



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

Tender document
for
the SITC (Supply, Installation, Testing and Commissioning) of three Language and single language Wired Audio Conference System for Conference Rooms of IGNOU, Maidan Garhi, New Delhi 110068.

Pre-bid meeting for any clarification:	15.05.2014 at 11.00 AM
Last Date for submission of Tender:	26.05.2014 at 11.00 AM
Date & Time for opening of Tender:	26.05.2014 at 11.30 AM

Registrar (Administration)
(Central Purchase Unit)
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CONTENTS

<u>Sl. No.</u>	<u>Topics</u>	<u>Page No.</u>
<u>Details of Tender Document</u>		
1.	Details of items	3-4
2.	Terms & Conditions :	
a)	General information	4-5
b)	Eligibility Criteria	5
c)	Compliance with the specifications	5-6
d)	Earnest Money Deposit	6
e)	Performance Security Deposit	6
f)	Submission of Offer	6-7
g)	Evaluation	7-8
h)	Effect and Validity of Offer	8
i)	Delivery and installation	9
j)	Language	9
k)	Payment Terms	9
l)	Guarantee/Warranty	9
m)	Penalty	9
n)	Dispute Settlement	10
3.	Annexure I (Specification for three language)-	11-15
4.	Annexure II (Specification for single language)-	16-19
5.	Annexure III (Affidavit)	20
6.	Annexure IV (Technical Bid)	21-22
7.	Annexure V (Financial Bid)	23-24
8.	Annexure VI (Format for submission of EMD)-	25
9.	Annexure VII (Bank Guarantee proforma)-	26-27
10.	Annexure VIII - (Format for submission of pre-contract-integrity pact)-	28-29
11.	Annexure IX (Check List)	30



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi New Delhi – 110 068
CENTRAL PURCHASE UNIT

F.No. IG/CPU/Conf.Sys/Blk-15/2014

Date: 22.04.2014

Subject: **Tender for the SITC (Supply, Installation, Testing and Commissioning) of three Language and single language Wired Audio Conference System for Conference Rooms of IGNOU, Maidan Garhi, New Delhi 110068.**

The University wishes to procure/install the three Language Wired Audio Conference System for Conference Room, Block-15, and Single language Wired Audio Conference System for Conference Room, Dr. Radhakrishnan Block, IGNOU, Maidan Garhi, New Delhi 110068 having specifications as per annexure -1 & II from renowned/branded products i.e. Telvic, Bosch, Sennheiser, Audio Technica from the Original Equipment Manufacturer (OEM) or their authorized firm/partner/dealer only with due certification. The tender should be submitted alongwith all the relevant catalogue/literature/leaflets. This tender is not transferable:

DETAILS OF ITEMS

PART- (A)

**Three Language Wired Audio Conference System for Block -15
Detailed specification at Annexure- I**

S.No	Item	Qty. reqd.
1	Chairman unit	1 No.
2	Delegate unit	45 Nos.
3	Central Control Unit	1 No.
4	Interpreter Desks	3 Nos.
5	Wireless Hand Held Microphones	6 Nos.
6	Intelligent Speaker	6 Nos.
7	Digital Recording system	1 No.
8	Audio Amplifier	one set
9	Wired headphones	52 Nos.
10	Licensed software for the system	One set
11	12 Channel Audio Mixer	1 No.
12	Compatible UPS for the system	1 No.
13	AMC of the system beyond two years	

PART- (B)

**Single language Wired Audio Conference System for Dr. Radhakrishnan Block
Detailed specification at Annexure- II**

S.No	Item	Qty. reqd.
1	Chairman unit	1 No.
2	Delegate unit	40 Nos.
3	Central Control Unit	1 No.
4	Wireless Hand Held Microphones	6 Nos.
5	Intelligent Speaker	6 Nos.

6	Digital Recording system	1 No.
7	Audio Amplifier	one set
8	12 Channel Audio Mixer	1 No.
9	Wired headphones	42 Nos.
10	Licensed software for the system	One set
11	Compatible UPS for the system	1 No.
12	AMC of the system beyond two years	

Accessories as per the requirement for complete installation, commissioning and smooth operation of the whole system.

Note : i) The vendors in their offer with complete details should specify any other item essential for smooth and trouble free functioning of the complete system.

(ii) The decision of IGNOU with regard to selection criteria for specification of the product will be final and binding to the participated firm(s)

Terms and Conditions

1. General :

a) **In order to avoid any confusion and seeking clarification, if any, a pre-bid meeting has accordingly been scheduled on 15.05.2014 in Board Room, Block No.-8, IGNOU, Maidan Garhi, New Delhi-110068.** All prospective bidders may attend the pre bid conference to discuss their queries and suggestions. All the queries and suggestions should be sent to IGNOU at least two days before the date of the pre-bid conference. No queries / Suggestions shall be entertained after the pre-bid conference. It shall be bidder's responsibility to check for any amendments on IGNOU website before submitting their duly completed bids.

b) **The Tender Document can be purchased on payment of Rs. 2,000/- (Rupees Two Thousand only) in the form of DD only in favour of IGNOU, New Delhi from the office of Central Purchase Unit (CPU), Room No. 8, Block 4, IGNOU, Maidan Garhi, New Delhi 110068. This can also be downloaded from IGNOU's Website i.e. www.ignou.ac.in but in that case the same may be submitted with the requisite Tender fee along with the EMD. The Tender submitted without the Tender Fee and the EMD will summarily be rejected.**

c) **Before submission of bid the firm(s) may like to visit the IGNOU campus at Maidan Garhi, New Delhi-110068 for ground evaluation. The bidder has to bid for all items available completely. No part quoting will be accepted. In this regard an undertaking in token of personal visit and other conditions is also required to be furnished alongwith other requirement on an affidavit of Rupees 50/- essentially as per the format at Annexure-II. The bids submitted in a casual manner and without the relevant supporting documents will summarily be rejected**

d) The Tenderer(s) are requested to go through the instructions, terms and conditions and nature of works/items given in the tender document. Failure to furnish all required information duly indexed and page numbered will be at the tenderer's risk and may result in the rejection of the tender.

e) An indicative check list has been included in Annexure-..... to this document. This has been designed to help the tenderer in submitting complete offer. An incomplete offer is liable to be rejected. The tenderer must check list and submit the requisite papers alongwith his/her offer in his/her our interest.

