



**CENTRE FOR HERITAGE, ENVIRONMENT AND DEVELOPMENT (c-hed)**

31/4040 A, Corporation c-hed Building, Kacherippady, Ernakulam  
(District)Kochi - 682 018, Kerala(State), India.

Reference No: c-hed/20/2025

date: 30/08/2025

**BID DOCUMENT**

**“SUPPLY AND INSTALLATION OF CCTV SURVEILLANCE SYSTEM AT PERUMBOTTA GROUND,  
ELAMAKKARA NORTH” AGAINST TENDER NOTICE c-hed/20/2025, dtd 30/08/2025**

**INSTRUCTIONS TO THE BIDDERS**

**1. GENERAL**

**1.1. Scope of the Bid :-**

1.1.1. The Centre for Heritage, Environment, and Development invites bids from qualified companies/firms for the Work **“SUPPLY AND INSTALLATION OF CCTV SURVEILLANCE SYSTEM AT PERUMBOTTA GROUND, ELAMAKKARA NORTH”** detailed in the Notice Inviting Tender (NIT).

**1.2 Cost of Bidding**

1.2.1 The bidder shall bear all costs associated with the preparation & submission of bids and site visits, and the Authority will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

1.2.2. The tender document(s), may be downloaded free of cost from the c-hed website (<https://ched.org/category/homepage-news/>).

**1.3 Bid Prices**

1.3.1 The Bidder shall bid for the whole work as described in the Bill of Quantities.

1.3.2 The rates quoted by the Bidder shall include cost of all materials and conveyance, labour charges, hire charges of plant and machinery, overheads and all incidental charges for execution of the contract. The rate quoted shall also include all statutory taxes as on the date of submission of the tender and such taxes shall be paid by the contractor

1.3.3 The rates and prices quoted by the bidder shall remain firm during the entire period of contract. The authority shall not accept any price escalated from the original quoted amount.

1.4 The successful bidder should guarantee the successful and satisfactory completion of the works under the contract, as per the specifications and documents.

1.5 The successful bidder further guarantees that the infrastructure and equipments provided and installed by him shall be free from all defects in material and workmanship and shall, upon written notice from the Agreement Authority or the Engineer, fully remedy free of expenses to the Employer, such defects as developed under the normal use of the said infrastructure within the period of defect liability of 1 year from date of completion of the work.

### **Terms and Conditions**

1. **Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to submit undertaking to this effect with bid.
2. An Earnest Money Deposit (**EMD**) amount of Rs. 3000/- (Rupees Three Thousand Only) will be in the form of a demand draft drawn in favor of the Secretary, Centre for Heritage, Environment and Development (c-hed). EMD shall be released after signing of agreement and furnishing of security of 5% of Contract Amount.
3. EMD in the form of DD, Hard Copy of the DD must be submitted before bid end date along with the tender document.
4. The bidder must visit the site and thoroughly review the scope of work, site conditions, provisions in the tender documents, available resources, and any potential site-related difficulties or restrictions. Failure to do so and subsequently quoting a price that does not account for these factors, or facing any difficulties due to not visiting the site, will not be the responsibility of the authority. The authority will assume that the bidder has visited the site and submitted their quote based on their own inspection and evaluation. The bidder may contact the authority for any clarifications before submitting their bid.
5. Bidder must have given the rate all-inclusive of supplying & Installation, site clearance, civil work, MEP, Transportation, Loading-Unloading, taxes etc.
6. Payment shall be deducted for all norms, TDS and necessary govt taxes and etc.
7. GST Certificate, Registration certificate, will also be considered.
8. Attach details of previous works completed as provided in annexure
9. A minimum Warranty period of the supplied products shall be 1 year from the date of final acceptance of goods or after completion of installation.
10. Bidder's offer is liable to be rejected if they don't submit any of the certificates / documents sought in the Bid document.

