

Department of Electronics and Communication Engineering

Web : www.nitt.edu

Phone : 0431 - 2503030

TENDER DOCUMENT

Tender Notification No.: NITT/F-10/PLAN 2012-13/R&C

Dated: 18.01.2013

R&C

Name of the equipment/software & Quantity required : Multiparty conferencing system

S.No.	Name of the Component/Equipment/Software Tools	Required Quantity		
	Multipoint System - 4 ports on one server in IP @ 4Mbps or more on each port with Adaptation on each port (frame rate matching & resolution matching), CP and VA Layouts with 1080p or higher resolution for each and every port. Users - System should support registration of upto 50 users. System should support a total of 4 concurrent Endpoints to be connected in either point to point or multipoint calls.	1no		
1.	 No.of simultaneous calls recorded It should be possible to establish 1-2 parallel calls and it should be possible to record each and every call for playing back later. 			
	 Typically This would be used for lectures delivered by 2 teachers in parallel for students located in two different class rooms. Each teacher should be able to start, pause, resume and stop the recording of the lectures at the click of a button. 			
2.	Multipoint Server - This appliance should provide a centralized, web based, simple, enterprise-wide conference and user management. It includes a web server, Database and should be based on a hardened operating system.			
3	USB HD PTZ CAMERA FOR DESKTOP USERS USB based HD Web Camera and necessary software drivers for Windows XP/Vista/Windows 7 to support live video capture at 720p at 30 frames per second. Optical zoom 10X or higher, PAN 360 degrees			
4	PTZ CAMERA WITH S VIDEO OUTPUT AND USB CAPTURE CARD PTZ ¹ / ₄ "CCD camera with 500-570 TVL resolution/640X480 resolution, optical zoom 10X or higher, 360 degrees zoom, 180 degrees tilt, S video output along with S video to USB capture card camera	1-4 no		
5	USB DESKTOP HANDS FREE MICROPPHONES FOR DESKTOP USERS USB based hands free Microphone and Speaker Device having embedded DSP and built-in Echo cancellation, Noise cancellation, De-Reverb, Microphone Mute/Un-mute and Volume Control buttons for full Duplex Audio and hands free operation. It should have built-in ringer and good pickup of audio for normal conversation even from a distance of 8 feet.	1-4no		

· Re 14 000/-

EMD

Cost of the Tender Document	: Rs. 150/-
Delivery	: 45 days
Address for submission of Tender :	The Director,
	National Institute of Technology,
	Tiruchirappalli 620015, Tamilnadu.
	ATTN to: Dr.B.Venkataramani / R&
	E-mail : bvenki@nitt.edu

Last Date of submission of Tender: 01.02.2013 up to 3.00 p.m.Date of opening of Technical Bid: 01.02.2013 at 4.00 p.m.



NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 15

OFFICE OF RESEARCH AND CONSULTANCY

Tender Notification No.: NITT/F-10/PLAN 2012-13/R&C

Dated: 18.1.2013

NOTICE INVITING TENDER

The National Institute of Technology, Tiruchirappalli (NITT) is an autonomous body under MHRD, GOI, imparting Technical Education and engaged in Research Activities. It is proposed to procure the following component for the institute academic/research activities.

Sealed Quotations under *two cover system* are invited for the following Equipments and software for multiparty conferencing system for the R&C office subject to the following terms and conditions, from the reputed manufacturers or their authorized dealers so as to reach this office on or before scheduled date and time. See section 6 for the details of the proposed multiparty conferencing system .

S.No.	Name of the Component/Equipment/Software Tools	Required Quantity
1.	 Multipoint System - 4 ports on one server in IP @ 4Mbps or more on each port with Adaptation on each port (frame rate matching & resolution matching), CP and VA Layouts with 1080p or higher resolution for each and every port. Users - System should support registration of upto 50 users. System should support a total of 4 concurrent Endpoints to be connected in either point to point or multipoint calls. No.of simultaneous calls recorded It should be possible to establish 1-2 parallel calls and it should be possible to record each and every call for playing back later. Typically This would be used for lectures delivered by 2 teachers in parallel for students located in two different class rooms. Each teacher should be able to start, pause, resume and stop the recording of the lectures at the click of a button. 	1no
2.	Multipoint Server - This appliance should provide a centralized, web based, simple, enterprise-wide conference and user management. It includes a web server, Database and should be based on a hardened operating system.	1no
3	USB HD PTZ CAMERA FOR DESKTOP USERS USB based HD Web Camera and necessary software drivers for Windows XP/Vista/Windows 7 to support live video capture at 720p at 30 frames per second. Optical zoom 10X or higher, PAN 360 degrees	1-4 no
4	PTZ CAMERA WITH S VIDEO OUTPUT AND USB CAPTURE CARD PTZ ¼"CCD camera with 500-570 TVL resolution/640X480 resolution, optical zoom 10X or higher, 360 degrees zoom, 180 degrees tilt, S video output along with S video to USB capture card Camera	1-4 no
5	USB DESKTOP HANDS FREE MICROPPHONES FOR DESKTOP USERS USB based hands free Microphone and Speaker Device having embedded DSP and built-in Echo cancellation, Noise cancellation, De-Reverb, Microphone Mute/Un-mute and Volume Control buttons for full Duplex Audio and hands free operation. It should have built-in ringer and good pickup of audio for normal conversation even from a distance of 8 feet.	1-4no

- All the bidders are required to give the demo and presentation on the products to be quoted before the submission of the quote. Please contact Prof. B. Venkataramani (bvenki@nitt.edu) for fixing up the appointment.
- A prebid meeting is proposed to be held on 24th JAN 2013 at 3 PM. Proceedings of the prebid meeting would be put in the NITT web site. It is mandatory for the bidders to go through these proceedings and give their quotes taking this into account.
- The bidders should provide a list of institutions (IITs/NITs) where the quoted products are already supplied by them and operational. POs and the contact numbers of the purchaser should be provided. In addition to this, a certificate from the purchasers that these items are performing satisfactorily should be enclosed.
- The bidders should give a declaration that they have quoted for all the items. Only the price bids of the bidders meeting the technical compliance bid would be opened.

