

H.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.
(A Unit of H.P. Government Undertaking)



e-Tender
for
Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA

E-Tender No: HPSEDC/HIPA-DLL/2K25-7691

H.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.,
1st FLOOR, I.T BHAWAN, MEHLI, SHIMLA-171013, H.P.
Tel. Nos.: 0177-2623259, 2623043, 2623513 (Telefax): 0177-2626320.
Email: procurement@hpsedc.in

Website: www.hpsedc.in, tender document can also be downloaded from <https://hptenders.gov.in>

31-10-2025

INDEX

SECTION-1	3
INVITATION FOR E-BIDS	3
GIST OF IMPORTANT GENERAL CONDITIONS	4
SECTION 2	9
INSTRUCTIONS TO BIDDERS	9
A- INTRODUCTION	9
B- TENDER DOCUMENT	13
C - PREPARATION OF BIDS.....	13
D-SUBMISSION OF BIDS.....	16
E-BID OPENING AND EVALUATION.....	17
F - AWARD OF CONTRACT	22
SECTION-3	23
GENERAL CONDITIONS OF THE TENDER &CONTRACT	23
SECTION-4	34
TECHNICAL SPECIFICATIONS AND MAINTENANCE CONDITIONS	34
PROFORMA- A	40
FORM-B.....	41
FORM-C.....	42
SCHEDULE - I.....	43
ANNEXURE-I.....	46
SECTION – 5	46
TECHNCIAL SPECIFICATIONS AND COMPLIANCE SHEETS ANNEXURES	46
Annexure - II	59
Performance Bank Guarantee Template	59
Annexure-III	61
Bank Guarantee (BG) Format for EMD	61

SECTION-I

INVITATION FOR E-BIDS

E-TENDER NO: HPSEDC/HIPA-DLL/2K25-7691

Note: The Press e-Tender Notice published in following daily Newspapers for inviting e-Tenders for Selection of an Agency for setting up/upgradation of Digital Learning Lab(DLL)/Digital Studio at HIPA during warranty period and post warranty period. In case there is any decrease/ increase in prices, HPSEDC may asked the bidders to submit revised quotes in sealed envelopes. The rates finalised in this tender will also be considered for General Rate Contract for these items and will be valid for one year. The tender notice will be published in the following new papers.

1. Divya Himachal (Chandigarh/ Delhi Edition)
2. The Tribune (Chandigarh/ Delhi Edition)

The detailed e-Tender document contained in following sections has been prepared to elaborate all techno-commercial conditions of this tender. In case of any discrepancy between the Press Advertisement and detailed provisions of this Tender Document, the latter will prevail. For any further changes (if any, based on feedback/ queries from any quarter and pre-bid meeting) in this tender document, please see its updated version/corrigendum on www.hpsedc.in and <https://hptenders.gov.in>.

A) e-Tenders are invited by the undersigned from eligible bidders, i.e., Original Equipment Manufacturers (O.E.M.)/ Principal National Distributors/ Country Channel Partners in India (in case of imported equipment)/ Large Scale Systems Integrator duly authorised by the manufacturer for these Hardware Equipment as per technical specifications in Annexure-I and providing after sale support during warranty period.

GIST OF IMPORTANT GENERAL CONDITIONS

- 1) The tender has been floated for Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA as per specifications mentioned in Annexure-“I”. The rate will be finalised for all the components involved in the specified hardware, where the bidder has quoted lowest (L1) rate, L1 bidder shall be determined based on the gross bid amount. **Only L1 rates** will be conveyed and accordingly purchase orders would be placed for only L1 bidder’s rates. However, since the equipment is to be procured and supplied so reasonability of the rates would be ascertained by the tender committee w.r.t. other tenders/ rate contracts in the market. Bidders must ensure that the **rates quoted for this tender/ rate contract are economical** (or at least equal) than the rates in other rate contracts/ government supplies or open market anywhere else in the country.
- 2) The rates, as discovered through this RFP, shall also be considered for Rate Contract, valid for one year. The terms and conditions of the Rate Contract shall be same as per this tender document.
- 3) After finalizing the L1 rates, the work order will be placed to L1 bidder for the quantity mentioned in this RFP. Therefore, bidders are advised to quote their best rates.
- 4) Unless otherwise specified for a part of the order, the delivery and Installation of the supplies should be completed within **60 days** from the date of placing the supply order. Delivery is to be made within **30 days** from date of placement of the purchase order for destination and The SI must ensure installation and commissioning of the items/equipment within **30 days** of delivery at the designated site. The Managing Director, HPSEDC reserves the right to extend the delivery period based on the request of the supplier, wherever required.
- 5) The committee reserves the right to negotiate the rates with L1 bidder to bring them to a reasonable level based on the best prices offered by other bidders and current market rates.
- 6) If the bidder quotes/ reduces, its price to render similar goods, works or services at a price lower than any tender/ rate contract price to anyone in the Country at any time during the currency of this tender, the price shall be automatically reduced with effect from the date of reducing or quoting lower price, for all delivery of the subject matter of procurement under this tender shall be amended, accordingly. The tender holder shall furnish the certificate to the HPSEDC that the provisions of this clause have been complied with in respect of supplies made or billed for upto the date of this certificate. On the conclusion of the tender the successful bidder shall furnish a certificate that the provision of this clause has been complied with during the period of tender/ rate contract.

- 7) Any prospective bidder can procure the Tender Document from the “H.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD., FIRST FLOOR, I.T. BHAWAN, MEHLI, SHIMLA-171013, (H.P)”. Tender can also be downloaded from website <http://www.hpsedc.in> and <https://hptender.gov.in>.

The tender document will be available on all working days upto last date of bids submission on payment of Rs.5000/- (Rupees Five Thousand only) non-refundable, by demand draft/ RTGS in favour of “HP State Electronics Development Corporation Ltd., Shimla” payable at Shimla. If the tender document is downloaded from the website, the tender fee will have to be deposited along with the bid as a separate bank draft. E-tenders will be uploaded on HP Government e-Procurement portal <https://hptenders.gov.in> as well on HPSEDC website www.hpsedc.in. Interested bidder can participate by procuring tender.

3.) SCHEDULE OF THE TENDER PROCESS:

S. No.	Information	Details
1.	RFP No. and Date	No: HPSEDC/HIPA-DLL/2K25-7691 Date: 31-10-2025
2.	Price of Tender Document	Rs. 5000/-
3.	Earnest Money Deposit	Rs. 75,000/- (Rupees Seventy-Five Thousand Only)
4.	Bid validity period	180 days from the last date (deadline) for submission of e-Tenders
5.	Last date of receiving queries from bidders	Pre-Bid queries will only be accepted upto 09-11-2025 at 5PM through email and no query will be entertained after 09-11-2025 through e-mail (procurement@hpsedc.in)
6.	Pre-Bid Meeting	Pre-Bid meeting will be held on 10-11-2025 at 11:30AM for discussion on the queries submitted upto 09-11-2025 through video conference. Video Conferencing link is as under: https://meet.google.com/mhc-bphv-oqb
7.	Bid submission start date	17-11-2025 at 11:00 AM
8.	Bid submission End date	28-11-2025 at 02:30 PM
9.	Opening of e-Tenders Bids	29-11-2025 at 02:30 PM
10.	Tender Download Site	www.hpsedc.in & https://hptenders.gov.in
11.	Venue	H.P. State Electronics Development Corporation Ltd., 1 st Floor, I.T. Bhawan, Mehli, Shimla-171013, H.P.

- (i) Eligibility-cum-Technical Bids shall be opened initially, and eligibility documents will be evaluated.
- (ii) Thereafter Technical Bids of Eligible Bidders shall be evaluated.

(iii) Commercial Bids of Eligible and Technically qualified bidders will be opened thereafter.

**** Any corrigendum, modifications, changes related to this tender before the day of bid submission shall be notified on website www.hpseidc.in or <https://hptenders.gov.in> only.**

- 4) Notwithstanding anything else contained to the contrary in this Tender Document, the Managing Director, H.P. State Electronics Development Corporation Ltd., Shimla reserves the right to cancel/withdraw/ modify fully or partially the “Invitation for Bids” or to reject one or more of the bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

5) INSTRUCTIONS TO BIDDERS FOR ELECTRONIC TENDERING SYSTEM

5.1 Registration of bidders on e-Procurement Portal: -

All the bidders intending to participate in the tender processed online are required to get registered on the centralized e - Procurement Portal i.e., <https://www.hptenders.gov.in>. Please visit this website for more details. In case of any problem in registration, please contact on toll free No. 1800-3070-2232

5.2 Obtaining a Digital Certificate:

5.2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

5.2.2 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from:

5.2.3 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during of bid preparation stage. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system, or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and keep the copies at safe place under proper security (for its use in case of emergencies).

5.2.4 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no objection certificate/power of attorney /lawful authorization to that User. The firm must authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000.

Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the company/firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

5.2.5 In case of any change in the authorization, it shall be the responsibility of management/ partners of the company/firm to inform the certifying authority about

the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

5.2.6 The same procedure holds true for the authorized users in a private/public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

5.2.7 Pre-requisites for online bidding:

In order to bid online on the portal <https://www.hptenders.gov.in>, the user machine must be updated with the latest Java & DC setup. The link for downloading latest java applet & DC setup is available on the Home page of the e-tendering Portal.

5.3 Online Viewing of Detailed Notice Inviting Tenders (N.I.T.):

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://www.hptenders.gov.in>

5.4 Download of Tender Documents:

The tender documents can be downloaded free of cost from the e-Procurement portal <https://www.hptenders.gov.in> and www.hpsedc.gov.in

5.5 Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

5.6 Bid Preparation (Qualification & Financial)

- 5.6.1 Payment of Tender Document Fee & EMD of online Bids: The payment for Tender document fee and EMD can be made as mentioned in Section 3, at Sr. No. 1 and 2 of the Table.
- 5.6.2 The bidders shall upload their eligibility and technical offer containing documents, qualifying criteria, technical specifications, schedule of deliveries, and all other terms and conditions except the rates (price bid).
- 5.6.3 The bidders shall quote the prices in price bid format only.
- 5.6.4 If bidder fails to complete the Online Bid Preparation at Submission stage on the stipulated date and time, his/hers bid will be considered as bid not submitted and hence not appear during tender opening stage.

- 5.6.5 Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://www.hptenders.gov.in>.
- 5.6.6 For help manual please refer to the 'Home Page' of the e-Procurement website at <https://www.hptenders.gov.in>, and click on the available link 'How to ...?' to download the file.
- 5.6.7 Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in.

NB: Any changes/corrigendum/revised tender related to this Tender Document will be published on our website www.hpsedc.in and <https://hptenders.gov.in>. Therefore, prospective bidders are requested to see the updates on these websites regularly.

SECTION 2

INSTRUCTIONS TO BIDDERS

A- INTRODUCTION

2.1. Eligible Bidders

Sr. No.	Pre- Qualification Criteria	Required details to be accompanying the bid document
1.	The Bidder should be a single legal entity, and must be: Registered under the Indian Companies Act, 2013 or any other previous company law, as per section 2 (20) of the Indian Companies Act, 2013/ Partnerships Firm / Proprietorship firm registered under the Limited Liability Partnerships or Partnership Act or any rule laid by Govt. of India, and should have been in office for at least 3 years Registered with the Income Tax (PAN) and GST (GSTN) Authorities in India with active status.	Memorandum of Association (MoA), Articles of Association (AoA) of bidder Detailed profile of the Company/ Firm/ Government License COI (Certificate of Incorporation) GSTN PAN
2.	(i) Tender Document Fee in favour of Managing Director, H.P. State Electronics Development Corporation, I.T. Bhawan, Mehli, Shimla-13. (ii) Earnest Money Deposit (EMD) in the shape of Demand Draft/ RTGS valid for 180 days in favour of Managing Director, H.P. State Electronics Development Corporation, I.T. Bhawan, Mehli, Shimla-13.	(i) Demand Draft (DD) of Rs. 5,000/- (Rupees Five Thousand only) (ii) Earnest Money of Rs. 75,000/- (Rupees Seventy-Five Thousand Only) Deposit (EMD) DD / EMD may be submitted through RTGS in HPSEDC A/c: (State bank of India Khalini, Shimla-2 Account no. 55069383586 IFSC Code-SBIN 0051132) Receipt/Copy of the demand draft/RTGS should be uploaded.
3.	Authorized Signatory	Power of Attorney in the name of the representative signing the bid
4.	Manufacture's Authorization For the items under the Contract that the Bidder is a manufacturer, the Bidder shall furnish documentary evidence to demonstrate that:	Manufacturer's Authorization Form and self-certification, as applicable, depending on the Goods or Bidder status as manufacturer or Bidder.

