



University of Calcutta

ITEM RATE E-TENDER

**REGISTRAR DEPARTMENT
DARBHANGA BUILDING**

87/1 College Street
Kolkata - 700073

University of Calcutta

Notice Inviting e-Tender

(Bidding through e-tendering mode only)

E-Tender No. : R/307/26

Dated: 01.07.2026

The University of Calcutta invites e-tenders for supply of following ITEMS for the **UNISA Project** from experienced & bonafide firms/ organizations having credential of similar nature of work in any Government/ Semi-Govt./State Aided University/Autonomous Govt. aided Institution.

Name of Work: Supplying and commissioning of 55 inch large format display with movable bracket panel, 4K e-PTZ camera and USB based speaker phone with expansion in Department of Education at Alipore Campus, University of Calcutta.

- 1) **Earnest Money (EMD):** Rs 5100/- only. **(To be deposited Online).**
- 2) No interest will be paid on the EMD (if any).
- 3) **Completion time of the work:** 21 days from the date of issuing work order.
- 4) **Bid Validity Period:** 180 days.
- 5) **Name of the Concerned Department:** Office of the Registrar Department, University of Calcutta.
- 6) **Eligibility criteria for participation in the tender (up to date as on date):**

- The intending bidder must attach the photo-copies of all the relevant documents such as **Valid Trade License in similar nature of work**, P.Tax, GST & Pan and credential for satisfactory completion of **similar nature of job amounting to 75% of the quoted value** in a single tender in the last three (03) financial years in Government, or Government Undertaking or any State Aided University. **Only completion certificate of the work will be considered as Credential of works.** Original documents(**up to date as on date**) may be asked for verification of technical checking on the date of tender opening. Failing to produce original documents, the tender will be rejected.

N.B: – Completion certificate should contain a) Name of work, b) Name and address of Client, c) Amount put to tender, d) Date of commencement of work e) Date of completion of work.

- The bidder must have a registered office at Kolkata or surrounding districts in West Bengal. A copy of the address proof is to be submitted.
- 7) **BOQ for the respective work should be uploaded along with valid trade license, P.Tax, PAN, GST & completion certificate for last 03 financial years (up to date as on date).**
 - 8) Consortium is not allowed and No Partial Quote will be accepted.

- 9) **Time Extension:** Time is the essence of the contract, generally no time of extension will be allowed. But, in case of Force Majeure, the extension of time may be considered on the basis of actual situation and subject to consideration of the Tender Inviting Authority.
- 10) **Liquidated damage:** Liquidated damage will be charged to the contractor, if they fail to complete the work within the stipulated time as per contract@0.01% per day to a maximum limit of 10 % of the contract value.
- 11) **Defect& Liability Period:** The defect & liability period will be for a period of **manufacturer guarantee** from the date of completion of the job. Any defects pointed out during said period has to be mending good damages by the agency at their own cost failing which the retention money will be forfeited.
- 12) **No extra payment will be paid beyond the tendered amount.**
- 13) The Tender Inviting Authority reserves the right to accept or reject any tender without assigning any reasons.
- 14) **The intending bidder must quote all item/s rate on the BOQ, failing which his/her tender, will be cancelled. The Bidder should inspect the site for the mentioned work before bidding of the tender.**

Technical Specification for USB Based Video Conferencing Systems

SN	Particulars	Unit	Qty.	Make
1	SITC of Large Format Display Size- 55" (Warranty 03 year).	No.s	1	PANASONIC/DE LTA/SONY or Equivalent
2	SITC of OPS- i5,12 Gen, 16GB RAM, 512 SSD, Win 11Pro, Power adapter (Warranty on OPS is 03 year and rest are 1 year).	No.s	1	ATDSC/DELL /HP or Equivalent
3	Supply, Installation, Testing and Commissioning of USB based : 4K Resolution. Auto Framing; EPTZ with 10X Digital Zoom, 2 Builtin Microphone supporting advance echo cancellation. View Angle 126° (D) / 120°(H)/ 85°(V), f-2.72mm; F2.5, DNR 2D &3D DNR, White Balance :Auto/Manual/One push 3000K / 3500K / 4000K / 4500K / 5000K / 5500K / 6000K / 6500K /7000K; Focus : Should be Auto/Manual/One Push; Exposure : Auto/Manual; Backlight Contrast On/Off; SNR : >55 dB; Video Compression : YUY2, MJPG, H.264, H.265; Interface: USB, Supports USB Audio; USB Protocol UAC, UVC (Warranty on Auto Framing 4K e-PTZ camera is 03 year).	No.s	1	ATDSC/POLYCOM/CISCO or Equivalent

