imposed @ Rs. 5000/- per day.
7. If CCTV camera's report of a centre is found 'Not Satisfactory' in proforma report then payment of that centre will be paid after checking of Hard Disk on the basis of offline rates.

PAYMENT CLAUSE

- a) The payment shall be in Indian Rupees and shall be paid only as per term & condition of payment.
- b) 50% payment will be made within 45 days after submission of required bills/Performa's and other documents desired by the Board.
- c) 50% payment will be made after decision of authorities for checking of random data percentage.
- d) All Payment shall be subject to deduction of applicable TDS.

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BID OPENING PROCESS

- 1) Technical bids of only those bidders, whose Tender Fee and EMD instruments are found to be in order, will be opened on the date and time of opening of Technical Bid in the presence of the representatives of the bidders who chose to remain present at Board Office.
- 2) The financial Bids of only those Bidders short listed from the Technical Bids will be opened in the presence of the representatives who may wish to be present.
- 3) No enquiry shall be made by the bidder(s) during the course of evaluation of the tender, after opening of bid whether technical and financial, till final decision in this regard is conveyed to the successful bidder(s). However, Committee of the Board or office can make any enquiry / seek clarification from the bidder, which the bidders must furnish within the stipulated time or else the bid would be evaluated on the basis of papers/ documents submitted by the Bidder. No separate representation would be entertained in this regard by the Board.

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

ANNEXURE – I

TECHNICAL BID

1.	Name and address of the Firm / Company with contact details :-			
	Telephone/Mobile:	Fax :-	Email:	
	Contact details of the Person authorized to make communication with BSEH			
	Name			
	Designation			
	Phone/Mobile No.			
	Fax NO.			
	E-Mail ID			
2.	Company /Firm Details			
	Type of Company (PSU, Pub. Ltd /Pvt. Ltd/ LLP/ Proprietorship/ any other)			
	Company / Firm Registration No. & Date of registration			
	Year of incorporation / establishment			
	PAN No. (Copy to be enclosed)			
	GST Registration (Copy to be enclosed)			
	ISO Certificate (Copy to be enclosed)			
3.	Financial Information			
	Balance Sheet	2021-22	2022-23	2023-24
a.	Gross annual turnover			
b.	Profit/loss			
4.	Proposed (tentative) manpower to be deployed by the bidder			
5.	Quantity of CCTV available with the agency	Ownership basis	Rental basis	
6.	Project / work completed	Work 1	Work 2	Work 3
a.	Name of Project / work			
b.	Name of Client			
c.	Years of Execution of the Project			
d.	Project Value			
e.	Remarks, if any			

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7. Detail of Tender Fee and Earnest Money Deposit (Scanned Copy Attached)

Note: Following must be attached with technical bid

1. Copy of PAN Card of the Firm
2. Copy of Certificate of GST Registration No.
3. Copy of Balance sheet of 2021-22, 2022-23 and 2023-24.
4. All documents to support technical eligibility must be enclosed duly certified by Authorized signatory.
5. Any other certificate as per Technical Requirement mentioned above.
6. ISO 9001:2015 or 27001:2013 Certificate.
7. Successful Completion certificate of project.

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ANNEXURE - II

FINANCIAL BID

The Financial Bid should be submitted as per the following format:

For providing services for Live CCTV surveillance system in various Examination Centres for various Examinations conducted by the Board.

Detail of the rate Quoted

Sr. No.	Description	Rate Per Camera per Shift (Online)	Rate Per Camera per Shift (Offline)
	Providing services for Offline/Live CCTV surveillance system in Examination Centres for various Examinations conducted by the Board.		

Note

- I. Rate should be quoted as Exclusive of GST.
- II. GST will be applicable as per Central / State Govt. rules / regulations.
- III. Above rates include travelling, lodging, fooding etc.
- IV. Power back will be Service provider responsibility.
- V. Rates for L-1 will be decided on the basis of online CCTV rates.

