

ICA: RFP for Selection of ICT/Electronic Equipment Supplier

**NOTICE INVITING e-TENDER for
“SELECTION OF ICT/ELECTRONIC EQUIPMENT SUPPLIER”**

**Notice Inviting Tender No.F.75 (89) ICA/TFTI/VIDEO-EDITING/2025
Dated: 29.08.2025**

**TRIPURA FILM & TELEVISION INSTITUTE (TFTI)
Under
DEPARTMENT OF INFORMATION AND CULTURAL AFFAIRS (ICA)
GOVT. OF TRIPURA
NAZRUL KALAKSHETRA COMPLEX, AGARTALA, TRIPURA, 799007
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ICA: RFP for Selection of ICT/Electronic Equipment Supplier**Disclaimer**

The information contained in this Request for Proposal (RFP) document or information provided subsequently to Bidder or applicants whether verbally or in documentary form by or on behalf of Department of Information & Cultural Affairs, Govt. of Tripura is provided to the Bidder on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

This RFP document is not an agreement and is not an offer or invitation by Department of Information & Cultural Affairs to any parties other than the applicants who are qualified to submit the Bids ("Bidders"). The purpose of this RFP document is to provide bidder with information to assist the formulation of their proposals. This RFP document does not claim to contain all the information each Bidder may require. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice. Department of Information & Cultural Affairs makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP document. Department of Information & Cultural Affairs may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

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ICA: RFP for Selection of ICT/Electronic Equipment Supplier**1. Section 1****1.1 BID Schedule and Address**

| S. No | Description | Timeline |
|--------------|--|---|
| 1 | Name of Project | Selection of ICT /Electronic items Supplier for Tripura Film & Television Institute (TFTI) under Department of Information & Cultural Affairs, Govt. Of Tripura |
| 2 | Tender Reference Number | No.F.75(89)ICA/TFTI/VIDEO-EDITING/2025 |
| 3 | Date of publishing the RFP | 29 th August, 2025, 15:00 Hrs |
| 4 | Bid Submission, Start Date & Time | 1 st September, 2025, 10:00 Hrs |
| 5 | Last date and time for Bid Submission | 6 th September, 2025, 15:00 Hrs |
| 6 | Date and Time of Technical Bid Opening | 9 th September, 2025, 12:00 Hrs (Tentative) |
| 7 | Date and time of Financial Bid Opening | Technically qualified bidders will be notified through e-tender portal |
| 8 | Name and Address for communication | Registrar Tripura Film & Television Institute (TFTI) Nazrul Kalakshetra Complex, Agartala - 799007 E-mail: tfti.icatripura@gmail.com |
| 9. | EMD | Rs.15,000/- |

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2 Section 2 – Introduction

2.1 Objective of this RFP

TFTI under Department of Information & Cultural Affairs (ICA), Govt. of Tripura proposes to engage an agency for supply and installation of misc. Electronics items.

2.2 Cost of the RFP

The Bidder may download the RFP free of cost from <https://tripuratenders.gov.in>. The interested bidder shall bear all costs associated with the preparation and submission of its bid and Department of Information & Cultural Affairs will, in no case, be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

The Bidders can submit the bid response through e-tender portal tripuratenders.gov.in only.

2.3 Ownership of this RFP

The content of this RFP is a copyright material of Department of Information & Cultural Affairs. No part or material of this RFP document should be published on paper or electronic media without the prior written permission from Department of Information & Cultural Affairs.

2.4 Due Diligence

The Bidders are expected to examine all instructions, terms and specifications stated in this RFP. The Bid shall be deemed to have been submitted after careful study and examination of this RFP document. Failure to furnish all information or submission of a bid not responsive to this RFP will be at the Bidders risk and may result in rejection of the bid. Department of Information & Cultural Affairs is not bound to disclose the grounds for rejection of Bid. The decision of the Department of Information & Cultural Affairs regarding the final declaration of the successful Bidder shall be final.