11. Bid Validity (Total Number of Days up to which the rates are to be firm) 60 day
12. The Bidder should have valid GST registration and valid PAN/Taxation Index Number.
13. Hardcopy of the bid will be received at the office of the undersigned up to 10<sup>th</sup> September, 2025, 3.00 PM. and will be opened on the same day at 3.30 PM. Any Extension or change in date or time shall be notified at the c-hed website <https://c-hed.org/category/homepage-news/>
14. Bids send through postal service/private courier is permissible but should reach to the tendering authority within time and date mentioned for submission of the tender.
15. No bids will be received beyond the stipulated time as mentioned.
16. The tender will be evaluated by c-hed and those that do not conform to the specifications or to the satisfaction of the authority will be rejected.
17. The bidder should submit the specification and warranty period of the item as listed in the BOQ (as applicable).
18. For any clarifications regarding the terms and conditions in this tender notice please contact on all Government working days from 10:00 am to 5:00 pm. Ph:8330068829
19. The Authority shall accept the tender which will be best suited in all aspects. The decision of the authority shall be final.
20. Authority also reserves following rights without any kind of liability:  
To accept or reject tender without assigning any reason thereof.  
Not to proceed ahead in the tender process at any stage without assigning any reason thereof.
21. The decisions of the undersigned authority shall be final and binding on the bidders.

**Sd/-**  
**Secretary**  
**c-hed**

# **ANNEXURE - 1**

## **General Details**

<b>1.</b>	<b>Name of the organization / Firm/ Institute</b>	
<b>2.</b>	<b>Address</b>	
<b>3.</b>	<b>Contact Details</b> Mobile No. : Email id :	
<b>4.</b>	Years of Experience in Supply and Installation of CCTV.	
<b>6.</b>	<b>Whether the agency was ever blacklisted:</b> Yes/No if yes whether that blacklisting was not cancelled: Yes/No (If yes, attach copy of same and the affidavit)	

**I/We, Confirm to accept all Term & Conditions specified in tender documents.**

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

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

**Signature:** \_\_\_\_\_

**Company Seal:**

**ANNEXURE - 2**

**Non-Blacklisting declaration**

Date:

To,

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**Sub: Declaration for non-blacklisting.**

**Tender Reference No:** Tender Notice c-hed/20/2025,    dated: 30/08/2025

**Name of Tender / Work: - “SUPPLY AND INSTALLATION OF CCTV SURVEILLANCE SYSTEM AT PERUMBOTTA GROUND, ELAMAKKARA NORTH” AGAINST TENDER NOTICE c-hed/20/2025,    dtd 30/08/2025**

Dear Sir,

We hereby declare that we are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**ANNEXURE - 3**  
**AFFIDAVIT**

I/We ,.....  
bidder/Partner/Legal Attorney/Accredited Representative of M/s .....  
.....solemnly  
declare that:

1. I/We are submitting Tender for the work “SUPPLY AND INSTALLATION OF CCTV SURVEILLANCE SYSTEM AT PERUMBOTTA GROUND, ELAMAKKARA NORTH” AGAINST TENDER NOTICE c-hed/20/2025, dtd 30/08/2025
2. All information furnished by us in respect of fulfilment of eligibility criteria and qualification information of this Tender is complete, correct and true.
3. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.
4. I/we commit to deploying the equipment/ items of work of sound quality and make.
5. I/we undertake to deploy all plant and machinery, tools and tackles, man and materials etc. as required for execution of the work.
6. If any information and document submitted is found to be false/incorrect at any time, department may cancel my/our Tender and action as deemed fit may be taken against us, including termination of contract, forfeiture of all dues including Earnest Money, Lien Marked Deposits, DD, revoking of Bank Guarantees and banning/delisting of our firm and all partners of the firm etc.
7. Our GST No is \_\_\_\_\_. We are attaching copy of our GST registration.
8. We have read the terms & said equipment/items of work specifications of the tender and undertake to supply the material and undertake installation of the CCTV Surveillance system as described. We are ready to abide by conditions of tender and will stand for warranty and services.

Signature of the Tenderer

Seal :

Date:

Place: