

GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF IT & COMMUNICATION
DIGITAL CELL, ROOM.NO.107, BLOCK NO.1, FIRST FLOOR
A.P.CIVIL SECRETARIAT: ITANAGAR

No. DIT/238-2019

Dated Itanagar, the 4th March' 2019

Notice Inviting Request For Proposal (RFP)

State Council for IT & eGovernance, Dept of IT & Communication invites proposals from reputed Firms/Organizations for "Online Webcasting and Offline Recording of Polling Stations of Arunachal Pradesh for General Election 2019". The Bids should be submitted only through eTender portal <https://arunachaltenders.gov.in> not later than 17th March 2019 at 16:00 Hrs.

The Technical proposal will be opened on 18/03/2019 at 11:00 Hrs, eligible parties will be required to make Technical Presentations on 18/03/2019 at 14:00 Hrs and Financial Bids of technically qualified bidders will be opened on 18/03/2019 at 15:30 Hrs. The interested bidders are requested to see the eTender Portal for updates in this regard.

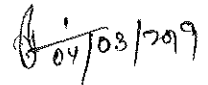
Sd/-Neelam Yapin Tana
Director Cum Member Secretary,
State Council for IT & eGovernance
Department of IT & Communication

Memo No. DIT/238-2019

Dated Itanagar, the 4th March' 2019

Copy to:

1. The CEO, Govt. of Arunachal Pradesh, Itanagar for kind information please
2. The Secretary, IT & Communication, Govt. of Arunachal Pradesh for kind information please
3. The Special Secretary, IT & Communication, Govt. of Arunachal Pradesh for kind information please
4. The Director, IT & Communication, Govt. of Arunachal Pradesh
5. The Jt. Director, IT & Communication, Govt. of Arunachal Pradesh
6. Shri Dodum Tachang, TA, IT & Communication for publishing in eTender Portal
7. The Content Manager, State Portal for publishing on State Portal.
8. Office copy.



Yater Pari, ADIT
For, Director Cum Member Secretary,
State Council for IT & eGovernance
Department of IT & Communication

**Office of the Chief Electoral Officer
Government of Arunachal Pradesh**

RFP for Online Webcasting and Offline Recordings of Polling Stations of Arunachal Pradesh for General Election 2019

Tender Reference

DIT/238-2019

Date: 4th March 2019

Bidder's Signature & Stamp

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Bidder's Signature & Stamp

Acronyms used in the Document

BG	Bank Guarantee
CEO	Chief Electoral Officer
DEO	District Election Officer
DD	Demand Draft
ECI	Election Commission of India
EMD	Earnest Money Deposit
HD	High Definition
INR	Indian Rupees
IT	Information Technology
IP	Internet protocol
LD	Liquidated Damage
LOA	Letter Of Acceptance
LOI	Letter of Intent
PS	Polling Station
RO	Returning Officer
SD	Security Deposit
SPOC	Single Point of Contact

Bidder's Signature & Stamp

Letter of Undertaking

To,

The Director (Dept of IT & Communication)
Govt of Arunachal Pradesh,
Itanagar

Sub: Undertaking for participating in the Tender for Online Webcasting and Offline Recordings of Polling Stations for General Election 2019 -Reg.

Ref: Tender No.....

Sir,

I/We-----have gone through the Terms and Conditions, Scope of Work and Specification and will abide by them as laid down in the Tender Documents, Technical bid and Price Bid.

I/We ----- hereby confirm that our Company was not blacklisted by any State Government/ Central Government/ Public Sector Undertaking during the last three years. We also hereby confirm that our EMD/ SD was not forfeited by any State Governments / Central Government / Public Sector Undertakings during the last three years due to our non-performance, non-compliance with the tender conditions etc.

I/We ----- hereby declare that all the particulars furnished by us in this Tender are true to the best of my/our knowledge and we understand and accept that if at any stage, the information furnished is found to be incorrect or false, we are liable for disqualification from this tender and also are liable for any penal actions that may arise due to the above.

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I/We ----- certify that no refurbished components are used for the Provision for Webcasting of Polling Stations for General Election 2019. The tendered items to be delivered under this contract are certified as genuine and valid.

I/We certify that we are liable and responsible for any disputes arising out of the Intellectual Property Rights.

In case of violation of any of the conditions above, I/We understand that I/ We are liable to be blacklisted.

Yours
faithfully for
Name
Signature
Designation
Seal

Note:

- 1) Declaration in the company’s letter head should be submitted as per the format given above.

Bidder'sSignature&Stamp

1. Preamble

As the usefulness of live – recording is well established for effective monitoring of Poll in the Polling Stations, without compromising the secrecy of voting, the Election Department, Government of Arunachal Pradesh has proposed that live Web-Streaming of poll proceedings may be taken up in the polling stations in the Districts, using IP based Web/HD camera and connectivity of either 4G/3G/2G etc. based on local availability and wherever not feasible; by Videography, for the upcoming General Election 2019 in line with the directions of the Election Commission of India. The actual number of Polling Stations in which the webcasting would be taken up is at **Annexure-A**.

In view of the above, the Dept of IT & Communication invites bids from the suitable bidders for the Tender towards Online Webcasting and Offline Recordings of Polling Stations in Arunachal Pradesh for the upcoming General Election 2019 as per the Technical specifications and terms and conditions, as given in this Tender document.

The Successful Bidder of this tender shall be required to work closely with the Officials of the office of the Chief Electoral Officer and the District Election Officers (the Client) concerned to complete the work required, up to their satisfaction.

Bidder's Signature & Stamp

Definitions used in the eTender Document:

1	Agreement	Means the document signed by the Dept of IT & C, CEO Office and the Bidder (Tripartite Agreement) shall incorporate any final corrections or modifications to the tender; and is the legal document binding on both the parties to all terms and conditions of the Contract.
2	Bid	Means the complete bidding document submitted by the Bidder to the Authority and shall include any corrections, addenda and modifications made therein in accordance with the terms and conditions of tender.
3	Bidder	Means the party who makes a formal offer in pursuance of the tender floated.
4	Day	A day means a calendar day
5	Invitation of Bid	Means the advertisement published in accordance with the legal requirements or notifications by other mean to prospective Bidders of the forthcoming opportunity to Bid for the Contract.
6	Letter of Acceptance	Means the formal acceptance of the bid of the Successful Bidder by the Authority
7	Lowest Tender	Means the tender which, on evaluation, is found to be the most beneficial to the procuring entity in financially quantifiable terms.
8	Payment	Means the amount payable based on the tendered items as per the agreement.
9	Period	Means entire term of the Contract
10	Successful Bidder	Successful Bidder means the Bidder who becomes successful through the tender process.
11	GST	GST will be paid at actuals as applicable

Bidder's Signature & Stamp

2. eTender Schedule

OFFICE OF THE CHIEF ELECTORAL OFFICER ARUNACHAL PRADESH, ITANAGAR

Sl. No	Information	Details
1.	Tender No.	DIT/238-2019
2.	Name of work	RFP for Online Webcasting and Offline Recordings of Polling Stations of Arunachal Pradesh for General Election 2019
3.	Bid validity	150 Days from the last date of submission of Bid.
4.	Last date for receipt of Pre-Bid Queries	11/03/2019 14:00 Hrs.
5.	Pre-Bid Meeting	11/03/2019 15:00 Hrs.
6.	Last date of Bid Submission	17/03/2019 16:00 Hrs.
7.	Opening of Technical Bid	18/03/2019 11:00 Hrs.
8.	Technical Presentations	18/03/2019 14:00 Hrs.
9.	Opening of Financial Bid	18/03/2019 15:30 Hrs.
10.	Place, Time and venue of the opening of Technical Bid	1. Opening of Technical Bid on 18/03/2019 11:00 Hrs. in the office chamber of Director IT & C, Block I, Civil Secretariat, Itanagar 2. Technical Presentations on 18/03/2019 14:00 Hrs. in the office chamber of Director IT & C, Block I, Civil Secretariat, Itanagar
11.	Place, Time and venue of the opening of Financial Bid	Opening of Financial Bid on 18/03/2019 15:30 Hrs. at the office chamber of Director IT & C, Block I, Civil Secretariat, Itanagar
		Two Part Tender comprising of Technical Bid and Price Bid should be submitted

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12.	Tender Submission	ELECTRONICALLY At Stage-1–Technical Bid, Stage-2-Price Bid. Tenders received after the due date and time will be summarily rejected.
13.	Tender documents	Tender documents can be downloaded from https://arunachaltenders.gov.in
14.	Cost of Tender document	Rs. 1,500/- in the form of Demand Draft drawn in favour of “ Director/Member Secretary, State Council for IT & eGovernance ” and payable at Itanagar only.
15.	EMD	Rs 1,00,000/-(Rupees One Lakh only) for APST and Rs. 2,00,000/- (Rupees Two lakh only) for General , should be paid by way of Demand Draft drawn in favour of “ Director/Member Secretary, State Council for IT & eGovernance ” and payable at Itanagar only.

3. General Instructions

3.1 General

- a) The Bidders are requested to examine the instructions, terms and conditions and specifications given in the Tender. Failure to furnish all required information in every respect will be at the Bidder's risk and may result in the rejection of bid.
- b) It will be imperative for each Bidder(s) to familiarize himself/ themselves with the prevailing legal situations for the execution of contract. The Dept of IT & Communication shall not entertain any request for clarification from the Bidder regarding such legal aspects for submission of the Bids.
- c) It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bids and no claim whatsoever including those of financial adjustments to the contract awarded under this tender will be entertained by the Dept of IT & Communication. Neither any time schedule nor financial adjustments

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arising thereof shall be permitted on account of failure by the Bidder to apprise himself.

d) The Bidder shall be deemed to have satisfied himself fully before Bidding as to the correctness and sufficiency of its Bids for the contract and price quoted in the Bid to cover all obligations under this Tender.

e) It must be clearly understood that the Terms and Conditions and specifications are intended to be strictly enforced. No escalation of cost in the Tender by the Bidder will be permitted throughout the period of Agreement or throughout the period of completion of contract whichever is later on account of any reasons whatsoever.

f) The Bidder shall make all arrangements as part of the contract to **supply, commission and train** the beneficiaries at various locations at their own cost and transport.

g) The Bidder should be fully and completely responsible to the office of the CEO and the DEOs for all the deliveries and deliverables.