The Bidder is requested to carefully examine the RFP documents and the terms and conditions specified therein, and if there appears to be any ambiguity, contradictions, inconsistency, gap and/or discrepancy in the RFP document, Bidder should seek necessary clarifications through Pre-Bid queries.

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3 Section 3 – Scope of Work

3.1 Bill of Materials

Tentative number of items is given here. **Actual ordered quantity may increase or decrease at the time awarding the supply order.**

| Sl. No. | Description of Items/Materials | Quantity |
|---------|--|----------|
| 1 | RAM | 12 |
| 2 | SSD | 12 |
| 3 | Professional Headphones | 12 |
| 4 | 4-Bay Disk Station | 1 |
| 5 | NAS Hard Drive | 4 |
| 6 | Cat 6 LAN Cable & RJ45 Connectors & Plug Covers | 2 |
| 7 | UPS | 1 |
| 8 | Network Switch | 1 |
| 9 | Monitor | 6 |
| 10 | Computer Cleaning Kit | 1 |
| 11 | Cordless Vacuum Cleaner | 1 |
| 12 | Home Theater System | 1 |
| 13 | 2 Desk Studio Speaker | 2 |
| 14 | IT Setup & Installation Services | |
| 15 | Adobe All Apps Education per year license | 6 |
| 16 | AVID Media Composer Ultimate for EDU-Annual Subscription (Students Faculty) per year license | 1 |
| 17 | Black magic Da vinci Resolve | 1 |
| 18 | C Cleaner Professional Plus per year license | 4 |
| 19 | Wonder share Uni converter | 1 |

3.2 Item wise minimum specification

The Brand name mentioned below are indicative purpose only, it is not mandatory/ enforced to quote same brand but specification is mandatory.

3.2.1 RAM

8GB DDR4 – 3200 compatible with i3 processor.

3.2.2 SSD

SSD 1TB Above 550Mb/s, 5 years Warranty

3.2.3 Professional Headphones

- Headphone Driver: 40 mm
- Plug type: 3.5 mm & 6.3 mm
- Frequency Response: 20 – 20,000 Hz
- Sensitivity: 105 ±3 dB
- Impedance: 32Ω

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- Compatible Devices: Mobiles Phones, Tablets, Laptops, Desktops, Gaming Consoles, Music Players and Audio Sources with 3.5 mm output
- Microphone Form Factor: In-Line
- Connector type: Wired

3.2.4 4-Bay Disk Station

- Networking protocols: SMB, AFP, NFS, FTP, WebDAV, CalDAV, iSCSI, Telnet, SSH, SNMP, and VPN (PPTP, OpenVPN, L2TP)
- File systems: Internal: Btrfs, ext4 External: Btrfs, ext4, ext3, FAT32, NTFS, HFS+, exFAT
- Supported RAID types: Synology Hybrid RAID (SHR), Basic, JBOD, RAID 0, RAID 1, RAID 5, RAID 6, and RAID 10
- Storage management: Max. single volume size: 108 TB. Max. number of system snapshots: 65,536. Max. number of internal volumes: 64
- SSD cache: Read/write cache support. M.2 NVMe and 2.5" SATA SSD. Support.
- File sharing capabilities: Max. number of local user accounts: 2,048. Max. number of local groups: 256. Max. number of shared folders: 512. Max. number of concurrent SMB/NFS/AFP/FTP connections: 1,000.
- Privileges: Windows Access Control List (ACL) and application privileges
- Directory services: Connects with Windows AD/LDAP servers enabling domain users to login via SMB/NFS/AFP/FTP/File Station using their existing credentials.
- Virtualization: VMware vSphere, Microsoft Hyper-V, Citrix, Open Stack, and Kubernetes.
- Security: Firewall, shared folder encryption, SMB encryption, FTP over SSL/TLS, SFTP, rsync over SSH, login auto block, Let's Encrypt support, and HTTPS (customizable cipher suite).
- Supported browsers: Google Chrome, Firefox, Microsoft Edge, Safari 13 and later, and Safari (iOS 13.0 and later) on iPad, Chrome (Android 11.0 and later) on tablets

