

**Government of Tripura  
Education (Higher) Department  
TTAADC Polytechnic Institute  
Khumulwng, West Tripura**

**Notice Inviting Tender**

No. F. 5 (1)-TPI/Proc/ELL/2018-19

Dt: 25/02/2019

Sealed item rate tenders are invited for supply and installation of “*Software for Digital Language Lab Software along with accessories*” from bonafied Manufacturers/Suppliers/Dealers. Detailed specification, necessary terms & conditions and tender document may be collected from the office of the undersigned or can be downloaded from the website: **[www.tpikhumulwng.edu.in](http://www.tpikhumulwng.edu.in)**. Interested bidders may send their bids & offers (alongwith requisite tender fee of Rs.200/- (Rupees Two Hundred) only (non-refundable) and earnest money of Rs.3,000/- (Rupees Three Thousand) only in form of demand drafts in favour of “Principal, TTAADC Polytechnic Institute, Khumulwng” payable at Agartala) in sealed cover superscripting on the envelope “**Tender for supply and installation of Software for Digital Language Lab Software along with accessories**” latest by **11<sup>th</sup> March, 2019** upto **2 PM**. The tenders will be opened on the same day at 2:30 PM (if possible) in presence of intending bidders. Tenders received after due date and time will not be taken into consideration. The undersigned reserves the right to reject any tender including the lowest one without assigning any reason at any point during the process.

Principal-in-Charge  
TTAADC Polytechnic Institute,  
Khumulwng, West Tripura.

GOVERNMENT OF TRIPURA  
EDUCATION (HIGHER) DEPARTMENT  
TTAADC POLYTECHNIC INSTITUTE  
KHUMULWNG,P.O. RADHAPUR, TRIPURA (WEST)

**NOTICE INVITING TENDER**

**No. F. 5 (1)-TPI/Proc/ELL/2018-19**

**Date: 25/02/2019**

Sealed item rate tender is hereby invited by the undersigned from the manufacturers/ authorized dealers/ distributors/reputed firms having experience for procurement of under mentioned item:

Sl. No.	Name of the Tender	Earnest Money	Tender fee
1	<b>Tender for supply and installation of Software for Digital Language Lab along with accessories. Detail specifications are given in Annexure – “A” &amp; “C”</b>	Rs. 3000/- (Three thousand only)	Rs. 200/- (Two hundred only)

**TERMS AND CONDITIONS:-**

Earnest money should be deposited in the form of **Demand Draft** on any schedule bank guaranteed by Reserve Bank of India. Tender forms including terms and conditions can be had from the office of the **Principal, TTAADC Polytechnic Institute, Khumulwng, Tripura (West)** **w.e.f. 25/02/2018 to 08/03/2019 upto 02:00** pm on any working day on payment of an amount of **Rs. 200/-** in cash or can be downloaded from the website [www.tpikhumulwng.edu.in](http://www.tpikhumulwng.edu.in). The downloaded tender must accompany a DD for **Rs. 200/-** (Non-refundable) drawn in favour of **“Principal-in-charge, TTAADC Polytechnic Institute”** payable at Agartala. Tender(s) may be sent by Registered Post /Speed post only or can be dropped in the tender box placed at the office of the **Principal, TTAADC Polytechnic Institute, Khumulwng, Tripura (West)** within **11/03/2019 till 2:00PM**. It has to be ensured that tenders sent by post must reaches the office of the **Principal, TTAADC Polytechnic Institute, Khumulwng, Tripura (West), Pin:799045** before due date and time. Tender documents delivered after due date and time will not be taken into consideration. The authority reserves the right to reject any tender to cancel the bidding process and reject all tenders at any time prior to the award of contract without assigning any reason. The tender will be opened on 11/03/2019 at 2:30 PM (if possible).

1. Bidders should quote price for the full package as indicated in **Annexure “A”**.
2. Contract will be made for the full package or item wise as per the discretion of the purchaser. Correction, if any shall be made by Crossing out, dating, rewriting and initial signature.
3. All Taxes (as applicable) should be charged according to applicable government rates.
4. The bidder has to furnish up to date GST registration and income tax clearance certificate (or IT return for last three years) along with the bid.
5. Declaration, typed on company letter head, stamped and signed by authorized signatory (**Annexure – B**) must be submitted.
6. The rates quoted by the bidders shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
7. Each bidder shall submit only one Tender. Any bidder, who submits more than one bid, shall be disqualified.
8. **Tender shall remain valid for a period not less than 60(Sixty) days after the deadline date specified for submission.**
9. The purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated quoted price.
10. ***Notwithstanding the above, the purchaser reserves the right to accept or reject any tender and to cancel the bidding process and reject all tenders at any time prior to the award of contract.***
11. The bidder whose bid to be accepted will be notified for the award of contract by the purchaser prior to expiry of the tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.
12. **Payment:**
  - (i) Advance: - No advance Payment.

