

## **Short Term Tender Notice**

**Sealed Tenders, under two bid system, are invited for tab and /or IP Camera based web casting. Interested bidders may purchase copy of tender documents ( containing specification and terms & conditions) from the office of undersigned on payment of Rs 500/- by bank draft in favour of Collector/District Election Officer, Collectorate, Moti Daman on any working day as follows:-**

**Sale of Tender Documents: from 21/09/2015 to 28/09/2015**

Last date of Filing tender: 28-09-2015 (05.30 p.m.)

Opening of Technical Bid: 28-09-2015 (05.30 p.m.)

Opening of Financial bid: 30/09/2015 (04.00 p.m.)

**Financial Bid of technically qualified bidders will be opened after technical evaluation. A copy of tender document can also be downloaded from [www.ceodaman.nic.in](http://www.ceodaman.nic.in).**

**Sd/-**

**Collector/District Election Officer**

**Daman**

**Request for Proposal**  
**for**  
**Web casting of General Election to Panchayats – 2015.**

**Tender No: 06/11/Webcasting/DP/Elec./2015/351      Dated: 21/09/2015**

**UT Administration of Daman & Diu**  
**O/o the Collector/District Election Officer,**  
**Collectorate, Daman-396220**

## **1. Invitation for Proposal**

Sealed Bid under two bid systems are invited from prospective companies /firms /bidders, strictly in accorded with this scope of work, terms & condition, eligibility criteria etc. as mentioned in this tender documents. This is a turnkey project and bidders are requested to quoted for entire products and services, failing which, their bid will be rejected. Bidders are requested to study this document carefully, before submitting their offer, and ensure that they have clearly understood the purpose of this Tender Invitation.

## **2. Scope of Work**

### **Schedule A**

#### **Tablet based webcasting**

Deployment of webcasting solution using Tablets with in-built camera and battery backup, at all the Polling Station on the day of the Election (General Election to Panchayat -2015). The following is the work to be carried out by Vendor for the successful execution of the live webcasting and its recording:

(a). Bidder/Vendor/OEM should act as single TSP to organize project in terms of:

1. Supply hardware (tablet-pc with in-built camera having appropriate ports for provide connectivity through wireless internet connection or 3G enabled SIM card) for all the Polling Station from starting of Poll process to end of Poll and counting process on the day of counting along with min. 2 hours battery backup.
2. Include installation and commissioning of technology for conducting live webcasting.

3. Imparting online training of operation of all items of the system to the technical manpower at the Polling Booths' level as well as the District level authorized officials during the time of installation and troubleshooting of all issues cropped up in the webcasting technological system.
4. Provide recordings of webcasting of the Elections from all the polling booths one in external hard-drive.
5. The Vendor/Bidders shall provide a stand to place the tablet at the polling station for uninterrupted recording and transmission.
6. The vendor shall 2 contact number per districts for a better support during the election monitoring.
7. The vendor shall provide full telephonic support 1 day prior testing from the polling stations.
  - (b). All hardware supplied by Vendor/Bidder/OEM should be of the best quality of their respective kinds and should be free from faulty design, workmanship and materials. In the context, please provide the complete specifications of the same with ancillary peripherals, if any.
  - (c). Vendor/Bidder/OEM should provide URL along with username and password as per need, for viewing the live webcasting of election activities to be done at all pooling booths.

**Technical Qualification:**

<b>Hardware / Software – Technical Specification</b>
The bidder must have Tablet based live streaming solution.
It must be fully automatic video streaming Tablet with front real 2.0 MP camera
It must support auto local recording in case of internet loss.
Tablet must have at least 2 hours of battery backup
Pre-installed application which will auto start on the time of event and will also auto recover in case of no internet connectivity.

Bidder must have provided a solution which working with SIM card and wi – fi both.
Live streaming should support minimum speed as low as 100 kbps.
<b>VMS Cloud Server Specification</b>
600 MBPS In/Out bandwidth is essential.
It must provide support for 3000 live streams.
It should include complete failover setup for VMS cloud.
Hosting organization should have a security policy and should implement the best practices for the websites/ web servers as per cert-in/ rbi guidelines/ government guidelines. Complete details on guidelines for web server security can be obtained from cert-in website.