3.2.5 NAS Hard drive

| Specifications | |
|--|-------------|
| Capacity | 8TB |
| Interface | SATA 6Gb/s |
| Features and Performance | |
| Drive Bays Supported | 1-8 Bays |
| Multi-User Technology | 180TB/year |
| Rotational Vibration (RV) Sensor | Yes |
| Dual-Plane Balance | Yes |
| Error Recovery Control | Yes |
| Max. Sustained Transfer Rate OD (MB/s) | 210MB/s |
| Spindle Speed (RPM) | 7200 |
| Cache (MB) | 256 |
| Reliability | |
| Load/Unload Cycles ¹ | 6,00,000 |
| Non-recoverable Read Errors Rate, Max | 1 per 10E15 |
| Power-On Hours | 8760 |
| Workload Rate Limit (WRL) | 180 |
| Mean Time Between Failures (MTBF, hours) | 10,00,000 |
| Limited Warranty (years) | 3 |
| Power Management | |
| Startup Current, Typical (12V, A) | 1.8 |
| Average Operating Power (W) | 8.8W |
| Idle Average (W) | 7.6W |
| Standby Mode/Sleep Mode, Typical (W) | 0.6/0.6 |
| Voltage Tolerance, Inc. Noise (5V) | ±5% |
| Voltage Tolerance, Inc. Noise (12V) | ±10% |
| Environmental/Temperature | |

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| | |
|---|------------|
| Operating (ambient, min °C) | 5 |
| Operating (drive case, max °C) ² | 70 |
| Non-operating (ambient, min °C) | -40 |
| Non-operating (ambient, max °C) | 70 |
| Halogen Free | Yes |
| Environmental/Shock | |
| Shock, Operating/Non-operating: 2ms (max) | 70Gs/250Gs |

3.2.6 UPS

| Output | |
|---|---|
| Output Power Capacity | 660 Watts / 1100 VA |
| Max Configurable Power (Watts) | 660 Watts / 1100 VA |
| Nominal Output Voltage | 230V |
| Output Frequency (sync to mains) | 50 Hz |
| Output Frequency (sync to mains) | Line Interactive |
| Waveform Type | Stepped approximation to a sinewave |
| Output Connections | (1) India 2/3-pin 6A (Surge Protection) , (4) India 2/3-pin 6A (Battery Backup) |
| Input | |
| Nominal Input Voltage | 230V |
| Input Frequency | 45 - 65 Hz (auto sensing) |
| Input Connections | India 3-pin 6A |
| Cord Length | 1.52 meters |
| Input voltage range for main operations | 145 - 290 V |
| Maximum Input Current | 0A |
| Input Breaker Capacity | 7A |

3.2.7 Network Switch

| | |
|-----------------------|--|
| Number of port | 24 |
| Power Supply | 100-240VAC, 50/60Hz |
| Fan Quantity | Fan less |
| Certification | CE, FCC |
| Environment | Operating Temperature: 0°C~40°C(32°F~104°F); Storage Temperature: -40°C~70°C(-40°F~158°F); Operating Humidity: 10%~90% non-condensing; Storage Humidity: 5%~90% non-condensing |
| Switch Capacity | 48GBPS |
| Forwarding Rate | 35.7 MBPS |
| MAC Address table | 8K |
| Package buffer memory | 4MB |
| Jumbo Frame | 10KB |

3.2.8 Monitor

| | |
|---------------------------|----------------------|
| Resolution | 3840 x 2160 |
| Panel Type | IPS |
| Aspect Ratio | 16:09 |
| Color Gamut (Typ.) | DCI-P3 90% (CIE1976) |
| Brightness (Typ.) [cd/m²] | 300 |
| Refresh Rate (Max.) [Hz] | 60 |
| Response Time | 5ms (GtG at Faster) |

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| | |
|------------------------------|------|
| Display Position Adjustments | Tilt |
|------------------------------|------|

3.2.9 Computer Cleaning Kit

Specification: 20in1computer Cleaning kit with brushes, liquid, Electric Cordless Air Vacuum Cleaner

