



COOCH BEHAR PANCHANAN BARMA UNIVERSITY

Vivekananda Street, Cooch Behar-736101
Phone & Fax : 03582-230833

E-mail :- info@cbpbu.ac.in
Website:- www.cbpbu.ac.in

Ref. No.: F69.V1/REG/0911-19

Date: 29.05.2019

E-TENDER NOTIFICATION

Online E-Tender is invited by the Registrar, Cooch Behar Panchanan Barma University for supplying Community Radio lab equipment and solution by the eligible vendors. Interested vendors may follow the instructions as given below for submission of their tenders under online mode:

Sl. No.	Item	Tender Fee	Completion Time
1	As per Annexure - A	Rs. 2,000/-	30 days

List of Items/Services to be purchased:

1. General Instructions:

In the event of e-tendering, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC) or from the Cooch Behar Panchanan Barma University website www.cbpbu.ac.in.

2. Submission of bids:

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed by the Company personnel who is in the pay roll of the Company (having Authorization from the Company management) in the website [http:// wbtenders.gov.in](http://wbtenders.gov.in). All papers must be submitted in English language.

3. Time Schedules for the e-tender:

The Time Schedule for obtaining the Bid Documents, Pre-Bid meetings, the submission of bids and other documents etc. will be as per the list provided in Clause No. 10 given below.

4. Eligibility for Quoting:

Service Providers/Trade Mark holders of Cloud Radio/ or Dealers/Distributors/Agents who are able to supply the assured quantities as per requirement & have requisite Annual Average Turnover, as per clause no. 5, are only eligible for quoting. Service provider not having the capability to supply the entire solution solely need not apply. Failure of submission of declaration of full supply will lead to cancellation of tender.

Further, vendors who were declared black listed and/or insolvent by any Govt. Concern/any Institutions in the Country for particular item or items are not eligible to participate in the current tender for that item or items.

5. Annual Turnover Requirements:

Vender having total Turn Over in last three financial years, of more than Rs. 30 lakh in India or equivalent foreign currency in the respective foreign country for the year **2013-14, 2014-15 and 2015-16** are eligible to participate in the Tender.

6. Submission of Tenders



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6.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 1. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time, one is Technical Bid and the other is Financial Bid. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents of originals in Portable Document Format (PDF) to the portal in the designated locations/folders of Technical Bid. He needs to fill up the BOQ in the designated cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender till the bid submission ends. Tenderers should in general upload the latest documents as part of the tender, however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends.

6.2 Technical Bid

The Technical Bid should contain scanned copies and/or declarations in the following standardised formats in two covers (folders):

I. Technical File (Statutory Cover) containing:

1. **Notice Inviting Tender (NIT)** – The NIT as published is to be downloaded and then uploaded the same digitally signed (*to be submitted in “NIT” folder*).
2. **Annexure** –
 - a) Basic Information (Vide Annexure I) (*to be submitted in “Annexure” folder*)
 - b) Application for Tender - (Vide Annexure II) (*to be submitted in “Annexure” folder*)
 - c) Authorization letter - (Vide Annexure III) (*to be submitted in “Annexure” folder*)
 - d) Affidavit Proforma - (Vide Annexure IV) (*to be submitted in “Annexure” folder*)
3. Technical details of the Items Quoted (Bidders must submit Technical specification along with Catalogue of the item quoted in **“Technical Details”** Folders.
4. Bidder must submit Audited (or self-attested ITR based for company not liable to audit) Balance Sheet and Profit and loss Account for last 3 (three) financial year namely **2013-14, 2014-15 and 2015-16** in **“Accounts”** folder.

Note: Tenders will be summarily rejected if any item in the statutory cover is missing.