EMD	:	Rs. 14, 000/
Cost of the Tender Document	:	Rs. 150/-
Time for completion of supply after placing purchase order	:	45 days
Tender to be submitted at the following address	:	The Director,
		National Institute of Technology,
		Tiruchirappalli– 620015, Tamilnadu, India.
		ATTN : Dr. B.Venkataramani /ECE
		E-mail : <u>bvenki@nitt.edu</u>

Last Date of submission of Tender : 01.02.2013 upto 3.00 p.m.

Place, Date and time of opening of Technical Bid : 01.02.2013 4.00 p.m. Venue: Main Store room

Bidders or their authorized agents may be present at the time of opening the technical bids

Note : The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

INSTRUCTIONS TO BIDDERS

- 1. This document set contains the following:
 - a) Terms and conditions of the Tender
 - b) Details of the Firm offering this Quote
 - c) Technical Compliance Form
 - c) Quotation form (Price Bid and Technical bid)
 - d) Currency Form (quoted on behalf of the foreign suppliers)
 - d) NIT-T's check list copy
- 2. The bidder's copy is for your future records. Please fill in and return only NIT-T's copy.
- 3. The bidder should give details of their technical soundness and provide list of customers of previous supply of similar items to Universities, Institutes or Government Departments/Undertakings/public sectors with contact details. The details of the agency/profile should be furnished along with the copy of all related documents.
- 4. Read through the terms and conditions given and affix your signature and seal if you find them acceptable. Any deviations may be recorded. Read carefully list of specifications that we have enclosed.
- 5. Fill in the questionnaire regarding the Firm.
- 6. The downloaded documents 'Technical Compliance Form' and 'Quotation Form (Price Bid)' should be TYPE WRITTEN USING CAPITAL LETTERS ONLY. At the time of filling the "Quotation Form (Price Bid)" make sure that you have not missed anything. Specify the model number & specification for each item. The form should be filled item-wise. Do not leave blank fields. If you are not quoting for a specific item, you should specify "NOT QUOTING".
- 7. **Do not use** ambiguous terms like "**yes**", "**complied**" or "available". Specifically mention the matching specification of the product offered by you. Make sure that you have affixed your signature with date and seal on all the documents.
- 8. Please send the tenders in a sealed envelope super scribed as "QUOTATIONS AGAINST TENDER NOTIFICATION NO: <u>NITT/F-10/PLAN 2012-13/R&C</u> dt 18.1.2013 Multiparty conferencing system :" so as to reach "The Registrar, National Institute of Technology, Tiruchirappalli 620 015, India" on or before 1.02.2013 up to 3.00 p.m. along with a Softcopy of the Technical Compliance form and Quotation Forms in MS-Excel file format in a CD/DVD or USB drive.
- 9. For any further clarifications, contact by E-Mail: bvenki@nitt.edu or by written request to "The Registrar, National Institute of Technology, Tiruchirappalli 620 015, India"
- 10. Prebid conference will be held on 24th JAN 2013 at 3 PM

Last Date for receipt of tender at NIT-T : 01.02.2013 up to 3.00 p.m.

Opening Date for Tender

: 01.02.2013 at 4.00 p.m.

CHECKLIST TO BE FILLE	D IN BY BIDDER
List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's Quotation form (Technical & Price Bid)	YES / NO
4. Currency Form(quoted on behalf of the foreign	YES / NO
suppliers)	
5. Other technical specifications & pamphlets	YES / NO

Note: 1. "Cover" should contain the following:

- a. Form of "Acceptance of Terms and Conditions".
 - b. Form of "Firms details"
 - c. Pamphlets, if any (in a separate sealed cover)
- 2. Quotation Form (Technical, Price Bid and Currency Form)

Please retain this page with you for your future reference.

Section 1. IN THE CASE OF TWO BID TENDERS

- **1.1** Bids are to be submitted under two cover system.
- L.2 <u>Cover 1:</u>

Cover 1 should contain the following:

- a. EMD Earnest Money Deposit (EMD) is to be remitted by way of Demand Draft drawn on any Nationalised bank in India by Demand Draft drawn on any scheduled bank in favour of "The Director, NIT, Trichy" payable at Trichy should be submitted. EMD shall bear no interest. Any bid not accompanying with EMD is liable to be treated as non-responsive and rejected.
- b. Technical pamphlets
- c. Detailed technical specification
- d. The agency should furnish copy of license certificate for manufacture/supply of the item*
- e. The agency should furnish Income Tax PAN number & TIN number.*
- f. The agency should furnish the last three years balance sheet approved by the CA and the IT clearance certificate.*
- g. Warranty period offered for the tendered item to be specified. If the warranty period is not conforming with the schedule of requirements given in section 3 of the document, the bid is liable to be treated as non-responsive and rejected.
- h. Duly filled up technical questionnaire, if any
- i. Duly filled up deviation schedules to technical specification
- j. Copy of supply orders completed during the last three years
- k. If the prices are revealed in the cover 1, the offer will be summarily rejected
- **1.3** The cover 1 shall be super scribed as 'Technical cover' duly indicating the Tender reference No. and the due date of opening.
 - * Appropriately pertaining to the country of origin.
- 1.3 <u>Cover 2:</u>

Cover 2 should contain the following

Cover 2 shall contain Price only and shall be super scribed as 'Price Cover' duly indicating the Tender Reference No. and the due date of opening.

Each Cover shall be sent in a double sealed cover. The inner covers (Cover 1 and Cover 2) should be sealed individually with the Sellers's distinctive seal and super scribed with the tender reference no. and due date of opening. Both the inner covers shall be placed in a common outer cover which shall also be sealed with seller's distinctive seal and super scribed with the tender reference no. and due date of opening.

Mention "Kind Attention: Dr.B. Venkataramani, *and submit at the address given in the Notice Inviting Tender.*

Cover 1 will be opened on the scheduled date and time mentioned in the tender enquiry.

Cover 2 of the technically and commercially suitable offers alone will be opened on a date which will be intimated to the qualified bidders.

