NATIONAL INSTITUTE OF TECHNOLOGY DELHI
(An autonomous Institute under the aegis of Ministry of HRD, Government of India)
Sector A-7, Institutional Area, Narela, Delhi – 110 040 (INDIA)
Phone No. +9111 – 27787492-497, Fax No. +9111 - 27787503
Website: **www.nitdelhi.ac.in**

Ref. No. NITD/03/STORES/50/2014   **Dated - October 21, 2014**

NOTICE INVITING TENDER

The Institute invites Tenders from the eligible authorised Distributors/Re-sellers of reputed/established Developers/Developers themselves (National/International) with Developers being an ISO 9001-2008 Certified Organization, in a two - bid system, Technical and Financial, for supply, installation/commissioning of **Multimedia Interactive Language Lab. (MILL)** for its Narela Campus.

The bids which are not submitted in the prescribed manner and are not accompanied with the prescribed Earnest Money Deposit of Rs. 1 lakh are likely to be rejected summarily.

The bids, prepared in the prescribed manner with the outer cover/envelop being super-scribed as "**Tender for Multimedia Interactive Language Lab. for NIT Delhi",** should reach the Deputy Registrar, National Institute of Technology Delhi, IAMR Campus, Sector A-7, Institutional Area, Near Satyawadi Raja Harish Chandra Hospital, Narela, Delhi – 110 040 latest by **2.30 p.m. on November 10, 2014.**

The details of the eligibility conditions, technical specifications and terms & conditions are enclosed.

Deputy Registrar

TERMS AND CONDITIONS FOR SUPPLY ETC. OF MILL

1) **Eligibility Conditions**

   a) The Bidder should either be an authorised distributor/re-seller of reputed/established Developers or Developers themselves (National/ International) of MILL. The Developer should be an ISO 9001-2008 certified entity *(A certified copy of the authorisation in favour of the Bidder shall be invariably enclosed).*

   b) The principal business of the Bidder, atleast for the last three financial years, should be the supply/service of the Lab(s). *(A copy each of the audited/certified books of accounts of the Bidder for the last three financial years should be enclosed with the bid.)*

   c) The Bidder should have supplied similar Lab(s) to atleast five educational/research institutions (at least one NIT and one IIT) in the country. *(The claim on this account will be supported by certified copies of the orders placed upon the Bidder).*

   d) The Bidder should have a Service Centre in NCR. *(The complete details of the Centre should also be invariably enclosed with the bid).*

   e) The Bidder should be registered under all relevant statutes besides having a valid ST/CST number in its name. *(The copies of all the relevant documents should be enclosed with the bid.)*

2) **Technical Specifications**

   a) The Technical Specifications of MILL are enclosed as *ANNEXURE – I.*

   b) The Technical Specifications of MILL being offered by the Bidder should match with those contained in *ANNEXURE – I.*

   c) A confirmation to this effect should be furnished in the form as prescribed in *ANNEXURE – II.* A bid not accompanied with the confirmation is liable to be rejected summarily.

   d) While the MILL will be installed/commissioned in the existing Campus of the Institute, the same will be re-installed/re-commissioned at the new address/campus of the Institute, without any cost.

3) **Scope of the Work**

   a) The scope of the work would include supply, installation/commissioning and on-site maintenance/service of MILL during the comprehensive warranty period at the Narela Campus of the Institute or at a new location as mentioned above.

b) The identified staff of the Institute will also be provided training, *free of cost*, in operation and maintenance of MILL.

4) **Comprehensive Warranty Period (On-site)**

The comprehensive warranty period of MILL will be three years commencing from the date of successful installation/commissioning of MILL and training to the identified staff of the Institute.

5) **Clarifications**

a) The Tenderer should clearly read all the terms and conditions. If he has any apprehensions/observations about any Clause, the same should be clarified beforehand.

b) The clarifications as may be issued by the Institute shall form an integral part of the terms and conditions.

c) All such clarifications shall also be submitted, duly signed in the prescribed manner, alongwith the Tender. No deviation in the Tender on part of the Tenderers, is allowed.

