



**SPICES BOARD**  
(Ministry of Commerce and Industry  
Government of India)  
Sugandha Bhavan  
N.H. By-pass  
P.B. No. 2277  
Palarivattom P.O.  
Cochin - 682 025, India

**स्पाइसेस बोर्ड**  
(वाणिज्य एवं उद्योग मंत्रालय,  
भारत सरकार)  
सुगन्ध भवन  
एन. एच. बाइपास  
पी. बी. नं. 2277  
पालारिवट्टम पी.ओ.  
कोचिन - 682 025, भारत

No. EDP/SOUND/2016-17

28 Feb 2017

## **Tender for Audio Solution**

### 1. Introduction

Spices Board (Ministry of Commerce, Government of India) is the flagship organization for the development and worldwide promotion of Indian spices. The Board is an international link between the Indian exporters and the importers abroad.

### 2. Scope of Work

Supply and installation of Audio Solution in Conference Room at Spices Board, Cochin. The specifications are provided in section 6 along with "Format in which Quotation is to be submitted"

### 3. Information to Agency

- a. Spices Board is not bound to accept any of the proposals submitted.
- b. At any time before the submission of proposals, Spices Board may, for any reason, whether at its own initiative or in response to a clarification requested by an invited firm, amend the scope of work. Any amendment shall be informed to the bidders and shall be binding on them. Spices Board may at its discretion extend the deadline for the submission of proposals.

### 4. Selection, Eligibility and Evaluation Criteria

Tender shall be submitted by those companies/firms/organizations who meet the following eligibility criteria and proof of the same shall be submitted along with the tender

1. The bidder shall have minimum 5 years of experience in the relevant field and supporting documents should be provided.
2. The bidder must have implemented similar system in at least two organizations. Copy of the work order shall be submitted along with the tender.

3. Financial proposal will be opened only in case of the firms, which are technically qualified. Financial proposal of the firms, which do not qualify shall be returned unopened.
4. The bidder shall submit manufacturer authorization form for the products quoted
5. The products quoted must be there in market for at least 10 years and ISO 9001 certified.

## 5. Pre-Bid Meeting

Bidders who participate in the tender may participate in the pre-bid meeting which will be held on 10-03-2017 at Board Room, Spices Board, Sugandha Bhavan, NH Bypass, Palarivattom, Cochin-25, from 10 am to 11 pm.

## 6. Format in which Quotation is to be submitted

The bidder shall submit the quotation in the below given format

Sl. No.	Item	Description	Unit Price including three year warranty (inclusive of all charges and taxes)  (for cabling, mention price per metre)	Quantity	Total
1	mic (including chairman unit)	professional gooseneck electret condensor mic,cardioid polar pattern, 18 inch ,frequency response 70-16000Hz or above		31	
2	Speakers with wall mount stand	Speakers with wall mount stand should leverage the latest technologies in cabinet materials, accoustic science and user friendliness that delivers professional, flexiable portable system, 5 inch two way speaker,108 db SPL,frequency range 48 Hz-20000 Hz or above, stand should be wall mount heavy duty steel tube speaker stand		4	
3	Amplifier Pen drive enabled	240W amplifier for adequate sound reinforcement. Suitable and compatible with other system.		1	
4	Recording device	Audio output can be recorded to recording media. Shall support mp3 upto 4 GB or		1	

	including media	more. Capacity expandable via micro SD,SDHC.Direct USB connection to PC.			
5	Cordless hand mic	Working Range-91m (300ft) Line of Sight Audio Frequency auto frequency scan with transmitter set up		2	
6	Coller Mic	Freq. Response – 20 to 20,000 Hz OR More ,Transducer Type : Condenser, Polar Pattern: Omnidirectional		1	
7	Connectors			60(approximate)	
9	Cables	Complete cabling for the above parts so as to provide a fully working audio conferencing system. Cable should be ISO 9001 certified.		500 metre (approximate)	
8	Mixer	Automatic conference mixer that allows any standard microphone and other inputs to be connected into a conference set up, 8 MIC/LINE channel mixer, delegate or chairman selectable options on each channel, individual phantom on each channel, each channel has a comb jack input connector		4	
9	Audio Processor	2 channel audio processor with automatic feedback reduction.		1	
10	Installation and other charges (if any)				
Total cost.					

## 7. Delivery and installation

- The vendor must install cables through the existing furniture without cluttering. The cabling must be done as per the instructions from Spices Board officials)
- The items shall be delivered and installed within 30 days of issue of supply order
- Supplier shall do civil works required for completion of the installation.
- Supplier shall deliver user manual and impart training for the proper use of the solution provided.

## 8. After sales service

After sales service should be available whenever required. Complaints should be attended properly within 24 hours.

## 9. Clarification

You may contact Shri Jijesh T Das, Deputy Director (EDP) for any clarifications at 91-484-2333603 / [jijesh.das@nic.in](mailto:jijesh.das@nic.in)

## 10. Warranty period

Bid must be quoted with 3 years comprehensive onsite warranty and it will start from the date of satisfactory installation

## 11. Submission of the Tender

Interested parties may submit their tender in sealed envelope superscribing the words “Audio Solution for Board Room” through Speed Post/Registered Post/ by Hand to reach the following address latest by 20 -March-2017 3 pm, IST.

Deputy Director(EDP)  
Spies Board, Sugandha Bhavan,  
N.H. Bye Pass, Palariavattom, Cochin- 25 Tel: +91-484-2333603  
E-mail: [jijesh.das@nic.in](mailto:jijesh.das@nic.in)

(Tenders will be opened on 20 - March -2017 3.30 pm, IST at Spices Board, Cochin)

## 12. Terms and Conditions

- i. Financial bid shall be submitted in the format mentioned under section 6. Financial bid shall be enclosed in a separate sealed cover.
- ii. Tender must address the Selection & Evaluation Criteria as mentioned in section 4 above along with the following additional information.
- iii. Copies of the following documents have to be enclosed, if the bidder happens to be a
  - Proprietorship firm: Self declaration by the bidder in that respect
  - Partnership firm: Partnership deeds and registration certificate of the firm
  - Public/Private Limited company: Certificate of registration and Memorandum and articles of association of the company
- iv. Time frame for completion of the assignment; and any other information that would be relevant for the project.

- ⌚. Tender received after the closing time for submission will not be considered.
- ⌚. 100% payment of the total order value shall be released after the successful installation of the audio solution.
- ⌚. The tender must remain valid for at least 3 months after the submission date. During this period, the bidder is expected to keep available the professional staff proposed for the assignment. Spices Board will make its best efforts to decide on the tender within this period. If Spices Board wishes to extend the validity period of the proposals, the bidders who do not agree have the right not to extend the validity of their proposals.

Dy. Director (EDP)  
Deputy Director (EDP)