3.2 Clarifications in the Tender

a) A prospective Bidder requiring any clarification in the Tender may notify office of the Director/Member Secretary, State Council for IT & eGovernance by letter or by E-mail as per the Format prescribed in **Appendix – 3** to **ditcom.govap@gmail.com**. We encourage paper free e-mail communication.

3.3 Amendments to the Tender

a) Before closing of the Tender, clarifications and amendments if any will be notified in the websites mentioned in the Tender Schedule. The Bidders should periodically check for the amendments or corrigendum or information in the websites till the closing date of this Tender. The office of the Dept of IT & Communication will not make any individual communication and will in no way be

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responsible for any ignorance pleaded by the Bidders.

- b) No clarifications will be offered by the office of the Dept of IT & Communication within 48 hours prior to the due date and time for opening of the Tender.
- c) Before the closing of the Tender, the office of the Dept of IT & Communication may amend the Tender document as per requirements or wherever the office of the Dept of IT & Communication feels that such amendments are absolutely necessary.
- d) Amendments also may be given in response to the queries by the prospective Bidders.
- e) Such amendments will be notified in the website mentioned in the tender schedule.
- f) The Dept of IT & Communication at its discretion may or may not extend the due date and time for the submission of bids on account of amendments.
- g) The office of the Dept of IT & Communication is not responsible for any misinterpretation of the provisions of this tender document on account of the Bidders failure to update the Bid documents on changes announced through the website.

3.4 Language of the Bid

The bid prepared by the Bidder as well as all correspondence and documents relating to the bid shall be in English only.

3.5 Bid Currency

Price should be quoted in Indian Rupees (INR) only and Payment shall be made in Indian Rupees only.

3.6 Contacting Tender Inviting Authority

- a) Bidders shall not make attempts to establish unsolicited and unauthorised contact with the Tender Inviting Authority, Tender Scrutiny Committee, Tender Accepting Authority, after the opening of the Tender and prior to the notification of the Award and any attempt by any Bidder to bring in extraneous pressures on the Tender

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- Accepting Authority shall be sufficient reasons to disqualify the Bidder.
- b) Notwithstanding anything mentioned above, the Tender Inviting Authority or the Tender Accepting Authority may seek bonafide clarifications from the Bidders relating to the tenders submitted by them during the evaluation of tenders.

3.7 Force Majeure

Neither the Purchaser / the Dept of IT & Communication nor the Successful Bidder shall be liable to the other for any delay or failure in the performance of their respective obligations due to causes or contingencies beyond their reasonable control such as:

- Natural phenomena including but not limited to earthquakes, floods and epidemics.
- Acts of any Government authority domestic or foreign including but not limited to war declared or undeclared, priorities and quarantine restrictions.
- Accidents or disruptions including, but not limited to fire, explosions, breakdown of essential machinery or equipment, power and water shortages.
- Non holding of Polls in selected booths and decision of Election Commission of India not to have live recording.

4. Qualifying Criteria

The Bidders should have the following Qualifying Criteria for participating in the Tender. The Bidders should enclose documentary evidence for fulfilling the Eligibility Criteria in the Technical Bid.

Sl.No	Qualifying Criteria	Supporting documents for fulfilling the Qualifying Criteria
	Bidder should be a registered	a) Copy of the Registration with Taxation Bidder's Signature & Stamp

1.	entity with Department of Taxation/Registrar of Companies registered in India under the Companies Act 1956 or 2013. Bidder should have been in the Information Technology/ IT enabled services/ Telecommunication business/ Video Recording Services/Internet Service Provider for 4 (four) Years as on 31/12/2018.	Department/ Certificate of incorporation should be submitted. b) Copy of the work order dated on or before 31.12.2018 obtained from the customer or Agreement signed dated on or before 31.12.2018 with the customer for any IT services should be submitted.
2.	Bidder should have requisite manpower consisting of requisite expertise	List of manpower including qualification and experience relevant in the field duly certified by HR
3.	Bidder should have an average annual turnover of Rs. 1.00 Crore and above in the last three (2015-2016, 2016- 2017, 2017-2018) audited financial years.	a. Copies of the Audited balance sheet for the last 3 financial years should be submitted. b. Certificate from the Chartered Accountant should be enclosed with positive Net worth in the last three financial years of 2015-2016, 2016-2017 and 2017- 2018. c. Copy of the ITR for the last 3 years should be submitted.
4	The Bidder should not hold any sanction/ black-listing by any Government/ Quasi government agency or any Multi-Lateral Donor Body (World Bank, ADB, JICA, etc.) during the past 3 years	Self-declaration Certificate should be submitted.
5	The Bidder should be at least ISO 9001:2008 and should have at least applied for ISO 27001:2015/27001:2011.	Certificate from authorised agency.

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6	The Bidder should have at least one Single order for a value of Rs.1 Crore in the last three years	Copy of said order.
7	The Bidder should have at least (15) Fifteen sufficiently skilled personnel having requisite experience	Self declaration on the company letter head along with EPF Account details of personnel in respect of current year to be provided. In case of a Company having personnel drawing much higher remuneration than above PF ceiling, the declaration with list of personnel may be provided.
8	The Camera specification should be as per ECI Guidelines	IP based web camera should have facility of local recording, with minimum of 3 Megapixel camera resolution. The camera should have night vision capability, wide angle with 30/ 170 degrees coverage. The camera should be having capability of 10x zooming. The camera should have minimum illumination of .05lux. The camera should support 16-4096 Kbps code rate, support constant bit rate/variable frame rate of up to 30 fps. Image Control: Backlight compression, Automatic white balance, 3D digital noise reduction. The display should be supported is 1920x1080.

Important Note:

- 1) Bidders should ensure that they have submitted all the required proof of documents self-attested and signed with seal as specified in the Tender document without fail. Bids received without the supporting documents to prove their eligibility are liable for rejection. Bidder must be in a position to produce original for verification as and when demanded by the office of Dept of IT & Communication, failing which, such of those documents will not be considered.
- 2) The office of Dept of IT & Communication reserves the right to verify the

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Authenticity and Veracity of any documents submitted for Eligibility criteria.

5. Bid Preparation and Submission

5.1 Cost of Bidding

The Bidders should bear all the costs associated with the preparation and submission of Bids. Dept of IT & Communication will in no way be responsible or liable for these charges/costs incurred regardless of the conduct or outcome of the bidding process.

5.2 Tender Document Fee

Rs. 1500/- (Rupees One Thousand Five Hundred) only, in the form of Demand Draft drawn in favour of "Director/ Member Secretary, State Council for IT & eGovernance" and payable at Itanagar only.

5.3 Earnest Money Deposit(EMD)

- a) An EMD amount as specified in the Tender Schedule should be paid by way of Demand Draft drawn in favour of "Director/ Member Secretary, State Council for IT & eGovernance" payable at Itanagar. The Demand Draft should be deposited physically at the office of Director /Member Secretary SCITeG before the date and time of opening of the Tender. The EMD in the form of Bank Guarantee is not acceptable.
- b) The EMD of the unsuccessful Bidders will be returned at the expense of the Bidders within a reasonable time consistent with the rules and regulations in this behalf. The EMD amount held by the office of Dept of IT & Communication till it is refunded to the unsuccessful Bidders will not earn any interest thereof.
- c) The EMD amount of the Successful Bidder can be converted as part of the Security Deposit (SD) for successful execution of the work and will be returned only after the successful fulfillment of the Contract.
- d) The EMD amount will be forfeited to Dept of IT & Communication, if the Bidder withdraws the bid during the period of its validity specified in the tender or if the successful Bidder fails to remit Security Deposit and / or fails to sign the Contract within the due dates.

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5.4 Letter of Authorisation

A letter of Authorisation from the Board of Directors / appropriate authority authorising the Tender submitting authority or a Power of Attorney, should be submitted in the Technical bid, otherwise the Bids will be summarily rejected.

5.5 Two Part Bidding

Bidders should examine all instructions, Terms, Conditions and Technical specifications given in the Tender document. Failure to furnish information required by the Bid or submission of a Bid not substantially responsive in every respect will be at the Bidder's risk and may result in rejection of Bids. Bidders should strictly submit the Bid as specified in the Tender failing which the bids will be non-responsive and will be rejected.

5.5.1 Technical Bid

- a) The Technical Bid shall not contain any indications of the Price; otherwise the Bid will be summarily rejected.
- b) The Technical Bids shall be typed, signed and stamped in all pages by the authorised signatory of the Bidder. Any alternations, deletions or overwriting shall be attested with full signature of the authorized signatory.
- c) The Technical Bid with supporting documents along with the scanned copy of the relevant EMD should be submitted through eTender Portal; **<https://arunachaltenders.gov.in>**
- d) The bidders should submit the details of make and model of the items offered against the tender requirement.

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5.5.2 Commercial Bid

The Commercial bids of only technically eligible bidders shall be opened. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present.

- a) The price quoted by the Bidder shall include cost and expenses on all counts viz. cost of equipment, materials, tools/ techniques/ methodologies, manpower, supervision, administration, overheads, travel, lodging, boarding, in-station & outstation expenses, etc and any other cost involved in the supply, commissioning and delivery of services.

5.6 Bid closing date and time

The Bids should be submitted not later than the date and time specified in the Tender Schedule or Corrigendum if published. Hence the Bidders should be cautious to submit the Bids well in advance to avoid disappointments.

