



**ICMAI**  
**THE INSTITUTE OF**  
**COST ACCOUNTANTS OF INDIA**  
भारतीय लागत लेखाकार संस्थान  
Statutory Body under an Act of Parliament  
(Under the Jurisdiction of Ministry of Corporate Affairs)  
**BHUBANESWAR CHAPTER**

CMA Bhawan, A122/2, Nayapalli.  
Nilakantha Nagar, Bhubaneswar-751012

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E-mail: [cbc@icmai.in](mailto:cbc@icmai.in), Website- [www.icmaibbsr.in](http://www.icmaibbsr.in)  
Mob App- ICMAI-BBSR

**INVITING TENDER DOCUMENT FOR**  
**INSTALLATION OF CC CAMERA FOR ICMAI-BHUBANESWAR CHAPTER**

Tender No.: ICMAI-BBSR/32243

Dated 06.02.2026

Last Date of submission of Tender Documents: 16.02.2026 by 5.00 PM

Mode of submission: Hard Copy Only.

Issued by:



06.02.26

Chairman

ICMAI-Bhubaneswar Chapter



## SALIENT FEATURE OF TENDER DOCUMENT FOR INSTALLATION OF CC CAMERA

**Last date & time for submission of duly filled-in Tenders: 16.02.2026 – 5.00 PM.**

Duly filled-in Tender Documents, complete in all respects, to be sent by Registered Post/ speed post/Courier or in person at the below -mentioned address. No Tender Document would be accepted after **05.00 PM on 16.02.2026**. The ICMAI shall not be liable for any postal delays what so ever.

### Date & Time of opening Technical Bids:

**16.02.2026 at 6.00 PM**

**Venue for opening Technical Bids:**  
THE INSTITUTE OF COST ACCOUNTANTS OF  
INDIA- BHUBANESWAR CHAPTER  
CMA Bhawan, A/122/2, Nayapalli, Nilakantha Nagar, Unit - 8,  
Bhubaneswar - 751012, Odisha.

  
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## NOTICE INVITING TENDER DOCUMENTS

ICMAI-BBSR/32243

Date:06.02.2026

Sealed bids are invited under **Two-Bid System** from reputed, experienced and eligible vendors for **Supply, Installation, Testing & Commissioning of IP CCTV Surveillance System** at CMA Bhawan, Nayapalli, Bhubaneswar.

### **INSTRUCTIONS TO BIDDERS**

1. The tender shall be submitted in **Two-Bid System**:
  - o **Envelope-I**: Technical Bid
  - o **Envelope-II**: Financial Bid
2. Financial Bids of only those bidders who qualify in Technical Evaluation shall be opened.
3. Tender must be submitted in sealed cover by hand/post/courier within the prescribed time.
4. All pages of the tender document must be **signed & sealed** by the authorised signatory.
5. The quoted price shall remain **valid for 90 days** from the date of opening of Financial Bid.
6. Conditional or incomplete tenders shall be rejected summarily.

### **ELIGIBILITY & QUALIFICATION CRITERIA**

1. Bidder must be a legally registered entity in India with valid **GST, PAN**.
2. Bidder must not have been **blacklisted** by any Govt./PSU in last five years.
3. Bidder must have executed **minimum 5 similar CCTV projects** in last three years.
4. Bidder must have qualified technical manpower for installation & commissioning.
5. OEM authorization certificate must be enclosed (if not OEM).

### **GENERAL & SPECIAL CONDITIONS OF CONTRACT**

#### **Earnest Money Deposit (EMD)**

EMD shall be submitted as applicable in the form of **Demand Draft / FDR / Bank Guarantee / e-BG**.

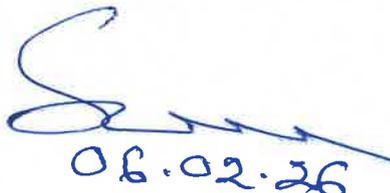
MSEs registered with NSIC shall be exempted as per Government norms.

#### **Performance Security**

The successful bidder shall submit **Performance Bank Guarantee @5%** of order value, valid up to warranty period plus 60 days.

