

KANNUR INTERNATIONAL AIRPORT LIMITED

PROJECT OFFICE, MATTANNUR.

PH.NO.: 0490 - 2474464.

10/3/2014.

NOTICE INVITING QUOTATION (NIQ)

Dear Sir (s),

Sealed quotations are invited from reputed brands by Managing Director, KIAL on behalf of Kannur International Airport Limited (KIAL) having experience of similar nature for the following works.

“ Procurement of CCTVs, Antivirus s/w, UPS and SATA HDD for Mattannur and Thiruvananthapuram offices of KIAL.”

### **General Terms and Conditions:**

1. Quotations forms will be issued to the vendors who produce certificates from clients, of having satisfactorily completed any one similar work for last five years ending 30.12.2013.
2. Quotations shall be supported with self-attested copies of Permanent Account Number ( PAN ).
3. Quotation will be issued up to 1400 Hrs on 17 Mar 2014 and will be received on 24 Mar 2014 upto 1500 Hrs and opened on the same day at 1600 Hrs. The quotation can also be downloaded from KIAL's website [www.kannurairport.in](http://www.kannurairport.in)
  - a) The duly filled quotation shall be submitted in sealed envelopes ( Envelop A and Envelop B) the envelopes shall have superscription "Procurement of CCTVs, Antivirus s/w, UPS and SATA HDD for Mattannur and Thiruvananthapuram offices of KIAL."
    - i) Envelope A with Title "Technical Bid"
    - ii) Envelope B with Title "Financial Bid"
  - (b) Envelope A submitted in the sealed envelope shall contain:
    - i. Self-attested copies of valid Permanent Account Number PAN and bidder's bank details (Refer: Annexure II)
    - ii. Experience certificate from client having satisfactorily completed any one similar work during the last 5 years ending on 30.12.2013.
    - iii. Unconditional acceptance letter from the bidder (Refer :Annexure III)
  - (c) Envelope B shall contain "Bill of Quantity" in the format as at Annexure-I.
  - (d) If any of the parameters mentioned above is found missing / incomplete or ambiguous in any respect and/or prescribed conditions are not fulfilled, shall be considered as non-responsive and liable to be rejected.
  - (e) The quotation shall be submitted to CHIEF PROJECT ENGINEER, KANNUR INTERNATIONAL AIRPORT LIMITED, NEW MUNICIPAL BUILDING, MATTANNUR, KANNUR, KERALA – 670 702.

4. If at any stage, any information/documents submitted by the applicant is found to be false, the agency shall be liable for debarment from participating in tender, apart from any other appropriate / legal action.
5. KIAL reserves the right to accept or reject any tender/quotations without assigning any reasons.
6. KIAL reserves the right to disallow for issue of quotation document to working agencies whose performance at ongoing work(s) is below par or unusually poor.
7. Price quoted should be inclusive of all taxes and freight charges for delivery at site.
8. Terms of payment: Payment on complete installation after deducting taxes, duties and levies based on Govt. rules.
9. Scope of Work:
  1. "Supplying, Providing and installation work of CCTV for Mattannur and Thiruvananthapuram offices of KIAL "
  2. "Providing, supplying and installation work of Antivirus s/w - Kasper sky antivirus 2014 for KIAL"
  3. "Supply, providing and installation work of UPS for KIAL"
  4. "Supplying SATA HDD for extended secondary storage and back up for KIAL"
  5. "After warranty period, comprehensive AMC for one more year for CCTV installations"

**Special Terms and Conditions:**

10. No mobilisation advance shall be paid for any activity.
11. Free upgrade and reloading of software as & when required.
12. The KIAL has defined the maintenance procedures on general cleaning , preventive, predictive and corrective maintenance and their periodicity. The contractor shall be responsible for the implementation of these maintenance schedules as per pre-defined periodicity & procedures as per Annexure IV. They shall attend the calls and register the complaints from the users at various sites where the items and its accessories/peripherals are installed and also

undertake any other duties/responsibilities assigned by IT in-charge.

The register for maintenance will be maintained by the in-charge of IT-division, KIAL in coordination with contractor. The agency shall maintain a complaint register for all the activities carried out during duty hours.

