

Lok Sabha Secretariat
(Lok Sabha Television Channel Unit)

No.13(A)/5/LSTV/2017

14 September, 2017

TENDER NOTICE FOR HIRING OF GRAPHIC SYSTEM
FOR LSTV CHANNEL

Sealed tenders **under two bid system** are invited for hiring of **Graphic System** with required Hardware, Software and skilled manpower for LSTV facilities functional in Parliament House Complex. The period of services is initially required for one year which may be extended on satisfactory performance by the selected agency for a maximum period of one year on the same terms and conditions, if so desired by the Lok Sabha Secretariat.

2. ELIGIBILITY CONDITIONS

- 2.1 The agencies/firms/company/individual concerned herein after referred as service provider who meet the following criteria are only eligible to apply:
- (a) Service Provider should have a valid OEM authorization certificate to provide Graphic services. A copy of the authorization certificate should be enclosed with the technical bid document.
 - (b) Service provider should have Permanent Account Number (PAN) under the Income Tax Act, 1961. A copy of the PAN card should be enclosed with the technical bid document.
 - (c) Service Provider should not have been blacklisted by any government organizations/PSU in the past. A certificate to the effect should be enclosed with the technical bid document.
 - (d) Service Provider should have its office and adequate support facility in NCR/Delhi to provide satisfactory service and customer support during normal working hours of the Channel and in the event of extraordinary requirement the support should be provided on 24x7 basis.
- 2.2 **Desirable condition:** Preference will be given to those service providers who have provided/are providing similar service to any Government organizations or PSUs or reputed MNCs or Public

Broadcasters. Names and addresses of such organizations should be provided with the bid document.

2.3 Bids of the service providers not fulfilling any or all of the above conditions are liable to be rejected.

3 Technical Requirements

Broad technical specification/requirement

Support HD
 Real time data entry
 Minimal buffering delay
 Support multiple Scroller
 Display of predefined text or graphic
 MOS integration
 Powerful plug-in API
 MAM Integration
 Support video as part of the creation process
 Should offer essential Graphics tools to design
 Realtime Graphic Templates
 Develop Chroma backgrounds, Channel/Programme
 Montages, Promos, Channel IDS and stings
 Develop applications for automated generation of ticker
 Can be integrated with automation system
 Can produce animation effect.

The advance Graphic Machine should have the following specifications as well:

1. System should have feature of Transition logic
2. Prepare Real Time Graphics (without rendering)
3. Great Virtual Graphic & Sets
4. Great Animated Graphics
5. Edit Graphics on-all
6. Provide online editing facility
7. Create Pie & Bar chart for Budget
8. Create Simulation
9. More option to design. Attractive Graphic with latest tool like 3D, customized layer and color option.

(A) For LSTV set up functional at, PLB

NAME	FUNCTION	QTY	LOCATION

Artist	For graphic design	01	FB-122
Engine	For key and fill video out	01	Studio-B
Trio	For trigger to engine	01	Studio-B
Ticker	For ticker playback	01	MCR, LSTV
Skilled Manpower requirement at PLB-			
Designer	For graphic design	01	FB-122
Operator	For operate trio	02	Studio-B

(B) For LSTV set up functional at, Room No.50, PH

Engine	For key and fill video out	01	Room -50
Trio	For trigger to engine	01	Room -50
Skilled Manpower requirement at, Room No.50, PH			
Operator	For operate trio	01	Room -50

The detailed scope of work may be seen in Annexure - III.

4. General Conditions

- 4.1 The successful bidder will be required to provide the services/equipment (Hardware, Software and skilled manpower) as per specifications given in this tender notice.
- 4.2 The successful bidder will have to work in Parliament House Complex and because of the security issues, he shall provide all details of the persons who shall be deputed for the work for police verification.
- 4.3 The successful bidder will have to complete the installation of requisite equipment and commencement of specified services within 07 days from issue of work order and under no circumstances the above time limit will be extended.
- 4.4 Any dispute, difference or question touching or arising out or in respect of this tender or the subject matter thereof shall be referred to the arbitration of Secretary-General, Lok Sabha or any person nominated by him.

- 4.5 Time is the essence of the project and the service provider must stick to the prescribed schedule. Delay in commencement of services may result in a penalty @2% (of the total contract amount) per week of delay or part thereof, subject to a maximum of 10% (of the total contract amount) or as per the decision of Lok Sabha Secretariat. If the penalty for delay in completion of work / services is beyond 10% of the contract value, Lok Sabha Secretariat may cancel the Purchase Order.
- 4.6 The service provider will be responsible for due compliance of the provisions of the various labour laws applicable to workmen, deployed by it in relation with the subject services.
- 4.7 The service provider will be responsible for due compliance of permissions, licenses, etc required for providing the subject services including permissions, licenses etc for hardware/software required thereof.
- 4.8 The service provider shall be responsible for arranging and maintaining at its own cost all material, tools & machines, other hardware, software and facilities to its skilled workers to perform the work.
- 4.9 **Lok Sabha Television, Lok Sabha Secretariat reserves the right to reject any or all of the bids without assigning any reasons thereof.**