3.2.10 Cordless Vacuum Cleaner

| | |
|------------------|--|
| Suction | 10000pa with 130W motor for deep cleaning — perfect as a floor vacuum cleaner. |
| Long Runtime | Up to 50 minutes on low, 15 minutes on max, with rechargeable battery |
| Filtration | 7-stage HEPA system captures 99.9% of fine dust. |
| Design | Includes dusting brush & crevice tool, convertible into 6 cleaning methods. |
| Anti-tangle Head | 180° rotatable head with LED lights prevents hair tangling. |

3.2.11 Home Theater System

| | | |
|---------------------------|--|---|
| Amplifier Section | Channels | 5.1 |
| | Rated Output Power (20Hz-20kHz, 2ch driven) | 70 W (8 ohms, 0.09% THD) |
| Surround Sound Processing | Cinema DSP | Yes |
| | DSP Programs | 17 |
| | Dialog Level Adjustment | Yes |
| | SILENT Cinema / Virtual Cinema DSP | Yes |
| | Dolby TrueHD | Yes |
| | Dolby Digital Plus | Yes |
| | DTS-HD Master Audio | Yes |
| Audio Features | File Format | MP3 / WMA / MPEG-4 AAC / WAV: up to 48 kHz / 16-bit |
| | Pure Direct | Yes |
| | Compressed Music Enhancer | Yes |
| | YPAO Volume | Yes |
| | YPAO Sound Optimization | Yes |
| | Adaptive DRC (Dynamic Range Control) | Yes |
| | Initial Volume and Maximum Volume Setting | Yes |
| | Audio Delay | Yes |
| | DA Converter | Burr-Brown 384 kHz / 32-bit DAC x 3 |
| Video Features | 4K Ultra HD Pass-through and Upscaling | Yes (4K / 60p, 4:4:4) |
| | HDMI 3D Pass-through | Yes |
| | HDMI eARC | Yes |
| | HDMI Audio Return Channel | yes |
| | HDMI Upscaling | Yes |
| | Dolby Vision | Yes |
| | Deep Color / x.v.Color / 24Hz Refresh Rate / Auto Lip-Sync | Yes |

3.2.12 2 Desk Studio Speaker

- Speaker maximum O/P Power: 10 Watts
- Frequency Response: 70Hz
- Connectivity Technology: Bluetooth
- Audio O/P: Stereo

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- AUX I/P: 3.5mm

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4 Section 4 – Eligibility Criteria

4.1 Pre-requisite

The individual bidder should possess the requisite experience, resources and capabilities in supplying the items as described herein. The Bidder should also possess the financial wherewithal that would be required to complete the scope of work. The Bid must be completed in all respects and should cover the entire scope of work as stipulated in the document. Bidders not meeting the Minimum Eligibility cum Technical Evaluation Criteria will not be considered for financial bid evaluation.

4.2 Technical Bid Evaluation Criteria

The invitation to bid is open to all bidders who qualify the Technical Bid Eligibility criteria as given below:

- A. The interested bidder may be a Registered Company/ LLP/ a Partnership firm/ a proprietorship firm having Incorporation Certificate/ Trade License.
- B. The interested Bidder must have valid GST Certificate and Permanent Account Number (PAN) issued by Income Tax Department.
- C. The interested bidder should have at least one supply order/ work order with minimum value of Rs.5 Lakhs to any Govt. Department/ Organization in Tripura for supply of ICT/ Electronic Equipment in last three year from the date of Tender publication.
- D. The Bidder must have minimum average turnover of Rs.25 Lakhs during last three Financial Years.
- E. The Bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Central / State Government/Government agencies/ PSUs/ World Bank etc. Self-declaration must be uploaded.
- F. The bidder must upload catalogue / proof for the items given in **Annexure 1** mentioning make and model as per minimum required specifications mentioned in this RFP. Any bid found with downward item specification **will be summarily rejected.**

4.3 Documents to be uploaded

| SL | Documentary Evidence |
|----|---|
| 1 | Registration Certificate/ Trade License |
| 2 | GST and PAN copy |
| 3 | Previous work experience |
| 4 | Self-declaration of non-blacklisting |
| 5 | Catalogue of the Equipment |

