

**Request for Proposal (RFP)  
For Selection of Consultant as System  
Integrator for procurement and deployment of  
software and hardware services.**



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE,  
CUTTACK**

At/Po- Chandinichowk, Dist- Cuttack, Pin- 753002, Odisha  
Phone No- 0671-2508265  
Email: admgenlctc.od@od.gov.in



## Schedule of Bidding Process



<b>Period of availability of RFP document:</b>	Dt: 25/02/2026 to Dt. 20/03/2026 Downloadable from Website <a href="https://cuttack.odisha.gov.in">https://cuttack.odisha.gov.in</a> and <a href="https://shailabalawomenscollege.ac.in">https://shailabalawomenscollege.ac.in</a>
<b>Last date for receipt of prebid queries</b>	05/03/2026 till 4 PM through email on admgenlctc.od@od.gov.in
<b>Date of Prebid Meeting</b>	06/03/2026 at 11 AM
<b>Last date for receipt of RFP:</b>	Dt. 20/03/2026 by 03.00 PM. Through Registered Post/ Courier/ Speed post. No drop box facility available and Hand delivery is not allowed.
<b>Place of submission of RFP:</b>	The ADM (General), Collectorate, Cuttack At/Po- Chandini Chowk, Dist- Cuttack Pin- 753002, Odisha.
<b>Date and Time of opening of Technical Proposal</b>	Dt. 23/03/2026 at 04.00 PM.
<b>Opening of Financial Proposal</b>	Dt. 26/03/2026 for technically qualified bidders after presentation
<b>For further information:</b>	The ADM, General, Cuttack Collectorate, Cuttack At/Po- Chandini Chowk, Dist- Cuttack Pin- 753002, Odisha. Email- admgenlctc.od@od.gov.in

Principal  
Women's (Auto) College  
Cuttack

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CUTTACK



## 1. **INFORMATION AND GENERAL CONDITION OF CONTRACT**

### 1.1. Objective

Cuttack District Administration ("Authority") intends to select a Consultant as a System Integrator for procurement, installation and deployment of software and hardware services at Sailabala Womens College at Cuttack.

### 1.2. Instruction to Bidder

- a. Firms are hereby invited to submit their bids in response to the Request for Proposal (RfP) for providing their services to the District Administration, Cuttack. Proposal so submitted shall form the basis for future negotiations and ultimately a contract between the selected agency and ADM (General), Cuttack.
- b. A description of the assignment, Scope of work, Terms of Reference and objectives are given in this document.
- c. To obtain first- hand information on the assignment, the agency may make visit to the college before submitting the proposal.
- d. The expenditure incurred towards preparing the proposal and negotiating the contract including site visit, are not reimbursable as a direct cost of the assignment.
- e. The District Administration may reject one or all proposals without assigning any reason thereof.
- f. In this regard to electrical fittings etc. agency shall have to engage qualified licensed electrician/contractor entitle erect, handle and maintain supply line.

### 1.3. Consortium

**Keeping in view the scope of work, Consortiums / Joint Ventures are NOT allowed.** Firms applying in consortium/joint venture shall be summarily rejected. However the selected bidder can sublet or outsource some of the works to other vendors but the primary responsibility of all the works shall remain with the selected bidder for any incidental scenario.

Firms/Agencies desirous of participating in this Bid should not have been debarred/blacklisted by any Government agency.

### 1.4. RFP Documents

- a. The RFP document shall be available from the advertisement date till the bid due date on the District Website at <https://cuttack.odisha.gov.in> and <https://shailabalawomenscollege.ac.in>.
- b. Bidders are advised to submit their proposal in the appropriate formats specified in this document.
- c. At any time before the submission of proposals, the District Administration may, for any reasons, whether at its own initiative or in response to a clarification requested by an invited consulting firm modify the document by amendment. The amendment will be notified in the Official website of Cuttack District and the revised documents / clarification if any, shall also be uploaded on the website.



### 1.5. Query

For any queries, please reach to the contact officer mentioned in bid schedule.

### 1.6. Communications

All communications including the submission of proposal should be addressed to;

**The ADM (General),**

**Collectorate, Cuttack**

**At/Po- Chandini Chowk, Dist- Cuttack, Pin- 753002, Odisha.**

**Email-** admgenlctc.od@od.gov.in

**Mobile:**

### 1.7. Preparation of Proposal

- Bidders are requested to submit the proposals as per the attached formats only. The proposals, which are not submitted in the required format, are liable to be rejected by District Administration, Cuttack.
- The requirement of information to be provided by the Bidder i.e. the Technical and Financial Proposal, is described in Section-3 (Submission of Proposal) of this document. Bidders are requested to go through the RFP document carefully before preparing and submitting their proposal.
- The Bidders may be disqualified, if information sought in the RFP is not provided.
- Any proposals containing vague and indefinite expressions will not be considered.

### 1.8. Submission of Proposal

The proposal shall be submitted in two parts –

**Part A - Technical**

**Proposal**

**Part B - Financial**

**Proposal**

  
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The proposal shall be typed or written in indelible ink and shall be signed by the applicant or a person or persons duly authorized. Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the proposal prior to opening of the same.

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with applicant's name and address in the left hand corner of the envelope and superscribed in the following manner.

**Part-A-** Properly sealed Technical Proposal as per the Format attached in the Annexures- A1, A2, A3 & A4 of this RFP

**Part-B-** Properly sealed Financial Proposal in the specified format as per Annexure B1 & B2 Both the envelopes i.e. envelope for Part-A and Envelope for Part-B must be packed in a separate sealed outer cover and clearly super scribed with the following:

**"Selection of Consultant as a System Integrator for procurement, installation and deployment of software and hardware services"**

The Applicant's Name & address shall be mentioned in the left hand corner of the outer envelope. The inner and outer envelopes shall be addressed to The District Culture Officer, Cuttack at the following address;

**The ADM General,**

**Collectorate, Cuttack**

**At/Po- Chandini Chowk, Dist- Cuttack**

**Pin- 753002, Odisha.**

**Email-** admgenlctc.od@od.gov.in

*If the outer envelope and the financial proposal envelope is not sealed and marked as mentioned above, then District Administration will assume no responsibility for the tender's misplacement or premature opening and will be rejected.*

The opening of the Financial Proposal shall be made after evaluation of technical proposal and as per the scheduled dates which shall be intimated by District Administration to the eligible applicants. In case of any discrepancy between figures and words in the financial proposal, the one described in words shall be considered.

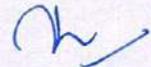
**1.9.Proposal Validity Period**



The proposals shall be valid for acceptance by District Administration, Cuttack for a period of 120 days from the Bid Due Date.

#### 1.10. Proposal Evaluation

- i. The Technical Proposals submitted on the time & date stipulated in this RFP shall be opened, in presence of Bidders who choose to remain present. The name of the Bidders who have submitted their proposals shall be announced.
- ii. Prior to evaluation of proposals submitted, District Administration, Cuttack will determine whether each proposal is responsive to the requirements of the RFP. District Administration, Cuttack may, in its sole discretion, reject any proposal that is not responsive hereunder. A proposal shall be considered responsive only if:
  - a. Proposal prepared have been as per the format specified in the RFP;
  - b. It is received by the due dates and time stipulated in the RFP including any extension thereof granted by District Administration, Cuttack;
  - c. It is accompanied by the Bid Security & Bid Processing Fee as per the provisions of this RFP;
  - d. It contains all the information (complete in all respects) as requested in the RFP;
  - e. It does not contain any condition or qualification and
  - f. It is not non-responsive in terms thereof
- iii. The District Administration, Cuttack reserves the right to reject any proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by District Administration, Cuttack in respect of such proposals.
- iv. District Administration, Cuttack will carry out the evaluation of all responsive proposals in the manner stipulated in the RFP document.
- v. Based on the evaluation of credentials submitted by bidders in the Technical Proposal, they shall be pre-qualified. Such pre-qualified bidders shall be invited for presentation before the Evaluation Committee. The Financial Proposals shall be opened in the presence of the qualified Bidders who wish to attend.
- vi. District Administration, Cuttack shall not entertain any query or clarification from Bidders who fail to qualify at any stage of the Selection Process.
- vii. Bidders are advised that, the selection process shall be entirely at the discretion of the District Administration, Cuttack. Bidders shall be deemed to have understood and agreed that District Administration, Cuttack shall not be required to provide any explanation or justification in respect of any aspect of the selection process or selection.

