



The Lawrence School

Lovedale, The Nilgiris - 643003

NOTICE INVITING TENDERS

**Tender for Supply and Installation of IP Based CP Plus IP
CCTV Camera, Network Video Recorder including Laying of
Networking at The Lawrence School, Lovedale**

Tender notice

Notice Inviting Tender No	NIT/LSL/IT/007/2025
Tender Inviting Authority	The Lawrence School, Lovedale
Place of availability of Tender Documents (NIT)	www.thelawrenceschool.org/tenders
The contact Person	Mr. Krishna Kumar (HOD – IT Department)
Name of the Project Work	Supply and Installation of CP Plus CCTV Cameras, Network Video Recorder (NVR) at The Lawrence School, Lovedale
Address to send Prebid queries	pc@thelawrenceschool.org and ceit@thelawrenceschool.org
Place for submission of bids	The Lawrence School, Lovedale
EMD Amount	₹5,000/- Earnest Money Deposit (EMD): (Applicable only for the new vendors)
Address for communication	Headmaster, The Lawrence School, Lovedale, The Nilgiris, Tamil Nadu- 643003
LSL would endeavour to adhere to the following schedule:	
Event	Date – Deadline
Release of NIT	16.09.2025
Pre–bid queries On Call (9.00 AM to 5.00 PM weekdays)	17.09.2025 to 26.09.2025
Last date and time for submission of bids	29.09.2025 (3.00 PM)

Telephone: 0423 2453300

email: pc@thelawrenceschool.org,

ceit@thelawrenceschool.org

DISCLAIMER:

The information contained in this NIT document or subsequently provided to Vendor/Supplier, whether in document or verbal or any other form by or on behalf of The Lawrence School, Lovedale, Ooty, Tamil Nadu, any of its employees or advisors, is provided to Vendor/Supplier on

the terms and conditions set out in this NIT document and such other terms and conditions subject to which such information is provided.

The purpose of this NIT document is to provide interested parties with information that may be useful to them in eliciting their proposals pursuant to this NIT document. This Tender document may not be appropriate for all persons, and it is not possible for the School, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this NIT document.

This NIT document includes statements, which reflect various assumptions and assessments made by the School in relation to the Contract. Such assumptions, assessments and statements do not purport to contain all the information that each Vendor/Supplier may require.

The assumptions, assessments, statements and information contained in this NIT document, may not be complete, accurate, adequate or correct. Each Vendor/Supplier should, therefore, conduct his/her own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this NIT document and obtain independent advice from appropriate sources.

Information provided in this document to the Vendor/Supplier is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The School accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The School, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Vendor/Supplier under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this NIT document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the NIT document and any assessment, assumption, statement or information contained therein or deemed to form part of this NIT document or arising in any way in this NIT Stage.

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Annexure- III: Details of Items, Quantity, etc.		Attached

Scope of the work:

The Lawrence School, Lovedale, Ooty, Tamilnadu (hereinafter referred to as the “**LSL/School**”), an Educational Institution, invites NIT(s) for **supply, installation, testing and commissioning of IP based CP Plus CCTV Surveillance System with NVR including complete laying of networking (cabling, switches, conduits and accessories)** (as per Annexure-II) for The Lawrence School in its permanent campus at Lovedale as per the NIT document.

The successful bidder shall:

1. **Supply** brand new CP Plus IP CCTV Cameras, CP Plus NVRs, POE Switches, Cat6 Networking Cables, Surveillance Hard Disks and all accessories (OEM products with original warranty).
2. **Installation & Networking:** Install and configure CCTV Cameras with NVR, lay networking cables (Cat6), conduits, racks, switches, and integrate the system.
3. **Testing:** Ensure full functionality of live recording, playback, and remote access.
4. **Training:** Provide training to designated school staff.
5. **Warranty Support:** Provide minimum 3 years onsite warranty and service support.
6. **Testing –** Ensure proper hardware and software functionality before handover.
7. **Delivery** must be completed within **15 days** from the date of Purchase Order (PO), and the vendor must ensure installation withing **30 days** at The Lawrence School, Lovedale.

The tender document can be downloaded from the School website at URL Link:

<https://www.thelawrenceschool.org/tenders>

Eligibility Criteria for the Service Provider (SP):

All the Vendors/Service Provider must fulfil the following eligibility criteria and submit the documents and the declarations (duly self-attested) in support of their claim along with the NIT. The applications of those not meeting the Eligibility Criteria stated below and not accompanied with the requisite documents will be treated as incomplete and hence be rejected.