(d) All additional equipment / items required for conducting live webcasting/Streaming of Audio-Video and its recording, should be the responsibility of Vendor/Bidder /OEM for which no extra payment shall be made by this Department.

**Others**

- Administrative auto monitoring system with secured video streaming surveillance Tablet to monitor each Election Polling Booth by the OEM.
- Load sharing cloud CDN setup to ensure 100% video stream availability by the OEM.
- 24 X 7 dedicated customer support by the OEM

**Schedule B**

**IP camera based webcasting**

The objective of webcasting through IP camera based webcasting is to explore optional technology. The Collector/DEO reserve full right to use either IP camera based solution or Tab based solution at any or all the polling station chosen therefore depending upon the principles of economy, technical feasibility and practicability. The bidder shall provide:-

- (a) IP based low light indoor camera with:
- Minimum 32GB memory for edge recording
  - Support minimum sensor resolution of 1280 X 1024

- Support image frame rate (minimum) of 30FPS @ 116 X 120, 30FPS @ 320 X 240, 30FPS @ 640 X 480, 10FPS @ 1024 X 768,
  - 1/4" progressive CMOS sensor
  - Supported video resolution 1.3m: 1024X768 512X384 256X192: 0.3M: 640X480 320X240 160X120
  - (Samba client) Recording to NSA directly, 3GPP support, UPnP/AV support, WAP support, H/W Motion Detection
  - Preferably onvif supported.
- (b) Camera viewing license
- (c) Static IP based broadband connectivity, minimum 256KBPS upload per camera. However, bidder to decide the bandwidth requirements per camera and quite accordingly.
- (d) One 20MBPS internet link at control room CEO, Daman & Diu office with a redundant link.
- (e) Webcasting software.
- (f) Bidder to install UPS or equivalent power source inbuilt 2 hrs backup at each location for powering each camera and broadband routers. For PSs without power supply (which would be rare), alternative power source like inverter or UPS should be provided for fully day recording
- (g) Manpower to configure and install camera and internet equipment at each polling location, as directed by the office of DEO
- (h) Bidder to provide secured network and ensure that footages created from these cameras is /are not leaked.
- (i) The webcasting software shall allow at least three concurrent viewing of same cameras from three different locations.
- (j) The bidder shall provide setup at each CEO, DM/DC & IGP office for their viewing of their own constituencies.

The camera shall be directly connected to ADSL CPE to any broadband with static IP. The suggested bandwidth per camera is 256KBPS upload (however, bidder to estimate the actual

requirements). The video output of the camera will be streamed directly to State HQ/ Control Room. Recording at the polling booth shall be in the memory card of the camera directly.

At the State HQ/Control Room, a video wall is required to be set up by the bidder to all polling stations and display unit will be used to view image from the entire camera.

The Bidder shall install video monitoring & camera control software, so that multiple cameras can be viewed at a time. If required, the software shall enable operator to enlarge, freeze, records to take snapshot.

Bidder shall install terminate / install multiple internet link to firewall on Load Balancing and failover mode. Bidder shall connected all the console PC shall be connected to firewall through central switching console / gigabit Ethernet switch. The console pc shall have dual display card, one to be connected to monitor and another to video switch. (Video switch shall be used to toggle streams of different cameras).

Bidder shall install NAS at control room for recording purpose. It is recommended that minimum 32 TB of usable storage, with RAID 0, 1 & 5 be installed per 1000 camera recording.

### **3. Supply Period**

(a) Bidder should supply hardware within one weeks which should be in good condition and a list of serial numbers of these hardware (Tablet PCs) to the Stores of the Election Department.