13. All the complaints shall be attended within 48 Hrs of registering complaint excluding Sundays and other Public holidays by contractor.
14. From 48 Hrs onwards 10% of penalty per day for the amount rate / item (refer. Annexure I enclosed), shall be paid by the contractor to KIAL.
15. The register of complaints and report for maintenance will be maintained by the In Charge of IT Division, KIAL.
16. The internal power supply unit, if any, specific to the item shall be covered in AMC.
17. Training on usage of item shall be provided to build the expertise of the organizational staff.
18. Any upgrade/revision of the machine related h/w or s/w shall be technically & business wise explained to KIAL subject to the requirement of the KIAL environment by contractor.
19. Refresher training on need basis shall be provided by contractor.
20. Any parts replaced shall have warranty at least for a period of 6 months.
21. In the event of irreparability( A condition where the contractor feels that the item cannot be repaired due to any reason) of an item / component which is under purview this contract the 'contractor' shall have to replace the item / component with equivalent or a higher / better item / component within 7 days of reporting such case. The replaced item in such an event shall be property of KIAL and the irreparable item shall become the property of the contractor.
22. Any shifting of an item / accessories shall be done by the maintenance staff of the contractor and any damage, which occurs as a result of such shifting, shall be the responsibility of contractor. No extra payment shall be made for such a shifting when shifting is done. KIAL reserves the right to shift any item by its own arrangement if no response from the contractor to the shifting complaint is

received within 2 days of lodging such a complaint. Any shifting of the equipment required for maintenance of the equipment, to the site of the contractor or to any other workshop related to contractor shall be done at the cost of the contractor.

23. The contractor shall use only components with OEM's (Original Equipment Manufacturer's) specifications.
24. KIAL reserves rights to shift the equipment to any location inside/ outside KIAL premises (A third party location) by intimating the contractor in writing.
25. The maintenance service shall be normally offered between 1000-1700 hours on all working days of KIAL, which shall normally exclude all Sundays and Public holidays. Complaint calls registered after 1630 hrs on any working day will be attended to only on next working day unless it is an emergency call. On operational emergency, if any, contractor shall be ready to provide 24\*7 Hrs of service. The In charge of IT division . KIAL shall make necessary arrangements for the attendance of the calls after office hours on such cases.
26. The contractor shall ensure proper data back up before undertaking the maintenance / repair of the relevant systems, failing which any loss or damage to data shall be responsibility of the contractor.
27. KIAL shall terminate the contract and takeover the system maintenance at any time without notice, in case the services are not found satisfactory. Under such conditions, all the defects of the systems shall be rectified at risk and cost of the contractor.
28. Quantity subject to deviation +/- 25%

## Annexure I

### Financial Bid

### Bill of Quantity

Name of the work : "Procurement of CCTVs, Antivirus s/w, UPS and SATA HDD for Mattannur and Thiruvananthapuram offices of KIAL."

1. Name and address of the Bidder :

Sr. No	Description of item	Qty	Unit Rate in Rs	Applicable Taxes in Rs	Total unit rate in Rs	Total Amount in Rs (In figures)
1	Supplying, providing and installation of Night Vision Cameras Dome type at KIAL offices of Thiruvananthapuram and Mattannur.	3 Nos				
2	Supplying, providing and installation of Night Vision Cameras Bullet type at KIAL offices of Thiruvananthapuram and Mattannur.	1 Nos				
3	Providing, Supplying and installation of Digital Video Recorder (DVR),1 TB SATA HDD at KIAL offices of Thiruvananthapuram and Mattannur.	2 Nos				
4	Providing, supplying and installation of Display unit at KIAL offices of Thiruvananthapuram and Mattannur.	2 Nos				
5	Providing and installing	2 Nos				

	100~220 AC 12V 5 A Power Supply (SMPS)					
6	Providing 12 V DC PIN Connectors	4 Nos				
7	Providing BNC Connectors	8 Nos				
8	Providing RG-59 Co-axial CCTV cable with laying	85 Mtrs				
9	Providing 2 core power cable	85 Mtrs				
10	Providing Conduit pipe 1" with laying	85 Mtrs				
11	Supplying, providing and installing of Antivirus s/w - Kasper sky antivirus 2014	6 Nos				
12	Supply, providing and installing of <b>UPS</b> (Un-interrupted Power Supply)	6 Nos				
13	1 TB SATA Hard Disk Drive – for extended secondary storage device and backup.	1 Nos				
14	After warranty period comprehensive AMC for CCTV installations and related equipments of KIAL for a period of one more year from date of successful installation	1 Job				

Amount to be mentioned with all Taxes & freight charges, if any, for delivery at Mattanur Project office, Kannur and Trivandrum registered office, KIAL, Kerala.

Total Amount in Words:

Rupess.....  
.....only.

I/We agree to all terms and conditions as specified in the NIQ.

# Annexure I

Signature of the Bidder  
Name:

Telephone Number:

Fax:

Office Seal,  
Date, place



## Annexure II

### Technical Bid

#### Bidders Bank Details

To be filled by the Bidder

Name of the bidder/supplier:

Name of Bank:

Name of branch:

Complete Address of the bank:

Account of beneficiary

Type of account

Core banking Account No. in full

IFSC code of the Bank

PAN/VAT details (please attach document proof)

PAN NO

VAT/CST/TIN No.