- i. Must be a registered firm/company under the Indian Companies Act/Partnership Act.
- ii. Must be an **Authorized CP Plus Partner/Reseller** or experienced CCTV System Integrator be an authorised partner/reseller.
- iii. Minimum 5 years' experience in CCTV installation/networking projects.
- iv. Valid GST and PAN registration.
- v. Not blacklisted by any Govt./PSU/Educational institution.

Evaluation of NIT

- The NIT will be evaluated based on the rate list quoted in **Annexure–II**. The rate list of any Vendor/Supplier who does not fulfill the **Eligibility Criteria** shall be rejected.
- **Selection of Vendor:** Only those vendors who submit their offers **strictly as per the School's requirements mentioned in the Technical Requirement (Annexure II)** shall be considered for evaluation of commercial bids.
- The procurement will be conducted in accordance with the **General Financial Rules (GFR)**.

Evaluation and Procurement Process:

An open tender will be published on the School's official website to invite quotations.

Financial Bid:

- The financial bids will be opened by the Purchase Committee.
- Negotiations, if required, will be conducted only with the L1 vendor, subject to approval by the competent authority.

A Committee constituted by the School shall evaluate the tenders. The decision of the Committee in the evaluation of the NIT shall be final, and no correspondence will be entertained outside the process of negotiation/discussion with the Committee.

Any attempt by the Vendor/Supplier or their representatives to influence the decision on the NIT, officially or otherwise, shall result in the NIT being summarily rejected. The Committee is fully empowered to take the final decision regarding the NIT.

Submission of NIT

All quotations must be submitted to the Purchase Committee either:

- In a sealed cover addressed to the Purchase Committee, The Lawrence School, Lovedale, Ooty – 643003, Tamil Nadu.

OR

- Via email to **pc@thelawrenceschool.org** with a **CC to ceit@thelawrenceschool.org**
- Bids not conforming to the prescribed formats or submitted after the due date will be rejected.

Earnest Money Deposit (EMD): (Applicable only for the new vendors)

- i. The Vendor/Supplier shall be required to submit the Earnest Money Deposit (EMD) for an amount of ₹5,000/- (Rupees Five Thousand only). The Vendor/Supplier may submit the EMD through Demand Draft or online bank transfer as per the bank details given below:

The bank details of The Lawrence School Account for online transfer:

Account Holders Name: The Headmaster, The Lawrence School, Lovedale

Account Number: SB A/C 10920587087

Bank Name: State Bank of India

IFSC CODE: SBIN0003162

Bank Address: The Lawrence School Campus, Lovedale

Note: The proof of payment including name of the bank, amount of SD, date of transfer, UTR No. shall be attached to the NIT Document (in a separate sheet), in case of online transfer.

- ii. The EMD amount will not carry any interest.
- iii. EMD is not exempted to any Organizations/Institutions/Communities/Society/Voluntary organization, etc.
- iv. **Vendor/Supplier whose EMD is already with the School need not to pay EMD again.**

- v. Earnest money deposit of the successful Vendor/Supplier shall be forfeited, if he/she refuses or neglects to execute the order within the time frame as specified by the School.
- vi. The School reserves the right to reject any one or all the NIT's received without assigning any reason. No correspondence in respect of the decisions arrived by the tender committee will be entertained.

2. Allotment of Contract:

As per the recommendations of the Committee, the contract will be allotted to the successful Vendor/Supplier. The successful Vendor/Supplier shall enter into an agreement **supply, installation, testing and commissioning of IP based CP Plus CCTV Surveillance System with NVR including complete laying of networking** at The Lawrence School, Lovedale for which he/she emerged as successful Vendor/Supplier within 7 days from the date of issue of letter of Intent. A separate workorder will be issued for the Networking Laying and Installation.

3. Termination of Contract:

- i. The School is at liberty to terminate the Contract with one-month notice, without assigning any reasons.
- ii. If even after award of contract, the information/facts submitted by the Vendor/Supplier are found misleading/incorrect/false etc., The Headmaster of The Lawrence School, Lovedale, reserves the right to terminate the contract.
- iii. In case The Lawrence School, Lovedale, suspects or finds any supply is entrusted to any sub-contractor on piecemeal basis or on regular terms, The Headmaster, The Lawrence School, Lovedale, reserves the right to terminate the contract without assigning any reasons
- iv. The Headmaster, The Lawrence School, Lovedale, shall have the right to terminate the contract, by giving 30 days' notice, if in his opinion the quality of services offered is not up to the standard/satisfactory.