4	SITC of USB Based Speaker phone: Anti-fouling and flame-retardant, Should be IP7 waterproof coating which should effectively prevent water splashing. Should have Built-in 4-microphone array structure, It should have 360-degree omni directional pickup, Should support Pickup radius of 6 meters, Should support Full-duplex deep echo cancellation with more than 65 DB. Should have Echo cancellation length ≥ 500 ms, 48k wide band voice call HD technology, Intelligent mixing, dynamic noise suppression, Automatic direction finding technology, automatic gain technology. It should have Line In, 3.5 mm analog interface to connect mobile phone, video conference terminal and other devices that do not support USB. The speaker system should adopts multi-core digital unit and should have volume upto 85dB 16- level speaker volume with digital adjustment.; Should have Acoustic echo cancellation (AEC) depth 65dB, Should have Echo length ≥ 500 ms, Should have Two -way noise compression below 25dB, Should have Automatic Direction finding technology of intelligent microphone, Should have Automatic gain control technology, Should have Microphone Frequency Response : 100HZ-22KHZ , Speaker Frequency Response : 100HZ-22KHZ, Speaker Volume : Maximum 87dB; Pickup range: 6M & 360°, The Main Microphone should have Line In/Out with 3.5mm audio in/out interface , RJ45 Network Port to connect extended microphone , USB Interface Type B audio in/out interface, Power switch, 4 Microphones, 15 Watt Speaker, Volume button Decrease/Increase Volume , Bluetooth button Turn On/Off Bluetooth , Off/On hook button, Microphone mute button to Turn On/Off microphone; Bluetooth Yes, Built-in battery : Built-in 5200mA battery, working duration more than 8 hours. Standby time 90 days, USB : Same USB port for PC/Laptop connectivity and Power; Should have the provision of Expansion Microphone to be connected through daisy chain method with main unit and should have RJ45 network port to connect with main microphone and should draw power too from the main unit. (Warranty on Battery is 01 year and rest 3 year).	No.s	1	ATDSC/YAMAHA/CLEARONE or Equivalent
5	SITC of Cable & Connectors	Lot	1	
6	Installation, testing and training charges	Job	1	

Specification for 55" Large Format Displays

Parameters	Smart Display Features
Screen Size (Diagonal) Minimum (cm)	55"
Panel Technology	IPS
Orientation	Landscape & Orientation
Native Resolution (Pixels)	3,840 x 2,160 (4K UHD)
Aspect Ratio	16:09
Brightness (Nits) Minimum	400 nits
Native Contrast Ratio (Minimum)	1100:01:00
Viewing Angle (Horizontal:Vertical)	178/178
Response Time (milli seconds)	8ms
Wattage of Speakers	Built in Speaker(10W + 10W)
Processor	Cortex-A55 x4, 1.1GHz, Mali G31 MP2, Open GL ES3.2
Input	HDMI 1.4 (2), USB 2.0 (2), HDCP 2.2
Output	Stereo mini Jack
Duty Cycle	24x7

Special Features Inbuilt SOC OS	Bluetooth, Built-In WI-FI, 16 GB Inbuilt Memory, 2 GB RAM, Built In Android 14 OS, Google TV
On Site OEM Warranty (Year)	3 years
Certificates	BIS & MII

Terms and Conditions for Bidder Eligibility & Compliance

- **Installation & Commissioning:** The items are to be installed and commissioned up to a fully operational, running condition.
- **Warranty Certification:** A warranty certificate must be submitted on the Original Equipment Manufacturer (OEM) letterhead. A URL to validate the warranty online must also be provided.
- **Technical Compliance:** Technical compliance documents must be submitted on the OEM's official letterhead.
- **Local Service Presence:** The OEM must have a functional service center in or around Kolkata. Because extensive servicing is involved, this requirement is strictly mandatory.
- **Manufacturer Authorization:** Bidders must submit a Manufacturer Authorization Form (MAF) from the respective OEMs for all major components of the solution (Display, OPS, Camera, Microphone, and Speaker) authorizing the bidder to participate in this specific tender.
- **Back-to-Back Support:** Submit a letter from the respective OEMs ensuring back-to-back hardware and software support for the **OPS, Camera, Microphone, and Speaker**.
- **Business Vintage:** The Manufacturer or Bidder must have been in the same line of business in India for more than 3 years. This must be supported by a Certificate of Registration issued under the Companies Act by a competent authority.
- **Technical Evaluation Documents:** For the technical evaluation phase, the Manufacturer or Bidder must submit product catalogues, datasheets, and other supporting documents detailing the complete technical specifications of the proposed solution.
- **Performance Track Record:** There should be no history of complaints against the Manufacturer or Bidder for poor performance regarding previously supplied equipment.
- **Complete Bidding Mandatory:** Bidders are required to quote for all the products specified in the Tender. Partial bids will be summarily rejected.