ICA: RFP for Selection of ICT/Electronic Equipment Supplier**5 Section 5 – Instruction to Bidders****5.1 RFP**

RFP shall mean Request for Proposal. Bid, Tender and RFP are used to mean the same. The Bidder is expected to examine all instructions, forms, Terms and Conditions and technical specifications in the Bidding Document. Submission of a Bid not responsive to the Bidding Document in every respect will be at the Bidder's risk and may result in the rejection of its Bid without any further reference to the Bidder.

5.2 Bid Price

Prices would be inclusive of all taxes, duties levies, GST and fees whatsoever.

5.3 Period of Validity of Bids

Bids shall remain valid for a period of 180 days after the date of bid opening or as may be extended from time to time. Department of Information & Cultural Affairs holds the right to reject a bid valid for a period shorter than 180 days as non-responsive, without any correspondence.

5.4 Extension of Period of Validity

In exceptional circumstances, prior to expiry of the bid validity period, TFTI under Department of Information & Cultural Affairs may request the Bidders consent to an extension of the validity period. The request and response shall be made in writing. Extension of validity period by the Bidder should be unconditional and irrevocable. The EMD provided shall also be suitably extended. A Bidder may refuse the request without forfeiting the bid Security.

5.5 Procedure for submission of bids

The Bid shall be submitted in 2 (two) parts, post registration in the <https://www.tripuratenders.gov.in>, as under:

5.10.1 PART-I: Payment of EMD and Technical bid documents

Interested bidder has to pay Rs.15,000/- via net banking facility provided in the e-tender portal as Bid Security Money.

Digitally signed Tender Document shall be downloaded by the Bidder, digitally signed and uploaded the same for submission of "Technical Bid documents" during actual bidding session, which will be regarded as equivalent to signing all pages of the Tender Document.

All documents to be submitted are to be free-format. For all the free-format documents, Bidder is expected to scan the relevant documents into PDF format (in 150 dpi scan resolution).

5.10.2 PART-II: Commercial Bid (As per BoQ)

Commercial Bid Format in XLS is given in e-Tender portal. Bidders are requested not to change any of the field in the Commercial Bid format given in the portal. Commercial Bid will be considered for evaluation for those Bidders who have cleared the Part-I.

N.B.: No need to submit hard copy of any document.

N.B.: Interested bidder mandatorily has to quote financial rate for all items.

No tender will be considered which is not as per the printed/typed form.

All entries in the tender forms should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No corrections including overwriting or striking out will be permitted in the Bid document. In such cases, the tender shall be summarily rejected.

No modification or substitution of the submitted bids shall be allowed. The Bids shall be opened on the scheduled date and time in the presence of the representatives of the bidders, if any, who are present on the spot at that time. No separate intimation shall be sent to bidders for the same.

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The bidders are required to upload photocopies of the supporting documents, self-certified by the authorized representative of the bidder on the e-Tender website.

The Department of Information & Cultural Affairs reserves the right to accept or reject any Tender / Quotation in full or in part in case of incomplete quotations and also without assigning any reason thereof. In case of any dispute, decision of the Department of Information & Cultural Affairs will be final and binding.

The Department of Information & Cultural Affairs reserves the right to retain bids once submitted.

5.6 Bid Currency

All prices shall be expressed in Indian Rupees only.

5.7 Bid Language

The Bid shall be in English Language.

5.8 Rejection of Bid

The Bid is liable to be rejected if:

- The document does not bear signature of authorized person.
- It is received through Fax/E-mail.
- Incomplete/incorrect Bids, including non-submission or non-furnishing of requisite documents / Conditional Bids / Bids not conforming to the terms and conditions stipulated in this Request for Proposal are liable for rejection by TFTI, Department of Information & Cultural Affairs.

5.9 Extension of Deadline for submission of Bid

TFTI under Department of Information & Cultural Affairs may, at its discretion, extend this deadline for submission of bids by amending the Bidding Documents which will be intimated through e-tender portal, in which case all rights and obligations of TFTI and Bidders will thereafter be subject to the deadline as extended.