GENERAL TERMS AND CONDITIONS OF CONTRACT:

- 1. The contract will be for a period of one month or one year, or a period that is on mutual agreement, commencing from the date of signing the contract.
- 2. The transportation loading-unloading & other charges will be inclusive in rates quoted by vendor/supplier.
- 3. In case of any dispute between the successful Vendor/Supplier and its employee, The Lawrence School, Lovedale will have no responsibility and shall not be responsible for

any compensation in any form to such employment to any of such employees during or after the expiry of this agreement.

4. The successful Vendor/Supplier will have to provide good quality and standard product of items to The Lawrence School, Lovedale, as specified in Annexure-II.
5. In case of supplied materials, if found same are lower in quantity or quality and not of standard quality or not supplied in time, a deduction of 2 % of the bill amount will be made as penalty or as decided by The Headmaster, The Lawrence School, Lovedale.
6. **All the ordered items are to be supplied by 3.00 pm as per the schedule given in the Purchase Order.**
7. The successful vendor /supplier will ensure compliance of all the relevant provisions of the Laws / terms of contract.
8. The successful Vendor/Supplier will submit the bill in duplicate immediately after the successful supply of the materials for payment. The payment will be made after verification of items supplied as per Purchase Order and Goods Receipt Note. Tax at source shall be deducted as admissible, as per the prevailing rate and payment will be made accordingly by A/C Payee Cheque or shall be transferred to his/her account through electronic system within 15 days from the receipt of the bill.
9. The successful Vendor/Supplier shall not do anything inside or outside the premises, which may create nuisance or any cause of annoyance to the students, working staff or to the visitors visiting the premises.
10. These are only proposed draft terms & conditions and can be modified/changed or added at the time of finalization and signing the agreement.
11. Conditional/Incomplete offers not conforming to tender document will be rejected.
12. If the Vendor/Supplier is a partnership of two or more persons all such persons shall be jointly and severally liable to the School for the fulfillment of the terms of contract.
13. The Vendor/Supplier will be held wholly responsible for any action taken by statutory bodies for violation /non – compliance of any such provision/rule.
14. If dispute or difference of any kind shall arise between The Lawrence School, Lovedale, and the Contractor in connection with or relating to the Contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
15. Venue of Arbitration: The venue of arbitration shall be the place from where the Contract has been issued, in this case The Lawrence School, Lovedale.
16. The Court of Judicature at Nilgiris will have the exclusive jurisdiction to try the disputes.
17. The Vendor/Supplier shall be governed by and interpreted in accordance with laws of India for the time being in force.

Payment Terms: -

The Vendor/Supplier is required to give confirmation of their acceptance of the Special Conditions of the NIT mentioned below, which will automatically be considered as part of the Contract concluded with the successful Vendor/Supplier (i.e. Seller in the Contract) as selected by the school. Failure to do so may result in the rejection of NIT submitted by the vendor/Supplier.

1. **Payment Terms for Indigenous Sellers -**

100% payment on delivery and acceptance by the user **within 15 days** from the receipt of the bill in its original.

2. **Advance Payments:** An advance payment of up to 40% may be made upon request by the vendor/supplier, but only for the selected goods and subject to due consideration.

Date:

**Signature of the
Vendor/Supplier**

Annexure - I

Vendor/Supplier Information Sheet

Name of the Vendor/Supplier :
Office Address :
Office Contact Number :
Company Email ID :
Website :
PAN Card Number :
GST Registration Number :
Name of the Proprietor :
Contact Number of the Proprietor :
Proprietor Email ID :
Nature of Current Business/Trade : Manufacturer/Distributor/Service Provider
Year of establishment :
EMD Particulars :

Key Contacts

Service Contact No :	Email Id :
Sales Contact No :	Email Id :
Alternate Contact No:	Email Id :

Vendor/Supplier's Bank Details:

Name of A/c Holder :
Bank Name :
Branch Name :
A/c Number – SB or CA :
IFS Code :

Signature of the Vendor/Supplier

Annexure – II

Details of Requirement & Bid Submission Format

Kindly submit your proposal in your official letterheads.