Section 2. "TERMS AND CONDITIONS FORM"

IMPORTANT: READ ALL THE FOLLOWING TERMS AND CONDITIONS AND SIGN THE ACCEPTANCE CLAUSE FOLLOWING IT

- The offers should be addressed to "The Registrar, National Institute of Technology, Tiruchirappalli 620015, India" and should be sent in a sealed envelope super scribed "QUOTATIONS AGAINST <u>Tender Notification No.: NITT/F-10/PLAN 2012-13/R&C</u> as to reach us on or before 1.02.2013 up to 3.00 p.m.
- 2. Each offer should be sent in a sealed cover with the tender documents. <u>Tenders received through email</u> or FAX will not be considered. Softcopy of the Technical Compliance form and Quotation Forms should be submitted along with the tender in MS-Excel file format in a CD/DVD or USB drive. However, if there is any dispute between Hard copy and Soft copy, Hard copy will be taken.
- 3. The tenders will be opened on **1.02.2013 at 4.00 p.m.** in the presence of the vendors present with authorization letter from the respective companies / firms. Suppliers intending to attend the tender opening should intimate us in advance.
- 4. Full technical specifications and pamphlets should be sent along with the tenders. <u>Offers without</u> <u>proper technical specifications will be rejected.</u>
- 5. The rate quoted should be on unit basis excluding Taxes. Taxes and other charges should be quoted separately, considering exemptions if any.
- 6. All offers should indicate the taxes and duties applicable, if any. Additional charges for packing, forwarding, freight, insurance etc., if any, should be clearly mentioned. Clearance at Customs will be arranged by us.
- NIT-T is paying concessional Customs & Excise duty under Government of India Notification No.51/96 for Central Customs and 10/97 for Central Excise Duty vide Certificate No.TU/V/RG-CDE(183)/2011 dt.10.10.11. Currently the purchaser is paying 5% Basic Customs Duty, 2% Educational Cess on Basic Customs Duty, 1% Higher Education Cess on Educational Cess, and 4% Import Additional Duty.
- 8. The Institute is not authorized to issue C and D forms of Sales tax certificate.
- 9. In case the offered items are to be imported, the rates should be quoted in foreign currency on C.I.F. Chennai Airport basis, and it should include the Freight up to Chennai airport and the insurance cover should be up to National Institute of Technology, Tiruchirappalli. NIT-T shall pay Customs duty if any.
- 10. If the price quoted is in foreign currency and if the order value is more than US\$10,000 then 100% payment will be made through Letter of Credit (LC) at sight on acceptance. If the order value is less than US\$10,000, then 100% payment will be through a Telegraphic Transfer (TT). The bank charges outside India should be borne by the Supplier / Beneficiary. Part shipment not allowed. If the price quoted is in Indian Rupees, then 100% payment will be made only after installation and commissioning. No advance payment will be made.
- 11. No revision of the price bid will be allowed once the price bids are opened. In case of foreign currency, the agency should mention the % of currency fluctuations they can bear.
- 12. No increase in price will be allowed after our firm orders are placed.
- 13. **Payment of excise duty and sales tax / VAT (on ultimate products)** as applicable on the closing date of tender will be to the supplier's / contractor's account. Any statutory variation (both plus and minus) in the rate of excise duty/sales tax/VAT after closing date of tender/revised price bid but before the expiry of the contractual delivery / completion period will be to the account of the office.

The bidder(s) will indicate, in their bid, the amount with exact rate of the Excise and Sales tax/VAT on ultimate finished product, as applicable at tendering stage, separately in the bid. In case the above information subsequently proves wrong, incorrect or misleading (a) this Institute will have no liability to reimburse the excess in the difference in rates of the item under which the duty/tax assessed finally (b) this Institute will have the right to recover the difference in case the rate of duty / tax finally assessed is on the lower side.

Any increase in excise duty, sales tax / VAT during extended period of the contract / supply order will be to supplier's / contractor's account where such extension in delivery of the materials/completion of the project was on the request of supplier / contractor. However, any decrease in excise duty/sales tax/ VAT during extended period of the contract / supply order, will be to the account of this Institute.

- 14. The warranty period should be clearly mentioned. The maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned.
- 15. Quote should come from authorized dealer or distributor or reseller for each of the product quoted. An authorization letter should accompany your quote for each product quoted; otherwise it may lead to rejection.
- 16. The delivery period and other terms should be clearly mentioned.
- 17. Eligibility: Quotation from registered firms/company's / manufacturer under TNGST/CST / other statutory bodies alone be considered. Any Manufacturer / Supplier / Dealer who has been declared ineligible by World Bank/government of India shall not be eligible to participate in this bid. Any fraudulent practices including concealing of facts at the time of submission of bid and there after shall lead to disqualification. List of beneficiaries especially from Educational Institutions / R & D Institutions should also be enclosed with the quotations.
- 18. For those instruments Cost exceeding 5,00,000/- the company should have (i) Three similar works, each of value not less than 40% of the estimated cost put to tender, or (ii) Two similar works, each of value not less than 50% of the estimated cost, or (iii) One similar work of value not less than 80% of the estimated cost, all amounts rounded off to a convenient full figure, in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited.
- 19. Complete user, technical and service documentation, and spare parts catalogue are to be provided along with the supply of the item.
- 20. The vendors are informed that they should not call us over phone or contact us in person. All clarifications can be obtained through E-Mail/FAX/Post. Vendors shall not make attempts to establish unsolicited and un-authorized contact with us after the opening of the offers and prior to the notification of the award. Any attempt by any vendor to bring to bear extraneous pressures on us shall be sufficient reason to disqualify the vendor.
- 21. Delay / loss in postal transit or due to other reasons will not be NIT-T's responsibility.
- 22. We are not responsible for accidental opening of the covers that are not properly super scribed and sealed before the time scheduled for opening.
- 23. <u>The tender should be made only on the "**Technical compliance form**" & "**Quotation form**" which is available in our website, otherwise it shall lead to rejection. The technical compliance form & PRICE BID FORMshould be duly filled up (preferably **TYPE WRITTEN IN CAPITAL LETTERS**) and should clearly mention the features offered by the bidder against each specification.</u>
- 24. Authorized signatory should sign on all the pages. Bids without authorized signatures will be rejected.
- 25. The manufacturers of the quoted make of the product must be of national / international repute and having ISO /BIS certificate.
- 26. Liquidated damages: If the bidder/supplier, after accepting the Purchase Order, fails to deliver any or all of the Goods within the period specified in the Order, NIT-T shall, without prejudice to its other remedies under the Rules of Purchase, proceed to cancel the order or agree to accept a delayed delivery on the condition of payment of liquidated damages by the bidder / supplier a sum equivalent to 0.50% of the total cost as indicated in the Purchase Order (which will be deemed as agreed price) for each week or part thereof of delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5% of the total cost. Once the maximum is reached NIT-T may proceed on its own to consider the termination / cancellation of the order.
- 27. The vendors are informed that they should sign a stamp paper agreement with us, for Warranty, AMC, etc. before placing the final purchase order as per our terms & conditions and 5% -10% of purchase order value in the form of bank guarantee towards performance security. The bank guarantee will be returned to the supplier after the successful completion of supply, installation, and the warranty period.
- 28. The bidders are required to quote for all the items.
- 29. The bidders who quote for only some of the items would be disqualified.
- 30. The bidders may procure the items from different manufacturers but should take the responsibility of demonstrating the compatibility before the submission of the bid.
- 31. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.

