

INVITATION FOR
EXPRESSION OF INTEREST (EOI)
FROM REPUTED VENDORS
FOR
COMMISSIONING OF CCTV SURVEILLANCE SYSTEM
(UNDER LEASE-RENTAL MODEL)

AT VARIOUS CENTERS OF

THE JUTE CORPORATION OF INDIA LIMITED

LOCATED IN THE STATES OF
WEST BENGAL, BIHAR, ASSAM, ODISHA & ANDHRA PRADESH

Ref: JCI/IT/2021-22/CCTV/Lease/EOI

Date: 20/08/2021

THE JUTE CORPORATION OF INDIA LIMITED
15N, NELLIE SENGUPTA SARANI
HUDCO BUILDING, 7TH FLOOR
KOLKATA – 700087

Latest date and time of submission: 15:00 hrs. on 10th of September, 2021

Place of submission: JCI Head Office

1. Introduction

The Jute Corporation of India Limited (JCI) invites Expression of Interest (Eoi) for commissioning of CCTV Surveillance Systems on turn-key basis under lease-rental model at about 100 centers located in the states of WEST BENGAL, BIHAR, ASSAM, ODISHA & ANDHRA PRADESH for a period of three years as per technical specifications mentioned along with other terms & conditions.

2. The vendors fulfilling the following criteria are eligible to submit the Eoi:

- a) The vendor must have at least three (3) years' experiences in implementation of CCTV Surveillance Systems at any Government Departments / Autonomous bodies / CPSEs / listed organizations of repute in India.
 - b) The vendor must be an OEM or OEM authorized partner.
 - c) The vendor must have a valid ISO 9001 series or equivalent certificate for quality management.
 - d) The vendor must have all the statutory documents, viz. Trade License, GSTIN, PF Certificate, ESI Certificate etc.
3. The shortlisted vendors may have to install the system as a pilot project at one of DPC sites for trial purposes initially to be decided mutually.
 4. The lease rental period will initially be for a period of three (3) years with optional AMC period of further two (2) years.
 5. The Eoi, which do not fulfil any or all of the conditions prescribed or are found incomplete or with incomplete documentation, are liable to be rejected at JCI's discretion. The JCI reserves the right to reject any or all offers without assigning any reason.

6. Selection of Vendor

i) Stage 1: Expression of Interest (Eoi)

JCI invites Expression of Interest (Eoi) from reputed vendors with experience in implementing CCTV surveillance system. JCI shall short-list eligible eight vendors who fulfil the qualification criteria.

ii) Stage 2: Request for Proposal (RFP)

- ✓ The short-listed vendors will be called for presentation. JCI shall circulate detailed RFP among the shortlisted vendors only.
- ✓ The shortlisted vendors can carry out the required study of the requirements at their own costs based on RFP.
- ✓ The shortlisted vendors should submit a detailed Technical and Financial proposal as per the RFP document.
- ✓ The bidding stage shall be two-stage process.

7. Please note that:

- a) CCTV surveillance system will consist of CCTV Camera (Bullet/Dome), NVR, hard disk, cloud storage, 8/16 port POE Switch, Wall-mount rack, Monitor, power backup facility,

remote surveillance software license, Ethernet wiring and necessary electrical works.

- b) The Hard Disk Drives provided with the system will be JCI's property and will not be allowed to be taken out by the vendor under any circumstances.
- c) This document has been prepared based on the information that is presently available with JCI.
- d) JCI reserves the right to reject or stop the EoI / offer from any or all the firms, without assigning any reasons, whatsoever.
8. A **pre-bid meeting** will be held through Video Conference at **11:00 AM on 26/08/2021**. Interested vendors may send queries prior to pre-bid meeting to dm.it.sm@jcimail.in. Link to join pre-bid VC: <https://meet.google.com/ysb-fwer-puc>
9. For any further clarification, please get in touch with the **Deputy Manager (IT)**, JCI, Head Office, Kolkata-87. Mobile: 7003535483 / 9681200340 or dm.it.sm@jcimail.in.
10. **Bill of Material (tentatively for each center)**

