

## ANNEXURE-II

### OIL INDIA LIMITED

(A Government of India Enterprise)  
P.O. Duliajan-786602, Assam, India  
E-mail: [material@oilindia.in](mailto:material@oilindia.in)

#### INVITATION FOR BID NATIONAL COMPETITIVE BID

OIL INDIA LIMITED invites National Competitive Bid (NCB) through its e-procurement portal <https://etender.srm.oilindia.in/irj/portal> for the following items:

E-Tender No.	Bid Closing / Opening Date	Item
SDI5238P18	31.08.2017	CCTV SURVEILLANCE SYSTEM- 1 NO
EOI/SAFETY-BOOTS/2017	17.08.2017	SAFETY LEATHER BOOTS

Tender fee (Non-refundable): Rs 1,000.00 (to **be paid online only**); Bid Closing/Opening Time: **(11 Hrs.) IST/(14 Hrs.) IST**; Period of sale of documents: **Till one week prior to bid closing date**. The complete bid documents and details for purchasing bid documents, participation in E-tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website [www.oil-india.com](http://www.oil-india.com).

**NOTE:** All addenda, Corrigenda, time extension etc. to the tenders will be hosted on above website and e-portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.



**OIL INDIA LIMITED**  
(A Government of India Enterprises)  
PO : Duliajan – 786602  
Assam (India)

TELEPHONE NO. (91-374) 2808719

FAX NO: (91-374) 2800533

Email: [ankurjyoti\\_sarmah@oilindia.in](mailto:ankurjyoti_sarmah@oilindia.in) ; [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in)

**FORWARDING LETTER**

**Tender No.** : SDI5238P18 DT: 13.07.2018

**Tender Fee** : Rs 1,000.00

**Bid Security** : Applicable

**Bidding Type** : SINGLE STAGE TWO BID SYSTEM

**Tender Type** : Open Tender

**Bid Closing / Opening on** : As mentioned in the e-portal

**Performance Security** : Applicable

**Integrity Pact** : Applicable

OIL invites Bids for **Procurement, Installation & Commissioning and AMS of CCTV Surveillance System (Qty: 1 No.)** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents

The general details of tender can be viewed by opening the RFx [ Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFx.

**The tender will be governed by:**

- a) For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = 0374-2807178, 0374-2807171 , 0374-2807192. Email id = [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in).
- b) OIL's office timings are as below:

	Time (in IST)
Monday – Friday	07.00 AM to 11.00 AM; 12.30 PM to 03.30 PM
Saturday	07.00 AM to 11.00 AM
Sunday and Holidays	Closed

Vendors should contact OIL officials at above timings only.

**OIL Bank Details :**

	<b>Bank Details of Beneficiary</b>	
<b>a</b>	Bank Name	STAE BANK OF INDIA
<b>b</b>	Branch Name	Duliajan
<b>c</b>	Branch Address	Duliajan, Dist-Dibrugarh
<b>d</b>	Banker Account No.	10494832599
<b>e</b>	Type of Account	Current Account
<b>f</b>	IFSC Code	SBIN0002053
<b>g</b>	MICR Code	786002302
<b>h</b>	SWIFT Code	SBININBB479
<b>i</b>	Contact No.	9435554859
<b>j</b>	Contact Person Name	Mr. K.L.K.Banik, AGM
<b>k</b>	Fax No.	0374-2802729
<b>l</b>	Email Id	<a href="mailto:sbi.02053@sbi.co.in">sbi.02053@sbi.co.in</a>

- c) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- d) Technical specifications and Quantity as per **Annexure – 1A**.
- e) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- f) Amendments to the NIT after its issue will be published on OIL’s website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.
- g) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- h) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”

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**1.0 Vendors having OIL's User ID & password may pay Tender Fee on-line through OIL's electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).**

**Vendors who do not have OIL's User ID & password, may generate User ID & password online by the Vendor by using the link for supplier enlistment given in OIL's e-tender portal and then pay Tender Fee on-line through OIL's electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).**

**No physical tender documents will be provided. Details of NIT can be viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site [www.oil-india.com](http://www.oil-india.com).**

**NOTE:**

**In case of MSE/PSUs/ Govt. Bodies / eligible institutions etc., they shall apply to DGM-Materials, Oil India Limited, P.O. Duliajan, Assam-786602 for waiver of Tender Fee upto one week prior to the Bid closing date (or as amended in e-portal).**

**2.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidders are required to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic format in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.**

**2.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the RFx Information > Technical Attachment only. The "TECHNO-COMMERCIAL UNPRICED BID" shall contain all techno-commercial details except the prices. Please note that no price details should be uploaded in Technical RFx Response.**

**2.2 The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. For price upload area , please refer "NEW INSTRUCTIONS"**

**2.3 Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in [Annexure-CCC](#).**

**3.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and Due date to DGM-Materials, Materials Department, Oil India Limited, Duliajan - 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender.**

- a) Original Bid Security**
- b) Detailed Catalogue (if any)**
- c) Any other document required to be submitted in original as per tender requirement**

**All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in Duplicate.**

**4.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL's Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through ANNEXURE – I of MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders for more details. MSE bidders are exempted from submission of Tender Fees and Bid Security/Earnest Money provided they are registered for the items they intend to quote.**

- 5.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.
- 6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
- 7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 8.0 **SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.
- 9.0 a) **The Integrity Pact is applicable against this tender. Therefore, please submit the Integrity Pact document duly signed along with your quotation as per BRC. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be submitted by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**
- b) **The name of the OIL's Independent External Monitors at present are as under:**
- SHRI RAJIV MATHUR, IPS (Retd.)**  
Former Director, IB, Govt. of India,  
e-Mail ID : [rajivmathur23@gmail.com](mailto:rajivmathur23@gmail.com)
- SHRI SATYANANDA MISHRA, IAS (Retd.)**  
Former Chief Information Commissioner &  
Ex-Secretary, DOPT, Govt. of India  
E-Mail ID : [satyanandamishra@hotmail.com](mailto:satyanandamishra@hotmail.com)
- 10.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-CCC**) contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.
- 11.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

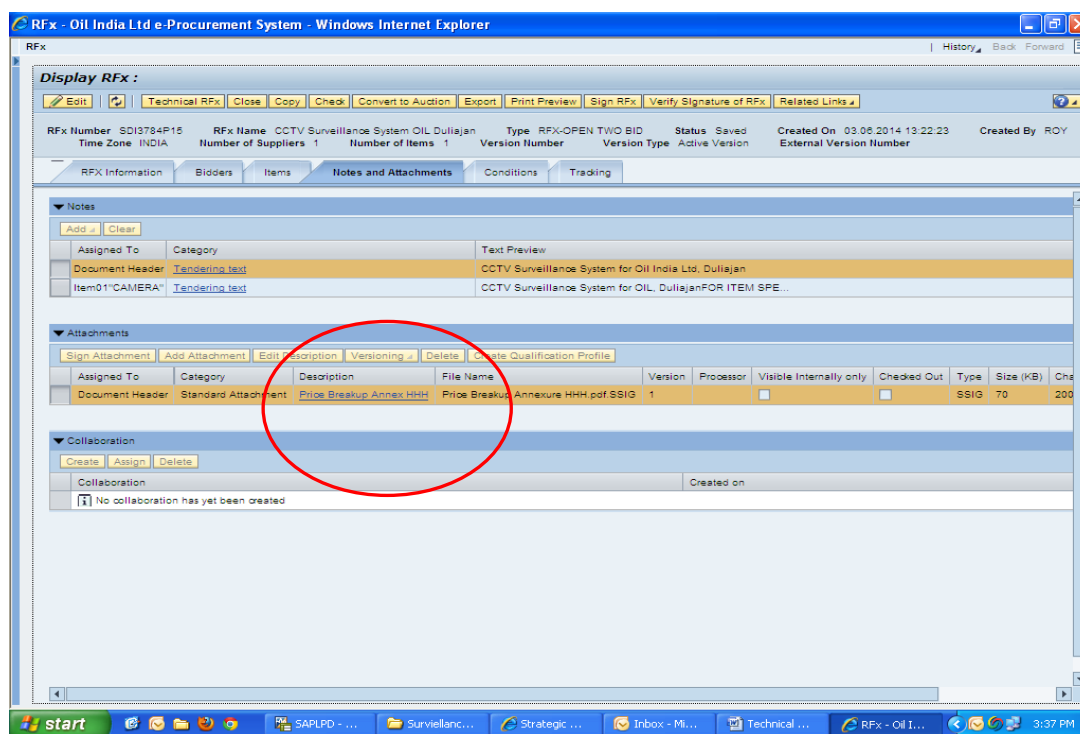
12.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

13.0 If Bank Guarantee is submitted towards 'Bid Security', then bidders have to ensure that the Bank Guarantee issuing bank indicate the name and detailed address (including e-mail) of their higher office from where confirmation towards genuineness of the Bank Guarantee can be obtained.

14.0 Bidders should refer to the **Annexure-BBB** for the Taxes and Duties clauses under GST regime.

**15.0 Price Breakup:**

Bidders should submit the price breakup of all the items as per "Annexure HHH" which has been uploaded under "Notes & Attachments" > "Attachments" as shown below. The price breakup "Annexure HHH" should be filled up, signed and uploaded under "Notes & Attachments" > "Attachments" only. **The filled up price breakup of all the items should not be uploaded in Technical Attachment.**



Please do refer "NEW INSTRUCTION TO BIDDER FOR SUBMISSION" for the above two points and also please refer " New Vendor Manual (effective 12.0.2017) " available in the login Page of the OIL's E-tender Portal.



## Oil India Limited e-Procurement

User ID \*

Password \*

Logon Problems? [Get Support](#)

[Supplier Enlistment for E-Tender](#)

[Important Note for New Portal Users:](#)

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[General Guidelines to bidders](#)

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Click here for  
the New  
Manual &  
Instruction

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### NOTE:

**Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.**

**Yours Faithfully**

**Sd-  
( A J SARMAH)  
MANAGER MATERIALS (IP)  
FOR : DGM-MATERIALS**

**Tender No & Date: SDI5238P18 DT: 13.07.2018****BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

The following BRC/BEC will govern the evaluation of the bids received against this tender. Bids that do not comply with stipulated BRC/BEC in full will be treated as non responsive and such bids shall prima-facie be rejected. Bid evaluation will be done only for those bids that pass through the “Bid Rejection Criteria” as stipulated in this document.