  
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viii. Any information contained in the Proposal shall not in any way be construed as binding on District Administration, Cuttack, its agents, successors or assigns, but shall be binding on the Bidder if the assignment is subsequently awarded to it.

#### **1.11. Bid Security**

A Bid Security of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** in the form of Demand Draft drawn in favour of **ADM-cum-Nodal Officer, Cuttack** and payable at any scheduled bank having branch in Cuttack, shall be submitted by all the Bidders inside the Technical Proposal Cover.

- Proposals not accompanied by the Bid Security shall be rejected as non-responsive.
- No interest shall be payable by District Administration, Cuttack for the sum deposited as Bid Security.
- The Bid Security of the unsuccessful bidders would be returned back within ten days of issuance of Letter of Intent to the successful Bidder.

The Bid Security shall be forfeited by the District Administration, Cuttack in the following events:

- If the proposal is withdrawn during the validity period or any extension thereof.
- If the proposal is varied or modified in a manner not acceptable to District Administration, Cuttack after opening of tender during the validity period or any extension thereof.
- If the Agency tries to influence the evaluation process.
- If the Preferred Agency withdraws his proposal during negotiations.

#### **1.12. Bid Processing Fee (Non-Refundable)**

All bidders are required to pay INR 11,800/- (Rupees Eleven Thousand Eight Hundred Only) towards Bid Processing Fee in the form of Demand Draft drawn in favour of **"ADM-cum-Nodal Officer, Cuttack"**. The Bid Processing Fee is Non-Refundable and shall be deposited along with the Technical Proposal.

## **2. TERMS OF REFERENCE**

### **2.1.Scope of Work**

The indicative scope of work shall be inline to the technical specification detailed as per Annexure T1 but not limited to as detailed below:

- The Service Provider / System Integrator shall be responsible for preparation of a detailed project plan for the implementation of the existing operational process.
- Define an organized set of activities for the project and identify the interdependence between them. Establish and measure resource assignments and responsibilities.



- Highlight the milestones and associated risks. Measure project deadlines and performance objectives. Cumulative deviations from the schedule date as specified in the finalized Project Plan. Corrective actions to be taken to return to planned schedule of progress.
- Identify the activities that require the participation of client personnel and communicate their time requirements and schedule early enough to ensure their full participation at the required time. The solution proposed by the service provider should comply with the design considerations requirements as mentioned therein.
- Solution should provide but not limited to the survey observation, analysis, and discussion with the Authority or any other key stakeholders, the service provider shall submit a Detailed Design Report.
- The detailed design report shall include end-to-end design validation for the project including any project understanding, analysis, detailed design, integration, procurement plan.
- A complete set of designs and drawing including method of installation as applicable shall also be included in the Detailed Project Report, UAT, FRS and SRS. All technical data sheets of the products shall be submitted ahead of time by the service provider.
- In the event SI fails to provide the Services in accordance with the Service Standard, SI shall be liable for penalty capped to 10% of the amount on milestone deliverables or as per the terms and conditions of Service Level Agreements (SLAs).
- AS-IS assessment of the existing IT infrastructure.
- System Requirements Gathering & Design Phase.
- Supply, Installation and Commissioning of the Components.
- User Acceptance Test & Go-Live of the System.
- Schedule routine maintenance windows to implement changes, updates, and enhancements to the solution.
- The SI is required to deploy key personnel for operations and maintenance phase.
- Conduct quarterly refresher training sessions and workshops. Develop/update training materials aligned with user roles and updated system functionalities. Prepare and update user-manual and SOPs for effective use of proposed solutions, i.e. all software modules.
- Integration with existing/new systems.
- Performance Monitoring and Reporting.
- Maintenance activities may include patching security vulnerabilities, applying software updates, optimizing performance, and addressing bugs or issues identified through proactive monitoring. Prior notification shall be provided to stakeholders regarding planned maintenance windows to minimize disruption to operations and ensure preparedness for any temporary service interruptions.
- The detail list of items along with specifications and quantity to be purchased has been given at Annexure A.



- All software and hardware components shall have at least 5 years of AMC (Annual Maintenance Charges).
- The technical specification as detailed in Annexure T1 has been prepared by the inhouse committee of the Authority's stakeholder.
- The agency at its cost shall arrange, secure, and maintain all insurance as may be pertinent to the work and obligatory in terms of law to protect its interest and interest of the Authority against all perils.

### **1. Payment Schedule**

The payment shall be released by the District Administration Cuttack to the Agency in the following manner:

<b>Sl. No.</b>	<b>Event / Deliverable</b>	<b>Payment</b>
1	Submission of procurement and execution plan and mobilization advance	10%
2	Deliverables of hardware and software components to the Authority	40%
3	On Go Live of the project	30%
4	After completion of 5 years of Annual Maintenance Charges	20%

### **2. SUBMISSION OF RFP**

The RFP bids must be submitted, in two separate envelopes:

Technical Proposal – Envelope I

Financial Proposal – Envelope II

**These 2 (two) separate envelopes must be packed/sealed with another envelope.**

#### **a. Technical Proposal**

The Technical Proposal should be provided with the following information, using the format for technical proposal provided in the Annexures of this RFP document:

- i. Letter of Proposal – Annexure A1
- ii. Particulars about the Bidder – Annexure A2
- iii. Financial Capacity of the Bidder – Annexure A3
- iv. Experience of Bidder in Similar Projects – Annexure A4

*All the projects cited needs to be submitted by supporting credentials (work orders / completion certificates) from clients.*



- v. Particulars in the form of CVs regarding the team leader and core team of at least 5 key personnel along with the work experience (who will be heading the respective domains of the event management and the branding & promotion)
- vi. Bid Processing fees in the form of Demand Draft in favour of "Collector, Cuttack" payable at Cuttack.
- vii. Bid Security in the form of Demand Draft in favour of "Collector, Cuttack" payable at Cuttack.

**b. Financial Proposal**

- i. The financial proposal should include remuneration for staff/ volunteer, accommodation, procurement, installation, OEM patent charges if any, transportation and equipment, logistics i.e. from sourcing to delivery, AMC charges, printing of documents/ materials, etc. and all other expenses related to the assignment for the activity.
- ii. In the Financial Proposal, the Agency shall quote an item-wise cost for all elements in the scope. The specifications and quantity of items in scope of work is clearly defined in the format enclosed in Annexure-B2. However, the Grand Total Amount quoted by the Agency shall be considered for financial evaluation.

*All costs must be expressed in Indian rupees only.*

**c. Checklist for Submission**

A	Technical Proposal	Format
1.	Covering Letter	Annexure-A1
2.	Bid Processing Fee (non-refundable) of Rs. 11,800/- (Rupees Eleven Thousand and Eight Hundred only)	Demand draft in favour of "ADM(Gen), Collectorate, Cuttack", payable at Cuttack.
3.	Interest Free Bid Security of Rs. 2,00,000/- (Rupees Two lakhs only)	Demand draft in favour of "ADM(Gen), Collectorate, Cuttack", payable at Cuttack.
4.	Particulars of Bidder	Annexure-A2
5.	Financial capabilities of the Bidder	Annexure-A3
6.	Details of experience in similar assignments (separately for Branding and event Management)	Annexure-A4
B	Financial Proposal	Annexure-B1 and B2



### 3. EVALUATION CRITERIA

#### a. Evaluation of Proposals

The RFP bids of those Agencies, which would meet the minimum conditions of eligibility specified in Section 4.2, will be evaluated in two stages:

- i. Technical evaluation of proposals & presentation on proposal by qualified bidders.
- ii. Financial Proposal.

#### b. Pre-Qualification / Minimum Eligibility Criteria:

- i. The bidder can either be registered as a A Companies Act, 1956 or 2013; or Limited Liability Partnership (LLP) Act, 2008; or a Partnership Firm under the Indian Partnership Act.
- ii. In operation in India for a period of at least 10 years as on publication of bid (copy of certificate of incorporation or any other registered documents);
- iii. Financial eligibility criteria: The firm should have an average annual turnover of at least Rs. 50 Crores (Rupees Fifty Crores) in the last 3 (three) financial years i.e. 2022-23, 2023-24 and 2024-25.

**c. Technical Proposal Evaluation** – The Technical Proposal evaluation of technically pre-qualified bidders will be done out of total 100 marks in two parts; (a)evaluation of past project experience (Credential Score of 70 marks) and(b)evaluation of project concept proposal to the Technical Evaluation Committee through a power point presentation (Presentation Score of 30 marks).