Requirement & Quotation Table

Ser.no	Item Description	Qty	Amount Per Unit Inclusive of GST (₹)	Total Value Inclusive of GST (₹)
1.	CP Plus CP-UNC-DA21L3C-Q - 2MP Network IR Dome Camera - 30Mtr. <ul style="list-style-type: none">1/2.8" 2MP PS CMOS Image Sensor (0.9071 centimetres)Max. 2MP (1920 × 1080)@1–25/30fpsInterstream, H.265, H.264, H.264H, H.264B, MJPEGSupport Triple streamSupport Built-in Mic• 2.8mm Fixed LensDWDR, Day/Night (ICR), 3D NR, ROI, AWB, AGC, BLC, HLC, DigitalWatermarking, IR Range of 30 Mtr., PoE, IP67	100		
2.	CP Plus CP-UNC-DA41L3C-D-LQ- 4MP Dual Light Dome Camera - 30Mtr. <ul style="list-style-type: none">1/2.9" 4MP PS CMOS Image Sensor (0.8758 Centimeters)Max. 4MP (2688 × 1520)/ (2560 × 1440)@25/30 fpsInstastream, H.265, H.264, H.264H, H.264B, MJPEGSupport Triple streamSupport Built-in Mic3.6mm fixed LensWDR (120dB), Day/Night (ICR), 3D NR, ROI, AWB, AGC, BLC, HLC, Digital watermarkingIR Range of 30 Mtr., Warm Light Range of 30 Mtr., PoE, IP67	20		

3.	CP Plus CP-UNC-TA41L6C-Q - 4MP Network IR Bullet Camera - 60Mtr. <ul style="list-style-type: none"> • 1/2.8" 4MP PS CMOS Image Sensor (0.9071 centimeters) • Max. 4MP (2688 × 1520)@1-25/30fps/ (2560 × 1440)@1-25/30fps • Instastream, H.265, H.264, H.264H, H.264B, MJPEG • Support Triple stream • DWDR, Day/Night(ICR), 3D DNR, AWB, AGC, BLC, HLC • 6mm Fixed Lens • Support Built-in Mic, IR Range of 60 Mtr., IP67, PoE 	20		
4.	CP Plus CP-UNC-TT41L3-VM - 4MP IR AI Enforcement Camera <ul style="list-style-type: none"> • 1/1.8" 4MP starlight CMOS sensor (1.411 cm) • H.265 and H.264 dual codec. • Maximum Resolution: 2688 × 1520@25/30fps. • Built-in 10mm~50mm lens. • The maximum illumination distance is 30 Mtr. • IP67, IK10 rated. 	1		
5.	CP Plus CP-UNR-4K6128R16-EV2 128Ch Network Video Recorder <ul style="list-style-type: none"> • Up to 128 channel IP camera input • Up to 12Mp resolution preview and playback • Max 384Mbps incoming bandwidth • Support 16 SATA III ports, up to 10TB Each, 4 USB (2 USB3.0), 1 eSATA port • Support iSCSI and Mini SAS to expand storage space • 2 HDMI / 1 VGA simultaneous video output • Support multi-brand network cameras • Support RAID 0/1/5/10 • Redundant power supply module adopted • ONVIF Version 2.4 conformance • Mobile Software: iCMOB, gCMOB • CMS Software:KVMS Pro 	2		
6.	CP-UNC-TC81L5C-VMD-LQ - 8MP Dual Light Bullet Camera – 50 Mtr.	6		
7.	CP Plus Video Management Software			
	EVMS Base License	1		
	EVMS Per channel	50		

Networking Requirements

Ser. No	Description	Brand	Unit	Qty	Amount Per Unit Inclusive of GST (₹)	Total Value Inclusive of GST (₹)
1	Cat 6 cable	Molex	Boxes	24		
2	12 Core, Outdoor armoured Optic Fiber Cable	Molex	Mts	850		
3	12TB Surveillance Grade HDD	Seagate	Nos	12		
4	3/4" PVC Pipe 2mm	OEM	Nos	900		
5	1" PVC Pipe 2mm	OEM	Nos	500		
6	1.5" PVC Casing 2mm	OEM	Nos	150		
7	3/4" PVC Pipe accessories (Lbow,bend,T, nails, Screws,clamps, cable tie,Wooden plug, etc) As required	OEM	Lot	1		
8	1" Pvc pipe accessories (Lbow,bend,T, nails, Screws,clamps, cable tie,Wooden plug, etc) As required	OEM	Lot	1		
9	HDPE Pipe 2" with accessories	OEM	Mts	700		
10	1"Conduit Pipe with accessories	OEM	Nos	100		
11	Hensel Box 4*4	OEM	Nos	150		
12	8 Port PoE Switch	D-Link	Nos	4		
13	Cisco PoE Switch 10/100/1000, 24 Port web-managed	Cisco	Nos	12		
14	Cisco C9300-48P-A Switch + C9300-NM-4G – 48-Port Enterprise PoE+ Layer 3 Switch	Cisco	Nos	1		
15	OFC Media Converter dual Core, 1000 Mbps SC to SC	Netfox	Nos	10		
16	6U Rack Network with power manager kit	Netfox	Nos	4		
17	9U Rack Network with power manager kit	Netfox	Nos	4		
18	12 port OFC LIU Fully Loaded Kit Rack Mount	Netfox	Nos	6		
19	3mtrs OFC patch card dual core SC to SC	Netfox	Nos	12		
20	Cat6 3Mtrs Parch card	Molex	Nos	40		
21	Cat6 1.5Mtrs Parch card	Molex	Nos	40		
22	SC Pigtail	Molex	Nos	24		

