

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.791/DA-4/IT/DHC/No. 5096

Dated: 21.03.2025

From,

The Registrar General
Delhi High Court
New Delhi

To,

(on the website of Delhi High Court)

Sub: NOTICE INVITING TENDER FOR VIDEO CONFERENCING (VC) SYSTEM OF REPUTED MAKE WITH MAXIMUM WARRANTY FOR SMALL TELEPRESENCE ROOM OF THIS COURT

This Court intends to purchase reputed make **VIDEO CONFERENCING (VC) SYSTEM** with maximum warranty for small TP Room of this Court. Interested firms/vendors (**Based in Delhi/NCR Region only**) are requested to submit their respective quotations for the same along with the copy of current authorization letter issued by OEM in their favour in a sealed envelope.

The sealed envelope containing the **Earnest Money Deposit (EMD) i.e. 5% of the total proposed cost** {by way of Demand Draft or Bankers Cheque drawn in favour of "The Registrar General, Delhi High Court" payable at New Delhi}, Technical Compliance Sheet, Price Bid and Undertaking along with other necessary documents, must reach the Administrative Officer (Judl.), I.T. Branch, Room No. 6, Ground Floor, Lawyer's Chamber Block-III, Sher Shah Road, High Court of Delhi, New Delhi-110503 on or before 15-04-2025 till 5:30 p.m. The sealed envelope should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi" mentioning the subject '**QUOTATION FOR PURCHASE OF VIDEO CONFERENCING (VC) SYSTEM**' which should be super-scribed on the sealed envelope. Quotations received after the due date and time and without mentioning the subject shall be summarily rejected without any notice.

The terms & conditions to participate in the instant tender are as follows:

1.Necessary documents to be submitted with the bid, non compliance will lead to rejection of the Quotation

- a) **Annexure-'A'** i.e. Technical Compliance Sheet
- b) **Annexure-'B'** i.e. Price Bid along with copy of current authorization letter of the OEM and **Earnest Money Deposit (EMD)** of 5% of total proposed cost (including taxes) by way of Demand Draft/Bankers Cheque/Pay Order drawn in the favour of '**The Registrar General, High Court of Delhi, New Delhi**'
- c) **Annexure-'C'** i.e. Undertaking duly filled in/signed/stamped by all the vendors
- d) **Annexure-'D'** i.e. To be filled only by those firms, which are claiming exemption from registration under GST Act and offering net rates only
- e) Copy of GST Registration Certificate, if the firm/vendor is registered under GST Act
Note: The firms/vendors offering net rate claiming that they are mandatorily not required to be registered under the GST Act shall not mention tax rate/amount and submit the 'net rates' only in Column 'E' of their Price bid.

2. General instructions

- a) This Court shall have the right to call clarification(s) in respect of the Bid(s), if required.
- b) In case the purchase order awarded to L-1 firm is cancelled due to non-supply of goods within the stipulated period, the purchase order will be awarded to the next eligible L-2 vendor/firm. The firm shall be liable to be blacklisted to participate in future tenders of this Court and the EMD shall be forfeited, if failed to give any cogent reason for non-supply of goods within the stipulated period.
- c) The DD/Pay order towards EMD of all the bidders, except the lowest three, shall be returned to the vendors on their written request after finalization of selection process
- d) The DD/Pay Order of L-2 & L-3 will be returned to the vendors upon written request after issuance of the Purchase order to the eligible successful bidder(L-1)
- e) The EMD of successful bidder will be returned only after supply of required goods.
- f) The selected vendor is also required to submit the details of **SPOC (Single Point of Contact)** for after sale support and will also ensure that the complaints notified to designated SPOC person are attended and resolved expeditiously.
- g) The successful tenderer must adhere to the condition that if a complaint is lodged before lunch, the same must be resolved during the second half of the day i.e. after lunch and if a complaint is lodged after lunch, the same must be resolved by the next working day (i.e. within one day). If the vendor fails to respond within the stipulated period to attend complaint(s), then the vendor will be bound to face the penal actions.

3. Grounds for rejection/disqualification of Bid(s)

- a) Bids received without EMD.
Note: *No request for waiver of EMD will be entertained.*
- b) If multiple quotations are submitted by a firm / vendor, all such quotations submitted will be liable to be rejected at the first instance.
- c) Non submission of current authorization letter issued by OEM in favour of the participating firm/vendor in original.
- d) Validity of rates must not be less than 180 days from the last date of submission of the tender.
- e) Bids received after due date shall be summarily rejected and no request for extension of last date / due date of the Tender will be entertained.
- f) Bids related to some other item not related to instant tender.
- g) Any interlineations, erasure or correction in the specification/offered rate, which renders the whole tender process doubtful or ambiguous.
- h) Bids in the format other than the prescribed one.
- i) Non submission of required documents or submitting incomplete documents.
- j) Any other ambiguity in submission of bid or any unreasonable condition.

4. Supply of Goods

The selected eligible L-1 firm/vendor shall be bound to supply the required item within 21 days from the date of issuance of Purchase Order, failing which the purchase order issued shall be deemed to be cancelled without entertaining any communications in this regard unless sufficient cause is communicated (supported by documentary proof) for such delay.