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University of Calcutta

INSTRUCTIONS TO BIDDERS

Earnest Money (EMD):- Intending bidders are requested to deposit Rs. 5100/- online through his net banking enabled bank account, maintained at any bank or: offline – through any bank generating NEFT/RTGS challan from the e-tendering portal. Intending bidder will get the beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.

For getting exemption of EMD: - Bidders are requested to upload the relevant NSIC / MSME Registered Certificate against each item work for getting exemption of EMD, failing which their Tender will be rejected. For that they need to select the EMD page as Yes and provide the exemption type as fixed and put the actual EMD amount in Rupees and upload the exemption document.

(Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires considerable time for processing of Payment of EMD.)

N.B.: During evaluation of the tender, the bidder may be requested to produce original hard copy of any of the documents for verification, failing which his/her tender will be liable to rejection.

Important Dates:

Sl. No.	Items	Publishing Date (s)
1	Date of uploading of N.I.T. & Tender documents (online) from this end	01.07.2026, 06:00 P.M
2	Documents downloading, Starting date (online)	01.07.2026, 06:00 P.M
3	Bid submission, starting date (online)	01.07.2026, 06:00 P.M
4	Bid submission, closing date (online)	09.07.2026, 01:00 P.M
5	Bid opening date for Technical Proposal (online)	11.07.2026, 01:00 P.M
6	Date of uploading of the list of Technically qualified Bidder (online)	To be communicated later
7	Date and Place for opening of Financial Proposal (online)	To be communicated later
8	Date of uploading of the list of bidders along with the approved rate	To be communicated later

Instructions / guidelines for electronic submission of tenders have been annexed for assisting the contractors to participate in e- tendering.

- I. Registration of Bidder:** - Any bidder willing to take part in the process of e –tendering will have to be enrolled & registered with the Government e – Procurement system through logging on to <https://wbtenders.gov.in>. The bidder is to click on the link for e – Tendering site as given on the web portal.
- II. Digital Signature Certificate (DSC):** - Each bidder is required to obtain a class - II or class – III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider.
- III. Collection of Tender documents:** - The bidder can search & download NIT & Tender documents electronically from computer once he/she logs on to the website mentioned in Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender documents.
- IV. Cost of Earnest Money (EMD)**

Earnest Money (EMD) Quoted INR
Rs. 5100/- (To be deposited Online)

V. Submission of Tenders:-

- a. General process of submission:** - Tenders are to be submitted through online to the website <https://wbtenders.gov.in> in two folders at a time for each work, one is Technical bid and other is Financial Bid, before the prescribed date and time using the Digital Signature Certificates.
- b. Technical Bid:-** Technical Bid contains scanned copies of the followings further in two covers (folder)
- c. Online bid submission (Bidder/Contractor) process in <https://wbtenders.gov.in> portal,** download the pdf file.

VI. Statutory Cover Containing

- i. For NIT and Corrigendum if any (Download the NIT and upload the same by through digital signature).

VII. NON-STATUTORY DOCUMENTS containing the following documents (Up to date as on date):

Sl.No.	Category	Sub Category	Sub-Category Description
A.	Certificates	Certificates	1. PAN Card
			2. Professional Tax Registration Certificate
			3. GST Registration Certificate
			4. Valid Trade License in similar nature of job.
			5. NSIC / MSME Registered Certificate for getting Exemption of EMD.
			6. For non-registered organizations under NSIC/MSME, EMD documents are to be enclosed.
B.	Credential	Credential for satisfactory completion of similar nature of job amounting to 75% of the quoted value in a single tender in the last three (03) financial years in Government, or Government Undertaking or any State Aided University. Only completion certificate of the work will be considered as Credential of works.	
C.	Financial Information	P/L AND BALANCE SHEET FOR LAST 03 (three) FINANCIAL YEAR.	

