



Board of School Education Haryana, Bhiwani
E-Tender of Empanelment of Vendors for LIVE CCTV surveillance
system

For

Haryana Teacher Eligibility Test-2022 & other Exams

To
Secretary,
Board of School Education Haryana,
Bhiwani - 127021
(Ph.: 01664- 243336 FAX : 01664- 241611)

Signature of bidder with Seal, Stamp and Address



हरियाणा विद्यालय शिक्षा बोर्ड

Board of School Education Haryana

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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-2022 & other Exams.
3.	Tender Type	Open
4.	Tender category	Services
5.	Tender document Download Start Date	21-10-2022
6.	Pre-Bid Meeting	--
7.	Tender document download End Date	03-11-2022
8.	Bid validity	One year beyond the closing date of tender
9.	Tender fee (non-refundable and non-adjustable)	Rs.2,000/- to be deposit online.
10.	Earnest money deposit (EMD)	Rs.2,00,000/- to be deposit online.
11.	Last date and time for submission of Bids	03-11-2022 05:00pm
12.	Date and time of opening of technical bids	04-11-2022 11:00am
13.	Tender should be addressed to	Secretary, Board of School Education Haryana, Bhiwani
14.	Address for communication	Assistant Secretary, (Conduct Branch) Board of School Education Haryana, Bhiwani Mobile No. 9467169705
15.	Period of completion of work	As per Terms & Conditions of tender & Award letter.
16.	Validity of contract/rates	Up to 1 year from date of award & can be extended for further Two years on satisfactory performance on same terms & conditions.



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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. Any deviations from these may lead to rejection of the bid.
- 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



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NOTICE INVITING E-TENDER

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 centers and Board Control Room for various Examinations conducted by the Board Including Haryana Teacher Eligibility Test-2022 & other Exams. The number of centers will be approximately 400.** The Tender Document will be available on www.etenders.hry.nic.in & Board's Website www.bseh.org.in and can be downloaded from the Board website for viewing from 21-10-2022 and last date for submission of bid documents is 03-11-2022. Any amendment/correction in the Tender Document will be done by the Board Authority through www.etenders.hry.nic.in & www.bseh.org.in. Prospective bidders are requested to regularly visit/check the Board's Website. The cost of bid document is 2000/- and EMD of Rs. 2,00,000/- (Two Lac Rupees) is to be deposited online. Completely filled-up Bid Document must be submitted only online to Secretary, Board of School Education Haryana, Bhiwani through www.etenders.hry.nic.in. The Technical Bids shall be opened on 04-11-2022 at 11:00 am by the committee authorized by the Secretary for this purpose in the Board's Committee Room in the presence of the bidder who wish to remain present. The Financial Bids for the bidder whose Technical Bids found complete and confirm the eligibility criteria, shall be opened on 04-11-2022 at 03:00 pm . No tender by Fax/E-mail will be entertained. Conditional tender will not be accepted. Incomplete bids shall be summarily rejected. The competent authority of the Board reserves the right to accept or to reject any or all bids without assigning any reason.

Sd/-
SECRETARY



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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) 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 beyond the date of completion of Contract within 10 working days from the date of issue of Work Order of the Contract failing which the work order stands cancelled and EMD shall be forfeited. EMD will be adjusted against performance security.



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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 Centre's 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 Centers.
- 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 center 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 centre's 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 Centre's 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 incharge 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 five 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.
- 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 all taxes.
3. The examination centers 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, BSEH in this regard shall be final and binding.
9. Where a single examination centre is established in a building, Total 16 cameras (two cameras at main 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 is common only two cameras of entrance/main 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, the BSEH shall be entitled to withhold all payment of the bidder and forfeit the performance security.
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 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 Centers well in advance of the examination date to get acquainted with the available facilities at the center.
19. The Bidder's turnover in last three financial years shall be on an average two Crores (Supported by Financial statements, Balance Sheet duly certified by the Chartered Accountant) (total six crores turn over in last three years i.e. 2019-20, 2020-21 and 2021-22). The bids with annual turnover less than prescribed limit will not be considered for evaluation process and would be rejected without assigning any reason.
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 centers will be done according to offline rates, but it is necessary to submit data of offline examination centers.
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 centre's 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. It has been decided in the BOD meeting held on 26.08.2022 that the tender's of those firms may not be considered in future whose dispute are going on against Board or any other Offices.



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NEGOTIATION

Negotiation will be done as per State Govt. Instructions.

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-
01 minute to 45 minutes- Rs. 125 only.
01 minute to 90 minutes- Rs. 250 only.
Above 90 minutes- Rs. 500 & original payment per camera quoted by the vender will not be given.
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. If a dispute arises out of or in connection with this contract, decision of the Board Chairman shall be final and binding. All disputes in this connection will settled in jurisdiction of Bhiwani Court exclusively.
5. The Board also 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.
6. 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.
7. If backup of data is not submitted in scheduled time then penalty will be imposed @ Rs. 5000/- per day.

PAYMENT CLAUSE

- a) The payment shall be in Indian Rupees and shall be paid only as per term & condition of payment.
- b) 60% payment will be made within 45 days after submission of required bills/Performa's and other documents desired by the Board.
- c) 40% 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 their representatives on a specified date and time, to be intimated to the eligible Bidders.
- 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.



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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	2019-20	2020-21	2021-22
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 2019-20, 2020-21 and 2021-22.
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 centers for various Examinations conducted by the Board.

Detail of the rate Quoted

Sr. No.	Description	Rate Per Camera (Online)	Rate Per Camera (Offline)
	Providing services for Offline/Live CCTV surveillance system in Examination centers for various Examinations conducted by the Board		
1	Single Shift in a day		
2	Two Shifts in a day		
3	Three Shifts in Successive two days		

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
- VI. Rates for L-1 will be decided on Single Shift in a day + Two Shifts in a day/Three Shifts in Successive two days.

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

This agreement entered into the dated..... effective for (**Haryana Teacher Eligibility Test-2022 & 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
 (For and behalf of B.S.E.H.)

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

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

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 centre's. 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.

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



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Check List of the E-Tender Documents for Haryana Teacher Eligibility Test-2022 & 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		
8.	Turnover Two Crore average of last Three Financial years (Total Six Crores) i.e 2019-20, 2020-21 & 2021-2022. Verified by the chartered accountant.		
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		