5.7 Mode of Submission of Bids

- The Bids should be submitted strictly in Online mode.
- The Dept of IT & Communication will not be liable or responsible for delay whatsoever.
- If any Bid is received by e-mail, the Bid will be treated as non-responsive

5.8 Modification and withdrawal of Bids

The Bids once submitted cannot be modified or amended or withdrawn. No documents would be supplemented after submission of Bids unless specifically asked by the Office of the Dept of IT & Communication.

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6. Bid Opening and Evaluation

6.1 Bid Evaluation Committee:

Dept of IT & Communication Office may constitute a Bid Evaluation Committee to evaluate the Bids. The Bid Evaluation Committee may choose to conduct discussion with the Bidder with the lowest price in commercial bid. The decision of the Bid Evaluation Committee in the evaluation of the Technical Bid based on the technical presentation given by the bidder shall be final and binding on all Bidders. No correspondence will be entertained outside the process of discussion with the Bid Evaluation Committee

6.2 Technical Bid Evaluation

The minimum qualification marks for Technical Bid will be 70. Any Bidder securing 70 or above marks in the Technical section would be deemed to have qualified technically.

Sl. No.	Technical Evaluation Criteria for Assessing Technical Capability	Max. Score
1.	Years of Experience in Webcasting of Polling Stations (ONLINE) for States/UTs	10
	More than 8 years	(Max 10 marks)
	5 Years to 8 Years	(Max 7 marks)
	1 Years to 4 Years	(Max 5 marks)
2.	Years of Experience in Webcasting of Polling Stations (OFFLINE) for States/UTs	10
	More than 8 years	(Max 10 marks)
	5 Years to 8 Years	(Max 7 marks)
	1 Years to 4 Years	(Max 5 marks)
3.	Experience in working in Hilly States of India in Webcasting of PS (7 North Eastern States)	10
	More than 8 Years	(Max 10 marks)
	4 Years to 8 Years	(Max 7 marks)

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	1 Year to 3 Years	(Max 5 marks)
4.	Provision for battery backup during Webcasting of PS (both offline and online)	20
	14 Hours and above	(Max 20 marks)
	12 Hours to 14 Hours	(Max 15 marks)
5.	Quality of Team proposed (Manpower) (CVs to be attached and CVs will be evaluated based on adequacy of qualification & experience)	10
	Technical Expert with min. qualification of BE/BTech (5 years Exp in working in hilly states in webcasting of PS.)	(Max 10 marks)
	Technical Expert with min. qualification of BE/BTech(5 years Exp in working anywhere in webcasting of PS.)	(Max 6 marks)
	Technical Expert with qualification of BE/BTech(3 years Exp in working anywhere in webcasting of PS.)	(Max 4 marks)
6.	PPT presentation on Proposed Solution (Detailed presentation (ppt.) to be given before the Bid Evaluation Committee)	40
	The PPT should include the following I. Technical Specification of devices used II. Make & Model of Camera III. Way to achieve connectivity IV. Method of storage of data in case of offline recording V. Proposed methodology VI. Rollout Plan VII. Training Plan VIII. Background and relevant expertise IX. Experience in working with States/UTs in Webcasting Services	

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	X. Cost breakdown for the work and hourly rate XI. References from work undertaken in the past 3 years.	
	TOTAL	100

6.3 Commercial Bid Evaluation

- 6.3.1 The technically qualified Bids only will be opened for Commercial Bid Evaluation by the Committee.
- 6.3.2 The Price Bid Format should not contain any conditional offers or variation clauses otherwise the Bids will be summarily rejected.
- 6.3.3 The cost quoted by the Bidder shall include cost and expenses on all counts viz. cost of equipment, materials, tools/ techniques/ methodologies, manpower, supervision, administration, overheads, travel, lodging, boarding, in-station & outstation expenses, etc and any other cost involved in the delivery of service.
- 6.3.4 The cost quoted by the Bidder shall be kept firm for a period specified in the Tender document from the date of opening of the Tender. The Bidder should keep the Price firm during the period of Contract including during the period of extension of time if any. Escalation of cost will not be permitted during the said periods or during any period while providing services whether extended or not for reasons other than increase in duties / taxes payable to the Governments in India within the stipulated delivery period.
- 6.3.5 The lowest cost as per the above evaluation will be considered as L1 cost. Dept of IT & Communication will not be responsible for any errors committed in the Price Bid.

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6.3.6 The bidder should quote for all the items mentioned in the tender Document. Partial bid is not allowed. Failure to, submit the offer or partial offer will be liable for rejection of the bid itself.

6.3.7 All the Bidders, who are selected after the Price Bid evaluation will be called as Successful Bidder.

6.4 Overall Bid Evaluation Process

Overall Bid Evaluation: Dept of IT & Communication constituted Bid Evaluation Committee will evaluate the bids by a Quality Cost Based Selection (QCBS) method. It is Dept of IT & Communication's intent to select the proposal that is most advantageous to selection of Service Provider for Webcasting solution and each proposal will be evaluated using the criteria and process outlined below. Each proposal shall be evaluated in the following steps:

- Step 1: The Bids shall be evaluated to validate the adherence to the Eligibility / Qualification Criteria. Bids which are found to be meeting or exceeding the essential qualification criteria shall be considered eligible for technical Evaluation and presentation.

Score calculation formulae:

- Step 2: Technical Evaluation of Bids which are found to be meeting or exceeding the Essential Qualification criteria specified in Qualification Criteria shall be carried out using a point system. Bidders with **score of 70 and above out of 100**, in the technical Bid shall be considered as technically qualified.

i.e., Technical Score(T_s)=Score of 70 or above out of 100 marks

- Step 3: The Commercial Bids of all technically qualified Bidders shall be opened and scores will be assigned to the Bidders based on the following formula:

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Commercial Score(F_s) = {Total Cost of the L1 Bidder(F_{L1}) / Total Cost of the individual Bidder(F_B)} * 100

- Step 4: The final score shall be based on the following formula:

Final Score of Bidders(H) = T_s * 0.7 + F_s * 0.3

- **The Bidder with the highest final score(H_1) based on the formula mentioned above shall be eligible for the award of the contract.**
- Dept of IT & Communication reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received, if deemed in the best interest of board to do so.

6.4 Tender Validity

The offer submitted by the Bidders should be valid for a minimum period of 150 days from the date of opening of the Tender. However, the office of Dept of IT & Communication reserves the right to extend or short close the Tender validity period, if situation warrants benefiting the Government.

6.5 Initial Scrutiny

Initial Bid scrutiny will be conducted and incomplete details as given below will be treated as non-responsive.

If Tenders are;

- not submitted in two parts as specified in the Tender
- received without the Letter of Authorisation
- received without EMD amount
- are found with suppression of details
- with incomplete information, subjective, conditional offers.
- submitted without supporting documents as per the Eligibility Criteria and Evaluation Criteria

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- non-compliance of any of the clauses stipulated in theTender
- lesser validity period

All responsive Bids will be considered for further evaluation.

The decision of the office of Dept of IT & Communication will be final in this regard.

6.6 Clarifications by CEO ARUNACHAL PRADESH

When deemed necessary, Dept of IT & Communication may seek bonafide clarifications on any aspects from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the Bid or price quoted. During the course of Technical Bid evaluation, Dept of IT & Communication may seek additional information or historical documents for verification to facilitate decision making. In case the Bidder has failed to comply with the requirements of Dept of IT & Communication as stated above, such Bids may at the discretion of Dept of IT & Communication, shall be rejected as technically non- responsive.

6.7 Suppression of facts and misleading information

- a) During the Bid evaluation, if any suppression or misrepresentation is brought to the notice, Dept of IT & Communication shall have the right to reject the Bid and if after selection, will terminate the contract, as the case may be, without any compensation to the Bidder and the EMD / SD, as the case may be, shall also be forfeited.
- b) Bidders should note that any figures in the proof of documents submitted by the Bidders for proving their eligibility is found suppressed or erased, Dept of IT & Communication shall have the right to seek the correct facts and figures or reject such Bids.
- c) It is up to the Bidders to submit the full copies of the proof of documents to meet out the criteria. Otherwise, Dept of IT & Communication at its discretion may or may not consider such documents.

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- d) The Bidders may be asked to provide full copies of documents to prove their experience and capacity to undertake the project.

6.8 Negotiations

Negotiations will be conducted with all the Successful Bidders for improvement in the Scope of Work, Specification, further reduction in price and advancement of delivery schedule.

6.9 Award of Contract

- 1) Total quantity will be awarded to the L1 Bidder
- 2) No dispute can be raised by any Bidder whose Bid has been rejected and no claims will be entertained or paid on this account.

6.10 Dept of IT & Communication reserves the right to:

- Negotiate with the Bidder whose offer is the lowest evaluated price for further reduction of prices.
- Insist on quality / specification of materials/services delivered.
- Modify, reduce or increase the quantity requirements to an extent of the tendered quantity as per the directives of the Election Department.
- Dept of IT & Communication reserves its right to withhold any amount for the deficiency in the service.

7. Execution of Work

7.1 Acceptance of Tender and Withdrawals

The final acceptance of the tender is entirely vested with the Dept of IT & Communication who reserves the right to accept or reject any or all of the tenders in full or in parts without assigning any reason whatsoever. The Tender

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Accepting Authority may also reject all the tenders for reasons such as change in Scope, Specification, lack of anticipated financial resources, Court Orders, calamities or any other unforeseen circumstances. After acceptance of the Tender by the Dept of IT & Communication, the Successful Bidder shall have no right to withdraw their tender or claim higher price.

7.2 Letter of Acceptance (LOA)

After acceptance of the Tender, a Letter of Acceptance (LOA) will be issued to the Successful Bidder by the Dept of IT & Communication.