6) **Mode of Submission of Tenders**

a) The Tender shall be submitted in accordance with the prescribed procedure.

b) The Packet No. I shall contain all the pages of terms and conditions *(except ANNEXURE – III – Financial Bid)*, the documents regarding the eligibility conditions of the Bidder(s) and the prescribed Earnest Money Deposit.

c) The failure to enclose the documents as above may result into summary rejection of the Offer/Tender.

d) The Packet No. II shall contain the Price/Financial Bid – *ANNEXURE – III*, duly filled, in words and figures, signed and stamped.

e) The Tenders should be duly signed with date, sealed and witnessed by an authorized signatory of the Tenderer. The proof of such authorization, in favour of the person, signing the Tender should also be submitted alongwith the Tender *(Packet No. I).*

f) Both the Packets (I and II) shall be put in an outer envelope super-scribed as "**Tender for Multimedia Interactive Language Lab. for NIT Delhi**"

Opening of the Tenders

a) The Technical Bid(s) shall be opened at the Campus of the Institute at **3.00 p.m. on November 10, 2014** by a Committee duly constituted by the competent authority of the Institute, in the presence of the Tenderers or their representative(s) who wish to be present.

b) The Tenderers or their representative(s) who are present at the time of opening of the Tenders shall sign the Register evidencing their attendance on the occasion.

c) The Committee shall scrutinize the Tenders/Bids which are duly accompanied by the prescribed Earnest Money Deposit, the supporting documents especially with regard to the Eligibility Conditions and are otherwise responsive to the terms and conditions, for shortlisting the Tenderers.

d) The Financial Bids of **only** the shortlisted Tenderers shall be opened at a date and time which will be duly intimated to all the shortlisted Tenderers.

7) Right to Seek Details

a) The Institute reserves the right to seek the details of MILL from the Tenderer(s) in order to ensure inter-alia that the specifications of the offered product meet the requirements of the Institute and/or are in accordance with those prescribed by the Institute.

b) The Institute may also require the Tenderers to demonstrate/present their respective MILL at the Campus of the Institute for adjudging inter-alia their suitability for purpose of the Institute. The associated cost will be borne by the respective Tenderer(s).

8) Earnest Money Deposit (To be Attached with Packet I)

a) The Tenderers must furnish the Earnest Money Deposit of Rs. 1,00,000/- (Rupees one lakh only) in the form of a Pay Order/Bank Draft of any Scheduled Bank drawn in favour of "**The Director, NIT Delhi"** failing which the Tender is liable to be rejected summarily.

b) The Earnest Money Deposit of the unsuccessful Tenderers will be returned latest within 15 days of decision on the Tenders. No interest shall be payable on the Earnest Money Deposit.

c) The Earnest Money Deposit of the Tenderer(s) may, however, be forfeited: -

- If the Tenderer withdraws his Tender during the specified period of validity of Tender or does not respond/comply with the instructions to clarify or supplement the information as may be asked for or fails to

demonstrate/present the product as may be required by the Institute and

- In case of the successful Tenderer, if he fails to submit the prescribed Performance Security within the stipulated time.

9) Performance Security and its Refund

a) The amount of Performance Security shall be 5% of the total value of the work, to be submitted within 15 days of receipt of acceptance letter from the Institute, in the form of either a Pay Order/Bank Draft, FDR or unconditional Bank Guarantee valid upto the expiry of the Comprehensive warranty period.

b) The amount of Performance Security shall be forfeited if the successful Tenderer fails to provide Services in accordance with the agreed stipulations including delivery etc. and services during the warranty period.

c) If the successful Tenderer is submitting the Performance Security in the form of an unconditional Bank Guarantee, then the same will be for the full amount of 5% of the total value of the work with the Earnest Money Deposit being refunded to the successful Tenderer.

d) The amount of Performance Security as above shall be refunded upon successful expiry of the comprehensive warranty period.

e) No interest shall be payable/admissible on the amount of the Performance Security.