II. My Document (Non-Statutory Cover) containing as follows:



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Sl. No.	Category	Sub-Category	Sub-Category Description
1	Certificates	Certificates	PAN Card of the Bidder
			VAT/ CST /GST Registration Certificate
			Exemption Certificate for paying EMD for the current financial year (if any)
2	Company Details	Company Details 1	Trade Licence/Enlistment Certificate or Import/Export license or
			Registration with Registrar of Companies or
			Memorandum of Articles for Limited Companies.
3	Credential	Credential 1	a) Copy of the tie-ups/ agreements/ purchase order from Government/reputed organizations for providing solutions of similar nature b) Brief client List
4	Financial Information	Payment Certificate 1	Income Tax Returns submitted for the Assessment year 2013-14
			Income Tax Returns submitted for the Assessment year 2014-15
			Income Tax Returns submitted for the Assessment year 2015-16

6.3 Financial Bid

The Financial Bid should contain the following document in one cover (folder):

Bill of Quantities (BOQ): The tenderer is to fill-up the designated cell as marked by the University in the BOQ under online mode through computer for preparing their quotation and thereafter tenderer will have to upload the same after digitally signed as submission of their quotation (Only downloaded copies of the BOQ as available in the web portal are to be uploaded without changing the name of the BOQ file after virus scanned and digitally signed by the tenderer)

- The tenderers are not required to submit hard copies of Technical File (Statutory) or My documents (Non-Statutory). Submission of hard copy of Financial Bid is strictly prohibited and only be submitted through on line through NIC portal.



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8. Evaluation of the tenders

During the tender evaluation process, the “Technical Bid” will be opened first. Those Bidders who have qualified in respect of the essential & other requirements in “Technical Bid” will be identified and their financial bid will be opened. The financial bid of those Tenderer failing to meet the technical & other requirements laid down in the tender will not be opened and be rejected. The Tenderer offering the item found suitable and as per the tender specifications will only be selected. Final selection of the lowest bidder in respect of Financial Bid is subject to further verification. The Financial Bids of only those tenderers who have been considered as Technically Qualified will be opened. If found suitable in the context of above pre-qualification etc, the Tenderer quoting the lowest rate will be considered as successful.

9.TERMS & CONDITIONS REGARDING PURCHASE POLICY OF TENDERING AUTHORITY:

9.1 Bid Information:

- a) **Partial Quotation as mentioned in BOQ and also in this NIT will not be accepted and tender will be liable for cancellation.**
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price but should be indicated separately in the price bid.
- c) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) Currency will be made either in INR or from any of the foreign currencies like USD, GBP, EURO and JPY.

9.2 **Evaluation of Quotation:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive stage wise. Firstly, Technical Bid will be evaluated based on and thereafter Price Bid for technically qualified bidders will be evaluated for selection of vender.

9.3 **Award of Contract:** **The contract shall be made for the entire solution as per BOQ.** The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially. Purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.

9.4 **Warranty:** The vendor shall be fully responsible for the manufacturing warranty for a period of one year from the date of installation. Warranty will be effective from the date of takeover of the equipment



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9.5 **Adequate support service facility:** The bidder/manufacturer should have adequate service support centre in Kolkata/Delhi for any emergency breakdown/fault offering facility within 48 hours and should be agreeable to provide CMC facility after the warranty period.

9.6 **Training Facility:** User training regarding the operation of the equipment's shall be arranged by the supplier/vendor.

9.7 **Manufacturer's/ Service provider's Authorisation:** Document in support of Manufacturer/Dealer or Service Provider has to be submitted along with the tender paper.

9.8 **Credentials:** Documents of previous experience of the job must be submitted along with the tender.

9.9 **DSIR Certification:** The Cooch Behar Panchanan Barma University will provide the necessary certificate at the time of purchase.

9.10 **Make & Model:** Bidder must mention Make and Model in the Information Sheet as given vide Annexure-I and must send the product details/catalogue/brochure in the "**Technical Details**" folder.

9.11 **Time Schedule:** The supply and installation work must be completed within 45 days from the date of receipt of the purchase order.

9.12 **Validity of offer:** A bidder should spell out in the tender that it shall remain valid for a minimum period of three months from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.