- 32. Vendors are informed that once the companies are shortlisted based on the technical specification, only then the price bids of the firms that meet NIT-T's Technical specification / requirements would be compared.
- 33. The order will be based on the actual requirement at the time of ordering, optional items may also be ordered based on the actual requirements at the time of ordering. Not quoting for this may result in disqualification.
- 34. NIT-T reserves the right to modify or alter the specifications after short listing of tenderers.
- 35. NIT-T reserves the right to change the order quantity or split the orders among multiple vendors without assigning any reason(s) whatsoever.
- 36. NIT-T reserves the right to reject any or all the tenders without assigning any reasons whatsoever.
- 37. NIT-T reserves the right to purchase decreased number of quantity of the item to be purchased
- 38. The agencies should submit their rate as per the format given in Section 4 of the Notice Inviting Tender in this cover. All the pages of the bid should be signed affixing the seal. All corrections and overwriting should be initialed.
- 39. The tender will be acceptable only from the manufacturers or its authorized supplier.
- 40. The bid shall be in the format of price schedule given in Section 4. The contract form as per format given in section 5 shall be submitted. Incomplete or conditional tender will be rejected.
- 41. Details of quantity and the specifications are mentioned in Section 3 appended to this Notice Inviting Tender
- 42. The item to be used is strictly according to the specification and subject to test by the Institute/concerned authorities. It must be delivered and installed in good working condition.
- 43. The Contractor/Supplier shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work/supply in full but he did not derive in consequence of the foreclosure of the whole or part of the works.

44. In case of dispute, the matter will be subject to Tiruchirappalli, Tamil Nadu Jurisdiction only.

<u>**Release of EMD:**</u> The EMD shall be released after receipt of performance security from successful bidder.

Validity of bids: The rate quote should be valid for a minimum of 120 days. No claim for escalation of rate will be considered after opening the Tender.

Imports: In case, goods are to be imported, the Indian agent should furnish authorization certificate by the principles abroad for submission of the bid in response to this Notice Inviting Tender.

<u>*Clarification of Tender Document*</u>: A prospective bidder requiring any clarification of the Tender document may communicate to the contact person given in this notice inviting tender.

<u>Amendment of tender document:</u> At any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.

The Institute may at its own discretion extend the last date for the receipt of bids.

The bids shall be written in English language and any information printed in other language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid, the English translation shall govern.

The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefor. The decision of the Institute Purchase Committee is final in all matters of tender and purchase.

The bidder should give the following declaration while submitting the Tender.

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

NAME OF THE VENDOR: ADDRESS :

"<u>DETAILS OF THE FIRM OFFERING THIS QUOTE</u>" (Write or print or type in block letters and please answer all the questions)

1.	Name of the firm?		
2.	Date of incorporation?		
3.	Nature of the company - C	Government / Public / Private Company / Partnership / Proprietorship:	
4.	4. Specify the number of years in this line of activity by the Company :.		

5. Quantity of sales in the last three years for the "....." (same model that you have quoted)?

2009-2010	2010-2011	2011-2012

6. Turn over in the last three years (Figures should be in Indian Rupees in Lakhs):

2009-2010	2010-2011	2011-2012

7. Provide the postal address, telephone & fax numbers, and email address of the nearest service center.

8. A) Number of service engineers in the above location trained on the product quoted along with their educational qualification, certification and designation (applicable only for instruments) and B) Assured response time for service calls in hours:

A)



9. What would be the delivery period in days from the date we place an official purchase order.

10.Enclose the list of customers to whom you have supplied "the multiparty conferencing system" during the last 3 years ending 31/03/2012 with full postal address and name of the contact person with phone, FAX numbers, and E-Mail id. Certificate regarding satisfactory performance of the "the multiparty conferencing system" from the minimum three end users should be furnished.

11. Are you the authorized dealer or distributor or reseller for the products quoted:

- 12. Have you supplied "**the multiparty conferencing system**." to National Institute of Technology, Tiruchirappalli is the last 3 years? If yes, specify the quantity supplied in the last 3 years and last PO reference
- 13. Was there any elapse or delay in supplying the goods ordered or any service related issue during the warranty period for the products ordered by NIT-T with your firm? If yes, provide details.
- 14. On Manufacturer's Side to whom NITT have to contact in case of delayed supply and other issues committed by the authorized dealer / distributor / reseller :

Contact Person Name : Address : E-mail ID :

Telephone / Cell Phone :

DECLARATION

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and full Earnest Money Deposit (EMD) will be forfeited and I/we am/are liable to be banned from doing business with NIT, Trichy and /or prosecuted.