7.3 Payment of Security Deposit (SD)

The successful Bidder will be required to remit a Security Deposit (SD) equivalent to **Five percent** of the value of the order, inclusive of EMD by way of Demand Draft in the name of **the Director/Member Secretary, State Council for IT & eGovernance**, payable at Itanagar. **The SD shall be submitted to the Director/Member Secretary, State Council for IT & eGovernance within 7 days from the date of issue Letter of Acceptance (LOA).** The SD furnished by the Successful Bidder in respect of the tender will be returned to them after successful fulfillment of the work. The Security Deposit will be refunded to the Successful Bidder only after successful completion of the work Order. The Security Deposit held by the Dept of IT & Communication till it is refunded to the Successful Bidder will not earn any interest thereof. The Security Deposit will be forfeited if the Successful Bidder withdraws the Bid during the period of Bid validity specified in the Tender or if the Bidder fails to sign the contract.

7.4 Execution of Contract

- a) The Successful Bidder should execute a Contract as per **Appendix -1** with the client valid for a period of 5 months in the INR 20 non-judicial Stamp Paper bought in ARUNACHAL PRADESH only in the name of the Bidder **within 7**
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days from the date of Letter of Acceptance issued by the Dept of IT & Communication with such changes/modifications as may be indicated by the client at the time of execution on receipt of confirmation.

- b) The Successful Bidder shall not assign or make over the contract, the benefit or burden thereof to any other person or persons or body corporate for the execution of the contract or any part thereof without the prior written consent of the Dept of IT & Communication. Dept of IT & Communication reserves its right to cancel the work order either in part or full, if this condition is violated. If the Successful Bidder fails to execute the agreement, the SD of the Successful Bidder will be forfeited and their tender will be held as non-responsive.
- c) The expenses incidental to the execution of the agreement should be borne by the Successful Bidder.
- d) The condition stipulated in the agreement should be strictly adhered to and violation of any of the condition will entail termination of the contract without prejudice to the rights of Dept of IT & Communication and Dept of IT & Communication also have the right to recover any consequential losses from the SuccessfulBidder.

7.5 Release of Work Order

After execution of the Contract and payment of Security Deposit, "Work Order" for the Provisioning of Tendered items will be issued to the Successful Bidder by Dept of IT & Communication. The supply and payment will be based on the Work Order issued.

7.6 Refund of EMD

The EMD amount paid by the Successful Bidder will be adjusted towards Security Deposit payable by them. The EMD amount of the Unsuccessful Bidder will be refunded after finalisation and issue of Work Order to the

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Successful Bidder.

7.7 Release of SD

The Security Deposit will be refunded to the Successful Bidder on completion of the contract period upto the satisfaction of Dept of IT & Communication. Such completion would be arrived based on the satisfactory delivery of services by the Successful Bidder as per the contract agreement and as per the Work Order issued by Dept of IT & Communication.

7.8 Forfeiture of EMD and SD

- a) If the Successful Bidder fails to act according to the tender conditions or backs out, after the tender has been accepted, the EMD will be forfeited to Dept of IT & Communication.
- b) If the Successful Bidder fails to remit the SD, the EMD remitted by him will be forfeited to Dept of IT & Communication and the tender will be held void.
- c) If the Successful Bidder fails to act upon to the tender conditions or backs out from the contract, the SD mentioned above will also be forfeited by Dept of IT & Communication.

7.9 Termination of Contract

7.9.1 Termination for default

- (i) **If the Service Provider fails to deliver any or all of the goods/ services within the stipulated time period(s) specified in the Contract, or fails**
 - a) to supply the items as per the Delivery Schedule or within any extension

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thereof granted by Elections Department; or (ii) if the Successful Bidder fails to perform any of the obligation(s) under the contract; or (iii) if the Successful Bidder, in the judgment of Dept of IT & Communication, has engaged in fraudulent and corrupt practices in competing for or in executing the Contract.

- b) In the event of Dept of IT & Communication terminating the Contract in whole or in part, Dept of IT & Communication may procure, upon terms and in such manner as it deems appropriate, the goods and services similar to those and delivered and the Successful Bidder shall be liable to Dept of IT & Communication for any additional costs for such similar goods. However, the Successful Bidder shall continue the performance of the contract to the extent not terminated.

7.9.2 Termination for Insolvency

Dept of IT & Communication may at any time terminate the Contract by giving written notice with a notice period of 7 days to the Successful Bidder, if the Successful Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Successful Bidder, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to Dept of IT & Communication.

7.9.3 Termination for Convenience

Dept of IT & Communication may by written notice, with a notice period of 7 days sent to the Successful Bidder, terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for Dept of IT & Communication's convenience, the extent to which performance of work under the Contract is terminated, and the date upon which such termination becomes effective. On termination, the Successful Bidder is not entitled to any compensation whatsoever.

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7.10 Execution of Work Order

The Successful Bidder should nominate and intimate Dept of IT & Communication, a Project Manager for Single Point of Contact (SPOC), who should be responsible for effective delivery of work complying with all the terms and conditions. The Successful Bidder should ensure that the Project Manager is fully familiarised with the Tender Conditions, Scope of Work and deliverables.

7.11 Service Level Agreement and Penalty/Deduction clause

1. 100% Server, Network & Power Uptime SLA: The vendor should provide with 100% Server, Network & Power Uptime SLA as standard. This shall be applicable during the Election Day as declared by the client and shall be applicable for 24 hours or as decided by the client.

SERVICE AVAILABILITY (at each polling station)	Deduction from total cost of respective Polling Station
99.9% to 100%	0%
98% to 99.8%	10%
95% to 97.9%	25%
91.9 to 95%	35%
95% and below	50%

2. The buffer should not happen in the streaming at the CEO, DEO and RO Office. Vendor will develop a dashboard for reporting the buffer and failure.

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Buffer and connection loss	Deductions from the total cost
<10 Point failures	0%
>10 Points Failure & <50 Points Failure	10%
>50Points Failure & <100 Points Failure	25%
>100 Point Failures	50%

3. In case of breakage of device, at the time of execution of election, Dept of IT & Communication will bear the cost.

7.12 Other Conditions

- a) The final decision would be based on the technical capacity and pricing of the Bidder. Dept of IT & Communication does not bind itself in selecting the bidder offering lowest prices.
- b) Dept of IT & Communication reserves the right not to accept lowest price, to reject any or all the tenders without assigning any reasons, to relax or waive any of the conditions stipulated in the terms and conditions of tender as deemed necessary in the best interests of Dept of IT & Communication for good and sufficient reasons.

7.13 Arbitration and Jurisdiction

- a) Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, at any time in connection with construction, meaning, operation, effect, interpretation or out of the contract or breach thereof, the same shall be decided by Sole Arbitrator to be appointed by the Dept of IT &

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Communication, Government of ARUNACHAL PRADESH.

If the Arbitrator so appointed dies, resigns, incapacitated or withdraws for any reason from the proceedings, another Arbitrator shall be appointed by the Dept of IT & Communication, Government of Arunachal Pradesh. The Arbitrator so appointed shall proceed with the reference from the stage, where his predecessor had left if both parties consent for the same; otherwise, he shall proceed de novo.

It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration and not thereafter.

It is also a term of the contract that neither party to the contract shall be entitled to seek interest and the arbitrator should not grant interest.

The Arbitral Tribunal shall give reasoned award and the same shall be final, conclusive and binding on the parties.

- (b) Subject to the above, the Courts at Itanagar alone only shall have jurisdiction in the matter.

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8. Scope of Work

The successful bidder has to undertake the Live Web Streaming (both audio & video) and Videography (in polling stations with no internet connectivity) of polling day during the General Election 2019 for ARUNACHAL PRADESH, with the installation of the necessary suitable, proven web based web streaming software along with the supply of other related items including power back up as per the detailed Scope of Work given below.

1. Supply, installation, commissioning and implementation of the web based audio & video streaming software in the server setup in the secured cloud environment.
2. Supply and installation of internet connectivity for use in the identified polling stations on the polling day along with adequate trainings to designated officials for deployment in each polling station, to operate them to web stream the live data.
3. Deployment of technically qualified manpower in the office of RO will not be required wherever DEO and RO Offices are located at the same place. In case of RO Offices located separately, deployment of **1(one)** technically qualified manpower for coordinating and ensuring the viewing of the live data on the polling day in the Office of the Returning Officer (RO).
4. Deployment of **1(one)** technically qualified manpower for coordinating and ensuring the viewing of the live data on the polling day in the Office of the DEO.
5. Deployment of **3(three)** technically qualified manpower for coordinating and ensuring the viewing of the live data on the polling day in the Office of the Chief Election officer (CEO) at the Head Quarter.
6. The Video Streaming solution should be able to display multiple streams happening at the same time, in the Polling stations, on TV (s) for viewing in the Offices of the CEO, DEOs & ROs and ECI
7. Training manual and training schedules at each DEO office for the officials on the operation of the web streaming software.
8. Establishment of the centralized Help desk with minimum of 5 seaters to manage and fix the complaints / issues coming up on the Polling days.
9. **Provision of Power backup of minimum 12(twelve) hours in each Polling Station for online and offline mode of video streaming/recording. No power source will be provided from the govt in both online and offline locations of Polling.**
10. The total PS to be covered for online streaming of video is **160**. The total PS to be covered for offline video recording is **301**.

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11. Provision for proper local memory back up should be made available for PS identified for offline recordings as well online webcasting to cover the situation wherever network drops.
12. For Live Web streaming of PS, successful bidder shall ensure provision for connectivity devices/technology for accessing connectivity for smooth transmission of web streaming.
13. All the offline recordings in PSs should be **uncut and continuous** under all circumstances.

Technical Specifications

Task 1: Hosting of the web based streaming software:

The bidder shall deploy suitably secured proven web based software that has the ability to record both audio and video.