9.13 **Place of delivery:** Community Radio Station, Cooch Behar Panchanan Barma University, Cooch Behar -736101.

9.14 **Payment Schedule:** A Mobilization advance of 20% shall be made. Thereafter, payment will be made prorata at completion of various stages mentioned in I.1 to I.6. More than one work may be undertaken in parallel to complete the work early. Payment shall be made within seven days of submission of bill to enable further stages of work.

9.15 **Performance Security:**

Successful bidder should deposit Performance Security money equivalent to the 5% of the order value in the form of DD/Bank Guarantee immediately before issuing purchase order from the University. Such security will be refunded after completion of the various stages on pro rata basis. University may forfeit the Security Money in the event of the following circumstances:

i) Selected bidder withdraws the bid before expiry of its validity but after receipt of the Purchase Order.



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ii) Selected bidder does not accept the order after issuing the same or fails to enter into a contract within validity period of offer.

iii) Selected bidder fails to supply the items within the scheduled time as specified in the Purchase Order

9.16 Quantity Changeability: Quantity as stated in the tender document may subject to change at the time of issuing purchase order for valid reasons.

9.17 Requisite Documents to be submitted: Bidder must have adequate documents relating to returns for Income Tax, Audited Statement of Accounts or self-attested ITR based statement of account for proprietary /non-audited company and other documents as sought for under Clause 6.2.II of this tender.

9.18 Turnover Criterion: Bidder must have a total turnover of more than Rs.30 lakh in three financial year ending 2016-17.

9.19 Disposal of Disputes: In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only.

9.20 Conversion of FC Rate: Generally, the West Bengal Government Portal is equipped enough for conversion of Foreign Currency (FC) rate into INR. In case of any problem arising out of the West Bengal Government Portal for e-tender regarding the conversion rate against foreign currencies quoted by the bidders in the BOQ, the conversion rate as existing in the official website of the Reserve Bank of India (RBI) as on the date of opening the Financial Bid will be considered for Financial Bid Evaluation.

Discretion of the University:

9.21 University may take decision about non-purchase of the said equipment even after selection of vendor due to its fund constraints.

9.22 University may seek documents from the bidder in addition to the scanned documents sent by them at the time of uploading technical bid for verification and evaluation of tender.

9.23 University reserves the right to relax any clause as stated hereinabove for selection of responsive vendor.



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10. Dates & Information:

Sl. No.	Activities	Date & Time
1	Date of uploading of N.I.T. Documents in the e-tender portal of NIC : https://wbtenders.gov.in	29 th May, 2019
2	Documents download (online)	29 th May, 2019 (from 4.00 p.m.)
3	Bid Submission Start Date(on line)	29 th May, 2019 (from 5.00 p.m.)
4	Bid Submission Closing Date (Online)	18 th June, 2019 (up to 4.00 p.m.)
5	Bid Opening Date (Online) – Technical Bid	20 th June, 2019 (from 3.00 p.m.)
6	Date of uploading list for technically qualified bidder (online)	To be notified
7	Date of opening of Financial Bid	To be notified
8	Date of uploading of list of bidders along with the approved Rate	To be notified

11. Opening the financial bid as per schedule will BE NOTIFIED LATER ON.

Financial bid can be seen & accessed by the bidder through the NIC Portal on line after opening of financial bid on line. No objections raised by any Bidder in this respect will be entertained by the University. No informal tender will be entertained in the Bid further.

12. During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be rejected outright without any prejudice.

13. The Tender Selection Committee reserves to right to cancel the N.I.T. due to unavoidable Circumstances and no claim in this respect will be entertained.

14. STEPS TO BE FOLLOWED FOR SUBMISSION OF E-TENDER

1. SEARCHING THE TENDER

➔ After Login on www.wbtenders.gov.in with DSC Click on Search Active Tenders

➔ In Keyword writes Tender Reference No. / Tender memo. No. or put Tender ID and click on submit on NIC website.