10) Liquidated Damages

a) The successful Tenderer will be required to deliver, install/commission the MILL and complete the training of the identified staff within the agreed delivery period or any extension thereof as may be approved by the Institute.

b) If the delivery period is not scrupulously adhered to, the Institute will have the right to recover Liquidated Damages @ 0.5% of the total amount of the work for per day of delay subject to a maximum of 5%, out of the total payment for the work.

11) Comprehensive On-site Maintenance

a) The Bidders are to invariably quote the amount of On-site comprehensive maintenance of MILL for a period of 3 years from the date of expiry of the comprehensive warranty period.

b) The bids which don't quote the amount as at "a" above, are liable to be rejected summarily.

12) Release of Payment for the Work

The payment for the work will be released latest within a period of 15 days after satisfactory completion of supply, installation/commissioning and provision of training to the identified staff of the Institute, upon submission of pre-receipted bill for the purpose.

13) General

a) The successful Tenderer shall also make available to the Institute the prescribed License/Approval etc. for continuous and uninterrupted use of MILL along with a complete set of literature about MILL: features, operations etc.

b) Conditional Tenders shall not be entertained.

c) The Institute reserves the right to except, cancel or reject the Tender and to annul and reject all Tenders at any time prior to award of the work without assigning any reason or incurring any liability/obligation to the Tenderers as regards the communication of the grounds for such an action or otherwise.

d) All disputes regarding Tender/Work shall be subject to jurisdiction of the Courts in Delhi/New Delhi.

TECHNICAL SPECIFICATIONS

Sl. No.	Item	Particulars
1	**For 1 Teacher & 30 Students Language Software**	
		Brand: Model: Country of Origin: Country of Developer: To be mentioned by the Bidder
1.1		The Digital Language Lab Control/Communication Systems/Module should support one teacher station and Thirty student stations. The learning system should include all the features and functions that are essential for effective and enjoyable teaching and learning, such as pre-set language learning activities, screen transfer features, audio and text communication tools, web browsing and program launch capabilities, file functions and classroom management and control features.
1.2		The students could be divided into six different sessions. The sessions could be controlled separately and simultaneously perform different activities.
1.3		The system should provide the teacher to control the whole class with different Controlling Tools like lock Students screen, lock Students keyboard and mouse, Take remote control of student computer and Shutdown student computer.
1.4		The teacher should be able to control/ manage/disable students' consoles for delivering/transferring audio, video and text based content to student console from the teacher console.
1.5		Teachers and students should be able to interact (speaking/listening) using headset with built-in microphone either for a single student or a group of student or whole class.
1.6		The system should have a media library area which will enable a teacher to upload audio, video and texts based content and integrate into customized study modules. This module should enable a multi teacher access facility for sharing, and collaborating content resources remotely across the campus.
1.7		The teacher should be able to create session modules for students to access a content management library on the media activity dashboard for self-study even when the teacher is not present in class.
1.8		The Examination Module should include a 6-step "wizard" application that should assist and guide teachers in the creation of tests. It may help in designing questions in prescribed time and framework to test a particular skill or student ability.
1.9		The System should have the facility for teacher to create different groups and perform group discussion or pair discussion, at the same time recording their discussions.
1.10		The System should be able to perform reading aloud activity for more than one student or for whole class at the same time without disturbing the others, and record the reading student wise.