- f) The University, may at its discretion, extend the deadline for submission of tender.
- g) The University reserves the right to terminate the contract at any time without assigning any reason by giving one month's notice to the contractor/ firm.
- h) In case of any dispute, the decision of the University shall be final and binding upon the firm.
- i) The University shall be at liberty to check the material being used such purpose.

2. Eligibility Criteria:

- a) The vendors should quote their rates for all items in **Financial bid** otherwise their tender shall be cancelled.
- b) The Tender form must be clearly filled in ink legible or typed. The tenderer should quote the rates and amount tendered by him/them in the figures and as well as in words. In case, there is a difference of amount of words and in figures, amount mentioned in words shall be treated correct and final. Alterations unless legibly attested by the Tenderer shall be disqualified and rejected. Tender document, must be duly signed by the Tenderer himself, or his authorized signatory.
- c) The firm should be registered with relevant authorities viz. Income tax/ service tax authority etc. (Attested copies of Registrations to be enclosed).
- d) Every page of the tender Document and the enclosures should be signed by the Tenderer with seal of Agency/Firm.
- e) The tender submitted without the, EMD and other requisite relevant documents will summarily be rejected.
- f) Tender must be unconditional, Conditional tenders are liable to be summarily rejected. Any alteration or changes in rates in tender document shall be considered as invalid and liable to be rejected.
- g) The University reserves the right to have a panel made out of the tenders submitted and in case the agency selected fails to do the job successfully or leaves the job in middle of the contract period, or decline to accept the award due to some reason the next agency will be offered the job. However the validity of the panel will be for the period of the award of contract to the first panelist and in case the second in the panel is offered the job the time-span for this will be the remaining period of the first awardee of the contract. In case the successful bidder decline to accept the award letter or to provide the services the EMD submitted by him shall be forfeited and the firm may also be black listed at the sole discretion of the IGNOU.
- h) The University reserves the right to accept/cancel/reject the tender in the interest of the University.
- i) Any act on the part of the tender to influence anybody in the University related to this Tender is liable for rejection of his tender.

3. Compliance with the technical specification

- a) Equipment offered shall be in accordance with the stipulated technical specifications as provided at Annexure- I & II. However, higher version/deviations from the specification, if any, shall be clearly indicated along with explanations. The OEM or their authorized channel partner (with supporting documents) are only eligible to apply.

b) The firm, which are, joint venture/ consortium must submit an Agreement and authorization. The University reserves the right to select the firm which is/ are found to be competent to supply all the goods or maximum items. The items which are of consumer nature such as Refrigerator/ Freezer/ Knife etc. only specification/ catalogue with brand may be specified. All the supporting documents must be signed & sealed by the Tenderer. Non-compliance may lead to cancellation of the bid. **(Format for submission of Technical bid enclosed Annexure - III).**

c) Any substandard equipment included in the offer may cause the rejection of complete offer with the sole responsibility of bidder.

d) The firm should provide un-priced bill of material in electronic form also in addition to the hard copy for ease of technical evaluation.

e) A point-to point compliance statement from the principal manufacturer in respect of all the points laid down in these specifications is to be enclosed along with the offer. Mere signature on the copy of the specifications shall not be accepted as a compliance statement.

The figures so mentioned should be supported by records of these in the technical literature enclosed with the tender and reference to the page number of the enclosed literature for all features and the technical specifications should be mentioned in the relevant column. Any deviation from the specification detailed in the compliance statement is to be highlighted separately.

4. Earnest Money Deposit

Earnest Money deposit (EMD) amount for Rs. 1,50,000/- (Rupees One Lakh and Fifty Thousand only) shall be submitted along with the quotation in the form of a Bank Guarantee/ Demand Draft/ Banker's Cheque/ FDR from any commercial Bank drawn in favour of IGNOU payable at NEW DELHI. The EMD amount will be refunded to unsuccessful bidder(s) only after finalization of the tender. However, in case of successful bidder it will be refunded only after receipt of Performance Security.

(Format of Submission of EMD Annexure - V)

5. Performance Security Deposit

The successful tenderer shall, before executing the order, within 07 working days of dispatch/issue of letter intimating acceptance of the offer in terms of Letter of Intent deposit an amount of Rupees equivalent to 10% of the value of the contract as security deposit for due performance of the contract. The security deposit may be furnished in the form of a Bank Guarantee/ Demand Draft/FDR drawn in favour of IGNOU or a bank guarantee from a commercial bank duly countersigned by the bankers (format of **Bank Guarantee Annexure – VI**). The validity of Bank Guarantee/Security Deposit shall be for the entire period of warranty plus Two months. Failure to furnish Security Deposit/Bank Guarantee shall be treated as breach of contract and entail cancellation of the contract, forfeiture of EMD. If the tenderer is not able to supply, install, commission and support the ordered items completely within the specified period to the complete satisfaction of the IGNOU, the Bank Guarantee/Security Deposit shall be invoked/ forfeited as the case may be. Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.

6. Submission of Offer

a) All prices and other information like discounts etc. having a bearing on the price shall be written both in figures and words in the prescribed form. Where there is a difference between amounts quoted in words and figures, the amounts quoted in words shall prevail.

- b. The interested Tenderers will submit bid as asked for in the Tender Document. Non-compliance of these may lead to rejection of bid. The bid should be for Item price with warranty / Guarantee / post warranty and comprehensive AMC.
- c. The Excise Duty, Sales Tax/VAT etc., as applicable should be quoted separately in the absence of which it will be presumed that they are included in the rates and IGNOU shall have no liability to pay these charges.
- d. Registration number of the firm alongwith ST/CST/VAT/TIN allotted by the sales tax authorities shall invariably be given in the tender.
- e. The offers in the prescribed format should be addressed to the REGISTRAR (Admn.) under sealed cover. This is a two-bid system. The first sealed cover shall be superscribed **“Tender for Technical Bid with Commercial Terms and Conditions”**. The second sealed cover shall be superscribed **“Financial Bid”**. Both these Envelopes, after being sealed properly, shall be put into a third cover superscribing **“Tender for the SITC (Supply, Installation, Testing and Commissioning) of three Language and single language Wired Audio Conference System for Conference Rooms of IGNOU, Maidan Garhi, New Delhi 110068”** which should be properly sealed and to be addressed to the Registrar (Admn), CPU, Room No 08, Block 04, IGNOU, Maidan Garhi, New Delhi, 110068.
- f. The first cover shall contain all technical details about manufacturing/supply capability, experience, number of qualified service engineers, service centers with technical resources available for the support services, ITCC, STC and other information. The tender fee and earnest money deposit shall be kept in this envelope. The tenders not submitted in prescribed manner shall be summarily rejected and their Financial Bids shall not be opened. The IGNOU reserves the right to accept or reject any tender without assigning any reason.
- g. The **“Technical Bids with Commercial Terms and Conditions”** shall be opened in the first instance in the presence of the duly constituted Committee and the representative(s) of the firm(s)/tenderer(s) who may wish to be present. The financial bid will be opened in respect of only those firms which are found technically qualified.
- h. The **“Financial Bid”** must be submitted in the prescribed form (Annexure- IV), which will be opened in respect of technically qualified bidders in the presence of the representative of the firm(s) who may wish to be present.

