

## **Embassy of India**

### **Brasilia**

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#### **Invitation to Bidders**

**Subject: Tender for Supply of Video Conferencing system**

**1. General Information:**

Embassy of India, Brasilia, Brazil on behalf of the President of India invites tender in on Fixed Price Lumpsum basis for the above-mentioned work. The timeline of the tender process is given below:-

Tender Publishing Date	14 January 2020
Tender Document Downloading date	14 January 2020
Pre bid meeting date & time (on request)	16 January, 2020 (1000 to 1700 hours)
Tender submission closing date and time	4 February 2020 at 1500 hours
Tender opening date and time	5 February 2020 at 1500 hours
Financial bid opening date and time	5 February 2020 at 1530 hours

**2. Documents for Tender**

The following documents are attached for submission of tender documents :-

Annexure A: Invitation and Instruction to Bidders

Annexure B: Eligibility Criteria

Annexure C: Terms and Conditions

Annexure D: Financial Bid

Annexure E: Scope of Work / Details of Equipment

**3. Issue, Receipt and Opening of Tender Document**

**(i) Receipt of Tender Documents**

The Tender documents, as mentioned above, may be obtained free of cost and may be downloaded from Central Procurement Portal <https://eprocure.gov.in/cppp/> and also the official website of the Embassy of India, Brasilia at <http://www.eoibrasilia.gov.in/#documentaries>

**(ii) Submission of Tender**

(a) The Tender shall be submitted before 3.00 pm on or before February 4, 2020 at Embassy of India, Brasilia (at the address below):-

**Mr. Anand Prakash, Head of Chancery  
Embassy of India, Brasilia  
SES 805 Lote 24, Asa Sul  
Brasilia, Distrito Federal  
CEP – 70452-901, BRAZIL**

- (b) Any Tender received after this date and time will not be considered. Tender shall be opened on the February 5, 2020 at 3.00 PM.
- (c) The Tender shall remain valid for a period of One Hundred Eighty (180) days from the last date of submission or any extended period.

Mode of submission of Tender : The Tender shall be submitted in sealed envelopes as superscribed as **“Tender for Supply of Video Conferencing system”**

#### 4. **Opening of Tender**

- (a) The tenders shall be opened in the Embassy of India, Brasilia office at the address given above. The bidders may send their representatives on the stipulated date for opening of tender.
- (b) After opening of tenders, the ‘Evaluation Committee’ of the Embassy will evaluate the tender documents, and the successful bidder shall be informed of about acceptance of the bid separately later.
- (c) A letter of ‘Award of Contract’ shall be issued to the successful bidder, whose bid is found to be lowest and whose bid has been finally accepted.

#### 5. **Other information**

- (a) Embassy will not be bound to accept the lowest or any tender nor to give a reason for the rejection of any Tender.
- (b) The tenderer, whose bid is accepted shall be issued a letter to ‘Award the Work’.
- (c) The Tenderer will also be required to sign the ‘Terms and Conditions’ of the agreement for supply of Video Conferencing System.

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**Embassy of India, Brasilia**

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**Technical Eligibility Criteria**

The bidder/supplier must fulfill the following eligibility criteria in order to be eligible for consideration of their bids. These criteria shall be taken in to account while evaluating their technical bids:-

1. The supplier must have a registered office or branch office located in Brasília. A certificate of registration of their office in Brasília should be enclosed.

OR

The bidder should have e-commerce facility and should be able to supply the such products at any address within Brasilia.

2. The supplier must have a minimum **three years' experience** in supplying of similar products, including any type of audio visual equipment.

3. The supplier should have its own bank account, as all payment under the contract shall be made by the Embassy either by bank transfer or by cheque only.

4. The supplier should follow local laws and should be registered with competent local authorities In undertaking the work mentioned in this tender, Embassy shall not be responsible for any violation of local labour laws by the supplier.

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## Embassy of India, Brasilia

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**Subject: Tender for Supply of Video Conferencing System****Scope of Work / Details of requirement of services/Technical specifications of items**

The scope of work/technical specifications required for the supply of above mentioned items are as follows:-

The Video Conferencing system proposed to be supplied should meet the following requirements/specifications

- | <b>S. No.</b> | <b>Specifications</b>  |
|---------------|--|
| 1.            | <b>IP Networks to connect in point to point mode</b>   |
| 2.            | <b>Support H.264 video protocol, support G.722, G.711 audio protocols</b>  |
| 3.            | <b>H.281 far end camera control</b>  |
| 4.            | <b>Picture in Picture or side-by-side picture support</b>  |
| 5.            | <b>Support high definition video resolution of 720p 5fps or higher for video for transmit and receive</b>  |
| 6.            | <b>H.239 Dual stream for Simultaneously Sending/Receiving content/ Presentation along with HD live video on two different monitors.</b>  |
| 7.            | <b>Should have required video and audio outputs to connect with two LCD/LED TV/Monitors</b>  |
| 8.            | <b>Motorized Pan Tilt Zoom HD camera of 720p resolution and shall have minimum 10x optical zoom. The HD camera should be capable of working in normal illumination conditions.</b> |
| 9.            | <b>High quality microphones with echo cancellation along with minimum 7.5m cable for pickup from 5 feet or more distance.</b>  |
| 10.           | <b>Input to connect additional Microphone for better audio pickup.</b>   |
| 11.           | <b>Interface to record the on-going video conferencing session along with mixed audio.</b>   |
| 12.           | <b>Remote control with operating distance of 20 feet.</b>  |
| 13.           | <b>Auto sense Ethernet port (LAN) for connecting to IP network.</b>  |
| 14.           | <b>Static IP and DHCP IP addressing</b>  |
| 15.           | <b>Support IPv6</b>  |
| 16.           | <b>E.164 dialing</b>   |
| 17.           | <b>ISDN connectivity at minimum of 384kbps either by adding ISDN BRI interface or by activating necessary software licenses.</b>   |
| 18.           | <b>Video input format: HDMI / DVI</b>  |
| 19.           | <b>Optical Zoom and Manual Zoom – 12X or higher</b>  |

