



भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्
INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION
(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार की एक स्वायत्त संस्था)
(An Autonomous body under the Ministry of Environment, Forest and Climate Change, Government of India)
पो० ओ० न्यू फॉरेस्ट, देहरादून – 248006 (उत्तराखण्ड)
P. O. New Forest, Dehradun – 248006 (Uttarakhand)

No. 1-64(8)/2023/RECAP4NDC/BCC/ICFRE/179

Date: 11/10/2024

Request for Quotation for Procurement of Camera

Name of Project: Restore, Conserve and Protect Forest and Tree Cover for NDC Implementation (RECAP4NDC) Project

Agreement Number: 81301539

Project Processing Number: 21.9023.9-004.00

1. Indian Council of Forestry Research and Education (ICFRE) is one of the consortium partners of the RECAP4NDC Project and implementing the component Output-V DCKCM-FLR (Development of capacities, knowledge and communication mechanisms for forest landscape restoration).
2. ICFRE now invites quotations for supply of camera as per following details:

Particular	Specifications	Qty.
Camera	Classification of Camera: Still, Type of Camera: DSLR APS Format, Image Sensor: CMOS, Sensor Size for Interchangeable Lens Camera (mmxmm): 22.3 x 14.9 and above, Effective Pixels (Mega Pixels): 24, ISO (Sensitivity of the image Sensor) Max: 51200, Supported Picture or image format: JPEG, Lens Mounting: Detachable, Type of Lens: Zoom Lens, Minimum Focal Length: 18 millimetre and above, Maximum Focal Length: 55 millimetre and above, Minimum Lens Aperture (f/number): 4, Maximum Lens Aperture (f/number): 22, Optical Zoom: 3X to 5X, Digital Zoom (X): 1, Maximum Field of View: 180 degree, Focus Mode: Manual, Video Recording: Yes, Maximum Recording Resolution (Pixels): 4K (3840 x 2160), Frame Rate: 24,25,30,50,60, Video Compression Format: H.264, MPEG4, Video Output Port: Mini HDMI, Video file format: MP4, Audio Recording: Yes, Audio Recording Type: Built-in, Number of Audio Input Port: 1, Type of Audio input Port: 3.5 mm (Stereo mini jack), Audio Output: Yes, Number of Audio Output Port: 1, Type of Audio output Port: 3.5 mm (Stereo mini jack), Display: Yes, Display Type: TFT, Touch Screen: Yes, Display Size (inch): 2.6 – 3 and above, View Finder: Yes, Flash: Built-in, Connectivity Interface: Wi-Fi, Bluetooth, USB, Control: App, Supported Operating Systems for App: Android, Windows, Picture control system: Auto, standard, portrait, monochrome, landscape, Noise reduction Feature: Yes, Flash modes: Auto, Flash fill, Slow Synchro, Advanced Sync, Flash Off, Shutter type: mechanical, Minimum Shutter Speed: 30 second, Maximum Shutter Speed: 0.00025 second, Drive modes: Continuous Shooting, Storage Type: SD, SD Card Memory inclusive in the scope of supply (GB): 64, Memory Card expandable upto (GB): 512, Power Source: Rechargeable Battery, Battery Chemistry, if Rechargeable Battery: Li-Ion, Number of Batteries required for operation: 1, Number of Batteries supplied (Inclusive in the Scope of Supply): 1, Battery Capacity (mAh): 1040 and above, Battery Charger for Rechargeable Batteries: Yes, Carry Case inclusive: Yes, List of Items and Quantity of each item included in the offer: all standard accessories, Warranty: 2 years	04

3. You are invited to submit your price quotation for supply of above mentioned camera for Project Management Unit, RECAP4NDC project as per specifications mentioned in Para 2.
4. Sealed Quotation(s) must be marked “Request for quotation for Supply of Camera” and addressed to the:

Principal Investigator, RECAP4NDC Project
Room No. 126
Biodiversity and Climate Change Division
Indian Council for Forestry Research and Education
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)

5. The deadline for receipt of sealed quotation at the address indicated above is **21 October 2024 by 05:30 PM** by hand/post.
6. Quoted price will be evaluated and contract will be awarded to the responsive bidder offering the lowest evaluated rate.
7. Quotation should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of supplier providing after sales service facilities.
8. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST). No price increase will be allowed after the submission of Quotations.
9. Validity of the Offer: Quotation shall be valid for a period of 90 days from the date for receipt of quotation(s) indicated in Paragraph 5 above.
10. Evaluation of Quotations: The Procurement Committee of RECAP4NDC project, ICFRE will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and conform to the terms and conditions and specifications of the Bid document.
11. Award of contract: The contract for supply of camera will be awarded to the Firm whose quotation has been determined to be substantially responsive and who has offered the lowest price as per the specifications in the Bid document.
12. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the procurement process and reject all quotations at any time prior to the award of contract.
13. The Firm whose quotation is accepted will be notified for the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the contract.
14. All prices should be quoted F.O.R. destination inclusive of all taxes and contingent costs including, customs packing and forwarding, transportation, handling and insurance etc.
15. ICFRE shall not be responsible for fluctuation of the market rate of the ordered above mentioned items. The firm shall be required to supply the above mentioned Camera at agreed rate only. The supply order may be terminated at any time due to non-performance of any of the terms and conditions of the supply order to the satisfaction of the Corporation.
16. The RFQ shall be evaluated by the procurement committee of RECAP4NDC Project, ICFRE and the findings of the committee shall be final and binding.
17. ICFRE shall have the sole and unfettered discretion to decrease/ increase the quantity.
18. Payment shall be made after successful delivery and demonstration of the cameras.
19. The Principal Investigator, RECAP4NDC Project, ICFRE reserves the right to cancel the supply order on ground of unsatisfactory or delayed supply and failure to fulfill terms and conditions of the RFQ and Supply Order.
20. The Firm whose quotation is accepted will be notified for the award by the ICFRE prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.
21. Delivery of the cameras shall be made at RECAP4NDC Project – Project Implementation Unit at ICFRE Hqs., P.O. New Forest, Dehradun – 248006.
22. Payment shall be made after successful delivery and completion of the goods/works/services.