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/LOCAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

<b><u>Criteria</u></b>	<b>Complied / Not Complied. (Remarks if any)</b>
<p><b>1.0 BID REJECTION CRITERIA (BRC):</b></p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.</p> <p><b>A) TECHNICAL:</b></p> <p>1.0 The bidder shall be an Original Equipment Manufacturer (OEM) of the IP Camera, NVR &amp; VMS Software or shall be an authorized agent / dealer / distributor / supply house of an Original Equipment Manufacturer of the IP Camera, NVR &amp; VMS Software. In case bidder is an authorized agent / dealer / distributor / supply house of an Original Equipment Manufacturer then bidder has to submit valid authorization letter / dealership certificate with warranty / guarantee back up from the principal (OEM). Copy of authorization letter / dealership certificate with warranty / guarantee back up from the principal (OEM) shall be submitted along with the technical bid.</p> <p>2.0 Bidder must have experience of executing <b>at least 01 (one) SIMILAR</b> order of value <b>Rs. 56.36 Lakhs</b> in previous <b>05 (five) years</b> reckoned from the original bid closing date.</p> <p><b><u>Notes to Clause 2.0:</u></b></p> <p>i) "SIMILAR order" mentioned above implies experience in supply, installation &amp; commissioning of CCTV surveillance system in any of the following.</p> <p>a) Central/State Govt. Organisation OR b) Public Sector Undertaking</p>	



OR

c) Public Limited Companies

ii) The bidder shall submit following documents in support of his previous supply experience as applicable:

a) Copy(ies) of Purchase Order(s) / Contract document(s) and

b) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s) –

- Completion report / performance certified from the clients,
- Consignee Receipted Delivery Challans
- Central Excise Gate Pass / Tax Invoices issued under relevant rules of Central Excise / VAT.
- Any other documentary evidence that can substantiate the successful execution of each of the Purchase Order(s) / contract(s) cited above.

iii) If the prospective bidder is executing SIMILAR work which is still running and the contract value executed as on the original bid closing date is equal to or more than the minimum prescribed value in the BRC such experience will also be taken in to consideration provided that the bidder has submitted satisfactory work execution certificate issued by end user.

iv) SIMILAR work executed by a bidder for its own organization / subsidiary will not be considered as experience for the purpose of meeting BRC.

3.0 All items shall be sourced from a single vendor. Bidders not quoting for all items in the NIT will be rejected.

4.0 Delivery schedule:

Delivery of equipment: Within 3 months from the date of placement of PO.

Installation & Commissioning: Within 6 months from the date of intimation by OIL.

**B) FINANCIAL:**

a) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial / accounting years from the original bid closing date should be at least **Rs. 56.36 Lakhs.**

b) Net Worth of the firm should be Positive for preceding financial / Accounting year (FY=2016-2017).

**Note -For (a) & (b):**

Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such

cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year ..... (As the case may be) has actually not been audited so far'.

**Notes:**

**a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-**

**i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-J.**

**OR**

**ii) Audited Balance Sheet along with Profit & Loss account.**

b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.

**C) COMMERCIAL:**

i) Validity of the bid shall be minimum 120 days from the Bid Closing Date.

ii) Bid security:

The bid must be accompanied by Bid Security of **Rs. 2,60,000.00** in OIL's prescribed format as Bank Guarantee in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. **The Bank Guarantee towards Bid Security shall be valid for 7 months from Bid closing date. (i.e. upto 31.03.2018).**

**Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.**

**If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.**

For exemption for submission of Bid Security, please refer Clause No. 8.16 of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.

**The format of Bank Guarantee towards Bid Security (Annexure – VII) has been amended to Annexure – VII (Revised) and bidders should submit Bank Guarantee towards Bid Security as per Annexure – VII (Revised) only.**

iii) Bids are invited under “Single Stage Two Bid System”. Bidders have to submit both the “Techno-commercial Unpriced Bids” and “Priced Bids” through electronic form in the OIL’s e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway.

iv) Performance Security:

The successful bidder shall submit Performance Security as given below:

a) 1<sup>st</sup> Performance Security @ 10% of PO value (for CCTV System + Installation & Commissioning) shall be submitted within 30 days of receipt of the formal purchase order. The Performance Security shall be valid for the entire period of Warranty of 3 year from the date of successful installation & commissioning plus 3(three) months.

b) 2<sup>nd</sup> Performance Security @ 10% of 4 years AMS value shall be submitted before expiry of 1<sup>st</sup> Performance Security. The Performance Security shall be valid for the entire AMC period of 4 years plus 3(three) months.

Bidders should undertake in their bids to submit Performance Security as stated above.

The Performance Security shall be in any one of the following forms :

(a) A Bank Guarantee in the prescribed OIL’s format valid for 3(three) months beyond the Warranty period indicated in the Purchase Order /contract agreement.

**The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.**

v) The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

vi) Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.

vii) All the Bids must be Digitally Signed using “Class 3” digital certificate with Organisation’s name (*e-commerce application*) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

The bid signed using other than “Class 3 with Organisation’s Name” digital certificate, will be rejected.

viii) Technical RFx Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFx Response folder, otherwise the offer will be rejected.

ix) Price should be maintained in the “online price schedule” only. The price submitted other than the “online price schedule” shall not be considered.

**x). A bid shall be rejected straightway if it does not conform to any one of the following clauses:**

**(a) Validity of bid shorter than the validity indicated in the Tender.**

**(b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.**

**(c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.**

**(d) In case the Party refuses to sign Integrity Pact.**

**(e) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.**

**NOTE: FOR CLAUSE NOS. C(ii) & C(iv) OF BID SECURITY/EMD AND PBG.**

To incorporate as a Note to the Clauses on Bid Security/EMD and PBG:

The bidders/successful bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original bank guarantee in Oil's tender issuing office:

The bank guarantee issued by the bank must be routed through SFMS platform as per following details:

(i) "MT 760 / MT 760 COV for issuance of bank guarantee.

(ii) "MT 760 / MT 767 COV for amendment of bank guarantee

The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code - UTIB0001129, Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District - Dibrugarh, PIN- 786602

**2.0 BID EVALUATION CRITERIA (BEC)**

The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria given below.

**A) TECHNICAL:**

i) The total quoted cost of equipment, installation and commissioning and Annual Maintenance Services (4 years) will be considered for evaluation of

technically acceptable bids.

**B) COMMERCIAL:**

i) To evaluate the inter-se-ranking of the offers, Assam Entry Tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.

ii) Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".

iii) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.

iv) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

**NOTE:**

**Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the terms and conditions of NIT.**

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**TECHNICAL SPECIFICATIONS WITH QUANTITY****Tender No & Date: SDI5238P18 DT: 13.07.2018**

	<b>Complied / Not Complied. (Remarks if any)</b>
<b><u>ITEM NO. 10</u></b>  <b><u>CCTV SURVEILLANCE SYSTEM FOR FIELD ENGINEERING DEPARTMENT</u></b> <b><u>(QTY = 1 NO)</u></b>  1.0 Supply Of CCTV Surveillance System for the following three numbers of Installations of Field Engineering Department of Oil India Limited at Duliajan : i) ICE-Shop ii) Central Work-Shop iii) Water Treatment Plant No	
<b><u>ITEM NO. 20</u></b>  <b><u>INSTALLATION &amp; COMMISSIONING ( QTY = 01 AU)</u></b>	
<b><u>ITEM NO. 30</u></b>  <b><u>AMS FOR 04 YEARS ( QTY = 01 AU)</u></b>	

**SPECIAL TERMS AND CONDITIONS :**

**I) PREAMBLE :** Oil India Limited (OIL) is a premier Indian National Oil company under the administrative control of Ministry of Petroleum and Natural Gas, Govt. of India, engaged in the business of exploration, development and production of crude oil and natural gas, transportation of crude oil and production of LPG intends.

Field Engineering Department of Oil India Limited intends to install CCTV Surveillance System for its following three numbers of installations on a turnkey basis. All the three installations are connected through OIL's intranet. The office of the Field Engineering Department is within the Industrial Area of Oil India Limited at Duliajan.

**A. ICE-Shop:** This is within the Industrial Area of Oil India Limited and within a distance of 100 meters for the Field Engineering Office. The layout of the ICE-Shop is enclosed. CCTV Surveillance System is to be installed to cover the New ICE-Shop, Fuel Room No1, Fuel Room No2, Magneto Room, Battery Room, Storage Go down, Old ICE-Shop & to cover the area around the ICE-Shop area.

**B. Central Work-Shop:** This is within the Industrial Area and within a distance of 200 meters from the Field Engineering Office. The layout of the Central Work-Shop is enclosed. CCTV Surveillance System is to be

installed at the New & Old Heavy Fitting Shop, Pipe Shop, Welding Shop, Black Smithy Shop, Pipe-Shop, Yard, Receiving Section & to cover areas around the Central work-Shop.

**C. Water Treatment Plant:** The Water Treatment Plant is situated at Tipling at a distance of 5 Km from the Industrial Area of Oil India Limited. The layout of the Water Treatment Plant is enclosed. CCTV Surveillance System is to be installed at the Entry Gate, Pump House, Chemical Loading Area, Chemical dosing Area, Filter House, pre Settler Area, Chlorifucalator No1 & No2 ,and laboratory Area.

**Note:** (i) The aforementioned Surveillance points are the minimum requirement for installation of CCTV Surveillance System. There may be total two or three more additional areas within the three installations where CCTV Surveillance System may be required. Bidders to take note of the same.

**II) Display:** The images are to be displayed as below:

A.0) The images of the surveillance system of all the three installations are to be displayed centrally in 2 Nos of DGM-FE's room. The DGM's -FE's rooms are at the Field Engineering Office within the Industrial Area. The images are to be displayed on a color LED monitor to be supplied by the Vendor.

B.0) A total of 20 to 25 viewers should have access to view the images in their office PCs.

Out of these 20 to 25 viewers, (i) In ICE-Shop, three or four viewers shall be within the installations.(ii) In Central work-Shop, five to six viewers shall be within the installation. (iii) In Water Supply Station, four to five viewers shall be within the installations. Rest of the viewers shall be in the Field Engineering Office within the Industrial Area.

C.0) The images are to be displayed through OIL Intranet. The user's shall be allocated passwords through which the images can be viewed.

**III) Pre-bid Survey of CCTV Surveillance System:**

Prospective bidders may carry out a reconnaissance of the Installations to ascertain the BOM to be quoted at their own cost and arrangement. Field Engineering Department may be contacted before the bidder's personnel arrive to carry out the survey.

**IV) Scope of Work for Installation of the Surveillance System:**

The successful bidder will be responsible for implementing the entire project on a turnkey basis. The jobs to be carried out by the successful bidder are:

1. Set up a single-mode fiber optic network to connect the CCTV cameras at Water Treatment Plant (Tipling), ICE\_Shop and Central workshop to the control room to be setup within each installation. This will include:

- a) Trenching,
- b) Conduiting through HDPE pipes (underground).
- c) Conduiting through GI pipes from ground level to junction box.
- d) Laying of FO cable.
- e) The cable route must be properly marked with concrete markers at every 30 metres. The text to be written on each marker will be finalized at the time of implementation.

2. Install and set up the CCTV cameras as per the list.

3. Set up the three individual control room for CCTV with all necessary monitoring facilities. These individual control rooms shall be in individual installation.

- a) Necessary servers and storage facilities to record all video footage with redundancy to ensure round-the-clock availability of the system
- b) Display screens for real-time viewing of video footage and also viewing of footage already recorded.
- c) UPS as per detailed BoM

4. This will also include onsite training of OIL personnel.

5. Warranty support of all supplied equipment and software for 3 years.

6. AMS of supplied equipment and software for a period of four (4) years after the expiry of the warranty period.

7. Replacement of all defective equipment during warranty and AMS periods.

8. Supply of all hardware, software and any required accessories to complete the entire project.

9. Deputing one support engineer and two technician onsite at Duliajan on requirement basis by OIL during warranty.

10. If OIL requires any new location under the surveillance during warranty period, the vendor must supply and install the additional items at the same rates and under same terms and conditions.

11. The CCTV system must have the facility to connect over network to the DGM's control room in Field Engineering Department. The camera footage must be saved locally in the NVR at each location and the DGM's control room must have the capability and provision to pull/ access the saved data over the network.