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2. DOWNLOADING THE TENDER DOCUMENTS

- After searching the particular tender, you will find NIT & BOQ and other document, click on those to download and save the documents.
- Then fill the login Id and password which is written on top or your own login id and password; the same page will appear again click on NIT & BOQ to download.
- While downloading the BOQ please do not change the name of the BOQ and quote as per the exact Accounting Unit, as mentioned.

3. UPLOADING DOCUMENTS UNDER “MY DOCUMENTS” FOLDER

- First upload all the “My Documents” before starting the Bid Submission process.
- While starting the Bid submission process after the EMD payment you will find an option “Do you want to submit Other Important Documents”.
- Here click on YES to submit the MY DOCUMENTS and then tick mark the check boxes to tag those documents in that particular tender.

4. UPLOADING DOCUMENTS UNDER “STATUTORY COVER” FOLDER

- First upload Tender Document (Other than BOQ) with digital signature in **NIT Folder**.
- Thereafter, upload Scanned Copy of all Annexure in the **Annexure Folder**.

5. BOQ

- While first opening the BOQ there is an option at top of the rows. “Security warning Macros have been disabled” Click on Options.
- Select “Enable the content” then OK. This will enable you to visualize the BOQ.
- Select the Currency (INR, USD, JPY, EUR, GBP) type from drop down list while quoting the amount against each item.
- Upload BOQ in the “BOQ Folder” under “Financial Cover” after filling up financial data in the appropriate columns

6. ITEM WISE DETAILS

- Select that item as Yes/No from drop down list which item bidder wants to quote the amount.

FOR ANY CLARIFICATION REGARDING TENDER PLEASE CONTACT WITH COOCH BEHAR PANCHANAN BARMA UNIVERSITY E-MAIL ID – INFO@CBPBU.AC.IN

[TENDER FEE: Rs. 2000/- (RUPEES TWO THOUSAND ONLY), NAME OF THE A/C: COOCH BEHAR PANCHANAN BARMA UNIVERSITY, SAVINGS ACCOUNT NUMBER: 32741316141, IFSC CODE: SBIN0000058]

**REGISTRAR
COOCH BEHAR PANCHANAN BARMA UNIVERSITY
VIVEKANANDA STREET, COOCH BEHAR – 736101**

**COMMUNITY RADIO STATION
COOCH BEHAR PANCHANAN BARMA UNIVERSITY
ANNEXURE – A**

Sl. No.	Description of Items	Quantity
1.	<p>Total Lab shall have following provisions</p> <ol style="list-style-type: none"> 1. Acoustic of entire area including production cum discussion studios, on-air transmission cum recording room, sound lock, video editing lab, including Sound Proof Doors, Observation Windows, false ceiling, floor tiles, and walls. The first 100 cm of the wall inside the studio shall be treated for lower frequency and the rest of the wall shall be treated for mid and high frequency. 2. Equipment with software for audio recording, production, mixing and post production 3. Equipment with software for video editing and production 4. Server with software for Cloud Radio™ for streaming of class lectures, tutorials, convocations etc. to be received on mobiles without use of internet 5. Interactive web site for posing courseware on the web for receiving the courseware by students of all colleges 6. Training and operationalization 7. User Manual 8. Carry Case 9. Warranty and Basic Customer Care Package 	<p>1 set</p> <p>1 set</p> <p>1 set</p> <p>1 set</p> <p>1 set</p> <p>1 set</p> <p>1 set</p> <p>1 set</p> <p>1yr</p>
2.	<p>Acoustic details consisting of</p> <ol style="list-style-type: none"> 1. LFA Treatment A1 2. LFA Treatment A2 3. Acoustic wall Paneling B3 4. Sound Proof Door 5. Sound Proof Observation Window 6. False Ceiling 7. Flooring of tiles 8. Powdered coated Aluminum Glass partition with double glass 5mm with sound proofing with aluminum partition of 12 ft. 9. Technical Furniture (PCR Table -1, St. Table-1, Editing table-1(45 ft running), NLE Table -1, 10. Full height laminated storage 11. Furniture as below: 12. Sofa set with table 13. Medium back chair (Revolving) 14. Station head table with chair 15. Air Conditioner 1.5 Ton split (LG or equivalent)- 3 Star 	<p>1 set</p> <p>65 ft.</p> <p>65 ft.</p> <p>390 ft</p> <p>3</p> <p>1</p> <p>625</p> <p>625</p> <p>60</p> <p>One lot</p> <p>2</p> <p>1 set</p> <p>12</p> <p>5 No.</p>
3.	<p>Equipment with software for audio recording, production, mixing and post production consisting of:</p>	<p>1 set</p>