**d. Credential Score** –Maximum 70 marks will be given based on the information and credentials submitted by the bidders in terms of relevant past project experience and turnover as follows.

Sl. No.	Details	Maximum Marks	Basis of Marks to be allotted
1.	Experience in similar projects* in last 7 years from bid due date	30	<ul style="list-style-type: none"><li>• 5 marks each for Contract value of Rs. 2 Crore or above for each project (Max. 15 Marks)</li><li>• 5 Marks for each additional project of similar nature of contract value of Rs. 1 Crores or above (Max. 15 Marks)</li></ul>
2.	Turnover	25	<ul style="list-style-type: none"><li>• At least Rs. 50 Crores <b>average annual</b> turnover of FY 2022-23, FY 2023-24 and FY 2024-25(audited): 10 Marks</li><li>• For average turnover between &gt;Rs.50 Crores and Upto Rs. 60 Crores: 15 Marks</li><li>• For average turnover between &gt;Rs.60 Crores and Upto Rs. 70 Crores: 20 Marks</li></ul>

			<ul style="list-style-type: none"> <li>For turnover more than Rs. 70 Crores: 25 Marks</li> </ul>
3.	Years of exp.	10	<ul style="list-style-type: none"> <li>At least 5 years of experience: 5 marks</li> <li>and each year of experience 1 mark</li> </ul>
4.	Exp. in Odisha	5	<ul style="list-style-type: none"> <li>At least 2 similar Government projects experience in Odisha</li> </ul>
	Total	70	

*Note: All projects should have been undertaken by the Agency in the last Seven Years preceding bid due date. Relevant projects of undermentioned category for National or International repute to be considered for evaluation of event management ("Similar"):*

- Information Technology related Hardware components
- Information Technology related Software components

**e. Presentation Score**—The bidders shall be invited to make a presentation (30 Minutes each) to the Evaluation Committee (on the date and time mentioned in Schedule of Bidding of this RFP) on their Approach & Methodology for executing the assignment. The project concept proposal by the bidders in the form of a power point presentation as part of the technical proposal shall be evaluated and given scores (max. 30 marks) by the Technical Evaluation Committee as follows.

Sl. No.	Evaluation criteria	Max. Marks
1	Approach and Methodology	10
2	Procurement Plan	7.5
3	Implementation Plan	7.5
4	CMMI and other ISO Certification	5
	Total	30

**NOTE: The team leader along with the core team should be present for the presentation.**

**f. Technical Score** - The total score secured by the bidders in credential score and presentation score combined will be treated as the Technical Score (TS) out of 100 marks. Bidders scoring 70 marks or more in the Technical Score will be qualified for opening of their financial bids.

**g. Opening of Financial Proposal:**

The financial proposal of those bidders qualified in the Technical Score shall be opened and evaluated in presence of such bidders in the following manner.

  
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Cuttack

  
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The score shall be computed as follows:

- a. Financial Score: The lowest financial proposal for the (FM) will be given a financial score of 100 points. The financial scores of other proposals will be computed as follows:

$$FS = 100 \times FM/F1$$

(F1 = amount of Financial Proposal as proposed by the Bidder for the assignment)

**h. Combined Evaluation & Scoring: - (ON QCBS Method)**

- a. Combined Score-The Combined Score shall be evaluated based on the Technical Score (TS) and Financial Score (FS):

$$\text{Combined Score} = [0.7 \times (TS)] + [0.3 \times (FS)]$$

- b. The Bidder to obtain the Highest Combined Score shall be identified as the Preferred Bidder.
- c. The decision of District Administration Cuttack as regards to acceptance/rejection of eligibility for parties who apply shall be final and binding.
- d. Notwithstanding the above, District Administration Cuttack reserves the right to accept or reject any or all bids.

**i. Negotiations**

Contract negotiations will then be scheduled with Preferred Agency. Negotiations will commence with a discussion of technical proposal, the proposed concept, staffing and price proposals as per prevailing market price of different items as deemed fit the committee.

After the contract has been successfully negotiated, Preferred Agency will be issued Letter of Intent by the District Administration. If the negotiations do not reach any conclusions and if the first Preferred Agency withdraws his proposal, District Administration may then invite Second Best Bidder for the negotiations. In such case EMD of Preferred Agency shall be forfeited.

The other Bidders, which did not meet the Minimum Eligibility Conditions, not shortlisted for other stages of evaluation also the Bidders who were technically qualified but were not selected except the second best Bidder, will be informed by District Administration that they were unsuccessful. The Bid Security of such Bidders will be refunded within 15 days after issue of LOI to the successful Bidder.

No information on the evaluation proposal will be disclosed to any person other than those directly concerned with the selection process. Proposals of any Bidder, who tries to influence the evaluation, will be liable to be rejected.



**j. Agreement**

Agreement shall be signed between **ADM**, Cuttack & the successful bidder.

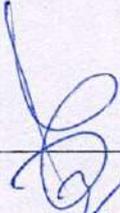
**k. Performance Security**

The successful bidder shall deposit a performance security equal to 5% of the contract value in the form of bank guarantee before signing of the agreement with validity of 90 days.

- l. In the event of unforeseen circumstances, the District Administration reserves the right to make suitable amendments to the aforesaid conditions without assigning any reason thereof.

**N.B-After opening of all bids received by this office, they will be evaluated and compared against the prevailing market rates. The company shall be bound to obey the negotiation, if required.**

  
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CUTTACK**

  
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S.B. Wengalia (Auto) Collier  
Cuttack**

  
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## ANNEXURES – FORMATS



### *Annexure - A1*

#### Letter of Technical Proposal

To

The ADM General

At/Po- Chandini Chowk, Dist- Cuttack

Pin- 753002, Odisha.

**Sub: "Request for Proposal (RFP) For Selection of Consultant as System Integrator for procurement and deployment of software and hardware services."**

#### Regarding Technical Proposal

Dear Sir,

1. With reference to the RFP dated \_\_\_\_\_ for the above captioned project, and clarification issued by District Administration Cuttack thereof, I \_\_\_\_\_, having examined all relevant documents and understood their contents, hereby submit our Proposal for selection as Agency for providing services for **Selection of Consultant as System Integrator for procurement and deployment of software and hardware services**. The proposal is unconditional.
2. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
3. This statement is made for the express purpose of appointment as the Agency for the aforesaid Project.
4. I shall make available to District Administration Cuttack any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
5. I acknowledge the right of the District Administration Cuttack to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. I certify that in the last three years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or



judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.

I declare that:

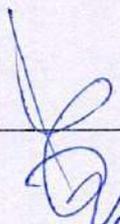
- a. I have examined and have no reservations to the RFP Documents, including any Addendum issued by the District Administration Cuttack;
  - b. I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or request for proposal issued by or any agreement entered into with the District Administration Cuttack or any other public sector enterprise or any government, Central or State; and
  - c. I hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
7. I understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Agency, without incurring any liability to the Bidders.
  8. If our Firm is qualified, we shall make a presentation on Approach & Methodology to District Administration Cuttack. On the date specified upon intimation received from District Administration Cuttack.
  9. The undersigned is authorized to sign the documents being submitted through this RFP. (A copy of Power of Attorney may be enclosed)
  10. In the event our firm is selected as the Agency for this project we shall enter into a contract with District Administration.
  11. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.
  12. The information provided herewith is true and correct to our best knowledge. If any discrepancies are found in the information provided or if the information provided is not correct, our firm would be fully responsible for that. We understand in such cases our bids are liable to be rejected.

