

**Assam Trade Promotion Organisation
(Unit-Maniram Dewan Trade Centre)
CIN:U91900AS2009NPL008963**

NH-37, Betkuchi, Guwahati-781 035, Kamrup (M), Assam
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NOTICE INVITING PROPOSAL

Sealed proposals are invited from reputed firms having wide knowledge & experience on CCTV surveillance system for following works at Maniram Dewan Trade Centre, NH-37, Betkuchi, Guwahati-35:

- 1) Supply, Installation & Commissioning of CCTV surveillance system along with operation & maintenance services.
- 2) Repairing & rectification of exiting CCTV surveillance system along with operation & maintenance services.

Separate proposal for each work (above 2 nos) should be furnished and quoted rate for each part of works (e.g supply or repairing or O&M works should be quoted separately).

The sealed envelope should be clearly mentioned the proposal submitted for the works (above).

The Firm should have at least three years of experience in Supply, Installation, Testing & Commissioning (SITC) with repairing & maintenance of CCTV surveillance system in various industrial establishments/ Govt. offices.

For Operation & Maintenance (O&M) works the party may mention the warrantee condition in case of new installation of system with provision of operator and incase of repairing and rectification works the O&M proposal should be Comprehensive Annual Maintenance Contract of existing CCTV surveillance systems installed at the premises of Maniram Dewan Trade Centre, NH-37, Betkuchi, Guwahati-35, for a period of three years with annual review of the contract.

The proposals with rate (all) should be inclusive of all taxes and other costs if any. The proposal for O&M should be monthly either including spares/cameras/ hardware/software etc with their repairing/replacement or excluding all.

The firm should deposit an earnest money of Rs. 25,000/- in the form of Demand Draft / Banker's Cheque in favour of 'Assam Trade Promotion Organisation' along with the proposal. Proposal submitted without earnest money will be summarily rejected. The firm should give a declaration stating that they will comply with all the statutory requirements applicable for providing such services. The bidding firm should submit the following documents along with the proposal:

1. Copies of valid Trade License / Distributor/ Dealership/ Firm registration etc from the controlling authority.
2. GST Registration.
3. Income Tax clearance certificate / PAN No.
4. Copies of past performance certificate (last three years as above).
5. Any other relevant information the firm / agency desires to submit or as required by the authority.

In addition to the above the firm should have their local office within the State of Assam with sufficient technical manpower to attend any technical fault within 12 hours and skilled technician for 24 hour for operation to be deployed at the Trade Centre. The firm without having required infrastructure need not to apply.