The key features of the software shall be:

1. Able to record video in H.264 compression or other equivalent open formats which can be read by a variety of open sources software solution.
2. Able to record at least 4 kbps audio in a good quality. This may be either encoded within the video stream or recorded as a separate stream.
3. The camera should be wall mounted and fixed. It should be appropriately secured from physical damage.
4. The web camera should be so placed to cover the maximum possible area in polling station without hampering the secrecy of vote. The light and glare should be minimum and should be capable of zooming in as per the requirements
5. During recording the assembly constituency (AC No.) and polling station no.(PS No.) should be visible clearly in camera view.
6. Further, it must be insured that in the framework used for webcasting, advertisement of any kind is not displayed.
7. Both audio and video should have the running time stamp. The timestamp should come from a secured location/source and should be approved by the Nodal Officer
8. The recording should not require any specialized software for viewing and should be done using the standard browsers which include the latest and up to 4 previous versions of the following – Google Chrome, Internet Explorer, Mozilla FireFox and Apple Safari.
9. The Application shall be loaded from the Browser and the operator shall, only have the capability to Start and Stop the Recording. (The operator is a person provided by the bidder, who will use and operate the recording system and online application at the polling station).

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10. The software shall provide video streaming URL with password protection to view district wise, parliamentary constituency/assembly constituency wise and polling station wise videos which are streamed from the polling stations. The software shall provide for secure data streaming over the internet, with viewing access only to the CEO, and such other Offices as authorized by the CEO with user id and password. The data streaming shall not be open for viewing by the public over the internet without the approval of CEO
11. The software shall include options for
 - a. Connectivity status of web camera / IP camera from the polling station whether the stream is online / offline
 - b. Option for auto rotation of videos within assembly constituency/ district/ state level based on the type of user connected and options selected.
 - c. Option for on-demand view of the polling station wise video
12. Upon browser based video recording commencement, generic desktop lock must be engaged to disable all other applications from launching and connecting to the internet.
13. The software provided should have been developed by the bidder and should not be the free software or shareware available on the internet. During the recording, the User should be able to see the actual video that is being recorded.
14. The software should be able to offer graceful degradation of the recording quality in case there is deterioration in the network speed. This should be automated without any user inputs to be required on this.
15. The necessary load testing should also be carried out so that web streaming event meets the demand and goes through smoothly with good performance.
16. Software provided shall be able to perform query of the video and audio content of the storage. The software shall be able to burn CD and DVD disks on Windows based computers and be able to query the content available based on multiple parameters as Data, Time, Location ,etc.
17. The Video Streaming solution should be such that it supports rewind with playback option and the option to move to the current live status of recording.
18. The Video Streaming solution should be able to display multiple streams happening at the same time on one TV location. It shall provide for the selection of any of the polling stations at anytime on poll day, from where video data is being streamed, for viewing in the Offices of the CEO, DEOs& ROs.
19. The software shall list all polling stations with their respective webcast after collecting and updating the details and the application software design from the nodal officer.
20. The data should in no point be hosted outside India and bidder will not access the data unless authorised by the CEO/DEO.
21. The video recording of the live webcasting at server shall be done as per the instructions of the nodal officer and shall not be stored in any form in any type of devices outside CEO's office after giving backup of all the videos to CEO's office. The bidder shall add

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the digital video watermark in the background of the streaming videos.

22. Uploading of the videos shall be carried out by the manpower posted by the bidder at each identified place, using webcam/HD camera and connectivity of either 4G/3G/2G/broadband, WiMax, DSPT etc., based on local availability.
23. At the end of each event, the web streamed data along with required reports, shall be made available within 4 days to the Client in a Hard disk for later retrieval and usage as necessary.
24. The Client shall facilitate the bidder in interaction with the telecom service providers to see that the connectivity is ensured during the events towards the smooth transmission of web streaming data.
25. The client shall also ensure the safety of the equipment such as Laptops, internet connectivity devices, high end cameras etc., installed by the bidders at the respective places, till the events are over.
26. The bidder shall also develop an application software which monitors the data feed from each Polling Station on the polling day based on which the performance status of the data feed, and the live streaming at the offices of the RO/DEO/CEO, will be arrived on the Service Levels provided, to levy penalties as indicated under penalty clause. This software should be vetted from CEO a week before deployment.
The bidder shall provide access to dashboard view for more than one locations, i.e. DEO, CEO and ECI HQ which should reflect point of failures, network status, recording status and downtime status. Network quality indicator on each camera should be made available in the User view mode and this should be computed and displayed automatically.

Task 2. Live Streaming of the Polling at Polling Stations

1. A pre-determined list of polling stations from where live web streaming will happen shall be shared with the bidder.
2. Number of Locations for Video & Audio Recording for Live streaming: **160**(approximately)
3. The bidder has to supply and install the IP based web cameras, as per the minimum specification in the identified Polling stations. The web camera should have facility of local recording, with minimum of 3 Megapixel camera resolution. The camera should have night vision capability, wide angle with 30/ 170 degrees coverage. The camera should be having capability of 10x zooming. The camera should have minimum illumination of .05lux.
4. The camera should support 16-4096 Kbps code rate, support constant bit rate/variable frame rate of up to 30 fps. Image Control: Backlight compression, Automatic white balance, 3D digital noise reduction. The display should be supported is 1920x1080.

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5. The bidder has to provide the suitable internet connectivity on all locations of installation of cameras for the services rendered by the bidder.
6. The bidder is required to have atleast **two** dry /trial runs of the process, to satisfy the Client that their systems are in good working condition at least two days before the poll day.
7. In case of Re-poll ordered at a booth under live web streaming, the web streaming of that re-poll shall continue to be the responsibility of the bidder. However, the additional cost pertaining to re-poll will be borne by Dept of IT & Communication.
8. The bidder shall ensure that the live feeds are transmitted in a secure manner to the server and then to the concerned officials up to the satisfaction of the nodal officer, for the duration when the operations are on.
9. The bidder shall provide adequate compute performance on the servers and storage along with suitable high speed internet / network bandwidth to accommodate the multiple video streaming.
10. The Client will provide the list of mobile phone facilities of the election officials (that of the Presiding Officer / PO Officer), in an excel/CSV format, to the bidder, a few hours before the start of the election process for communication purposes.
11. The video and audio should be live streamed to the Control centre via the server. The bidder should deploy the following resources on the day of polling in each Control Centre as per **Appendix-9**
12. The bidder shall provide the sufficient internet bandwidth for the live streaming of the poll day event.
13. The bidder has to provide proper training on the usage of the camera and recordings of polling and also during trial runs to the concerned officials.
14. In case of any disruption due to internet connectivity, the streaming data has to be stored in the local Hard Disk and the same shall be made available in DVD at the end of the day to the officials concerned.
15. Number of Days required for recording at each location : 1 day [References to Day means 24 hours or part thereof

Task 3. Offline Recording of the Polling at Polling Stations

1. A pre-determined list of polling stations from where offline recordings will happen shall be shared with the bidder.
2. Number of Locations for Video & Audio Recording: **301**(approximately)
3. The bidder has to supply and install the IP based web cameras, as per the minimum specification in the identified Polling stations. The web camera should have facility of local recording, with minimum of 3 Megapixel camera resolution. The camera should have night vision capability, wide angle with 30/ 170 degrees coverage. The camera should be having capability of 10x zooming. The camera should have minimum illumination of .05lux.

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4. The camera should support 16-4096 Kbps code rate, support constant bit rate/variable frame rate of up to 30 fps. Image Control: Backlight compression, Automatic white balance, 3D digital noise reduction. The display should be supported is 1920x1080.
5. The bidder has to provide proper training on the usage of the camera and recordings of polling and also during trial runs to the concerned officials.
6. The bidder is required to have atleast two dry/trial runs of the process, to satisfy the Client that their systems are in good working condition at least **two days before** the poll day.
7. The bidder shall ensure that the recorded material does not fall into the hands of any party, not authorized by CEO to receive the same.
8. The recorded material shall be the exclusive property of the CEO and neither the bidder nor any other party will be entitled to utilize the same.
9. The Client will provide the list of mobile phone facilities of the election officials (that of the Presiding Officer / PO Officer), in an excel/CSV format, to the bidder, a few hours before the start of the election process for communication purposes.
10. Number of Days required for recording at each location : 1 day [References to Day means 24 hours or part thereof

Task 4: Setting up a Help Centre & Deployment of Manpower

1. The bidder is required to deploy adequate manpower to meet all conditions of the assignment. The following teams shall be required to be created.
2. Centralized Help Desk in state HQ operating under the Control of the Nodal Officer
3. Team with **5(five)** seater minimum for webcasting at PS, shall be located in **CEO Office** and shall assist all other locations to fix the issues that are coming up relating to this assignment.
4. The help desk should be operational on 3 days before polling and one day after polling, including the polling day. If there is a repoll, it should continue, till the end of the repoll.
5. Manpower: These personnel should be skilled in the application software being deployed by the bidder, their configuration, use, etc. They should be available to assist with any issues arising during the course of the assignment.
6. The CVs of all the personnel, being deployed should be provided as per **Appendix-4**. Each of the personnel should have at least two of the following with him while in duty.
 - A Passport, A Driving License, PAN Card, Aadhaar Card or other form of identity as specified by the Nodal Officer.
7. The following details shall be provided by the bidder in the CVs – Name, Date of Birth, and Copies of Identity cards as above, Permanent Address, Address during the last 10 years, Any Criminal or Civil Record, Educational Qualifications, Experience.

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8. There may be Police / Security Clearance checks conducted against the personnel and the Client may ask for any or all personnel to be replaced, which shall be required to be complied with immediately.
9. The personnel shall be required to operate around day of polling process from each of the Centre posted, in each of the (Parliamentary /Legislative) Assembly Constituency.
10. The personnel have to report for duty on one day before the polling day and should be available till the sealing of EVM's is completed.
11. Training of these personnel and the tasks shall include: Training the manpower in downloading the web streaming application and in the setting up of the entire recording system and allied issues, like connectivity, alert assistance etc. The training required will have to be conducted by the bidder, in the districts/at a suitable place for one or 2 days as decided before they are deputed to the concerned place for on duty.
12. Troubleshooting any hardware/software issues related to entire process of recording, streaming and monitoring.
13. Any other tasks found necessary for the successful live streaming of the videos.