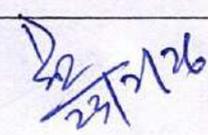
Yours faithfully,

(Signature, name and designation of the authorized signatory)

(Name and seal of the Bidder)

  
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**Power of Attorney (Sample)**



Know all men by these presents, we, ..... (name of Firm and address of the registered office) do hereby constitute, nominate, Firm and address of the registered office) do hereby constitute, nominate,

Appointment and authorize Mr./Mrs. \_\_\_\_\_ son/ Daughter/ wife and presently residing at \_\_\_\_\_, who is presently employed with us and holding the position of \_\_\_\_\_ as or true and lawful attorney (hereinafter referred to as the "Authorized Representative") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for **Selection of Consultant as System Integrator for procurement and deployment of software and hardware services**, Cuttack including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-proposal and other conferences and providing information/ responses to the District Administration, Cuttack, representing us in all matters before the District Administration Cuttack, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the District Administration Cuttack in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the **ADM Cuttack**.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ..... THE ABOVE NAMED PRINCIPAL

HAVE

EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 2026

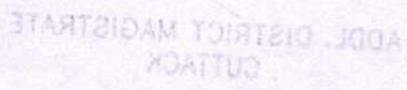
For .....  
(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarized Accepted

.....  
(Signature, name, designation and address of the Attorney)



*Notes:*

*The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of Rs. 100 (hundred) and duly notarized by a notary public.*

  
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Principal  
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23/12/24



**Annexure - A2**

**Particulars of the Bidder**

**General Information about the Firm:**

- a. Name of Company or Firm:
- b. Legal status (e.g. incorporated private company, unincorporated business, partnership etc.):
- c. Country of incorporation:
- d. Registered address:
- e. Year of Incorporation:
- f. Year of commencement of business:
- g. Principal place of business:
- h. Brief description of the Company including details of its main lines of business
- i. Name, designation, address and phone numbers of authorized signatory of the Bidder:
  - i. Name:
  - ii. Designation:
  - iii. Company:
  - iv. Address:
  - v. Phone No.:
  - vi. Fax No. :
  - vii. E-mail address:

(Signature, name and designation of the authorized signatory)

For and on behalf of .....

ADOL DISTRICT MAGISTRATE  
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**Annexure- A3**

**Financial Capacity of the Applicant duly certified by Chartered Accountant**

Sl. No.	Financial Year	Annual Turnover
1.	2022-23	
2.	2023-24	
3.	2024-25	

**Certificate from the Statutory Auditor**

This is to certify that .....(name of the Applicant) has received the payments shown above against the respective years on account of professional fees. And the Average Turnover of the Firm from professional fees in the last three years is Rs. .... (In words)

**Name of the audit firm:**

**Seal of the audit firm:**

**Date:**

(Signature, name and designation of the authorized signatory)

Note: In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.

*Handwritten signatures and dates:*  
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28/02/26  
23/2/24  
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**Annexure- A4**

**Eligible projects undertaken by the Bidder**

The following information should be provided in the format below for each Eligible Project for which your firm was legally contracted by the Client stated as a single entity.

*Applicants are advised to provide the information for only those assignments qualifying projects in Branding and Promotion activities and Event Management Activities separately.*

i.	Assignment Name	
ii.	Name, fax, email of the Client Representative:	
iii.	Time when the assignment was carried out :  Start Date End Date	
iv.	Location of the Event	
v.	Contract Value	
vi.	Narrative Description of the Scope of work of the assignment	
vii.	Description of Actual Services provided by your Staff	
viii.	Status of the assignment	

**IMPORTANT:**

1. Use separate sheet for each Eligible Project
2. Please provide proof of eligible projects undertaken like a copy of completion certificate from the client/Copy of work order/copy of agreement etc.The submitted testimonial MUST contain detail description of work (Scope of Work and Terms of Reference) carried out by the Bidder.



**Annexure – B1**

**FINANCIAL PROPOSAL**

**Covering Letter**

(On the Agency's letterhead)

To,

**The ADM (General),  
Cuttack  
AT/PO: Chandni Chowk  
District: Cuttack  
PIN: 753002**

**Sub: RFP for Selection of Consultant as System Integrator for procurement and deployment of software and hardware services**

**Regarding Financial Proposal**

Dear Sir,

I,

\_\_\_\_\_ enclose herewith our Financial Proposal for selection of our firm as Agency to carry out "**Selection of Consultant as System Integrator for procurement and deployment of software and hardware services**".

Please note that the financial proposal does not contain any conditions and is submitted as per the prescribed format. In case of any discrepancy, our firm will be solely responsible for the same.

I agree that this offer shall remain valid for 120 days from the bid due date or such further period as may be mutually agreed upon.

Yours faithfully,

Signature \_\_\_\_\_

Full Name \_\_\_\_\_

Designation \_\_\_\_\_

**Note:**

- a. GST as applicable shall be paid extra by District Administration Cuttack.
- b. No conditions should be attached to the price proposal.
- c. The amount (G. Total) is Lumpsum in nature and should be quoted in both figure and words. In case of discrepancies in the prices mentioned in the figure and word, the prices mentioned in the words shall be considered as final price.
- d. The Lumpsum Fess is all inclusive as per the scope of work and technical specifications mentioned in the RFP. Only excluding is the GST.
- e. The Agency has to quote individual rate for each item in scope. Any conditional bid shall be rejected.
- f. For any additional work which District Administration desires apart from the prescribed scope of work the preferred agency shall be intimated and paid through separate mandate on the item wise quote of the financial proposal.

Signature of the Agency:

Address:

Date:

**Specifications of items to be procured for PwD students out of funds allocated by the SSEPD, Govt. of Odisha**

SI No.	Name of the item	Specifications	Quantity
1	Battery Operated 11/14 Seater Electric Vehicle (Stiller Battery Operated Vehicle)	<ul style="list-style-type: none"> <li>* AC 5.5 - 10 KW Motor</li> <li>* Speed - 18/25- 35/45 Km./Hr.</li> <li>* Ground Clearance - 130 mm to 200 mm Approx</li> <li>* Ground clearance from center - 114 mm to 180 mm Approx</li> <li>* Length - 4250 mm to 5400 mm Approx</li> <li>* Height -1900 mm to 2060 mm Approx</li> <li>* Width - 1250mm to 1500 mm Approx</li> <li>* Wheels - Pneumatic</li> <li>* Lithium ion Battery - 48 Volts 200 a h Single/ 75 Volts 500 a h Single</li> <li>* Lithium ion Battery Warranty- 36 Months</li> <li>* Battery Charger - 48 Volts</li> <li>* Battery Indicator - Battery Discharge Indicator</li> <li>* Motor - Prime mover</li> <li>* Controller - Zapi</li> <li>* Chassis - Tubular</li> <li>* Steering - Automotive Type, Right/Left-Handed</li> <li>* Body -Steel / Fiber</li> <li>* Brakes - Hydraulic</li> <li>* Parking - Mechanical Parking Brakes</li> <li>* Front suspension - Leaf Spring with shock absorber</li> <li>* Rear Suspension - Leaf Spring</li> <li>* Colour - White</li> <li>* Accessories - 1. Front Light, 2. Indicator Light (Front/Rear)</li> <li>3. Horn, 4. Front bumper</li> <li>5. Side View Mirror (Left/Right), 6. Rear View Mirror,</li> <li>7. Floor Mat, 8. Reverse Buzzer</li> </ul>	1

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2	<b>ASSISSTIVE DEVICES FOR VISUALLY CHALLENGED STUDENTS</b>		<b>1</b>
i	FOCUS 40 Blue Wireless Gen 5 REFRESHABLE BRAILLE DISPLAY	<ul style="list-style-type: none"> <li>* 40 Braille cells &amp; 8-dot Braille keyboard.</li> <li>* Seamless braille with a crisp and uniform feel.</li> <li>* Convenient front panel controls and customizable NAV rockers.</li> <li>* Exclusive NAV Rockers enable rapid scrolling by line, sentence, paragraph, and even panning through a document.</li> <li>* Menu button, conveniently centred above the cursor router buttons, for quick access to calendar, clock, Bluetooth connections, and more.</li> <li>* Built-in Scratchpad with BRF Book Reader.</li> <li>* Micro SD Card Slot to expand memory up to 32 GB.</li> </ul>	<b>1</b>
ii	FanFold-D V5 Braille Embosser / FanFold+ V5 Braille Embosser	<ul style="list-style-type: none"> <li>* High-Speed &amp; Volume: Prints up to 330 characters per second, handling large print runs of fanfold paper without interruption. Around-the-clock braille embossing: Capable of continuous braille production of high volumes for long hours. Can handle all braille production needs for countless years to come.</li> <li>* Low Noise: Features a fully sealed unit with acoustic dampening and mufflers for a quiet operation, ideal for shared spaces.</li> <li>* Paper Handling: Uses standard tractor-fed fanfold paper (A4, Letter, 11x17) and can hold a full box (around 1200 pages).</li> <li>* Braille &amp; Tactile Graphics: Supports 6-dot and 8-dot braille and can produce tactile graphics with resolution up to 50 DPI.</li> <li>* Dual-Sided Printing (Interpoint): Embosses on both sides of the Braille paper to save paper, making it cost effective.</li> <li>* Flexible Output: Offers horizontal printing and unique Z-folding options for vertical stacking, ready for stapling.</li> <li>* User-Friendly Interface: Includes ink and braille labeled keys with speech feedback, plus USB connectivity.</li> <li>* Eco-Friendly: Low standby and power-down consumption.</li> <li>* Modular Design: Internal construction allows for easier servicing and maintenance.</li> <li>* Uses idB is a direct braille printing application built into the V5 braille embosser. It is available free of charge and is compatible with Windows, Mac and Linux computers.</li> <li>* Constant Monitoring not required: Enables printing of a full box of paper continuously without being monitored so that one does not need to be standing near the embosser all the time.</li> </ul>	<b>1</b>