	It has manufactured goods of a similar nature and complexity for at least 3 years before the bid submission timeline; and Its annual production capacity for goods of similar nature and complexity for each of the last 3 years before the bid submission timeline is at least 3 times the quantities specified under the contract. b. For the items under the Contract that the bidder is not a manufacturer, the Bidder shall furnish documentary evidence to demonstrate that the Bidder is being duly authorized by a manufacturer (Manufacturer's Authorization Form as per standard format) to supply the equipment under the contract. For the items under the Contract that do not require the manufacturer's authorization, the Bidder shall submit documentation on their status as a Bidder.	
5.	The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meet the usage requirement as defined in Section IV, Scope of Work.	Self-certification that the Goods shall meet the usage requirements as defined in Section IV, Scope of Work.
6.	The annual turnover (in terms of sales of hardware of similar nature as that of items listed in the RFP in India) of the OEM whose equipment are sought to be supplied, should be: Rs 10 Crore for the last 3 years, i.e., for year 2021-22, 2022-23 and 2023-24.	Audited Balance sheets from company Statutory Auditor/ CA OR CA Certificate from OEM & financial data of the last three years
7.	The average annual turnover of the bidder should be Rs 1 Crore during last 3 years as per audited balance sheets.	Audited Balance sheets from company Statutory Auditor/ CA OR CA Certificate from Bidder & financial data of the last three years
8.	The Bidder shall demonstrate that it has completed at least two (2) projects within the last 3 years before the bid submission timeline, that is similar to Goods and Related Services under the Contract, including the setting up of Digital Labs or classrooms. The value of the project should be at least Rs 30 Lakhs .	Copy of purchase order or contract Completion Certificate/ Satisfactory Report from the Client, duly attested by the Bidder/ or CA certificate for satisfactory completion of work.
9.	Authorized Signatory	Power of Attorney in the name of the representative signing the bid.
10.	The bidder should either have positive Net worth in last three years or should be a profit-making Company/ firm in any two years	Supporting financial documents/Balance sheet/ certificate from company's Statutory Auditor/ CA.

	during the immediately preceding last 3 financial years as per audited balance sheets.	
11.	Bidder Toll Free Technical Assistance Centre should be available 24X7, without any holidays along with Escalation Matrix.	Contact information and availability hour's details.
12.	The Bidder should not have been declared ineligible at the time of bid submission and at the time of placing of supply order due to corrupt and fraudulent practices with any of the departments of the Central, State Governments Deptt. and PSUs of Central/ State Govt.	Certificate from the authorized signatory prescribed in Form-C.
13.	The bidder should have submitted the declaration of acceptance of terms and conditions of this RFP as per FORM B	Declaration from Authorized Signatory as per FORM B
14.	The Bidder should already have reasonable support base in this region. The Purchaser's discretion regarding reasonableness of support base shall be final. It is clarified that this clause pertains to only the existing level of support. The actual support required to implement this arrangement has been described in the relevant section.	Supporting documents/ certificate from company's authorised signatory shall be submitted by the bidder.

NOTE: All eligible bidders are requested to kindly visit the premises i.e. Dr. Manmohan Singh, HP Institute of Public Administration, Fairlawns (MSHIPA), Shimla-12 to check the feasibility of the project and conduct a detailed survey to familiarize themselves with the site conditions. MSHIPA will not pay any additional amount for the completion and execution of this project afterward.

All civil and electrical works related to the setup of the Digital Learning Lab (DLL) studio shall fall under the scope of the bidder. After conducting the survey, the bidder must get the survey/visit report signed by MSHIPA. This report will form part of the technical evaluation process. Only those bidders who have conducted the survey will be considered eligible.

Important:

Either OEM or its authorised reseller only can participate in the bid/tender and if both participates in the bid/tender, then the bid of both bidders will not be considered, and both the bids would be technically disqualified. If the OEM authorises more than one reseller, all the bids of the participating resellers shall be deemed disqualified.

Note: -

Purchase Preference for Local Micro and Small-Scale units/ Startup Enterprises of the state: -

The following purchase preference ratio shall be applicable to the Local Micro and Small-Scale Units of State and Local Micro and Small-Scale categories under H.P. State Startup Scheme: -

1. Local Micro and Small-Scale Units of State of H.P. =15%
2. Local Micro and Small-Scale categories under H.P. State, Startup Scheme=15%

Total Purchase Preference =30%)

Provided that if Startup Enterprises will not be available, then 30% purchase preference shall automatically be given to Local Micro & Small-Scale Unit and vice versa as the case may be.

Exemption, if any in evaluation criteria or any other terms & conditions of this document, will be as per Notification No. 4-Ind/SP/Misc/F/6-10/4/80-Vol-V dated 16.05.2020 issued by Controller of Stores Himachal Pradesh or any other orders issued by Govt. of Himachal Pradesh in case the committee deems it fit.

It is reiterated that Purchaser's decision regarding Bidder's eligibility will be final and binding on all the Bidders.

The Bidder can choose to have a separate Authorised Service Provider (ASP). There is no turnover criterion for the ASP, but it should provide the first level of OEM's support which is fully backed up by the O.E.M. by means of a written understanding regarding maintenance. However, the Purchaser shall have the final discretion in this regard and can even ask for a trilateral agreement with the Bidder and the OEM in such cases to ensure timely delivery and maintenance.

If the bidder happens to be a System Integrator (SI), should have a National presence besides meeting the turnover criteria and having a sustained relationship with the O.E.M. in the past. The Bidder (or his OEM) must be able to establish his capability to execute the order(s) by showing satisfactory/ timely delivery, where similar numbers of equipment(s) and its allied accessories are involved.

2.2 Cost of Bidding:

2.2.1 The Bidder shall bear all costs associated with the preparation and submission of its bid and H.P. State Electronics Development Corporation Ltd., Shimla (hereinafter referred to as the 'Purchaser' or "HPSEDC" in short) will in no case be responsible or liable for these costs, whether or not the Bid is finally accepted.

B- TENDER DOCUMENT

2.3 Contents of Tender Document:

2.3.1 This Tender Document comprises of the following Parts/ Sections.

Section-1: Invitation for e-Bids

Section-2: Instructions to Bidders

Section-3: General Conditions of the Tender & Contract

Section-4: Technical Specifications and Maintenance Conditions

Section-5: Technical Specifications & Annexures.

2.4 The Bidder is expected to examine the Tender Document carefully. Failure to furnish all information required as per the Tender Document may result in the rejection of the Bid.

2.5 Clarification regarding Tender Document:

2.5.1 The clarifications/ changes in tender document/ corrigendum can be uploaded by giving at least 7 days to the bidders for submission of bids.

2.6 Amendment of Bids:

2.6.1 Bids once submitted cannot be amended. However, in some circumstances (such as major anomaly in the technical specifications having a major impact on pricing), the Purchaser may decide to take fresh bids from all the Bidders before actually opening of the Commercial Bids.

2.6.2 In order to afford prospective Bidders reasonable time to make amendment in their bids, the Purchaser may, at his discretion, extend the deadline for the submission of bids. However, no such request in this regard shall be binding on the Purchaser.

C - PREPARATION OF BIDS

2.7 Language of Bid & Correspondence:

2.7.1 The Bid will be prepared by the Bidder in English language only. All the documents relating to the Bid (including brochures) supplied by the Bidder should also be in English and the correspondence between the Bidder & Purchaser will be in English Language only. The correspondence by Fax / E-mail must be subsequently confirmed by a duly signed copy (unless already signed digitally).

2.8 Documents comprising of Bid:

The Bidder will prepare the bid in two parts.

I. FEE-ELIGIBILITY CLAIM-CUM-TECHNICAL BID:

In support of his eligibility cum technical bid, a Bidder must submit/upload the relevant documents strictly in accordance with Proforma B marked with page numbers on e-portal <https://hptenders.gov.in>.

Packet-I (Fee/other Eligibility Documents/Technical) (to be uploaded in Packet-1 on e-procurement portal)

II. COMMERCIAL BID:

Commercial Bids of only eligible and technically qualified bidders will be opened as per the date notified by the purchaser on its website (www.hpsedc.in and <https://hptender.gov.in>). Those technically qualified bidders which have also deposited the tender cost and Bid Security shall be termed as Substantially Responsive (i.e., eligible and technically qualified and have also deposited Bid Security & tender cost). The Tender Committee's determination of a Bid's responsiveness is to be based on the contents of the Bid itself and not on any extrinsic evidence. However, while determining the responsiveness of various Bidders, the Tender Committee may waive off any minor infirmity, which does not constitute a material deviation. The decision of the Tender Committee in this regard shall be final.

The bidder has to submit their Commercial Bids online as per BOQ in Packet-2 on the e-procurement portal.

(i) Sample BOQ / Price Bid will be as per Schedule I.

2.9 Bid Currencies:

2.9.1 Prices shall be quoted in Indian Rupees.

2.9.2 The contract price shall be paid in Indian Rupees.

2.10 Bid Security:

2.10.1 The Bidder shall furnish Bid security, as part of its bid as mentioned hereunder. Any bid submitted without bid security or with the lesser bid amount, as indicated below may be rejected being non-responsive.

Sr. No.	Description	Bid security amount in Rupees.
1.	Tender for Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA	Rs 75,000/- (Rupees Seventy-Five Thousand Only)

2.10.2 The Bid Security is required to protect the Purchaser against the risk of Bidder's conduct which may require forfeiture of security pursuant to Para 2.10.8.

2.10.3. The Bid Security shall be in the shape of Demand Draft/ through RTGS in favour of “M.D., H.P State Electronics Development Corporation Ltd., Shimla” Payable at Shimla.

2.10.4 Any bid not secured in accordance with Para 2.10.1 and 2.10.3 will be rejected by the Purchaser.

2.10.5 Unsuccessful Bidders' Bid Security will be refunded as promptly as possible.

2.10.6 The successful Bidder's bid-security will be discharged upon the Bidders executing the contract and furnishing the performance security in accordance with Para 3.5.1.

2.10.7 No interest will be payable by the Purchaser on the above-mentioned Bid Security.

2.10.8 The Bid Security may be forfeited:

1. If a Bidder withdraws its bid during the period of bid validity specified by the bidder and required by the Purchaser.
2. During the tendering process, if a Bidder indulges in any such activity as would jeopardise or unnecessarily delay the tender process. The decision of the Purchaser regarding forfeiture of the Bid Security/EMD shall be final & shall not be called upon question under any circumstances.
3. In the case of a successful Bidder, if the Bidder fails,
 - (i) to sign the contract by raising issues contrary to the provisions of the RFP or the Bid or undertakings given during evaluation of bids, or
 - (ii) to furnish Performance Security, or
 - (iii) Violates any of such important conditions of this tender document or indulges in any such activity as would jeopardise the interest of the Purchaser. The decision of the Purchaser regarding forfeiture of the Bid Security shall be final & shall not be called upon question under any circumstances.

2.11 Period of validity of Bids:

2.11.1 For the purpose of placing the order, the Bids shall remain valid for at least 180 days after the date of bid opening. A bid valid for a shorter period may be rejected

by the Purchaser as being non-responsive. During the period of validity of Bids, the rates quoted shall not change. However, in case of general fall in prices of a product in the IT/ Electronics Industry before despatch of goods, such a reduction shall be passed on to the Purchaser after mutual negotiations.

- 2.11.2 In exceptional circumstances, the Purchaser may ask for extension of the period of validity and such a request shall be binding on the Bidder. The Purchaser's request and the response to such a request by various Bidders shall be in writing. A Bidder agreeing to such an extension will not be permitted to increase its rates.