Task 5. Development of Training Material.

1. A detailed Training Material is required to be developed by the bidder as the part of the assignment. The training material is required for the following purposes:
 - a. For operating the webstreaming Software/Cameras etc.
 - b. For Post event operation of the Video Surveillance footage.
2. The Training Material should be in the following formats:
 - a. Documentation: Text based training material in the form of documents showing pictures /images and text of How -To, Help Guides, etc.
 - b. Multimedia: Audio and Video content including animations, videos, etc. for the above. Manuals on How To Video shall also be made available.
3. The training material shall be placed in a secure location on the internet, for access only by the authorized users. It shall also be available offline in PEN Drive / CD Discs to all locations, where it can be shared and disseminated with all the intended /required users. The HelpDesk personnel shall additionally act as Facilitators to facilitate the learning progress.

8.2 Reporting Requirements and Time Schedule for Deliverables

The following would be the reporting requirements for the bidder:

1. An Inception Report within 1 week, from the start of the assignment. Weekly Progress Reports consisting of
 - a. All works performed by the bidder.

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- b. The Time Sheets/ Attendance duly counter signed by the Nodal Officer
2. All Other Reports as required for the successful execution of this assignment.
3. Development and Maintenance of an MIS for all reporting purposes.
4. Final Report within 2weeks of closure of all activities stipulated in the contract.
5. The reports may be submitted in hardcopy and in soft copy (through e-Mail / MIS / Shared Folder over Internet) to the officers concerned.
6. The bidder after completion of the recording activities, all data to be arranged on the Hard disks and handover to the nodal officer, within 4 days after polling event is completed. After handing over the data, the bidder shall not retain any data in their computers or in any form with them. Any deviation in this regard, the bidder shall be held responsible and liable for punishment as per law. The HDD shall be provided by the bidder at his own cost.

8.3 Supply, Installation and Commissioning

1. Delivery: The ordered items shall be delivered, installed and commissioned within one week from the date of Work Order. The Successful bidders after obtaining the Consignee address shall visit the sites to assess the readiness of the site for installation. A report in this respect shall be submitted to Client.
2. The Client is solely responsible for the site preparation, if any, before the scheduled installation dates.
3. After successful Installation, commissioning and completion of the delivery to the User Department at different locations, the Bidder must obtain signed Delivery Challan in the specified format as **Appendix 8**.
4. The details of the representatives responsible for attending the services at each client site, name and designation of the contact person and centre in-charge, higher level in-charge who is responsible to oversee the service centres, person to whom complaints can be made, in case the service provided to any centre, is not satisfactory and the contact numbers of the responsible person, fax, mobile numbers & email address must be provided well in advance to the Client.
5. In the event of non-acceptance of the items delivered by the Client, the Successful Bidder shall immediately report to client for suitable directions.
6. If there is any cancellation of the event after issuing the work order, it will be intimated within 24 Hours time in advance.
7. The quantity mentioned in the Tender document is tentative only. Payment will be released based on the quantity used at the site and the same has to be attested by Client.
8. The Successful Bidder shall be liable and / or responsible for the compliance of all Statutory Provisions and especially those relating to Labour Laws in respect of this Contract.

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8.4 Compliance with Technical Specifications

All the Bidders shall submit the items as stipulated in the tender. The results and compliance statement will be prepared and evaluated. The samples of those Bidders, if required, which do not conform to the technical specifications, will be rejected.

8.5 Qualifications of Manpower

The Bidder shall depute technically qualified Manpower (without any political affiliation) with adequate experience in the operation of IT equipments, at the office of the CEO, RO and all the **16(sixteen)** DEO offices.

8.6 Sample Submission

- a) For each item quoted in the Tender, if required by Dept of IT & Communication, the samples shall be submitted for testing the specification of the items by Dept of IT & Communication within two days from the date of intimation.
- b) If required by Dept of IT & Communication, Samples are to be arranged by the Bidders for Evaluation either at Dept of IT & Communication or anywhere in Itanagar.

9. Release of Payment

The following are the conditions precedent for release of any payment by the Client:

1. Signing of contract
2. Signing of Non-Disclosure Agreement in the **format** as given in **Appendix 5** by all the persons involved in the assignment.
3. Submission of an irrevocable Bank Guarantee of the Contract amount in the **format Bidder's Signature & Stamp**

as given in **Appendix 2** to the Client.

4. The following would be the Milestones and Payment:

SN	Milestone	Approval	By Date
1.	Inception Report Submission	By Dept of IT & Communication	P-15
2	Training Documents and Multimedia content & Training for all officials concerned	By Dept of IT & Communication	P-10
3	Two Trial runs and satisfactory Certificate before two days of poll day day.	By Dept of IT & Communication	P-2
4	Submission of all other project deliverables and final report	By Dept of IT & Communication and Payment in full	Within 15 days after the completion of polling events

- No advance Payment will be made.
- Payment will be released based on the quantity used at the site and the same has to be attested by Dept of IT & Communication / Election Department.
- Penalty/deduction amount, if any, will be adjusted in the payment due to the successful bidder.
- All taxes and other levies imposed by Government in India/State Government will be paid at actuals as applicable.
- Successful Bidder shall have exclusive liability for remittance of Taxes to State and Central Governments as per the Statutes/Act ruling now or hereinafter enforced.

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10. Service Level Agreement and Deduction/ Penalty Clause

Service Level Agreement and Deduction Clause

1. 100% Server, Network & Power Uptime SLA: The vendor should provide with 100% Server, Network & Power Uptime SLA as standard. This shall be applicable during the Election Day as declared by the client and shall be applicable for 24 hours or as decided by the client. The vendor should ensure

SERVICE AVAILABILITY (at each polling station)	Deduction from total cost of respective Polling Station
99.9% to 100%	0%
98% to <99.8%	10%
95% to 97.9%	25%
90% and below	50%

2. The buffer should not happen in the streaming at the CEO, DEO and RO Office. Vendor will develop a dashboard for reporting the buffer and failure.

Buffer and connection loss	Deductions from the total cost
<10 Point failures	0%
>10 Points Failure	10%
>50 Points Failure	25%
>100 Point Failures	50%

Bidder's Signature & Stamp

11. Exit Clause

Before the end of the contract and after the completion of the polling day event within 7 days in each case, the bidder has to hand over the following:

- a) The complete recording of polling day events in video/audio format in HDDs of 1 TB capacity in 2 Nos. or more, with software to view the details as and when necessary.
- b) An Undertaking for non-retention of recorded data gathered from Online Webcasting and Offline Recordings of PS of Arunachal Pradesh for General Election 2019 – **Appendix-11**

Bidder's Signature & Stamp

Appendix-1 Model Form of Contract

(To be executed on a Rs. 20/- Non-Judicial Stamp Paper bought in ARUNACHAL PRADESH by the Successful Bidder for the Tender for Online Webcasting and Offline Recordings of Polling Stations of Arunachal Pradesh for General Election 2019 **(NO FIGURES IN NUMERALS OR WORDS SHALL BE FILLED UP IN THIS SAMPLE FORM AT THE TIME OF SUBMISSION OF TENDER)**).

This Contract entered into this day of.....2019
at
Itanagar between represented for and on his behalf by
..... the Dept of IT & Communication, Itanagar, being the service
recipient hereinafter referred to as the Department, (Which expression shall unless
repugnant to the context meaning thereof include its successors and assigns) of the
First part and M/s hereinafter referred to
as the Successful Bidder (Which expression shall unless repugnant to the context
or meaning thereof include its successors and assigns) of the Second Part.

Whereas, the Dept of IT & Communication, Itanagar, invited a tender vide
Tender Ref for **Online Webcasting and Offline
Recordings of Polling Stations of Arunachal Pradesh for General Election
2019**, the Successful Bidder herein has been selected in the Tender for execution
of the work as detailed in the Tender Documents.

Whereas the Department and the Successful Bidder, in pursuance
thereof have arrived at the following terms and conditions:

- 1) This Contract shall remain in force during the Contract period of **5 months** from the date of signing. The Department may terminate this contract at the risk and cost of the Successful Bidder, where Successful Bidder is in material breach of the terms and conditions of this contract and fails to remedy that breach on 5 days of written notice from the Department. Termination of this contract by the Department will not relieve the Successful Bidder of his liability as agreed.

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The Successful Bidder agrees to complete the deliverables specified in the Tender within the stipulated period prescribed by the Department at the cost agreed upon between the Successful Bidder and the Department. This cost is firm and not subject to enhancement.

- 2) The Successful Bidder agrees to deliver the services as specified in the Tender within the stipulated period prescribed at the cost given in **Appendix-10**. This cost is firm and not subject to enhancement.
- 3) The Contract or any part share of interest in it shall not be transferred or assigned by the Successful Bidder directly or indirectly to any person or persons whomsoever without the prior written consent of Election Department.
- 4) **Force Majeure:** Neither Dept of IT & Communication nor the Successful Bidder shall be liable to the other for any delay or failure in the performance of their respective obligations due to causes, contingencies beyond their reasonable control such as:
 - Natural phenomena including but not limited to earthquakes, floods and epidemics.
 - Acts of any Government authority domestic or foreign including but not limited to war declared or undeclared, priorities and quarantine restrictions.
 - Accidents or disruptions including, but not limited to fire, explosions, breakdown of essential machinery or equipment, power and water shortages.
 - Non holding of Polls in selected booths and decision of Election Commission of India not to have live recording.
- 5) The Tender documents in relation to this Tender issued for Online Webcasting and Offline Recordings of PS of Arunachal Pradesh for General Election 2019 shall be deemed to form and be read and construed as part of this Agreement. The Tender enclosures, the offer submitted by the Successful Bidder, the negotiated and finalised Terms and conditions and the Work Order respectively will form part of this contract. Wherever the offer conditions furnished by the

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Successful Bidder are at variance with conditions of this contract or conditions stipulated in the Tender document, the final negotiated offer conditions shall prevail over the tender conditions furnished by the Successful Bidder.

6) Payment Terms:

The following are the conditions precedent for release of any payment by the Client:

1. Signing of contract
2. Signing of Non Disclosure Agreement in the **format** as given in **Appendix 5** by all the persons involved in the assignment.
3. Submission of an irrevocable Bank Guarantee of the Contract amount in the **format** as given in **Appendix 2** to the Client.
3. The following would be the Milestones and Payment

SN	Milestone	Approval	By Date (Polling date=P)
1.	Inception Report Submission	By Dept of IT & Communication	P-15
2	Training Documents and Multimedia content & Training for all officials concerned	By Dept of IT & Communication	P-10
3	Two Trial runs and satisfactory Certificate before two days of poll day.	By Dept of IT & Communication	P-2
4	Submission of all other project deliverables and final report	By Dept of IT & Communication and Payment in full	Within 15 days after the completion of polling events

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- No advance Payment will be made.
- Payment will be released based on the quantity used at the site and the same has to be attested by Dept of IT & Communication / Election Department.
- Penalty/deduction amount, if any, will be adjusted in the payment due to the successful bidder.
- All taxes and other levies imposed by Government in India/State Government will be paid at actuals as applicable.
- Successful Bidder shall have exclusive liability for remittance of Taxes to State and Central Governments as per the Statutes/Act ruling now or hereinafter enforced.

7) Service Level Agreement and Deduction Clause

1. 100% Server, Network & Power Uptime SLA: The vendor should provide with 100% Server, Network & Power Uptime SLA as standard. This shall be applicable during the Election Day as declared by the client and shall be applicable for 24 hours or as decided by the client. The vendor should ensure

SERVICE AVAILABILITY (at each polling station)	Deduction from total cost of respective Polling Station
99.9% to 100%	0%
98% to 99.8%	10%
95% to 97.9%	25%
91.9% to 95%	35%
90% and below	50%

2. The buffer should not happen in the streaming at the CEO, DEO and RO Office. Vendor will develop a dashboard for reporting the buffer and failure.

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Buffer and connection loss	Deductions from the total cost
<10 Point failures	0%
>10 Points Failure & <50 Points Failure	10%
>50Points Failure & <100 Points Failure	25%
>100 Point Failures	50%

3. In case of breakage of device, at the time of execution of election, Dept of IT & Communication will bear the cost.

8) Any notice from one party to the other given or required to be given here under shall be given by either:

- a. Mailing the same by registered mail, postage prepaid, return receipt requested; or
- b. Having the same delivered by courier with receipt acknowledged at the address set forth above or with other addresses and to the attentions of such other person or persons as may hereafter be designated by like notice hereunder and any such notice shall be deemed to have been served if sent by post on the date when in the ordinary course of post, it would have been delivered at the addresses to which it was sent or if delivered by courier on the date of acknowledgement of receipt.

9) In case of breach of any of the conditions of the contract by the Successful Bidder during the contract period, Dept of IT & Communication reserves the right to recover costs/ liabilities arising directly due to such breach from the Successful Bidder. The total liability, however arising, of the Successful Bidder under the contract is limited to that amount payable to the Successful Bidder by Elections Department under the contract.

10) Termination of Contract

10.1 Termination for default

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- a) The Department may without prejudice to any other remedy for breach of contract, by written notice of default with a notice period of seven days, sent to the Successful Bidder, terminate the contract in whole or part,
- (i) if the Successful Bidder fails to deliver any or all of the goods within the time period(s) specified in the Contract, or fails to supply the items as per the Delivery Schedule or within any extension thereof granted by the Department (or)
 - (ii) if the Successful Bidder fails to perform any of the obligation(s) under the contract(or)
 - (iii) if the Successful Bidder, in the judgment of the Department, has engaged in fraudulent and corrupt practices in competing for or in executing the Contract.
- b) In the of terminating the Contract in whole or in part, the Department may procure, upon terms and in such manner as it deems appropriate, the goods and services similar to those and delivered and the Successful Bidder shall be liable to the Department for any additional costs for such similar goods. However, the Successful Bidder shall continue the performance of the contract to the extent not terminated.

10.2 Termination for Insolvency

The Department may at any time terminate the Contract by giving written notice with a notice period of 7 days to the Successful Bidder, if the Successful Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Successful Bidder, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Department.

10.3 Termination for Convenience

The Department may by written notice, with a notice period of 7 days sent to

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the Successful Bidder, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify, that termination is for the Department's convenience, the extent to which performance of the work under the Contract is terminated, and the date upon which such termination becomes effective. On termination, the Successful Bidder is not entitled to any compensations whatsoever.

11. Any notice to the Successful Bidder shall be deemed to be sufficiently served, if given or left in writing at their usual or last known place of abode or business.
12. The Department reserves the right to cancel the order(s) and to terminate the contract in the event of short performance or non performance of the Successful Bidder.

13. Arbitration Clause:-

Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, at any time in connection with construction, meaning, operation, effect, interpretation or out of the contract or breach thereof, the same shall be decided by Sole Arbitrator to be appointed by the Dept of IT & Communication.

If the Arbitrator so appointed dies, resigns, incapacitated or withdraws for any reason from the proceedings, another Arbitrator shall be appointed by the Dept of IT & Communication. The Arbitrator so appointed shall proceed with the reference from the stage, where his predecessor had left if both parties consent for the same; otherwise, he shall proceed denovo.

It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration and not thereafter.

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It is also a term of the contract that neither party to the contract shall be entitled to seek interest and the arbitrator should not grant interest.

The Arbitral Tribunal shall give reasoned award and the same shall be final, conclusive and binding on the parties.

- 14.** Subject to the above, the Courts at Itanagar alone shall have jurisdiction in the matter.

In Witness whereof the parties hereto have signed on the day, month and year above written in the presence of

	<p style="text-align: center;">For and on behalf of Successful Bidder</p>	<p style="text-align: center;">For and on behalf of the Governor of ARUNACHAL PRADESH</p>
1) Witness		
2) Witness		

Bidder's Signature & Stamp

Appendix-2 Bank Guarantee Format

(To be executed in Rs.100/- Stamp Paper)

To

The Director, Dept of IT &
Communication, ARUNACHAL
PRADESH, Itanagar - 791113.

Bank Guarantee No:

Amount of Guarantee:

Guarantee covers from:

Last date for lodgment of claim:

This Deed of Guarantee executed by (Bankers Name &Address)having our Head Office at(address) (hereinafter referred to as“the Bank”) in favour of The Director, Dept of IT & Communication, Itanagar - 791111 (hereinafter referred to as “the Beneficiary”) for an amount not exceeding Rs...../- (Rupees only) as per the request of M/shaving its office address at (hereinafter referred to as“Service Provider”) against Letter of Acceptance referencedated reference dated Dept of IT & Communication, Itanagar. This guarantee is issued subject to the condition that the liability of the Bank under this guarantee is limited to a maximum Rs /- (Rupees Only) and the guarantee shall remain in full force upto months from the date of Bank Guarantee and cannot be invoked otherwise by a written demand or claim by the beneficiary under the Guarantee served on the Bank before months from the date of Bank Guarantee.

AND WHEREAS it has been stipulated by you in the said ORDER that the Successful Bidder shall furnish you with a Bank Guarantee by a Scheduled/
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Nationalised Bank for the sum specified therein as security for compliance with the Successful Bidder performance obligations for a period in accordance with the contract

AND WHEREAS we have agreed to give the Successful Bidder a Guarantee.

THEREFORE, we (Bankers address)....., hereby affirm that we are Guarantors and responsible to you on behalf of the Successful Bidder up to a total of Rs/- (Rupees Only) and we undertake to pay you upon your first written demand declaring the Successful Bidder to be in default under the contract and without any demur, cavil or argument, any sum or sums within the limit of Rs /- (Rupees Only) as aforesaid, without your needing to prove or show grounds or reasons for your demand or the sum specified therein. We will pay the guaranteed amount notwithstanding any objection or dispute whatsoever raised by the Service Provider.

This Guarantee is valid until months from the date of Bank Guarantee.

Notwithstanding, anything contained herein. Our liability under this Guarantee shall not exceed Rs. /- (Rupees only). This Bank Guarantee shall be valid up to months from the date of Bank Guarantee and we are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before.....

In witness whereof the Bank through its authorized officer, has its, hand and stamp on this at

Witness:

(Name in Block Letters)

(Signature)

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Appendix-3 Format for Clarifications /Amendments

FORMAT FOR QUERIES ON TENDER CONDITIONS AND TECHNICAL SPECIFICATIONS

FOR COMMERCIAL CONDITIONS:

Sl. No.	Page No.	Clause No.	Title of The Clause	Description of the Clauses as per Tender Document	Amendment Requested	Reasons for requesting the Amendment

FOR TECHNICAL SPECIFICATIONS:

Sl. No.	Page No.	Product Item Code Name	Existing Specification as per Tender Document	Technical Parameter as per Tender Document	Amendment Reasons requested for requesting the amendment

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Appendix-4 Bio Data of the manpower

The CVs of all the personnel being deployed by the bidder should be provided as per the format given below.

Sl.no	Description	Details to be provided
1	Name	
2	Date of Birth	
3	Permanent Address	
4	Criminal or Civil Record details if any	
5	Mobile no.	
6	Educational Qualifications	
7	Experience	
8	Email Address	
9	Copies of Identity cards given below	
10	Passport No	
11	Driving License No	
12	PAN Card No.	
13	Aadhaar Card No.	
14	Address during last 10 years	
15	Assembly Constituency from	

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Appendix-5 Non Disclosure Agreement

To
The Director, Dept of IT & Communication,
Govt of Arunachal Pradesh,
Itanagar - 791111.

Sir,

Sub: Non –Disclosure agreement.

Format will be provided by Dept of IT & Communication later when required

Due to security reasons, the Consultant is required not to disclose that they are Bidding for this assignment, or in any way disclose that they are performing this assignment to any third party without the consent of the Nodal Officer or the Contracting Authority. Each of the Consultant Personnel will also be required to sign a Non-Disclosure Agreement with the Client and there may be civil and criminal penalties in case of breach of the agreement.

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Appendix-6 Technical Bid

A1.1 Check-list for Enclosures

S.No	Documents to be Submitted	Documents attached (Yes or No)
1	Technical Bid and Price Bid	
2	Payment of EMD Amount	
3	Two part Bid submission	
4	Letter of Authorisation/Power of Attorney for signing the Tender document	
5	Report on the Architecture design of the Network and the plan of execution of the project on the Polling Day	
	Eligibility Criteria	
6	Copy of Purchase/Work orders received on or after 31.12.2018 and Completion Certificate received from the Customers	
7	Copies of Balance sheet and Profit & Loss Account for the Last 3 Financial Years(2015-16, 2016-17, 2017-18) as a Proof for turnover	
8	Copies of Net worth Certificate for the period of last three years	
9	Copy of the Letter of Undertaking as indicated in the tender document vide page no.4	
10	Copy of ISO 9001:2008 certificate and ISO 27001:2015 / ISO 27001:2011 certificate or proof of application for the same.	
11	Technical Specifications Compliance Statement as per Appendix-7	
12	Copy of order indicating order of at least Rs.1 Crore in the last 3 (three) years	
13	Self declaration on the company letter head along with EPF Account details of personnel in respect of current year to be provided	
14	Declaration regarding acceptance of the offer for a minimum period of 150 days as per Appendix 12	

Bidder's Signature & Stamp

A 1.2 Profile of the Bidder			
1.	Name of the Company	Prime Bidder	Consortium Bidder -1
2.	Year of incorporation		
3.	Nature of the Company (If Registered Company)		
4.	Registered Office Telegraphic Address		
	Office Telephone Number		
	Fax Number		
	Contact Person Name		
	Contact person Telephone Number		
	Email Address		
5.	Name of Local Presence at Itanagar		
	Telegraphic Address		
	OfficeTelephoneNu mber		
	Fax Number		
	Contact Person Name		
	Telephone Number		
	Email Address		
6.	Registration Details		
	PermanentAccount Number		
	GST IN		
7.	Banker's Name, Address and Account Number		

Important Note:

Bidders should ensure that they have submitted all the required proof of documents as specified in the Tender document without fail. Bids received without the supporting documents to prove their eligibility are liable for rejection.

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A 1.3 Details in support of Eligibility Criteria

Sl.No.	Description	Details to be furnished with Proof/Page no. to be indicted with Flags
1	The Bidder should be a Registered entity with Department of Taxation/ Registrar of Companies Registered in India under the Indian Companies Act 1956 or 2013	
2	Bidder should have been in the Information Technology/ IT enabled services/ Telecommunication business/ Video Recording Services/Internet Service Provider for 4 (four) Years as on 31/12/2018.	
3	Bidder should have average annual Turnover of Rs.1.00 Crore for last 3 years	
	2015-16	
	2016-17	
	2017-18	
4	Self-declaration certificate for not being black listed by any government/semi government entity/multi lateral donor body	
5	Report on the Architecture design of the Network and the plan of execution of the project on the Polling Day	
6	Technical Specifications Compliance Statement as per Appendix-7	
7	Declaration regarding acceptance of the offer for a minimum period of 150 days as per Appendix 12	

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Appendix-7 Technical Specifications

A1 Specification of IP based Web Camera/Camera for Polling Stations

IP based web camera/Camera for videography	3 MegaPixel minimum
	Night vision capability
	Local recording facility
	Wide angle with 30 / 170 degrees coverage
	Minimum illumination of .05 lux.
	Support 16-4096 Kbps code rate
	Support constant bit rate/variable frame rate of upto30 fps
	Image Control: Backlight compression, Automatic white balance, 3D digital noise reduction
	Display should be supported is 1920x1080
	Battery powered/ battery backup

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A2 Specification of Internet Connectivity:

Sl. No	Descriptions	Compliance Yes/No
1	Internet connectivity with minimum of 1 Mbps speed from a reputed service provider with good coverage at polling station.	

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Appendix – 8 Form for the Delivery of Equipment

Date of Submission: **dd/mm/yyyy**

Vendor Name

Vendor

Address

Tender No

Sample Submitted

on Tender Product

Sl.No

Sl. No	Item No in the Tender	Item Description	Make	Model	Sl. No of the Item

VENDOR

Certifying Agency

Bidding Company Name

Name & Designation of the Person receiving the Sample

 Signature of the Representative
 Name :
 Designation:
 ContactNo :

 Signature
 Name
 Designation:
 Contact No

Appendix- 9 List of Infrastructure requirements to be provided by the bidder

During Polling:

A. At Polling station:

SI.No	Description (Web Casting)	Qty
1	IP based web camera	1 No
2	Internet connectivity with min 1 mbps speed	1 No
3	Power backup of min 12 Hours	1 No
4	Local storage backup	1 No

SI.No	Description (Videography)	Qty
1	Camera	1 No
2	Power backup of min 12 Hours	1 No
3	Local storage backup	1 No

B) At RO office:

SI.No	Description	Qty
1	Manpower	1 No

C) At each DEO's office (in number):

SI.No	Description	Qty
1	Manpower	1 No each in the 15 districts as per Annexure A

D) At CEO's Office

SI.No	Description	Qty
1	Manpower	3 Nos
2	1 HelpDesk team for support to District queries	5 Nos
	Total:	8 Nos

(Note: The above numbers may vary later)

Appendix-10 Price Bid

Tender Ref No:.....
Tender for Online Webcasting and Offline Recordings of PS of Arunachal Pradesh for General Election 2019

Sl.no.	Item Description	Unit Rate (Rs.) (A)	Quantity (B)	Value (C) C=A*B	Tax (%) (D)	Total Taxes (Rs.) (E) E= C*D/100	Total (F)=C+E
1(a)	Live Streaming and Recording of the Polling at Polling Stations		160*				
1(b)	Videography and recording of the Polling at Polling Stations where internet connectivity is not available.		301*				
2	Manpower at RO's Office during polling		1				
3	Manpower at DEO's offices during training / installation / Polling (1 each at 15* DEO Offices)		15*				
4	Manpower at CEO's office during Polling		3				
5.	Supply of Helpdesk with minimum 5 personnel for webcasting support to		1* team (i.e.,5 Nos.)				

	districts, at the CEO Office						
	Grand Total (G)						

***Numbers may vary based on the requirement of CEO Office.**

Note:

- 1) The Quantity (B) is only for weightage purpose for calculating financial bid. Actual quantity/polling stations may vary.
- 2) The payment would be made as per the exact number of polling stations covered under web streaming and via recording where web streaming is not possible.
- 3) The Grand total amount (G) will be evaluated to arrive at the Lowest Price (L1Price).
- 4) The Bidder shall submit the offer by filling up all the columns against each item. Bids with blank columns are liable for ejection.
- 5) Bidders should quote for all the items in the Package.

Appendix – 11 Letter of Undertaking for non-retention

To
The Director, Dept of IT &
Communication, Govt of
Arunachal Pradesh,

Itanagar - 791111.

Sub: Undertaking for non-retention of recorded data gathered from Online Webcasting and Offline Recordings of PS of Arunachal Pradesh for General Election 2019-Reg.

Ref: Tender No.

Sir,

I/We ----- hereby confirm that our Company has not retained any copy / copies of the data recorded from the Online Webcasting and Offline Recordings of PS of Arunachal Pradesh for General Election 2019. I/ We ---- ----- state that all local data gathered from this project has been destroyed.

I/We ----- certify that we are liable and responsible for any disputes arising out of intellectual property rights and punishable for violating any penal codes.

In case of violation of any of the conditions above, I/We..... Understand that I/ We are liable to be blacklisted.

Yours faithfully
for _____

Name, Signature

Designation

Seal

Bidder's Signature & Stamp

Appendix-12 Declaration:

I/We agree that the offer shall remain open for acceptance for a minimum period of 150 days stipulated in the Tender or such other period prescribed by Dept of IT & Communication from the date of opening of the tender and thereafter until it is withdrawn by us by notice in writing duly addressed to the authority of opening the tender and sent by registered post with acknowledgement due or otherwise delivered at the office of the authority.

The EMD amount shall not bear any interest and shall be liable to be forfeited to Dept of IT & Communication should I/We fail to abide by the stipulations to keep the offer open for a period mentioned above or fail to sign and complete the contract document as required by Dept of IT & Communication and furnish the Security Deposit as specified in the terms and conditions of the contract. The EMD amount may be adjusted towards SD or refunded to me/us unless the same or any part thereof has been forfeited as aforesaid.

I/We agree to adhere with the schedule of implementation and deliver the items as specified in the tender.

I/We declare that the Price bid has been submitted without any conditions and strictly as per the Terms and Conditions of the tender document and I/We am/are aware that the Price bid is liable to be rejected if it contains any other conditions.

I/We declare that the information furnished in the tender is true to the best of my/our knowledge. If any false/fictitious information is found I/We agree to the rejection of the bids and consequence action.

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Annexure A

S/ N	Districts	Number of Polling Stations for Online Webcasting	Number of Polling Stations for Offline Recordings
1	Tawang	10	-
2	West Kameng	20	-
3	East Kameng	19	82
4	Papum Pare	53	-
5	Lower Subansiri	01	-
6	Upper Subansiri	-	120
7	Kurung Kumey	06	99
8	West Siang	06	-
9	East Siang	12	-
10	Lower Dibang Valley	05	-
11	Lohit	06	-
12	Namsai	03	-
13	Changlang	06	-
14	Tirap	07	-
15	Longding	06	-
	TOTAL:	160	301

Bidder's Signature & Stamp