7. Evaluation

- a) The Tenders will be evaluated on the basis of techno-commercial parameters. If considered necessary, the Committee may decide to visit and inspect manufacturing and testing facilities, other related sites, as it may find worth in order to gather further information leading to evaluation of bids. Tenderer will be bound to provide all necessary information as desired by the Committee at such sites. The short-listed tenderer(s) may be, if required, called for detailed discussions at a specified date, time and venue including demonstration of their products, if need be. Evaluation will be item wise, however the Committee may consider overall lowest bidder for the benefit of IGNOU.
- b) If the Purchaser considers necessary, it may ask for revised financial bids from the short listed tenderers which should be submitted within three days of intimation of this effect in sealed envelopes on specified date and time. The revised bids shall not be for amounts more than one quoted earlier for an item, unless the specification is of higher configuration than the earlier ones, by the respective tenderer. Any tenderer quoting higher rates for the same item with same configuration quoted earlier

in their revised financial bid shall be disqualified for further consideration and EMD submitted may be forfeited.

c) The IGNOU reserves the right to select the tenderer on the basis of best possible features quoted. The decision of IGNOU arrived at as above shall be final and representation of any kind shall not be entertained on the above. Any attempt by any tenderer to bring pressure of any kind shall disqualify the tenderer for the present tender and the tenderer may be liable to be debarred from bidding for IGNOU tenders in future for a period of three years and EMD submitted may be forfeited.

d) The IGNOU reserves the right to award the contract to any of the bidders irrespective of not being lowest and in this respect, the decision of the University shall be final.

e) The IGNOU reserves the right to reject the Tender in respect of firm(s) which at any stage found to be no sound track record in any organization in supplying the goods in time and timely execution of work or found faulty due to breach of Contract etc. without assigning any reasons

8. Effect and Validity of Offer

(a) The offer shall be kept valid for acceptance and award the contract to the successful tenderer for a minimum period of 90 (Ninety) Calendar days from the date of opening of Financial Bid or the finalization of tender/ placement of supply order whichever is earlier.

(b) Order shall be placed as per IGNOU's requirements by the authorized Officer. The successful tenderer will supply and install complete equipment within the prescribed period of from the date of placing the Purchase Order.

(c) The contract shall be valid for a period of one year from the date of award of contract.

(d) All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms and conditions will be acceptable.

(e) The Registration number of the firm along with CST number allotted by the Sales Tax authorities shall invariably be given in the tender. Excise clearance for Custom duty if any for relevant year may be submitted.

(f) During the validity of the contract including the extended period, if any, if the tenderer sells any system or sub-system of the same or equivalent configuration to any other Department/ Organization in India at a price lower than the price fixed for the Purchaser, the tenderer shall automatically pass on the benefits to the Purchaser.

(g) In case the Purchaser finds that the market rates have come down from the time when rates were finalized in the rate contract/order or there is a need for selection of new system configuration based on market trends, the Purchaser, may ask the technically short listed tenderers to re-quote the prices and the tenderer shall be selected on the basis of procedure given earlier. The time difference between such re-quoted shall be minimum three months except in case of the Union Government budget.

(h) IGNOU reserves the right to place the order on the successful tenderer for additional quantity/installation up to 25 percent of the quantity specified in the tender at the final approved rates. The Tenderer is bound to accept the orders for additional quantity during the period upto 12 months from the date of purchase order to the supplier at the approved rates or prevailing market rate whichever is less.

9. Delivery and installation

The contractor/Tenderer shall deliver/ install/ commission the store in accordance with the terms and conditions of the Contract at the time/place and in the manner specified in the contract. However, the contractor /supplier/firm is required to deliver the goods within three to four weeks positively from the date of issue Purchase/Supply Order. Any delay in the supply, installation and commissioning within the time fixed or in the event of repudiation of the contract, the (IGNOU) purchaser reserves the right to recover damage for Breach of Contract as indicated below:

a) To recover from the contractor liquidated damages including administration expenses a sum equivalent to 0.5% of the price of stores which the contractor has failed to deliver within the period fixed for delivery/commissioning for each week or part thereof during which delivery/commissioning is in arrears subject to an overall ceiling of 10% of the total contract price.

10. LANGUAGE/UNITS:

- a) All information supplied by the tenderer & all markings, notes, designation on the drawing and associated write-up shall be in "English Language" only.
- b) All dimensions and units on drawings and all references to weights and measures and quantities shall be in metric units.

11. Payment Terms

For bids offered in Indian Rupees

(i) 100 % payment shall be made within 30 days of submission of bills duly supported by the consignee's receipt with satisfactory performance report and as governed by the following:

No part of the contract price shall become due or payable until the tenderer has delivered, installed and commissioned the items to the complete satisfaction of IGNOU. Payment shall be made subject to recoveries, if any.

(ii) A pre-receipted bill shall be submitted in duplicate in the name of IGNOU. It shall be done soon after the delivery, installation and commissioning of the items along with a copy of the duly receipted delivery challan of the consignee certifying satisfactory commissioning.

12. Warranty

The equipment shall have a comprehensive standard guarantee/warranty of minimum Two year or so as per the standard norms of the products after successful commissioning and acceptance. The products will also be on AMC for further minimum period of two years by the successful bidder. Therefore, the tenderer must submit their Financial Bid including the cost of AMC for two years.

13. Penalty for Delay in attending Fault Reports during the Warranty

- a) During the Warranty period, if the performance (Fault Reports) are not attended rectified within a period of 24 hours from the reporting time reported verbally or through phone/fax /letter to the contractor or his field nominee, the same shall render the contractor liable for liquidated damages at the rate of 1% (One per cent) of the total value of the faulty items per week subject to maximum of Five weeks and thereafter the IGNOU holds the option for purchasing a new system from other Vendor and may invoke the Bank guarantee of the supplier depending upon the severity of the problem with the system supplied by the supplier.

b) The decision of the authority placing the order in this regard will be final. If the tenderer does not feel satisfied with the decision, he will be at liberty to approach Vice-Chancellor, IGNOU. His decision in this regard will be full and final and no appeal will lie against his decision.