12. All electrical power supply jobs required to provide power to the equipment at each location will be the responsibility of the successful bidder.

13. Continuous power supply to CCTV needs to be rectified when necessary. All spares including poles, cables, MCB, RCD, plug sockets etc. required for rectification shall be supplied, installed and commissioned by the vendor.

14. If maintenance is required at the power tapping point from OIL's installations, the vendor's personnel will inform Electrical Engineering Department and ask for shutdown.

15. The bidder or Sub-Contractor engaged by the bidder for electrical work must have valid Electrical Contractor License issued by state Electrical Licensing Board, Assam or appropriate authority of State/Central govt

16. The personnel working in the electrical circuit shall have valid wireman/electrician permit issued or recognized by State Licensing Board, Govt of Assam.

17. While working in the electrical circuit including poles and cables, the vendor's personnel shall use PPE and follow all safety practices as per CEA regulations.

18. The tools and tackles, transportation etc. required for operation and maintenance of the entire system shall be arranged by the vendor.

#### **V) General Terms and Conditions:**

1. Bidders must have designated office/ single point of contact in Assam.

2. The bidder must submit the Manufacturer's Authorisation Form (MAF) for the quoted Cameras, NVR, NVMS, Industrial grade PoE Switch, UPS and Cisco switches.

3. All types of Cameras, NVR and NVMS must be from same OEM.

4. The successful bidder must follow all safety norms prescribed by OIL while carrying out the job.



5. The successful bidder has to obtain necessary security passes, etc. for his personnel to enter the worksites. OIL shall facilitate the process.

6. Successful bidder has to arrange for all necessary tools, measuring equipment for carrying out the job.

7. Successful bidder has to arrange for their own accommodation and transport during implementation, warranty and AMS periods.

**VI) Terms & Conditions for the Electrical Component of this project:**

1. The supplier must possess valid electrical contractor license from the appropriate Govt. (Central/State) authority or else must have tie-up with an Electrical Firm having the requisite electrical contractor license. The said tie up shall remain valid till completion of installation and commissioning of the CCTV Surveillance System.

**Electrical Part: Special Terms and Conditions:**

1. Available power supply from OIL's installations: 230 V, AC, 50HZ, single phase. Power shall be fed to the UPS through an isolating device having, overload, short circuit and earth leakage protection for the safety of devices and lives. Power will be available in a single point.

2. Voltage, frequency and phase available will be 230V, 50 Hz, single phase. The party will make appropriate arrangement like increasing the size of cable, step up devices etc. for getting required quality of power for camera devices.

3. On finalization of the Order, the party along with electrical personnel will visit the locations and finalize the electrical plan for underground cable trench or overhead stringing of cables and other electrical works. The supplier will prepare the plan and get it approved from Electrical Engineer in Charge before starting of electrical works.

4. The make and model of electrical items shall be as mentioned in the tender or approved by Electrical Engineer in Charge.

5. The party will tap power from nearest OIL installation in a single point. Power may be available in an outdoor unit like feeder pillar, overhead line etc. In that case the party shall have to mount the isolating device with overload, short circuit and earth leakage protection in an IP 65 enclosure. The box shall be fixed in a safe place. The cable shall be connected using appropriate size lugs and glanding have to be done at cable entry/outgoing point with appropriate size gland.

6. In case power is available in an indoor installation, in that case also isolating device shall be mounted in an enclosure of IP 43. All cable connection shall be done using lug, glands etc.

**7. Underground cable laying procedure:**

a) The normal size of the trench will be 45 cms. wide and depth of 75 cms. The bottom of the trench must be labelled and properly dressed. Any change in the above mentioned size shall be instructed by the Engineer-in-Charge. Cable shall be laid through GI pipe and buried in the trench.

b) Bricks shall be placed crosswise (irrespective of one or more cables laid in the trench pit) over the cable/cables as well as the entire pit as per instructions. There shall be at least ten bricks in every 1150 mm long normal trench and covering the entire cable/cables (brick size 230mm x 115mm). The bricks should be placed close to each other without any gap. Broken bricks shall not be allowed to use.

- c) After the bricks have been laid the trench shall be filled back with earth (cut earth from the trench) and rammed properly in layers of 25 cms.
- d) Cable route markers shall be fixed as per instructions.

8. Overhead cable stringing:

- i) In case of tapping power from overhead electrical line, termination from overhead line to the incomer isolating device i.e power tapping shall be done by OIL. However all materials like 3X6 sqmm PVCA Aluminium cable, U clip, binding wire, cable gland and lugs, required for termination/connection from overhead line to incomer RCBO shall be supplied by the party.
- ii) Supply, erection, concreting of pole base as per CPWD standard and stringing of cable in the 9 mtr step pole is in the scope of the party.
- iii) Electrical Poles shall have following specification :

STEEL TUBULAR POLES FOR OVERHEAD LINE 9 mtrs Long Steel stepped Tubular Poles, conforming to IS: 2713 (Part-I&II)-1980 with the following specifications:

- 1) Designation: 410 SP-30
- 2) Material of construction: Conforming to grade Yst 240 of IS:1161-1979
- 3) Corrosion Protection: Pole planting depth should be coated with Bituminous paint as per IS: 1580-1968 and rest of the Pole length be painted with 1(one) coat of red oxide primer as per IS: 2074-1979.
- 4) Earthing Arrangement: Each Pole should be provided with a through hole of 14mm diameter at a height of 300 mm above the planting depth.
- 5) Base Plate: Mild steel Base plate of 300mmx300mmx6mm size should be welded to the bottom of the each Pole as per IS: 2713.
- 6) Tests and test certificates: Tests as per IS: 2713, 228(for sulphur & phosphorus content), 1894 (for finished poles) should be carried out on the Poles and relevant certificates should be sent along with the materials.
- 7) Markings: Pole designation, manufacturer's identifications mark and year of manufacture should be mark on each Pole as per IS: 2713.  
Pole shall be comprises with Angle Iron Cross arm of suitable size to fix the cable.
- 8) Planting depth of poles shall be : 1.8 metre for 9 metre long pole. The planting depth of the pole shall be as per DSR 2012 11.3 and with cement concrete 1:3:6 (1 cement : 3 coarse sand : 6 graded stone aggregate 40 mm nominal size) foundation including excavation and refilling etc. as required.
- 9) Supplying and erection of stay set complete (galvanised) with 19/20 mm dia X 1.8 metres long stay rod, anchor plate of size 45 cm X 45 cm X 7.5 mm, thimble, stay clamps, bow lightener, 3/8" SWG G.I. stay wire foundation including excavation and refilling etc. as required.
10. 2" GI pipe for cable entry. GI pipe shall be fixed on the pole where cable shall be taking in and taking out to/from the cable trench. Cable shall be passed through the GI pipe and entered in the trench and out of the trench through the pipe. Pipe shall be attached with the pole by using clamp with nut & bolts. Make of GI pipe: Tata/Jindal
11. Stringing of overhead cable. 6 SWG GI wire and the 3x 4.0 mmsq or 3X6.0 mmsq Copper PVCA cable shall be bound by using binding wire and wrap with black adhesive tape. Binding shall be done in the cable with GI wire at a distance of .75 CM .Binding distance shall be uniform for entire length of cable. Binding shall be tight to carry the load of cable during stringing. Stringing of cable shall be done from one pole to another and carry on if required.
12. All electrical items and works are to guaranteed for one year from the date of commissioning
13. The party shall submit the following details after commission:
  - i) Location wise electrical schematic diagram showing make, model, rating of electrical items with quantity/length.

ii) The party shall submit test reports signed by a person having valid electrical supervisory license of competency.

14. All materials required for cable trench and stringing on poles are in the scope of supplier.

### **SPECIAL NOTES:**

1. Party shall supply the items as per requirement in the field.
2. The party shall have valid Electrical Bidder License issued or recognized by appropriate Govt. authority. In case license expires during contract period the same shall be renewed by the party. The contract shall be terminated if the license is not renewed if required.
3. Party shall employ work persons with valid wireman license issued by appropriate Govt. authority, to carry out all electrical jobs and shall employ one supervisor holding valid supervisor's competency certificate for supervision of electrical jobs.
4. All materials and services required for arranging power from the installations are in the scope of the party/supplier.
5. The party shall take approval from Electrical Engineer in Charge before tapping power from OIL's source. The party shall start working in electrical circuit after getting clearance sheet from OIL's electrical personnel.
6. The party shall follow standard procedures described by OIL and other relevant Indian Standard for all electrical works.

### **SAFETY PROCEDURE:**

1. The National Electricity Code as amended up to date, are to be followed in their entirety. Any installation or portion of installation which does not comply with these codes should be got rectified immediately.
2. The detailed instructions on safety procedures given in B.I.S. Code No. 5216-1969-"Code of Safety Procedures and Practices in Electrical Works" shall be strictly followed.
3. No inflammable materials shall be stored in places other than the rooms specially constructed for this purpose in accordance with the provisions of Indian Explosives Act. If such storage is unavoidable, it should be allowed only for a short period and in addition, special precautions, such as cutting off the supply to such places at normal times, storing materials away from wiring and switch boards, giving electric supply for a temporary period with the permission of consultants shall be taken.
4. The electrical switchgears and distribution boards should be clearly marked to indicate the areas being controlled by them.
5. Before energizing on an installation after the work is completed, it should be ensured that all tools have been removed and counted, no person is present inside any enclosure of the switch board etc. any earthing connection made for doing the work has been removed.

### **VII) MINIMUM TECHNICAL SPECIFICATIONS OF THE COMPONENTS OF SURVEILLANCE SYSTEM:**

**Item No 1:** 2 MP IR Bullet IP Camera with 1/3" DIS Sensor (Qty = 46 Nos)

#### **Physical Profile**

Make/Model: Bidder must specify

The type of camera should be IR Bullet

The camera should be of 2 MP

The camera should have vari-focal lens

The lens of camera should be 2.8-12mm

The lens mount should be M14

The image sensor used in the camera should be 1/3" Progressive Scan CMOS

Vari-focal type should be manual

The shutter time of the camera should be 1/25s~1/100000s

The minimum illumination provided should be 0.01 Lux @(F1.2,AGC ON), 0 Lux with IR 0.014 Lux @(F1.4,AGC ON), 0 Lux with IR

The camera should have the property of IR cut filter with auto switch

The camera should have SNR of 50 dB

The camera should have the property of Digital WDR (Wide Dynamic Range)

The camera should provide 3D DNR (Digital Noise Reduction)

### **Compression Standards**

The video compression of the camera should be H.264/M-JPEG

The bit rate of the camera should be 32 Kbps ~ 8 Mbps

The camera should be capable of providing Dual streams

The audio Bit Rate should be 64Kbps(G.711) / 16Kbps(G.726)/ 32~128Kbps(MP2L2)

Audio Codec should be G.711/G.726/MP2L2

The camera should support Two way Audio

### **Image**

The Maximum Image Resolution of the Camera should be 1920 X 1080

The camera should have configurable frame rate upto 25 frames

The cameras should have image settings like Rotate mode, Saturation, Brightness, Contrast adjustable by client software or web browser.

The cameras should have Motion detection, Tampering alarm, Network disconnect, IP address conflict, Storage full , Storage error, Video Tamper, Trip wire, Zone intrusion

The Camera should have ROI support

The camera should have the property of Smart IR, BLC, Scheduled DAY and NIGHT Profile or Auto Switch for IR and Image appearance

### **Alert**

The camera should generate alarm trigger on Motion detection, Network disconnect, IP address conflict, Storage full , Storage error, Video Tamper, Trip wire, Zone intrusion.

### **Network**

The camera should be capable of storage in NAS

The camera should be interoperable with ONVIF, PSIA, CGI, ISAPI

The camera should support

TCP/IP,ICMP,HTTP,HTTPS,FTP,DHCP,DNS,DDNS,RTP,RTSP,RTCP,PPPoE,NTP,UPnP,SMTP,SNMP,IGMP,802.1X,QoS,IPv6,Bonjour

The camera should be ONVIF compliant

The camera should have Watermark and User Authentication for Security

### **Interface**

The communication interface of the camera should be 1 RJ45 10/100Mbps Ethernet

The camera should have a 64GB SD card support

The camera should have 1 channel Alarm Input and 1 channel Alarm Output

The camera should have 1 channel Audio Input and 1 channel Audio Output

### **General**

There should be minimum 43 IR LEDs in the camera

The distance covered by the camera should be 20-30m

The power source used in the camera should be DC12V (+/-10%)

The camera should have PoE(802.3af)  
Maximum power consumption should be 7.5W  
The camera should have IP66, CE,FCC,UL,IK10 and RoHS  
The maximum weight of the camera should be 1000gms  
The dimensions of the camera should be 95×105×258.6 mm  
The enclosure colour of the camera should be white

**Others:**

- \*Camera Housing & Lens should be from the same OEM.
- \*Weatherproof NEMA-4X/ IP66, IK 10 Vandal Proof housing for camera must be supplied.
- \* WEATHER PROOF IP 66 JUNCTION BOX (185mmX512mmX512MM) FOR CCTV SYSTEM must be supplied.
- \* Other necessary accessories (cables, connectors, power supply cable, Camera mounting etc.) for successful installation & commissioning of camera must be supplied.

**Item No 2:** NVR 24 Channel with 10 TB storage (Qty = 3 Nos)

**Hardware**

Make/Model: Bidder Must Specify

The equipment shall be electronic type

The Device should be capable of cascading with (1 Master + 19 Slave) the other same number of channel NVR/HVR or even with the lesser number too.

With the Cascading feature device should be capable of acting as a Master device and should be able to View/Playback/Configure other connected slave devices camera from the Local View (via HDMI/VGA/CVBS).

The device should work either in Standalone or Network Mode

The system should employ High Performance Embedded Microprocessor

The system should support up to 24 video channels or should be capable of connecting 24 IP cameras as video inputs

NVR system should support up to 2 HDMI and 1 VGA video output

The system should be capable of storing data on 2 SATA hard disks with a minimum internal capacity of 12TB for NVR(6TB/SATA)

NVR should have RAID 0 and RAID 1 Support

Should support storage on 2 network drives(NAS) (16TB Each)with CIFS and NFS format

The NVR System shall have 1 channel audio input via RCA port

NVR system should have 1 channel audio output via RCA port

NVR shall have 8 sensor/alarm inputs and 4 sensor/alarm outputs

The system shall have built-in 4xUSB2.0 ports

NVR should support 3G connectivity via a USB based 3G dongle

The system should be capable of integrating with IP camera of any brand which support ONVIF 2.0 & above

The system should be capable of integrating with third party access control system, fire alarm system, sensors and relay devices.

The integration with Access Control should be possible using Ethernet

Remote NVR should be viewed from local view

Maximum 12VDC@5A for 24 Channel should be the required power input

Operating Temperature should vary between -100C to +500C

Humidity: 5% to 95% RH Non-Condensing

NVR should be 19" Rack Mountable

Single Unit Weight should not exceed 2.03Kg (without HDD)

## **Software Specification**

The device should be capable of recording at the rate of 1080P for 6 Channel, 720P for 9 Channel and D1 for 24 Channels @ 25fps.

Device should support throughput of 144Mbps(48Mbps downlink & 96 Mbps Uplink)

Device Should Have Auto configuration Function which connects all the camera connected in the LAN to the devices one by one Automatically of manufacturer's brand only.

Device must have inbuilt storage calculator which shows how much day we will be able to record.

Device must be capable of taking Snap shot action with integrated Matrix Biometric Access control and time attendance system

Device must have inbuilt AVI converter which convert native format in to AVI format.

The system should support PAL (704x576) and NTSC (704x480) video standards

The system should work on compression standard H.264, MPEG 4 and Motion JPEG

The system should work on latest audio compression standards which is G.711, G.726, AAC and PCM

## **Recording**

NVR should be capable of Pre-Recording up to 30 Sec

NVR should be capable of Post-Recording for 10-300 Sec

The system should have various recording modes such as: Manual Recording, Continuous Recording, Scheduled Recording, Motion Recording and Alarm Recording

Device must be capable of Recording Camera Wise as per the priority of Camera

Device must be capable of Recording on Local drive or Network Drive Directly

Device must have inbuilt capability to record in Native and AVI File format

The system should be able to take a Snapshot in JPEG format

Device must support adaptive recording feature which automatically adjusts frame parameters based on motion in scene to save storage on recording

## **Display & Monitoring**

It should support Cascading of multiple NVRs for local viewing

Split: 2x2, 3x3, 4x4, 5+1, 7+1, 4+3, 8+2, 12+1 and full screen

Single or Sequential display

Resolution: 800x600, 1024x768, 1280x1024, 1280x960, 1920x1080

Digital Zoom during live view

Snapshot during monitoring

OSD: Channel Number and Name, Status, Video Loss, Motion Detection, Recording, View Tamper, Blocked View and Disabled Channel (As per camera support)

User Defined Layout Styles

User Selectable Display Sequence

## **Playback & Search**

Synchronous Playback of up to 4 Channels

Timeline based Search from Local as well as Web Client

Colour Coded indication per Event to Simplify Search

The device should have facility of Live or Remote Playback

System should allow local playback, AVI conversion and remote download

Various Search Modes like: Date and Time, Channel, Recording Type should be available in the system

The system should support Digital Zoom on Playback

Various Playback Modes like: Fast Reverse, Fast Forward, Slow Forward, Previous Video, Next Video, Different Speed Control should be supported by the system

## **Backup**

Device must be capable of taking Backup Camera wise as per the priority

Manual Backup over USB, NAS/FTP

One Touch Auto Backup from the device

Complete details about USB like total size, free size and backup status should be provided

Scheduled Backup over USB/FTP and SMB

Scheduling should be every 6 hours, 12 hours, 24 hours or weekly

Backup fail Event to inform User that Schedule Backup is Stopped for any reason

The system should be capable of Camera Wise Backup Retention

## **Events & Action**

Trigger Events: Motion Detection, System Alarm Detection, Storage Alert, Disk Volume Full, Disk Error, Network Disconnection, Video Loss and Tampering of View

Pop-up event for Recording Stop event due to any reason.

Actions: Recording on Selected Channel, Upload Images on FTP Server, Email Notification, TCP Notification, Recall PTZ Preset Position, Turn On/Off Alarm Outputs, Buzzer Notification.

Should support SMS using network with services like SMS Gateway centre, SMS Lane, Business SMS and Bulk SMS

## **Remote Function**

The NVR device shall perform remote operations like: Monitor, Playback, System Setting, File Download, Log Information, Upgrade the system

## **Network Options**

It should support 3G Connectivity

It should have its own free DNS Server

Network Supported Protocols with device shall be: TCP/IP, DHCP, PPPOE, DDNS, DNS, FTP, SMTP, NTP, RTP, RTSP, HTTP and CIFS

Communication Interface shall be 2xRJ45 Gigabit Ethernet

## **System**

NVR system should have Linux based Operating System (OS) with intuitive GUI and web-based interface.

10,000 Events Log

3 User Access Levels (Default): Admin, viewer and Operator

Access Rights like live view, playback, should be camera wise

Embedded Web Server

Up to 10 Concurrent Login Session

Up to 120 Programmable Users

In order to continuously monitor the status of various system parameters, NVR should be capable of doing a health check of the entire system in real time. Should verify the following functions: Motion detection, type of recording, HDD status, Schedule backup, alarm etc.

## **Other Features :**

NVR system should be capable of exporting files in Native and .avi file format to FTP and USB.

The system should manage storage on FIFO basis

NVR should provide a Storage Calculator to show available storage capacity

NVR device should perform all Pentaplex functions (i.e. live recording, monitoring, playback, backup and remote access ) simultaneously

The NVR should support UPnP feature

IP Address filtering should be done to enhance security

Dual Stream option should be available for simultaneous recording and transmission of video on

the network depending on the bandwidth. (Camera Support required)  
The system should support Day Light Saving Time (DST)

### **CENTRALIZED MANAGEMENT SOFTWARE (CMS)**

CMS should be provided by the vendor free of cost with the NVR system  
CMS should provide seamless management of video and audio across multiple NVRs  
CMS should be simple to install, easy to configure and intuitive to use  
CMS should allow centralized monitoring and controlling of multiple recording devices from one place  
CMS should be able to command and control software application  
CMS should be capable to remotely configure NVR and individual camera  
CMS should be able to monitor, record and playback from the NVR  
CMS shall simultaneously view 36 video channels  
CMS shall be able to provide audio, video and visual alerts on detection of any predefined event  
CMS shall have feature of intelligent E-map which can support JPEG format  
CMS shall have feature of converting Native file to AVI file format  
Multiple cameras of different NVRs shall be grouped using CMS  
CMS should be capable of local storage, recording and playback

### **Web Client**

NVR system should have inbuilt web based command and control application designed for use of enterprise, remote and network applications  
The system should be able to remotely access live and stored videos using the web  
The system should be capable of remotely accessing, search, browse, display and transfer stored video to a remotely connected workstation  
The NVR web client should be able to receive notifications for events such as alarm, motion detection and video loss  
Web Client should be capable of performing all pentaplex functions (i.e. live recording, monitoring, playback, backup and remote access ) simultaneously  
Web client should be capable of doing playback of all 4 channels simultaneously  
Web Client should be capable of managing and monitoring cameras from another NVR  
User login and access privilege should be defined for the web client

### **System Requirements**

For CMS #XP SP3, Vista, Windows 7 (32/64bit), Windows 8, Windows 10  
For Web Client# Windows XP and above  
Web Browser: Internet Explorer 6 and above (for NVR web Client)  
Processor: Intel Pentium 4 Processor (Minimum) or Intel i3 and above (Recommend)  
RAM Memory: 1GB (Minimum), 2GB or above  
Free Disk Space: 200 MB (Minimum)

### **CERTIFICATIONS**

Device should be CE and FCC certified

**Item No 3:** VMS Software for viewing & recording camera along with multiple display and concurrent user licence quantity (Qty = 01 no )

### **VMS Modules**

The VMS architecture to support Windows OS with client side access with Windows OS  
VMS also support SQL for database management of entire system  
VMS must come with following modules with platform licenses



- >Management server : will primarily responsible for managing entire system
  - >Recording server : will primarily responsible for recording streams coming to server
  - >Admin client : will be a tool for administrative purpose to manage and configure entire system
  - >Admin client : will be a tool for administrative purpose to manage and configure entire system
  - >Media client : will be responsible to play the recorded file on system as a media player
  - >Multi-monitor : will enable to connect multiple monitor to a single server by using graphics card
- VMS must come with following licenses module for IVA, Developed by the same company
- >License Plate Recolonization : Identify and store number plates with number in digital format
  - >Face Detection :Detect face in camera scene and record the face snapshot
  - >Loitering : Prevent present in define area for more than define time period
  - >Missing Object : Alerts on object moving from define area in a scene
  - >Intrusion Detection : Identify any intrusion inside or outside the define region in a scene
  - >Trip-Wire Detection : Identify on crossing any virtual line drawn in a camera scene from either direction
  - >No Motion Detection : Identify any marked area where no motion is found for define time
  - >Camera Tempering :Identify blocking of camera view

### **Key Features:**

VMS platform license must not be bounded with server hardware, It must be easily transferred to other server without any dependency on OEM

Video Management Software and IVA server must be of a same brand

Each platform of VMS must be scalable to at least 50 cameras from its base platform

Push technology for auto connect cameras and devices to central system

VMS Shall Comply with any conventional storage technology like IDE, SATA, E-SATA, SCSI, RAID, NAS, SAN.

