

Government of India  
High Commission of India  
London

No. LON/P&M/815/01/2020

Dated : 03.11.2020

**NOTICE INVITING TENDER**

High Commission of India, London invites bids from professionally qualified and experienced companies for supply and installation of:

- a) **CCTV Camera System and**
- b) **AMC Charges**

at two properties of High Commission of India namely 9, Kensington Palace Gardens, Kensington, London W8 4QP and Sun House, No. 9 Frognal Way, Hampstead, London NW3 6XE, of following specifications:

- I. **At 9, Kensington Palace Gardens**  
**14 Cameras** - 8MP/4K Viper IP Motorised Lens Turret Camera with Audio  
**One** - Viper AI 4K 16 Channel NVR 12TB
  - II. **At Sun House, No. 9 Frognal Way, Hampstead**  
**8 Cameras** - 8MP/4K Viper IP Motorised Lens Turret Camera with Audio  
**One** - Viper AI 4K 16 Channel NVR 12TB
2. Companies with at least five years of experience in this field can submit their bids.
  3. The bids should be submitted in two sealed envelopes {Envelop A – 'Technical Bid Documents', Envelop B – 'Financial Bid Documents'}. The two envelopes containing 'A' & 'B' must be duly superscripted with above titles and put in another sealed envelope superscripted with the title 'Proposal for CCTV system at properties of High Commission of India'.
  4. The bids are required for both supply and installation of CCTV Security Camera System at two separate properties. Two separate financial bids shall be submitted for separate properties in 'Envelop B'.
  5. The Bids must be valid for 90 days.
  6. Tender shall be submitted in a sealed cover containing two sealed envelopes before 1700 hrs on **24.11.2020** in the office of First Secretary, P&M Wing, India House, High Commission of India, Aldwych, London WC2B 4NA.
  7. Envelopes should indicate the name and address of the Tenderer to identify the bid and to enable the bid to be returned unopened in case it is declared 'late' or 'rejected'. Offers received through Fax/E-mail or through open letter shall be ignored.

8. Tender must specify number of days required to start the work after award of tender.

9. Bidding company must submit the followings along with their bids:

**A. Technical Bid**

- i. Copy / undertaking of Company's licence to carry out the work.
- ii. Copy of Company's VAT registration.
- iii. Tenderer should demonstrate and explain their technical, professional and practical experience of having completed similar works costing not less than estimated work of this Tender and will need to supply examples of similar works undertaken in the last 5 years.
- iv. Introduction and Credentials of Tenderer: This should be a brief introduction, background, company details, credentials, and past performance of the Tenderer and may attach any other documents such as company profile, company brochures, achievement of the company etc.
- v. Bids must have date, signature and seal of authorized company representative.

**B. Financial Bid (Two separate bids for two properties)**

- i. Property-wise cost of supply and work.
- ii. Form of Tender - to be printed on the letter Head of the Company and duly signed.

10. The Schedule of submission, opening etc of the Tender/Bid is as follows:


Published Date	04.11.2020
Bid Submission Start date	05.11.2020
Bid Submission End date	24.11.2020
Bid Opening date	25.11.2020

11. Any further information or clarification which the Tenderer may require in order to complete Tender may be obtained from Mr. SDK Menon, Attache by email at [atpnm.london@mea.gov.in](mailto:atpnm.london@mea.gov.in).

12. The High Commission of India reserves the right to reject any or all bids without assigning any reasons, if not found suitable.

13. **Selected Bidder will be required to sign a non-disclosure agreement for non-sharing of confidential information with any third party.**

14. Terms of payment are subject to negotiations, if the estimates are accepted.

  
(Shitanshu Chaurasiya)  
First Secretary

High Commission of India  
London

**Section II**

**Format for submitting Financial Bid for supply and installation of CCTV  
Camera System at 9, Kensington Palace Gardens**

Price Schedule (item-wise) excluding VAT

Sl. No.	Job/Item	Quantity	Price per unit (GBP)	Total cost (GBP)
1.	Camera - 8M/4K Viper IP Motorised Lens Turret Camera with Audio	14		
2.	NVR – Viper AI 4K 16 Channel NVR 12 TB	01		
3.	Any other item required (enclosure to Section II may be attached)	As required		
4.	AMC charges	--		
	<b>Total</b>			

*\*High Commission of India reserves the right to change the specification and quantity*

Name of the Company:

Address :

Contact :

Note : Above quoted price are complete in all respects as per technical specifications but exclusive of VAT, if any.

2. Certified that rates quoted for the above items are as per specifications, terms & conditions mentioned in the tender document.

Yours faithfully,

(Signature of Authorized Signatory) Name &  
Designation

Company seal

High Commission of India  
London

**Section III**

**Format for submitting Financial Bid for supply and installation of CCTV  
Camera System at Sun House, No. 9, Frognal Way, Hampstead**

Price Schedule (item-wise) excluding VAT

Sl. No.	Job/Item	Quantity	Price per unit (GBP)	Total cost (GBP)
1.	Camera - 8M/4K Viper IP Motorised Lens Turret Camera with Audio	08		
2.	NVR – Viper AI 4K 16 Channel NVR 12 TB	01		
3.	Any other item required (enclosure to Section II may be attached)	As required		
4.	AMC charges	--		
	<b>Total</b>			

*\*High Commission of India reserves the right to change the specification and quantity*

Name of the Company:

Address :

Contact :

Note : Above quoted price are complete in all respects as per technical specifications but exclusive of VAT, if any.

2. Certified that rates quoted for the above items are as per specifications, terms & conditions mentioned in the tender document.

Yours faithfully,

(Signature of Authorized Signatory) Name &  
Designation

Company seal