D-SUBMISSION OF BIDS

2.12 Submission of Bids:

- 2.12.1 Bidder(s) shall submit their bids only on online e-procurement portal www.hptenders.gov.in. All the instructions regarding e-bids submission are also available on www.hptenders.gov.in.
- 2.12.2 The original DD or RTGS documents related to tender cost and bid security should be deposited in HPSEDC on or before the last date and time for bids opening.
- 2.12.3 Every envelop and forwarding letter of various parts of the Bid shall be addressed as follows:

The Managing Director,
H.P. State Electronics Development Corporation Ltd., First Floor,
IT Bhawan, Mehli, Shimla-171013.

2.13 Deadline for Submission of Bids:

- 2.13.1 Bids will be online submitted/uploaded on e-procurement portal <https://hptenders.gov.in> on or before the deadline mentioned on the e-portal.
- 2.13.2 The Purchaser may, at its discretion, extend this deadline as per Para 2.6.2. The Purchaser may also extend this deadline for any other administrative reason.

2.14. Bids not submitted online:

- 2.14.1 Any bid not submitted/uploaded through e-portal will not be received by the Purchaser after the deadline for submission of bids prescribed by the Purchaser, as per clause 2.13.1 or 2.13.2, will be rejected.

2.15 Modification and withdrawal of Bids:

- 2.15.1 E-bids can be modified upto last date & time has not been closed by e-procurement system.
- 2.15.2 E-Bids cannot be withdrawn in the interval after its submission of bids and before the expiry of Bid's validity specified by the Purchaser. Withdrawal of Bid during this interval may result in the forfeiture of Bidder's Bid security pursuant to clause 2.10.8.

E-BID OPENING AND EVALUATION

2.16. Opening of bids by Purchaser:

- 2.16.1 The e-Bids shall be opened on the date and time already described in the tender/e-portal or on any other later day and time fixed as per Para 2.6.2 or other enabling provisions in this behalf, in H.P State Electronics Development Corporation Ltd, First Floor, IT Bhawan, Mehli, Shimla-13 (H.P.) in the presence of representatives of the Bidders who may choose to attend the proceedings. The representatives of Bidders will sign a register in evidence of their presence.
- 2.16.2 In order to assist in the examination, evaluation and comparison of Bids, the Purchaser may at its discretion ask the Bidder for a clarification regarding its Bid. The clarification shall be given in writing, but no change in the price or substance of the Bid shall be sought, offered or permitted.
- 2.16.3 In the first instance, Eligibility bid documents uploaded on the e-portal will be opened and evaluated for eligibility of each Bidder will be ascertained. Technical Bids of only those Bidders shall be evaluated who are found to be eligible as per the criteria laid down in para 2.2.1/ 2.8 (I) and submitted bid security and tender cost as per Para 2.10. In doubtful cases (where further documents or clarification are required to establish eligibility), the Purchaser in its discretion, may decide to open/evaluate Technical Bid. However, such Bids can be rejected subsequently, if it is found that the bidder has claimed eligibility on false grounds.
- 2.16.4 The Technical e-Bids of only the Eligible Bidders will be opened and the contents (particularly Compliance Sheets) will be announced/ displayed in the presence of all Bidders or their representatives.
- 2.16.5. **Scrutiny of Technical Bid:**
The product proposed in the bid document of only eligible bidders will be evaluated as per the requirements specified in the RFP/ Tender Document. The "Compliance Sheets" submitted by the Bidders shall be compared against the Product Catalogue and authenticated circulars regarding latest changes in the specifications. It will thus be ascertained whether the product offered by the Bidder matches with the minimum requirement of the Purchaser as given in the Technical Specifications in this Tender Document. In case of a doubt the Purchaser may require the bidder to produce the quoted equipment for physical inspection and demonstration, so that components could be seen to ascertain the veracity of the Bidder's claim about specifications.

The Tender Committee may undertake oral and or written clarifications with the bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents. The financial bids of only eligible and technically qualified bidders will be opened for further processing. It is, however, clarified that subject to other provisions of this document, every bidder will have to fulfil the minimum technical specifications laid down in this document for being qualified technically. In order to assist in the examination, evaluation and comparison of Bids, the Tender Committee may at its discretion ask the Bidder for a clarification regarding its Bid. The clarification shall be given in writing immediately, but no change in the price shall be sought, offered or permitted. The Technical e-Bids of only the Eligible Bidders will be opened and the contents (particularly Compliance Sheets) will be announced in the presence of all Bidders or their representatives. An open discussion regarding technical parameters quoted by various Bidders may also take place, if required. The Compliance/ Deviation statement submitted by the Bidders shall be compared against the Product Catalogues and authenticated circulars regarding latest changes in the specifications. It will thus be ascertained whether the product offered by the Bidder matches with the minimum requirement as given in the Technical Specifications in this Tender Document. The Financial Bids of only those eligible and technically qualified bidders will be opened who also fulfil minimum technical requirements mentioned in this document. However, the Tender Committee reserves the right of giving minor relaxation, if a particular Bidder is not able to exactly match the specifications given in the Tender Document, provided that such a minor deficiency does not substantially reduce the performance level and is suitably compensated by some extra feature in the product. Therefore, all Bidders must indicate in the Compliance/Deviation, if any, in Schedule III, extra features offered by them. Similarly, the Tender Committee can give any other such minor relaxation, which does not change substance of the bid or does not prejudice the bid process from the point of view of equity and fair play. The decision of the Tender Committee about giving minor relaxation shall be final and shall not be called upon question under any circumstances.

The commercial Bids of only those bidders will be opened who fulfils the minimum technical requirements of the purchaser and are found substantially responsive as per Para 2.8 (II) read in conjunction with other relevant clauses/Forms. However, the Purchaser reserves the right of giving minor relaxation, if a particular Bidder is not able to exactly match the specifications given in the document, provided that such a minor deficiency does not substantially reduce the performance level and is suitably compensated by some extra feature in the product. Therefore, all Bidders must indicate in the Compliance Sheets, deviations, if any, extra features offered by them. The decision of the Purchaser about giving minor relaxation shall be final and shall not be called upon question under any circumstances. The evaluation committee, if so, desire may ask for the demonstration of the quoted solution/products, for which sufficient time will be given for arranging demonstration.

2.16.6. Opening of Bid Security:

The document containing bid security will be opened and checked at the time of determining eligibility of the bidders at the time of eligibility bid opening.

2.16.7. Opening of Commercial Bids of substantially Responsive Bidders:

The Commercial Bids of only those Bidders will be opened who are found substantially responsive. A Substantially Responsive Bidder is one which conforms to all the stipulations of para 2.8 (II and III) read with para 2.16.6 above. The Purchaser's determination of a Bid's responsiveness is to be based on the contents of the Bid itself and not on any extrinsic evidence. However, while determining the responsiveness of various Bidders the Purchaser may waive off any minor infirmity, which does not constitute a material deviation. The decision of the Purchaser in this regard shall be final.

2.16.8 A Bid determined as not substantially responsive will be rejected by the Purchaser. Such a Bid will not be normally allowed to be made responsive subsequently by way of correction/ modification.

2.17. Evaluation and Comparison of Commercial Bids:

2.17.1 The comparison of Commercial Bids shall be done as follows:

2.17.2 Bid Comparison:

The Bidders are required to complete their Commercial Bid/ BOQ in Schedule - I. Initial evaluation/ comparison will be done based on the total gross bid value.

Note 1:

The Bidder shall not quote prices subject to certain conditions. Bids containing any conditional prices may be rejected or the Purchaser may take a final decision in its discretion about such conditionality.

2.17.4 In the procurements of goods, the following procedure shall be followed:

- (i) Among all qualified bids, the lowest bid will be termed as L1. If L-1 is from a local supplier, the contract for full quantity will be awarded to L1.
- (ii) If L-1 bid is not from a local supplier, 50% of the order quantity shall be awarded to L-1.

2.17.5 Thereafter, the lowest bidder among the local suppliers, will be invited to match the L-1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of @5% and contract for that quantity shall be awarded to such local supplier subject to matching the L-1 price. In case such lowest eligible local supplier fails to match the L-1 price or accepts less than the offered quantity, the next higher local supplier within the be invited to match the L-1 price for remaining quantity and so on, and contract shall be awarded accordingly.

2.17.6 In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be ordered on the L1 bidder.

2.18. RANKING OF BIDDERS:

2.18.1. Bidders will be ranked in the inverse order of total gross bid value. The criterion for selection of lowest Bidder (L1) for individual item.

2.18.2 Reduction in Statutory Duties and Levies:

If any reduction in taxes takes place after opening the commercial bids, but before despatch of goods; the Successful Bidder shall pass on the proportional benefit to the Purchaser. However, if any such reduction takes place after the opening of bids but before the finalisation of tender, revised sealed commercial bids shall be taken.

2.19. NEGOTIATIONS:

2.19.1 The Purchaser may finalise the Tender & award the Contract without any negotiations if it is satisfied with reasonableness & workability of the lowest offers. Therefore, the bidders are advised to quote lowest possible rates in the first instance only.

2.19.2 During the negotiations a revised offer will be taken from the representative of the Bidder by way of sealed bids. This revised offer will replace/supersede the earlier Technical & Commercial Bid, provided that the original offer (i.e.,

Technical/ Commercial) will not be allowed to be changed to the detriment of the Purchaser, as far as rates of every individual item & terms/ conditions are concerned. Therefore, Bidders are advised to send sufficiently senior representatives (who can take spot decisions) for negotiations.

2.19.4 During the negotiations on prices & other related terms/conditions, prevalent worldwide street-prices of such product, prices finalised in bids of similar size on GEM portal/Other State Government tender/rate contract etc. will be kept in mind. The scope of negotiations may also include precise *modus-operandi* of after-sales service, mode of delivery, system integration and price of add-ons & consumables etc.

2.19.5 During the negotiations, the Purchaser may even go in for marginally higher or lower configurations as per its absolute discretion.

2.19.6 After this final ranking is done based on negotiated prices, award of tender/rate contract will be made to the lowest Bidder, subject to post qualification in Para 2.20 below.

F - AWARD OF CONTRACT

2.20 Post Qualification:

2.20.1 HPSEDC will devise a performance criterion in consultation with successful bidders which will include online after sales feedback from the Government departments. The lowest Bidder can be denied the right of continuing with the contract, if the equipment being supplied by him, fails the standard performance criteria. In such an event, the next lowest bidder (L-2) shall be considered.

2.21 Purchaser's right to vary Quantities:

2.21.1 The Purchaser reserves the right to place the supply received from various Government departments/ Govt. Institutions/ Autonomous bodies on the approved vendors during the currency of the tender/rate contract.

2.22 Purchaser's Right to accept any Bid and to reject any or all Bids:

2.22.1 Notwithstanding anything else contained to contrary in this Tender Document, The Purchaser reserves the right to accept or reject any Bid or to annul the bidding process fully or partially or modifying the same and to reject all Bids at any time prior to the award of Contract, without incurring any liabilities in this regard.

2.23 Notification of Award:

2.23.1 Prior to the expiry of the period of Bid validity, the Purchaser will notify the successful Bidder in writing by speed post or Fax or email that his Bid has been accepted.

2.23.2 The liability of the supplier(s) to deliver the Goods and perform the services will commence from the "date of Notification of Award". The Delivery Period shall be counted from the date of 'Placing the Supply Order'. The "date of delivery" shall be the date on which the equipment / material is received at the destinations.

2.23.3 Upon the successful Bidders' furnishing of performance security, the purchaser will promptly notify each unsuccessful Bidder and will refund his Bid Security.

2.24 Signing of Contract:

2.24.1 After the Purchaser notifies the successful Bidder(s) that his 'Bid' has been accepted, the Purchaser will sign an agreement (described as Contract herein after) within 10 days with the successful Bidder on mutually agreed terms for efficacious implementation of the order.

2.24.2 The Purchaser's liability of taking the goods from the selected supplier(s) shall commence only from date of signing the date of the Contract.

SECTION-3

GENERAL CONDITIONS OF THE TENDER & CONTRACT

3.1 Definitions:

3.1.1 In this part, the following interpretation of terms shall be taken:

- (a) "The Contract" means an agreement regarding supply of the goods & provision of services entered into between the HPSEDC and the Supplier, as recorded in the Contract Form signed by the parties, including all appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all the equipment and/or other material, which the Supplier is required to supply to the Purchaser under the Contract.
- (d) "Services" mean services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, training, maintenance and other such obligations of the Supplier covered under the Contract.
- (e) "The Purchaser" means the H.P. State Electronics Dev. Corporation Ltd" or "HPSEDC" in short.
- (f) "The Supplier", means short listed Bidder supplying the goods and services under this Contract.
- (g) "End User" means various Government Departments, Boards, and Corporation etc. in the State of Himachal Pradesh.