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- (ii) On delivery: - No payment on delivery.
- (iii) On final acceptance: -Full payment of the contract Price shall be given to the supplier within **30 (Thirty) days** after the date of the final installation, inspection of the respective items and the earnest money shall be kept as security deposit for next six months.
13. Warranty / Guarantee shall be for a period of **01 (One)** year as a whole. If normal commercial warranty/guarantee exceeds by **01 (One)** year, then higher of the two as indicated shall be applicable to the supplied goods.
14. Brand Name / Model No. has to be mentioned wherever applicable along with the copies of authorization letter of the manufacturers / Distributorship or Dealership certificate/proprietary certificate (duly signed by the bidder or Authorized person of the bidder) from Manufacturers etc. in favour of the bidder. The bidder has to provide the Authorisation Certificate if the bid document is signed by the Authorized person in favour of the bidder.
15. Tender has to be submitted along with Manufacturers' Original or downloaded brochure / catalogues duly signed by the bidder or his Authorized person, without which tender may be rejected at the discretion of the Authority.
16. **Earnest money deposit** Earnest money **Rs.3000/- (Rs. Three Thousand only)** shall be deposited in the shape of **Demand Draft** only drawn in favour of the "**Principal, TTAADC Polytechnic Institute, Khumulwng, Tripura (West)**" from any nationalized **payable at Agartala** must be submitted along with the Tender(s), failing which the tender(s) will be summarily rejected.
17. The earnest money deposited by the successful bidder will not carry any interest and it will be dealt with as provided in the conditions stipulated in the tender.
18. The EMD shall be forfeited.
- (a) In 50%, if the Tenderer withdraws the Tender during the validity period of Tender.
- (b) In full, in case the supplier fails to start supply (or cannot show valid reasons which are acceptable to the authority) specified in the tender documents within **30<sup>th</sup> day** or such time period as mentioned in letter of award after the date on which the Authority issues written orders to commence the work / supply.
19. Supply, assembling, testing etc. of all equipment including others accessories shall be the responsibility of the contractor.
20. The contractor shall not be permitted to tender for works in **TTAADC Polytechnic Institute, Khumulwng** responsible for award and execution of contract in which near relatives is posted in Accountant / as an Officer in any capacity between the grades of the Principal to Lecturer. He shall also intimate the name of persons who are working with him in any capacity or are subsequently employed by him and who are nearer relatives to any officials of the TTAADC Polytechnic Institute, Khumulwng.
21. Confusions / errors, if any noticed need to be clarified / corrected from the Principal-in-Charge, TTAADC Polytechnic Institute, Khumulwng prior to dropping of tender Any claim on such issues after dropping of tender will not be entertained.
22. The contractors should initial all correction if any, to rate(s) and items in the tender. *The contractor should put his /her signature in every page.* Letters etc. found in the tender box of raising or lowering the quoted rates or dealing with any other points in connection with tender shall not be considered.
23. The bidder shall seal the bid / tender in an envelope addressed to the Principal-in-Charge, TTAADC Polytechnic Institute, Khumulwng, Tripura (w) subscribing on it the Name of Work & NIT No.
24. Tender(s) must be received in the office of the Principal-in-Charge, TTAADC Polytechnic Institute, Khumulwng, Tripura (w) not later than the time and date given in the notice of invitation. If the specified date is declared holiday, tender(s) shall be received upto the appointed time on the next working day.
25. Before submitting tender, tenderers are to satisfy themselves by actual visit to the site of work / supply as regards the prevailing condition to approaches and roads and availability of labourers and materials, room or Laboratory or

workshop sizes etc. and the tenderers submitting tenders shall be deemed to have done so. No claim on the above account will be entertained after wards.

