

TENDER DOCUMENT

No.: 76/SJA/2025-26

Date: 17.09.2025

Work Description: Supply and installation of Audio-Visual and Lighting Equipment at Sikkim Judicial Academy

Last Date and Time

of Submission: 24.10.2025 on or before 4 p.m.

Place of Submission: At the office of the Director (Receipt Section), Sikkim Judicial Academy, below Convoy Ground, above Aadhaar Office, Sokeythang, Tadong.

Tender Opening Date,

Time and Location: 27.10.2025, at 11 a.m., at the Office of the Director, Sikkim Judicial Academy, below Convoy Ground, above Aadhaar Office, Sokeythang, Tadong.

1. Sikkim Judicial Academy (*hereinafter referred as the 'Academy'*) invites tenders for the supply and installation of Audio-Visual and Lighting Equipment at Sikkim Judicial Academy.
2. The Bidder shall deposit Rs. 1,00,000/- (Rupees one lakh only) as Earnest Money Deposit (EMD) by means of Demand Draft in the name of Director, Sikkim Judicial Academy. Tender submitted without the prescribed EMD will be rejected, and in case of refusal by the successful bidder to perform the required services, earnest money will be forfeited.
3. The rates to be quoted shall include all applicable taxes. No amount above the bid will be paid by the Academy to the bidder in addition to the rates quoted.
4. The rates quoted should be inclusive of the transit insurance up to the destination and it shall be at the cost of the tenderer.
5. The items to be delivered must conform/bear the mark of Bureau of Indian Standards (BIS) and other equivalent standards.
6. The safety of the items to be delivered on site, as well as its installation, shall be the sole responsibility of the bidder.
7. The decision of the Academy shall be final and binding with regard to the bid. All pages of this Tender Document will have to be submitted duly signed and

sealed by Bidder after due consideration of the Terms and Conditions prescribed herein.

8. The Academy reserves the right to accept or reject any or all tenders, in whole or in part, from any bidder without assigning any reason whatsoever.
9. The Academy shall reserve the right to change/modify/amend any/all provisions of the tender documents.
10. The quantities mentioned in Annexure III are indicative in nature. They may increase or decrease while placing the supply order.

Scope of Work

11. The successful bidder shall supply, install, configure, and demonstrate the working of all equipment as per the specifications provided in Annexure III.
12. The Academy will have the option to terminate the services after giving a notice of one month in writing without assigning any reason, if the successful bidder commits breach of any of the conditions contained in the tender or fails to render services to the satisfaction of the Academy.
13. The successful bidder may choose to forfeit the service by giving two months prior notice in writing. However, the sole discretion of forfeiture lies with the Academy. The alteration done to the infrastructure, if the notice is given midway, shall be returned to its original form at the expense of the successful bidder.
14. The successful bidder shall provide an adequate numbers of competent and well-trained workers for quick and proper supply and installation.
15. The successful bidder must complete the supply and installation within 60 days from the date of issue of the work order.
16. A penalty of Rs. 1000/- (Rupees one thousand only) per day will be levied for any delay beyond the stipulated completion period.
17. The successful bidder shall have full control on his/her/their employees and shall give necessary guidelines and instructions to carry out the job assigned to them.
18. Residential accommodation shall not be provided by the Academy to the workers of the successful bidder.

19. The successful bidder shall ensure all safety precautions during the installation. Any damage caused to the existing infrastructure or personnel during the execution of work shall be the responsibility of the bidder.
20. The successful bidder or his/her/their staff shall not use the premises of the Academy for any other purpose apart from those related to the supply, installation, commissioning and testing of the system.
21. The successful bidder shall furnish the list of his/her/their employees, along with their credentials, to be deployed at the Academy.
22. The successful bidder shall take prior permission from authorized officials of the Academy before deploying any employee at the Academy. However, the Academy reserves the right to reject any worker/staff employed by the bidder under the bid with the Academy, without assigning any reason.

Eligibility Criteria

23. Those bidders with prior experience in similar audio-visual and lighting system installations (proof/documentation to be attached) only are to apply for the tenders.
24. Bidders are required to submit a valid Manufacturer's Authorisation Form (MAF) from the Original Equipment Manufacturer (OEM) for each of the equipment offered in the tender. Bids submitted without the MAF shall be summarily rejected.
25. Tender documents should be duly filled and signed by the bidder on each page, embossed with the proprietor's official seal.
26. Tender received late on account of any reason whatsoever shall not be entertained.
27. The bidder must be an authorised supplier/installer of electrical equipment (Documents in this regard are to be enclosed with the tender documents).
28. The bidder must have valid GST registration, Trade License, and PAN card.

Terms of Payment

29. Payment shall be released after successful installation, commission, and testing of the system, certified by the competent authority of Sikkim Judicial Academy.
30. No advance payment shall be made.