iii	DUXBURY BRAILLE TRANSLATOR - Latest Version 14.1	* Expanded Language Support: bidirectional translation, and embedded foreign language support within documents. Supports translation of text to braille format. Includes all major languages including Indian languages: such as Hindi, Marathi, Gujarati, Punjabi, Haryanvi, Bangla, Tamil, Telegu, Kannada, Assamese, Odia, Nepalese, Sinhala, Urdu, etc.	1
		* PDF & Math Import: Better handling of PDFs and improved import of math from Word's Equation Editor (2007+).	
		* Embosser Support: New embossers added, plus improved support for existing ones, with specific features like top margin adjustment for ViewPlus embossers.	
		* Template Management: New options to save printer/embosser setups and text/codes in templates.	
		* User Interface (UI): More localized UI languages (over 80) and a more user-friendly Activation Wizard	
		* Display & Editing: Cleaner line display in formatted view and fixes for hard hyphen characters.	
		* Technical & Math: Support for UEB, Nemeth, French Braille, and intermediate UEB contraction levels	
		* File Compatibility: Imports Word, Excel, OpenOffice, HTML, and more, plus tactile graphics.	
iv	BRAILLE PAPER TRACTOR FEED (Packed as 1000 sheets in a box)	* Size 12x12 inches and Thickness 160 GSM.	1
		* Width 280 mm + tractor strips.	
		* Weight 150 grams per square meter.	
		* 1000 pages per box.	
		* Paper specification document.	
		* Special Quality Braille Paper Continuous Sheet made from Tag Board for double sided embossing of Braille Text Books.	

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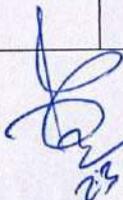
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V	TOPAZ HD 24" DESKTOP VIDEO MAGNIFIER with OCR	<ul style="list-style-type: none"> <li>* Magnification: High-definition camera provides sharp images, allowing for lower magnification levels (e.g., up to 64x on a 24" screen) to see more text at once.</li> </ul>	1
		<ul style="list-style-type: none"> <li>* OCR &amp; Speech: Reads text aloud, processes documents, and provides full-page views with marked reading zones for easy navigation, transforming it into a scanning reader.</li> </ul>	
		<p>Display: 24-inch HD touchscreen (optional), adjustable (tilt, height, swivel) for optimal viewing.</p>	
		<ul style="list-style-type: none"> <li>* Ergonomics: Over 8 inches of workspace, extra-wide reading table, and a special groove for holding round objects like bottles steady.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Color Modes: 30+ customizable high-contrast color modes (including full color, grayscale) to reduce eye strain.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Controls: Easy-to-use dials (brightness, magnification, contrast) and tactile controls under the display.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Productivity Tools:            Freeze Frame: Stops movement for detailed inspection.            Focus Lock: Maintains focus while writing or working.            Find Feature: Quickly zooms out to locate your place.            Reading Lines/Shades/Masks: Helps focus on specific text.            Connectivity: Optional computer connectivity with MAGic software or GEM for viewing, capturing, and saving images.</li> </ul>	

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vi	Clear Keys Large Print Keyboard	<ul style="list-style-type: none"> <li>* Enhanced Visibility: The keyboard features extra large, bold fonts and a high-contrast design (e.g., black print on white keys, or vice versa, depending on the variant) to make the letters and functions highly visible and easy to read, reducing eye strain.</li> </ul>	1
		<ul style="list-style-type: none"> <li>* Tactile Feedback: It utilizes "long-travel chocolate keycaps" which provide excellent tactile feedback, making individual keys easy to distinguish and helping users type more confidently and accurately. The F and J keys have extra thick pathfinders to aid in hand orientation.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Durable and Spill-Proof Design: The keyboard is built with durable construction to withstand regular use and features a design that guides spilled fluids through the keyboard, keeping internal electronics safe.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Ergonomic: The keyboard lies low on the surface to improve ergonomics and comfort during use.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Customized Keyguard (Optional Combo): The keyboard is often available in a combo with a custom-fitting keyguard, which provides added support and precision for individuals with motor skill difficulties.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Wired Connectivity: It connects via a reliable USB wired connection (plug-and-play) and is compatible with a wide range of devices including PCs, laptops, and tablets, without requiring special software installation.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Full Layout: It has a full QWERTY keyboard layout, including a numeric keypad.</li> </ul>	
		<ul style="list-style-type: none"> <li>* Bright Indicator LEDs: The Caps Lock and Num Lock indicator LEDs are made extra bright for optimal visibility.</li> </ul>	

  
  
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vii	Angel India Online Daisy Player (Assistive Tech)	<ul style="list-style-type: none"> <li>* DAISY &amp; E-Book Reading: Reads DAISY books (chapter, page, sentence navigation) and various e-book formats (PDF, Word, ePub, text).</li> <li>* Talking Functionality: Fully talking in English, Hindi, and 12 other Indian languages with voice prompts for menus and buttons.</li> <li>* Connectivity: Wi-Fi enabled for accessing online libraries (Bookshare, Sugamya Pustakalaya) and internet radio.</li> <li>* Audio Playback: Plays MP3s, WAV, recorded audio, and includes FM radio.</li> <li>* Recording: Voice recording and note-taking capabilities, with unlimited recording when connected to power.</li> <li>* Navigation: Intuitive tactile buttons, unlimited bookmarks, resume play for multiple files, and Key Descriptor Mode for learning controls.</li> <li>* Storage: Voluminous, expandable memory via SD cards and USB drives (up to 1TB).</li> <li>* Power: Uses easily replaceable batteries for extended life.</li> </ul>	1
viii	ClearReader+ Basic Text Reading Machine	<ul style="list-style-type: none"> <li>* Instant Reading: Scans documents and reads text aloud in seconds.</li> <li>* Ease of Use: Designed with simple, distinct buttons for intuitive operation, ideal for those with limited computer experience.</li> <li>* High-Quality Voices: Offers a choice of 59 voices in 31 languages, with natural-sounding male and female options.</li> <li>* Adjustable Settings: Control reading speed, volume, and easily switch between languages.</li> <li>* Portability: Features a foldable handle for easy carrying.</li> <li>* Connectivity: Includes headphone jack, HDMI port, USB port, and SD card slot.</li> </ul>	1
		<ul style="list-style-type: none"> <li>* No Computer Needed: A completely standalone device.</li> <li>* Integrated LED lighting for even illumination</li> <li>* Connects to AC power</li> </ul>	

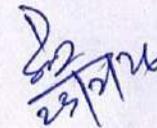
ix	FUSION Talking Screen Reader cum Screen Magnifier	* Screen Magnification: Enlarges on-screen text and objects from 1.1 up to 36 times the original size, making it easier for users with low vision to operate the computer independently.	1
		* Speech Output (Screen Reader): Reads aloud all text on the screen, including documents, emails, web pages, menu items, and form fields, using human-like voices.	
		* Customizable Visual Enhancements:	
		* Color Schemes: Offers various color enhancement features (e.g., light text on a dark background) to reduce glare and eye fatigue.	
		* Pointer and Cursor Locators: Helps users easily find and track the mouse pointer and text cursor through colorization and specific locators (e.g., a circle around the cursor).	
		* Font Smoothing: Smooths the jagged edges of text at higher magnification levels for improved readability.	
		* Navigation Tools: Provides keyboard shortcuts and gestures for efficient navigation without relying on a mouse.	
	FUSION Talking Screen Reader cum Screen Magnifier	* Training and Support: Often includes built-in basic training tutorials in accessible DAISY text and audio formats to help beginners learn the software.	
		* Language Support: The screen reader can switch between many common languages, often with downloadable voice synthesizers for added accents or languages	
		* Latest Version 2026 With SMA that Entitles the user to upgrades for 2 years.	
		* Suitable for Windows 10 and 11 - for both 32 Bit & 64 Bit OS	
		* Ultimate accessibility tool for individuals with any level of vision impairment.	
		* A powerful combination "Fusion" of the JAWS Talking Screen Reader Software that converts the computer into a talking computer and ZoomText Screen Magnifier that magnifies the screen and provides visual enhancements to view the screen easily.	
		* A single installer provides access to both ZoomText and JAWS individually, or together when run as the combined solution - Fusion.	
* Can be installed on 3 computers			