Item Description	Unit Required
Camera – 2 MP Premium Series – IR – Night Vision – Bullet	6 - 8
8 CHANNEL NVR	1
4U Wall mounted Rack with PDU Fan	1
6 TB Hard disks for Storage	1
8 /16 Port POE Switch WITH SFP PORT	1
Cat 6 Network Wire with Conduit fitting along with Laying Work	800 ft (Approx.)
Cloud Storage (MeitY approved cloud service provider only and cloud storage within India mandatorily)	1
Software for remote surveillance from Computer / Mobile	1

11. **Technical Specifications**

Specification	Specification Name	Technical Description
IMAGE SENSOR	Image Sensor Type	CMOS
	Image Sensor Size	1, 0.67, 0.5, 0.37, 0.4, 0.555, 0.526, 0.588, 0.544 Or higher
	Camera Image Sensing capacity (Picture Mode)	2MP – View Range – 20-25 Meter
	Resolution	HD (1280 x 720 Pixel)
	Day/Night Capable	Yes

	IR illumination Range(mtr)	20-25
CAMERA TYPE / QTY	Type of Camera Housing	BULLET CAMERA / DOME CAMERA
	IP Camera	Yes
VIDEO	Frame Rate (fps)	15
	Video Streaming	Dual compressed stream
AUDIO	Audio Support	No
CCTV Wire / Electrical Wire for Video/Power Supply	Qty	Around 800 ft.
Inverter / UPS for 10-12 Power Backup	Qty	1
8 channel NVR with 30 Days Recording	Qty	1

12. Terms & Conditions

- a) The work includes supply, Installation, testing, commissioning, maintenance of CCTV surveillance system (cloud based) and operational training and documentation (providing user manual) of all items. Also includes all type of civil work, electrical work etc.
- b) The IP Based Video Surveillance system shall be a Hybrid System with distributed architecture having control station at the administrative department of HO/Regional Office & Viewing facility in secure cloud access by authorized person of JCI.
- c) JCI will not pay any cost other than lease rental fee during the three years contract period other than mentioned in lease agreement. The lease rental will be the charges inclusive of all possible charges.
- d) It's the vendors responsibility to carry out defined work in neat and clean manner and do reconditioning wherever road cutting /concrete cutting with his resources. any stage on any ground whatsoever it is.
- e) Vendor shall be Single Point of responsibility for the end user/client officials for the entire period of 3 years lease rental period. Sub-contracting is not allowed.
- f) The CCTVs Surveillance System need to be functional on 24x7 basis and need to have at least 30 days data storage capacity for all CCTVs.
- g) Lease period will begin from the date of issuing Work Completion Certificate by JCI at any particular location. Work Completion certificate shall be issued only after completion of work in all respect to the entire satisfaction of JCI.

- h) The system should be provided with weather proof IP Fixed Camera, lens, housing & mountings to capture video with which, would be viewed & controlled through the Video Management Software, recorded and stored.
- i) On completion of the works and before issue of certificate of completion, the vendor shall provide documents including manuals and operating instructions, software, software keys/passwords and training to JCI's personnel in all aspects of system design, theory of operation of equipment, functional details, trouble-shooting and familiarization with systems as per scope of work etc.
- j) All systems should have auto synchronization provision with cloud.
- k) CCTV cameras and peripherals should be compatible with third party software. System should be compatible with Mobile devices also (Android).
- l) System should have LAN/ wifi (optional) provision and able to work on Local Area Network.
- m) Vendor has to provide or install all accessories along with device.
- n) Software should have a provision to create customized report.
- o) Escalation Matrix for Service Support: Vendor/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
- p) During lease period, JCI will make payment on quarterly basis for each location upon receiving invoice.
- q) Interested Vendors has to submit their EOI with following documents: -
 - i. Documents full filling their eligibility criteria.
 - ii. Make and model of the items offered against Bill of Materials and respective technical literature.
 - iii. Lease rental charge per unit of all the items mentioned in Bill of Material.
 - iv. Any specific terms and conditions for executing the project.

13. Service Level Agreement

13.1 Delays

Late Eol / delayed Eol including postal delay and those not conforming to the prescribed terms and conditions will not be considered.

13.2 Risk purchase

In case delivery of material is not affected as per given schedule, we reserve the right to cancel the order placed on you, and procure the material from any other source and the deduction on account of penalty as well as excess mount to be incurred by us, would be recovered from the party's due payments or security amount held with us.