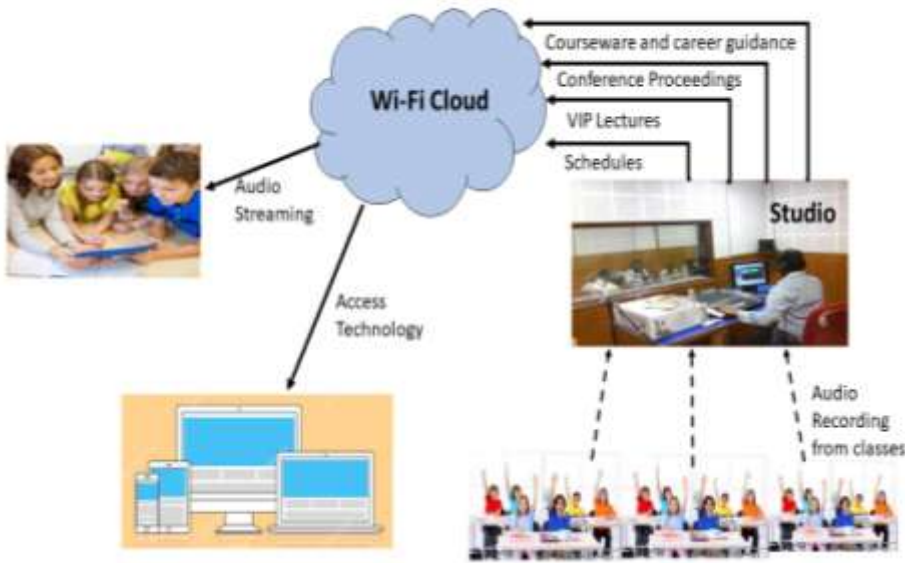
**COMMUNITY RADIO STATION
COOCH BEHAR PANCHANAN BARMA UNIVERSITY
ANNEXURE – A**

Sl. No.	Description of Items	Quantity
	<p>Microphone Transducer Type</p> <p style="text-align: center;">Dynamic</p>	
5.	<p>Mixer Tascam DP-24SD Portable Digital Mixer or equivalent</p> <ul style="list-style-type: none"> • Simultaneous 24-track playback • 12 mono tracks + 6 stereo tracks • Simultaneous 8-track recording • 16 or 24 bit, 44.1 or 48 kHz recording • 8 XLR/TRS combo connectors • Phantom power supplied on all inputs (INPUT A-D,E-H) • High-impedance input available (INPUT H) • Stereo RCA output • 2 effect send outputs (1/4" TS jack) • 70mW/ch headphone amplifier • Remote connector for optional RC-3F footswitch • INPUT A-H and each track equipped with 3-band EQ • Automatic punch in/out • Various edit functions (COPY INSERT, COPY PASTE, MOVE INSERT, MOVE PASTE, OPEN, CUT, SILENCE, CLONE TRACK, CLEAN OUT) • Undo and Redo function with Undo history • Dynamics effects for input (Limiter, Compressor, Noise Suppressor, Exciter) • Guitar effects (Amp Simulator, Reverb, Compressor, Chorus, Flanger, Phaser) • Mix-down effects (Reverb, Delay, Stereo Chorus) • Mastering Effects (Multi-band Compressor, Equalizer, Dither, Normalize) • Track bounce function • Virtual track (8 virtual track per one track: including use track) • Locate mark up to 99 for one song • File transferring via USB2.0 	1
6.	<p>M-Audio AV32 Studio Desktop Monitor Speakers - Pair</p> <ul style="list-style-type: none"> • Type: Two-way desktop reference speaker • Low-Frequency Driver: 3" diameter, polypropylene-coated, with high-temperature voice coil • High-Frequency Driver: 1" diameter, silk cone tweeter • Frequency Response: 80 Hz – 20 kHz • Crossover Frequency: 3.3 kHz • RMS SPL: 101.5 dB @ 1 meter • Signal-To-Noise Ratio: > 90 dB (typical, A-weighted) • Input Connectors: Left and right RCA line input and 1/8" aux input • Polarity: Positive signal at "+" input produces outward low-frequency cone displacement • Dynamic Power: 10 watts continuous, per channel into 4 Ω • Input Impedance: 10 k Ω unbalanced • Input Sensitivity: 100 mV pink noise input produces 90 dBA output 	2