14. Dispute Settlement

If the dispute cannot be settled by mutual discussion the courts at Delhi/New Delhi, India only will have the jurisdiction to adjudicate upon the matter.

The Tenderer is/are requested to quote their most competitive rate and submit bids complete in all respect in a sealed envelope superscribing “**Tender for the SITC (Supply, Installation, Testing and Commissioning) of three Language and single language Wired Audio Conference System for Conference Rooms of IGNOU, Maidan Garhi, New Delhi 110068**”. The bid be submitted in the Tender box kept in CPU, Block No 04, Room No 08, IGNOU, Maidan Garhi, New Delhi - 110068 latest by 11.00 A.M on **26.05.2014** which will be opened on the same day i.e. **26.05.2014** at 11.30 A.M.

(Manjula Malik)
Assistant Registrar (CPU)

Technical Specifications of the Three Language Wired Audio Conference System

IGNOU proposed to procure the high end Three language Audio conference system. Hence the bidder should made the suitable provision for Audio monitoring facility for the interpreter as well as the facility for simultaneously Provisions for the three language to be made available in all the Delegate as well as Chairman unit. The technical specifications of the main equipment used in Audio Conference System are as follows:

(a) Central Unit:-

Features:-

- i) The Central Unit for Powering, configuring and Controlling connected Chairman, Delegate units, interpreter unit in hall/dais/ interpreter booth as required and option to control up to 100 units if required with single controller.
- ii) The system should have in built digital processing and control/ transmission of the Digital audio signals.
- iii) It should have basic management facilities with up to 10 open microphones.
- iv) Each Microphone with operational mode for :
 - Direct Access : FIRST IN FIRST OUT (limit up to 10)
 - Override : The speaker can take the floor immediately
 - Request: The chairman grants speaking privilege.
 - PTT : Push to talk (limit up to 10 units)
- v) The Control Unit shall have an incorporated digital acoustic feedback suppression facility, so that no feedback is heard.
- vi) Balance XLR inputs and Outputs.
- vii) Headphone output for monitoring.
- viii) Facility with gain adjustment to connect external microphones.
- ix) Line input and output for connecting PA system.
- x) Volume Control for attached external speakers in the conference room to provide high quality sound at a pleasant volume.
- xi) The control unit can be assigned by a unique name by the installer for easy identifications.
- xii) The system should have Audio inserter facility to connect external audio processing devices.
- xiii) The central unit shall be provided with an RS232 Port to control through third party digital control systems.
- xiv) The configuration of central unit and system can be through a display and a single rotary push button.
- xv) It shall provide provision for upgrading to add camera control features, microphone management, delegate database without changing the control unit.
- xvi) It should have adjustable sensitivity for the audio inputs.
- xvii) Unit should be suitable to support simultaneous voice/language interpretation.
- xix) It should be able to provide interpretation in three languages along with floor language which should be upgradable upto 8 languages in case of future expansion without any changes in the hardware.
- xx) RS232 sockets for PC, media.

Technical Details:-

Audio Input	XLR balanced and unbalanced.
Frequency Response	100Hz – 14K Hz or better
Total Harmonic Distortion	less than 0.05%
Signal to noise ratio	less than 80dB

Audio out connector	XLR balanced and unbalanced.
PC- interface	RS232 SUB D-9
Power Requirement	AC 200-240V, 50 Hz
Operating temperature	+5.... +45° C or better

Conference Controlling Software:

- The software should be inbuilt in integrated PC in the central unit.
- The software should provide system monitoring, error diagnostics and configuration.
- The software should be controlled using the front panel display using multi function control keys.
- The software should give full control over all the delegate stations and the studio and conference parameter including equalization, feedback suppression, microphone limiting and conference modes.

(b) Chairman Unit with Interpretation:-

Feature:-

- i) The chairman unit should have digital signal processing tube able to provide crystal clear sound reproduction and excellent intelligibility.
- ii) Chairman Unit with high quality built in speaker automatically muted when microphone is switched ON.
- iii) Chairman unit with Microphone ON/Off key and priority key (Chairman Overrides delegates)
- iv) Indicator for switched on/active microphone.
- v) Electret condenser gooseneck microphone (removable) with Cardioid pick up pattern and indicator of active microphone.
- vi) By pressing mike key, chairman can make announcement at any time.
- vii) Headphone jack with headphone volume control.
- viii) Immune to mobile phone interference.
- ix) Language selector and availability of required interpretation.
- x) The chairman unit should have a next-in-line and priority buttons.

Technical Details:-

Pick up pattern	Cardioid
Headphone Connector	Yes
Operating temperature	+5...+45°C or better
Total harmonic distortion	less than 0.03 %
Loudspeaker power	around 2 watt

(c) Delegate Unit with Interpretation: -

The Nos. of the delegation unit proposed for the conference will be 45 units. However the units should have the capacity to include up to 100 delegation unit in the system.

Features:-

- i) Delegate Unit with high quality built in speaker automatically muted when microphone is switched ON.
- ii) Indicator for switched on microphone and indication of request to speak.
- iii) Electret condenser gooseneck microphone (removable) with cardioid pick up pattern and indicator of active microphone.
- iv) Headphone jack with headphone volume control.
- v) Immune to mobile phone interference.
- vi) Language selector and availability of required interpretation

Technical Details:-

Pick up pattern	Cardioid
Headphone Connector	yes
Total harmonic distortion	less than 0.03 %
Operating temperature	+5...+45°C or better

(D) Digital Interpreter Desk

The Digital Interpreter Desk should be unique and attractive design and conforms to all relevant international norms. Interpreters can easily select the incoming languages of their choice by using the 3 relay preset buttons with red indicator LED. Interpreters should get an indication on the graphical LCD display of the quality of the incoming language.

Features:

- Integrated Electret condenser gooseneck microphone, with built –in illuminator ring.
- Integrated loudspeaker with rotary volume control and up and down channel selector.
- Headphone rotary volume, bass and treble controls.
- Up and down controls for selection of relay preset languages and outgoing channel.
- Large RED microphone on/Off button with red LED.
- Grey Mute Button
- Message button with acknowledge LED indicator for various types of calls.