Signature of the Bidder	:
Name and Designation	:
Business Address	:
	••••••

Place :

Date :

Seal of the Bidder's Firm

SECTION : 3 SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS

Name of the Component to be procured : The multiparty conferencing system
<u>Specification for</u>

Name of the Component to be procured	: The multiparty conferencing system
Specifications	: List attached in Section 6
Quantity	: One
Any other details/requirement	: Optional accessories - List attached
Warranty period required	: One year or more
Delivery schedule expected after release of purchase order (in weeks)	: 1 month
EMD (in Rupees)	: Rs. 14,000

SECTION : 4 PRICE SCHEDULE

[To be used by the bidder for submission of the bid]

:

:

:

:

:

:

- 1. Component Name
- Specifications (confirming to Section :
 3 of Tender document-enclose additional sheets if necessary)
- 3. Currency and Unit Price(excluding Taxes)
- 4. Quantity
- 5. Item cost (Sl.No.3 & Sl.No.4) (in Indian Rupee)
- 6. Taxes and other charges
 - (i) Specify the type of taxes and duties in percentages and also in figures
 - (ii) Specify other charges in
 - figures
- 7. Warranty period (confirming to the : Section 3 of Tender document. This should be mentioned in Technical bid also in order to get qualified for Financial bid)
- 8. Delivery Schedule (confirming to the : Section 3 of Tender document)
- 9. Name and address of the firm for : placing purchase order
- 10. Name and address of Indian authorized agent (in case of imports only)

Signature of the Bidder	:
Name and Designation	:
Business Address	:

:

Seal of the Bidder's Firm

SECTION : 5 CONTRACT FORM

[To be provided by the bidder in the business letter head]

- 1. {Name of the Supplier's Firm) hereby abide to deliver the **the multiparty conferencing system** by the delivery schedule mentioned in the Section 3 tender document for supply of the items if the purchase order is awarded.
- 2. The item will be supplied conforming to the specifications stated in the tender document without any defect and deviations.
- 3. Warranty will be given for the period mentioned in the tender document and service will be rendered to the satisfaction of NIT, Trichy during this period.

Signature of the Bidder	:
Name and Designation	:
Business Address	:
	••••••
	••••••

 Place :
 Seal of the Bidder's Firm

1. <u>Multipoint HD Video Conferencing Systemto support 4 Desktop based Endpoints connected at the same time.</u>

Multipoint System: 4 ports on one server in IP @ 4Mbps or more on each port with Adaptation on each port (frame rate matching & resolution matching), CP and VA Layouts with 1080p or higher resolution for each and every port.

1.1 Users and Conference Management

	5		
Multipoint Server	This appliance should provide a centralized, web based, simple, enterprise-		
	wide conference and user management. It includes a web server, Database		
	and should be based on a hardened operating system.		
Network Support	10/100 Mbps / 1Gbps interface		
Real-time conference	 Operators should quickly and easily take control of a running conference 		
management	and modify the following parameters:		
	 Conference URL for Guest Web Access 		
	 Setting a PIN for the Conference 		
	 Lock/Unlock of the Conference 		
	 Mute/Unmute for audio and video streaming from all or 		
	selected participants		
	 Disconnection of all or selected Participants 		
Users	System should support registration of upto 50 users.		
	System should support a total of 4 concurrent Endpoints to be connected in		
	either point to point or multi-point calls.		
No. of simultaneous calls	It should be possible to establish 1-2 parallel calls and it should be possible to		
recorded	record each and every call for playing back later. Typically This would be used		
	for lectures delivered by 2 teachers in parallel for students located in two		
	different class rooms. Each teacher should be able to start, pause, resume and		
	stop the recording of the lectures at the click of a button		
1.2 Device Management			
Centralized control of	Centralized Registration and access control of all users via an easy to use web		
users	interface		
	The administrator need to be able to perform group based provisioning to set		
	restrictions on the Personal Meeting Room like:		
	Maximum Number of Participants		
	Maximum Upstream and Downstream Bandwidth		
Centralized control of	 Automatic software updates to networked video devices and Software 		
video conferencing network	clients to ensure hassle-free system upgrades.		
	For the PC Based Clients: there should be the possibility to rollout new		
	versions based on the Operating Systems (Windows, Optional: Mac, Linux)		
	For Mobile Clients: the client should be downloadable on iOS and/or android		
	based mobile devices		
	For the Room systems: there should be the possibility to rollout new versions		
	based on the model		
	 Real-time monitoring and remote network management insures video 		
	conferencing network integrity and helps minimize network downtime		
Comprehensive directory	• Dialing is as simple as pushing a button with the user-centric Global		
services	Directory		
1.3 Router/Bridge/MCU Fu	nctionality		
High Performance Platform	The central server/MCU (which includes both hardware and software)		
	should support 20 or more HD (1080p or higher) ports, with full rate &		
	resolution matching, without any hardware upgrade		

Capacity	The MULTIPOINT solution should support 2 concurrent calls on IP up to 4 Mbps or more on each port with full rate & resolution matching.		
	It should support soft end points for Windows, (Optional::MAC, Linux, IOS & Android licensed from the same OEM, Room Based system with Codec, PTZ Camera &Telepresence Systems from day one.		
Video Support	 H.264 SVC or higher Up to 1080p or higher on all ports 16:9 aspect ratio Content sharing support 		
Audio Support	 16 KHz or better audio User managed mute control In band DTMF support 		
Management Tools	 Web-based management Administrator and operator views On board shelf management monitors and maintains hardware elements 		
Network Support	 Network Interface supporting 10/100 Mbps / 1Gbps interface Upto 4 Mbps conference data rates Support in built NAT traversal 		
Rate & Resolution Matching	 Low latency (<20msper server) Resolution Matching Frame rate Matching 		
Security	 It is required to be able to protect the Conferences by: Setting a Pin Locking the Conference Users, and not only Administrators, need to be able to perform these actions via a Web Interface. 		
Conferencing Highlights	 GUI user authentication Personal layout, automatic and dynamic layouts, , Far-end camera control (FECC), Conference dial out and dial in 		
GUI Permission Levels	Three levels - Chair (user) Person – can start and manage a conference Operator – can manage conference and monitor the bridge (i.e. can see the device tree and the alarms) Admin – can manage conferences, configure, and monitor the bridge		
Integration	Should be able to support to work H.323 and SIP devices either directly or via optional gateway		
Hardware Monitoring	Control function to monitor the condition of the server via SNMP		
Application Highlights	This system should Integrate with LDAP for automated user authentication against any LDAP Server or Microsoft Active Directory		
Intelligent Dialing	This system should have provision for initiating a call from a video endpoint as easy as joining a web conference		
Integrated CDR Reporting	Call Detail Records include parameters necessary to evaluate network utilization and facilitate charge-back billing.		
	Report data can be exported for use in third-party applications like the Microsoft Office or OpenOffice Suites		
3rd Party Product Support	This solution should have provision to support connectivity to H.323 based 3rd party IP endpoints, gateways, MCUs and gatekeepers, either directly or via a gateway in future.		
Accessories	With all required connecting cables and accessories		

