

**Bid Document for Selection of Agency for Supply and
Installation of Outdoor Light Emitting Diode (LED) Display
Boards in Maulana Azad Campus, New Delhi**



Maulana Azad Education Foundation

Chelmsford Road, New Delhi – 110055

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1. Invitation for Bids

- a. Maulana Azad Education Foundation (MAEF) has decided to select an Agency for supply and installation of Outdoor LED Display Boards at Maulana Azad Campus, Chelmsford Road New Delhi.
- b. The Bid document is available on website <http://maef.nic.in> interested Bidders may download the Bid document, from the website.
- c. This document provides information regarding the Procurement, Scope of Work, Technical requirements and other related information to the Bidder(s).
- d. It details the General Terms & Conditions with respect to the Bid process management to be adopted for the proposed Project.
- e. As should be clear from the Scope of the proposed Project, MAEF seeks a specific proposal responsive to this bid document in every respect and detail, rather than a mere compilation of materials and promotional information used in other transactions.

The Bidders are expected to examine all instructions, forms, terms, Project requirements and other information in the BID documents. Failure to furnish all information required by the BID documents or submission of a proposal not substantially responsive to the BID documents in every respect will be at the Bidder's risk and may result in rejection of the proposal and forfeiture of the Earnest Money Deposit (EMD).

Key Events & Dates

S. No.	Event	Target Date
1	Cost of Bid Document	INR 2,500/- (non-refundable) in the form of Demand Draft/Banker's Cheque of only Scheduled Bank, drawn in favour of "Maulana Azad Education Foundation" payable at New Delhi.
2	Publication of the BID	01/09/2020
3	Last date for submission of Bids	21/09/2020 at 3:00 PM
4	Earnest Money Deposit (EMD)	INR 25,000 (Rupees Twenty Five Thousand only) in the form of a Demand Draft/ Banker's Cheque of only Scheduled Bank, drawn in favour of "Maulana Azad Education Foundation" payable at New Delhi.
5	Date of opening of Financial & Technical Bid	22/09/2020
6	Estimated Cost of Work	Rs.8.00 Lakh excluding applicable taxes.

2. Qualification Criteria:

Each bidder must fulfil following qualification criteria:

- a. The applicate shall be validly incorporated under Companies Act 2013 as amended or Companies Act, 1956, Partnership Firm registered under the Indian Partnership Act, 1932, LLP registered under the Limited Liability Partnership Act, 2008 or a Society registered under the Societies Registration Act, 1860 & should have been in existence in India for the last Three years.
- b. The applicant must be rendering Programme Management Services in same name for last three years. Documents as mentioned in BID document relating to business entity should be furnished.
- c. Joint- Venture (JV)/ Consortium will not be permitted to submit the proposal for empanelment.
- d. The Applicant must have a minimum average turnover of Rs.50Lakh (Rupees Fifty Lakh only) in last three years.
- e. The Bidder should have successfully executed three similar work (outdoor LED with same or higher size) with a minimum order value of ₹20Lakh during the last 3 financial years.
- f. As on date of submission of the proposal, the Bidder shall not be under any declaration of ineligibility for unsatisfactory past performance, corrupt or fraudulent practices, any other unethical business practices or blacklisted either by Ministry/ Department of Government of India/ State Governments.
- g. Undertaking for subsequent submission of any of the required documents/ information will not be permitted/ entertained under any circumstances.
- h. The bids are not accompanied by all the requisite supporting documents as mentioned in Bid Document, failing which the same would be rejected.
- i. The Bidder should be have a valid sales tax registration certificate, valid Service tax registration certificate and Permanent Account Number (PAN) issued by Income Tax Department.
- j. The Bidder should have submitted EMD and Bid Processing fees of amount as mentioned in the Bid Documents.
- k. All the following documents are to be mandatorily submitted as per the instruction of BID documents:

Incorporation/ Registration Certificate	Attested copy of Incorporation/ Registration Certificate
Article and Memorandum of Association or Aims/ Objectives of the Applicant entity.	Attested copy of Article and Memorandum of Association or Aims/ Objectives of the Applicant entity.
PAN Card	Attested copy of PAN Card.
TAN No.	Attested copy of TAN No.
GST Registration Certificate	Attested copy of GST Registration Certificate.
Authorized Signatory	A power of Attorney in favour of Authorized signatory of Biding Documents to be submitted or Signed copy of Board's resolution(s) in favour of Authorized signatory of the applicant.
Bid Documents	Signed and Stamped copy of BID documents, corrigendum and clarification issued by MAEF to this documents, if any, duly signed and stamped on each page by the authorized signatory of the applicant as a mark of acceptance of all conditions of this documents.
Financial Strength	Annual Audited Accounts for last three Financial Years. Turnover Certificate issued by the CA firm. Income Tax Returns of Last three years.
Technical Ability	Sanction Orders/ Work Orders/ MoUs issued/ Executed with State/ Central Government/ Government Departments/ PSUs/Institutions.