23	Pole 12 Feet for Mounting Cameras, Painting with climbing steps	OEM	Nos	2		
24	POE Adapter 24V	TP Link	Nos	6		
25	Cat6 RJ45 Connectors	NT	Boxes	4		
26	Mild Steel 4U Outdoor Rack Outdoor rack with power manager	OEM	Nos	4		
Total						

Sr. No	Installation Charges	Unit	Qty	Amount Per Unit Inclusive of GST (₹)	Total Value Inclusive of GST (₹)
1	Laying of UTP Cat6 Cable	Mtrs	7500		
2	Pvc pipe/ casing Laying Charges	Mtrs	5000		
3	Camera Fixing Charges	No's	140		
4	Soft soil digging	Mtrs	750		
5	Hard soil digging	Mtrs	100		
6	OFC Laying	Mtrs	750		
7	LIU Kit fixing	Nos	6		
8	OFC Spicing	Nos	48		
9	HDPE pipe laying	Mtrs	600		
10	Rack fixing and dressing	No's	8		
11	Outdoor Rack fixing and dressing	No's	4		
12	Installation and Configuration of NVR and EVMS Combined Software View	No's	2		
13	System integration, testing, documentation training and Outstation charges				
14	Core Switch, Web-manageable switch & VLAN Networking Configuration Please refer to the attachment below.				
Total					

A separate **Work Order** shall be issued for the **installation charges**, in addition to the supply order, as per the approved terms and conditions.

Scope of Work for Successful Bidder

The successful bidder shall be responsible for:

1. Supply, installation and commissioning of CP Plus CCTV surveillance system.
2. Networking (laying of Cat6 cables, conduits, racks, switches).
3. Configuration of NVR and cameras for live viewing and recording.
4. Testing of all cameras, playback, and storage.
5. Configuration and installation of a Core Switch and Semi Manageable Switch with the VLAN.

Special Conditions:

Completion Certificate

The Work Completion Certificate shall be issued only after successful completion of all works in every respect, strictly as per the terms and conditions of the NIT, and to the entire satisfaction of LSL.

The quoted prices should be inclusive of all applicable taxes (including GST), duties, freight, insurance, installation, and any other charges up to delivery and installation at The Lawrence School, Lovedale. The quote validity must be for a period of 45 days.

Training

Upon completion of installation and commissioning, the Successful Bidder shall provide hands-on training to the concerned officials of LSL on the installed equipment. Training materials/manuals for the equipment shall also be provided.

Warranty Period

- All equipment, including active and passive components supplied under this NIT, shall carry a comprehensive warranty for a period of **three (3) years** from the date of installation and commissioning.
- During the warranty period, the Successful Bidder shall provide all relevant firmware, operating system updates, and security patches released by the OEM at no additional cost to LSL.

- The vendor shall act as the liaison on behalf of LSL with OEMs for repair or replacement of equipment and accessories covered under warranty.

Annual Maintenance

After expiry of the warranty period, the Annual Maintenance of the entire system shall be undertaken as per the terms and conditions stipulated in the tender, or any other conditions mutually agreed with LSL.

Security Deposit

The Successful Bidder shall deposit **10% of the total work order value** towards Security Deposit in the form of a Demand Draft or Bank Guarantee, drawn in favour of "**Headmaster, The Lawrence School, Lovedale**", payable at Lovedale.

The bidder shall also execute an agreement on stamp paper worth ₹200/- within seven (7) days from the date of receipt of the order.

The Security Deposit will be released within three (3) months after expiry of the warranty period, subject to satisfactory performance.

The following documents must be submitted by the vendor:

- Proof of registration as a firm/company under the Indian Companies Act or Partnership Act.
- Valid authorization certificate as a CP Plus Partner/Reseller or proof of experience as a CCTV System Integrator.
- Documentary evidence of a minimum of 5 years' experience in CCTV installation/networking projects.
- Copies of valid GST and PAN registration.
- Self-declaration/affidavit confirming that the firm is not blacklisted by any Government Department/PSU/Educational Institution.

All prospective vendors are required to conduct a site visit prior to submission of their quotation to obtain any necessary clarifications. Please note that once submitted, the quoted price shall be considered final and no revision will be permitted after the award of the contract.