Technical specifications:

- Frequency Response 100-14Khz
- Microphone pick up pattern Cardioid
- S/N ratio at headphone output > 68 dBA
- Microphone length 380mm
- Headset input impedance > 1K ohm (at KHz)

(E) 12 Channel Audio Mixer

12 Channel Audio mixer for integrated the wireless microphone and Podium microphone in the Audio conference system is to be supplied. The Audio Mixer should have the following features:

- It should be reputed brand.
- It should be compact in design.
- The mixer should have more than Six Nos. of the XLR Mic input
- 48 V Phantom Power
- 3-band Equalizer
- Balanced/ Input Output
- Headphone output
- 60mm log-taper faders

(F) Speakers System:-

- Suitable Nos. of the External Intelligent speakers to be provided in the conference room, Control room and the Interpreter rooms.
- The speaker should be from the reputed brand and provide high quality sound at a pleasant volume.
- It should have ½” liquid cooled polyamide dome tweeter with 91dB 1W/1m

- Sensitivity power handling should be 50 Watts.
- Frequency response should be 55Hz – 20 kHz impedance 8 ohms.

(G) **Recording System:**

A good quality USB/Hard Disc based Digital recording system to record at least five to six hours conference discussion and Playback facility to be provided. The recording system should be from the reputed brand and can easily be configured with the conference system.

(H) **Hand held Wireless Microphones**

Six Nos. of the wireless hand held microphones which can be integrated in the control unit of the audio conference system unit should be provided. The technical specifications of the held hand microphones are as follows:

System	
Modulation	wideband FM
Frequency ranges	516 - 865 MHz
Transmission/Receiving frequencies	20 channel banks, 6 fixed banks, 32 factory preset channels each
Switching bandwidth	42 MHz
Noise reduction system	HDX
AF frequency response	25 – 18,000 Hz
S/N ratio (at 1mV and peak deviation)	≥ 115 dBA
THD (at nominal deviation and 1 kHz)	≤ 0.9 %
Receiver	
Receiver principle	True Diversity
Sensitivity (with HDX, peak deviation)	<2 μV at 52 dBAeff S/N
Adjacent channel rejection	≥ 75 dB
Intermodulation attenuation	≥ 70 dB
Blocking	≥ 75 dB
Pilot-tone squelch	Detachable
Antenna inputs	5 BNC sockets
Power supply	12 V DC
Mounting	Half Rack Mount
Transmitter	
Polar Pattern	Supercardioid
RF output power at 50 Ohms	typ. 30/10mW, switchable
AF frequency response	80 – 18,000 Hz
Power supply	2 AA batteries, 1.5 V
Nominal voltage	2.4 V
Operating time	typ. 8h

(I) **Wired headphone system**

The wires headphone should be from the reputed international brands. It should be ultra light weight with extremely flexible headband.

Technical Specifications:

- Frequency response 17-22khz
- Sound pressure level 115 Db

- Connecting plating Gold Plated
- Impedance 32 Ohm
- Color black
- Headphone Type Over-the -ear (circumaeral) closed back

(J) Audio Amplifier

The audio amplifier if required to be provided in the control room for the monitoring of the Audio conference system and also provide feed to the interpreter. The Amplifier should be from the reputed international brand and should be sufficient rating. It should have the following features:

- A mixing and booster amplifier with 4 balanced input/3 stereo line inputs.
- It should allow maximum impedance of 1 K ohms.
- It should support phantom power on mic input.
- It should have 24 volt battery voltage with maximum deviation of 10%
- It should have rated output wattage of 240 W
- Sensitivity – 1.0mV (mic inputs)
- Distortion (at rated output power at 1 kHz) <3%

(K) UPS: Suitable UPS from the reputed brand like Emerson, APC etc. are to be provided. The UPS should have the back up of at least 45 minutes on full load.

• Additional accessories/software as per the requirement for complete installation, commissioning and smooth operation of the whole system should be quoted separately.

(2) Software:

All the necessary software required for the proper working of the system is to be supplied in original and should be licensed to IGNOU with perpetual validity.

(3) Accessories

All the essential accessories like power cables, power supply units, software and connector etc. required to complete the system should be offered by the firm and the firm should certify the completeness of the system. All the optional items require for the completeness of the system should be quoted separately. The firm must provide enough details about such optional items to decide its utility.

(4) Demonstration

If necessary, the firm may be asked for demonstration of the offered system as part of the technical evaluation. In such case the firm will have to make suitable arrangement for the demonstration of the offered system at IGNOU, Maidan Garhi on notice of 7 days on own expense of the firm. Accordingly the firm should be in readiness for demonstration on notice of 7 days.

(5) Inspection

The equipment shall be subjected to inspection by IGNOU officials at Maidan Garhi, New Delhi.

Technical Specifications of the Wired Audio Conference System (one language)

(a) Central Unit:-

Features:-

- i) The Central Unit for Powering, configuring and Controlling connected Chairman, Delegate units, and option to control up to 100 units if required with single controller.
- ii) The system should have in built digital processing and control/ transmission of the Digital audio signals.
- iii) It should have basic management facilities with up to 10 open microphones.
- iv) Each Microphone with operational mode for :
 - Direct Access : FIRST IN FIRST OUT (limit up to 10)
 - Override : The speaker can take the floor immediately
 - Request: The chairman grants speaking privilege.
 - PTT : Push to talk (limit up to 10 units)
- v) The Control Unit shall have an incorporated digital acoustic feedback suppression facility, so that no feedback is heard.
- vi) Balance XLR inputs and Outputs.
- vii) Headphone output for monitoring.
- viii) Facility with gain adjustment to connect external microphones.
- ix) Line input and output for connecting PA system.
- x) Volume Control for attached external speakers in the conference room to provide high quality sound at a pleasant volume.
- xi) The control unit can be assigned by a unique name by the installer for easy identifications.
- xii) The system should have Audio inserter facility to connect external audio processing devices.
- xiii) The central unit shall be provided with an RS232 port to control through third party digital control systems.
- xiv) The configuration of central unit and system can be through a display and a single rotary push button.
- xv) It shall provide provision for upgrading to add camera control features, microphone management, delegate database without changing the control unit.
- xvi) It should have adjustable sensitivity for the audio inputs.

