



MENJONG SORIG

PHARMACEUTICALS CORPORATION LTD

A  Company

GROUP STANDARD BIDDING DOCUMENT

SUPPLY AND INSTALLATION OF CCTV CAMERAS IN MSPCL PREMISES

December 2023



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NOTICE INVITING TENDER

Menjong Sorig Pharmaceutical Corporation Limited

NIT No. MSPCL/PRO-07/2023/ 915 dated 9/12/2023. Menjong Sorig Pharmaceutical Corporation Limited (MSPCL) invites eligible bidders to submit your bid for the Supply and Installation of CCTV Cameras in the MSPCL premises as per the following Terms and Conditions:

Terms and Conditions

1. Scope of Supply

- 1.1. The bidder(s) must quote for all items as per the technical specifications and the Price Schedule as attached at Annexure -II.

2. Clarification to the bidding document

- 2.1. Further information can be obtained in writing from **Procurement Section** not later than **7 days** before the date of bid submission.

3. Documents comprising bid

- 3.1. The bid must be accompanied by the following document:

- i. Bid Security
- ii. Valid Trade license
- iii. Tax clearance
- iv. Price Schedule
- v. Bros
- vi. Any other relevant documents

4. Bid Price

- 4.1. All prices shall be quoted in **Ngultrum**. The quoted price shall be as per latest INCOTERMS including taxes, duties and other levies to the final place of delivery, if required.

- 4.2. The final place of delivery is **Menjong Sorig Pharmaceutical Corporation Limited, Kawajangsa, Thimphu.**

- 4.3. The Bidder(s) must quote for all items under this bid. Bids shall be evaluated as a single lot and contract shall be awarded to the firm(s) offering the lowest evaluated price.

5. Bid Validity

- 5.1. The bid shall be valid for **30 Days** from the date of submission of the bid. In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may solicit the Bidder's consent to an extension of the bid validity period. The request and responses shall be made in writing. A bid valid for a shorter period shall be considered non-responsive.

6. Bid Security

6.1. The bid shall be accompanied by the bid security of **Nu 10,000.00 [Ten thousand]** in the form of Cash Warrant/ Unconditional Bank Guarantee/ Banker Cheque/ Demand draft in favour of the **Chief Executive Officer, MSPCL** issued by the Financial Institution enforceable in any Banks in Bhutan.

- a) The Bid security shall be valid up to **26th April 2024**.
- b) The Bid Security is to be submitted as a part of the Bid in a separate sealed envelope.
- c) Any Bid not accompanied by bid security of adequate value and validity shall be rejected by the Purchaser as non-responsive.

6.2. The bid security shall be forfeited in the following cases:

- a) If the Bidder withdraws the bid after Bid opening during the period of Bid validity.
- b) If the Bidder does not accept the correction of the Bid price;
- c) In the case of a successful bidder, if the bidder fails within the specified time limit to sign the Contract or furnish Performance Security.

7. Submission of Bids

7.1. The bidder(s) shall submit one original bid and clearly marked **ORIGINAL**. In addition, the bidder(s) should also submit one copy marked as **COPY**. The bid including all documents should be duly filled, signed and sealed in an envelope and addressed to and delivered at the following address:

Sr. Manager, Procurement Section, MSPCL, Kawajangsa, Thimphu.

7.2. Your bid in the required format should be addressed to **Chief Executive Officer, MSPCL, Kawajangsa, Thimphu Bhutan.**

8. Submission deadline

8.1. The deadline for receipt of your bid(s) by the Purchaser is **26th December 2023 at 11.00 am**. Bids by electronic means **are not** acceptable

9. Bid Opening

9.1. The bid(s) will be opened in the presence of bidders or their representatives who choose to attend at **11.30 AM on 26th December 2023**. In case due date of the opening of the bid falls on non-working days, the opening of the bid shall be on next working day at the same time.