2. PC based Video conference Software

Parameter	Required Specifications		
Platform Support	The desktop application must run on Windows XP, Windows Vista, Windows 7, (optional: Mac OSX & Linux)		
BANDWIDTH	The software should support encoding up to 2 Mbps with 720P-30 and decoding up to 2 Mbps including the support for 1440p		
VIDEO STANDARDS	H.264 SVC or higher		
USER INTERFACE	 The system should provide an easy to use install wizard when the client is first installed. Dual monitor view must be supported for laptops or desktops using 2 screens 		
BOTH NEAR AND FAR SITE VIDEO ON ONE MONITOR	 It should be possible to see both the near and far site on One Screen thus making most efficient use of a single display area. The preview should support both the Picture in Picture layout or appear as one of the participants of the conference. 		
VIDEO INPUTS	The application should support standard USB Cameras which can be changed or switched on the fly.		
AUDIO STANDARDS	 The system should support Superior wideband audio of crystal clear audio The application should support standard USB headsets or Microphones which can be changed or switched on the fly. 		
AUDIO FEATURES	• Should support Audio error concealment which Reduces audio drop-out on busy IP networks and smooth, consistent verbal communications without interruptions		
EMBEDDED ENCRYPTION (Optional)	• The system should support 128 bit AES encryption • The system should support Secure password authentication • The system should have a unique factory default password • The system should support administrative password; dial-in meeting password should be supported. Encrypted password for Web UI should be supported.		
COLLABORATION OPTIONS	It should be possible to share any application active on the computer or the entire screen. In a multiscreen setup the user should be able to select which is the screen that will be shared among the ones currently connected/active. It should be possible to view any shared application or screen by any other party via a simple button		
	Each user, either in a Point to Point or multipoint, should be able to share at the same time.		
	Every participant should be able to decide if they want to display a shared application/screen or not and from which Participant in the conference		
NETWORK FEATURES	 The proposed system should support Audio Error Concealment Packet and jitter control Network Address Translation (NAT) support Automatic NAT discovery Asymmetric speed control Fixed-Port TCP-Based Tunneling Protocol for firewall traversal support engaged automatically by the client whenever the network setup/condition requires. 		

ETHERNET / INTERNET / INTRANET CONNECTIVITY	Desktop should run on any IP networks ranging from 3G+, A/S-DSL, T1, and Ethernet, in either full TCP or TCP/UDP mixed modes.
	NAT and Firewall traversal should be an integral part of the solution allowing automatic fallback to a TCP Based tunneling to overcome network restrictions.
	Such a tunneling should also be possible via Web Proxies
Usability	The application must be very easy to use; calling other parties should be extremely simple and intuitive.
SYSTEM MANAGEMENT	The Desktop application must be centrally deployable Upgrade must be automatic Desktop sessions can be started from a Web Based Portal application.
DIRECTORY SERVICES	The desktop should be able to authenticate either through a DB or an LDAP directory with support for Secure LDAP too.
Multipoint features	The Desktop application, should be able to join both Multipoint and Point to point calls, ranging from audio only to HD multipoint
Interoperability	The Desktop must be able to reach both SIP, H.323 and Other room systems seamlessly from a web based interface either directly or via optional Gateway.
AUTOMATICALLY ANSWER INCOMING CALLS and Automatic Full Screen Mode.	The system should be able to auto answer calls regardless of what page the user is on at the time.
	The user should be able to set the software to automatically switch to full screen mode when a call is answered manually or automatically.

3. Mobile Software Client for Smart phone / Tablet

Parameter	Required Specifications		
Video Standards	H.264 SVC or higher		
Audio Standards	SPEEX Wideband Audio, up to 32 Khz sampling rate		
Live Resolutions	Based on the Capacity of the Device		
	• Transmitting : Up to 480 x 270		
	Receiving: Up to HD 720p		
Encryption	AES , TLS, SRTP, HTTPS		
Firewall and Nat Traversal	Inbuilt NAT/Firewall Traversal Mechanism		
Supported Operating	The application has to support the following platforms:		
Systems	Apple IOS:		
	 Ipod Touch 		
	 Iphone 4 or later 		
	 Apple Ipad 2 or later 		
	Google Android		

OPTIONAL ITEMS:

4. USB HD PTZ Camera for Desktop Users

USB based HD Web Camera and necessary software drivers for Windows XP/Vista/Windows 7 to support live video capture at 720p at 30 frames per second. Optical zoom 10X or higher, PAN 360 degrees

5. PTZ camera with S Video output and USB capture card

PTZ ¼"CCD camera with 500-570 TVL resolution/640X480 resolution, optical zoom 10X or higher, 360 degees zoom, 180 degees tilt, S video output along with S video to USB capture card camera

6. USB Desktop Hands free Microphone for Desktop Users

USB based hands free Microphone and Speaker Device having embedded DSP and built-in Echo cancellation, Noise cancellation, De-Reverb, Microphone Mute/Un-mute and Volume Control buttons for full Duplex Audio and hands free operation. It should have built-in ringer and good pickup of audio for normal conversation even from a distance of 8 feet.