5. The firm(s)/Vendor(s) may be blacklisted for the following reasons

- a) Withdrawal or attempt to revise the bid on any ground after opening of the same.
- b) Non supply of goods as referred to above.
- c) Non adherence to the validity of rates for 180 days from the last date of submission of tender, of goods being required and offered.

6. Vendors exempted from Registration under GST Act

The firm(s)/vendor(s) claiming that they are mandatorily not required to be registered under the GST Act shall submit NET rates (rate without tax component) only in their quotation and need not mention tax rate and tax amount and are further required to submit an affidavit strictly as per Annexure 'D' with supporting documents in respect of exemption from registration under GST Act viz. copy of the latest Notification issued by Govt. Of India/Govt of NCT of Delhi duly attested under the seal of the firm. Turnover certificate issued by Chartered Accountant for the F.Y. 2023-24, etc.

7. Clarification regarding this Tender

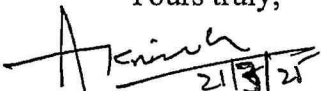
In case the firm/vendor wants any clarification regarding this Tender, Mr. Zameem Ahmad Khan, JD (IT) at Tel. No.011-43010101(Ext.4852) may be contacted.

8. Finality of decision of the competent authority

- a) The decision of the competent authority for short listing of the firm/vendor considering the suitability of the product(s) being offered and selection of firm/vendor after evaluation of the Bid(s) shall be final & binding on all the participants in the instant tender process.
- b) This Court reserves the right to modify/amend the tender document/Terms and Conditions of the tender at a later stage and also to increase or decrease the quantity depending on the requirement.
- c) This Court also reserves the right to reject any of the bids or all the bids or quash the whole tender process without assigning any reasons thereof. Any step taken by the competent authority to safeguard the interest of this Court shall be final and binding on all participants.

Note: *No employee of this Court or his/her dependent family member be involved in the instant tender process, as the said act would be in contravention of the requirement/provisions contained in Central Civil Services (Conduct) Rules 1964.*

Yours truly,


(Anil Kumar Singh)
Deputy Registrar (IT)
for Registrar General

CC to Joint Director (IT), DHC for information and for uploading on the official website of the Delhi High Court.

Annexure - 'A'

Technical compliance sheet

<u>Video Conferencing (VC) System</u>			
Make:			
Model:			
S.No.	Specification	Description	Compliance (Yes/No) Please mention the make and exact specifications offered for the Video Conferencing (VC) System Please also highlight the higher specification, if any, offered
1.	Display System	55" UHD Display with Two inbuilt speakers of minimum 10 watt each, Viewing angle: 178° (H) /178° (V), Operation Time: 7 daysx24 hours, HDMI IN: 3 (HDMI 2.0), Line Output: 1x3.5mm, RJ45: 1 x RJ45 (100/10Mbps), RS232, wall mount kit.	
2.	Camera	PTZ Camera with minimum specification of 20X optical zoom, 16X Digital Zoom and delivers Full HD@60fps resolution for crystal clear clarity. Equipped with USB 2.0, 3.0, and HDMI ports, Must Support H.264/H.265 encoding, Dual Stream, View Angle 3.3 deg Tele-54.7 deg (Wide), Sensor 1/2.8 inch CMOS Sensor, White Balance Auto, Manual, One push, SNR>55 dB, Pan Tilt Rotation +/- 170deg, -30deg +90 deg. Audio Compression AAC/MP3 Audio, Minimum Illumination - 0.1 Lux, Network Protocol - RTSP, RTMP, ONVIF, inclusive of wall mount, The PTZ Camera should be connected to Seamless Camera Switcher for PBP, PIP, background video layers & Miximing Functionality.	
3.	Microphones & Audio System	Should be IP7 waterproof coating. Should have microphone array structure, It should have 360-degree Omni directional pickup, should support Full-duplex deep echo cancellation, voice call HD technology, dynamic noise suppression, Automatic direction finding technology, automatic gain technology, Port to connect extended microphone, Microphone with mute/unmute and On/Off functionality;.	

4.	Video conferencing Device	<p>The Conferencing should be compatible with standard SIP and H.323 protocol, It should have packet loss resistance feature supporting FEC technology to address severe network packet loss, It should have Multimedia Framework Protocol: ITU-T H.323, IETF SIP: Video Codec Protocol: H.261,H.263, H.263+, H.263++, H.264, H.264 High Profile, H.265; Audio Protocol: G.711,G.722,G.722.1,G.722.1C,AAC-LD G.726,SILK; It should support Protocols; like: H.221,H.224, H.225,H.235, H.241,H.245, H.281,H.350, H.460,T.140, DTMF; Network transmission Protocols:TCP/IP, DHCP, SSH, HTTP, HTTPS with SSL/TLS,RTP, RTCP, RFC3261, RFC3264, FC2190,RFC3407, RFC2833, RFC4585 (RTP/AVPF), SNTPARP;</p> <p>Audio Feature; It should have Automatic echo cancellation (AEC), Automatic gain control (AGC), Automatic noise suppression (ANS); It should have multiple Audio and Video Input.</p> <p>Network Interface: LAN and Wi-Fi</p> <p>The device should have USB-C port to connect laptop for USB pass through mode. It should have wireless connect sharing option to support content sharing though laptop, PC and mobile device etc.</p>	
5.	Video Recording device	<p>Video Recording Device with Resolution Supports upto 1080p 60/30fps, Should supports HDMI Inputs and outputs and IP video sources. It should support flexible scaling and window processing, supports PIP, PBP.</p> <p>Built-in 1TB HDD storage which can store video & must have recordings to an external FTP server. It should give option to start, stop recording with indicator.</p> <p>Video Compression H.264/AVC 4:2:0 8bit color Encoding profile: High, File Type H.264 and AAC in an MP4 container. Serial Control RS-232/RS-485 port.</p>	