Disputes Resolution

31. All disputes arising under this agreement shall be settled amicably through discussions between the parties.
32. In case of any unsettled disputes, the same shall be referred to the Arbitrator appointed by the Academy. The place of arbitration shall be at Gangtok. The provisions of the Arbitration and Conciliation Act, 1996 shall be applicable to such proceedings and the decision of the Arbitrator shall be final and binding on both the parties.

Warranty and Maintenance

33. The system and its components must carry a minimum warranty of 24 months from the date of commission.
34. Any defects arising during the warranty period should be rectified as soon as possible and free of cost by the successful bidder.

I/We have read and fully understood the above terms and conditions, and hereby accept them without any reservations.

Signature of the authorized person:

Name of the signatory (In Block Letters):

Status of the signatory i.e. Proprietor/Partner/Company:

Date:

Annexure-I

Forwarding Letter

(To be submitted on bidder's letterhead)

Place _____

Date _____

The Director,
Sikkim Judicial Academy.
Sokeythang, Gangtok

Sub: Tender for supply and installation of Audio-Visual and Lighting Equipment at Sikkim Judicial Academy.

Dear Sir,

1. This has reference to your tender notice for the supply, installation, and commissioning of Audio-Visual and Lighting Equipment at Sikkim Judicial Academy. We have examined the tender document and thoroughly understood its nature and scope of work and terms and conditions.
2. I/We undertake to offer my/our services in conformity with the scope/nature of work and the terms and conditions set out in the tender document. I/We confirm that the tender submitted by me/us is conforming to all the terms and conditions mentioned in the tender document.
3. I/We are enclosing the application along with required documents in the prescribed proforma as mentioned in the tender document.
4. I/We do, hereby, declare that there is no case with the Police/Court/Regulatory authorities against me/us. Also, I/We have neither been suspended/delisted/blacklisted by any organization for any reason nor any such proceedings are pending or contemplated.
5. I/We also certify that either our firm or any of the partners is not involved in any scam or disciplinary proceedings settled or pending adjudication.

6. I/We certify that all the information furnished by me/us is true to the best of my/our knowledge. I have no objection to Sikkim Judicial Academy, below Convoy Ground, above Aadhaar Office, Sokeythang, Tadong verifying any or all the information furnished in this document with the concerned authorities, if any.

(Signature and Name of the authorized
person of the firm/bidder with office seal)
Name.....

Annexure-II
Profile of the Bidder

Sl. No.	Particulars	To be filled by the Bidder
1.	Name of the bidder/firm/organization/company	
2.	Type of firm/ organization (Proprietorship/ Partnership/ Private (Furnish copies of partnership/memorandum of Articles of association etc.)	
3.	Name of the Proprietor/partners/directors of the firm	
4.	Year of Incorporation/registration	
5.	Registered address of the firm	
6.	Name, designation, telephone nos., email of the contact person/authorized signatory	
7.	Whether License for supply and installation of audio-visual and lighting systems is available. Obtained (Yes/No) (Copy to be enclosed)	
8.	Whether the firm has been in business for at least 5 years (Yes/No) (Copy to be enclosed)	
9.	Annual turnover of the firm for the last 3 years (in Rs. Lakh) (Furnish copies of audited balance-sheets and profit and loss account statements)	(a) FY 2022-23 (b) FY 2023-24 (c) FY 2024-25
10.	a) Details of Registration (Firm, Company, etc) b) Registering Authority c) Date d) Number	
11.	Registration Nos. under various statutory Act viz, EPF, ESIC, if applicable (copy of registration certificate to be enclosed) Goods and Service Tax. Employee's organization provident fund Employee State Insurance Scheme	

12.	Permanent Account Number (Copies of Income-tax returns for last 3 years to be enclosed)	
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Note: Copies of all documents relevant to above details to be enclosed.

(Signature and Name of the authorized
person of the firm/bidder with office seal)
Name.....

Annexure -III
Requirements of Sikkim Judicial Academy

Sl. No.	Item Description	Quantity	Basic Specification
1	SPEAKERS/AMPLIFIERS		
1.1	12" high performance 2-way loudspeaker	8 units	1600W peak, 800W program, 400W continuous, 8Ω, 99dB sensitivity
1.2	Mounting Bracket for loudspeakers	8 units	In accordance to the loudspeaker supplied
1.3	Quad-Channel Power Amplifier	2 units	4 x 750W, Class-D, DSP, Dante/AES67
1.4	15" Bass Reflex Cabinet	4 units	High-performance woofer, impact-resistant die-cast frame
1.5	Loudspeaker Management System	1 unit	2 in, 6 out, 64-bit DSP, 10 parametric EQs for each input/output, Input Dynamic Range 110 dB or better, USB Connectivity
1.6	Two-way Active Stage Monitor	2 units	1000W peak Class D Amplifier, 8" LF Transducer, 1.4" HF Transducer, 75° coverage
2	MICROPHONE/HEADPHONE & MIXER		
2.1	Digital Wireless Lapel Microphone	2 units	Omnidirectional or better polarity, 471-797 MHz or better frequency range, ≤-60dB THD, ≥130dB Sound Pressure Level, Bluetooth connectivity with mobile devices for basic setup and control of the receiver complete with standard accessories
2.2	Digital Wireless Handheld Microphone	6 units	Cardioid polarity, 471-797 MHz or better frequency range, ≤-60dB THD, ≥150dB Sound Pressure Level, Bluetooth connectivity with mobile devices for basic setup and control of the receiver complete with standard accessories
2.3	Gooseneck Microphone with Base	3 units	Pre-polarized condenser with cardioid polarity, 50Hz-20kHz frequency response, >420mm length, ≥125dB Sound Pressure Level, programmable mute/unmute button, phantom power from 12v to 48v
2.4	Professional Headphone	3 units	Closed back, Soft ear cushions, 20Hz-20kHz frequency response, 32Ω impedance, Includes 1/4" Stereo Jack Adapter

2.5	32-channel Digital Mixer	1 unit	24 mic input, 6 TRS stereo input, 24 channels with Phantom Power, USB, Wi-Fi control, Ethernet RJ-45, 2 x 1/4" Headphones, 10" Multi-touch screen
3	INSTALLATION, COMMISSIONING AND PROGRAMMING		
3.1	Installation Material	1 unit	Cables, Connectors, etc.
3.2	Transportation, Installation, Programming and Commissioning	1 unit	Charges for transportation from source to site, installation at the site, programming the equipment, and commissioning them
4	UPS AND STABILIZER		
4.1	3KVA Online UPS with Rack	1 unit	Includes the UPS along with its interconnection cables and a rack
4.2	SMF Battery 26AH	8 units	Minimum 30 mins power backup
4.3	15KVA Servo Voltage Stabilizer	1 unit	Industry grade voltage stabilizer
5	STAGE LIGHTING		
5.1	18x10W LED Par Light RGBW	24 units	Beam angle 25° complete with LED source from Lumi led / Seoul / Nichia or reputed make (LM80 to be provided), IP20 protection, RGBW 10W Lamp source x 18 Pcs DmX 512 dimming with 8 Channel, LM79 Certificates from NABL Accredited laboratory
5.2	200W LED Profile Spot Light	4 units	19° light with 3200K CCT Colour Temperature COB LED source from Citizen/ Philips/ Osram/ Cree or reputed make (LM80 to be provided), CRI & TLCI>95, DMX512 dimming with 1 or 3 Channel modes IP20 protection having Lux @ 3 Mtr above 9066
5.3	Moving Head Beam Light 12R	8 units	280W lamp, zoom 0-3.8°, 16 Channel DMX Control, 16 Bit Dimmer Control, IP20 rated product, Pan Angle 540°, Tilt Angle 270°
5.4	Digital Lighting Console	1 unit	1024 DMX channels, Touchscreen with Master Fader, Keypad entry, LCD Display, Encoder Wheels, USB Memory, 600 Scene step
5.5	Stage Rigging System	1 unit	Basic Stage lighting grid built as per Stage lighting standard design made up of MS 40NB black powder coated pipe 1mtr x 1mtr structure in square matrix with requisite support at every 2 Sq mtr

5.6	Stage Power System	1 unit	Distribution panel with individual MCB control, , Internal Earthing System with copper bare conductors all along the cable trays, Black Powder coated cable trays made out of MS Sheet fabricated for a size of 150mm & 75mm with perforation, Dimming system consist of Opto isolated RDM enabled DmX splitter unit, 8 Output channels
5.7	Lighting Installation & Training	1 unit	Installation, testing, training and commissioning
5.8	Aluminum O-Type Clamp	As per requirement	High grade aluminum with fixture mounting for 40-55mm tubes, minimum 100kgs Safe Working Load (SWL)
5.9	Light Fixture Safety Chain	As per requirement	GI wire rope having load bearing capacity above 200 kgs, carabiner clip
6	PROJECTION UNITS		
6.1	High Resolution Projector	1 unit	Minimum brightness of 6000 lumens, WUXGA Resolution, 2 HDMI ports minimum, 1 VGA Port, 4K & Ultra Wide Image Support, Powered Zoom and Focus, 360 degree orientation support
6.2	Ceiling Projector Stand	1 unit	Heavy Duty Ceiling Projector Stand with Extension Rod
6.3	325" Diagonal Motorized Projection Screen	1 unit	Low noise strong Tubular Motor, Matte white fiber glass fabric motorized projection screen
6.4	HDMI Extender	6 units	HDMI input and output with 18Gbps (600MHz) 4K UHD support, Supports HD resolutions up to 3840x2160@60 Hz, Intuitive control interface including telnet, WebGUI, OSD, IR remote and RS-23
6.5	Projector System Installation and Commissioning	1 unit	Installation, testing, training and commissioning

-Sd/-
Director
Sikkim Judicial Academy