The Vital System health status like Server failure, Camera disconnection, Storage full, etc. shall always be displayed at Health Status page in Smart Client

VMS shall provide options for export format type (AVI/JPEG), timestamp, frame rate (full/half), digital zoom export, and AVI CODEC. Video clip may be exported to desktop/CD/DVD or a specific file path. All audio associated with the video being exported shall automatically be included in the AVI export.

### **Item No 4:** Workstation with 42 inch LED Display (Qty = 2 Nos):

Make/Model: Vendor Must Specify

Processor: Intel® Xeon® Processor E3-1200 v3 Family or better

Chipset: C226 equivalent Chipset

RAM Size: 8GB (2 x 4GB) , Upgradeability up to 16 GB

BIOS Features: Flash, Plug and Play, System Management, ACPI

Motherboard: Intel or OEM Motherboard only

Form Factor: Tower Type

Graphics: Intel® HD Graphics P4600 / equivalent with facility for dual display

FDD: No Floppy Drive

HDD: 450 GB SAS/ SATA (3.5 inch) 10000 RPM (min.) - 2 no. in RAID-1 configuration

Optical Drive: 8x Slim DVD+/R/RW

Network Interface: 10/100/1000 Mbps Ethernet Connection; auto-sensing & auto-negotiation, Full Duplex: 02 Nos.

Audio: High Definition Audio with Realtek ALC261 codec / equivalent

Monitor: 42" LCD / LED Monitor, make OEM

Panel Backlight: Edge LED

Aspect Ratio: 16:09

Resolution: 1920 x 1080

Exp Slots: 1 x PCIE x16, 1 x PCIE x1

(Low-profile)

Keyboard, Mouse: Standard Keyboard & two button optical scroll

Mouse with OEM Mouse Pad.

Interfaces: 2 - USB 2.0; 1 - serial port; 1 - Keyboard port; 1 - Mouse port; 1 - RJ-45 Ethernet; 1 - VGA; 1-audio in, 1-audio out,

Power Supply: 220 10% VAC, 50 Hz, pf corrected or better. Redundant power supply ,Efficiency 89% or better.

Cables: Suitable Power cables & monitor input cables required.

Certification/ Compliance: CE, FCC Class B, RoHS, WEEE

Manageability: PCs shall be pre-installed with typical Desktop Management Software which shall help in management of PC faults.

Security Trusted Platform Module (TPM) 1.2

Stringent Security (via BIOS)

SATA Port: Disablement (via BIOS)

Drive Lock

RAID Configurations

Serial, Parallel, USB enable/disable (via BIOS)

Optional USB Port Disable at factory (user configurable via BIOS)

Removable Media Write/Boot Control

Power-On Password (via BIOS)

Setup Password (via BIOS)

Hood Lock / Sensor

Support for chassis padlocks and cable lock devices

OS & Other Software: Preloaded Genuine Microsoft Windows 10 Professional 64-bit with restore CD / latest Windows OS with OS CD and restore kit.

Operating Environment Up to 35 °C ambient temp and

Up to 85 % RH non-condensing

Accessories: All accessories eg. Cables, mouse, keyboard of OEM must be supplied with the machines. The workstations must be accompanied with Operating system CD / DVD / Restore CD / DVD media with all necessary drivers etc.

**Item No 5:** Professional Display Unit 42 Inch for NVR (Qty = 03 Nos).

Make/Model: Bidder Must Specify

Type of Monitor:42 inch LED Colour Monitor

Panel: LED

Aspect ratio: 16:9

Display Wide screen large format display with full HD picture quality & high contrast ratio

Display Resolution: 1920 x 1080 or better

Sync format: PAL

Brightness: 700 cd/m2 or better

Response time: 9ms or better

Viewable picture area: Bidder to specify

View Angle: 178° or better

Contrast ratio: 5000: 1 or better

Display Colours 16 million

Indicators/ Controls: User friendly on-screen menus & front panel controls, indicators

Speakers: Integrated

Input Voltage: 230 V+/- 10% AC, 50 Hz

Input Signal & Connections To suit the requirements of system (Client PC, NVR)

The monitor shall be installed on wall/ ceiling in Control Room. Required interfaces and cables of suitable length (minimum 20-30m) shall be provided to install the monitor at a suitable location on wall/ mounting stand on floor / ceiling in Control Room.

Mount Suitable mounting arrangement for installing the monitor on wall/ ceiling/ Floor to be provided

Power Consumption: Bidder to specify

Dimensions: Bidder to specify

Weight Bidder to specify

Operating temperature: 0° to 40°C or better

Operating Humidity: 20% to 80%, non-condensing

Accessories: All required cables and connectors, Documentation: Installation guide, Operation & Maintenance Manuals, Installation CDs for driver software

Safety Regulations: UL

**Item No 6:** 5 KVA UPS for CCTV System (Qty: 3 Nos):

Make/Model: Bidder Must Specify

Capacity (in kVA / kW): 5 kVA/ 4.5 kW (1-Phase Input / 1-Phase Output) UPS system or bidder can supply 5KVA's higher capacity UPS system for matching 4.5kW capacity.

Technology and Capability:

a) True Online configuration with double conversion UPS

b) Microprocessor /DSP based control, using IGBT devices

c) Active Power Factor Correction

d) Capability of enhancing UPS capacity / redundancy by operating UPS in 1+1 Parallel Redundant Configuration(PRS).

Input facility -Phases / Wires 1-Phase / 2-Wire & Gnd (Phase & Neutral + Ground)

Input Voltage Range: 160 - 275V AC (On Full Load)

Nominal Input Frequency: 50 / 60 Hz (Auto selectable)

Input Frequency Range: 45 to 65 Hz

Input Power Factor  $\geq 0.97$  on Full Load

Input Current Harmonic Distortion (THDi)  $< 10\%$  on full resistive Load (with Mains THDu less than 1%)

Generator Compatibility to genset supply required

Input Protection (Thru In-built 1P MCB) Should be provided at the input of the UPS suitable for the full rated capacity of the UPS

Nominal Output voltage 220/ 230/ 240VAC (Selectable)

Output Voltage Regulation  $\pm 2\%$

Nominal Output Frequency 50 / 60 Hz (Auto selectable)

Output Frequency Regulation  $\pm 0.05$  Hz (Free Running / Self Clocked Mode)

Output Frequency Slew Rate  $< 1$  Hz / s

Output Wave Form: Pure sine wave

Output Voltage Distortion (THDu)  $< 3\%$  (For R Load)

$< 5\%$  (For RCD Load)

Crest Factor 2.5 : 1 On Full Load (Minimum)

Output Short circuit Protection Electronic / Fused

Transient Response: Dynamic Regulation for 10% to 90% step linear load  $\pm 10\%$

Transient Recovery to steady state condition after 10% to 90% step linear load < 1 cycle

Transfer Time (Mode of operation) "Nil from Mains mode to Battery Mode

Nil from Battery Mode to Mains mode"

Transfer Time (Inverter to Bypass / Bypass to Inverter) < 4 ms (Synchronized Mode)

Automatic & Bi-directional static by-pass (In-built) Should be provided to take care of uninterrupted transfer of load from Inverter to bypass (under overload / fault conditions) & automatic retransfer from bypass to inverter (on removal of overload / fault conditions) Overall Efficiency (AC to AC) - Online (Double Conversion) ">= 92% (On Full Load).

Inverter Overload capacity "125% 300 sec

150% 30 sec"

Measurements (On LCD) "Input: Voltage / Frequency

Bypass: Voltage / Frequency

Output: Voltage / frequency

Battery: Remaining time / Battery Level Indicator

Load: Percentage / Load Level Indicator"

Fault Indication (On LCD) "Charger Failure

Battery Failed

Battery Low

Overload"

Indications (LED) AC indicator/Battery Mode of Operation / Bypass feeding the load / UPS Fault

Audible Alarms Battery Low beep / DC Fault beep/ UPS Overload beep/ o/p short ckt fault beep/ Shutdown beep

Backup Required: 0.5 (Half)Hr or better

Battery Bank VAh: Vendor to include battery sizing calculations for minimum 0.5 Hr backup.

Batteries Type: Sealed Maintenance Free (SMF) - 12V Cells

Battery Makes: Amara Raja / Exide / HBL / Amco / Rocket

Number of Battery Banks Maximum Two Banks in parallel

Minimum Charger Rating (In-built chargers will be preferred over external chargers) The charger should be able to deliver charging current equivalent to 10% of Battery Ah rating offered.(In case of external chargers, suitable monitoring of the chargers should be provided in the UPS. Also all external chargers taking AC input must have PFC - Power factor correction)

Charger type / Charging Method & Charging Voltages "Constant Voltage Constant Current Solid state SMPS charger

Float Voltage: 2.25 - 2.26 VPC minimum

Boost Voltage: 2.30 - 2.33 VPC minimum.

Battery Housing : Should be compact and space saving MS steel open racks complete with interconnectors

Serial Communication RS232 Port (Option of USB Port should be available) RS232 Port should be provided as standard in the UPS. However there should be provision for USB port also in the UPS

REPO (Remote Emergency Power OFF) / ROO(Remote ON - OFF) Port Should be provided as standard in the UPS

Interface to NMS (Network Management System) - To be quoted as option SNMP Card for connecting the UPS to LAN thru Ethernet port & monitoring thru NMS should be available (The cost of SNMP Card / NMS software to be quoted separately)

Interface to BMS (Building Management System) - To be quoted as option Modbus Card for connecting to UPS to BMS thru RS485 & monitoring thru BMS

Interface to DCS (Distributed Control System) - To be quoted as option Relay I/O Card or PFC (Potential free contacts) for connecting to UPS to DCS / PLC / SCADA system for communicating UPS operating status

Cold Start: UPS should start up

On AC Supply (Mains) without DC Supply (Batteries)

On DC Supply (Batteries) without AC Supply (Mains)

Automatic Restart UPS should start up automatically on mains resumption after battery low shutdown

Self-Diagnosis UPS should be capable to carry out self-test of Rectifier / Charger /Battery & Inverter module during start-up

Physical

Operating Temperature: 0 to 40 deg C

Operating Humidity: 5% to 95%RH (No Condensing)

Type of Cooling Forced Air

Noise Level <= 58 dbA at 1 meter distance

Form Factor Rack & Tower mountable

Reliability MTBF greater than 100000 hours

Standard Package of UPS to include the following minimum accessories"

1. UPS manual
2. CD - Monitoring Software (if any)
3. RS232 Cable
4. Brackets for mounting in 19" IT Server / Networking Rack
5. UPS to Battery bank connecting Cable

**Item No. 7:** Accessories ( Qty: 1 Lot)

The vendor need to supply all necessary accessories like , cables , cable gland, GI pipe , and any item which may require for successfully completion of the project to be quoted by the bidder separately.