Note: Failure to submit any of the above-mentioned documents will result in the rejection of the tender.

VIII. Financial Bid:- BOQ in INR (in excel sheet)

i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The Bidder has to quote the rate through online in the space marked for quoting rate in the BOQ.

ii) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

IX. Opening & Evaluation of Tender:-

Opening of Technical Bid:

i) Technical bid will be opened by the Central Tender Committee. Intending bidders may remain present if they so desire. Statutory Cover (folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there be any deficiency in the Statutory & Non statutory documents the tender will summarily be rejected.

ii) Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the evaluation committee.

iii) List of technically qualified bidders would be uploaded.

NB: During evaluation, the Tender Committee may invite the bidders and seek clarification, information, additional documents, or the original hard copy of any document already submitted. In the event of any anomaly or deviation in this regard, their tender will be rejected.

X. Opening and evaluation of Financial Bid:

The financial bids of the bidders declared technically eligible by the Committee will be opened electronically from the web portal on the prescribed date and time.

XI. Penalty for suppression / distortion of facts:

The submission of false documents by a bidder is strictly prohibited and will result in the rejection of their tender and the blacklisting of the bidder.

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GENERAL TERMS AND CONDITIONS OF THE CONTRACT

1. Refund of Earnest Money Deposit (EMD): Earnest Money Deposit (EMD) furnished by all unsuccessful bidders should be returned to them without any interest whatsoever, at the earliest after the expiry of the final bid validity period but not later than forty five days after the award of the contract.

Earnest Money Deposit (EMD) of the successful tenderer should be returned, without any interest whatsoever, after receipt of performance security Deposit from him as stipulated in the contract.

2. Forfeiture of Earnest Money Deposit (EMD): Earnest Money Deposit (EMD) of a tenderer shall be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of his tender. Further, if the successful tenderer fails to furnish the required performance security within the specified period, his Earnest Money Deposit (EMD) shall be forfeited.

3. Security Deposit : The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as **Security Deposit**. This will be released after a period of six months from the date of completion of the work on application.

4. Refund of Performance Security: Performance Security will be refunded to the contractor without any interest, whatsoever, after he/she duly performs and completes the contract in all respects but not later than sixty days of completion of all such obligations under the contract.

5. Forfeiture of Performance Security deposit : Performance security will be forfeited and credited to University of Calcutta in the event of a breach of contract by the tenderers, in terms of the relevant contract.

6. Verification of the Bank Guarantees: Bank Guarantees submitted by the tenderers as Earnest Money Deposit (EMD)/Performance Security need to be immediately verified from the issuing bank before its acceptance, through written communication.

7. Materials brought to the site for the execution of the work must not be removed from the site without the prior permission of the Office of the Registrar, University of Calcutta.

8. The University is not bound to accept the lowest bid and reserves the right to reject any or all bids without assigning any reason.

9. The bidder must obtain the necessary instructions regarding the execution of work from the Office of the Registrar, University of Calcutta.

10. After the work order is issued to the successful tenderer, if they fail to commence or are unable to complete the work, their EMD and Performance Security amount will be forfeited and no claim will be entertained.

11. Termination Clause:

- i. **Failure to supply and commission** the items as per the work order within the stipulated time will result in the **cancellation of the contract** and forfeiture of the EMD, except under the application of the Force Majeure clause.
- ii. If any deviation in quality or specification from the stipulated **Bill of Quantities (B.O.Q.)** is observed, the work order will be cancelled and the EMD will be forfeited.

12. Force majeure Clause: If the work(s) be delayed for the following reasons:-

Due to war, internal emergency and other conditions such as abnormally bad weather, flood, cyclone natural calamity or serious loss or damage by fire or civil commotion, the contractor shall immediately give notice thereof in writing to the Central Tender Committee but shall nevertheless use constantly his/her best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Central Tender Committee to proceed with the works.

13. Rejection of Bid:

The Tender Committee reserves the right to accept or reject any Bid, to cancel the Bidding process, and reject all Bids at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Tender Committee's action.

14. Mode of payment: -

Upon successful completion of the work specified in the original or any subsequent work order, triplicate bills (RA/Final bill)—duly checked and verified by the concerned department along with a completion certificate—must be submitted to the office of the undersigned.

Sd/-
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