Note: The aforesaid definitions will be valid with respect to one or more Suppliers short-listed to execute the Project. Services to be executed by each Supplier have been explained in detail in this Tender Document.

3.2. Application:

- 3.2.1 These General Conditions shall apply to the extent that these are not superseded specific by provisions in other parts of this tender document. A detailed Contract agreement shall be signed after the order is placed. Detailed provisions of such a contract-agreement shall have an over-riding effect vis-a-vis this Tender Document.

3.3 Standards:

3.3.1 The goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications and the latest improvements incorporated after the finalisation of contract, but before the dispatch.

3.4 Patent Rights of the Goods:

3.4.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the goods or any part thereof in India.

3.5 Performance Security:

3.5.1 Performance Security for delivery/ installation and maintenance during warranty period.

3.5.2 Within 10 days of 'Notification of Award', the successful bidder/ Supplier shall initially furnish a **5% Performance Bank Guarantee** of total order value valid for 15 months to safeguard the purchaser against timely delivery/installation and maintenance of ordered equipment during the currency of the contract.

(1) In case supply orders increases the above-mentioned quantity then 3% amount of each supply order will be deducted as PBG from due payment from bidder & same will be released after expiry of the warranty period or bidder has an option to submit additional PBG against the supply order.

(3) EMD of successful bidder(s) will only be released after signing of agreement and submission of PBG.

3.5.3 The proceeds of the Performance Bank Guarantee/ additional Performance Bank Guarantee shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete his obligations under the Contract. The Purchaser may claim such compensation in addition to initiating any other legal proceedings.

3.5.4 The Performance Bank Guarantee shall be given in one of the following forms:

An irrevocable and unconditional Bank Guarantee in favour of the Purchaser issued by a Nationalised/schedule bank in a format given by the Purchaser. This Bank Guarantee should be of a sufficient duration to cover the risk of the Purchaser.

3.5.5 The Performance Bank Guarantee, regarding delivery & installation will be discharged by the Purchaser and returned to the Supplier not later than 30 days following the date of completion of the Supplier's performance related obligations, under the Contract (excluding after sales maintenance for which separate

performance guarantee has been taken).

3.6 Inspections and Tests:

- 3.6.1 The Purchaser or its representative shall have the right (if so desire) to test the goods to ascertain their conformity to the specifications. The Purchaser shall notify to the Supplier in writing of the identity of the representative deputed for this purpose & nature of tests that may be conducted (if found necessary) for benchmarking.
- 3.6.2 The inspections and tests may be conducted in the factory premises of the Supplier. All reasonable facilities and assistance including access to drawings and production data shall be furnished to the inspecting officers at no charge to the Purchaser. The Contractor shall inform the Purchaser in advance the time of starting of manufacture and the progress of manufacture of the equipments offered by him so that arrangements can be made for inspection at the premises, if so desired by the purchaser.
- 3.6.3 Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject them, and the Supplier shall either replace the rejected goods or make all alterations necessary to meet specification requirements to the Purchaser.
- 3.6.4 If the Purchaser decides to conduct the inspection at supplier's premises as per clause 3.6.1 to 3.6.3, no material being furnished against this specification shall be dispatched until inspected and approved by the Purchaser/ or his representative. Such inspection and approval will not relieve the Contractor of full responsibility for furnishing equipment conforming to the specifications nor will it prejudice any claim, right or privilege which the Purchaser may have on account of any loss sustained by it due to defective or unsatisfactory equipment supplied by the contractor. Should the inspection be waived off by the Purchaser, such waiver shall not relieve the contractor in any way from his contractual obligations.
- 3.6.5 The sample of the proposed Equipment, if desired by the purchaser, to be supplied for approval/testing.
- 3.6.6 Bidder should provide service maintenance, up-gradations, etc., at no extra cost during the warranty period.
- 3.6.7 The Supplier of items shall depute its technical person if end user is facing problem in installation/working of product. On-line support will be made available without any charges to end user.
- 3.6.8 The following inspections and tests shall be performed for the items respectively:

Digital Lab Setup: Sign-Off Checklist

1. Cameras

- One PTZ Camera installed.
- Lens 12x, f=3.5mm ~ 42.3mm, F1.8 ~ F2.8.

1. Broadcasting Device

- Testing of Product by Doing Broadcast.
- Testing the output Through HDMI out Locally.

3. Multi-Viewer

- Testing by giving Multiple Inputs and Taking single output.

4. Network Switch

- Check the Number of Ports Mentioned in Specs
- All ports are working Properly by checking Light indicators.

5. Splitter

- Checking 4 numbers Outputs in Local Tv.

6. Tripod Stand

- Check the Locking Feature of Tripod

7. Headphones

- Comfortable to wear and sturdy.
- Clear, balanced sound.

8,9,10,11 Soundproofing wall paneling, Ceiling, Carpet, Acoustical Door

- High-density soundproofing panels installed on walls.
- Acoustic treatment reduces noise effectively.
- Sealing prevents sound leakage.

12. Interactive Flat Panel

- Panel size is 75 inches or larger.
- Resolution is 4K UHD.
- Multi-touch functionality tested.
- Connectivity options (HDMI, USB, Wi-Fi) verified.
- Operating system is Android and Windows (Open Pluggable Specification).

13. Condenser Microphones

- The microphone provides high-quality audio recording.

14. Lapel Microphones

- The microphone provides high-quality audio recording.
- Microphones function correctly for mobile recording.

15. Audio Mixer

- Check the No. of Channels of Mixer
- Check USB Port Available on it or not as mentioned in Specifications.

16. . Lighting Equipment

- 90W LED Soft Panel Light.

- Adjustable brightness controls tested.
- Colour temperature 5600K.

17. Lighting Equipment

- 60W Maxi lights
- Adjustable brightness controls tested.
- Colour temperature 2700K~5700KCCT.

18. Video Editing Software

- Professional-grade software installed
- The user-friendly interface is accessible.
- editing features (colour correction, audio mixing, effects) verified.

19. Computer System

- High-performance processor (Intel Core i7/AMD Ryzen 7) installed.
- A dedicated graphics card is present.
- RAM is 16GB or more.
- SSD storage operational.
- The operating system is Windows 10 or 11.

20. Display Screen

- The display screen size is 27 inches or larger.
- Resolution is 4K UHD.
- Connectivity options (HDMI, DisplayPort, USB-C) tested.

21. Teleprompter

- Screen size is 20 inches.
- Adjustable height verified.
- Remote control for text scrolling tested.

22. Hot & Cold AC 1.5 Ton

23. Shifting of 02 Nos. Online UPS along with batteries

24. Laptop

25. Commissioning and Delivery

- Professional installation completed by certified technicians.
- Training sessions conducted for operators.
- Warranty coverage details documented.

3.7 Packing Delivery & Documentation:

3.7.1 The supplier shall provide such packing as is required to prevent damage or deterioration of the goods during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitations, rough handling during transit and exposure to extreme temperatures and precipitation during transit and open storage. The Supplier shall be responsible for any defect in packing.

3.7.2 The packing, marking and documentation within and outside the packages shall

comply strictly with such special requirements as will be specifically provided for in the contract.

- 3.7.3 Delivery of the goods and associated documentation will be done in such manner as may be prescribed by the Purchaser in the Contract.

3.8 Insurance:

- 3.8.1 The Goods supplied under the Contract shall be fully insured against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.
- 3.8.2 The supplier will indemnify the Purchaser from all responsibility of compensation etc. caused by third party injury including death while he is discharging his duties under the contract.

3.9 Transportation:

- 3.9.1 The entire cost of carriage/transportation from the port of discharge to the destination shall be borne by the Supplier.
- 3.9.2 Where the Supplier is required to affect delivery to some other address within Himachal Pradesh, the supplier shall be required to meet all transport and storage expenses until delivery is completed.

3.10 Literature and Instruction:

- 3.10.1 Each supplied equipments packing box must contain copy of illustrated literature and instruction books regarding the installation, handling, maintenance and use of the Goods at each station shall be supplied by the supplier as part of the Contract price before dispatch of the first assignment.

3.11 Payment:

- 3.11.1 80% payment shall be made after successful delivery of the ordered goods/equipment. The SI would be required to obtain an acknowledgement of delivery of goods/equipment from authorized officer/official of HIPA at the place of delivery of goods and submit the same along with the respective Invoice.
- 3.11.2 HIPA may set up an inspection committee of experts for inspection of the installed goods/equipment or refer the issue to an independent government agency (third-party verification) for verifying the genuineness and authenticity of the goods procured before release of payment.
- 3.11.3 The remaining 20% of the ordered goods/equipment payment shall be released upon successful installation, commissioning of the DLL, and completion of functional training of nominated staff.

3.11.4 AMC Costs for 3 years shall be released on quarterly basis.

Note: *Payments shall be released only on production of bill supported by delivery challan and installation report by the Supplier. Any bill supported by requisite documents will be processed within 15 days and objections, if any, will be conveyed in one go within this period. If the claim is found in order, the payment will be made as per funds released by the End User.*

3.12 Prices:

3.12.1 Subject to the provision to Rule 2.11.1, the prices charged by the Supplier for Goods delivered and services performed under the Contract shall not vary from the prices quoted by the Supplier in his Bid. But in case of global or national fall in prices of a product in IT/ Electronics industry due to a change in Government Policy or otherwise, such a reduction shall be passed on to the Purchaser after mutual negotiations.

3.12.2 There shall be no effect of the exchange rate variation etc., on the rates to be quoted by the Vendor during one-year period. However, if rates will increase/ decrease, HPSEDC will call techno-commercial bids from the empanelled bidders on requests received from them.

3.13 Modification in the Order:

3.13.1 The Purchaser may at any time, by written order given to the Supplier make changes within the general scope of the Contract in anyone or more of the following:

- (a) The specifications of the Goods
- (b) The method of shipment or packing
- (c) The service to be provided by the Supplier
- (d) Quantity of goods
- (e) Any other change that the purchaser may deem fit

3.13.2 If any such change causes an increase or decrease in the cost of, or the time required for the Supplier's performance of any part of the work under the Contract, an equitable adjustment shall be made in the Contract price or delivery Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be put forth within 30 days from the date of the Supplier's receipt of the Purchaser's change order.

3.14 Subcontract:

3.14.1 The Supplier shall not assign in whole or in part, its obligations to perform under the Contract, except with the Purchaser's prior written consent.

3.14.2 The Supplier shall notify the Purchaser, in advance in writing, of all sub-Contracts awarded under the Contract if not already specified in his bid. Such notification, in his original bid or later (even if with prior approval of Purchaser) shall not relieve the Supplier of any liability or obligations under the Contract.

3.14.3 Subcontracts must comply with the provisions of the clause 2.3.

3.15 Delays in the Supplier's Performance:

3.15.1 Delivery of the goods and the performance of services shall be made by the Supplier in accordance with the time schedule specified by the Purchaser in the Contract.

3.15.2 Any unjustifiable delay by the Supplier in the performance of his delivery obligation may render the Supplier liable to any or all the following:

- (i) If the SI is found to be in breach of any terms and conditions of the bid or the supply/work order at any stage during the supply, installation, or warranty period, appropriate legal action shall be initiated in accordance with applicable laws. In such cases, the EMD/PBG shall be forfeited, and the SI may be debarred and blacklisted from future dealings.
- (ii) If the goods/equipment supplied do not meet the prescribed specifications and/or are not as per the specifications in terms of the Purchase order, and rectification is required at the site, HIPA shall notify the SI giving full details of the difference/gap/deficiency as the case may be. The SI shall attend the site within seven (7) days of receipt of such notice to meet the representatives of HIPA, and correct the deficiency/gap/difference or defect as per requirement. If the SI fails to attend the meeting at the site within the time specified above, HIPA shall be at liberty to rectify the defect/gap/difference, and the SI shall reimburse HIPA the costs and expenses incurred in connection with such trouble/defect/gap/deficiency.
- (iii) If the SI fails to deliver and install the requisite devices, equipment, hardware or software within 30 days of the issue of the Purchase Order, then a sum equivalent to 0.5% of the Total Contract Value shall be deducted from the payment due to SI for each calendar week of delay or part thereof.
- (iv) The number of penalties for delays in delivery and installation shall be subject to a maximum limit of 10% of the total contract value.