Technical Details:-

Audio Input	XLR balanced and unbalanced.
Frequency Response	100Hz – 14 KHz or better.
Total Harmonic Distortion	less than 0.05% A-weighted
Signal to noise ratio	less than 80dB
Audio out connector	XLR balanced and unbalanced.
PC- interface	RS232 SUB D-9
Power Requirement	AC 200-240V, 50 Hz
Operating temperature	+5.... +45° C or better

Conference Controlling Software:

- The software should be inbuilt in integrated PC in the central unit.
- The software should provide system monitoring, error diagnostics and configuration.
- The software should be controlled using the front panel display using multi function control keys.
- The software should give full control over all the delegate stations and the studio and conference parameter including equalization, feedback suppression, microphone limiting and conference modes.

(b) Chairman Unit with Interpretation:-

Feature:-

- i) The chairman unit should have digital signal processing tube able to provide crystal clear sound reproduction and excellent intelligibility.
- ii) Chairman Unit with high quality built in speaker automatically muted when microphone is switched ON.
- iii) Chairman unit with Microphone ON/Off key and priority key (Chairman Overrides delegates)
- iv) Indicator for switched on/active microphone.
- v) Electret condenser gooseneck microphone with Cardioid pick up pattern and indicator of active microphone.
- vi) By pressing mike key, chairman can make announcement at any time.
- vii) Headphone jack with headphone volume control.
- viii) Immune to mobile phone interference.
- ix) The chairman unit should have a next-in-line and priority buttons.

Technical Details:-

Frequency response	100Hz...14 KHz or better
Pick up pattern	Cardioid
Headphone Connector	Yes
Operating temperature	+5...+45°C or better
Total harmonic distortion	less than 0.03 %
Loudspeaker power	around 2 watt

(c) Delegate Unit -

The Nos. of the delegation unit proposed for the conference will be 40 units. However the units should have the capacity to include up to 100 delegation unit in the system.

Features:-

- i) Delegate Unit with high quality built in speaker automatically muted when microphone is switched ON.
- ii) Indicator for switched on microphone and indication of request to speak
- iii) Electret condenser gooseneck microphone with cardioid pick up pattern and indicator of active microphone.
- iv) Headphone jack with headphone volume control.
- v) Immune to mobile phone interference.

Technical Details:-

Frequency response (Mic)	190Hz...15K Hz
(Loudspeaker)	100 Hz. To 15 KHz
Pick up pattern	Cardioid
Headphone Connector	yes
Total harmonic distortion	less than 0.03 %
Operating temperature	+5...+45°C or better

(D) Speakers System:-

- Suitable Nos. of the External Intelligent speakers to be provided in the conference room, Control room and the Interpreter rooms. The speaker should be from the reputed brand and provide high quality sound at a pleasant volume. The Supplier may quote the suitable nos. of the speaker as per the system requirement. The ceiling mountable speaker should have ½” liquid cooled polyamide dome tweeter with 91dB 1W/1m sensitivity power handling 50 Watts. The Frequency response should be 55Hz – 20kHz impedance 8 ohms.

(E) 12 Channel Audio Mixer

12 Channel Audio Mixer for integrated the wireless microphone and Podium microphone in the Audio conference system is to be supplied. The Audio Mixer should have the following features:

- It should be reputed brand.
- It should be compact in design.

- The mixer should have more than Six Nos. of the XLR Mic input
- 48 V Phantom Power
- 3-band Equalizer
- Balanced/ Input Output
- Headphone output
- 60mm log-taper faders

(F) Recording System:

A good quality USB/Hard Disc based Digital recording system to record at least five to six hours conference discussion and Playback facility to be provided. The recording system should be from the reputed brand and can easily be configured with the conference system.

(G) Hand held Wireless Microphones

Six Nos. of the wireless hand held microphones which can be integrated in the control unit of the audio conference system unit should be provided. The technical specifications of the held hand microphones are as follows:

System	
Modulation	wideband FM
Frequency ranges	516 - 865 MHz
Transmission/Receiving frequencies	20 channel banks, 6 fixed banks, 32 factory preset channels each
Switching bandwidth	42 MHz
Noise reduction system	HDX
AF frequency response	25 – 18,000 Hz
S/N ratio (at 1mV and peak deviation)	≥ 115 dBA
THD (at nominal deviation and 1 kHz)	≤ 0.9 %
Receiver	
Receiver principle	True Diversity
Sensitivity (with HDX, peak deviation)	<2 μV at 52 dBAeff S/N
Adjacent channel rejection	≥ 75 dB
Intermodulation attenuation	≥ 70 dB
Blocking	≥ 75 dB
Pilot-tone squelch	detachable
Antenna inputs	5 BNC sockets
Power supply	12 V DC
Mounting	Half Rack Mount
Transmitter	
Polar Pattern	Supercardioid
RF output power at 50 Ohms	typ. 30/10mW, switchable
AF frequency response	80 – 18,000 Hz
Power supply	2 AA batteries, 1.5 V
Nominal voltage	2.4 V
Operating time	typ. 8h

(H) Wired headphone system

The wires headphone should be from the reputed international brands. It should be ultra light weight with extremely flexible headband.

Technical Specifications:

- Frequency response 17-22khz
- Sound pressure level 115 Db
- Connecting plating Gold Plated
- Impedance 32 Ohm
- Color black
- Headphone Type Over-the -ear (circumaeral) closed back

(I) Audio Amplifier

The audio amplifier if required to be provided in the control room for the monitoring of the Audio conference system and also provide feed to the interpreter. The Amplifier should be from the reputed international brand and should be sufficient rating. It should have the following features:

- A mixing and booster amplifier with 4 balanced input/3 stereo line inputs.
- It should allow maximum impedance of 1 K ohms.
- It should support phantom power on mic input.
- It should have 24 volt battery voltage with maximum deviation of 10%
- It should have rated output wattage of 240 W
- Sensitivity – 1.0mV (mic inputs)
- Distortion (at rated output power at 1 kHz) <3%

(J) **UPS:** Suitable UPS from the reputed brand like Emerson, APC etc. are to be provided. The UPS should have the back up of at least 45 minutes on full load.

- **Additional accessories/software as per the requirement for complete installation, commissioning and smooth operation of the whole system should be quoted separately.**

(2) Software:

All the necessary software required for the proper working of the system is to be supplied in original and should be licensed to IGNOU with perpetual validity.

(3) Accessories

All the essential accessories like power cables, power supply units, software and connector etc. required to complete the system should be offered by the firm and the firm should certify the completeness of the system. All the optional items require for the completeness of the system should be quoted separately. The firm must provide enough details about such optional items to decide its utility.