		Recording should be stored with # value encrypted format with Date and Time Stamping with or without additional software.	
6.	Transcription	The system should be compatible with real time transcription in .docx format.	
7.	Cables and Connectors	Any Cables and Connectors -HDMI, USB, Audio Cables required to make the setup functional to be included and The Entire Video Conference System must be maintained for 5 Years	
8.	Installation & Deployment	Site Survey & Installation Planning Structured Cabling Testing & Commissioning User Training & Documentation	
9.	Support & Warranty	Hardware Warranty: Minimum 5 Years Onsite Support Software Support: Onsite one Engineer for operating and troubleshooting SLA Commitment: 99.9% Uptime Guarantee AMC (Optional): Post-warranty support with annual maintenance.	

Date: _____

Signature of the authorized Signatory
of the firm/company/organization
Official Stamp/Seal

Place: _____

Annexure – 'B'

Name of the Firm: _____

Address of the Firm: _____

Name of the person (authorised to sign the tender document): _____

Contact No.: _____ Email Address: _____

PRICE BID

S. No.	Product	Price offered for 1 unit (without taxes) in ₹	Tax Rate (%)	Price offered for 1 unit (incl. taxes) in ₹	Under - taking furnished (Yes/No)	Validity of Rates (180 days or more)	Maximum warranty (Y/N)	EMD (Yes /No)	Delivery schedule	Remarks (if any)
A	B	C	D	E	F	G	H	I	J	K
1.	Video Conferencing (VC) System Make: Model: Warranty:									
Total Price as per column 'E' in words										
<u>EMD Details</u>										
EMD instrument by way of DD/Pay Order		Bank Name / Branch				EMD Amount (in ₹)		Amount in words		
No. Date:						5% of the total proposed cost				

Date: _____

Place: _____

Signature of the authorised Signatory
of the firm/company/organization
Official Stamp/Seal

Interlineation/Corrections/Overwriting not allowed

UNDERTAKING

I/We undertake that neither the firm M/s.
_____ nor its Partner/Director/Proprietor {name of all owner(s)}
_____ has/have been blacklisted/banned and its Business dealings with
the Central / State Government / Public Sector Undertaking / Autonomous Bodies has/ have been
banned / terminated on account of poor performance/conduct.

I/We also undertake that all the terms and conditions of the instant Tender Notice are
acceptable to me/us.

I/we also undertake that in case the supply is not found to be in conformity with the
purchase order or any other distortion, the whole supply will be taken back at the cost of the firm
with replacement of goods within 3 days.

I/we further undertake that I/we have confirmed and correctly applied the HSN Code of
the required item and its corresponding applicable GST rate as on date with sole responsibility.

Signature of the authorised
Signatory of the firm/company/organization
Official Stamp/Seal

Date: _____

Place: _____

Annexure – 'D'

[AFFIDAVIT ON RS.10/- NON JUDICIAL STAMP PAPER DULY NOTORIZED BY
NOTARY PUBLIC AFFIXING RS.5/- NOTARIAL STAMP]

I, _____, S/o Shri/Smt. _____, Resident of _____
_____ Partner/Director/Proprietor of M/s. _____
solemnly affirm/ authorised to solemnly affirm on behalf of M/s. _____ and
state as under:

1. That M/s. _____ is exclusively engaged in supply of Goods in
Delhi/NCR Region and not making any inter-state supply.
2. That the turnover of M/s. _____ was less than Rs. 40 lakh in the financial
year 2023-24.
3. That the turnover of M/s. _____ has not crossed the 'threshold exemption
limit' of Rs. 40 lakh in the current financial year 2024-25.
4. That I _____, on behalf of M/s. _____ solemnly
undertake that at the point of time the turnover of the firm will cross the threshold exemption
limit of Rs.40 lakh, M/s. _____ will be registered under GST Act and will
comply the provisions mentioned in the GST Act.
5. That M/s. _____ claiming exemption to be registered under GST Act,
hence not mentioning GST rate percentage in the financial bid.
6. That M/s. _____, if declared eligible in the tender process will claim only
the net price exclusive of GST.

DEPONENT

VERIFICATION

Verified at _____ on this _____ day of _____, 2025 that the
contents of the above affidavit are true and correct to the best of my knowledge and that nothing
material has been concealed there from.

DEPONENT