Wherever applicable, the above documents shall be sued for evaluation purpose as well.

- l. An applicant, who does not fulfil any of the above requirements and/or gives evasive information/ reply against any such requirement, shall be liable to be ignored and rejected.
- m. At any point of time, prior to the deadline for submission of Bids, MAEF may, for any reason deemed fit by it, modify the Bid Documents by issuing suitable amendment(s) to it. Prospective applicants are advised to check the same before submission of Bids.
- n. Such information will be uploaded on MAEF website i.e. www.maef.nic.in. Applicants are therefore, advised to refer to MAEF website before submitting bids.
- o. The applicant requiring any clarification or elucidation on any issue of the Bid Documents may take up the same with MAEF in writing, MAEF will respond in writing to such request.

The applicants may write to Secretary, MAEF for any clarification/ query related to the BID document.

3. Scope of Work:

- a. The minimum specified Scope of work to be undertaken by the Bidder for supply of LED Display Board to be installed at Maulana Azad Campus, New Delhi is mentioned below. The selected Bidder shall perform the services as per the scope of work and period of the Agreement.

b. Technical Specifications of outdoor LED:

S No.	Description	Specifications
1.	Classification of LED	Full Colour
2.	LED Configuration	SMD3535
3.	Pixel	Pixel Pitch: P10mm or higher
		Pixel Density: 10000 dots/m ²
		Pixel Configuration: SMD3IN1 or Higher
		Minimum Lifetime: 1,00,000 hours or Higher
4.	Module	Dimension of Tile: close to width - ~73cm, Height - ~ 82cm, Depth - ~23cm
		Weight of one Tile: Standard
		Module Dimension: Standard
5.	Cabinet	Cabinet Dimension: Standard
		Physical Resolution: Standard
		Thickness: Standard
		Material: Steel cabinet
6.	Display	Optimal Viewing Distance: 10m ~ 400m
		Optimal Viewing Angle: 160° (Horizontal), 140° (Vertical) or better
		Contrast enhancing Shaders - allowing for less brightness to achieve similar image quality compared to competitive products
		Intelligent Brightness Control by using advanced software feature/6500 grade auto adjustment
7.	Temperature & Humidity	Storage Temperature: -40° / + 85° C
		Working Temperature: -20° / + 50° C
		Overheat Protection: Safe Shutdown
		Cooling: 2 Special silent fans/ cabinet Weather Protection: IP65 (front); IP65/IP54 (rear) Relative Humidity: 10 to 99%
8.	Electricity	Voltage: AC 88~132V or 176~264V or 110 ~220V
		Average Power Consumption: 170~370 W/ m ²
		MAX. Power Consumption: 600 W/m ²
		Schedule power on /off: Calendar function to be able to schedule on/off at times Screen is not used for displaying contents.
9.	Control System	Control Mode: Synchronization,
		A synchronize mode (Optional)
		Control System: DVI interface (DVI connector)
10.	Main Parameters	Frame Rate: ≥60Hz/sec.
		Refresh Rate: ≥3200 Hz/sec.
		Scan Method: Static

		Grey Scale/ Colors: 1024/1.07billion colors or Standard
		Brightness: 7,500 cd/m2 or Higher
		Contrast: 4500:1
		16 bit color processing, 8 bit dimming
		Defects Rate ≤ 0.0001
		MTBF: ≥ 10,000 Hrs.
		Lifetime: 100,000 hours
		Transmission Distance: 0~100m, (100m-20km need fiber convector)
11.	Features	High reliability
		Short leading time
		Easy maintenance and excellent visual quality
		LED Screen should play any kind of aspect ratio preferably 16:9 but image should not be cropped leaving a blank line at top.
		Connectivity: Gigabit LAN Port 10/100/1000 base T Ethernet (RJ-45) , Wi-Fi support, IP Support, 3G Data Card, ADSL, HDMI and VGA
		Port support dual disc play
		An end-to-end DMS Solution available on Software including Digital Media Player (DMP) and accessories with operations software.
		The LED Screens should be able to manage content individually with centralized control and remote management with auto play list, content log, monitor network, display view, transition time, transcoding, security, agnostic to players and display device, network agnostic, content inventory, multipurpose player, interactive mode, video wall mode, audio output, intrusion prevention control
		The LED Screen should compatible to execute Widely Used Image (JPEG/JPG, PNG, GIF, TIFF), Video Formats (WMV, FLV, MP4, MOV, AVI, MPEG), Animation Files (SWF or SWF in ZIP), Interactive content and Interactive applications, DOC, XPS, PPT, .ppsx, pps (*MS Office to be installed on player), web links for direct display of website and other online contents, RSS and ticker, Audio Content (.mp3, .mp4a, .asc, .wma).
		The Display Boards provided should work on all weather conditions. The Display Boards should be Audio and storage like pen drive/CD/DVD Compatible. LED Screen Audio Compatible – 1000 W
12.	Mounting Structure Height	Two pole Minimum 5 Meter or above from Ground Level
13.	Certifications	ETL/CE/FCC Class A, RoHS complaint