(b) Deputing Engineer for 3 days till polling process and counting process is over on the poll day, who should be well qualified to handle technical problems of selected polling booths and getting progress from the Technical Manpower at the selected polling booths, imparting training well in time to the

booth level Technical Manpower as well as the district level Technical Manpower so that they can seamlessly conduct the assigned work of live webcasting from these booths. In the context please attach its detailed resume looking to the managing, coordinating & conducting the awarded project especially.

(c ) Primary recording of webcasting of the Election from the selected polling booths, in hard drive soon after the voting process is over at these booths. This should handed over to the Collector/DEO, Collectorate,Daman.

#### **4. Payment Terms and conditions**

- a) No advance payment shall be made.
- b) Payment shall be made immediately after completion of webcasting, phase wise, through account payee Cheque or through RTGS, for which bidder shall submit the bank details along with their bid.
- c) The price quoted should be quoted in the supplied format.
- d) TDS/VAT/Service Tax and taxes shall be deducted at source, as per Government rules.
- e) Payment will be made to only lead/ prime bidder

#### **5. Other Terms and conditions:**

- a) Bidders are required to quote their rates based on estimated 100 to 200 polling booths. However, payment shall be made for actual number of orders placed.
- b) Bidder will deliver and Collect the tablet from the Store Section of the Daman District Election Office (DEO's), from where it shall be distributed to booth level technical manpower appointed/ deployed and authorized by DEO concerned. At this time, a detailed training will also be conducted by the Bidder to the technical manpower for smooth execution of live webcasting from their polling booth concerned. It will be the responsibility of booth level technical manpower selected by the concerning DEOs to receive and Deposit the Tablets from the polling parties safely. It shall also be responsibility of DEO to ensure that the equipment, like tablet, mounts, charge, power units etc. is returned to the Bidder in working and undamaged condition. Loss and or damage of equipment shall be borne by the Office of District Election



Officer, Collectorate, Daman and may be recovered later from the person responsible for the loss and damage thereof, depending on the situation in each case,

c) For viewing the live webcasting in election, the secured username and password shall be provided by Bidder as required so that it can be seen in secured CUG.

d) Bidder shall submit technical compliance for each required product and services under seal and signature of OEM.

e) Bidder should execute an agreement on non- judicial stamp paper of Rs. 100/- within a period of 7 day from the date of issuing the work order.

h) Bidder should provide PIP (Project implementation plan) including the training schedule with a period of 10 day from issuing date of this work order.

i) Tender Fee shall be in form of account payee Demand Draft / Bankers' cheque and EMD in form of Demand Draft / Bankers Cheque / Bank Guarantee, of any nationalized Bank, in favour of District Election Officer/ Collector, Daman payable at Daman.

j) Late and delayed tender will not be considered. In case any unscheduled holiday occurs on prescribed closing / opening date the next working day shall be the prescribed date of closing / opening.

k) TDS/VAT/Service Tax as applicable shall be deducted at source from the Bill.

l) The Bidder shall supply the requisite Tablets and other hardware along with live streaming solution. Office of the District Election Officer will not purchase the tablets. The bidder will be paid overall rental and or service charges per location basis.

m) Tender should be submitted along with EMD of 2.5% of the total cost of webcasting in form of Demand Draft in favour of Collector, Daman of any Schedule Bank, and as per terms and condition mention in the tender forms

## 6. Instruction to bidders

### 6.1 Definitions:

Unless the context otherwise requires, the following terms whenever used in this RFP have the following meanings:

a)	“Bidder” means firm/company/organization who submits proposal, in association with their respective OEM(s), in response to this RFP (Request for proposal) document, for execution of work stated under Schedule A& B.
b)	“OEM” means Original Equipment Manufacturers or Technology providing company and part of the Bidder and or bidding company.
c)	“Committee” means committee constituted for evaluation of Proposals.
d)	“Company” means the firm/company/organization, selected through competitive tendering in pursuance of this RFP, for execution of work stated under Schedule A& B.
e)	“Contract” means the Contract entered into by the parties for providing implementation services along with the entire documentation specified in the REP.
f)	“ITB” means instruction to Company / Bidder.
g)	“IFP” means Invitation for Proposals.
h)	“Last Three Financial Years” means FY-2010-11, 2012-13, 2013-14
i)	“Proposals” means proposal submitted by Company / Bidder in response to the RFP issued by the office of District Election Officer/Collector, Daman.
j)	“Services” means the work to be performed by the Company / Bidder pursuant to this RFP and to the contract to be signed by the parties in pursuance of any specific assignment awarded by the office of District Election Officer/Collector, Daman.
k)	“Sow” means Scope of work for the Company.
l)	“Client” means the office of Collector/DEO ,UT of Daman & Diu.
<b>6.2</b>	<b>Conflict of Interest</b>
	The Company should provide professional, objective and impartial advice and at all times and hold the Client/Government’s interests paramount, strictly avoid conflicts with other assignments/jobs or their own interests. The company shall not deploy former employees of the office of Collector/DEO, Daman in assignment under the RFP.
<b>6.3</b>	<b>Validity of Proposals</b>

a)	Proposal shall remain valid for a period of 365 (three hundred and sixty five) days from the date of finalizing of Tender and or from the date of award of work order. Government reserves the right to reject a proposal valid for a shorter period as non-responsive.
b)	If required, the office of Collector, Daman solicit the Company's / Bidder's consent to extension of the validity period for a period not exceeding one year. The request and the response shall be made in writing. Extension of validity period by the Bidder / company will be unconditional and will not be permitted <u>either to modify its commercial proposal upward and or downgrade offered technology on account of extension.</u>
<b>6.4</b>	<b>Right to accept or Reject Proposal(s)</b>
	Officer of District Election Officer/Collector, Daman reserves the right to annul the RFP process, or to accept or reject any or all the proposals in whole or part at any time, before the award of work order, without assigning any reasons and without incurring any liability to affected company(s) / bidder or any obligation to inform the affected company(s) of the grounds for such decision.
<b>6.5</b>	<b>Fraud and Corruption</b>
a)	It is required that the Company /Bidder submitting proposal against this RFP must observe the highest standards of ethics during the process of selection of company and during the performance and execution of contract.
b)	For this purpose, definition of the terms are set forth as follows:
c)	Corrupt practice means the offering, giving, receiving or soliciting of anything of value to influence the action of government or its personal in contract executions.
d)	"Fraudulent practice" means a misrepresentation of facts, in order to influence a selection process or the execution of a contract, and includes collusive practice among Company (prior to or after Proposal submission).
e)	"Unfair trade practice" means supply of services different from what is ordered on, or change in the Scope of Work.
f)	"Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or execution of contract.
g)	Office of District Election Officer/Collector, Daman will reject a proposal for award, if it determines that the Company / Bidder recommended for award, has been determined to having been engaged in corrupt,

	fraudulent or unfair trade practices.
<b>6.6</b>	<b>Clarification and Amendments of RFP</b>
a)	During process of evaluation of the Proposals, the office of District Election Officer/Collector, Daman may at its discretion, ask Company / Bidder for clarifications on their proposal. The Company /bidder is required to respond within the prescribed time frame, failing which their bid proposal may be rejected.
b)	Officer of District Election Officer/Collector, Daman may for any reason, modify the RFP from time to time. The amendment(s) to the RFP would be clearly spelt out and the Company /Bidder may be asked to amend their proposal due to such amendments.
c)	Bidders are advised to check official website of “UT of Daman & Diu” at <a href="http://www.daman.nic.in">www.daman.nic.in</a> regularly for any Addendum/ Corrigendum/ Amendments related to this Project.
<b>6.7</b>	<b>Earnest Money Deposit (EMD)</b>
a)	Any previous EMD lying with the office of District Election Officer/Collector, Daman in respect of Request for Proposal cannot be used for this RFP.
b)	The EMD will be forfeited on account of one or more of the following reasons:
c)	Company / Bidder withdraws its Proposal during the validity period as specified in the RFP.
d)	Company / Bidder does not respond to requests for clarification of its Proposal.
e)	Company / Bidder fails to provide required information during the evaluation process or is found to be non-responsive.
f)	In case of a successful Company / Bidder, the said Company / Bidder fails to sign the Agreement and / or provide the PBG in time specified in this RFP.
g)	The EMD of the successful bidder will be returned after signing of contract and submission of Performance bank guarantee (PBG).
h)	EMD in respect of unsuccessful bidders will be refunded on final award of contract to the successful bidder.
<b>6.8</b>	<b>Penalty Clause</b>
a)	Vendor should ensure min. 2 hour of power backup in hardware (tablets) to be used for webcasting.
b)	Vendor will not be held responsible for any kind of power (after two