**COMMUNITY RADIO STATION
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ANNEXURE – A**

Sl. No.	Description of Items	Quantity
	<p>SPL at 1 meter with volume control at maximum</p> <ul style="list-style-type: none"> Protection: RF interference, output current limiting, over temperature, turn on/off transient, subsonic filter Indicator: Blue power LED for aligning wave guide Power Requirements: 100-120V/~50/60 Hz, 220-240V/~50/60 Hz; powered via detachable 2-conductor line cord <p>Portable Solid-State Field Recorder(Tascom HD-P2) HeadphoneSennheiser HD Phone-in Unit (2 Channel Phone-in-program Console) (JK or camcon) UPS with Batteries 3KVA</p> <p>Hard Disk Based editing workstation</p> <ul style="list-style-type: none"> Intel Core i7 Processor, 2.8 GHz, 6 GB RAM, 1 TB System Drive, 120 GB Drive, DVD, Keyboard, 3 Button Mouse, Graphic Card 512 MB, Pro Studio soundcard, 10/100/1000 MBPS Fast Gigabit Ethernet, Windows 10 Workstation and speakers Software for archive/ referencing/ retrieval/ playback, scheduling and storage/ broadcast <p>Radio Broadcasting System and Logger (WDF-RBS) RBS should be simple, easy to operate, focused for community broadcasts and can be easily personalized. It should have a database or storing programmes of different genre, promos, jingles, advertisements etc., capable to make playlists. Database should be safeguarded by making easy database backups. It should also be possible to edit the database. This should provide program directors, technicians, etc. a very powerful and versatile tool to accomplish day to day routine scheduling, editing, etc. It should have a system to keep logs of the programmes</p> <p>Off Air Monitoring setup /logger</p>	<p>5 2 1 1 5 5 set 1 set 1 set</p>
7.	<p>Equipment with software for video editing and production consisting of</p> <p>Apple Mac Pro FCP system</p> <ul style="list-style-type: none"> Apple Mac Pro 2.66 GHz Quad Core Intel Xeon /3 GB Memory /1 TB storage / GForce GT-122 graphic card SD with 15" LCD monitor, Black Magic DeclinkCard, 720p FaceTime HD camera with Final Cut Studio single use software (latest version of Hardware & software) <p>Mac 21.5" with FCP</p> <ul style="list-style-type: none"> 21.5-inch (diagonal) 4096-by-2304 Retina 4K display Stunning 5-mm-thin design Seventh-generation 3.4GHz dual-core Intel Core i5 processor Radeon Pro 555 or 56 graphics processor with up to 4GB video memory Two Thunderbolt 3 (USB-C) ports 	<p>1 set 1 2</p>