13.3 Liquidated damages for delay in delivery / quality problems

Successful vendor shall have to pay to the company by way of liquidated damages and not as penalty an amount equal to 0.5 % of the value of the materials so delayed for each week or part thereof such delay in delivery, subject to maximum of 5% of the total order value.

13.4 Delay due to Force Majeure

In the event of causes of force Majeure occurring within the agreed delivery terms, the delivery dates can be extended by the tenderer on receipt of application from the vendor within stipulated delivery period. Only those causes that depend on natural calamities, civil wars, national strikes and strikes /lockout at Vendor's works which have duration of more than seven consecutive calendar days are considered the causes of Force Majeure. The vendor must advise JCI by a registered letter duly certified by local chamber of commerce or statutory authorities, the beginning and end of cause of delay immediately, but in no case later than 10 days from the beginning and end of such cause of Force majeure condition as defined above.

JCI reserves the right to ask Vendor to suspend despatches of goods/materials covered by this order for such period as they may think fit in the event of strikes, accidents or other causes beyond JCI's control.

13.5 Sub-Contracts

The successful vendor shall not assign the Contract in whole or part without obtaining the prior written consent of JCI. The vendor shall, notwithstanding the consent and assignment, remain jointly and severally liable and responsible to JCI together with the assignee, for and in respect of the due performance of the contract and the vendor's obligations there under.

13.6 Control Regulations

Successful vendor warrants that all goods/materials covered by this order have been produced, sold, despatched, delivered and furnished in strict compliance with all applicable laws' regulations, labour agreement, working conditions and technical codes and statutory requirements as applicable from time to time. All laws and regulations required to be incorporated in executing this tender are hereby deemed to be incorporated by this reference. Owner can disown any responsibility for any irregularity or contravention of any of the statutory regulations in the manufacture or supply of

goods covered in the order. The Vendor shall ensure compliance with the above and shall indemnify tenderer against any actions, damages, costs and expenses of any failure to comply as aforesaid.

13.7 Vendors Obligation

The vendor shall ensure that no damage is caused to JCI's property/or any decorative structure/fittings while carrying out the work. It is obligatory on the part of the vendor to rectify/make good such damages at their own cost. The Tenderer shall remove all unused material. wash and clean the floors at their own cost and hand over the site in proper manner on completion of the work.

The work executed should be got approved by JCI and the vendor shall rectify any bad workmanship pointed out at any stage and remove from site all the rejected materials immediately.

14. HSE REQUIREMENTS BY VENDORS

14.1 Housekeeping

Vendors shall ensure that their work area is kept clean tidy and free from debris. The work areas must be cleaned on a daily basis. Any disposal of waste shall be done by the Vendor.

All equipment, materials and vehicles shall be stored in an orderly manner. Access to emergency equipment, exits, telephones, safety showers, eye washes, fire extinguishers, pull boxes, fire hoses, etc. shall not be blocked or disturbed.

14.2 Confined Space

Before commencing Work in a confined space, the Vendor must obtain from Owner a Permit to Work, the Permit to Work will define the requirements to be followed.

As minimum Vendors must ensure the following:

- a) Confined spaces are kept identified and marked by a sign near the entrance(s).
- b) Adequate ventilation is provided
- c) Adequate emergency provisions are in place
- d) Appropriate air monitoring is performed to ensure oxygen is above 20%.
- e) Persons are provided with Confined Space training.

- f) All necessary equipment and support personnel required to enter a Confined Space is provided.

14.3 Tools, Equipment and Machinery

Vendor must ensure that all tools & equipment provided for use during the Work is:

- a) suitable for its intended use;
- b) safe for use, maintained in a safe condition and where necessary inspected to ensure this remains the case (any inspection must be carried out by a competent person and records shall be available);
- c) Used only by people who have received adequate information, instruction and training to use the tool or equipment.
- d) Provided with Earth leakage circuit breaker (ELCBs) at all times when using electric power cords. Use of electrical tape for temporary repairs is prohibited.

14.4 Working at Height

Any Work undertaken where there is a risk of fall and injury is considered to be working at height.