**Item No. 8:** Warranty for 3 Yrs

**Warranty Terms:**

1. Minimum 3 (three) year's onsite warranty must be provided for the entire solution after the successful installation and commissioning of CCTV system.

2. Warranty has to cover all equipment, including power devices and batteries, supplied by the successful bidder. It will also cover the OFC LAN, workmanship of any equipment-fixing work etc. carried out by successful bidder.

3. During the warranty period, any defective device shall have to be replaced with a new one of the same make and same/equivalent model immediately. Necessary configuration of the replacement device for proper operation of the device in the said Security Surveillance system is the responsibility of the successful bidder.

4. During the warranty period, the engineer attending the call shall have to submit a call report mentioning nature of the fault, action taken, any replacement of parts, serial no. of replaced equipment, and serial number of replacement equipment and any other details of the call to OIL. The report has to be duly signed by OIL's personnel and then only the call shall be considered attended.

5. Cameras at mobile sites may need to be shifted during warranty period as per OIL's requirement.

6. In case warranty obligations are not fulfilled by the successful bidder for a period of 15 days or more, the warranty period of the entire solution will be extended by a pro-rata duration at no extra cost to OIL.

Note: i) The bidder have to mention the material details of the offered item as per Item no 1 to Item no 7 in a format which is given below.

Sl no	Make	Model Number/Serial Number	Quantity
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ii) For item no 1 to item no 6, the bidder is to enclosed the catalogue from OEM of the offered item.

#### **VIII) Delivery, Installation and Commissioning:**

1. The successful bidder has to deliver the material at OIL, Duliajan as per the Order terms and conditions.
2. All active components supplied should be tested off-line i.e. before being placed at actual locations, (As per connectivity diagram given in this tender document) for conformation to specifications within 45 days of delivery at Duliajan.
3. Installation and commissioning of the Security Surveillance System
4. All items must be delivered in good condition. Damaged/ defective items must be replaced immediately.

#### **IX) Payment Terms:**

1. 70% of total material cost will be paid to the successful bidder on delivery of material at Duliajan.
2. Remaining 30% of cost of materials will be paid after successful installation and commissioning of the CCTV system along-with 100% Installation & Commissioning cost.
3. Payment of AMS charges will be made after completion of every 6 months against submission of invoice. Bidders to note that AMS will commence after the end of warranty period.
4. The vendor must submit invoices for the AMS for the preceding period to DGM-Field Engineering Department. The invoice must clearly mention the OIL PO No. and period of billing.

#### **X) PACKING:**

During transportation all the equipment of the plant are to be suitably packed to avoid water ingress or transit damage.

#### **XI) TRAINING:**

The successful bidder shall have to impart following trainings:

1. A comprehensive training for a minimum of 3 (Three) OIL's Engineers shall be provided free of cost on operation and maintenance of the CCTV Surveillance System at their works prior to dispatch.
2. Training on operation and maintenance of the CCTV Surveillance System shall be imparted to OIL personnel immediately after installation and commissioning in each site. The Training is to be imparted by the supplier at their own cost in each location.
3. If required, the bidder is required to give a presentation of their offered product at Duliajan. The presentation shall be scheduled after opening of the technical bid and shall be intimated by OIL.
4. The supplier has to provide two sets of Operation & Maintenance Manuals, P&ID diagram, wiring diagram and individual instrument catalogue, license copy of software if any (single copy) for the CCTV Surveillance System along with the equipment in hard as well as soft copy.

5. The Bidder has to provide the complete design basis, justification & control philosophy of the CCTV Surveillance System along with the bid.

**XII) Annual Maintenance Service (AMS) for 4 Years:** After warranty period, OIL intends to enter into separate comprehensive Annual Maintenance Service (AMS) with the supplier for a period of 04(four) years. However, OIL reserves the right to enter in to the same at its sole discretion. Therefore, the bidder has to mandatorily quote the AMS charges required for carrying out of the plant. Annual Maintenance Service (AMS) charges shall be considered for Bid evaluation.

**Terms And Conditions For Annual Maintenance Service (AMS):**

1. All equipment supplied by the successful bidder will be covered by the Annual Maintenance Service, including UPS and batteries.
2. The Annual Maintenance Services shall start after successful completion of the warranty period.
3. For any reason, if the warranty period is extended, AMS shall start after completion of the extended warranty period.
4. The AMS shall run for a period of four (4) years.  
During AMS period, all spares & consumables shall be supplied by OIL. The successful bidder shall submit a comprehensive list of spares & consumables to be maintained by OIL prior to starting of work.
5. During the AMS period, any defective device shall have to be replaced with a new one of the same make and same/equivalent model immediately. Necessary configuration of the replacement device for proper operation of the device in the said Security Surveillance system is the responsibility of the successful bidder.
6. During the AMS period, the engineer attending the call shall have to submit a call report mentioning nature of the fault, action taken, any replacement of parts, serial no. of replaced equipment, and serial number of replacement equipment and any other details of the call to OIL. The report has to be duly signed by OIL's personnel and then only the call shall be considered attended.
7. The successful bidder has to visit Four (4) times a year for preventive maintenance job. The visit will as per requirement of Field Engg Dep't with 7 days advance notice to successful bidder. Duration of stay will depend on the actual job requirement but will not be less than three man days excluding dates of inward and return journeys.
8. The successful bidder have to attend Two (2) emergency breakdown visits each year depending on the occurrence of Emergency breakdown. Competent service engineer of the successful bidder has to reach the site within 5 (Five) days of receipt of the breakdown report. For any delay beyond 5 (Five) days and reasons not acceptable to OIL, The Contractor will be penalized @ 2% of the total contract value for each day of delay. The service engineer of the successful bidder will do the trouble shooting and rectify the fault occurred.
9. Boarding & Lodging for service engineer of the successful bidder at Duliajan during visits will be in the scope of the Contractor. Similarly, Transportation of Service Engineers of the successful bidder from their Head Office to Duliajan and back during the entire duration of the contract for preventive and emergency maintenance during AMS period will also be in the scope of the Contractor.  
However, Local transportation facility for attending the jobs will be provided by OIL.

**Payment Terms:** Payment of AMS charges will be made after completion of every 6 months against invoice. Bidder to note that AMS will commence after the end of warranty period.

**Penalty Terms:**

1. During the Warranty period, any failed device shall have to be repaired/ replaced with a new/ standby device within 48 hours of reporting the failure. In case of failure on the part of the successful bidder to rectify the problem within 48 hours of reporting it, following penalties will be applicable:  
" Rupees 500.00 per device per day (for devices located outside the control rooms)  
" Rupees 1000.00 per day (for any control room failure)

2. Absence of service engineer/technician:

"Rupees 1000.00 per day per engineer/technician.

3. However, total penalty during the year of the AMS period will not exceed 15% of the annual charges.

4. Total penalty charges during warranty period of will not exceed 15% of the total material cost of the PO.

### **XIII) DOCUMENTS TO BE SUBMITTED PRIOR TO STARTING OF WORK:**

i) The supplier has to purchase the accessories other than item no 1, 2 & 3 under clause no VII from OEM of the accessories or their authorized dealer of the accessories.

ii) The supplier must possess valid electrical contractor license from the appropriate Govt. (Central/State) authority or else must have tie-up with an Electrical Firm having the requisite electrical contractor license. The said tie up shall remain valid till completion of the installation and commissioning jobs of the CCTV Surveillance System.

iii) The supplier shall also submit an undertaking for following:

a) The supplier shall employ work persons with valid electrician/wireman permits/license issued or recognized by appropriate Govt. (Central/state) authorities to carry out all electrical jobs.

b) The supplier shall employ one electrical supervisor to supervise the jobs performed by the teams to the satisfaction of the company. The supervisor shall possess valid supervisor's certificate of competency issued/recognized by appropriate Govt. (Central/state) for supervision of electrical jobs.

#### **Note:**

i) The successful bidder shall submit documentary evidence as per Para (i),(ii),(iii) above prior to starting of work.

ii) The successful bidder shall submit a comprehensive list of all the equipment/accessories/systems/products to be supplied prior to starting of work.

### **XIV) CLAUSES GENERAL HEALTH, SAFETY AND ENVIRONMENTAL (HSE) ASPECTS:**

1. It will be solely the parties responsibility to fulfill all the legal formalities with respect to the Health, Safety and Environmental aspects of the entire job (namely; the person employed by him, the equipment, the environment, etc.) under the jurisdiction of the district of that state where it is operating. Ensure that all sub-bidders hired by him comply with the same requirement as the party himself and shall be liable for ensuring compliance all HSE laws by the sub or sub-sub bidders.

2. Every person deployed by the party/supplier in a mine must wear safety gadgets to be provided by the party. The party/supplier shall provide proper Personnel Protective Equipment as per the hazard identified and risk assessed for the job and conforming to statutory requirement and Company PPE schedule. Safety appliances like protective footwear, Safety Helmet and Full Body harness has to be DGMS approved. Necessary supportive document shall have to be submitted as proof. If the party fails to provide the safety items as mentioned above to the working personnel, the party may apply to the Company for providing the same. Company will provide the safety items, if available. But in turn, Company will recover the actual cost of the items by deducting from Bidder's Bill. . However, it will be the party's sole responsibility to ensure that the persons engaged by him in the mines use the proper PPE while at work. All the safety gears mentioned above are to be provided to the working personnel before commencement of the work.

3. The party shall prepare written Safe Operating Procedure (SOP) for the work to be carried out, including an assessment of risk, wherever possible and safe methods to deal with it/them. The SOP should clearly state the risk arising to men, machineries & material from the mining operation / operations to be done by the party and how it is to be managed.

4. The party shall provide a copy of the SOP to the person designated by the mine owner who shall be supervising the party's work.