**COMMUNITY RADIO STATION
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ANNEXURE – A**

Sl. No.	Description of Items	Quantity
	<ul style="list-style-type: none"> • 82.11ac Wi-Fi • Magic Mouse 2 and Magic Keyboard <p>Video/audio editing software</p> <ul style="list-style-type: none"> • Vegas Pro 15 video editing software • Corel Draw • Adobe Photoshop • Adobe Audition <p>Panasonic HC-PV100GW Professional Camcorder with stand</p> <p>Electret condenser Microphone (Lapel)</p>	<p>1 set</p> <p>2</p> <p>2</p>
8.	<p>Server with software for Cloud Radio™ for streaming of class lectures, tutorials, convocations etc. to be received on mobiles without use of internet</p> <p>The system architecture is shown in the Figure below.</p> <p style="text-align: center;">Cloud Radio System Configuration</p>  <p>The existing available wi-fi system shall be used for stream the audio content from the MJMC Lab. The streaming content shall be made available across any digital device, namely:</p> <ul style="list-style-type: none"> • all Devices: Smartphones, Tablets, Feature phones, Android Set-up Boxes, Roku... • Operating System: Android • all Telco Networks <p>The deliverables shall be setting up of Streaming servers, with own IP, port forwarding for access by anyone within the cloud range, dynamic DNS set up and access of the stream from University domain server. This will also be made accessible at all the affiliated colleges of the University via net.</p> <p>The bidder shall need to provide a proof of his having developed the solution (having a Trade Mark -TM) or demonstrating the</p>	1 set

**COMMUNITY RADIO STATION
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ANNEXURE – A**

Sl. No.	Description of Items	Quantity
	working model in the University.	
9.	<p>Interactive web site for posing courseware on the web for receiving the courseware by students of all colleges</p> <p>An interactive dynamic website with salient features as below</p> <ul style="list-style-type: none"> • Shall dynamically stream the course content on the site at pre-defined time • Shall state the features of the University, its courses, students, labs and class rooms • Shall have provisions for getting on-demand courses in audio/video formats • Shall have provisions for student’s feedback via blog etc. • Shall have references and links of teachers with their qualification, expertise and social media pages • Shall provide details of short-term media courses, fee, eligibility and admission details. • Shall have features to allow downloading of course content by authorize users. <p>The work shall involve taking space on server, design, uploading of initial content after creating with the help of University and then handing over.</p> <p style="text-align: center;">The bidder should be able to demonstrate /show a model courseware delivery site.</p>	1 set
10.	<p>Training and operationalization</p> <p>The University is implementing a novel innovative approach of setting the MJMC Lab to enable its students to learn production of audio/video content of courseware and also of mass appeal and stream it live as well as provide it on demand through an interactive website. The courseware shall be made available to all its affiliated colleges for making available the expertise of the professors in the University to all its colleges. The agency providing the solution must have an exposure to development of e-learning content and its delivery through ICT and mass media. The training and operationalization is an essential part of the entire scheme. The process will involve lecturing students, selection of students, training them in server maintenance, training them in courseware production and delivery.</p>	1 set
11.	<p>User Manual</p> <p>Following user manual shall be provided:</p> <ul style="list-style-type: none"> • Radio Broadcasting System (WDF-RBS) • Broadcast Mixer • CloudRadio™ • Basic of Server operation • System wiring details 	1 set

**COMMUNITY RADIO STATION
COOCH BEHAR PANCHANAN BARMA UNIVERSITY
ANNEXURE – A**

Sl. No.	Description of Items	Quantity
12.	Carry Case <ul style="list-style-type: none">• Video Camera• Gun Mike• Portable recorders	1 set
13.	Warranty and Basic Customer Care Package <p>All the equipment shall carry standard one-year warrantee against any manufacturing defects. All the software including RBS, server software shall be provided support online. Basic customer care package in terms of consumables for initial consumption like first time battery, few recording tapes, CDs shall also be provided.</p>	1yr

FURNISHING BASIC INFORMATION

(To be furnished in the Company's official letter pad)