10. Evaluation of Bid

10.1. Bids determined to be substantially responsive to the technical specifications and commercial conditions will be evaluated by comparison of their quoted prices. In evaluating the bids, the Purchaser will determine for each bids the evaluated price by adjusting the priced bid by making any correction for any arithmetical errors as follows; where there is a discrepancy between amounts in figures and in words, the amount in

words will govern;

10.2. where there is discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern unless in the opinion of the Purchaser there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line-item total as quoted shall govern, and the unit rate shall be corrected.

10.3. To assist in the evaluation, comparison of the Bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder that is not in response to a request by the Purchaser shall not be considered.

11. Purchaser's Right to Accept Any Bid, and Reject Any or All Bids

11.1. The Purchaser is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.

12. Quantity Variation

12.1. Depending on the final requirement, at the time of the award of the Contract, the Purchaser may increase or decrease the quantities by twenty five percent (**25%**) of the indicated quantity.

13. Award of Contract

13.1. The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated Bid. The Purchaser shall issue Notification of Award/ Purchase Order to the successful Bidder. Until a formal Contract is prepared and executed, the Notification of Award shall constitute a binding Contract.

14. Delivery Schedule

14.1. The supply of the Goods and related service shall be completed within **45 days** from the date of issue of the Work Order, or the signing of the contract [if applicable].

15. Performance Security

15.1. The Supplier shall be required to furnish Performance Security of **10%** of the quoted price in the form of cash warrant, demand draft or unconditional Bank Guarantee in favour of the **Chief Executive Officer, MSPCL** issued by a financial institution enforceable in any Banks in Bhutan, which shall be furnished upon issuance of notification of the award. Performance Security shall be valid till the end of warranty period and will be returned after the end of warranty period.

16. Liquidated Damage

16.1. If the Supplier fails to deliver any or all of the Goods by the date(s) of delivery or fails to perform the Related Services within the period specified in the Contract/ Work Order, the Purchaser shall deduct Liquidated Damages at the rate of **0.1% per day** for each day of delay to a maximum of 10% of the quoted price.

17. Payment Terms

- 17.1. Full Payment will be made after the completion of the work.
- 17.2. At the time of release of payment, Tax shall be deducted at Source [TDS] from the gross amount of bills as per the Income Tax Act of the Bhutan. The Purchaser shall furnish necessary TDS Certificate to the Bidders, issued by the Department of Revenue & Customs, RGoB.

18. Warranty Period

- 18.1. The Supplier shall provide the warranty for a period of **1 Year** for the goods to be supplied and confirm that if any faults are detected within the warranty period in the supplied/installed Goods, the Supplier shall be bound to rectify the fault or replace the Goods as the case may be. The performance security shall be used to cover the cost of supplies not delivered or defective items not replaced or rectified.
- 18.2. Any goods found defective during the warranty period shall be replaced/ repaired by the supplier at his cost. If the supplier fails to rectify and or replace the defective goods, the Purchaser shall do it at the cost of the supplier.

19. Submission of Bid

- 19.1. The Bidder shall submit the Bid Submission Form using the Form in the Annexure I: This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.
- 19.2. A bid in which the Bid Submission Form not duly filled, signed and sealed by the bidder shall be rejected.

20. Termination

- 20.1. The Purchaser may, by written notice, terminate the Purchase Order or Contract [if applicable] in whole or in part at any time for its convenience:
- 20.2. if the Supplier fails to perform any other terms and conditions specified with the Purchase Order/ Contract, or exceeds the maximum amount of Liquidated Damages; and
- 20.3. If the Supplier fails to perform any other obligation(s) under the Purchase Order / Contract, and if the Supplier does not take any remedial action within a period of **7 days** after receipt of a notice of default from the Purchaser specifying the nature of the default(s).

21. Governing Law

- 21.1. The Contract/ Purchase Order shall be governed by and interpreted in accordance with the Laws of Bhutan.