- c. The selected Bidder shall supply and Install one (1) Outdoor LED Display Boards with a size of at Maulana Azad Campus, Chelmsford Road, New Delhi.
- d. The selected Bidder shall provide comprehensive onsite warranty & maintenance for a period of Two (2) years.
- e. The selected Bidder shall arrange all the related tools, equipments and Software to install and run the LEDs. This shall include but not limited to the following:
 - a. Any civil construction work required for installation of LEDs
 - b. The Mounting Structures
 - c. Electrical Earthing
 - d. Plumbing and entire site readiness
 - e. Software to run the Content

- f. The selected Bidder shall be responsible to run the content in the LEDs Display Boards. The content shall be provided by MAEF. The electricity expenses incurred in running the LEDs shall be borne by MAEF.
- g. The selected Bidder shall provide an end to end Digital Media Solution. The scope includes configuring the Digital Media Manager (DMM) Servers and Digital Media Player (DMP).
- h. The Bidder shall configure and manage the Hardware and operations software remotely.
- i. The selected Bidder shall obtain all necessary approvals from the concerned departments and local authorities before installing the LEDs on the site specified by the MAEF. However, MAEF shall provide full assistance in obtaining the requisite approvals. The licensing fees for the LEDs to the local authorities and other legal dues shall be borne by the selected Bidder.
- j. The selected Bidder shall ensure that the Display should be 24 Hrs visible i.e. during the day light and in night time and should work in all weather conditions.
- k. All charges towards supply and installation of LEDs along with the cost of warranty & maintenance services for 2 years shall be borne by the selected Bidder.
- g. The manufacturer will be responsible for the LEDs till it is delivered and commissioned at the specified delivery points, tested and accepted by MAEF. Only after such acceptance, the responsibility of the manufacturer will cease.
- h. The manufacturer shall submit satisfactory Quality Check Pass Reports with the LEDs to be dispatched under this document.
- i. Supply and Installation of one Outdoor LEDs would be completed within 08 weeks from the date of issuance of LoI.
- j. Insurance: The selected Bidder shall be responsible for acquiring comprehensive insurance including transit insurance, liability insurance and any other insurance including any incidental loss/damage for the LEDs, Tools, Equipments etc. since the transportation, delivery and commissioning by the Bidder up to two (2) years of completion of warranty. All costs related to insurance shall be borne by the selected Bidder. The Insurance Certificate shall form a part of the final acceptance sign off document.
- k. Transportation: The entire cost of transportation from the Manufacturing Plant or Port of Landing to the designated location/sites shall be borne by the selected Bidder.

The selected Bidder shall get a final sign off receipt preferably within 3 days of the successful installation of LEDs at the locations. The selected Bidder shall

provide following documents for the Final Acceptance sign off to the concerned authorities:

- ✓ Invoices in Triplicates (Original + 2 duplicates).
 - ✓ Delivery Challan/ Installation certificate mentioning the details like location etc.
 - ✓ Quality certificate.
 - ✓ Post Delivery Inspection certificate signed by the Technical committee appointed by MAEF.
 - ✓ The date on which such Receipt is signed shall be deemed to be the date of acceptance and the warranty of the LEDs starts from that date.
- l. Repair & Maintenance of LED: The Bidder shall complete the Repair & Maintenance work with 5 days after reporting to the selected Bidder by MAEF. In case the selected Bidder need more than 5 days the information should be given to MAEF in advance in writing with clear indication of timeline for repair and maintenance work.
- m. Site Visit: The Bidder shall request MAEF in writing in case the Bidder wants to visit and examine site and therefore obtain for himself on his own responsibility all information that may be necessary for preparing the proposal Document. The costs of visiting the site(s) shall be at Bidder's own expense.