For any Vendor Personnel working at height, Vendors shall provide fall prevention whenever possible and fall protection only when fall prevention is not practicable. Before commencing Work in a height the Vendor must obtain from Owner a Permit to Work, the Permit to Work will define the requirements to be followed. Supervisor must be present at all point of time, to ensure no deviation occur during the course of work.

a. Fall Prevention System

Fall prevention systems (e.g. fixed guardrails, scaffolds, elevated work platforms) must provide protection for areas with open sides, including exposed floor openings.

b. Fall Protection Systems

Where fall protection systems are used then the Vendor must ensure the following is applied:

- ✓ Only approved full body harness and two shock-absorbing lanyards are used,
- ✓ Prior establishment of a rescue plan for the immediate rescue of an employee in the event they experience a fall while using the system,
- ✓ Anchorage points must be at waist level or higher; and capable of supporting at least the attached weight,
- ✓ Lifeline systems must be approved by Owner before use.
- ✓ Use of ISI marked industrial helmet at all point of time.

c. Scaffolding

All scaffolds shall subject to a documented inspection by a competent person and clearly marked prior to use. The footings or anchorage for scaffolds shall be sound,

rigid and capable of carrying the maximum intended load without settling or displacement. All scaffolding materials should be of MS tubular type.

Guardrails and toe-boards shall be installed on all open sides and ends of scaffold platforms. Scaffolds shall be provided with an access ladder or equivalent safe access. Vendor Personnel shall not climb or work from scaffold handrails, mid-rails or brace members.

d. Stairways and Ladders

Ladders should only be used for light duty, short-term work or access in line with the below and the Site Requirements.

- i) Fabricated ladders are prohibited.
- ii) Ladders will be secured to keep them from shifting, slipping, being knocked.
- iii) Ladders will never be tied to facility services piping, conduits, or ventilation ducting.
- iv) Ladders will be lowered and securely stored at the end of each workday.
- v) Ladders shall be maintained free of oil, grease and other slipping hazards
- vi) Ladders will be visually inspected by a competent person and approved for use before being put into service. Each user shall inspect ladders visually before using.
- vii) Ladders with structural defects shall be tagged "Do Not Use," immediately taken out of service, and removed from the Site by the end of the day.

14.5 Lockout Tag out ("LOTO")

Prior to performing work on machines or equipment, the Vendor shall ensure that it is familiar with LOTO and Permit to Work procedures and that all of its affected Vendor Personnel receive the necessary training.

14.6 Barricades

Floor openings, stairwells, platforms and walkways, and trenching where a person can fall any distance shall be adequately barricaded and where necessary, well lit. Where there is a risk of injury from a fall then rigid barriers must be used.

Barricades must also be used to prevent personnel entering an area where risk of injury is high e.g., during overhead work activity or electrical testing etc. Such barricading must provide clear visual warning.

14.7 Compressed Gas Cylinders

Gas cylinder shall be securely stored and transported, and identified and used in line with the local requirements. Hose lines shall be inspected and tested for leaks in line with local requirements. Flash Back arrestor to be used to prevent any explosion due to back fire.

14.8 Electrical Safety

Prior to undertaking any work on live electrical equipment, the Vendor must obtain a Permit to Work from Owner. Where ever possible live work should be avoided. Any control measures highlighted shall be implemented prior to work commencing.

The below measures will be taken:

- a) Work practices must protect against direct or indirect body contact by means of tools or materials and be suitable for work conditions and the exposed voltage level.
- b) Energized panels will be closed after normal working hours and whenever they are unattended. Temporary wiring will be de-energized when not in use.
- c) Only qualified electrical Vendor Personnel may enter substations and/or transformer and only after being specifically authorized by Owner.

14.9 Hot Works

A Permit to Work must be obtained from Owner prior to any hot works (welding, grinding, open flame work). Suitable fire extinguishing equipment shall be immediately available. Objects to be welded, cut or heated shall be moved to a designated safe location, or, if they cannot be readily moved, all movable fire hazards in the vicinity shall be taken to a safe place. Personnel working around or below the hot works shall be protected from falling or flying objects.

Prior to the use of temporary propane or resistance heating devices approval must be obtained from Owner.

14.10 Trenching, Excavating, Drilling and Concreting

A Permit to Work must be obtained from Owner and all underground lines, equipment and electrical cables shall be identified and located prior to beginning the work. The Vendor shall assign a competent Vendor Personnel to all trenching and excavation work.

Safe means of access and egress shall be located in trench excavations. Daily inspections shall be conducted by a competent Vendor Personnel for evidence of a

situation that could result in possible cave-ins, indications of failure of protective systems or other hazardous conditions.