Authorized Dealership certificate enclosed YES/NO

Signature of Bidder

Name

Telephone

Fax

Office seal

Technical Bid

UNCONDITIONAL ACCEPTANCE LETTER

TO,

The Managing Director,  
KIAL

Sir,

Sub: ACCEPTANCE OF KIAL'S QUOTATION CONDITIONS for “ Procurement of CCTVs, Antivirus s/w, UPS and SATA HDD for Mattannur and Thiruvananthapuram offices of KIAL. ”

We are in receipt of the quotation documents and we hereby unconditionally accept the terms and conditions of KIAL mentioned in tender in entirety, for the said work.

Yours faithfully

Bidder's Name:

(Signature of the bidder with office seal)

## Annexure IV

### Technical Specifications and Maintenance Procedures.

#### Technical Specifications:

##### Item 1: Night Vision Dome type Camera

1	<p>(HI Focus UK) – Model</p> <p>1/3” Sony(Make) Super HAD II – Trademark</p> <p>600 TVL(TV lines) Normal Resolution</p> <p>0.01 LUX/F1.2 (0 LUX When IR On) – (LUX – Luminance unit)</p> <p>4 mm Fixed Lens</p> <p>IR Range of 20 mtrs with 26 LEDs (LED – Light Emitting Diode)</p> <p>OSD (On Screen Display), WDR (Wide Dynamic Range), 2D-DNR (Digital Noise Reduction),LSC (Lens Shading Compensation)</p> <p>AWB (Auto White Balance),BLC(Back Light Compensation),AGC (Automatic Gain Control), CE (European Council) &amp; FCC (Federal Communication Commission) Certified.</p>
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##### Item 2: Night vision Bullet type Camera

2	<p>(HI-Focus, UK) - Model</p> <p>1/3” Sony(Make) Super HAD CCD – Trademark</p> <p>600 TVL (TV Lines) High Resolution Camera</p> <p>0.5 LUX (luminance unit)/F1.2</p> <p>6mm Lens,IR Range of 30 Mtrs With 36 LEDs(Light Emitting Diode)</p> <p>AGC (Auto Gain Control),AWB(Auto White Balance) and BLC(Back Light Compensation)</p> <p>Sync systemInter line Synchronisation</p> <p>Video Output 1.0 V p-p 75 ohmsbn</p> <p>White BalanceAuto White Balance(AWB)</p> <p>B.L.CBack Light Compensation(Auto)</p> <p>Electronic shutter 1/60-1/100000sec</p> <p>Gain ControlAuto Gain Control(AGC)</p>
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	<p>FlickerlessMode Electrical</p> <p>InfraredIR Range 30 Mtrs with 36 LEDs(Light Emitting Diode)</p> <p>PowerSupplyDC 12V</p> <p>Power ConsumptionDC 12 350 mA</p> <p>Weight350 gms</p> <p>Operation temperature 10C~+50C RH95%Max (Relative Humidity Ratio)</p> <p>Storage Temperature20C~+60C RH95%Max</p>
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**Item 3: Digital Video Recorder**

3	<p>Hi-Focus4 chnl DVR E SERIES - Model</p> <p>Ch Real time D1 (Division 1) recording</p> <p>H.264 Video Compression Algorithm Ideal</p> <p>3G Dongle Supported</p> <p>All channel simultaneous playback</p> <p>Support 1 SATA HDD (Serial Advanced Technology Attachment Hard Disk Drive), 1 SATA, 1 RS 485(Serial) and 2 USB2.0(Universal Serial Bus)</p> <p>Easy backup:USB devices, CD/DVD-RW and network down</p> <p>Support six operation at the same time, recording Playback, network transmission, backup ,</p> <p>Mobile monitoring,PTZ (Pan Tilt Zoom) control,Simplified Chinese,English,Thai,French,Spanish, Over 20 languages.</p> <p>1 Terra Byte SATA(Serial Advanced Technology Attachment) hard disk for Digital Versatile Disk (DVD)</p>
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**Item 5: Switch Mode Power Supply (SMPS)**

5	100~220 AC 12 V 5 A Power supply
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**Item 7: BNC Connectors**

7	BNC (Bayonet Neill Concelman) Connectors
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Item 8: RG – 59 co-axil CCTV (Close Circuit Television) cable with laying.

Item 11: Antivirus software

11	Antivirus software- Kaspersky antivirus 2014 compatible with MS windows versions 7.00, versions 8.00 and above., supporting components
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Item 12: Un-interrupted power supply (UPS).