5. Keep an up to date SOP and provide a copy of changes to a person designated by the Mine Owner/Agent/Manager.
6. Party has to ensure that all work is carried out in accordance with the Statute and SOP and for the purpose he may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a safe manner. For work of a specified scope/nature, he should develop and provide to the mine owner a site-specific code of practice in line.
7. It will be entirely the responsibility of the party/party's Supervisor/representative to ensure strict adherence to all HSE measures and statutory rules during operation in Company's installations and safety of workers engaged by him. The crew members will not refuse to follow any instruction given by company's Installation Manager / Safety Officer / Engineer-in-charge / Official / Supervisor/Junior Engineer-in-charge for safe operation.
8. Any compensation arising out of the job carried out by the party whether related to pollution, Safety or Health will be paid by the party only.
9. Any compensation arising due to accident of the party's personnel while carrying out the job, will be payable by the party.
10. The party shall have to report all incidents including near miss to Installation Manager / departmental representative of the concerned department of Company.
11. The party has to keep a register of the persons employed by him/her. The party's supervisor shall take and maintain attendance of his men every day for the work, punctually.
12. If the Company arranges any safety class / training for the working personnel at site (company employee, Bidder worker, etc.) the party will not have any objection to any such training.
13. The health checkup of party's personnel is to be done by the party in authorized Health Centers as per Company's requirement & proof of such test(s) is to be submitted to Company. The frequency of periodic medical examinations should be every five years for the employees below 45 years of age and every three years for employees of 45 years of age and above.
14. To arrange daily tool box meeting and regular site safety meetings and maintain records.
15. Records of daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the party.
16. A supplier/ party's employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's act or omissions at work.
17. A party's/supplier employee must, while at work, cooperate with his or her employer or other persons so far as is necessary to enable compliance with any requirement under the act or the regulations that is imposed in the interest of health, safety and welfare of the employee or any other person.
18. Party's/supplier arrangements for health and safety management shall be consistent with those for the mine owner.
19. In case party/supplier is found non-compliant of HSE laws as required company will have the right for directing the party/supplier to take action to comply with the requirements, and for further non-compliance, the party/supplier will be penalized prevailing relevant Acts/Rules/Regulations.
20. When there is a significant risk to health, environment or safety of a person or place arising because of a non-compliance of HSE measures Company will have the right to direct the party/supplier to cease work until the non-compliance is corrected.
21. The party/supplier should prevent the frequent change of his contractual employees as far as practicable.
22. The party/supplier should frame a mutually agreed bridging document between Company & the party/supplier with roles and responsibilities clearly defined.
23. For any HSE matters not specified in the contract document, the party/supplier will abide the relevant and prevailing Acts/rules/regulations/ pertaining to Health, Safety and Environment.

**XV) The followings are enclosed alongwith the tender documents**

- a) Locations of Cameras and other diagrams attached.
- b) Checklist to be submitted by the bidder.

**NOTE:**

**Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.**

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**ANNEXURE I**

**Tender No. SDI5238P18 DT: 13.07.2018**

**BILL OF MATERIALS (BOM)**

<b>Item No</b>	<b>Item Description</b>	<b>UOM</b>	<b>Quantity</b>
10	<b>CC TV Surveillance System</b>	No	1
	a) 2 MP IR Bullet IP Camera	No	46
	b) NVR 24 Channel with 10TB Storage	No	03
	c) VMS Software	No	01
	d) Workstation with 42" LED Display	No	02
	e) Professional Display Unit 42"	No	03
	f) 5 KVA UPS	No	03
	g) Accessories	Lot	01
20	<b>Installation &amp; Commissioning</b>	AU	01
30	<b>AMS for 4 years (bi-annual billing)</b>	NO	08

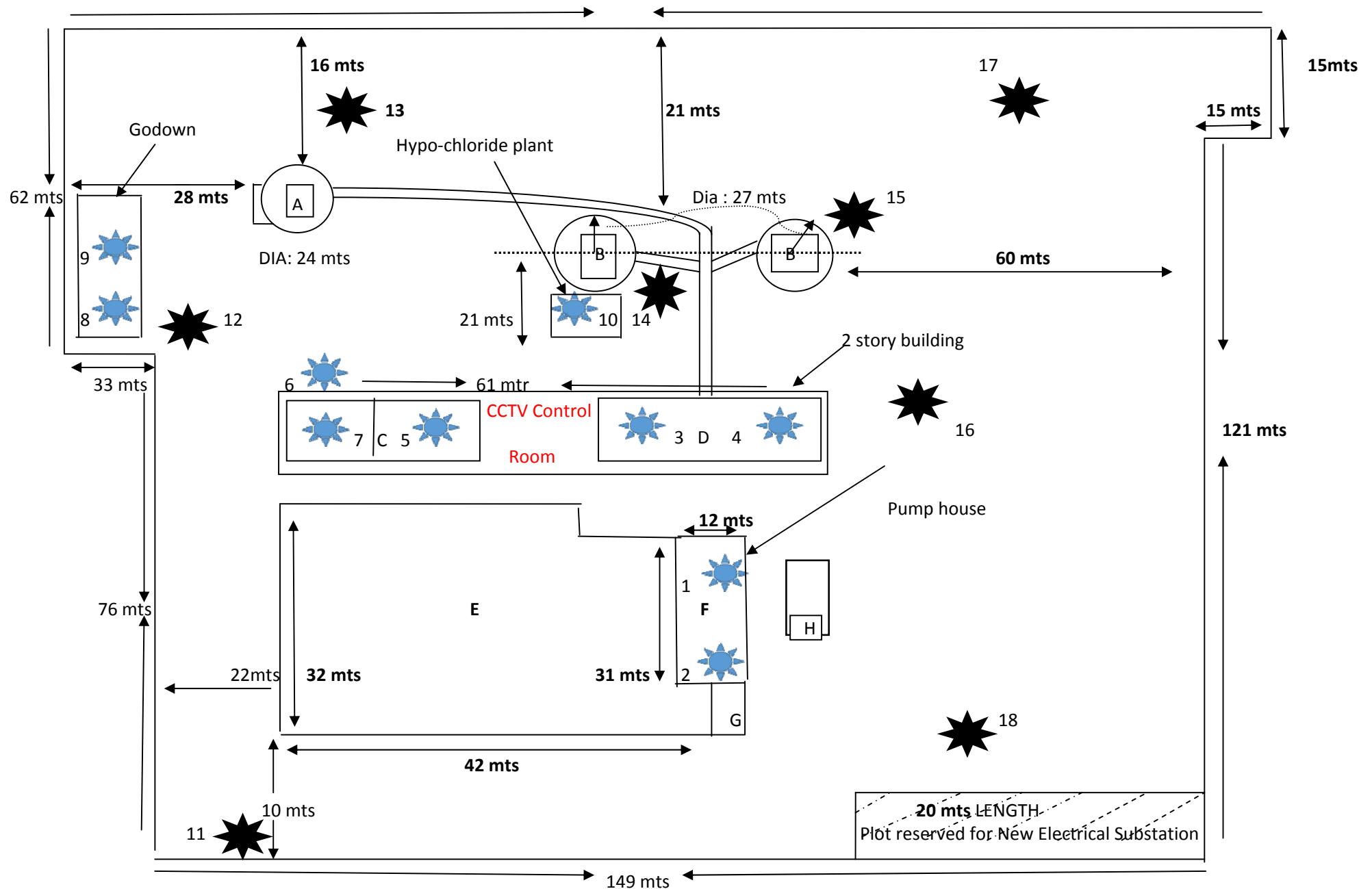
**Tender No. SDI5238P18 DT: 13.07.2018**

**Check List to be Submitted by the Bidder**

<b>Sl No</b>	<b>Tender Clause No.</b>	<b>Particulars</b>	<b>Yes/ No</b>
1	<b>Annexure-IA, Under Clause no VII of Special Notes, Item no 8, Note (i) &amp; (ii)</b>	i) Materials detail of the offered item as per item no 1 to item no 7 in the given format.  ii) Enclosed catalogue from OEM of the offered item	
2	<b>Annexure-IA</b>	Whether complied with all the technical specifications, terms and conditions and other details as specified; as well as uploaded the relevant documents as specified	
3	<b>Bid Rejection Criteria (Technical, Financial and Commercial) under Annexure-CCC</b>	Whether uploaded relevant documents as specified	

# LAYOUT OF THE 4 MGD WATER TREATMENT PLANT:

197 mts



**LEGENDS:** A = Pre Settling Tank

B = Clariflocculators

C = Filter Media Storage Area (Can be dismantled)

D = Filter Bed House.

E = Under Ground Reservoir

F = Filter Water Pump House

G = Diesel Engine Driven Pump House, may be reoriented

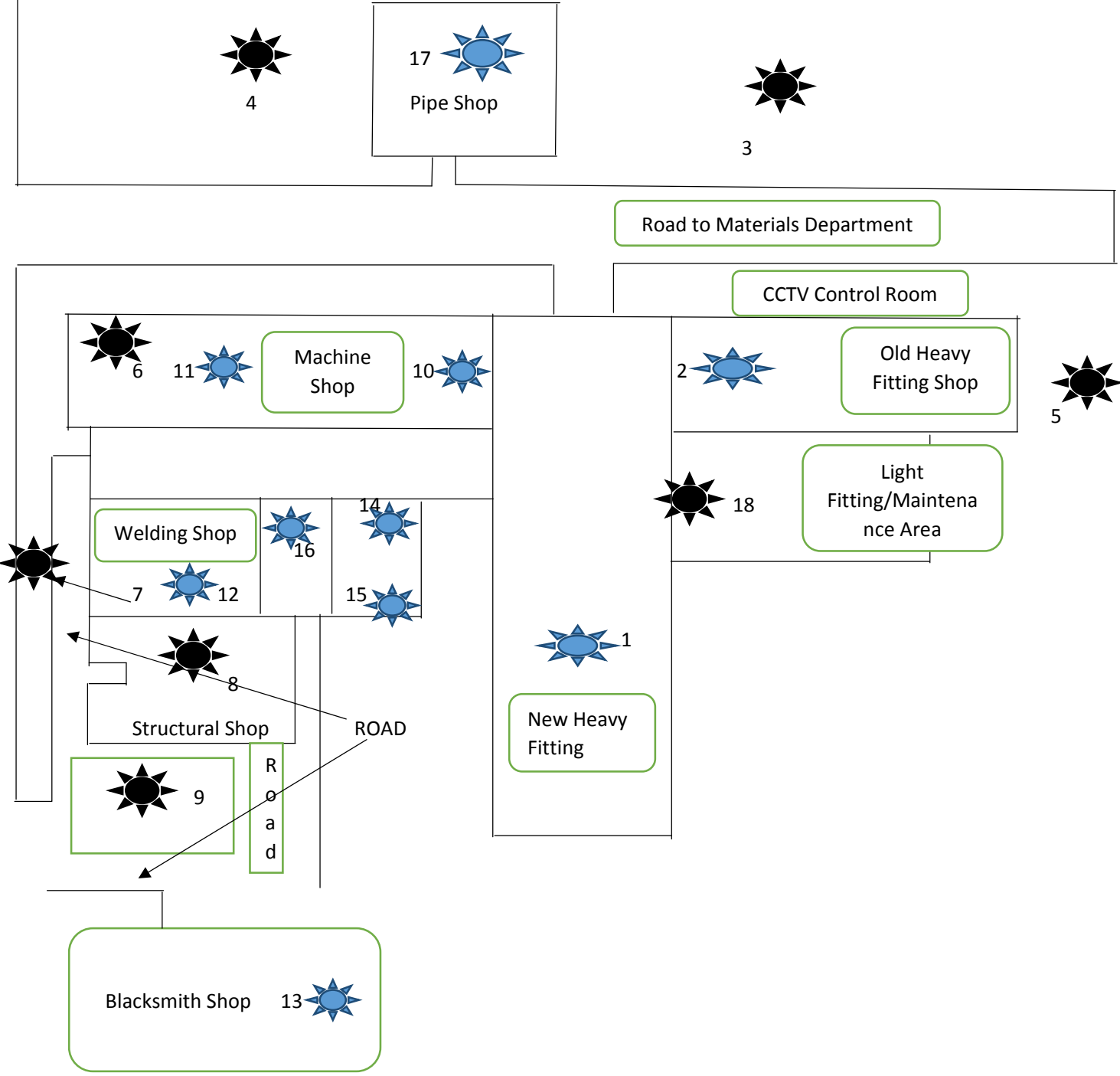
H= Electrical Substation & Material Godown (To be shifted)

## TENTATIVE POINTS FOR INSTALLATIONS OF CCTV CAMERA AT 4 MGD WTP PLANT

(As per the attached schematic layout)