(4) Demonstration

If necessary, the firm may be asked for demonstration of the offered system as part of the technical evaluation. In such case the firm will have to make suitable arrangement for the demonstration of the offered system at IGNOU, Maidan Garhi on notice of 7 days on own expense of the firm. Accordingly the firm should be in readiness for demonstration on notice of 7 days.

(5) Inspection

The equipment shall be subjected to inspection by IGNOU officials at Maidan Garhi, New Delhi.

AFFIDAVIT

(To be submitted on non-judicial stamp paper of Rs. 50/- duly certified by notary public)

I.....S/o Sh..... agedyears, R/o..... do hereby solemnly affirm and declare as under:

- 1. That I am the proprietor/ authorized signatory of M/s having Head office/ Registered office at.....
- 2. That the information / documents/ experience certificates submitted by M/s..... along with this tender for “.....(please specify the Name of work)” in IGNOU are genuine and true and nothing has been concealed.
- 3. I shall have no objection in case IGNOU verifies them from issuing authority (ies), I shall also have no objection in providing the original copy of the document(s), in case IGNOU demands it for verification.
- 4. I hereby confirm that in case, any document, information & / or certificate submitted by me is found to be incorrect/ false/ fabricated, IGNOU at its discretion may disqualify/ reject my application for this tender out rightly and also debar me/ M/s.....from participating in any future tenders.
- 5. I hereby confirm that there is no vigilance /CBI/ Criminal case pending against the firm/ supplier and the firm has not been blacklisted in the past in any institution of the country.
- 6. I/we do hereby undertake that before submission of bid I/We have visited/inspected the site and determined the requirement to the best of my/our knowledge. Accordingly, the requirement and the rates have been quoted.
- 7. I/We agree to abide by all terms and condition laid down in tender document.
- 8. I/We give the assurance to execute the tendered work as per\ terms and conditions and in exact configuration of the sample submitted on award of work.
- 9. I/ We financially solvent and sound to execute the tendered work.
- 10. I/We have sufficient experience to perform the contract to the satisfaction of IGNOU.

Deponent

I,the proprietor/ authorized signatory of M/s....., do hereby confirm that the contents of the above affidavit are true to my knowledge and nothing has been concealed there from and that no part of it is false.

Verified at.....this day of

Deponent

(Signature & Seal of Notary)

(To be filled and sent in sealed envelope no. (1))
FORMAT OF QUOTATION FOR TECHNICAL BID
(Information pertaining to deviation and compliance statement)

PART- (A)**Three Language Wired Audio Conference System for Block -15**

S.No	Item	Qty. req.	Technical Specifications of the product offered/ Compliance	Make/ model offered	Deviations (if any) with remark
1	Chairman unit	1 No.			
2	Delegate unit	45 Nos.			
3	Central Control Unit	1 No.			
4	Interpreter Desks	3 Nos.			
5	Wireless Hand Held Microphones	6 Nos.			
6	Intelligent Speaker	6 Nos.			
7	Digital Recording system	1 No.			
8	Audio Amplifier	one set			
9	Wired headphones	52 Nos.			
10	Licensed software for the system	One set			
11	12 Channel Audio Mixer	1 No.			
12	Compatible UPS for the system	1 No.			
13	AMC of the system beyond two years				

PART- (B)**Wired Audio Conference System for Dr. Radhakrishnan Block**

S.No	Item	Qty. req.	Technical Specifications of the product offered/ Compliance	Make/ model offered	Deviations (if any) with remark
1	Chairman unit	1 No.			
2	Delegate unit	40 Nos.			
3	Central Control Unit	1 No.			

4	Wireless Hand Held Microphones	6 Nos.			
5	Intelligent Speaker	6 Nos.			
6	Digital Recording system	1 No.			
7	Audio Amplifier	one set			
8	12 Channel Audio Mixer	1 No.			
9	Wired headphones	42 Nos.			
10	Licensed software for the system	One set			
11	Compatible UPS for the system	1 No.			
12	AMC of the system beyond two years				

Please give brief description on the technical superiority/inferiority/deviation, if any, of the item to be supplied by tenderer. The specification must be given in clear terms supported by the related documents/literature, if any, duly signed with seal of the firm.

OTHER DETAILS/ DOCUMENTS

1. Name of the Firm:
2. Address:
3. Workshop/Site Description:
4. Whether the firms ownership is Sole Proprietorship or partnership:
5. Registered Agreement if the firm is Joint Venture/Consortium, as the case may be (to be attached) :
6. Annual turnover :
7. Clientele:
8. PAN/TAN No. (to be attached):
9. Landline/Mobile No.:
10. Authorized Signatory:
11. Copy of ITCC/STC etc (To be attached):
12. An affidavit as per format given at Annexure-I

Price Schedule (Financial Bid)

(To be duly filled in and sent in sealed envelope no. (2) - each page must be signed with SEAL of the Tenderer)

FORMAT OF QUOTATION FOR FINANCIAL BID**PART- (A)****Three Language Wired Conference System for Block -15**

S.No	Item	Qty. req.	Make/ model offered	Rs. Per Unit (in INR)	VAT/ Tax, if any	Rs. Per Unit (inclusive tax) =(5+6)	Total Amount (in INR) =(7X3)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Chairman unit	1 No.					
2	Delegate unit	45 Nos.					
3	Central Control Unit	1 No.					
4	Interpreter Desks	3 Nos.					
5	Wireless Hand Held Microphones	6 Nos.					
6	Intelligent Speaker	6 Nos.					
7	Digital Recording system	1 No.					
8	Audio Amplifier	one set					
9	Wired headphones	52 Nos.					
10	Licensed software for the system	One set					
11	12 Channel Audio Mixer	1 No.					
12	Compatible UPS for the system	1 No.					
13	AMC of the system beyond two years						

PART- (B)**Wired Audio Conference System for Radhakrishan Block**

S.No	Item	Qty. req.	Make/ model offered	Rs. Per Unit (in INR)	VAT/ Tax, if any	Rs. Per Unit (inclusive tax) =(5+6)	Total Amount (in INR) =(7X3)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Chairman unit	1 No.					
2	Delegate unit	40 Nos.					
3	Central Control Unit	1 No.					
4	Wireless Hand Held Microphones	6 Nos.					

5	Intelligent Speaker	6 Nos.					
6	Digital Recording system	1 No.					
7	Audio Amplifier	one set					
8	12 Channel Audio Mixer	1 No.					
9	Wired headphones	42 Nos.					
10	Licensed software for the system	One set					
11	Compatible UPS for the system	1 No.					
12	AMC of the system beyond two years						

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. (amount in figures) – within the period specified in the invitation for Quotations/ bid document on terms and conditions agreed to therein including all taxes/charges.