- (v) The SI must submit a PBG equal to 5% of the total order value, valid for 15 months. This 5% PBG must be maintained throughout the contract period. If any penalty is deducted from the PBG, the SI must replenish the deducted amount by submitting an additional PBG for the remaining duration of the original guarantee.
- (vi) A delay of over 15 weeks will be sufficient to cause the termination of the contract. In that event, the PBG of the SI will be forfeited.
- (vii) In case the SI does not supply the ordered goods/items for any reason, the SI will be liable to pay the differentiated amount to the purchaser, over and above the Performance Guarantee, which the Purchaser should pay to the next or other selected Bidder for the said items to complete the contract.
- (viii) During the warranty period, the SI must respond to complaints within 48 hours of lodging. The issue must be resolved within 15 days by the SI. If the issue is not resolved beyond this period, the SI may seek a time for resolution of the issue by another 15 days, citing cogent reasons. If the issue is still unresolved within the extended period, the SI would be liable to provide an equivalent or higher replacement in lieu of the complaint raised within one week. Failure to do so will attract a penalty of 0.5% per week of the original purchase value of the equipment affected. This penalty will be recovered from the PBG.
- (ix) The SI shall coordinate with ----- or its authorized representative and liaise with other service providers as necessary to ensure time bound completion, commissioning of the project with end-to-end connectivity.
- (x) Termination of the contract and risk purchase at Supplier's risk
- (xi) Initiation of any other legal proceedings.

3.15.3 The Supplier will strictly adhere to the time-schedule for the performance of Contract. However, the Purchaser can relax this time limit in force majeure conditions.

3.16 Termination for Default:

3.16.1 The Purchaser may without prejudice to any other remedy for breach of contract, (including forfeiture of Performance Security) by written notice of default sent to the supplier, terminate the Contract in whole or in part after sending a notice to the Supplier in this regard.

- (a) if the Supplier fails to deliver any or all of the goods within the time

period(s) specified in the Contract, or any extension thereof granted by the Purchaser pursuant to clause 2.11.2, or

(b) If the Supplier fails to perform any other obligation under the Contract.

3.16.2 In the event the Purchaser terminates the Contract in whole or in part, he may procure, upon such terms in such manner, as it deems appropriate, goods similar to those undelivered, and the Supplier shall be liable to pay excess cost of such similar goods to the Purchaser. This liability will be in addition to forfeiture of performance guarantee and any other legal proceedings, which the Purchaser may initiate as per Para 3.15.2.

3.17 Force Majeure:

3.17.1 Notwithstanding the provisions of the clauses 3.15 and 3.16, the Supplier shall not be liable for forfeiture of its performance security or termination for default, or payment of any damages, if and to the extent that his delay in performance under the Contract is the result of an event of Force Majeure.

3.17.2 For purpose of this clause, Force Majeure means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser either in its sovereign or contractual capacity, war, revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

3.17.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing or such conditions and the cause thereof in not later than 7 days of occurrence of event. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract, as far as reasonably practical, and shall seek all reasonable alternative means for performance, not prevented by the *Force Majeure* event.

3.18 Taxes and Duties:

3.18.1 Supplier shall be entirely responsible for payment of all taxes, duties and levies, imposed up to/until the delivery point specified in the Contract. If there is a reduction in any of the statutory duties and levies before the despatch of goods, the benefit of the same will be passed on to the Purchaser.

3.19 Limitation of Liability:

The liability of the supplier in respect of all claims under this tender including penalty for delay in delivery, services, liquidity damages etc. shall not exceed the aggregate value of the goods and services supplied under this tender. Either party

shall not be liable for any claim made for any indirect, consequential or incidental losses and indirect damages, costs or other expenses related thereto.

3.20 Arbitration:

All disputes, differences, claims and demands arising under this tender shall be referred to arbitration of a sole arbitrator to be appointed with mutual consent of both the parties. All arbitration will be held in Shimla. If the parties cannot agree on the appointment of the Arbitrator within a period of one month from the notification by one party to the other of existence of any dispute and need for appointment of an arbitrator. Further action will be taken in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the award made under this tender shall be final and binding upon the parties hereto, subject to legal remedies available under the law.

SECTION-4

TECHNICAL SPECIFICATIONS AND MAINTENANCE CONDITIONS

4.1. SCOPE OF THE TENDER:

I. **Background**

The Department of Personnel and Training (DoP&T) is implementing the Central Sector Scheme “Training For All (TFA)” to support and strengthen the capacity building efforts of States & Union Territories (UTs). Under the Augmentation of Capacity of Training Institutes (ACTI) component, financial assistance is provided to State/UT Administrative Training Institutes (ATIs) for setting up of or upgrading Digital Learning Laboratories (DLL) / Digital Studios. The initiative will facilitate the creation of e-content in regional languages or the curation of existing content into e-content, aligning with the objectives of Mission Karmayogi, state/national priorities, and competency requirements of Urban Local Bodies (ULBs)/Panchayati Raj Institutions (PRIs) / other government organizations.

II. **Objectives**

- Establish or upgrade a Digital Learning Lab / Digital Studio in the main ATI campus (or regional/district training centre) as per feasibility and other requirements for creation of new e-learning content or conversion of existing content in line with the objectives of Mission Karmayogi and State and National priorities.
- Ensure the Lab / Studio is fully operational with all equipment, software, commissioning, and training.

III. **Scope of Work**

The **Successful Bidder** (hereinafter called “**System Integrator**” / “**SI**”) shall be responsible for:

- a. **Supply, Installation & Commissioning** of all items/equipment specified in the **Tentative BoM** (Sub-Section 5.4) and **Section 5 (Technical Specifications)**.
- b. **Testing & Commissioning:** The SI must ensure that each item is installed, configured, and tested to HIPA’s satisfaction. The purchaser will be required to issue a user acceptance certificate as per the prescribed format.
- c. **Training:** On-site operational training should be provided by the SI to at least 3–4 nominated HIPA staff on the usage, maintenance and troubleshooting of the equipment.
- d. **Warranty & AMC:** The SI must provide a five (5) year on-site comprehensive warranty, including parts and labour.
- e. **Delivery Timeline:**
 - i. **Supply of Goods/equipments:** Within **30 days** from the date of placement of the

Purchase Order.

- ii. **Installation & Commissioning:** The SI must ensure installation and commissioning of the items/equipment within 30 days of delivery at the designated site i.e. Dr. Manmohan Singh, HP Institute of Public Administration (MSHIPA), Fairlawns, Shimla-12.

- f. **Training Documentation:** The SI must furnish hard/soft copies of user manuals, technical literature, warranty cards, and software licenses at the time of delivery.

Note: Quantities in BoQ are tentative. HIPA does not guarantee minimum quantities; actual quantities may vary based on final approvals and funding availability.

IV. Tentative Bill of Materials (BoM) for the DLL/ Studio

S.No	Item	Quantity	Unit
1.	PTZ Camera	1	No.
2.	Broadcasting Device	1	No.
3.	Multi-Viewer	1	No.
4.	Network Switch	1	No.
5.	Tripod Stand	1	No.
6.	Headphones	1	No.
7.	Soundproofing Wall Panelling	660	Sq. Ft
8.	Soundproofing Ceiling	225	Sq. Ft
9.	Carpet	225	Sq.ft
10.	Acoustical Door	26.25	Sq.ft
11.	Interactive Flat Panel	1	No.
12.	Condenser Microphone	1	No.
13.	Lapel Microphone	2	No.
14.	Audio Mixer	1	No.
15.	Lighting Equipment 90W LED Soft Panel Light	2	No.
16.	Lighting Equipment 60W Maxi lights	2	No.
17.	Video Editing Software	1	No.
18.	Story Boarding Software	1	No.
19.	Computer	4	No.
20.	Display Screen	1	No.
21.	Teleprompter	1	No.
22.	Hot & Cold AC 1.5 Ton with stabilizer	1	No.
23.	Shifting of 20 KVA online UPS	2	No.
24.	laptop	1	No.
24.	Delivery and Commissioning	1	Job

V. System Integrators' (SI) Responsibilities:

The SI shall be responsible for executing the following tasks as part of the scope of work under this contract:

- i. Supply and Installation of Equipment: The SI shall supply and install all equipment, hardware, and software components as specified in the RFP and Work Order, strictly adhering to the consignee address and site instructions given by the purchaser.
- ii. Delivery Timeline: The delivery of all equipment and devices must be completed **within 30 (Thirty) days from the date of the contract/placement order**. Any delay beyond the stipulated period shall incur a penalty as enunciated in the RFP.
- iii. Installation, Commissioning, and Training: Installation and commissioning of the complete digital lab setup, including all individual components, must be completed within **30 (Thirty) days** from the date of delivery at the designated site of DLL.
- iv. The SI shall also provide **comprehensive onsite training** to at least **three to four (3–4) nominated staff members** of the purchaser, covering operation, basic maintenance, and troubleshooting of all installed equipment and software solutions.
- v. The SI shall be responsible for the provision of a complete set of documentation (hard and soft copies) for each equipment/ item supplied. This would, inter-alia, include user manuals, product literature, warranty certificates, license keys (where applicable), and software updates. Documentation shall be submitted in both hard and soft copies at the time of delivery.
- vi. **User Acceptance Sign-Off:**
 - a. The prescribed Digital Lab Setup Sign-Off Checklist should be used to verify each equipment's installation, functionality, and compliance with the prescribed specifications.
 - b. The SI shall obtain the Authorized HIPA representative's name with signature and date on the Checklist.
- vii. **Warranty:** All supplied items must be covered by a comprehensive onsite warranty for a minimum period of five (5) year from the date of formal acceptance by the purchaser.

Where Original Equipment Manufacturer (OEM) warranties exceed this duration, the extended coverage shall be passed on to the purchaser without any additional cost. Upon completion of the warranty period, the SI shall be responsible for providing **Annual Maintenance Contract (AMC) support for a minimum of three (3) years**, to ensure continued functionality and service availability.
- viii. **Product Quality and Conformity:** All materials and equipment supplied shall conform to the specifications, models, drawings, data sheets, and other documents cited in the RFP and Work Order. The goods must be of the highest quality/standard, free from any defect(s) in design,

materials, manufacturing, and workmanship, and suitable for the intended purpose.

- ix. **Documents:** The SI shall provide a complete set of documentation for each equipment/ item supplied. This would include user manuals, product literature, warranty certificates, license keys (where applicable), and software updates. Documentation shall be submitted in both hard and soft copies at the time of delivery.
- Employment of children or forced labour is strictly prohibited. The SI shall comply with all applicable labour laws concerning minimum wages, working hours, and workplace safety. A signed declaration affirming outright compliance with all applicable environmental, labour, and social safeguard standards, along with relevant certificates, shall be submitted by the SI with the delivery documentation.

4.2 AFTER SALES SERVICES:

4.2.1 Comprehensive Warranty:

The Supplier shall provide Comprehensive OEM warranty (including labour and spares) for 60 calendar months. The warranty shall cover the System Software, Labour and all the hardware parts including updation/ upgradation (free of cost) of the networking infrastructure. An undertaking to this effect shall be given by the Bidder in the Compliance Sheets. The supplier of Items shall ensure genuine add-ons items & consumables for the items sold in the state for their own brand.

4.2.2 Service Centre:

The successful bidder should have a dedicated service centre in the state. The Service Centres in the State shall be manned by qualified Engineers as per Clause 4.1(v) above and one call coordinator. It will be equipped, with sufficient inventory of spares as per ABC Analysis. During the warranty period, the SI must respond to complaints within 48 hours of lodging. The issue must be resolved within 15 days by the SI. If the issue is not resolved beyond this period, the SI may seek a time for resolution of the issue by another 15 days, citing cogent reasons. If the issue is still unresolved within the extended period, the SI would be liable to provide an equivalent or higher replacement in lieu of the complaint raised within one week. Failure to do so will attract a penalty of 0.5% per week of the original purchase value of the equipment affected. This penalty will be recovered from the PBG. During the warranty period, this penal clause will be enforced by ensuring that the supplier gives a Performance Security by way of Bank Guarantee to the Purchaser.