2	**Model Imitation**	Students should be able to listen and repeat a model track to practice the stress rhythm and intonation of a foreign language with the facility of voice recording of the students track.
3	**Round Table Discussion**	Round table discussion facility which allows teachers to set up small student groups. This facility should allow advanced language learners to strengthen their oral presentation skills. System should have facility for participant to interrupt the discussion and can request the microphone by clicking a request button. Teacher should be able to listen to each group and participate in the discussion when required.
4	**Content Exercise**	The Content exercise activity should be available to be used as ready-made or custom content wise.
5	**Vocabulary Test**	Teacher should have the facility to conduct word quiz - type language learning tests. The facility should help in giving quiz words manually or by importing a ready word list. The students should fill in their answers in a dialog that is launched on their screens. Teachers should be able to create, launch and save tests, as well as collect and evaluate the answer sheets and display results.
		The system should have the facility to use any audio file as content, addition of subtitle, browse any webpage and launch it to student Computer.
		The system should allow the student to perform voice chat or written chat among themselves, to rip audio from a CD, the Internet, or from an external source.
		The system should allow teacher to add exercise, and instruction to any audio or video file.
		The system should allow text to speech facility with specialize voice.
		The learning system should include an institution wide site license for classroom management.
		Software module should make administration of classrooms within the institute easy and efficient. This should enable IT-staff to have the remote control and should eliminate the need to physically visit each classroom.
		Individual solution for improving oral skills in a foreign language should allow you to easily transform text material into spoken audio for pronunciation and speech practice. Should guide students to improve their pronunciation through instant feedback and visual indications of what sounds and words to improve on. Teacher should have the facility to compare recording of students with the model recording with the facility of selecting the voice that will read the model sentences. Should be able to adjust the playback speed of model audio and recording time.
6	**Headsets**	**Earphones:** Frequency response: 20 - 20k Hz, Impedance: 100 O, Sensitivity (SP.L/ 1kHz): 105 +/- 3 dB Rated power: 100 mW, Audio handling: Stereo/Mono, **Earpads:** Soft, insulating, 45 mm opening **Microphone:** Type: Electret condenser, Directivity: Unidirectional, Frequency response: 40 - 16k Hz, Impedance: 2.2k O, Sensitivity: (1V/Pa - 1kHz): -36 +/-3dB, Weight: 265 gm without cable

7	**Installation, Support and Training**	The vendor must provide complete Installation/Commissioning including On-site maintenance/support during the On-site Comprehensive warranty period. Electronic documentation for a system user guide and for the system technology. End-user training on site to the indentified teachers/staff.

COMPLIANCE TO TECHNICAL SPECIFICATIONS

Sl. No.	Item	Particulars	Vendor Specifications	Compliance (yes/no)
1		**For 1 Teacher & 30 Students Language Software**		
		Brand: Model: Country of Origin: Bidder Country of Developer: To be mentioned by the		
1.1		The Digital Language Lab Control/Communication Systems/Module should support one teacher station and Thirty student stations. The learning system should include all the features and functions that are essential for effective and enjoyable teaching and learning, such as pre-set language learning activities, screen transfer features, audio and text communication tools, web browsing and program launch capabilities, file functions and classroom management and control features.		
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1.5		Teachers and students should be able to interact (speaking/listening) using headset with built-in microphone either for a single student or a group of student or whole class.		
1.6		The system should have a media library area which will enable a teacher to upload audio, video and texts based content and integrate into customized study modules. This module should enable a multi teacher access facility for sharing, and collaborating content resources remotely across the campus.		

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		The system should have the facility to use any audio file as content, addition of subtitle, browse any webpage and launch it to student Computer.		
		The system should allow the student to perform voice chat or written chat among themselves, to rip audio from a CD, the Internet, or from an external source.		
		The system should allow teacher to add exercise, and instruction to any audio or video file.		

		The system should allow text to speech facility with specialize voice.		
		The learning system should include an institution wide site license for classroom management.		
		Software module should make administration of classrooms within the institute easy and efficient. This should enable IT-staff to have the remote control and should eliminate the need to physically visit each classroom.		
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ANNEXURE - III

FINANCIAL BID
(On letterhead of the Bidder with seal)

Date: _____

To:

_____

_____

Sl. No.	Particulars	Qty.	Unit	Quoted Unit Rate (in Rs.)		Total Price	
				In Figures	In Words	In Figures	In Words
A.	MILL *(with full Specifications)*	X	Each				
B.	On-site Comprehensive Maintenance for three years	03	Year				
Total Cost *(In Words)*							

1) The prices/rates, as above, are inclusive of all taxes, charges etc. in terms of the Tender.

2) The delivery period of the work shall be ___ days from receipt of acceptance letter from the Institute.

3) The work shall carry a comprehensive warranty period of **3** years in terms of the Tender.

4) We or somebody on our behalf, shall not canvass, in any form, in respect of the Tender.

Signature
(with official seal)
Name :
Tel. No.