Physical barriers shall be placed around or over trenches and excavations. Flashing light barriers shall be provided at night.

14.11 Environmental Requirements

a. Waste Management

The Vendor is responsible to remove any waste generated by the work being done on the Site. The Vendor must dispose of the waste in line with the relevant local legislative requirements. The waste disposal route shall be documented and made available for Owner to review at any time and may be subject to Owner's prior approval.

Wastes (includes rinse from washing of equipment, PPE, tools, etc) are not to be poured into sinks, drains, toilets, or storm sewers, or onto the ground. Solid or liquid wastes that are hazardous or regulated in any way are not to be disposed of in general site waste receptacles.

b. Spills

The Vendor is responsible for the provision of adequate spill kits/protection and the cleanup and disposal costs arising from such spills.

c. Emissions

The Vendor shall identify and quantify any emission sources associated with the Works. The control measures associated with this emission shall be subject to the approval of Owner's Emissions include but are not limited to noise, dust, fumes, vapours.

15. **Statutory Compliance**

The vendor should take coverage under the Workmen's Compensation Act for the workmen employed by them for the commissioning and erection of the items tendered in this tender. The successful vendor should also ensure that all compliances under PF/ESI/Contract Labor Registration etc. as applicable are complied with.

16. **Maintenance & Liquidated Damages (LD)**

During lease period, all break-down calls should be attended to as under:

For any problem the service engineer shall rectify arising in functioning of CCTV Surveillance System, within 48 business hours from time of lodging of complaint. The

time which will be treated as the time of lodging of the complaint will be the 1st Call on mobile or the time of 1st e-mail send to the vendor in this regard. In case of failure in providing service within the above time frame, JCI has the discretion/reserves the right to impose penalty as mentioned hereunder:

3-7 days excluding date of lodging of complaint: Rs. 100/- per day

From 8th day to 30 days: Rs. 200/- per day

More than 30 days: Rs. 300/- per day

The penalty amount will be recovered from the quarterly invoice submitted by the vendor or Security Deposit given by the vendor.

In case of unsatisfactory performance of the vendor (s) either in relation to quality of material or adherence of specified delivery schedule, JCI reserves its right to cancel part or whole of the contract and forfeit such amounts, as JCI may deem reasonable due to the loss of goodwill, business and goods due to such unsatisfactory performance, from the retention amount.

17. Termination

Without prejudice to JCI's right to price adjustment by way of discount or any other right or remedy available to JCI, JCI may terminate the Contract of any part thereof by a written notice to the vendor if:

- i. The vendor fails to comply with any material term of the Contract.
- ii. The vendor informs JCI of its inability to deliver the item or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii. The vendor fails to deliver the item within the stipulated Delivery Period and/or to replace any rejected or defective item promptly.
- iv. The vendor becomes bankrupt or goes into liquidation.
- v. The vendor makes a general assignment for the benefit of creditors.
- vi. A receiver is appointed for any substantial property owned by the vendor.
- vii. The vendor has misrepresented to JCI, acting on which misrepresentation, JCI has placed the Purchase Order on the vendor.

Upon receipt of said termination notice, the vendor shall immediately stop supply.

On termination of the contract, without prejudice to any other right or remedy available to JCI under the contract, in the event of JCI suffering any loss on account of delayed delivery or non-delivery, JCI reserves the right to claim and recover damages from the vendor in respect thereof. The EMD / Security Deposit will be forfeited.

18. Arbitration

If any dispute or difference arises between the Parties inter alia in respect of the interpretation of this Agreement or of the rights or liabilities of either in respect of anything done or omitted or to be done or omitted hereunder, the Parties shall endeavour to settle such dispute amicably.

If not, such dispute or difference shall be referred for adjudication at Mumbai to a sole arbitrator to be appointed by MD, JCI.

The place of Arbitration shall be Kolkata, India. The arbitration proceedings shall be in the English language. Cost of Arbitration shall be equally shared between the Parties. It is expected that the arbitral award shall be a speaking award setting out reasons thereof. In making the award, the arbitrator(s) shall be bound by the intention of the Parties insofar as the same can be ascertained from this Agreement.

19. List of Installation site

JCI website may be referred.

Link: <https://www.jutecorp.in/departamental-purchase-centre-dpc/>