4.2.3 Inventory of Spares:

An ABC analysis of inventory of spares shall be done by the Purchaser in consultation with the supplier to ensure that all critical spares/ components apart from the 1% inventory of new equipments for replacement purposes (if equipment are beyond repair within 24 hours) are available with the Service Centres in sufficient quantity.

4.2.4 The amount of non-delivery of products as mentioned in Clause No. 3.15:

Delays in the Supplier's Performance and Clause No. **4.2: After Sale Services** or any other recoverable amount from bidder(s) may be adjusted/ recovered or set-off against any sum payable to the bidder against any other contract with HPSEDC or with State Government. The amount shown against that shall be withheld to be adjusted against the compensation levied as mentioned above. Recovering or deducting of this amount on failure of delivery/ delay in delivery or not providing services in time bound manner, shall be automatic deducted without any notice to the concerned bidder.

The Managing Director, HPSEDC, will reserve the right to relax/ decrease the penalties or release recovered amount without giving any interest to the bidder(s), after receiving justified/ reasonable reasons from the bidder(s).

4.3 TECHNICAL SPECIFICATIONS & QUANTITIES:

4.3.1 The Technical Specifications have been given in Annexure-I in Section-5. These specifications should be carefully studied by the Bidder, so that the product could be technically evaluated as per the Purchaser's requirement.

4.4. Compliance sheets:

- (i) Compliance Sheets as per Annexure-I in Section-5 are to be filled in by the bidders as part of the Bid. These Compliance Sheets should be complete in all respects and should be free from errors and omissions. All required parameters must be replied to in affirmative/ negative.
- (ii) The Bidder shall also supply along with the Bid all brochures and authenticated bulletins carrying latest changes covering the technical aspects of each item appearing in schedule of requirement intended to be supplied by the Bidder. For the purpose of establishing latest changes, printouts downloaded from INTERNET (& duly authenticated) may be acceptable.

5. Acceptance Testing After Notification of Award:

The Purchaser may conduct benchmarking & acceptance test, which could involve operation of complete system for at least two consecutive days. The Supplier(s) will provide full assistance in this regard. Partial delivery/ installation/ testing of hardware/ system software will not be permissible for acceptance/ payment. The criteria for benchmarking/ acceptance will be conveyed separately.

6. Project Implementation:

- The Purchaser will designate a Project-In-Charge (Officer) responsible for overseeing the supply, installation, and acceptance of all goods and services under this Contract. All invoices, bills, and delivery documentation will be verified and certified by this Officer. The SI shall provide training to Personnel at HIPA, where the DLL/Studio shall be set up at no extra cost.
- The Purchaser shall set up an inspection committee or refer the matter to an independent third-party committee comprising technical experts to inspect, verify, and evaluate the quality, specifications, and functionality of the items supplied and installed by the SI.
- The findings and recommendations of these committee shall be binding on the SI. Any deviation from the approved specifications or quality standards, as determined by the inspection/third-party committee, shall be rectified by the SI at its own cost within the prescribed timeline.
- The Purchaser reserves the right to recover any additional costs incurred due to such deviations from the payments due to the SI or from the PBG.
- The SI shall be solely responsible for any damage caused to the property of Purchaser or its DLL during the execution of the work. Any such damage shall be rectified at the SIs expense. No additional payment shall be made to the SI for this purpose.
- In the event of a delay in the delivery of contracted goods and services or if the services are found unsatisfactory, the Purchaser reserves the right to procure the goods or services from an alternative source as specified in the bid. The SI shall be liable, without limitation, for the cost difference between the substitute and the contracted price. i.e., at the SI's risk and cost.
- The SI shall be responsible for insuring all their representatives working on-site at their own cost. The Purchaser shall not be held liable for any loss or damage to any of the representatives of the SIs' personnel during the contract period.
- All work as described under this contract shall be carried out by the SI strictly in accordance with the instructions of the Project-In-Charge (Officer) or an authorized representative of Purchaser, and in compliance with any directions issued from time to time.

PROFORMA- A
(Declaration by the O.E.M.)
[Para 2.8(I) (ii)]

To Date:

The Managing Director,
H.P. State Electronics Development Corporation Ltd.,
1st Floor, IT Bhawan, Mehli, Shimla- 171013.

Subject: Authorisation to a distributor for tender No: **HPSEDC/HIPA-DLL/2K25-7691**

Dear Sir,

Please refer to your Notice Inviting Tenders for Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA published in “Divya Himachal” and “The Tribune”.

M/s _____ (Bidder), who is our reliable distributor for the last _____ years, is hereby authorised to quote on our behalf for this prestigious tender. M/s _____ (Bidder) is likely to continue as our business partner during years to come. We undertake the following regarding the supply of these equipment/ peripherals etc.

1. The Machines supplied in this tender shall be manufactured by us as per the specifications required by the Purchaser. M/s _____ (Bidder) shall not be allowed to do any hardware integration on our equipment.
2. It will be ensured that in the event of being awarded the contract, hardware equipment will be delivered by M/s _____ (Bidder) & maintained by M/s _____ (ASP) properly as per the conditions of the contract. For this purpose, we shall provide M/S _____ necessary technical support including technical updates, & spares to the ASP. If M/s _____ fails to maintain the equipment for any reason what-so-ever, we shall make alternative arrangements for proper maintenance of these components during the warranty period. We shall provide full support back up to the Bidder/ASP. On the whole, it shall be ensured that the clauses regarding service and maintenance of Machines do not get diluted in implementation due to non-availability of spares and lack of technical inputs from our side even during AMC/extended warranty period.
3. If due to any reason whatsoever, the tie up between our Company & M/s _____ (Bidder) or M/s _____ (ASP) breaks down subsequently, we shall make necessary alternatives arrangements for honouring the terms of the contract.

Yours very truly,

Name : _____
Designation: _____
Company: _____

FORM-B

DECLARATION REGARDING ACCEPTANCE OF TERMS & CONDITIONS CONTAINED
IN THE TENDER DOCUMENT

To

The Managing Director,
H.P. State Electronics Development Corporation Ltd.,
1st Floor, IT Bhawan, Mehli, Shimla-171013.

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender Document [No.: **HPSEDC/HIPA-DLL/2K25-7691**] regarding Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA for Tender/Rate Contract by HPSEDC. I declare that all the provisions of this Tender Document contained in this tender and subsequent corrigendum(s)/clarifications issued from time to time are acceptable to my Company/firm. I further certify that I am an authorised signatory of my company and am, therefore, competent to make this declaration.

Yours very truly,

Name: _____

Designation: _____

Company: _____

Address: _____

Contact No:

Email-id:

FORM-C

DECLARATION REGARDING PAST PERFORMANCE

To

The Managing Director,
H.P. State Electronics Development Corporation Ltd.,
1st Floor, IT Bhawan, Mehli, Shimla-13.

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender Document [No. **HPSEDC/HIPA-DLL/2K25-7691**] regarding Tender for Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA by HPSEDC. I hereby declare that my company has not been debarred/blacklisted by any Government / Semi Government organizations for quality/ service products nor is there any pending dispute regarding short shipment/ installation/service. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours truly,

Name: _____

Designation: _____

Company: _____

Address: _____

Contact No:

Email-id:

SCHEDULE - I

SAMPLE OF PRICE SCHEDULE/BOQ

[Para 2.8 (III) (i)]

(to be completed by bidder as per the format available on e-procurement portal
<https://hptenders.gov.in>)

PRICE SCHEDULE (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY) (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
Sl. No.	Item Description	Qty	BASIC RATE with installation (if any) and Five-year warranty In Figures To be entered by the Bidder in Rs. P	GST Amount in percentage (%)	GST amount in Rupees Rs. P	Unit Price with GST Rs. P	TOTAL AMOUNT Without Taxes with Five-year warranty Rs. P	Gross Bid Value Inclusive installation and Taxes (for Five-year onsite OEM warranty) Rs. P	TOTAL AMOUNT In Words
1.	Item No 1: PTZ Camera	1							
2.	Item No 2: Broadcasting Device	1							
3.	Item No 3: Multi-Viewer	1							
4.	Item No 4: Network Switch	1							
5.	Item No 5: Tripod Stand	1							
6.	Item No 6: Headphones	1							
7.	Item No 7: Soundproofing Wall Panelling (per Sq.ft)	660							
8.	Item No 8: Soundproofing Ceiling (per Sq.ft)	225							
9.	Item No 9: Carpet (per Sq.ft)	225							
10.	Item No 10: Acoustical Door (per Sq.ft)	26.25							
11.	Item No 11: Interactive Flat Panel	1							
12.	Item No 12: Condenser Microphone	1							
13.	Item No 13: Lapel Microphone	2							

Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA

14.	Item No 14: Audio Mixer	1							
15.	Item No 15: Lighting Equipment 90W LED Soft Panel Light	2							
16.	Item No 16: Lighting Equipment 60W Maxi Lights	2							
17.	Item No 17: Video Editing Software	1							
18.	Item No 18: Story Boarding Software	1							
19.	Item No 19: Computer	4							
20.	Item No 20: Display Screen	1							
21.	Item No 21: Teleprompter	1							
22.	Item No 22: Hot & Cold AC 1.5 ton with stabilizer	1							
23.	Item No 23: Shifting of 20 KVA online UPS	2							
24.	Item No 24: Laptop	1							
25.	AMC for 1 st Year after completion of warranty period	1							
26.	AMC for 2 nd Year after completion of warranty period	1							
27.	AMC for 3 rd year after completion of warranty period	1							

NOTE 1: All supplied items must be covered by a comprehensive onsite warranty for a minimum period of five (5) year from the date of formal acceptance by the purchaser.

NOTE 2: Where Original Equipment Manufacturer (OEM) warranties exceed this duration, the extended coverage shall be passed on to the purchaser without any additional cost. Upon completion of the warranty period, the SI shall be responsible for providing Annual Maintenance Contract (AMC) support for a minimum of three (3) years, to ensure continued functionality and service availability.

SECTION- 5
TECHNICAL SPECIFICATIONS

ANNEXURES

Tender Document No:

HPSEDC/HIPA-DLL/2K25- 7691



NB: Final specifications uploaded after pre-bid meeting. Please visit our websites www.hpsedc.in & <https://hptenders.gov.in> for latest amendments or notices in reference to this tender.

*** The quoted product should not be end of life at the time of bid submission. The support shall be provided by the bidder/ OEM for next three years, an undertaking for the same shall be provided by the OEM.**

*** The warranty of the below mentioned items would be comprehensive three years on-site.**

ANNEXURE-I

SECTION – 5

TECHNCIAL SPECIFICATIONS AND COMPLIANCE SHEETS ANNEXURES

The specification mentioned hereunder are bare minimum requirement. Bidders are encouraged to offer better specifications in this bid or subsequently during the period of tender/rate contract.

Technical compliance to be provided on OEMs letterhead with signatures, name, email, contact number of Authorized signatory.