E-Tender Acceptance Agreement
(To be submitted on Rs. 100/- Stamp Paper)

This agreement entered into the dated..... effective for **(Haryana Teacher Eligibility Test-2024 & other Exams)** between the Board of School Education Haryana, Bhiwani (here in after called “B.S.E.H.” and this expression shall include its successors and assignees) through its Secretary of the one part and M/S registered under shops and establishment Act/ Indian partnership Act/ The companies Act on the other part. Whereas B.S.E.H. is desirous of providing the Live CCTV Surveillance System service during exam, as per the scope of work and has accepted the BID of a company which has agreed to undertake the said jobs, on the term and conditions contained in the relevant BID document and thus the rate as quoted in financial BID.

In this agreement witnesses as follows-

1. In this agreement work and expression shall have the same meaning as one respectively assigned to them in the terms and condition of the contract in the BID document.
2. All the pages of the BID document shall be deemed to form and be read and construed as part of this agreement.
3. The obligations of B.S.E.H. and the company are to be completely taken care of separately.
4. Terms and conditions sent with the tender and accepted by the company will form a part of this agreement in addition to other conditions of agreement.
5. The rates quoted for various works by the company as listed in the financial BID document and accepted by B.S.E.H. are as attached. The approved rates for various works should be signed by the company with this contract.
6. Schedule of payments shall be made on the basis of actual amount and quality of works done as per the terms and conditions of Bid documents.
7. E.M.D. performance securities etc. are to be submitted by the company and to be treated/disposed by B.S.E.H. appropriately as per Bid document.
8. The company shall be solely responsible for the payment of all taxes and duties etc. However Income Tax will be deducted at source by the B.S.E.H. as per the provision of Income Tax Act/Rules in force.
9. All disputes, difference and claims arising of pursuant to or touching the contract shall be referred to the sole Arbitrator, Chairman, Board of School Education Haryana, Bhiwani or his nominee and the decision of arbitrator shall be final and binding on both parties.
10. In all matters and disputes arising there under the appropriate Courts at Bhiwani shall have exclusive jurisdiction to entertain and try them.

Witness.....
1. Signature
2. Name
3. Designation
(For and behalf of B.S.E.H.)

Party.....
1. Signature
2. Name
3. Designation

1. Signature
2. Name
3. Designation
(For and behalf of B.S.E.H.)

Seal of the Authority
1. Signature
2. Name
3. Designation

Seal of the Authority

FORWARDING LETTER (SELF DECLARATION FORM)

(To be submitted on Bidder's letter head)

Date_____

To

Secretary,
Board of School Education Haryana,
Hansi Raod, Bhiwani-127021.

Ref: Tender Notice No._____dated_____

Sir,

This is with reference to above mentioned tender for installation of Live CCTV in examination Centres. We hereby submit our proposal along with the necessary documents and we hereby declare that our company is having unblemished past record and was not under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Government /PSU in the country of India. It is also certified that our firm is not debarred/blacklisted from Government of India or any State Government /PSU in the country of India.

Further, we agree to abide by all the terms and conditions as mentioned in the tender documents. We have also noted that the Board reserves the right to consider / reject any or all bids without assigning any reason thereof.

Date:

Authorized Signatory:

Name:

Designation:

Place:

Contact No:

Email:

Company Seal and Signature

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

Check List of the E-Tender Documents for Haryana Teacher Eligibility Test-2024 & Other Exams.

Name of the Firm

Sr.No	Particulars	Page	Remarks
1.	E-Tender documents Fee Rs. 2000/-		
2.	Earnest Money Rs. 2,00,000/-		
3.	Firm Registration Certificate		
4.	Copy of PAN Card		
5.	Copy of GST No.		
6.	Copy of ISO Certificate		
7.	Undertaking Non Black List/Debarred		
8.	Average turnover of Rs. Two Crores of last three financial Years. 2021-2022 2022-2023 2023-2024		
9.	Work completion Certificate		
10.	Bidder should have at least two year experience of CCTV Surveillance System in examination. Bidder must furnish declaration on his letter head regarding this.		
12.	Self Declaration		