



Indo-German Science & Technology Centre

Ground Floor, Block -II, Technology Bhavan,

New Mehrauli Road, New Delhi – 110016

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REQUEST FOR PROPOSAL (RFP)

for seeking quotation for procurement of digital displays

1 Introduction and General Tender Information

Indo-German Science and Technology Centre (IGSTC) has been registered as Society under Society Registration Act, 1860 to promote research partnerships of industrial relevance on a PPP mode, connecting academia and industry from both countries for socio-economic benefits/development of people of both India and Germany. IGSTC mandate is towards facilitating and promoting Indo-German bilateral collaborations in basic and applied science, research & technology, nurturing contacts between young and mid-career scientists and technologists to develop a sense of mutual trust, partnership/leadership and entrepreneurship. For more details of IGSTC and its activities, please refer www.igstc.org.

2. Terms of Reference (TOR):

IGSTC intends to procure following for display in office and uses during the meetings.

- 1) Single touch digital displays standee (LED/LCD screens) with appropriate specifications, including high resolution, suitable size, and versatile connectivity options.
- 2) Multitouch display for meetings.
- 3) Comprehensive annual maintenance charges for above hardware devices.

3. Crucial details:

Tender Document No.	IGSTC/Admin/Digital display/2024-25
Name of the Work	Procurement of digital displays
Client/Owner	Indo-German Science & Technology (IGSTC)
Estimated Cost of Project	Rs. 2,00,000/- (Rupees two lakh only)
Period of Completion/installation	Tentatively 3 to 4 working days from date of issuance of work order
Last date & time of submission of Tender	16 th December, 2024
Mode of communication (only by e-mails)	admin.igstc@igstc.org

3.1 Following points may be considered while submitting the RFP: -

1. More than one bid is not permissible from one bidder company.
2. This RFP would not have any binding on IGSTC and does not provide guarantee of allotment of work to the shortlisted company. Further, IGSTC reserves the right to update or amend any information pertaining to RFP and also defer or cancel the work.
3. It is expected that bidders have carried out their own surveys, investigations and all other related examinations pertaining to the project before submission of bid documents.
4. Conditional bids will not be entertained.

4. Eligibility criteria for submission of bid:

1. The bidder must be a legal entity registered eligible to carry out business in India.
2. The bidder should have been in operation for at least three years and complied with Indian Statutory Laws.
3. The bidder must have a minimum turnover of at least Rs. 10 lakhs during the preceding three financial years.
4. Incomplete bids, bids not in format and conditional bids shall be rejected outrightly. Alterations, amendments or modifications are not allowed after submission of proposal.
5. IGSTC may at any time during the Tendering process but before opening the technical bid request the Bidders to submit revised Technical /Commercial Bids and/or Supplementary Commercial Bids, in case of change in Scope of Work, without thereby incurring any liability to the affected Bidder or Bidders.

5. Scope of Work:

The scope of work for seeking quotation for procurement of two digital display for IGSTC. The description and detailed specifications of digital displays are as follows:

S No.	Description of items	Specifications/Requirements
1	Digital Display Standee	<p>(i) Screen specifications:</p> <ul style="list-style-type: none">- Screen Size: 55" (diagonal)- Resolution: HD- Brightness: 300 nits- Aspect Ratio: 9:16- Touch screen (Single Touch)- Orientation portrait- Viewing Angle: 178° horizontal and vertical <p>(ii). Ports and slots Connectivity:</p> <ul style="list-style-type: none">- Inputs: HDMI, USB, VGA, Ethernet, Audio-in/out- Wireless: Wi-fi and Bluetooth enabled <p>(iii) System Specifications:</p> <ul style="list-style-type: none">- Operating System: Android- CPU: Quad-core processor or higher- RAM: Minimum 4GB- Storage: 64GB internal, expandable via SSD/HDD <p>(iv). Audio:</p> <ul style="list-style-type: none">- Built-in Speakers: 2 x 10W or higher <p>(v). Additional Features:</p> <ul style="list-style-type: none">- Remote Content Management System (CMS)- Anti-glare and anti-smudge screen coating- Lockable ports for security
2	Multitouch Display	<p>(i) Display:</p> <ul style="list-style-type: none">- Screen Size: 65" (depending on use case)- Resolution: 4K UHD (3840 x 2160)- Brightness: At least 350 nits- Aspect Ratio: 16:9- Touch Points: Multi Touch (10-32 simultaneous touchpoints)- Touch Technology: Infrared (IR), Capacitive, or Optical