Item No. 1: PTZ Camera

S.No	Feature	Specification	Compliance (Yes/No)
1.	Image Sensor	1/2.8 inch, 2.07M CMOS sensor or better	
2.	Lens	12x, f=3.5mm ~ 42.3mm, F1.8 ~ F2.8	
3.	Zoom	Optical: 12x Digital: 16x	
4.	Video Resolution	USB 3.0: 1920x1080p @60Hz HDMI: 1920x1080p @60Hz NDI: 1920x 1080p @60Hz	
5.	Output	1x HDMI output: female Type A 1x USB 3.0 output: Type C female 1x NDI output: 8-pin RJ-45 Female	
6.	Video Formats	MOV (H.264/H.265), MPEG-4, XAVC, etc.	
7.	Viewing Angle	Horizontal: 72.5° Vertical: 44.8°	
8.	Pan Tilt Zoom	Pan: 2.7°~35.7°/s Tilt: 2.7°~31.5°/s	
9.	Smart AI	Auto Framing	
10.	Output Video Encoding	USB 3.0 MJPEG/YUY2 UVC 1.5, Network H.265/MJPEG CBR or VBR up to 2Mbps	
11.	Shutter Speed (Video)	1/30s ~ 1/10000s	
12.	Digital Noise Reduction	2D & 3D DNR Signal Noise Ratio: ≥55dB	

S.No	Feature	Specification	Compliance (Yes/No)
13.	Additional Requirement	Built-in IR receiver ,RS232:-1x 8-pin Mini Din (max length 30m), Ethernet:-1x LAN: 8-pin RJ-45 Female, White Balance, Backlight Compensation, Image Flip Horizontal and vertical supported. With NDI Technology	
14.	Preferred Makes	Sony, Canon, Wyrestorm, Nikon or equivalent	

Item No. 2: Broadcasting Device

S.No	Feature	Specification	Compliance (Yes/No)
1.	Audio and Video Inputs/Outputs	1x HDMI 19-pin HDMI Type A 1x Audio In: 3.5mm (1/8in) TRS Stereo. 1x LAN (PoE) 8-pin RJ-45 female 1000Base-T 1x HDMI 19-pin HDMI Type A (Loop out).	
2.	Output Video Encoding	H.264	
3.	Encoding Data Rate	Max: 12Mb/s (Configurable)	
4.	Video Resolutions (Max)	HDMI: 1920x1080p @60Hz 8bit (15m/50ft) Cat6/6a/7: 1920x1080p @60Hz 8bit (100m/328ft Point to Point)	
5.	Audio Formats	2ch LPCM @ 32KHz, 44.1KHz, 48KHz	
6.	Output Audio Encoding	AAC, MP3 @ 320Kb/s (Max)	
7.	End to End Latency (Max)	80ms (TCP/UDP), 1500ms (HTTP)	
8.	Maximum Pixel Clock	150MHz	
9.	Communication and Control HDMI Ethernet	HDMI 1.4b 1x LAN: 8-pin RJ-45 ANSI/TIA-568 8P8C, 1000Base-T, PoE Protocols - HTTP, RTSP, RTMP, UDP, Multicast, Unicast, DHCP	
10.	Additional Requirement	3.5 mm input for secondary audio encoding separate to HDMI audio, Supports audio sampling rates of 32Khz, 44.1Khz and 48Khz, supporting standard protocols such	

S.No	Feature	Specification	Compliance (Yes/No)
		as RTSP, RTMP, Unicast and Multicast, transmissions. live stream YouTube, Facebook, Wowza, OBS through native options in the powerful Web UI	

Item No. 3: Multi-Viewer

S.No	Feature	Specification	Compliance (Yes/No)
1.	Audio and Video Inputs/Outputs	4x HDMI 2.0b In 1x HDMI 2.0b Out 1x 3.5mm TRS Analog Out	
2.	Output Video Encoding	Uncompressed HDMI	
3.	Video Resolutions (Max)	4096x2160p @ 60Hz 8bit 4:4:4 or RGB	
4.	Maximum Pixel Clock	600MHz	
5.	Communication and Control HDMI Ethernet	HDMI 2.0b HDCP 2.2 CEC EDID 1x 1GbE RJ45 1x 3-Pin Phoenix Connector (API Control) 1x IR RX 3.5mm TRS Stereo Jack	
6.	Additional Requirement	Built-in HDMI downscaler, Built-in web interface, six pre-loaded Multiview layouts, Analog audio de-embed, Front panel control buttons for switching inputs and Multiview layouts, Supports the latest HDMI 2.0 content, including 4K60 4:4:4 and high dynamic range such as HDR10, HLG and Dolby Vision.	

Item No. 4: Network Switch

S.No	Feature	Specification	Compliance (Yes/No)
1.	Audio and Video Inputs/Outputs	4x HDMI 2.0b In 1x HDMI 2.0b Out 1x 3.5mm TRS Analog Out	
2.	Output Video Encoding	Uncompressed HDMI	

Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA

S.No	Feature	Specification	Compliance (Yes/No)
3.	Video Resolutions (Max)	4096x2160p @ 60Hz 8bit 4:4:4 or RGB	
4.	Maximum Pixel Clock	600MHz	
5.	Communication and Control HDMI Ethernet	HDMI 2.0b HDCP 2.2 CEC EDID 1x 1GbE RJ45 1x 3-Pin Phoenix Connector (API Control) 1x IR RX 3.5mm TRS Stereo Jack	

Item No. 5: Tripod

S.No	Feature	Specification	Compliance (Yes/No)
1.	Adjustable Height	Should support adjustable height for various shooting needs	
2.	Locking Mechanism	Multi-level locking for stability and ease of use	
3.	Leg Design	Steady rubberised legs for firm grip and slip resistance	
4.	Head Type	Multipurpose head compatible with cameras and accessories; supports tilt, swivel, and portrait/landscape orientations	
5.	Horizontal Adjustment	Adjustable horizontal positioning for versatile framing	
6.	Compatibility	Should be compatible with supplied cameras, tablets.	
7.	Load Capacity	Maximum load weight capacity of 20 kg	
8.	Additional Features	Accessories hook for added convenience	

Item No. 6: Headphones

S.No	Feature	Specification	Compliance (Yes/No)
1.	Type	Over the ear	
2.	Frequency Response	4 Hz to 40 kHz	

Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA

S.No	Feature	Specification	Compliance (Yes/No)
3.	Supported Audio Formats	SBC, AAC, LDAC	
4.	Range	At least 100 feet	
5.	Type	Over the ear	

Item No. 7: Soundproof wall paneling

S.No	Feature	Specification	Compliance (Yes/No)
1.	Wall Panelling with Acoustic	20mm Wood Fibre Board 0.7 NRC on the top of Cement Board directly with Gypsum Screws.	
2.	Backdrop with MSHIPA insignia & letters	50 sq. ft. approx each (on 1 wall for free stand recording and on 1 wall with Interactive flat panel IFP-based recording)	

Item No. 8: Soundproof Ceiling – 1 No. – 225 Sq.ft

S.No	Feature	Specification	Compliance (Yes/No)
1.	Ceiling Panelling with Acoustic	15mm Wood Fibre Board 0.9 NRC in the Ceiling	

Item No. 9: Carpet – 1 No. – 225 Sq.ft

S.No	Feature	Specification	Compliance (Yes/No)
1.	Floor Carpet	Carpet 8mm Acoustic broadloom carpeting with enhanced durability and stain resistance	

Item No. 10: Acoustic on Door: 1 No. – 26.25 sq.ft

S.No	Feature	Specification	Compliance (Yes/No)
1.	Acoustical Door	Acoustic Door 50mm Thick	

Item No. 11: Interactive Flat Panel with Inbuilt Camera and Mic (Android 14 EDLA): 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Size	75"	
2.	Aspect Ratio	16:9	
3.	Backlight type	D-LED edge Type	
4.	Maximum resolution	3840x2160(pixels)	
5.	Display Colors	1.07B(10bit)	
6.	Refreshing Frequency	60Hz	
7.	Brightness	Typ.: 450nits	
8.	Contrast ratio	Typ:1200:1	
9.	Response time	8ms	
10.	Color Gamut(NTSC)	72%	
11.	Life time	50,000hrs(min.)	
12.	Operating System	Android 14.0 EDLA	
13.	RAM	8GB	
14.	ROM	128G	
15.	CPU	Octa Core (4* ARM Cortex A72 @ 2.2 GHz + 4* ARM Cortex A53 @ 2 GHz) or better	
16.	GPU	MaliG52 MC3	
17.	Inbuilt Camera	48 MP AI Camera with sound localization and intelligent framing features	
18.	Inbuilt Microphone	8-array mic that supports speech enhancement; Pick Up Area - 8m	
19.	Inbuilt NFC Card Reader	NFC Card Reader for unlocking the device with a simple tap; Read Write Distance: <30mm	
20.	Speakers	2x20W/6Ω	
21.	Ports	USB 3.0 x3, USB 2.0 x1, Type C USB x1, LAN x2, : HDMI IN (2.0)x2, Touch USB x2, HDMI OUT x1, MIC IN x1, AUDIO OUT x1, RS232 IN x2, SPDIF x1	
22.	WI-FI Standard	802. 11a/b/g/n/ac	

S.No	Feature	Specification	Compliance (Yes/No)
23.	Bluetooth	2. 1+EDR/4.2/5.0	
24.	Touch Sensing Type	IR Touch Frame	
25.	Surface Protection	3.2mm Toughened Glass / 9H Hardness	
26.	Infrared Touch	40 Points	
27.	Interpolation Resolution	32768 x32768	
28.	Remote Control	Stylus x2, Remote Control x1, NFC Cards x5, 3M USB A-B Cable x1, 3M HDMI Cable x1	
29.	Embedded Learning Software	Embedded Learning Software should have Interactive Whiteboard with Learning Software App. The Learning Software app should be accessible to Teachers and Students via Android and iOS applications and through browsers on multiple devices for remote / hybrid teaching and learning. Teachers should be able to login to their respective Learning Software accounts on the IFP by the following modes: QR code scan.	
		OEM of the IFP and Embedded Learning Software should be the same (Software should not be sourced via some 3rd party). IFP OEM must own the complete IP and Source code of the software. Software must be developed and hosted on server based in India for user's data privacy and security.	
		The software should support multiple Pre-planning and In-class teaching activities of the teacher.	
		Whiteboard software should support the below: - Multiple types of pens, highlighters - Insert and import images, videos to the Whiteboard for teaching - Text recognition and conversion of handwriting to text - Simulations, AI Assistant	
		Below tools and simulations should be provided for enhancing the teaching-learning experience: - Graph: Demonstrating equations using 2D	

S.No	Feature	Specification	Compliance (Yes/No)
		and 3D visualizations - Calculator: Standard and scientific explanation which can be accessed by clicking on each element. - Dictionary: Complete English dictionary	
		Ad-Free YouTube: YouTube videos should be played within the application, without any ads	
		Software should have Two - Way Live Conferencing Feature with education specific features. Live conferencing feature should also enable recording which gets directly uploaded to cloud.	

Item No. 12: Condenser Microphone: 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Type	Condenser Microphone – 1 Nos	
2.	Preferred Makes	Audio Technica, Sennheiser, Shure, or equivalent	
3.	ELEMENT	Dynamic	
4.	POLAR PATTERN	Cardioid	
5.	FREQUENCY RESPONSE	90-18,000 Hz	
6.	SENSITIVITY	–55 dB (1.7 mV) re 1V at 1 Pa*	
7.	OUTPUT CONNECTOR	Integral 3-pin XLRM-type	

Item No. 13: Lapel Microphone: 2 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Type	Lapel Microphone – 2 Nos	
2.	Preferred Makes	Audio Technica, Sennheiser, Shure, or equivalent	
3.	Frequency Response	100 Hz to 15 kHz	
4.	RF Power Output	High: 30 mW; Low: 10 mW (switchable), at 50 ohms	
5.	Microphone Element	Dynamic cardioid	

Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA

S.No	Feature	Specification	Compliance (Yes/No)
6.	Total Harmonic Distortion	< 1% (at 1 kHz, ± 20 kHz deviation)	
7.	Operating Range	100 m	
8.	Receiving System	True diversity	
9.	Antenna Input	BNC-type, 50 ohms Bias voltage 12V DC, 60 mA, each	

Item No. 14: Audio Mixer: 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Microphone Input	Balanced XLR, discrete input circuit	
2.	Preferred Makes	Audio Technica, Sennheiser, Shure, or equivalent	
3.	Frequency Response	20 Hz to 200 kHz	
4.	Impedance	22 k Ω Balanced, 10 k Ω unbalanced	
5.	Max input level @ 0 dB Gain	+21 dBu	
6.	Stereo Line Inputs	¼" TRS connector balanced	
7.	Inputs	Analog 12-Input, RCA connector unbalanced.	
8.	USB	Type-B connector	
9.	USB Audio Data	48 kHz 16 Bit	
10.	UAC2 Class Compliant	stereo in/out	

Item No. 15: Lighting Equipment: 2 No. LED studio lights

S.No	Feature	Specification	Compliance (Yes/No)
1.	Preferred Makes	Leksa Lighting, B&H, Hiffin, Osaka, or equivalent	
2.	Type	90W LED Soft Panel Light	
3.	Brightness	5600K colour temperature	

S.No	Feature	Specification	Compliance (Yes/No)
4.	Control	Manual and DMXcontrol mode through 5pin	
5.	Mount Compatibility	Three light stands (at least 6 ft tall); one for each studio light	
6.	Additional Requirement	Extreme soft illumination with diffuser. 0~100%linear dimming, Black powder coated fabricated housing with normal yoke but with accessories. Uniform shadow less output, No heat from light, No UV radiation. Light fixture mouting clamp customized .	