26. Supply order may be issued to the successful bidder(s) depending on the available sanctioned amount. Hence, quantity may be increased or decreased at the discretion of the authority during the time of evaluation of tender.
27. The tenderers are requested to visit the office website [www.tpikhumulwng.edu.in](http://www.tpikhumulwng.edu.in) for any information/updates/corrigendum. The Principal, TTAADC Polytechnic Institute, Khumulwng, Tripura(W) may be consulted if required.
28. All legal disputes shall be subject to jurisdiction of Tripura High Court at Agartala.
29. The party must mention in the quotation, the rate/amount of annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period.
30. The contractor shall quote the rates and amounts tendered by them **both in figures as well as in words**. The amount for each item shall be worked out and requisite totals shall be given.
31. The bidder has to provide the duly signed (by the bidder or his Authorized Person) copy of Work / Supply order in similar nature of work / supply in support of previous experience as a prime contractor at least for one similar work of value not less than 80% of the estimated cost put to tender in the last 3 (Three) years to qualify for awarding of the work.
32. Free delivery, installation, adequate training and one year dedicated onsite support must be ensured.
33. Valid license copy is to be provided.
34. Free upgrades of the software are to be provided time to time.

**ANNEXURE –“A”  
PRICE BID**

Reference/Tender No: -

Due Date:-

SL. No.	Name of Item with Specifications.	Brand/ Model	Quantity (in unit)	Unit Price	Discounts (if any) %	GST % (if applicable)	Total Price
01.	<p><b>Digital Language Lab Software alongwith accessories:-</b></p> <ol style="list-style-type: none"> <li>1. <b>Teacher-Student console: (1+30)</b></li> <li>2. LAN based operation.</li> <li>3. Intercom: Audio/Video.</li> <li>4. Conferencing facility.</li> <li>5. Live classroom with webcam and microphone for relevant consoles.</li> <li>6. Lesson repository facility.</li> <li>7. Console screen monitoring and controlling.</li> <li>8. E-Board facility.</li> <li>9. Group or individual assignment facility.</li> <li>10. Online audio video streaming.</li> <li>11. Support of lesson creation /study material development by teacher.</li> <li>12. Support for class test, evaluation and record keeping.</li> <li>13. Do homework, Submit Files to Instructor Module for Evaluation.</li> <li>14. Facility to create audio/video materials from teacher console.</li> <li>15. Live classroom facility.</li> <li>16. Teacher's desktop sharing.</li> <li>17. Reading And Writing A Lesson, Compare/Evaluate Repeat Passage With Original.</li> <li>18. Complementary comprehensive study materials on <b>English</b> and other foreign languages.</li> </ol> <p>Accessories (to be provided with zero cost with the package) are:</p> <ol style="list-style-type: none"> <li>1. Headphone with Mic (good quality): 31 Nos.</li> <li>2. HD Webcam - 01 No.</li> <li>3. Extensive English Study Materials.</li> </ol> <p><b>Annexure-“C” can be seen for detailed specification.</b></p>		(1+30) Console				
<b>GRAND TOTAL</b>							

We agree to supply the above goods in accordance with the technical specification for a total contract price of Rs..... (Amount in figures) ( Rupees ..... amount in words ) with in the period specified in the Invitation for tender. We also confirm that the normal commercial warranty / guarantee of ..... months shall apply to the offered goods.

Signature : .....

Name : .....

Business Address: .....

Affix Rubber Stamp:.....

Place:-

Date:-

**Note: Price bid should be submitted in the given format only. For additional information/extra items above format may be typed and used.**

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## ANNEXURE – “B”

(To be typed on the Company Letterhead)Declaration

**To**  
**The Principal-in-Charge**  
**TTAADC Polytechnic Institute**  
**Khumulwng, Radhapur, Tripura (W)**

**Subject: Supply and installation of Software for Digital Language Lab along with accessories.**

Dear Sir,

I/We, the undersigned bidder having read and examined in details, the specifications and all bidding documents, in respect to the tender no. \_\_\_\_\_ Dated: \_\_\_\_\_ do hereby propose to provide services as specified in the bidding documents also do hereby solemnly affirm and declare that

1. My/Our organisation does not have any legal suit/ criminal case pending against it for violation of any law.
2. My/Our firm has not been blacklisted or debarred by any state or central government organisation.
3. The information furnished in all parts of this tender document is accurate and true to the best of my knowledge.
4. My/ Our firm shall not pay any type of commission to any person in regard to this tender.
5. The Terms & Conditions of this proposal are valid for a period of 60 (Sixty) days from the last date of submission of the bids.
6. I/We have paid Tender cost of **Rs.200/- (Two Hundred only)** and Earnest money to **Rs. 3000/- (Rupees Three Thousand only)** through Demand Draft(s) No. \_\_\_\_\_ Dt. \_\_\_\_/\_\_\_\_/\_\_\_\_ and No. \_\_\_\_\_ Dt. \_\_\_\_/\_\_\_\_/\_\_\_\_ respectively.