*Handwritten notes and signatures:*  
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x	TYPEABILITY TALKING PC KEYBOARD TRAINER FOR THE BLIND (to be used with JAWS Talking Screen Reader)	* Professional talking tutorial that enables the blind to self-learn & master the computer keyboard.	1
		* Teaches touch typing using all 10 fingers.	
		* Extensive Lessons: The program offers 99 structured lessons that cover all aspects of the keyboard, including letters, numbers, punctuation, function keys, and the numeric keypad.	
		* Computer Navigation Training: Beyond typing, it teaches essential computer skills like navigating and editing within text documents and dialog boxes (list boxes, radio buttons, check boxes).	
		* JAWS Integration: It relies on the speech output from JAWS (Job Access With Speech) or Fusion software for clear, verbal instructions and feedback, making it fully accessible for blind users.	
		* Interactive and Engaging: The program uses a friendly, human-like voice and a large variety of responses to provide constant guidance, encouragement, and motivation, making the learning process fun.	
		* Immediate Feedback: Users receive instant auditory feedback on their accuracy and speed. Incorrect key presses prompt immediate, corrective instructions.	
		* Varied Exercises and Games: To reinforce learning, TypeAbility includes dictation exercises, accuracy/speed games, and academic quizzes on subjects like geography, botany, physics, and chemistry.	
	* Teacher's Mode: A dedicated teacher's mode allows instructors to create customized lessons, track student progress, and view detailed performance reports.		
	TYPEABILITY TALKING PC KEYBOARD TRAINER FOR THE BLIND (to be used with JAWS Talking Screen Reader)	* Customizable User Preferences: Users can adjust settings such as speech rate, the style of humor (child or adult jokes), and options for one-handed typing or braille input using a compatible braille keyboard.	
* Simplicity of Use: Core functions are mapped to a few easy-to-remember function keys (F1-F6, F11, F12), allowing users to operate the program independently after minimal initial guidance.			
	TYPEABILITY TALKING PC KEYBOARD TRAINER FOR THE BLIND (to be used with JAWS Talking Screen Reader)	* Low Vision Support: The lessons have a complete display that enables even low-vision students to read and learn to type, complementing the speech output.	

xi	PEARL OPENBOOK HI-SPEED SCANNER READER	* Advanced camera device that transforms a PC installed with the supplied OpenBook OCR software into a high-speed Text Reading System to enable the Visually Challenged to read independently.	1
		* Motion sensor technology that automatically scans 200 pages in just 15 minutes!	
		* Enables digitization of entire libraries.	
		* Converts scanned files into WAV/ MP3 format, helpful in making Talking books	
		* Skim reading feature during background scanning for lengthy documents	
		* Study Tools like Dictionary, Thesaurus, Spelling look up & Pronunciation Dictionary	
		* Reads DAISY and various audio file formats	
		* Converts graphic-based text files to readable format using the Freedom Import Printer feature.	
		* Customize font style, size, character spacing, and colours for Low Vision	
		* Supports Indian Accent Voice & 33+ International Languages	
* Supports Windows 10, 8, and 7			





  
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AUDIO VISUAL DEVICES			1
75" Interactive Display			
S No	Parameter	Specifications	
1	Display Panel Size	<b>75 Inches or higher</b>	
2	Light Source	DLED backlight	
3	Resolution	3840 × 2160 (4K UHD)	
4	Refresh Rate	60Hz	
5	Aspect Ratio	16:9 or better	
6	Display Colour	1.07 Billion colors (10-bit) or higher	
7	Surface	4mm Anti-glare tempered glass	
8	Brightness	Upto 450 cd/m <sup>2</sup> or better	
9	Haze	25%	
10	Contrast Ratio	1200:1 or better	
11	Viewing Angle	178° (H/V)	
12	Backlight Life	≥ 50,000 hours or better	
13	Touch Technology	IR Touch	
14	Touch Points	40 touch points on Android & Windows or better	
15	Touch Response	≤ 5 ms or less	
16	Touch Accuracy	± 2 mm or less	
17	CPU	Octa-Core A55 or better	
18	GPU	Quad-Core MaliG52 or better	
19	RAM + ROM	8GB RAM + 128GB Storage or better	
20	Operating System	Android 14.0	
21	Wi-Fi	802.11 a/b/g/n/ac (2.4GHz/5GHz)	
22	Bluetooth	5.0 or latest	
23	Speakers	2 × 20 W or better	
24	Interfaces	5× USB 3.0/USB 2.0, 1× Type-C, 1× TF Card Slot, 3x HDMI IN (1 ARC), 1x Touch USB, 1x RS232, 1x Line Out, 1x Coax, 1x RJ45 IN, 1x 3.5mm Jack, 1x VGA IN, 1x VGA Audio IN	
25	Additional Features	The system should include a scheduling option with VC link sharing, support multiple cameras (minimum 4) with voice-activated switching layout, and offer advanced bandwidth optimization. It must support webinars with Q&A via chat along with YouTube live integration, and provide a VC client for smartphones & iPads with secure video/data encryption.	
26	Whiteboard Features	Multi-touch interactive whiteboard (upto 20 points), handwriting-to-text, AI shape recognition, math/science tools, sticky notes, text editing, real-time collaboration, export to PDF, YouTube & Google integration, browser panel, 3D model viewer, screen capture	
27	Accessories	Power Cord ×1, Stylus Pen ×2, Wall Mount Kit ×1, Remote Control ×1, User Manual ×1	
28	Certifications	<b>BIS, CE, FCC &amp; RoHS</b>	

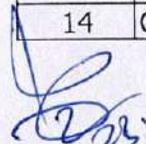
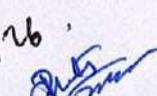
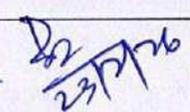
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S No	Parameter	Specifications	
1	OPS	Interactive display must have 80 Pin OPS slot	
2	Processor	It should have Intel i5 processor or higher with Licensed Windows 11 IOT GAC OS. 12th generation or higher	
3	RAM	It should have RAM of 8GB	
4	Storage memory	It should have memory storage of 256GB SSD or higher	
5	Interface	It should have USB2.0 x 2 ports,	
		USB3.0x 4 ports,	
		DP outx1 port,	
		HDMI out x1 port.	
6	Network	It should have RJ45 LAN port x 1	
7	WiFi	It should have inbuilt WiFi with two antennas.	
8	Bluetooth	It should have Bluetooth version 4.0 or above	
9	Audio ports	It should have 3.5mm with Mic/Line-inx1 port,Line-out 3.5mmx 1 port.	