12	230 V, 600 VA, 360 W UPS (Makes 'APC' or 'Microtek' or 'Numeric') 4 battery backup, Surge protection, and Supporting components
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Item 13: 2 Terra Byte SATA (Serial Advanced Technology Attachment) Hard Disk Drive (HDD)

Item 14: After warranty period comprehensive Annual Miantenance Contract for CCTV(Close circuit Television) installations and related equipments of KIAL for a period of one more year from date of successful installation

## Annexure IV

### **Maintenance procedures.**

Note: Any addition or deletion or updating may be incorporated according to the maintenance requirement from time to time.

#### **1. Classification of Maintenance problems.**

The problems observed on day to day basis are categorized as follows.

##### **a. Minor repairs and maintenance**

1. General equipment cleaning
2. Minor software faults
3. Minor virus problem & cleaning (affecting individual systems not resulting in loss of Data)
4. Hardware faults (Repairable) on Monitor, Keyboard, Mouse – which does not require opening of the system.
5. Hardware faults ( Repairable ) floppy drive, CD ROM, add on cards etc.- by replacement of cards.
6. HDD fault – requiring hard disk media de-fragmentation, storage compaction and cleaning.
7. Minor faults on printers – paper stuck etc. involving no expenditure.
8. Any complaints raised from user level.
9. Monitoring UPS's operation and battery back up.
10. Carry out system updates.

##### **b. Major repairs and maintenance**

1. Major software faults – Virus problems (Affecting wide spectrum of computers over the network – may require recovery of data)
2. Major software corruption – requiring reloading
3. Hardware faults ( Non repairable ) on monitor , keyboard, mouse – which does not require opening of the system.
4. Hardware faults (Non repairable ) – Floppy drive , CD ROM, internal modem, add on cards.
5. HDD fault – requiring hard disk formatting.
6. HDD fault – requiring HDD replacement (even HDD burnt or media damage cases shall be in purview of the contract)

7. Mother board related – requiring replacement of RAM, CPU chip or complete Mother board etc.
8. Attending faults on UPS's whenever fault comes.

## **2. Procedure to be followed for maintenance.**

The following events/procedures shall follow the registration of a complaint from a user and maintenance of system under contract.

1. Give a unique fault / complaint number.
2. Identify the nature of fault and the faulty components.
3. A complete history of each fault shall be maintained & necessary formats required for this purpose shall be prepared as agreed mutually.
4. Acceptance of system after maintenance and closure of cases.

## **3. Maintenance Schedule.**

3.1 **General cleaning** : This will include cleaning of equipment's externally using the following tools:- soft cloth, carbon tetra chloride, pest spray, checking termination points/ joints, etc.

3.2. **Precaution** : Equipment should not be isolated without proper authorization. Each cleaning has to be recorded in the register.

3.3 **Preventive maintenance** : include the following activities.

- Periodic internal cleaning of the equipment.(using vacuum cleaners)
- Verification and updation of the virus protection packages.
- Regular Hard disk de-fragmentation and garbage collection ( at least in 2 months or on need basis).
- Extensive cleaning of key boards etc. as per maintenance schedule
- Checking of earth connections of the power supply once in 3 months or on need basis.
- Each preventive maintenance has to be recorded in the register.
- Updation of the OS patches released by OS manufacturers.

3.11. **Predictive maintenance** – includes the following scope:

- Observe pre-failure warning on the system and take necessary steps.
- Observe error codes from time to time & take action as per error messages. Also make a history of error messages & the corrective action taken

- Observe frequent software failures/ system crashes and take necessary restoration measures to recover from such faults.

### 3.15. Scope of repairs & maintenance.

- The scope of each maintenance shall depend on the nature / category of fault.
- The table below indicates the various maintenance activities & their periodicity.

SR.NO	TYPE OF MAINTENANCE	EQUIPMENT	PERIODICITY
1	General Cleaning	Computers/Workstations/UPSs	Once in two weeks
2	General Cleaning	Keyboard / Mouse	Once in two weeks
3	Preventive	Keyboard/ Mouse	Bi Monthly
4	Preventive	Virus scanning & cleaning (Servers / Clients)	Bi Monthly
5	Preventive	Virus update (Servers / Clients)	Online and/or Bi-monthly.
6	Preventive	Checking of supply & system earth	Bi Monthly
7	Predictive	Based on pre-failure	As & When
8	Predictive	System batteries	As per battery life
9	Predictive	Virus protection Virus update (Servers / Clients)	Based on Threat
10	Repairs & Service	All equipment	Fault based
11	Virus cleaning	Virus update ( Servers / Clients)	Every month or as & when required