	hours) internet connection failure at any location and will not forfeit the charges of that booth.
c)	Due to any mistake of the person deputed at the polling booth of webcasting. Vendor will not be held accountable and it will not affect the payment due.
d)	If Vendor is not able to do the webcasting of any particular booth then Election Department will only forfeit the payment of maximum that particular polling booth only.
<b>6.9</b>	<b>Eligibility Criteria</b>
a)	Sealed Bid shall be submitted following two bid system, namely Technical and financial, both sealed separately in two different envelopes should clearly have mention of Technical and Financial Bid, along with name of the Bidder, Tender number / name, date and time of opening. Both sealed technical and financial bid shall then be put in one another outer envelope, duly sealed, along with name of the Bidder, Tender number / name, date and time of opening. The Technical Bid shall contain EMD, duly signed and stamped tender document, relevant details as per the tender document, eligibility documents, without any price. The financial Bid shall contain only prices in the supplied format only
b)	The individual signing the proposal documents, in connection with the tender must certify as to whether he or she has signed as:
	<ul style="list-style-type: none"> <li>i. A "Sole Proprietor" of the firm or constituted attorney of such sole proprietor.</li> <li>ii. A Partner of the firm, in case of partnership firm, in which case he must have authority to refer to arbitration, disputes concerning the business partnership, either by the virtue of partnership agreement or a power of attorney. In the alternative all the partners should sign the tender.</li> <li>iii. Constituted attorney of the firm, if it is a company.</li> </ul>
	Company failing to meet these criteria or not submitting requisite supporting proof as specified is liable to be rejected during pre-qualification evaluation
c)	Consortium: limited to one lead/prime bidder and one consortium bidder is allowed.

	<b>Lead / Prime Bidder Qualification in addition to all other requirements mentioned in this tender document</b>	<b>Consortium Bidder Qualification (if bid submitted in consortium), (in addition to all other requirements mentioned in this tender document, where ever applicable)</b>
1.	Bidder must be an Information Technology Company / firm.	Consortium bidder must also comply
2.	Bidder should have experience of execution of at least one order of web casting /surveillance monitoring, of dispersed location Tablet / IP based business valued at Rs 50 Lakh, in last three years. Bidder may enclose experience of OEM / service provider whose services Bidder is quoting.	Consortium Bidder exempted
3.	The Bidder or their service provider should have their cloud server in India only.	Consortium Bidder exempted
4.	The Bidder must not use any open source or free ware technology available in the market.	Consortium Bidder exempted
5.	Bidder can be Original Equipment Manufacturer (OEM) / Original Service Provider or their Authorized System Integrator Partner having direct purchase and support agreement with them for quoting in this tender.	Consortium Bidder exempted
6.	On award of work-order, all parties (OEM/ original service <u>or technology</u> Provider, their bidder and consortium partner shall have to enter into an agreement with office of the Collector/District Election Officer, Daman or its assign(s). <u>This agreement will be binding to all</u>	Consortium Bidder must also comply
7.	Bidder / Company / Firm should have been into existence in India for at least last five years.	Consortium Bidder must also comply