COMPLIANCE FORM

<u>Multipoint HD video conferencing system to support 4 desktop based endpoints connected at the same time.</u>

Parameter	NIT'T Specification	Company Specification	ReasonforDifference		
	USERS AND CONFERENCE MANAGEMENT				
Multipoint System	4 ports on one server in IP @ 4Mbps or more on each port with Adaptation on each port (frame rate matching & resolution matching), CP and VA Layouts with 1080p or higher resolution for each and every port.				
 Multipoint Server Network Support 	This appliance should provide a centralized, web based, simple, enterprise- wide conference and user management. It includes a web server, Database and should be based on a hardened operating system. 10/100 Mbps / 1Gbps interface				
Real-time conference management	 Operators should quickly and easily take control of a running conference and modify the following parameters: Conference URL for Guest Web Access Setting a PIN for the Conference Lock/Unlock of the Conference Mute/Unmute for audio and video streaming from all or selected participants Disconnection of all or selected Participants 				

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\triangleright	Users	System should support		
		registration of upto50 users.		
		System should support a		
		total of 4 concurrent		
		Endpoints to be connected		
		in either point to point or		
		multi-point calls.		
\succ	No.of	It should be possible to		
	simultaneous calls	establish 1-2 parallel calls		
	recorded	and it should be possible to		
	recorded	record each and every call		
		for playing back later.		
		Typically This would be		
		used for lectures delivered		
		by 2 teachers in parallel for students located in two		
		different class rooms. Each		
		teacher should be able to		
		start, pause, resume and		
		stop the recording of the		
		lectures at the click of a		
		button		
		DEVICE MANAG	EMENT	
\succ	Centralized	Centralized Registration		
	control of users	and access control of all		
		users via an easy to use web		
		interface		
		The administrator need to		
		be able to perform group		
		based provisioning to set		
		restrictions on the Personal		
		Meeting Room like:		
		Maximum Number of		
		Participants		
		Maximum Upstream and		
		Downstream Bandwidth		
\triangleright	Centralized	Automatic software		
	control of video	updates to networked video		
	conferencing	devices and Software		
	network	clients to ensure hassle-free		
	neework	system upgrades.		
		-)		
		For the PC Based Clients:		
		there should be the		
		possibility to rollout new		
		versions based on the		
		Operating Systems		
		Windows,		
		Optional Mac, Linux)		
		Spilonui mue, Enlux/		
		For Mobile Clients: the		
		client should be		
		downloadable on iOS		
		and/or android based		
		mobile devices		

	For the Room systems:		
	there should be the		
	possibility to rollout new		
	versions based on the model		
Comprehensive	• Dialing is as simple as		
directory services	pushing a button with the		
	user-centric Global		
	Directory		
	Router/Bridge/MCU F	unctionality	
High Performance	The central server/MCU		
Platform	(which includes both		
	hardware and software)		
	should support 20 or more		
	HD (1080p or higher)		
	ports, with full rate &		
	resolution matching,		
	without any hardware		
	upgrade		
> Capacity	The MULTIPOINT		
, Supucity	solution should support 2		
	concurrent calls on IP up		
	-		
	to 4 Mbps or more on		
	each port with full rate &		
	resolution matching.		
	It should support soft and		
	It should support soft end		
	points for Windows,		
	(Optional: MAC, Linux)		
	IOS & Android licensed		
	from the same OEM,		
	Room Based system with		
	Codec, PTZ Camera		
	&Telepresence Systems		
	from day one.		
Video Support	• H.264 SVC or higher		
	• Up to 1080p or higher		
	on all ports		
	• 16:9 aspect ratio		
	• Content sharing support		
Audio Support	• 16 KHz or better audio		
	• User managed mute		
	control		
	• In band DTMF support		
Network Support	Network Interface		
 Mermork Support 			
	supporting 10/100		
	Mbps / 1Gbps		
	interface		
	Upto 4 Mbps		
	conference data rates		
	• Support in built NAT		
	traversal		
	111101041		I

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Rate & Resolution	• Low latency (<20ms per	
Matching	server)	
	Resolution Matching	
	Frame rate Matching	
> Security	It is required to be able to	
> Security	protect the Conferences	
	-	
	by:	
	• Setting a Pin	
	Locking the	
	Conference Users,	
	and not only	
	Administrators, need	
	to be able to perform	
	these actions via a	
	Web Interface.	
	GUI user authentication	
Conferencing	• Personal layout,	
Highlights	automatic and dynamic	
	layouts, , Far-end camera	
	control (FECC),	
	Conference dial out and	
	dial in	
> GUI Permission	Three levels -	
Levels	Chair (user) Person – can	
	start and manage a	
	conference	
	Operator – can manage	
	conference and monitor	
	the bridge (i.e. can see the	
	device tree and the	
	alarms)	
	Admin – can manage	
	conferences, configure,	
	and monitor the bridge	
> Integration	Should be able to support	
0	to work H.323 and SIP	
	devices either directly or	
	via optional gateway	
> Application	This system should	
Highlights	Integrate with LDAP for	
	automated user	
	authentication against any	
	LDAP Server or	
	Microsoft Active	
	Directory	
Intelligent Dialing	This system should have	
 Intelligent Dialing 	provision for initiating a	
	call from a video endpoint	
	as easy as joining a web	
	conference	

 Integrated CDR Reporting 	Call Detail Records include parameters necessary to evaluate network utilization and facilitate charge-back billing.	
	Report data can be exported for use in third- party applications like the Microsoft Office or OpenOffice Suites	
3rd Party Product Support	This solution should have provision to support connectivity to H.323 based 3rd party IP endpoints, gateways, MCUs and gatekeepers, either directly or via a gateway in future.	
> Accessories	With all required connecting cables and accessories	