5. **SUBMISSION OF BIDS**

- 5.1 The bidders should submit **separate Technical and Financial Bids** by clearly superscribing on each envelope and put both sealed envelopes inside a bigger sealed cover superscribing “**Tender for hiring of Graphic system for LSTV Channel**”. The tender should be addressed to **Joint Director (LSTV), Lok Sabha Secretariat, G-016, Parliament Library Building, New Delhi-110001** and may be delivered in person or through courier/speed post/registered post to the addressee within 21 days of the publication of the indicative notice. Any bid received after the prescribed deadline will be rejected.
- 5.2 Bid should be submitted **strictly in the proforma attached as Annexure-I and II only**. It may be noted that **requirement of the**

services including Hardware, Software and skilled manpower proposed to be hired through this Tender Notice may increase or decrease at the discretion of the Secretariat.

- 5.3 Firm rates/charges should be quoted in Indian Rupees both in figures and words and should be valid for 90 days from the date of opening of the bids. Rates and charges should be exclusive of all taxes and inclusive of any other incidental charges including installation charges, etc.
- 5.4 Each page of the bid should be signed by the bidder/their authorized signatory.
- 5.5 The demand draft for EMD as per details mentioned below should be placed alongwith Technical Bid only. Quoting of rates is required to be mentioned in Financial Bid only. Any mention of rates in Technical Bid will be summarily rejected.

6. OPENING OF BIDS

- 6.1 Technical Bids will be opened at 4.00 p.m. on the next working day after last date of submission of bids in the office of Pay & Accounts Officer, Lok Sabha in the presence of the bidders or representatives thereof, if any.
- 6.2 Financial Bids of Technically Qualified bidders will be opened separately for which Technically Qualified Bidders will be informed.

7. TERMS OF PAYMENT

No advance payment shall be made. Payment shall be made after supply, installation and commissioning of the equipment. The service provider shall submit the bill on a monthly basis which will be processed within 15 working days from the submission of the bills subject to the condition that services are provided satisfactorily and a certificate to that effect is obtained from the LSTV Channel. The Officer concerned in LSTV Channel will inspect and certify that all the equipment as per the terms of the contract have been supplied to LSTV Channel and working satisfactory.

8. EARNEST MONEY DEPOSIT (EMD)

- 8.1 The bid should be accompanied with **Earnest Money Deposit (EMD) of Rs.2,00,000/- (Rupees Two Lakh Only)** in the form of a **Demand Draft** drawn in favour of **Drawing & Disbursing Officer, Lok Sabha payable at New Delhi. Tender without EMD will summarily be rejected.**
- 8.2 EMD of the unsuccessful bidders will be returned after the tender process is complete. **No interest shall be paid on the EMD.**
- 8.3 EMD of the successful bidder shall be refunded on receipt of Performance Security of Rs.5,00,000/- (Rupees five lakh only) in the favour of Drawing & Disbursing Officer, Lok Sabha payable at New Delhi. Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier.
- 8.4 In case the successful bidder withdraws or if details furnished by any bidder in the bid are found to be incorrect or false during the tender selection process, his EMD will be forfeited.

9. REJECTION OF BIDS

Canvassing by the bidders in any form, unsolicited letters and post tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.

10. PENALTY CLAUSE

The service provider is required to give completely satisfactory service and will deploy best machines/software and skilled manpower. If any default/deficient services are noticed w.r.t. supply, installation, commissioning, etc., a penalty of 2% of the contract amount is liable to be levied on the service provider. A repetition of default in providing satisfactory service shall be liable for termination of contract mid-way.

**Joint Director (LSTV)
Lok Sabha Secretariat
Tele.No.23035477
23035464
Fax.No.23035114**

Annexure-II**FINANCIAL BID FOR HIRING OF GRAPHIC SYSTEM (WITH
HARDWARE, SOFTWARE AND SKILLED MANPOWER) FOR LSTV
CHANNEL****FINANCIAL BID**

1. **Name of the Bidder:**
2. **Address of the Bidder:**
3. **Contact Details of the Bidder:**
 - (a) **Name of the Authorized Person:**
 - (b) **Tel. No. with STD (O):**
 - (c) **(Fax):**
 - (d) **Mobile No.:**
 - (e) **Email ID:**
 - (f) **Website:**
4. **Rates offered are summarized below :**

S.No.	Name	Function	Qty	Per month rates offered in INR
1.	Artist	For graphic design	01	
2.	Engine	For key and fill video out	01	
3.	Trio	For trigger to engine	01	
4.	Ticker	For ticker playback	01	
5.	Designer	For graphic design	01	
6.	Operator	To operate trio	01	

5. It is certified:
 - (i) That I/ We have gone through and understood the contents of the LSTV Tender Notice No. 13(A)/5/LSTV/2017 dated _____. The terms and conditions given in the tender notice are acceptable to me/us.

- (ii) That the rates quoted above are for one unit per month and excluding taxes. Taxes will be charged extra.
- (iii) The above quoted rates will be valid during the contract period and there shall be no change in the prices during this period.

Dated:

**Signature of the authorized
signatory**