22. Dispute Resolution

22.1. Any settlement of dispute or arbitration of matter arising from the contract shall be settled as per the Alternative Dispute Resolution Act of Bhutan 2013 for Bhutanese Supplier and United Nations Commission on International Trade Law [UNCITRAL] Arbitration Rules of 1976 for International Supplier and will be binding for both parties.



- (i) We have no conflict of interest;
- (j) Our firm, its affiliates or subsidiaries - including any subcontractors or suppliers for any part of the contract - has not been declared ineligible by the Purchaser under the laws or official regulations of Bhutan;
- (k) We have read the terms and conditions carefully, understood and agree to comply with all the clauses which are mentioned therein. In case of any breach of any condition on our part, we shall be liable for actions as per terms and conditions of the Contract.
- (l) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (m) We understand that you are not bound to accept the lowest evaluated Bid or any other Bid that you may receive.
- n) We accept the Vendor Performance Management System.

Signed: _____ [insert signature of person whose name and capacity are shown]

In the capacity of _____ [insert legal capacity of person signing the Bid Submission Form]

Name: _____ [insert complete name of person signing the Bid Submission Form]

Duly authorized to sign the bid for and on behalf of: _____ [insert complete name of Bidder]

Dated on _____ day of _____ [insert date of signing]

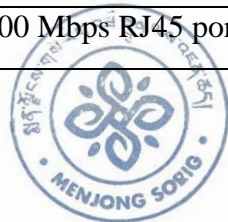


Price Schedule & Technical Specifications

Supply & Installation IP Based CCTV Cameras

Note: The camera should be accessible using internet from outside campus by system administrator/authorized personnel using application software. The bidder(s) are encouraged to visit the site for survey for better understanding and estimation.

SN	Item	Technical Specification	Qty.	Rate (Nu)	Amount (Nu)
1	4 MP Out Door Network Camera 1. 360-degree coverage 2. 180-degree coverage	<ul style="list-style-type: none"> 4K High quality imaging with 4 MP resolution PoE (Power over Ethernet) Focus on human and vehicle targets classification based on deep learning 24/7 color imaging Water and dust resistant (IP67) 	2 2		
2	4 MP In Door Network Camera 1. 360-degree coverage 2. 180-degree coverage	4K High quality imaging with 4 MP resolution PoE (Power over Ethernet) Focus on human and vehicle targets classification based on deep learning 24/7 color imaging Water and dust resistant (IP67)	7 6		
3	24 Channel NVR with 2 SATA Interphase	Advance streaming technology enables smooth live view and data self-correction in poor network conditions Support dual-stream recording to save time and bandwidth	1		
4	Hard Disk Drive	2TB Surveillance Internal Hard Drive HDD	1		
5	8 Port PoE Switch	8 x 10/100/1000 Mbps RJ45 ports	4		



SN	Item	Technical Specification	Qty.	Rate (Nu)	Amount (Nu)
6	Casing Capping	1” (actual quantity will be determined based on actual site measurements)	500 m		
7	Indoor 9U Rack	19” Mounting angles made of steel Welded to Frame. Vented and Field Cable entry exit cut outs Lockable Toughened Glass Door	3		
8	Unshielded Twisted Pair (UTP) cable	Cat 6 (actual quantity will be determined based on actual site measurements)	500 m		
9	Power Socket	20A, modular power socket set (actual quantity will be determined based on actual site measurements)	4		
10	UPS, 1500 VA, single phase with inbuilt battery	Minimum of 45-60 minutes backup time as per the load	1		
11	Installation Charges	Complete installation CCTV Cameras including configuration of new IP based camera, rack and all other necessary works.	Lumpsum		
12	Annual Maintenance Contract (AMC)	For Maintenance, troubleshooting in case of frequent break down	Annual		
Total					



Signature of Supplier:	Supplier's Official Stamp
Name of Supplier :	
Date :	

Note: The following check list & documents to be submitted when handing over after completion of work:

1. Detailed user manual with details of diagram, credentials, IPs etc.
2. Proper labeling of outgoing and incoming cables.
3. Proper cable layout (wires must be cased and tied with cable ties).