PC based Video conference Software

	NIT'T Specifications	
Parameter		
Platform Support	The desktop application	
	must run on Windows XP,	
	Windows Vista, Windows	
	7, (optional: Mac OSX &	
	Linux)	
> BANDWIDTH	The software should	
	support encoding up to 2	
	Mbps with 720p-30 and	
	decoding up to 2 Mbps	
	including the support for	
	1440p	
29. VIDEO STANDARDS	H.264 SVC or higher	
30.USER INTERFACE	• The system should	
	provide an easy to use	
	install wizard when the	
	client is first installed.	
	• Dual monitor view must	
	be supported for laptops or	
	desktops using 2 screens	
31. BOTH NEAR AND	• It should be possible to	
FAR SITE VIDEO ON	see both the near and far	
ONE MONITOR	site on One Screen thus	
	making most efficient use	
	of a single display area.	
	• The preview should	
	support both the Picture	
	in Picture layout or	

		 1
	appear as one of the	
	participants of the	
	conference.	
32. VIDEO INPUTS	The application should	
	support standard USB	
	Cameras which can be	
	changed or switched on the	
	fly.	
33. AUDIO STANDARDS	• The system should	
	support Superior wideband	
	audio of crystal clear audio	
	• The application should	
	support standard USB	
	headsets or Microphones	
	which can be changed or	
	switched on the fly.	
34. AUDIO FEATURES	Should support Audio	
54. AUDIU FEATUKES	• Should support Audio error concealment which	
	Reduces audio drop-out on	
	busy IP networks and	
	smooth, consistent verbal	
	communications without	
	interruptions	
35. EMBEDDED	• The system should	
ENCRYPTION	support 128 bit AES	
(Optional)	encryption	
	• The system should	
	support Secure password	
	authentication	
	• The system should have a	
	unique factory default	
	password	
	• The system should	
	support administrative	
	password; dial-in meeting	
	password should be	
	supported. Encrypted	
	password for Web UI	
	should be supported.	
36. COLLABORATION	It should be possible to	
OPTIONS	share any application	
	active on the computer or	
	the entire screen. In a	
	multiscreen setup the user	
	should be able to select	
	which is the screen that	
	will be shared among the	
	ones currently	
	connected/active.	
	It should be possible to	
	view any shared	
	application or screen by	
	any other party via a	
	mig outer purty via a	

	simple button	
	simple button	
	Each user, either in a Point	
	to Point or multipoint,	
	should be able to share at	
	the same time.	
	Every participant should	
	be able to decide if they	
	want to display a shared	
	application/screen or not	
	and from which Participant	
	in the conference	
37. NETWORK	• The proposed system	
FEATURES	should support Audio	
	Error Concealment	
	 Packet and jitter control 	
	 Network Address 	
	Translation (NAT) support	
	 Automatic NAT 	
	discovery	
	• Asymmetric speed	
	control	
	• Fixed-Port TCP-Based	
	Tunneling Protocol for	
	firewall traversal support	
	engaged automatically by	
	the client whenever the	
	network setup/condition requires.	
38. USABILITY	The application must be	
Jo. USADILITI	very easy to use; calling	
	other parties should be	
	extremely simple and	
	intuitive.	
39. SYSTEM	The Desktop application	
MANAGEMENT	must be centrally	
	deployable	
	Upgrade must be	
	automatic	
	Desktop sessions can be	
	started from a Web Based	
	Portal application.	
41. DIRECTORY	The desktop should be able	
SERVICES	to authenticate either	
	through a DB or an LDAP	
	directory with support for	
	Secure LDAP too.	
42. MULTIPOINT	The Desktop application,	
FEATURES	should be able to join both	
	Multipoint and Point to	
	point calls, ranging from	
	audio only to HD	
	multipoint	

42	
43.	The Desktop must be able
INTEROPERABILITY	to reach both SIP, H.323
	and Other room systems
	seamlessly from a web
	based interface either
	directly or via optional
	Gateway.
44. AUTOMATICALLY	The system should be able
ANSWER INCOMING	to auto answer calls
CALLS AND	regardless of what page the
AUTOMATIC FULL	user is on at the time.
SCREEN MODE.	
	The user should be able to
	set the software to
	automatically switch to full
	screen mode when a call is
	answered manually or
	automatically.

MOBILE SOFTWARE CLIENT FOR SMART PHONE / TABLET

Parameter	NIT-T Specifications			
45. VIDEO	H.264 SVC or higher			
STANDARDS				
46. AUDIO	SPEEX Wideband			
STANDARDS	Audio, up to 32 Khz			
	sampling rate			
47. LIVE	Based on the Capacity of			
RESOLUTIONS	the Device			
	• Transmitting :			
	Up to 480 x 270			
	• Receiving: Up to			
	HD 720p			
48. ENCRYPTION	AES, TLS, SRTP,			
	HTTPS			
49. FIREWALL AND	Inbuilt NAT/Firewall			
NAT TRAVERSAL	Traversal Mechanism			
50. SUPPORTED	The application has to			
OPERATING	support the following			
SYSTEMS	platforms:			
	• Apple IOS:			
	• Ipod Touch			
	• Iphone 4 or			
	later			
	• Apple Ipad 2			
	or later			
	Google Android			
OPTIONAL ITEMS				
51. USB HD PTZ	USB based HD Web			
CAMERA FOR	Camera and necessary			
DESKTOP USERS	software drivers for			
	Windows			
	XP/Vista/Windows 7 to			
	support live video			

52. PTZ CAMERA WITH S VIDEO OUTPUT AND USB CAPTURE CARD	capture at 720p at 30 frames per second. Optical zoom 10X or higher, PAN 360 degrees PTZ ¹ /4"CCD camera with 500-570 TVL resolution/640X480 resolution, optical zoom 10X or higher, 360 degrees zoom, 180 degrees tilt, S video output along with S video to USB capture card camera	
53. USB DESKTOP HANDS FREE MICROPHONE FOR DESKTOP USERS	USB based hands free Microphone and Speaker Device having embedded DSP and built-in Echo cancellation, Noise cancellation, De-Reverb, Microphone Mute/Un- mute and Volume Control buttons for full Duplex Audio and hands free operation. It should have built-in ringer and good pickup of audio for normal conversation even from a distance of 8 feet.	