5.10 Modifications and Withdrawal of Bids

- Bids once submitted will be treated, as final and no further correspondence will be entertained on this.
- Once submitted, bid can be modified before the deadline for submission of bids through e-tender portal.

5.11 Right to Reject, Accept/Cancel the bid

TFTI under Department of Information & Cultural Affairs reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever.

Department of Information & Cultural Affairs does not bind itself to accept the lowest or any Bid and reserves the right to reject all or any Bid or cancel the RFP without assigning any reason whatsoever. Department of Information & Cultural Affairs also has the right to re-issue the RFP without the Vendors having the right to object to such re-issue.

5.12 Contacting TFTI, Department of Information & Cultural Affairs

From the time of Bid opening to the time of Work Order award, if any Bidder wishes to contact TFTI for seeking any clarification any matter related to the Bid, it should do so in writing by seeking such clarifications from an authorized person. Any attempt to contact TFTI with a view to canvas for a Bid or put any pressure on any official of the TFTI under the Department of Information & Cultural Affairs may entail disqualification of the concerned Bidder or his/her Bid.

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6 Section 6 – Bid Opening and Bid Evaluation

6.1 Opening of Bids

Bids will be opened in 2 phases:

Stage 1 –In the first phase the Technical Bids will be opened.

Stage 2 –In the second phase the Commercial Bids will be opened.

6.2 Opening of Technical Bids

- TFTI under Department of Information & Cultural Affairs will open Technical bids in the presence of Bidders representative(s) who choose to be present on the date, time and address mentioned in Section 1 or as amended by TFTI, Department of Information & Cultural Affairs from time to time.
- The representatives of the Bidders have to produce an authorization letter from the Bidders by way of letter or email to represent them at the time of opening of Eligibility bids. Only one representative will be allowed to represent each Bidder. In case the Bidders representatives are not present at the time of opening of bids, the bids will still be opened at the scheduled time at the sole discretion of the Department of Information & Cultural Affairs.
- The Bidders representatives who are present shall sign the register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for Department of Information & Cultural Affairs, the bids shall be opened at the appointed time and place on next working day.

6.3 Opening of Commercial Bids

- Only those Bids that are technically qualified will be eligible for opening of commercial bids and will be intimated the date, time and address for opening of Commercial Bids.
- The representatives of the Bidders have to produce an authorization letter from the Bidder/ Identity Cards to represent them at the time of opening of Commercial bids. Only one representative will be allowed to represent each Bidder. In case the Bidders representatives are not present at the time of opening of bids, the bids will still be opened at the scheduled time at the sole discretion of the TFTI under Department of Information & Cultural Affairs.

The bidder's representatives who are present shall sign the register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for Tripura Film & Television Institute (TFTI), the bids shall be opened at the appointed time and place on next working day.

6.4 Evaluation of Bids

6.4.1 Evaluation of Technical Bids

In order to facilitate the Technical Bid evaluation, the technical criteria laid down in Technical Evaluation criteria (point 4.2). Bidders fulfilling all the criteria mentioned 4.2 will be declared as "Technically Qualified" and these "Technically Qualified" bids only will be considered for further Commercial bid evaluation. Bids which do not fulfill all the criteria as per point 4, 2 will be declared as "Non-Responsive" and the "Non-Responsive" bids will not be considered for further Financial Bid evaluation.

6.4.2 Opening and Evaluation of Commercial Bids

After evaluating the Technical Bids, TFTI under Department of Information & Cultural Affairs, Govt. of Tripura shall notify the bidder whose Technical Bids were declared as "Technically Qualified", indicating the date, time and place for opening of the Commercial Bids. Bidder's representative (maximum 2 persons) may attend the commercial bid opening at Tripura Film & Television Institute (TFTI), Nazrul Kalakshetra Complex, Agartala. The bidder quoted lowest in total would be considered as the successful bidder (i.e. L1 bidder). Item wise rate will not be considered.