#### **Warranty**

Minimum **3 (Three) years comprehensive onsite warranty** from date of commissioning.

  
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### Liquidated Damages (LD)

LD @ 0.5% of contract value per week or part thereof, subject to maximum 10% of total order value.

### Payment Terms

100% payment shall be made after successful installation, testing, commissioning and acceptance of the system.

Statutory deductions like GST-TDS / IT-TDS shall be applicable.

### Arbitration & Jurisdiction

Disputes shall be settled as per Arbitration & Conciliation Act, 1996.

Jurisdiction shall be Bhubaneswar only.

### SCHEDULE OF REQUIREMENTS (Indicative)

Sl. No.	Item Description	Quantity
1	IP CCTV Camera	As required
2	NVR & Storage	As required
3	Cabling, Accessories & Installation Included	

*(Quantity may increase/decrease as per Institute's requirement)*

### TECHNICAL SPECIFICATIONS

- IP-based CCTV Surveillance System using Network Video Recorder (NVR)
- Minimum 2 MP resolution
- H.265 / H.265+ compression
- PoE supported cameras
- BIS / ISO / RoHS compliant equipment
- Cyber-secure configuration with role-based access
- Training & documentation to be provided

### RIGHT OF ACCEPTANCE

The Institute reserves the right to accept or reject any or all tenders without assigning any reason thereof, and the decision of the Institute shall be final and binding.

  
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## ANNEXURE – I

### TECHNICAL BID FORMAT

(To be submitted in a separate sealed envelope)

#### Name of Work:

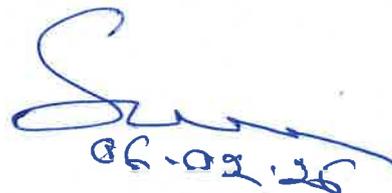
Supply, Installation, Testing & Commissioning of IP CCTV Surveillance System  
at CMA Bhawan, Nayapalli, Bhubaneswar

#### A. BIDDER'S BASIC INFORMATION

Sl. No.	Particulars	Details to be filled by Bidder
1	Name of the Bidder / Firm	
2	Legal Status (Proprietorship / Partnership / LLP / Company)	
3	Registered Office Address	
4	Local Office Address (Bhubaneswar / Odisha)	
5	Contact Person Name	
6	Mobile No.	
7	Email ID	
8	PAN Number	
9	GST Registration Number	

#### B. ELIGIBILITY COMPLIANCE STATEMENT

Sl. No.	Eligibility Requirement	Complied (Yes/No)	Documentary Proof Enclosed
1	Registered legal entity in India		
2	Minimum 3 years experience in CCTV systems		
3	At least 5 similar CCTV works completed		
4	OEM Authorisation Certificate		
5	Not blacklisted by any Govt/PSU		
6	Valid GST & PAN		

  
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### C. EXPERIENCE DETAILS

#### Details of Similar Works Executed

Sl. No.	Client Name	Nature of Work	Contract Value (₹)	Year	Completion Certificate Enclosed
1					
2					
3					

### D. OEM & EQUIPMENT DETAILS

Item	Make	Model	Compliance (Yes/No)
IP Dome Camera	CP PLUS	2MP STQC IP Colour Audio Dome	
IP Bullet Camera	CP PLUS	6MP STQC IP Colour Audio Bullet	
Network Video Recorder	CP PLUS	32 CH 2SATA (CP-UNR-4K4322V4	
Surveillance HDD	WD	8 TB SV	

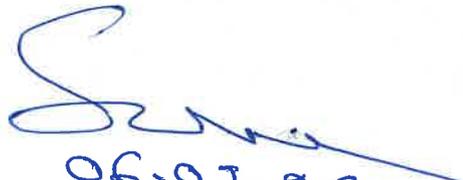
*(Datasheets must be enclosed)*

### E. WARRANTY & SUPPORT

Particulars	Offered by Bidder
Warranty Period	Minimum 3 Years
Response Time for Breakdown	
Resolution Time	
Local Service Support Available (Yes/No)	

### F. MANPOWER & TECHNICAL CAPABILITY

Sl. No.	Category	No. of Personnel
1	Certified CCTV Engineers	
2	Network Technicians	
3	Support Staff	

  
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## G. DECLARATIONS & UNDERTAKINGS

### 1. Non-Blacklisting Declaration

We hereby declare that our firm has not been blacklisted / debarred by any Government Department, PSU or Autonomous Body.