4. Submission of Bid Documents:

- a. Submission of Bid: Bidder has to submit hard bound document duly numbered. Loose documents shall be cut rightly rejected. The bid should be submitted in the following manner:-
- b. The **First Envelope** should contain the Bid Processing Fee of **Rs.2,500/-** (Non Refundable) & EMD of **Rs.25,000/- (Rupees Twenty Five Thousand only)** in form of Demand Draft/ Banker's Cheque drawn in favour of "**Maulana Azad Education Foundation**" payable at New Delhi or Bank Guarantee with validity of 180 days from the date of opening of bid.
- c. The **Second Envelope** should contain the Technical Bid in sealed envelope. It will contain complete supporting documents fulfilling eligibility criteria as mentioned above along with supporting documents. There should be no mention of the prices in the Technical Bid Document. All documents with signature & seal of the submitting company shall be considered as authentic. Filling up the prices with Technical Bid will disqualify the Bidder.
- d. The **Third Envelope** should contain the **Financial Bid only**. Services offered should be strictly as per specification mentioned in this Tender Document. The Estimated Cost of work is **Rs.8.00Lakh excluding applicable Taxes**.

- e. The first, second and third envelopes should be enclosed in a larger envelope duly sealed. All pages of the offer must be signed, sealed and numbered. The bids complete in all respect must be submitted through Speed Post/Courier and also by hand in the office of MAEF.
- f. Bid will be opened on **22.09.2020 at 1:00PM** at Maulana Azad Campus, Chelmsford Road, New Delhi, the representative(s) of the bidders are invited to attend the bid opening meeting.
- g. The Financial Bids will be opened on **22.09.2020 at 03:00PM**. Representative(s) of bidders are also invited to attend the Financial Bid opening meeting in MAEF office.

5. Negotiation:

Normally, there would be no post BID negotiations. If at all negotiations are warranted, it would be only under exceptional circumstances and MAEF shall reserve the right to negotiate with the Bidder whose "Financial Bid" has been ranked L1 by the committee based on the evaluation of the proposals.

6. Rejection of Bids:

The bid will be considered Non Responsive & Summarily Rejected in case it does not fulfil any one or more of the following conditions:-

- ✓ If Bid Processing Fees is not enclosed.
- ✓ If EMD is not provided by the bidder.
- ✓ If the bidder tries to put any influence.
- ✓ If the bidder furnished false information.
- ✓ If the Authorised Signatory has not signed with official seal on all pages of the bid document.
- ✓ If the bid document has been submitted in unbound & un-numbered sheets loose sheets.
- ✓ Any bid received by MAEF after the stipulated time and date in the Tender Document.
- ✓ Any bid indicating conditions beyond those indicated in this Tender Document i.e. conditional bid shall be rejected.
- ✓ A Bid valid for a shorter period shall be rejected as non-responsive, Bid shall remain valid for 90 days after the date of Bid opening.

7. Payment Terms

The payment would be released to the successful bidder in two following instalments:

Instalment	Deliverables	Percentage
1 st	Supply, Installation, Commencing and acceptance of LED by MAEF.	90%
2 nd	After one year of installation and commencing of LED Display Board.	10%

8. Force Majeure:

If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligations under this contract shall be prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions quarantine restrictions, of any such eventually is given by party to the other within 21 days from the date of occurrence thereof, neither party shall be reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance, or relay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event may come to an end or cease to exist, and the decision of the MAEF will be final and conclusive.

9. Arbitration

- a. If a dispute of any kind whatsoever arises between the MAEF and the bidder in connection with, or arising out of, the Contract or the execution of the works or after their completion and whether before or after the repudiation or other termination of the contract, including any disagreement by either party with any action, in action, opinion, instruction, determination, the matter in dispute shall be settled by arbitration in accordance with the Indian Arbitration and Conciliation Act, 1996 or any statutory amendment thereof.
- b. The reference to arbitration may proceed notwithstanding that the works shall not then or be or be alleged to be completed, provide always that the obligations of the MAEF and the bidder shall not be altered by reason of the arbitration being conducted during the progress of the works. Neither party shall be entitled to suspend the works, payments to the bidder shall be continued to be made as provided by the contract.
- c. Arbitration proceeding shall be held at Delhi and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English. The jurisdiction of the court will be Delhi.
- d. The decision of the majority of arbitrators shall be final and binding upon both parties. The expenses of the arbitrator shall be shared equally by the MAEF and the bidder. However, the expenses incurred by each party in connection with the preparation, presentation, etc., of its case prior to, during and after the arbitration proceedings shall be borne by each party itself.
- e. All arbitration awards shall be in writing and shall state the reasons for the award.
- f. Penalty/Liquidated Damages shall not fall under the Arbitration clause.