Thanking you,

Yours Faithfully,

**Signature with seal of Bidder/Dealer**

**Annexure “C”****Detailed Specifications of Software for Digital Language Lab**

1. The main interface of the teacher with password protected login should have different options to help the tutor to teach effectively in a lively manner.
2. Management with password protected login should have the option to monitor the activities of both teachers and students and view various reports of scores, grades, performance graph/Bar/Pie in exercises, answer sheets, teacher and student attendance, live class and conference report, vote report and examination reports.
3. Parent with password protected login should have the provision to view their children’s reports on attendance, score/grades, activity, performance and examination
4. Teacher should be able to communicate to an individual student without disturbing others through audio/video/text and similarly, students should have the option to talk to the teacher personally.
5. Teacher should be able to broadcast messages selected students, a group or to a whole class by instant messaging, audio and video chatting.
6. Teacher should have real time monitoring of students’ activity. An incognito supervision of students’ activities by listening discreetly to the voice of the selected students.
7. Teacher should have the option to emulate a normal classroom whiteboard, where teacher can type or draw on the board and send that to single, a group or to all students.
8. Teacher should be able to control the student’s computer from their own desk and Shutdown, Reboot, Log off, Lock screen, Enable/Disable Input (keyboard & mouse).
9. The teacher should be able to create and assign lessons/works to selected students, a group or to a whole class.
10. The teacher should have the tool for live screen capturing of a student screen to monitor the student’s activity which should be done from the teacher’s desk.
11. There should be a tool to enable the teacher to view learning progress of individual student.
12. The teacher should be able to create and assign homework to students. The students should be able to download these files and work at their convenience and upload to teacher when completed.
13. The teacher should be able to set a student as model for the whole class and other students in the class should be able to view, listen and talk with the model student.
14. The teacher should be able to group students temporarily so that the students can communicate with each other by using text chat facility, audio message and video talks.
15. The teacher should be able to create their own audio/video lessons and enable to assign the pre-recorded lesson for future dates.
16. The teacher should be able to upload PDF files (e-books) for the students to read and able to provide writing assignments to the students.
17. The teacher should be able to plug or insert any external device (USB, CD/DVD) and to play or use the files.
18. The teacher should be able to select video from a variety of sources such as a TV/DVD player, satellite receivers and play that video directly to the students’ desktops.
19. The teacher should be able to pair or group students for debates for group discussions and observe/control them selectively, by groups. The students should be able to discuss with their group members with the permission of the teacher.
20. The teacher should be able to conduct live language classes and the system should be able to record the feedback of all the students simultaneously.
21. The teacher should be able to view the assignments submitted by the students and respond to the students with the feedback.
22. The teacher should be able to group the students and then assign topics to them for discussion which should be recorded with downloadable file of the recordings.
23. Software should be of life time perpetual license, integrated with extensive study material of multimedia media files of text, audio, video in English with option in UK, US and Neutral accents and along with basic language learning material in various foreign languages.
24. Software should be able to automatically generate graphical representation on the recorded audio of the learner as against the originals for self-assessment and evaluation.
25. The software should be with one year onsite warranty and should include delivery, onsite installation, onsite trainings and 24/7 online support services.
26. The manufacturer must have installed similar brand software in reputed Institutions/Universities/Government organizations across India.

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27. System should provide graphical representation of the voice comparison. Separate graphs should show the recorded file graph & system file graph.
28. Teacher should be able to login from any system.
29. Teacher should be able to control all the system from the Teacher Console.
30. The teacher should be able to send any audio & text based content stored in the Teacher Workstation, to intend Student Console. (To entire class/ group of students/ particular student)
31. The software should enable audio-visual interaction between the teacher/ instructor and students through headsets with built-in microphone & webcam.
32. The teacher, should be able to view students screen in an incognito mode (without the knowledge of the students)
33. The software should support Linux/ Cloud server/ Thin client user
34. 5000+ Hours of learning materials.
35. Learning material should cover English & other foreign languages.
36. Multiple choice questions should be given after each module.
37. Multiple choice questionnaires can be created for different subjects.
38. 44 sounds of English with hundreds of words to practise.
39. Most of the clients should be Indian Clients.
40. Different types of graphs should be generated.
41. Lifetime perpetual License should be given.
42. Any Language compatible.
43. Parents can also login.
44. Management / Principal login.
45. Voting / Survey available.
46. Exercises with instant scoring.
47. To share Teachers screen to the students.
48. Notice can be posted, through the software.
49. IELTS, TOEFL & GRE materials to be provided.
50. Headphones with Microphone for all the consoles are to be provided.
51. External learning materials can be added.