### 2. Code of Integrity

We certify that we shall comply with the **Code of Integrity** prescribed in ICMAI Purchase Procedure and shall not indulge in corrupt, fraudulent or coercive practices.

### 3. Acceptance of Tender Terms

We have carefully read and understood all terms and conditions of the tender and agree to abide by the same without any deviation.

### 4. Conflict of Interest Declaration

We confirm that there is no conflict of interest involved in this tender process.

## H. DOCUMENT CHECKLIST

Tick ✓ against documents enclosed:

- Certificate of Incorporation / Registration
- PAN Card
- GST Registration
- OEM Authorisation Letter
- Experience Certificates
- Product Datasheets
- Non-Blacklisting Declaration
- Integrity & Acceptance Declaration
- Authorised Signatory Proof

## I. SIGNATURE

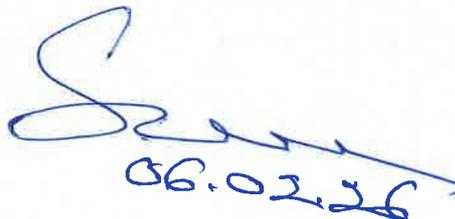
Signature of Authorised Signatory: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Firm Name & Seal: \_\_\_\_\_

Date: \_\_\_\_\_

  
06.02.26



## ANNEXURE – II

### FINANCIAL BID (BoQ FORMAT)

(To be submitted in a separate sealed envelope)

#### Name of Work:

Supply, Installation, Testing & Commissioning of **IP CCTV Surveillance System** at CMA Bhawan, Bhubaneswar.

#### Note:

1. Rates shall be quoted **item-wise and inclusive of supply, installation, testing, commissioning, cabling & accessories.**
2. GST shall be Inclusive.
3. Conditional prices shall not be accepted.
4. Quantity mentioned is indicative and may vary.

#### SCHEDULE OF QUANTITIES (BoQ)

Sl. No.	Item Description	Make	Model	Qty	Unit Rate (₹)	Total (₹)
1	IP Dome Camera – 2 MP with IR, PoE	CP PLUS	2MP STQC IP Colour Audio Dome	25		
2	IP Bullet Camera – 4 MP with IR, PoE	CP PLUS	4MP STQC IP Colour Audio Bullet	5		
3	Network Video Recorder	CP PLUS	32 CH 2SATA (CP-UNR-4K4322V4	1		
4	Surveillance HDD – 8 TB	WD	4 TB SV	2		
5	Switch (8 Port)	CP PLUS	Full GIGA POE (10/1000M)	4		
6	CAT-6 Networking Cable (ISI Marked)	D-Link		350 Mtr		
7	Junction Boxes, Conduits & Accessories			As per Actual		
8	Installation, Testing & Commissioning Charges	—		One Job		
	<b>Total</b>					

#### DECLARATION

We hereby confirm that the prices quoted above are inclusive of all costs related to supply, installation, testing, commissioning, warranty and statutory obligations as per the tender terms.

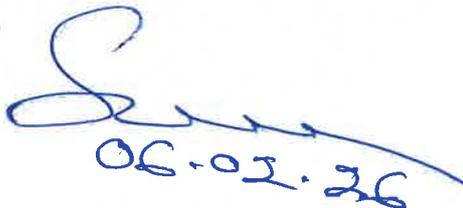
We agree to abide by all terms & conditions of the tender.

Signature of Bidder: \_\_\_\_\_

Name & Designation: \_\_\_\_\_

Firm Name & Seal: \_\_\_\_\_

Date: \_\_\_\_\_

  
06.03.26