Item No. 16: Lighting Equipment: 2 No. LED studio lights

S.No	Feature	Specification	Compliance (Yes/No)
1.	Preferred Makes	Leksa Lighting, B&H, Hiffin, Osaka, or equivalent	
2.	Type	60W Maxi lights	
3.	Brightness	2700K~5700KCCT	
4.	Power Source	AC Adapter	
5.	Control	Manual and DMXcontrol mode through 5pin	
6.	Mount Compatibility	Three light stands (at least 6 ft tall); one for each studio light	
7.	Additional Requirement	LED Display for CCT & Dimming Level, Black finish housing, IP20 protection with Barndoor, Diffuser. Light fixture mouting clamp customized.	

Item No. 17: Video Editing Software (3 year license) – 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Overview	Powerful and user-friendly video editing software for quick and easy video creation and sharing. Available on both desktop and mobile devices.	
2.	Intuitive Interface	Simple and easy-to-use interface, suitable for beginners.	
3.	Cross-Platform Editing	Works across desktop and mobile devices (Windows, macOS, iOS, and Android).	
4.	Professional Editing Tools	Includes trimming, cutting, adding effects, and adjusting audio with professional-grade tools.	

Item No. 18: Story Boarding Software (3 year license) – 1 No.

Selection of an Agency for setting up/upgradation of Digital Learning Lab (DLL)/Digital Studio at HIPA

S.No	Feature	Specification	Compliance (Yes/No)
1.	Overview	A powerful authoring tool for creating interactive e-learning content. Useful for software simulations, interactive videos, branched scenarios, and responsive eLearning.	
2.	Software Simulations	Create step-by-step guides and tutorials for software applications.	
3.	Interactive Videos	Add interactive elements like quizzes, polls, and clickable hotspots to videos.	
4.	Branched Scenarios	Develop adaptive learning paths based on user choices.	
5.	Responsive eLearning	Create courses accessible on various devices, from desktops to smartphones.	
6.	User-friendly Interface	Easy to learn and use, suitable for beginners.	
7.	Drag-and-drop Functionality	Quickly assemble e-learning content without the need for coding.	
8.	Built-in Templates	Pre-designed templates to accelerate workflow and save time.	
9.	Rich Media Support	Incorporate images, audio, video, and other multimedia elements into courses.	
10.	Advanced Authoring Tools	Create complex interactions and simulations.	
11.	HTML5 Output	Ensures compatibility with modern web browsers.	
12.	Accessibility Features	Design content to be accessible to learners with disabilities.	

Item No. 19: Computer: 4 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Processor	Intel Core i7-12700K or AMD Ryzen 7 5800X or Equivalent	
2.	Graphics Card	NVIDIA RTX 3060 Ti or AMD Radeon RX 6800 XT or Equivalent	
3.	RAM	32GB DDR4 RAM (3200 MHz or higher)	
4.	Storage	1TB NVMe SSD for OS and applications, 2TB HDD for storage	
5.	Power Supply Unit (PSU)	750W or higher	
6.	Operating System	Windows 11	
7.	Monitor	A high-resolution monitor (27-inch or larger) with 4K resolution for detailed viewing	
8.	Input Devices	A good quality keyboard and laser mouse	
9.	Webcam	1080p	

Item No. 20: Display Screen: 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Display Size	43” or higher, edge-to-edge display	
2.	Resolution	3440x1440	
3.	Viewing Angle	178° or higher	
4.	Refresh Rate	120Hz or higher	
5.	Other Requirements	HDR10 support, supported HDMI cable included	

Item No. 21: Teleprompter : 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Type	Professional Teleprompter	
2.	Approved Makes	Auto script, Cronus, Autocue or equivalent	
3.	Size	19” screen size monitor with Glass, Tripod Structure, and Software	
4.	Screen Size Compatibility	Compatible with the supplied camera	
5.	Control	Bluetooth remote control	
6.	Mount	Tripod mount	
7.	Special Features	HDMI Input, VGA Input	

Item No. 22: Hot and Cold AC: 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Tonnage	1.5 Ton	
2.	Star Rating	3 or above	
3.	Temperature Range	-10°C to 50°C	

Item No. 23: Shifting of 02 Nos. 20 KVA Online UPS to the adjacent rooms along with batteries

S.No	Feature	Specification	Compliance (Yes/No)
1.	Distance of adjacent Room	20 to 30 Mtr	
2.	Batteries to be shifted	48 Nos.	
3.	Uninstallation and re-installation of UPS required	Yes	
4.	Reinstallation of already installed supporting electrical appliances of UPS required	Yes	
5.	Procurement of armoured cable required	Yes as per distance	

Item No. 24: Laptop: 1 No.

S.No	Feature	Specification	Compliance (Yes/No)
1.	Processor	Intel Core i7-12700K or AMD Ryzen 7 5800X or Equivalent	
2.	Graphics Card	NVIDIA RTX 3060 Ti or AMD Radeon RX 6800 XT, intel graphics cards or Equivalent	
3.	RAM	16 GB DDR4 RAM	
4.	Storage	512 GB SSD or higher	

NOTE 1: All supplied items must be covered by a comprehensive onsite warranty for a minimum period of five (5) year from the date of formal acceptance by the purchaser.

NOTE 2: Where Original Equipment Manufacturer (OEM) warranties exceed this duration, the extended coverage shall be passed on to the purchaser without any additional cost. Upon completion of the warranty period, the SI shall be responsible for providing Annual Maintenance Contract (AMC) support for a minimum of three (3) years, to ensure continued functionality and service availability.

Annexure - II
Performance Bank Guarantee Template

[Date]

To,

The Managing Director,
H.P. State Electronics Development Corporation Ltd.,
First Floor, IT Bhawan, Mehli, Shimla-171013.

Dear Sir,

1. Whereas M/s _____ (hereinafter called “CONTRACTOR”) has supplied _____ (as per Bill of Material Specified in this Document) as per agreement/supply order No. _____ dated _____ signed between the HPSEDC (hereinafter called “Client”) and them and as per the agreement/supply order the M/s. _____ is supposed to furnish Performance Security for supply of _____ and maintain the same for a period of _____ years.
2. NOW THEREFORE KNOW ALL THE MAN THESE PRESENTS THAT WE, __ (Bank Name) _____ having its Head Office at _____ (hereinafter called “the Bank”) are bound up to the Client in the sum of Rs. _____/- (Rs. _____) only) for which payment will and truly to be made to the said Client, the Bank binds itself, its successors and assignees by these presents.
3. The Bank further undertakes to pay to the purchaser up to the above amount on receipt of its first written demand, without the Client having to substantiate its demand. The Client’s decision in this regard shall be final and shall not be called upon to question under any circumstances. The Bank Guarantee will remain in force up to _____. However, its validity can be got extended before _____ solely at the instance of the Purchaser. This clause shall remain valid notwithstanding anything else contained to the contrary in this document.
4. Our responsibility under this guarantee is restricted to Rs. _____/- (Rupees _____) only and it will remain enforce up to _____ unless a demand in writing is received by the bank on or before _____, all your rights under the said guarantee shall be forfeited and we shall be released and discharged from all the liabilities thereunder.

5. This guarantee will remain in force up to <date of validity> and any demand in respect thereof should reach the Bank not later than the specified date/dates. However, notwithstanding anything else contained to the contrary in this Guarantee, if the implementing agency does not submit the fresh performance bank guarantee (as per required schedule and amount) till 15 days before expiry of this performance bank guarantee, the Purchaser may either forfeit the PBG or ask the Bank to extend validity of the Bank Guarantee for a further period not exceeding six months. In the latter situation, the Bank shall comply with such a request of extension.
6. Sealed with the Common Seal of the said Bank this _____ day of _____, 2025. In witness whereof the Bank, through its authorized officer, has set its hand and stamp on this _____ day of _____, 2025 for Bank _____

Witness

Signature

Name

M/s. _____ (complete address)

Note: This guarantee will attract stamp duty as a security bond.

A duly certified copy of the requisite authority conferred on the official/s to execute the Guarantee on behalf of the bank should be annexed to this guarantee for verification and retention thereof as documentary evidence.

Annexure-III

Bank Guarantee (BG) Format for EMD

Date _____

To

The Managing Director,
H.P. State Electronics Development Corporation Ltd., First Floor, IT
Bhawan, Mehli, Shimla-171013.

Dear Sir,

1. Whereas M/s. _____ (hereinafter called “Bidder”) has quoted against the Tender No: **HPSEDC/HIPA-DLL/2K25-7691**
2. Invited by M/s H.P. State Electronics Development Corporation Ltd. (HPSEDC) towards supply of _____ is supposed to furnish Bank Guarantee the same valid for a period of 180 days.
3. NOW THEREFORE KNOW ALL THE MAN THESE PRESENTS THAT WE, __ (Bank Name) _____ having its Head Office at _____ (hereinafter called “the Bank”) are bound up to the Client in the sum of Rs. _____/- (Rs. _____) only) for which payment will and truly to be made to the said Client, the Bank binds itself, its successors and assignees by these presents.
4. The Bank further undertakes to pay to the purchaser up to the above amount on receipt of its first written demand, without the Client/ HPSEDC having to substantiate its demand. The Client’s decision in this regard shall be final and shall not be called upon to question under any circumstances. The Bank Guarantee will remain in force up to 180 days. However, its validity can be got extended before expiry of its validity solely at the instance of the HPSEDC. This clause shall remain valid not withstanding anything else contained to the contrary in this document.
5. Our responsibility under this guarantee is restricted to Rs. _____/- (Rupees _____) only and it will remain enforce up to _____ unless a demand in writing is received by the bank on or before _____, all your rights under the said guarantee shall be forfeited and we shall be released and discharged from all the liabilities thereunder.

6. This guarantee will remain in force up to <date of validity> and any demand in respect thereof should reach the Bank not later than the specified date/dates. However, notwithstanding anything else contained to the contrary in this Guarantee, if the bidder does not submit the fresh bank guarantee or extend the existing Bank Guarantee till 15 days before expiry of this bank guarantee, the Purchaser/ HPSEDC may either forfeit the BG or ask the Bank to extend validity of the Bank Guarantee for a further period not exceeding six months. In the latter situation, the Bank shall comply with such a request of extension.
7. Sealed with the Common Seal of the said Bank this _____ day of _____, 2025. In witness whereof the Bank, through its authorized officer, has set its hand and stamp on this _____ day of _____, 2025 for Bank _____

Witness

Signature

Name

M/s. _____ (complete address)

Note: This guarantee will attract stamp duty as a security bond.

A duly certified copy of the requisite authority conferred on the official/s to execute the Guarantee on behalf of the bank should be annexed to this guarantee for verification and retention thereof as documentary evidence.

Latest instructions for bidders:

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shares a land border with India" for the purpose of this Order means: -
 - a. An entity incorporated, established, or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established, or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established, or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (III) above will be as under:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation—

- a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. of shares or capital or profits of the company.
- b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements.
2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has

ownership of entitlement to more than fifteen percent of capital or profits of the partnership.

3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals.
 4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
 5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

The Bidder has to provide following declarations (duly signed and stamped):

Declaration 1 of Latest instructions to bidders

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I hereby certify that this bidder is not from such a country and is eligible to be considered."

Declaration 2 of Latest instructions to bidders

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]

Declaration 3 of Latest instructions to bidders

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I certify that this bidder is not from such a country or if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached".

In case bidder is Himachal based company/ firm/ entity then the bidder should submit a self-declaration certificate regarding above mentioned Declaration 1, 2 and 3.

Note: Interested bidder may refer to Office Memorandum (F. No. 6/18/2019-PPD) dated 23.07.2020 of Department of Expenditure, Ministry of Finance, Govt. of India for further details and all the requirements will be in accordance with this memorandum.