-sd-
Principal Investigator
RECAP4NDC Project, ICFRE

Format of Quotation
(on Firm Letter Head)

Date:

To

The Principal Investigator
RECAP4NDC Project
Room No. 126
Biodiversity and Climate Change Division
Indian Council for Forestry Research and Education
P. O. New Forest, Dehradun, Uttrakhand-248006 (INDIA)

Sub.: Request for quotation for supply of Camera under RECAP4NDC project – reg.

Sir,

We offer to execute the supply of Camera to RECAP4NDC Project Management Unit of ICFRE, Dehradun in accordance with the conditions of contract, as per following quoted price:

S N	Particulars	Specifications	Qty.	Unit Price Quoted (INR)			TOTAL
				Unit	GST	Total	
1.	Camera	Classification of Camera: Still, Type of Camera: DSLR APS Format, Image Sensor: CMOS, Sensor Size for Interchangeable Lens Camera (mmxmm): 22.3 x 14.9 and above, Effective Pixels (Mega Pixels): 24, ISO (Sensitivity of the image Sensor) Max: 51200, Supported Picture or image format: JPEG, Lens Mounting: Detachable, Type of Lens: Zoom Lens, Minimum Focal Length: 18 millimetre and above, Maximum Focal Length: 55 millimetre and above, Minimum Lens Aperture (f/number): 4, Maximum Lens Aperture (f/number): 22, Optical Zoom: 3X to 5X, Digital Zoom (X): 1, Maximum Field of View: 180 degree, Focus Mode: Manual, Video Recoding: Yes, Maximum Recording Resolution (Pixels): 4K (3840 x 2160), Frame Rate: 24,25,30,50,60, Video Compression Format: H.264, MPEG4, Video Output Port: Mini HDMI, Video file format: MP4, Audio Recording: Yes, Audio Recording Type: Built-in, Number of Audio Input Port: 1, Type of Audio input Port: 3.5 mm (Stereo mini jack), Audio Output: Yes, Number of Audio Output Port: 1, Type of Audio output Port: 3.5 mm (Stereo mini jack), Display: Yes, Display Type: TFT, Touch Screen: Yes, Display Size (inch): 2.6 – 3 and above, View Finder: Yes, Flash: Built-in, Connectivity Interface: Wi-Fi, Bluetooth, USB, Control: App, Supported Operating Systems for App: Android, Windows, Picture control system: Auto, standard, portrait, monochrome, landscape, Noise reduction Feature: Yes, Flash modes: Auto, Flash fill, Slow Synchro, Advanced Sync, Flash Off, Shutter type: mechanical, Minimum Shutter Speed: 30 second, Maximum Shutter Speed: 0.00025 second, Drive modes: Continuous Shooting, Storage Type: SD, SD Card Memory inclusive in the scope of supply (GB): 64, Memory Card expandable upto (GB): 512, Power Source: Rechargeable Battery, Battery Chemistry, if Rechargeable Battery: Li-Ion, Number of Batteries required for operation: 1, Number of Batteries supplied (Inclusive in the Scope of Supply): 1, Battery Capacity (mAh): 1040 and above, Battery Charger for Rechargeable Batteries: Yes, Carry Case inclusive: Yes, List of Items and Quantity of each item included in the offer: all standard accessories, Warranty: 2 years	04				
GRAND TOTAL (in Figure):							
GRAND TOTAL (in words):							

We agree to supply the above mentioned camera at above mentioned price quoted as per the terms and conditions specified in the request for quotation.

We hereby certify that we have taken steps to ensure that no person acting for us on our behalf will engage in bribery.

Authorized Signature:
Name and Title of Signatory:

Instructions for Preparing Quotations

1. **Scope of Procurement:** Invites price quotations for supply of camera as described in the Para 2 of the RFQ. The successful Firm will be expected to complete the delivery in all aspects within due time.
2. **Eligibility to Quote:** Firms duly registered with tax authorities may be eligible to participate only if they also:
 - a. Submit proof of registration with the Income Tax Department and Sales Tax Department/GST with the quotation. (Failure to enclose these documents would result in rejection of quotation).
 - b. Submit only one quotation, either individually, or as a partner in a joint venture. Quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the contract.
 - c. OEM Authorization must be provided with the quotation.
 - d. As manufacturer/supplier/distributor/authorize representative must have at least three years of experience in manufacturing/Supplying/distributing and sale of the camera mentioned in Para 2. Proof of same may be provided with the quotation.
3. **Documents Comprising the Quotation:** The proposal submitted by the Firm must be comprise the following documents:
 - a. Quotation on the letter head of Firm (As per sample format attached 'Annexure-I')
 - b. Qualification and Experience Information and other relevant documents
 - c. Copies of registration/taxation documents
 - d. Authorization/dealership/ Firm Profile
 - e. Unit Price of the camera including FOR
 - f. Firm has to present a declaration document of not having blacklisted in any government department/organization.
4. **Currency of Quotations:**
 - a. Rate inclusive of GST shall be quoted in Indian Rupees.
 - b. The rates and prices quoted by the Firm shall be fixed for the duration of the Contract and shall not be subject to any adjustment on any account.
5. Quotations should be valid for 90 days.
6. Each firm shall submit only one quotation.
7. ICFRE reserves the right to increase or decrease quantities of the items.
8. Decision of Director General, ICFRE will be final in case of dispute (if any).