Technical Bid Format
(On Letter Head of the Bidder)

Date_____

To,
The Secretary,
Maulana Azad Education Foundation,
Maulana Azad Campus, Chelmsford Road,
Opposite New Delhi Railway Station
New Delhi -110055

Subject: Technical Bid for Selection of Agency for Supply and Installation of Outdoor Light Emitting Diode (LED) Display Boards in Maulana Azad Campus, New Delhi.

Sir,

Please find enclosed Technical Bid in response to Bid Documents issued by Maulana Azad Education Foundation for Selection of Agency for Supply and Installation of Outdoor Light Emitting Diode (LED) Display Boards in Maulana Azad Campus, New Delhi.

We agree and undertake to abide by all these terms and conditions stipulated in the Bid Document issued by MAEF. The information/ documents submitted along with the Proposal are complete/ true to the best of our knowledge.

We acknowledge that MAEF reserves the right to accept or reject the proposal without assigning any reason or otherwise.

Thanking you.

For and on behalf of

Signature of Authorized Representative/Signatory

Name
Designation
(Company Seal)

Financial Bid Format
(On Letter Head of the Bidder)

Date_____

To,
The Secretary,
Maulana Azad Education Foundation,
Maulana Azad Campus, Chelmsford Road,
Opposite New Delhi Railway Station,
New Delhi -110055

Subject: Financial Bid for Selection of Agency for Supply and Installation of Outdoor Light Emitting Diode (LED) Display Boards in Maulana Azad Campus, New Delhi.

Sir,

Please find enclosed Financial Bid as per the Terms of Reference given in this Tender Document of MAEF, within the time specified and in accordance with the specifications and instructions as per general terms and conditions. The detailed price bid in prescribed format is enclosed herewith.

Thanking you.

For and on behalf of

Signature of Authorized Representative/ Signatory

Name

Designation

(Company Seal)

Details of Bidder

S. No.	Particular	Details
1	Name of Firm	<i>Enclose Registration Certificate</i>
2	Type of firm	<i>Enclose Registration Certificate</i>
3	Registration No. & Date of Registration of Firm	<i>Enclose Registration Certificate</i>
4	Name of Director(s)/CEO/President/Head	
5	Contact Details of Director(s)/CEO/President/Head	<i>Contact No./ Email id</i>
6	Registered Head Office Address	<i>As per Registration Certificate</i>
7	Correspondence Address	
8	Name of Authorized Representative	Authorization Letter to be attached.
9	Mobile No. of Authorized Representative	
10	Email id of Authorized Representative	
11	Fax No.	
12	Website Address of Firm (if available)	
13	PAN Card Number	<i>Enclose copy of PAN card</i>
14	GST No.	<i>Enclose GST Certificate</i>
15	Registration with MSME	<i>Enclose Copy</i>

Prior Exposure of Bidder

Details of similar work executed in last three (3) years

S. No.	Financial Year	Name of Funding Bidder	Description of Work	Value of Contract in Rs.
1				
2				
3				

- Each of the listed works shall be supported with the copy of the work order or work completion certificate. Work completion certificate shall mention the nature of work, value of work completed.
- Non-disclosure of any information in the schedule will result in disqualification of the firm.

Financial Details of the Bidder

(On the Letterhead of Chartered Accountant with date, Signature, Registration No. and Seal)

This is to certify that the (Name of Bidder) having its registered office at (Address) has an average turnover of _____ or more in the last three consecutive years (FY1, FY2, FY3). The annual turnover of the Consultant/ Firm is as under -

S. No.	Financial Year	Annual Turnover (INR)
1		Annual Audited Accounts for last three Financial Years. Turnover Certificate issued by the CA firm. Income Tax Returns of Last three years.
2		
3		

For and on behalf of
Chartered Accountant Signature

Name

Registration No.

(Company Seal)

(An affidavit on a non-judicial stamp paper of Rs.100/- by the Bidder)

AFFIDAVIT for NON-BLACKLISTED/NON-BANNED PARTY

(Name of Consultant/ Firm) having its registered office at (Office address) hereby confirm that we have not been blacklisted/ banned/ debarred by any Central Government/ State Government/ Semi Government Organization/PSU or any other Contractor Firm.

It is also certified that we have not directly/indirectly engaged or indulged in any kind of fraudulent, corrupt or undesirable practices.

The information/documents submitted along with the Proposal are complete/true to the best of our knowledge.

For and on behalf of

Signature of Authorized Representative/ Signatory

Name

Designation

(Company Seal)