  
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<b>ELECTRONIC PODIUM</b>			<b>1</b>
<b>S No</b>	<b>Parameter</b>	<b>Specifications</b>	
1	Top&Body	Top and Body should be Metal.	
2	Mechanism	The system should have a Top Sliding Mechanism.	
3	Keyboard/Mouse Tray	It should have sliding Tray for Keyboard /Mouse	
4	Visualizer	It should have a Provision for Visualizer with a Sliding Tray.	
5	Wheels	Its should have Wheels for easy movement.	
6	Rack Space	Its should have Rack Space for keeping Amplifier, CPU, Microphone receiver or more equipment.	
7	Screen Size	The system should consist of 21.5 Inches Touch Screen Monitor.	
8	Type	The monitor should be LED backlight.	
9	Resolution	The monitor should have a native resolution of 1920x1080	
10	Port	The monitor should come with a USB port for PC Connection.	
11	Brightness	The monitor should have a Luminosity of 250 cd/m <sup>2</sup> or more.	
12	Input port	The monitor should have a VGA, HDMI or DVI Input port.	
13	Supply	The monitor should support Power Supply of 100 ~ 250VAC.	
14	Digital Signage Display	The podium should feature a minimum 32" or larger digital signage display with a Full HD (1920 x 1080p) or higher resolution, supporting both landscape and portrait orientations. The display should be capable of playing videos and displaying organization logos. It must include at least the following input/output ports: 2x HDMI 2.0, 2x USB, 1x RJ45, and RS232 (in/out).	
15	Laptop Interface	The system should consist of the at least following ports on the interface with integrated Switcher having following Ports VGA port, HDMI Port, Audio port, 4 USB Ports, Power Outlet. It should come with integrated button pad controller to switch between HDMI , VGA and USB Ports. It shall have HD video inputs for CPU, 2x Laptop Inputs, Visualizer or more	
		It shall have basic selection control buttons for the four inputs, Microphone Control Buttons, Volume Control Buttons, projector Control Buttons, Screen up/Down Buttons.	
16	Gooseneck Mic Port	The podium shall be equipped with 2x standard 3-pin XLR connectors to support gooseneck microphones.	
17	Certifications	It should have CE,FCC and RoHS	

12 Channel Pro Audio DSP			1
S No	Parameter	Specifications	
1	Type	12-channel audio processor	
2	Mic Inputs	It Should have 8 or more Microphones input interface with phoenix connector.	
3	Line inputs Type-1	It Should have 2 Line input interfaces, usually for the local audio source, i.e., DVD, laptop, etc. phoenix connector.	
4	Line Inputs Type-2	It Should have 2 Line input interfaces, usually for AEC reference signal input, phoenix connector.	
5	Line Outputs Type-1	It Should have 2 Line output interfaces, usually for the external recording device, phoenix connector.	
6	Line Outputs Type-2	It Should have 2 Line output interfaces, usually for AEC signal output, phoenix connector.	
7	Line Outputs Type-3	It Should have 2 Line output interfaces, usually for external amplifier or active loudspeaker for remote and local audio playback, phoenix connector.	
8	Other Ports	It should have at least one Wireless microphone input, 3.5mm audio connector.monitor headphone interface, 3.5mm connector.	
9	Control Port	It should have 1xRS232 for connected to the control terminal, phoenix connector	
10	ETHERNET	It should have at least one Ethernet port for Configuration/control interface, RJ45 connector.	
11	USB/Stereo 3.5mm Interface for Soft calls	It should have at least one USB2.0/Stereo 3.5mm type A interface, supports bidirectional audio data transmission, can be more convenient to integrate into the OPS or PC as a sound card application	
12	Software	It should support software to achieve special features like Acoustic Echo Cancellation configuration, NLP(Nonlinear Processing) Setting,Noise Reduction Setting,AGC(Automatic Gain Control) Setting, Dereverberation Setting,High-Pass Filter Setting,Low-Pass Filter Setting,Parameter Equalizer Setting,Leveler Setting,Auto Mixer Setting,Level Control Setting,Matrix Mixer Setting	
13	Ceiling Microphone	Each microphone should have Pick up radius: 4.5m Max It should be supplied with 4 ceiling microphones right from day 1	
14	Certifications	CE,FCC and RoHS	

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<b>Audio Amplifier</b>			<b>1</b>
<b>S No</b>	<b>Parameter</b>	<b>Specifications</b>	
1	Gain Control	The system should have the facility to control the gain of microphone.	
2	Indicator	The system should have LED indicator for status.	
3	Frequency Response	The Frequency response should be 20Hz – 20000 Hz.	
4	Amplifier Type	The system should be Class-D type digital amplifier with with Bass, treble Equalizer.	
5	Channel	It should have 2 channel stereo output	
6	Power	The Amplifier should have 200 Watts at 8 Ohms	
7	Channel	The Amplifier should be inbuilt with 2 channel from day 1.	
8	Line Input	It should have Line Inputs as 1 x 2RCA	
9	Line Output	It should have Line Outputs as 1 x 2RCA	
10	Mic Input	It should have 2x phoenix Microphone Inputs with separate gain controller	
11	Unbalanced Input	It should have 1 Unbalanced Microphone 6.5mm Phono Input with gain controller	
12	RS232 port	Amplifier should have 1 X RS232 port for controlling	
13	Form Factor	The system should be standard 19 inches Rack Mountable or better.	
14	Certification	CE, FCC and RoHS Certification	

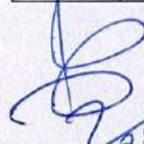
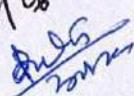
Wall Mount Speakers			1
S No	Parameter	Specifications	
1	Enclosure Material	The system should be made of ABS Plastic	
2	Woofer type	The system should be have polypropylene cone woofer	
3	Woofer size	The system should be have woofer size of 5.25" or higher	
4	Tweeter type	The system should be have Titanium dome type Tweeter	
5	Tweeter size	The system should be have Tweeter size of 1" or higher	
6	Frequency response	It should be frequency bandwidth 90HZ – 20 kHz	
7	Impedance	It should have impedance of 8 ohms or higher	
8	SPL (Sound Pressure Level)	It should have SPL of 90dB or higher	
9	Power (RMS)	It should have 50 watts or higher Power (RMS)	
10	Connectors	It should have 1 (one) pair metal binding terminal type connectors	
11	Type of Mounting	It should be wall-mounting or higher	
12	Dual axis Mounting	It can be mounted vertically or horizontally in both axis	

  
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<b>Wireless Microphone System (two handheld)</b>			<b>1</b>
<b>S No</b>	<b>Parameter</b>	<b>Specifications</b>	
	<b>Receiver</b>		
1	Wireless Microphone System	It should be supplied with 2 Wireless Handheld microphones	
2	Out Put	The receiver should have 1 number mixed Output	
3	Frequency Band	The Microphones & Receiver should work on UHF frequency band.	
4	Frequency Response	The Microphone should have a frequency response of 40Hz to 17000 Hz or better.	
5	Antennas	It should have as 2x Antennas	
6	Interface	It should have 1x output port as 6.3mm phono type.	
7	Mount	It should have 1 Rack unit hight with ability to mount in rack.	
8	Power	It should be supplied with 12 VDC power adapter.	
	<b>Hand Held Transmitter</b>		
9	RF Output Power	10mW (Max)	
10	Carrier Frequency Range	600-699MHZ	
11	Modulation Mode	FM	
12	Microphone Element	Dynamic, Cardioid	
13	Frequency Response	50-15,000HZ	
14	Current Consumption	< 150m	

Wireless Microphone System (one lavalier and one handheld mic )			1
S No	Parameter	Specifications	
	<b>Receiver</b>		
1	Wireless Microphone System	It should be supplied with 1 Wireless Handheld and 1 lavalier microphones	
2	Out Put	The receiver should have 1 number mixed Output	
3	Frequency Band	The Microphones & Receiver should work on UHF frequency band.	
4	Frequency Response	It should have a frequency response of 40Hz to 17000 Hz or better.	
5	Antennas	It should have as 2x Antennas	
6	Interface	It should have 1x output port as 6.3mm phono type.	
7	Mount	It should have 1 Rack unit hight with ability to mount in rack.	
8	Power	It should be supplied with 12 VDC power adapter.	
	<b>Hand Held Transmitter</b>		
9	RF Output Power	10mW (Max)	
10	Carrier Frequency Range	600-699MHZ	
11	Modulation Mode	FM	
12	Microphone Element	Dynamic, Cardioid	
13	Frequency Response	50-15,000HZ	
14	Current Consumption	< 150m	
15	Controls	POWER ON/OFF switch,	
	<b>Body Pack Transmitter Specification</b>		
16	RF Output Power	10mW (Max)	
17	Carrier Frequency Range	600-699MHZ	
18	Modulation Mode	FM	
19	Microphone Element	Condenser Mic	
20	Frequency Response	50-15,000HZ	
21	Current Consumption	< 150m	
22	Controls	POWER ON/OFF switch, Volume control	


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**4K 12x Optical Zoom Camera Specifications**
**1**

S No	Parameter	Specifications
1	Sensor	1/2.5 inches CMOS, 8.51 Megapixels or better
2	Lens	f4.4mm-52.8mm, F1.8-F2.6
3	Field of View (FOV)	78°
4	Video Format	YUY2: Max 1080P@30fps; MJPEG: 2160P@30fps; H.264 AVC/SVC: Max 2160P@30fps
5	Optical Zoom	12x
6	Digital Zoom	16x
7	AI Features	Presenter Framing, Group Framing, Humanoid Tracking, and Target Tracking
8	Minimum Illumination	0.5Lux @(F1.8, AGC ON)
9	Shutter	1/30s - 1/10000s
10	White Balance	Auto, indoor, outdoor, one-push, manual VAR
11	Backlight Compensation	Supported
12	Digital Noise Reduction	2D & 3D DNR
13	Signal-to-Noise Ratio (SNR)	>55dB
14	Pan Angle	170°
15	Tilt Angle	-30° to 90°
16	Pan Speed	2.7° - 35.7°/s
17	Tilt Speed	2.7° - 31.5°/s
18	Image Flip	Supported
19	Preset Positions	255
20	Video Compression	H.264/MJPEG
21	Video Stream	Dual Stream (First and Second Stream)
22	First Stream Resolution	3840x2160, 1920x1080, 1280x720, etc.
23	Second Stream Resolution	1920x1080, 1280x720, 1024x576, etc.
24	Video Bit Rate	32kbps - 20480kbps
25	Frame Rate	50Hz: 1fps - 25fps; 60Hz: 1fps - 30fps
26	Audio Compression	AAC
27	Audio Bit Rate	96kbps, 128kbps, 256kbps
28	Protocols	NDI (Optional), TCP/IP, HTTP, RTSP, RTMP, Onvif, DHCP, SRT, GB/T28181, Multicast
29	USB Interface	1 x USB 3.0 Type-C
30	HD Output	1 x HDMI
31	Network Interface	1 x RJ45: 10M/100M/1000M Adaptive Ethernet
32	Audio Interface	1 x Line In (3.5mm jack)
33	Control Interface	1 x RJ45 (IN), 1 x RS232 IN (8Pin mini DIN, Max Distance: 30m), Protocol: VISCA/Pelco-D/Pelco-P
34	Power Interface	JETA Type (DC IN 12V)
35	Accessory	IR Remote Control and Wall Mount kit (included as standard accessory)
36	Certifications	It should have BIS (Indian), CE, FCC, RoHS, and CB Certification. CB Test Reports must be submitted.

Video Mixer			1
S No	Parameter	Specifications	
1	Video input port (SDI)	4-channel SDI HD interface; (SDI supports 3G-SDI and HD-SDI; supports digital audio input)	
2	Video input port (HDMI)	2-channel HDMI HD interface; (HDMI supports 1080P60Hz downward compatibility; supports digital audio input)	
3	Audio input port	1-channel RCA audio interface; (analog audio)	
4	Video output port	2-channel HDMI HD interface; (HDMI supports 1080P60Hz downward compatibility; supports up to four screen splits output; supports audio output)	
5	Video output port	1-channel USB interface; (The USB port supports 1080P30Hz, and the USB can be output to the computer, which is equivalent to the function of the capture card. It mainly captures the signal synthesized by the RCA input and the SDI or HDMI video signal; supports up to four-screen split output)	
6	Input impedance	750;	
7	Remote control interface	2-way RS232 serial port; 1-way RJ45 Ethernet interface: (Support web control)	
8	Local control interface	support local button control (buttons are deployed on the front panel)	
9	Power interface	1 AC power interface;	
10	Power supply	Rated AC100~240V; -	
11	Dimensions	19-inch rack cabinet, height 1U, depth 260mm (without panel);	
12	Power	<8W	
<b>OEM ELIGIBILITY CRITERIA</b>			
1	The OEM should have direct technical support staff and/or an office in Odisha to ensure immediate technical support. An official confirmation on the OEM's letterhead or relevant documentation must be provided.		
2	The OEM must be certified with valid ISO 9001:2015, ISO 45001:2018, ISO 27001:2022, ISO 14001:2015, and ISO 50001:2018 certifications. Copies of the relevant certificates must be submitted as proof.		

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3	The OEM should have established office in India for a minimum of 15 years. A valid certificate of incorporation or equivalent document must be provided as proof.	
4	The OEM must be a Make in India manufacturer with a factory located in India. Relevant proof must be submitted.	
5	The buyer reserves the rights for any changes/cancellation/rejection of any part or whole bid, without assigning any reason what soever.	
6	Manufacturer authorization: Wherever Authorized Distributors / Dealers are submitting the bid, Manufacturers Authorization Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the tender.	
7	Data sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.	
8	Dedicated/ toll free Telephone No. for service support, Escalation Matrix for Service support.	
9	The OEM must have been established in business for at least 15 years. Documented proof, such as PO's for Video conferencing solution from government bodies or government undertakings dated prior to 2011, must be submitted	
10	Only OEMs with a manufacturing unit in India, possessing a valid and up-to-date factory license, certified quality processes audited and acknowledged through On-Site or Virtual Assessment, and a recognized domestic R&D facility shall be eligible. The Factory License, OEM Assessment Report (abridged), and Recognition Letter for in-house R&D issued by DSIR or any Government of India-recognized certification authority must be submitted along with the MII Declaration.	
11	OEM must have a minimum average annual turnover of ₹125 Crores over the last three audited financial years (2022-23, 2023-24, and 2024-25), Proof must be provided through audited statements or CA-certified certificates.	
12	OEM should supplied and installed 200+ Interactive Displays in a single order., PO should be submitted as a supporting document	
13	The OEM must have supplied 700+ or more USB-based PTZ cameras and mic-cum-speakers in a single order. Purchase Order(s) must be submitted as supporting documentation.	
14	The Interactive Displays, Digital Podiums, PTZ Cameras, Video Mixer, DSP, Amplifier, Speakers, and Microphones must be sourced from a single OEM to ensure seamless integration and avoid compatibility issues.	
15	The OEM should have at least 300+ employees on its payroll in India. This is to justify that OEM has made investment in India and is serious about its business in India which will ensure long term after sales support and spare support from the OEM.	

All in One Desktop (PC)		1
Sl. No.	Specification	
1	HP 68.6 cm (27) All-in-One Desktop	
2	PC 27-cr0417in	
3	Consciously designed thinking about the planet	
4	13th Generation Intel® Core™ i5 processor (up to 4.6 GHz with Intel® Turbo Boost Technology, 12 MB L3 cache, 10 cores, 12 threads)	
5	Operating system Windows 11 Home Single Language in S mode, Microsoft Office Home 2024 Lifetime	
6	68.6 cm (27) diagonal, FHD IPS display	
7	Intel® Integrated Graphics	
8	16 GB DDR4-3200 RAM	
9	1TB SSD Hard Drive PCIe® NVMe™ M.2 SSD	
10	HP True Vision 1080p FHD IR tilt privacy camera with B365temporal noise reduction	
11	Ports 1 USB Type-C® 5Gbps signaling rate; 2 USB Type-A 5Gbps signaling rate; 2 USB 2.0 Type-A; 1 headphone/microphone combo; 1 RJ-45	
12	Dual 2 W speakers	
13	Video connectors 1 HDMI-out 1.4	
14	HP 710 White Wireless Keyboard and Mouse Combo	

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<b>Laptop</b>		<b>1</b>
<b>Sl. No.</b>	<b>Specification</b>	
1	HP Laptop 39.6 cm (15.6) 15-fd0637TU, Silver	
2	Great value. Optimised for online browsing, shopping and streaming videos with comfort.	
3	Selected Configuration	
4	13th Generation Intel® Core™ i3 processor 3 100U (up to 4.7 GHz with Intel® Turbo Boost Technology, 10 MB L3 cache, 6 cores, 8 threads)	
5	Windows 11 Home	
6	39.6 cm (15.6) diagonal FHD display	
7	Intel® UHD Graphics	
8	8 GB DDR4-3200 MT/s RAM	
9	512 GB SSD Hard Drive	
10	Audio Dual speakers	
11	Battery lifevideo playback Up to 10 hours and 15 minutes	
12	Ports-2 USB Type-A 5Gbps signaling rate; 1 AC smart pin; 1 HDMI 1.4b; 1 headphone/microphone combo; 1 USB Type C®10Gbps signaling rate	
13	Camera HP True Vision 1080p FHD camera with temporal noise reduction and integrated dual array digital microphones	
<b>Tablet</b>		<b>1</b>
<b>Sl. No.</b>	<b>Specification</b>	
1	SAMSUNG tablet A9 Plus 5G	
2	8GB RAM	
3	128 GB Memory	
4	9" Display	

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