We also confirm that the warrantee/ Guarantee period for the systems shall be year(s) from the date of installations and maintenance of the system.

Other Forms and Formats for submission

(To be duly filled in and sent in sealed envelope no. (1) – Technical Bid)

EARNEST MONEY DEPOSIT AND TENDER FEE DETAILS

Name of the Company _____

Total Tender Fee Amount: Rs. _____ (in figures)

(Rupees _____ in words)

Total EMD Amount: Rs. _____ (in figures)

(Rupees _____ in words)

Details of each Demand Draft:

S.No.	Description	Amount	Name of the Bank	DD No.	Date
1	Tender Fee				
2	EMD				

BANK GUARANTEE PROFORMA

1. In consideration for the Vice-chancellor, Indira Gandhi National Open University (hereinafter called the IGNOU) having agreed to exempt (hereinafter called “ the said contractor(s)” from the demand, under the terms and conditions of an Agreement dated made between..... and of **EMD/Performance** Security for the due fulfillment of the said contractor(s) of the terms and conditions contained in the said Agreement, on production of Bank Guarantee for Rs. (Rupees.....) (indicated the name of the bank) at the request of contractor(s) do hereby undertake to pay to the IGNOU an amount not exceeding Rs. Against any loss or damage caused to or suffered would be caused to or suffered by the IGNOU by reason of any breach of the said Contractor(s) of any of the terms or conditions contained in the said agreement.

2. **We do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely or a demand from the IGNOU stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the IGNOU by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said agreement or by reason of the contractor(s) failure to perform the said agreement.. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs.....**

3. We undertake to pay the IGNOU any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any Court or Tribunal relating thereto liability under this present being absolute and unequivocal.

4. The payment so made by us under this Bond shall be a valid discharge of our liability for payment thereunder and the contractor(s)/supplier(s) shall have no claim against us for making such payment.

5. We, Further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement/ validity of the offer and that it shall continue to be enforceable till all the dues of the IGNOU under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or till that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the Guarantee thereafter.

6. We further agree with the IGNOU that the IGNOU shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the IGNOU against the said contractor(s) and the forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act or omission of the part of the IGNOU or any indulgence by the IGNOU to the said contractors or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

7. Notwithstanding anything contained herein above our liability under the guarantee is restricted to Rs. And shall remain in force until Unless acclaim or suit under this

guarantee is filled with us on before..... ALL OUR RIGHTS UNDER THE GUARANTEE SHALL BE FORFEITED and Bank shall be relieved and discharged from all liabilities therein.

8. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/supplier(s).

9. We lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the IGNOU in writing.

Dated the date of2014

For
(indicate the name of bank)

Signature

Name of the Officer
(in block capitals)

Designation of

Code no.

Name of the Bank & Branch.....

[To be counter signed by the branch bank of the indenter]

PRE CONTRACT INTEGRITY PACT**General**

This pre-bid pre-contract Agreement (hereinafter called the integrity Pact) is made on _____ day of the month of _____ 2012, between Indira Gandhi National Open University (IGNOU) established by an Act of Parliament in 1985 having its Office at Maidan Garhi, New Delhi-110068 (hereinafter referred to as "IGNOU" represented by Registrar (Admin.), which expression shall, unless excluded by or repugnant to the context be deemed to include his/her successors in office, representative and assigns) of the ONE PART.

AND

..... having its registered office at _____, India (hereinafter referred to as "....." represented by Director, which expression shall, unless excluded by or repugnant to the context be deemed to include his/her successors in office, representative and assigns) of the SECOND PART.

WHEREAS the is a private company constituted in accordance with the Company's Act, 1956 and the Indira Gandhi National Open University (IGNOU) established by an Act of Parliament in 1985.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract between IGNOU & to be entered in to with a view to provides services for conduct of written test as mentioned in the said contract.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

Commitments of the IGNOU

- 1.1 The IGNOU undertakes that no official of the IGNOU, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the, either for themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2 The IGNOU will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

Commitments of

- 2 The commits itself to take all measures necessary to prevent corrupt practice, unfair means and illegal activities including and not confirming to offering of any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the IGNOU, connected directly or indirectly with the bidding process, or to any person, organisation or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract, during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it as in particular commit itself to the following:-
 - 2.1 The will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.
 - 2.2 The will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
 - 2.3 The shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
 - 2.4 The shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the IGNOU.

Previous Transgression

3. The agrees that if it makes incorrect statement on this subject, can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Sanctions for Violations

4 Any breach of the aforesaid provisions by the or any one employed by it or acting on its behalf (whether with or without the knowledge of the shall entitle the IGNOU to take the following actions, wherever required:-

4.1 To immediately cancel the contract, if already signed, without giving any compensation to the

4.2 To encash the advance performance bank guarantee, if furnished by the, in order to recover the payments, already made by the IGNOU, along with interest.

4.3 To debar the from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the IGNOU.

Law and Place of Jurisdiction

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the IGNOU.

Other Legal Actions

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

Validity

The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the IGNOU and the, including warranty period, whichever is later. In case is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

The parties hereby sign this Integrity Pact at _____ on _____

For and on behalf of
Indira Gandhi National Open University

For and on behalf of

(Signature & Stamp)

(Signature & Stamp)

Name :
Designation: Registrar (Admn.)
Date :
Place : New Delhi

Name :
Designation:
Date :
Place : New Delhi

WITNESS:

(1) Signature :
Name :
Designation:
(2) Signature :
Name :
Designation:

WITNESS:

(1) Signature :
Name :
Designation:
(2) Signature :
Name :
Designation:

CHECK – LIST

1. Please check that you have submitted the Tender Fee and Earnest Money as per the schedule and enclosed them in Envelope ‘A’ of the tender.
2. Please check whether you have studied the detailed conditions regarding the submission of Performance Security Deposit.
3. Please check that the tender and tender documents have been signed by appropriate authority.
4. Please check that you have super subscribed the envelope as per Terms and Conditions of tender indicating the correct address of the addressee.
5. Please check that you have enclosed the performance statement regarding similar work undertaken in the past.
6. Please check that your tender is valid for the period as asked for.
7. Please check that you have furnished statement of Deviation, if any.
8. Please check the delivery Period correctly and precisely.
9. Please check the eligibility criteria for the Tender.

* * * * *