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7 Section 7 – Terms and Conditions

7.1 Award of Work/Contract

TFTI under Department of Information & Cultural Affairs, Govt. of Tripura will award the contract/work to successful Bidder whose bid has been determined to be responsive and has been determined to be most competitive.

7.2 Bid Rejection Criteria

- Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.
- If the Technical Bid contains commercial details or reveals prices in any form or by any reason before opening the Commercial Bid or fails to furnish all information required as per the Tender Document or a bid which is not substantially responsive to the Tender Document in every respect or the Bidders not quoting for the complete Scope of Work as indicated in the Tender document, addendum (if any) and any subsequent information given to the Bidder and General Terms & Conditions as stated in the Tender Document or the Bidder not confirming unconditional acceptance of full responsibility of providing services in accordance with the Scope of Work or if the bid does not confirm to the time lines indicated in the tender, the bids shall be rejected.
- Any incomplete Commercial Bid that do not conform to the Tender's Commercial bid format, or bids where the total price quoted by the Bidder does not include all statutory taxes and levies applicable or the bids having any hidden costs or conditional costs, shall be rejected. If a Bidder bids partly or in an isolated manner, not as a whole, and not for both locations, the bid will be rejected.

7.3 Fraudulent & Corrupt Practice

"Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of the project and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Tripura Film & Television Institute (TFTI) of the benefits of free and open competition.

"Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of project execution. TFTI will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, the project.

7.4 Delivery Schedule

All the ordered items must be delivered and installed within 25 days from the date of supply order.

7.5 Payment Schedule

Payment will be made within one month from the date of supply and installation of ICT Equipment.

7.6 Taxes and Duties

Taxes will be separately quoted. TFTI shall deduct taxes at source as per the IT & GST Acts/ Rules, if applicable. TDS certificate will be furnished by TFTI under Department of Information & Cultural Affairs.

7.7 Indemnity

The bidder shall indemnify, protect and save TFTI under Department of Information & Cultural Affairs and hold TFTI harmless from and against all claims, losses, costs, damages, expenses, action suits and other proceedings, (including reasonable attorney fees), relating to or resulting from any act or omission or negligence or misconduct of the bidder and its employees and representatives, breach of the terms and

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conditions of the agreement or work order, false statement by the bidder, third party claims arising due to infringement of intellectual property rights, death or personal injury attributable to acts or omission of bidder, violation of statutory and regulatory provisions, breach of confidentiality obligations, breach of warranty.

Indemnity would be limited to court or arbitration awarded damages and shall exclude indirect, consequential and incidental damages and compensation. However, in case of damages, loss or liabilities suffered by Department of Information & Cultural Affairs arising out of claims made by its customers and/or regulatory authorities, indemnity would be unlimited.

7.8 Force Majeure

If either party is prevented, restricted, delayed or interfered by reason of: a) Fire, explosion, cyclone, floods, droughts, earthquakes, epidemics; b) War, revolution, acts of public enemies, blockage or embargo, riots and civil commotion; c) Any law, order, proclamation, ordinance or requirements of any Government or authority or representative of any such Government, including restrictive trade practices or regulations; d) Strikes, shutdowns or labour disputes which are not instigated for the purpose of avoiding obligations herein; Or e) Any other circumstances beyond the control of the party affected; then notwithstanding anything here before contained, the party affected shall be excused from its performance to the extent such performance relates to prevention, restriction, delay or interference and provided the party so affected used its best efforts to remove such cause of non-performances, and when removed the party shall continue performance with the utmost dispatch.

Each of the parties agrees to give written notice forthwith to the other upon becoming aware of an Event of Force Majeure, the said notice to contain details of the circumstances giving rise to the Event of Force Majeure. If the Event of Force Majeure shall continue for more than twenty (20) days either party shall be entitled to terminate the Agreement at any time thereafter without notice.

7.9 Settlement of Disputes and Jurisdiction

Disputes if any, arising during the contract period shall be negotiated / discussed at once in order to resolve the same, failing which competent courts of Agartala, Tripura having jurisdiction only will adjudicate the matter.

