

**FOUNDATION FOR INNOVAION AND TECHNOLOGY TRANSFER  
(FITT)**

Ref: FT/03/77/2022

Date: 08-03-2022

**Notice Inviting Quotation**

The list of equipment with its specifications are as below:

<b>S.No.</b>	<b>Equipment's Specifications</b>	<b>Quantity</b>
1.	Roland VR-4HD AV Streaming mixer.	1
2.	Canon XA11 [should include a memory card (128GB) and extra batteries and tripod] - one set	1
3.	Rode Ntg3 shotgun microphone for Canon XA11	1
4.	Sennheiser wireless Lavalier/Lapel XSW-D with extra lapels (2 to 4 nos).	2
5.	HARISON TRILUX MARK II DOUBLE KIT for lighting	1
6.	Logitech PTZPR02 - Conference Room Camera Full HD 1080p USB PTZ Video Conference Camera for Business Meetings Wide Angle More Optical Zoom (3X Optical USB)	1
7.	Luminous 1 kVA inverter with 12V, 120AH Battery and stand	1

**Terms & Conditions Details**

**Preparation of Bids:** The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid

**Opening of the tender:** The bid will be opened by a committee duly constituted for this purpose. The technical bid will be opened first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification.

**Acceptance/ Rejection of bids:** The Committee reserves the right to reject any or all offers without assigning any reason.

**Two separate sealed envelopes to be submitted for technical and financial bid (clearly labelled as “technical bid” and “financial bid”) respectively.**

**Last date of submitting the bids will be 15<sup>th</sup> March, 2022 before 5:00 pm to :**

The quote should reach the following address on or before last date.

**PROF. PRITHA CHANDRA**

Department of Humanities and Social Sciences,  
Indian Institute of Technology Delhi,  
Hauz Khas, New Delhi 110016  
Email: [pritha@hss.iitd.ac.in](mailto:pritha@hss.iitd.ac.in), [adoni@iitd.ac.in](mailto:adoni@iitd.ac.in)

Please quote prices for FOB New Delhi, inclusive of all taxes and duties.

Quote should be in Indian Rupees for agents of Indian manufacturers, or in foreign currency, for agents of foreign manufacturers, and needs to be valid for at least three months.

Attach all the technical literature and a list of similar installations done in India.

If the quote is being submitted by a representative of the manufacturer, a valid agency-ship or dealership certificate authorizing the agent to quote to IIT Delhi on behalf of the manufacturers should be enclosed. The principal and the vendor, both, are not allowed to quote for the same product.

Complete set of manuals for the operation of the equipment should be given.

Please specify all of your terms and conditions clearly, including delivery period.

Mode of payment for purchases in foreign currency are through irrevocable letter of credit, or through wire transfer on delivery. Only bank charges within India are payable by FITT, IIT Delhi, all bank charges outside India are the responsibility of the seller. For purchases in INR, payment is on delivery.