



GOVERNMENT OF WEST BENGAL
Office of the District Magistrate & District Election Officer
North 24-Parganas
Land Acquisition Department
Administrative Building, 3rd Floor
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Tender Notice

1. Sealed tenders are invited by the undersigned from reputed IT Firms/Companies having their corporate office or branch office in Kolkata for the hardware for both hiring of Stream Server & field level hardware (Laptop/Handled device), and manpower requirement for web casting of poll process from polling station. Webcasting will be done in many booths of this district at General Assembly Election 2016. The number of polling stations, date of election etc will be intimated later on.
2. Laptop with Web Cam, data card/Data Dongle for internet connectivity having the usage capacity of uploading video stream for the entire poll duration and technical manpower is required on hire basis for web casting for each of the polling station. The minimum technical specification is as follows :

Live Video Streaming Server	Service level requirement	High Availability with Recording facility, accessibility of at least 500 concurrent users for video on demand in multiple frames (at least 8 frames). It must ensure effective, clear and flawless delivery of Live Video on the web. Server side's infrastructure should such that zero down time is ensured and response time for retrieval is less than 30 sec. Field level locations are to be mapped in AC and booth Nos. It should support .flv (H.263), .mp4 (H.264), .WMV format etc.
Laptop/Tablet/Handheld device	Operating system with other pre requisite	Windows 7/Windows 8/ Microsoft Windows XP (Prof) with service Pack 2(Fresh installation) with internet explorer 8.0 or equivalent. The browser should have the latest flash player installed. Compatible OS with required Apps installed for live Video uploading in case of handheld device. Minimum 2 hrs. battery backup, (minimum 7" display for Tablet and minimum 10" display for Laptop)
	Processor	1.3 GHz
	RAM	2 GB DDR3

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	Hard Disk Storage	Storage (inbuilt/external) of client device should be such that it shall be able to record web casting of whole poll proceeding of the booth.
Internet connectivity		Data Card/ Data Dongles - minimum 2 Mbps/Required connectivity for handheld device for seamless live video uploading.
Web Cam		More than 2 Mega Pixel
Man Power		Basic Knowledge of Handling Laptop and internet.

3. Tenderers have to quote price on hire basis for stream server and laptop/handheld device with web cam, data card/ data dongle and technical manpower per polling station for the purpose of web casting from each polling stations.
4. For offline webcasting only nonstop Videography will be required. After the poll, at the Receiving Centre, the agency must hand over all PS wise Memory Card/DVD/Memory Device containing offline recording of poll day events.
5. Test run of the system (from all selected booths) to be done at 2 days before the poll date.
6. Recording facility of the web casting at polling stations is to be incorporated in the system and after the election the Agency must handover the backup (in media form) of recorded web casting content booth wise to respective DEO before leaving the District
7. At least one expert level man power should be available at District Head quarter and at each ACs for providing technical support and supervision. There shall be one supervisor at District Level and one supervisor for each ACs. There must be one operator at each polling station.
8. Fooding and lodging cost have to be borne by the tenderer. Travel cost up to Distribution Centre shall be incurred by the tenderer. The personnel should carry all necessary tools like extra long Spike busters/ connectors/ wires etc to ensure that power can be derived from distant sources. Tender will arrange vehicle for checking of booths and other related works.
9. Some equipments manpower should be kept as reserve for immediate replacement if required.
10. Supervisor must report along with the required equipments on two days before the poll to the District Head Quarters and sub divisional head quarter (for ACs) and the operators may report on day before the poll at DCRC.
11. The specifications of the equipments will be verified by the technical person of District Election Officer.
12. Polling station where from the Web Casting will be done will be made known by the District Election Officer.