7.10 Compliance with Applicable Laws of India

The Bidder shall undertake to observe, adhere to, abide by, comply with and notify Department of Information & Cultural Affairs about all laws in force or as are or as made applicable in future, pertaining to or applicable to them, their business, their employees or their obligations towards them and all purposes of this Contract and shall indemnify, keep indemnified, hold harmless, defend and protect Tripura Film & Television Institute (TFTI) officers/staff/ personnel/ representatives/ agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.

The Bidder shall promptly and timely obtain all such consents, permissions, approvals, licenses, etc., as may be necessary or required for any of the purposes of this project or for the conduct of their own business under any applicable Law, Government Regulation/Guidelines and shall keep the same valid and in force during the term of the project, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate Tripura Film & Television Institute (TFTI) and its employees/officers/staff/personnel/representatives from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from and TFTI will give notice of any such claim or demand of liability within reasonable time to the Bidder.

ICA: RFP for Selection of ICT/Electronic Equipment Supplier**8 Section 8 - Annexure****8.1 Annexure-I: Make/ Brand and Model (wherever applicable)**

| SL | Particulars | Make/ Brand | Catalogue/ webpage link of the product |
|----|--|-------------|--|
| 1 | RAM | | |
| 2 | SSD | | |
| 3 | Professional Headphones | | |
| 4 | 4-Bay Disk Station | | |
| 5 | NAS Hard Drive | | |
| 6 | Cat 6 LAN Cable & RJ45 Connectors & Plug Covers | | |
| 7 | UPS | | |
| 8 | Network Switch | | |
| 9 | Monitor | | |
| 10 | Computer Cleaning Kit | | |
| 11 | Cordless Vacuum Cleaner | | |
| 12 | Home Theater System | | |
| 13 | 2 Desk Studio Speaker | | |
| 14 | IT Setup & Installation Services | | |
| 15 | Adobe All Apps Education per year license | | |
| 16 | AVID Media Composer Ultimate for EDU-Annual Subscription (Students Faculty) per year license | | |
| 17 | Black Magic Da Vinci Resolve | | |
| 18 | CCleaner Professional Plus per year license | | |
| 19 | Wonder Share Uni Converter | | |

ICA: RFP for Selection of ICT/Electronic Equipment Supplier**8.2 Annexure-II: Sample BoQ (Financial Bid)****Note: Should not be uploaded along with Technical bid**

| Sl. No. | Description of Items/Materials | UoM | Quantity | Unit Rate inclusive of taxes | Amount inclusive of taxes |
|---------|--|----------|----------|------------------------------|---------------------------|
| 1 | RAM | Number | 12 | | |
| 2 | SSD | Number | 12 | | |
| 3 | Professional Headphones | Number | 12 | | |
| 4 | 4-Bay Disk Station | Number | 1 | | |
| 5 | NAS Hard Drive | Number | 4 | | |
| 6 | Cat 6 LAN Cable & RJ45 Connectors & Plug Covers | Number | 2 | | |
| 7 | UPS | Number | 1 | | |
| 8 | Network Switch | Number | 1 | | |
| 9 | Monitor | Number | 6 | | |
| 10 | Computer Cleaning Kit | Number | 1 | | |
| 11 | Cordless Vacuum Cleaner | Number | 1 | | |
| 12 | Home Theater System | Number | 1 | | |
| 13 | 2 Desk Studio Speaker | Number | 2 | | |
| 14 | IT Setup & Installation Services | Job Work | | | |
| 15 | Adobe All Apps Education per year license | Number | 6 | | |
| 16 | AVID Media Composer Ultimate for EDU-Annual Subscription (Students Faculty) per year license | Number | 1 | | |
| 17 | Black magic Da vinci Resolve | Number | 1 | | |
| 18 | C Cleaner Professional Plus per year license | Number | 4 | | |
| 19 | Wonder share Uni converter | Number | 1 | | |

Director
Information & Cultural Affairs, Tripura
(Ex-Officio Director,
Tripura Film & Television Institute)