Location no. as shown in the layout	Location	Quantity		Remark
		Out door	Indoor	
1, 2	Pump House	-	2	
3, 4	Filter House /operator room	-	2	
5	Corridor /stair case to JE Room	-	1	
6, 7	Chemical storage/lifting ground floor, first floor	-	2	
8, 9	Godown	-	2	
10	Hypo-chloride plant	-	1	
11	Main entrance from road	1	-	
12	Godown outside	1	-	
13	Presettling tank	1	-	
14, 15	Clariflocculator tank I, II	2	-	
16	Canteen area outside Pump House	1	-	
17	Old security tower area	1	-	
18	Reserved area for electrical substation	1	-	
<b>Total: 18 nos.</b>		<b>8</b>	<b>10</b>	

TITLE: LAYOUT DIAGRAM of CCTV SURVEILLANCE SYSTEM (CWS)



**TITLE: LAYOUT DIAGRAM of CCTV SURVEILLANCE SYSTEM (CWS)**

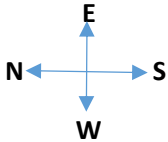
**TENTATIVE POINTS FOR INSTALLATIONS OF CCTV CAMERA AT CWS**

**(As per the attached schematic layout)**

Location no. as per drawing	Location	Quantity		Remark
		Out door	Indoor	
01	New Heavy Fitting shop	-	1	
02	Old Fitting shop	-	1	
03	Scrap yard	1	-	H/F Shop Entry
04	Pipe rack yard	1	-	
05	Old Fitting shop Back side	1	-	
06	Machine shop-drill pipe stack yard	1	-	
07	Area between welding shop and canteen	1	-	
08	Structural shop yard	1	-	
09	Front side of black smithy shop	1	-	
10, 11	Machine shop		2	
12	Structural shop	-	1	
13	Black smithy shop	-	1	
14, 15	Materials store room	-	2	
16	Tool store room	-	1	
17	Pipe shop	-	1	
18	Light fitting/maintenance area	1	-	
Total: 18 nos.		8	10	



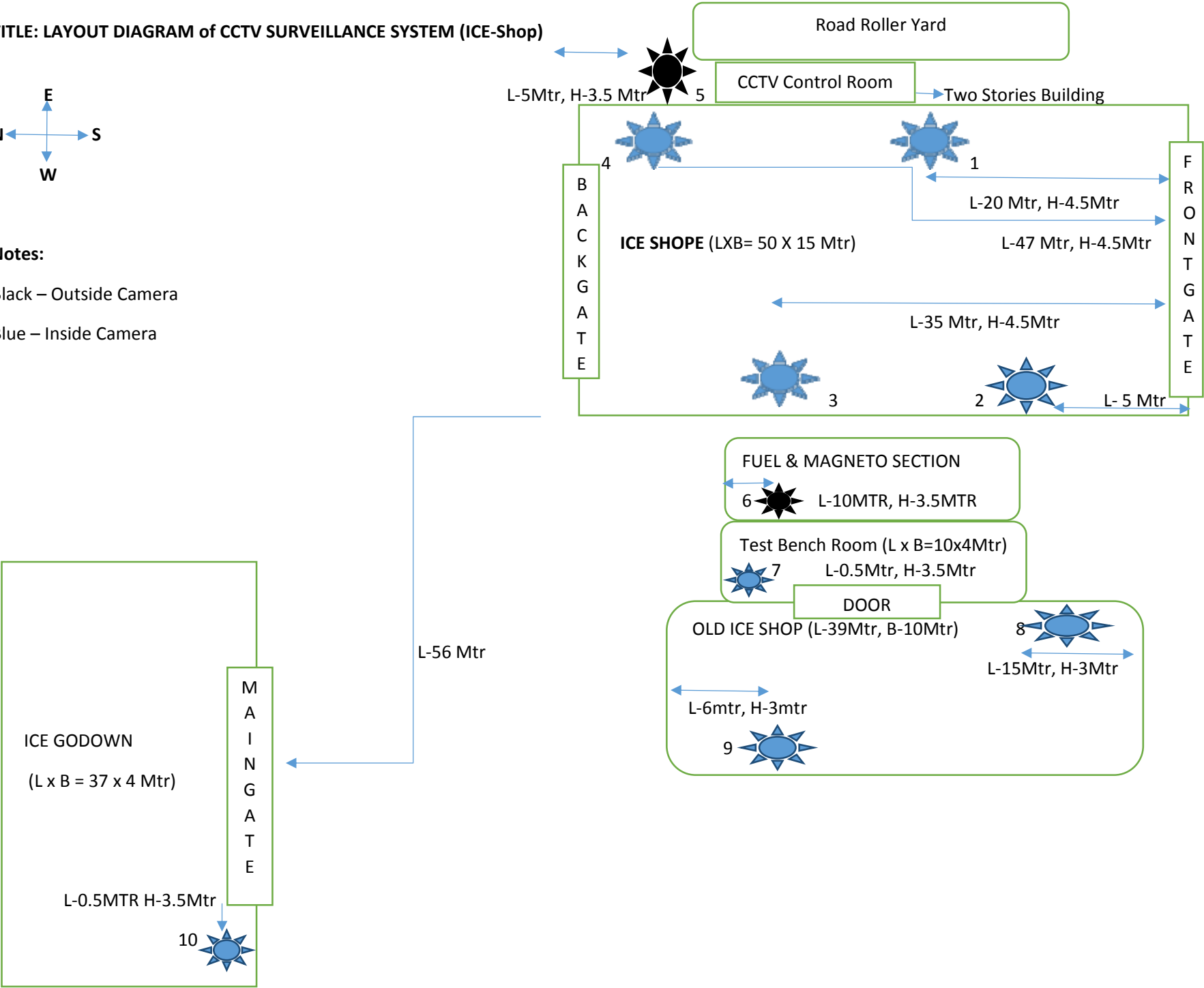
**TITLE: LAYOUT DIAGRAM of CCTV SURVEILLANCE SYSTEM (ICE-Shop)**



**Notes:**

Black – Outside Camera

Blue – Inside Camera



**TITLE: LAYOUT DIAGRAM of CCTV SURVEILLANCE SYSTEM (ICE-Shop)**

**TENTATIVE POINTS FOR INSTALLATIONS OF CCTV CAMERA AT ICE Shop**

**(As per the attached schematic layout)**

Location no. as shown in the layout	Location	Quantity		Remark
		Out door	Indoor	
1, 2,3,4	ICE Shop	-	4	
5	Road Roller Yard	1	-	
6	Fuel & Magneto Section	1	-	
7	Fuel Pump Test Bench Room	-	1	
8, 9	Old ICE Shop	-	2	
10	ICE Godown	-	1	
<b>Total: 10 nos.</b>		<b>2</b>	<b>8</b>	

**Annexure- DDD**

**INTEGRITY PACT**

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

( **Name of the bidder** ).....hereinafter referred to as "The Bidder/Contractor" |

**Preamble :**

The Principal intends to award, under laid down organizational procedures, contract/s for Tender No. **SDI5238P18**. The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organisation "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

**Section 1 - Commitments of the Principal**

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
  2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.
  3. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

## **Section 2 - Commitments of the Bidder/Contractor**

- (1) The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
  1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
  2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
  3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  4. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (2) The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

## **Section 3 - Disqualification from tender process and exclusion from future Contracts**

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the

amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.
1. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

#### **Section 4 - Compensation for Damages**

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to 3 % of the value of the offer or the amount equivalent to Earnest Money Deposit/Bid Security, whichever is higher.
2. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/Performance Bank Guarantee, whichever is higher.
3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

#### **Section 5 - Previous transgression**

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

#### **Section 6 - Equal treatment of all Bidders/Contractor/Subcontractors**

1. The Bidder/Contractor undertakes to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.

2. The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.
3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

#### Section 7 - Criminal charges against violating Bidders/Contractors/ Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

#### Section 8 - External Independent Monitor/Monitors (three in number depending on the size of the contract) (to be decided by the Chairperson of the Principal)

1. The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.
3. The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.
4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

7. If the Monitor has reported to the Chairperson of the Board a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
8. The word 'Monitor' would include both singular and plural.

### **Section 9 - Pact Duration**

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

### **Section 10 - Other provisions**

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

**A. J. SARMAH**  
**MANAGER MATERIALS (IP)**

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For the Principal

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For the Bidder/Contractor

Place. Duliagan.

Witness 1 : .....

Date 14.07.2018 .

Witness 2 : .....|

**Technical Bid Checklist****Annexure-EEE**

Tender No.			
Bidder's Name :			
BEC / TENDER REQUIREMENTS		Compliance by Bidder	
SL. NO.		Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Confirm that validity has been offered as per NIT.		
2	Confirm that Bid Security / Earnest Money has been submitted as per NIT (Wherever Applicable) ?		
3	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable) ?		
4	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable) ?		
5	Confirm that you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)		
6	Confirm that you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.		
7	Confirm that the bid has been signed using Class 3 digital certificate with Organisation's Name as per NIT.		
8	Confirm that you have not taken any exception/deviations to the NIT .		

NOTE: Please fill up the greyed cells only.

(\*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of the purchase order cited above.



**Response Sheet****Annexure-FFF**

Tender No.
Bidders Name

**Bidders Response Sheet**

SI No.	Description	Remarks
1	Place of Despatch	
2	Whether Freight charges have been included in your quoted prices	
3	Whether Insurance charges have been included in your quoted prices	
4	Make of quoted Product	
5	Offered Validity of Bid as per NIT	
6	Bid Security Submitted (if applicable)	
6	Details of Bid Security Submitted to OIL (if applicable)	
	a) Bid Security Amount (In Rs):	
	b) Bid Security Valid upto:	
7	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
8	Integrity Pact Submitted (if applicable)	
9	Whether you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)	
10	Whether you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.	
11	Delivery Period in weeks from placement of order	
12	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
13	If bidder is MSE whether you have quoted your own product	
14	If Bid security submitted as Bank Guarantee, Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager	

**NOTE: Please fill up the greyed cells only.**

(\*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory

**(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETTER HEAD)  
(ALL FIELDS ARE MANDATORY)**

Tender No. :.....  
Name of Beneficiary :M/s.....  
Vendor Code :.....  
Address :.....  
.....  
Phone No. (Land Line) :.....  
Mobile No. :.....  
E-mail address :.....  
Bank Account No. (Minimum  
Eleven Digit No.) :.....  
Bank Name :.....  
Branch :.....  
Complete Address of your  
Bank :.....  
IFSC Code of your Bank  
a) RTGS :.....  
b) NEFT :.....  
PAN :.....  
VAT Registration No. :.....  
CST Registration No. :.....  
Service Tax Registration No. :.....  
Provident Fund Registration :.....

I/We confirm and agree that all payments due to me/us from Oil India Limited can be remitted to our above mentioned account directly and we shall not hold Oil India Limited responsible if the amount due from Oil India Limited is remitted to wrong account due to incorrect details furnished by us.

Office Seal

.....  
Signature of Vendor

Counter Signed by Banker:  
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

- 1) PAN Card
- 2) VAT Registration Certificate
- 3) Service Tax Registration
- 4) CST Registration
- 5) Provident Registration Certificate
- 6) Cancelled cheque of the bank account mentioned above (in original).
- 7) Bank Statement not older than 15 days on the date of submission.