1.	Name of the Bidder	
2	Address for Communication	
3	Contact Number(s)	
4	E-mail ID	
5	Trade Licence No. or Import/Export code (Please enclose copy of Trade Licence/ Import Export code)	
6	PAN(Please enclose copy of PAN Card)	
7	VAT No/ GST.(Please enclose copy of VAT/GST)	
8	Do you have previous experience for supplying similar nature of Items (Please enclose copy of Purchase order& user list, if yes)	Yes/No (Please put tick mark)
9	Annual Turnover as per Audited (or self attested ITR based for proprietary company not liable to audit)P/L ACCOUNTS & BALANCE SHEET	2013-14 : Rs..... 2014-15 : Rs..... 2015-16 : Rs..... Average Annual Turnover: Rs.....
10	Status of the bidder	Service provider/ Distributer/Selling Agent (Please put tick mark)

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the University.

**Signature of the Bidder
(With Seal)**

Annexure II
APPLICATION FOR TENDER

(To be furnished in the Company's official letter pad with full address and contact no, Email address etc)

To
The Registrar

Sub: NIT for the Supply of **different Instruments** for the purpose of Departmental requirement of Mass Communication and Journalism

Ref: - _____ N.I.T. Nodated

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I/we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me/us on behalf of in the capacity duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the tender document vide **Clause 9** and declare that we shall abide by it throughout the tender period including its extensions, if any.
3. We have gone through the Tender Document thoroughly and quoted the tendered items keeping in mind all sorts of information as furnished in the tender document including Corrigendum/Addendum as published from time to time.
4. We are offering rate for the following item /items with manufacturing capacity and assured supply to the Cooch Behar Panchanan Barma University.

Sl. No.	Description of Items	Make	Model No.	Quantity	Offer Validity
1	Acoustic of entire area including production cum discussion studios, on-air transmission cum recording room, sound lock, video editing lab, including Sound Proof Doors, Observation Windows, false ceiling, floor tiles, and walls. The first 100 cm of the wall inside the studio shall be treated for lower frequency and the rest of the wall shall be treated for mid and high frequency.			1 set	
2	Equipment with software for audio recording, production, mixing and post production			1 set	
3	Equipment with software for video editing and production			1 set	
4	Server with software for Cloud Radio™ for streaming of class lectures, tutorials, convocations etc. to be received on mobiles without use of internet			1 set	
5	Interactive web site for posing courseware on the web for receiving the courseware by students of all colleges			1 set	
	Training and operationalization			1 set	

6	User Manual			1 set	
7	Carry Case			1 set	
8					
9	Warranty and Basic Customer Care Package			I Yr.	

4. In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.

Date :-

Signature of applicant including title and capacity in which application is made.

Contact no:
E-mail address

Postal Address:

Annexure III

(Authorization letter in favour of the applicant (other than Managing Director/
Proprietor/Partner) from the competent authority.)

FORMAT

(To be furnished in the Company's official letter pad with full address and contact no, Email
address etc)

(TO WHOM IT MAY CONCERN)

This is to certify that Mr.(Name),
employee of this Organisation as (Official Designation)
is

hereby authorised to submit tender online, Vide NIT No.....,

Dated on behalf of the Organisation.

Signature of the competent authority with Seal

.....

(Signature of the Authorised Person)

Signature of Mr.....

.....is hereby attested.

Signature of the competent authority with Seal

ANNEXURE IV

(Affidavit Proforma)

(To be furnished in Non – Judicial Stamp paper
of appropriate value duly notarized)

I, Sri/Smt.

The Managing Director/Proprietor (etc.) of the Firm.,
.....(Name of the firm)

At (address).....

do hereby solemnly affirm and declare as follows:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of Chemicals / Equipments/other items to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
2. That no case is pending against me or against my firm in any criminal court of law to supply of Chemicals, Lab. Chemicals & Laboratory Equipments and other items to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
3. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.
4. That my concern has not yet been declared bankrupt by any banking or money lending agency duly licensed by RBI nor has it been considered doubtful by any Government concern so far as the solvency of the organisation is concerned.
5. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Deponent(s).