13. The tenderer shall have annual gross turnover of Rs. 1 Crore (Rupees One Crore) from related ITES Service for the last two financial years (2013-14 & 2014-15).
14. Tender application in plain paper should be addressed to the District Election Officer, North 24-Parganas, West Bengal.
15. Tenders should be submitted by hand from 02.03.2016 to 15.03.2016 from 11 A.M. to 3 P.M. on every working day in this office at Administrative Building, 3rd Floor, Barasat, North 24-Parganas and the tenders will be opened on 17.03.2016 at 4 P.M. at the Chamber of Additional District Magistrate (Dev), North 24-Parganas.
16. The bidder shall have to deposit earnest money of Rs. 20000/- (Rupees Twenty Thousand) only in the form of Bank Demand Draft drawn on Nationalised Bank payable to the "District Election Officer, North 24-Parganas, West Bengal" at BARASAT along with the tender.
17. The EMD of the selected vendor will be retained as a security till the completion of the work.
18. Tenderer shall submit the following documents :-
 - (a) Sales Tax (M.S.T. and C.S.T./VAT) clearance certificate valid till 31st March 2016 or if sales Tax or Vat is not applicable, certificate to that effect from competent authority.
 - (b) Audited annual accounts for the financial years 2013-14 and 2014-15.
19. The rate quoted by the tenderer should include hire charge of laptop, web cam, handheld device, data card/ data dongle (and its usage), technical man power, associated accessories and all other logistics support. The rate shall be inclusive of all types of taxes including VAT, Service Tax etc. The rate should be quoted as unit cost for providing the service at each polling station.
20. No advance payment will be made for the service. Payment will be made after completion of the work satisfactorily and certificate to that effect given by the (a) Presiding Officer, (b) Video Viewing team (hourly report) & (c) I.T. Team receiving PS wise record materials. Payment will be deducted proportionately for failure of Web Casting.
21. The District Electoral Officer reserves the right to reject or accept any or all tenders without assigning any reasons thereof.
22. Damage/loss by any reason during poll process will be borne by the selected agency.
23. All video footages (offline & online) must be handed over by P-0 night or latest by 8 a.m. on P+1 day. A person to be deputed from vendor end district wise who will be ready from 10 a.m. on P+1 day with all footage of all PS at place determined by the authority. He should be capable of streaming particular video footage on demand. It is preferred/beneficial for all end if the agency can be notified by evening of P-0 day about the shortlist of the intended PS whose footage may likely to be streamed on P+1-day morning so that those footages can be selected & separated well in advance. Total footage can be submitted in HDD within 10-15 days depending upon the volume from the conclusion of the poll.

Web Casting Agency to provide: -

- a) Tablet/Laptop/Android Phone.
- b) Dongle/Data Card/SIM.
- c) External Memory Card/DVD of required capacity.
- d) Manpower in each polling station/ Supervisor (1 per 10 polling stations) where Web Casting will be held.
- e) Some equipment and manpower should be kept as reserve for immediate replacement, if required.
- f) After the Poll, at the Receiving Centre, the agency must hand over all PS wise Memory Card/DVD/Memory device containing online/offline recording of poll day events after proper verification by I.T. teams to the representative of DEO for storage and future reference.
- g) At the time of Scrutiny by the Observer on P+1 day, one Supervisor from the end of agency to remain present with PS wise memory card (where Web Casting was done) to display the web recording to the Observer, if required.
- h) Food and lodging cost have to be borne by the Web Casting Agency. The Agency shall incur travel cost up to the district head quarter. The personnel going to the Polling Station for Web Casting should carry all necessary tools like extra long spike busters/connector/wires etc, to ensure that power can be derived from distant sources.
- i) The web casting team should report to the respective District Election Officers/ RO office with required manpower and equipment on two days prior to the date of poll.

1.3.16.

ADM (Development) and in charge of Web
Casting, LMSA cell
Office of the District Election Officer
Barasat, North 24-Parganas

Memo. No. 06/(13) /V.Cell/ WBLA-2016/ BST

Dated : 01.03.2016

Copy forwarded for information and wide publicity to :

1. The D.I.O., N.I.C., North 24-Parganas, he is requested to display the entire document in the official website of this District.
2. The Sub-Divisional Officer, Barasat/Bidhannagar/Basirhat/Barrackpore/Bongaon, North 24-Parganas,
3. The D.I.C.O., North 24-Parganas.
4. The C.A. to District Magistrate, North 24-Parganas for kind appraisal of District Magistrate, North 24-Parganas.
5. The C.A. to Additional District Magistrate (G) / LR / T, North 24-Parganas for kind appraisal of Additional District Magistrate, North 24-Parganas.
6. The Officer-in-Charge, Election, North 24-Parganas, Barasat.

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ANNEXURE - 1

Sl. No.	Particulars of items	Rate quoted (In Rupees, in words)
1.	RATE OF WEBCASTING (ONLINE) PER BOOTH	
2.	RATE OF WEBCASTING (OFFLINE) PER BOOTH (In Rupees)	

(Signature of the bidder)
Name and Address (with seal)