8.	Bidder shall not be blacklisted / declared ineligible / declared having dissatisfactory performance by any Government Department in India. Bidder to enclose a sworn affidavit and undertaking to this effect.	Consortium Bidder must also comply
9.	Bidder should be registered with Sales Tax Authority. If not registered when it will have to submit an undertaking that they get registered within seven days of award of order failing which their EMD will be forfeited and suitable action initiated.	Consortium Bidder must also comply
10.	Bidder must be registered under Service Tax	Consortium Bidder must also comply
11.	Bidder to submit copy of their PAN card.	Consortium Bidder must also comply
12.	Bidder must have registered office at India.	Consortium Bidder must also comply
13.	Turnover: Bidder must have a minimum average Turnover of Rs One crore in last three financial years.	Consortium Bidder should have minimum cumulative turnover of Rs ten crores in last three financial years with 03 crores in any of the last three financial year.
14.	Bidder must have a positive net worth in last three financial years.	Consortium Bidder must also comply
15.	Bidder should be profit making company / firm in last three financial years.	Consortium Bidder must also comply
16.	In case the bidder is downloading the tender from the official website of Office of the Chief Electoral Officer, Daman & Diu, the bidder shall enclose the tender fee in their technical bid offer through bank draft. The date of demand draft should not be later than the last date tender purchasing	Consortium Bidder must also comply
17.	No partial compliance is allowed.	Consortium Bidder must also comply.

18.	Details of the technical features offered by bidder should be strictly as per specifications enumerated in this tender document	Consortium Bidder must also comply.
19.	The rates should be quoted and legibly written both in words and Figures. In case of corrections, the same must be attested by the bidder with full signature; however no overwriting is permissible	Consortium Bidder exempted, however no overwriting is permissible.
20.	In case of any discrepancy between words and figures, in financial bid, the rates in words shall be accepted as correct	Consortium Bidder exempted



# **FINANCIAL FORM**

## **Financial Form**

<b>Name of the Bidder:-</b>			
Schedule A Webcasting through Tablet at all Polling Booths of Daman & Diu	Basic Rate Per Polling Booth inclusive all hardware & software in INR	Please specify Sales Tax & Service Tax, as per present Government Rules in India in % and amount (INR)	All inclusive rate per polling booth in INR
Schedule B Webcasting through IP Camera at all the Polling Booths of Daman & Diu including bandwidth	Basic Rate Per Polling Booth inclusive all hardware & software in INR	Please specify Sales Tax & Service Tax, as per present Government Rules in India in % and amount (INR)	All inclusive rate per polling booth in INR
Repair cost of Tablet, in case of damage during usage	Basic repair rate per Tablet in INR	Please specify Sales Tax & Service Tax, as per present Government Rules in India in % and amount (INR)	All inclusive rate in INR
Repair cost of UPS/ Inverter, in case of damage during usage	Basic repair rate UPS / Inverter in INR	Please specify Sales Tax & Service Tax, as per present Government Rules in India in % and amount (INR)	All inclusive rate in INR

Cost of Tablet, in case of loss during usage	Basic Rate per Tablet in INR	Please specify Sales Tax & Service Tax, as per present Government Rules in India in % and amount (INR)	All inclusive rate in INR
<b>Cost of UPS/Inverter, in case of loss during usage</b>	Basic Rate per UPS/Inverter in INR	Please specify Sales Tax & Service Tax, as per present Government Rules in India in % and amount (INR)	All inclusive rate in INR
<b>Any other</b>			

**Date:**

**Signature of Bidder**

**Place**

Submit: -

Dated: 18-09-2015

Subject: - Tender for the tab and /or IP Camera based webcasting for forthcoming General Election to District Panchayat -2015- reg.

It is submitted that the Election Commissioner for UTs has notified the election to the District Panchayat for Daman. Which is scheduled to be held on 05-10-2015 in Daman District for all the wards of District Panchayat. In this regard it is to be decided to webcasting for all the polling station where election to taken at place.

Accordingly the Draft Request for Proposal is prepared and placed and file for kind approval and further order please.

Asstt. Programer

Supdt.(on leave)

Dy. Collector (HQ)