		<ul style="list-style-type: none"> (ii) Ports and slots- Connectivity: <ul style="list-style-type: none"> - Inputs: HDMI, USB-C, DisplayPort, Ethernet - Wireless: Wi-Fi, Bluetooth (iii) Performance: <ul style="list-style-type: none"> - Operating System: Android (Windows / Linux compatible) - CPU: Quadcore or higher processor for Android - RAM: Minimum 8GB - Storage: 32 GB or higher (v). Audio: <ul style="list-style-type: none"> - Built-in Speakers: 2 x 10W or more
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6. Financial Bid

The financial bid is attached at Annexure-I and fill the same for quoting price. **No other format will be accepted. The bid not in format will be rejected.**

- a. All the prices mentioned are in accordance with the terms as specified in the RFP documents.
- b. All prices should be exclusive of taxes. Taxes should be separately mentioned. Any change in rate of taxes during the intervening period to be claimed by the bidder at the time of final settlement. The amount claimed as a result of a change in the rate of taxes, if any, has to be supported by Govt. Notification in this regard. IGSTC shall be authorised to deduct any tax as applicable from the bidder. Deduction of all statutory and necessary Tax from each bill will be made as per Government orders prevailing at the time of payment. Necessary tax deduction certificate will be issued on demand by the bidder
- c. Prices quoted by the Bidder shall remain same and fixed and shall be valid until completion of the work and will not be subject to variation on any account.
- d. Financial Bids of the technically qualified bidders will only be opened.

7. Documentation to be submitted with technical bid:

- i) Undertaking about acceptance of RFP terms in letter and spirit.
- ii) Registration certificate of the bidder.
- iii) Copy of PAN and GST certificate of the bidder firm.

8. Award of contract and completion of work:

IGSTC shall award the contract to the selected bidder by issuance of a purchase order with terms & conditions. The selected bidder has to furnish the acceptance of purchase order with three days of its issuance. The contract would be valid until the completion of the work. The bidder is expected to deliver services as per IGSTC's requirements and satisfaction.

9 Payment Terms:

- (i) Payment will be made 100% of the total value at the time of entrustment of work on request of successful bidder. The payment will be made after satisfactory delivery of product at IGSTC office premises.
- (ii) Intending bidders may note that time is the essence of this work and any bidder failing to fulfill their obligations in respect of the any of the item of scope of work within the set time frame will attract penalties at double the rate of the item concerned which could not be provided or the actual cost of hiring/ availing the alternative from any other source by IGSTC, whichever is higher.

10. Evaluation of proposals: The work will be awarded to the lowest bidder fulfilling the technical specification of the Digital Displays

11. Disclaimer

The information contained in this Request for Proposal (hereinafter referred to as "RFP") document is provided to the Bidder(s) by Indo-German science and Technology Centre (hereinafter referred to as "IGSTC"), on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist in the formulation of their Proposals/Quotations. This RFP document does not purport to contain all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for IGSTC to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document.

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 from appropriate sources. The RFP is not an agreement and is neither an offer nor invitation by IGSTC to prospective bidder(s).

IGSTC 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 the RFP document. IGSTC may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document without any further notice.



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Name of the work: Seeking quotation for procurement of digital displays

Financial Bid Format

S No	Name of Product	Amount in INR	Taxes as applicable	Total amount
1	Digital Display Standee			
2	Multitouch Display			

Total amount in words (including taxes) _____

Date:

Signature of the owner / bidder / authorized signatory with complete Name, Address, Contact No.(s) including Mobile No(s).