

OFFICE OF THE  
CHIEF ELECTORAL OFFICER: MANIPUR

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[www.ceomanipur.nic.in](http://www.ceomanipur.nic.in)

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**SHORT TENDER NOTICE**

Imphal, the 8<sup>th</sup> September, 2021

**No. 5/ELEC/WEB-CASTING/2021:** Chief Electoral Officer, Manipur invites sealed tenders from the reputed firms for webcasting/ monitoring/ recording of First Level Checking (FLC) of EVMs & VVPATs at 11 (eleven) districts. Sealed tender is to be submitted addressed to the undersigned.

2. The timeline for submission of bids is given below:

Particular	Start date & time	End date & time
Submission of sealed tenders	10:00 hrs of 09.09.2021	10:00 hrs of 24.09.2021
Pre-bid meeting/Clarification	15:00 hrs of 16.09.2021	
Technical Bid Opening	12:00 hrs of 24.09.2021	
Price Bid opening	14:00 hrs of 24.09.2021	

3. Details can be downloaded from the website <https://ceomanipur.nic.in>

(Ramananda Nongmeikapam)  
Joint Chief Electoral Officer, Manipur

Copy To:

1. Principal Secretary (Election), Government of Manipur.
2. The Editor, (The Sangai Express(English)/Poknapham (Manipuri)) for publication of the above notice as paid advertisement for one day only. Bill may be submitted for early payment.
3. Database Administrator for uploading on the website of CEO, Manipur.
4. Relevant File.

**TERMS & CONDITIONS**

1. The firm shall submit Income Tax return for last 2(two) years and GST registration number.
2. All documents/papers submitted by the bidder must be legible.
3. Tender fees of **Rs.5,000/-** (Rupees five thousand) should be submitted in the form of Bank draft of any Nationalised Bank/ Scheduled Commercial Bank payable at Imphal drawn in favour of Joint Chief Electoral Officer, Manipur.
4. Security Deposit of **10%** (refundable) of the total quoted amount in the form of Bank draft of any Nationalized Bank/Scheduled Commercial Bank payable at Imphal drawn in favour of Joint Chief Electoral Officer, Manipur should be submitted by the successful bidder.
5. An Earnest Money Deposit of Rs. **7,500/-** (refundable) is to be submitted in the form of bank draft of any Nationalised Bank/ Scheduled Commercial Bank payable at Imphal drawn in favour of Chief Electoral Officer, Manipur.
6. All Bank drafts should be submitted in a separate Envelope by indicating tender identification e.g. ("Earnest Money Deposit/Tender fee" etc.).
7. The rate quoted should be inclusive of all taxes.
8. The Authority reserves the right to accept or reject any or all tenders without assigning any reason thereof. The office may also modify the terms and conditions before giving supply order.
9. The firm after allotment of job will have to first submit proof of approval/supply order. If it is found that the job is not being done as per the required specifications and if the terms and conditions are not met with, the Chief Electoral Officer has the right to cancel the job assigned and impose a penalty on the firm.
10. The office will not pay any advance to the firm. The firm will have to carry out the entire job on its own and payment will be made only after satisfactory completion of job and submission of bill in this regard.
11. This office may cancel the order if the required items are not supplied in time or do not meet the specification envisaged by this office.
12. Payment may be made after delivery of the materials in full.
13. Bids will be opened in the office chamber of **Principal Secretary-cum-Chief Electoral Officer**, Manipur at Lamphelpat.
14. The rates quoted must be both in figure and words and it must be firm for a minimum period of 6 (six) months subject to physical verification.
15. The Authority reserves the right to cancel all bids without assigning any reason thereof.
16. Tenders/Bids must be quoted in English language only.
17. The bidders should not be blacklisted by any Government/ Semi Government/ Private Institute.
18. All disputes are subject to jurisdiction of courts at Imphal only.

## Technical Specifications

### Scope of Work

The Successful bidder has to undertake the Live web streaming (both audio & video) of FLC process, with the installation of the necessary suitable, proven web-based web streaming software along with the supply of other related items as per the Scope of Work given below.

1. Webcasting shall be done for monitoring and recording of entire FLC Process.
2. Webcasting/CCTV viewing terminals to be made available at FLC hall, DEO's Control Room and CEO's Control Room.

### Technical Details

#### Task 1: Hosting of the web based streaming software:

The bidder is required to ensure the live streaming and recording of entire FLC process. In this regard, the bidder shall deploy suitably secured proven web-based software, that has the ability to record both audio and video. The required server with necessary system software licenses, sufficient storage capacity and internet bandwidth, shall be provided in a secured cloud environment by the bidder.

The key features of the software shall be:

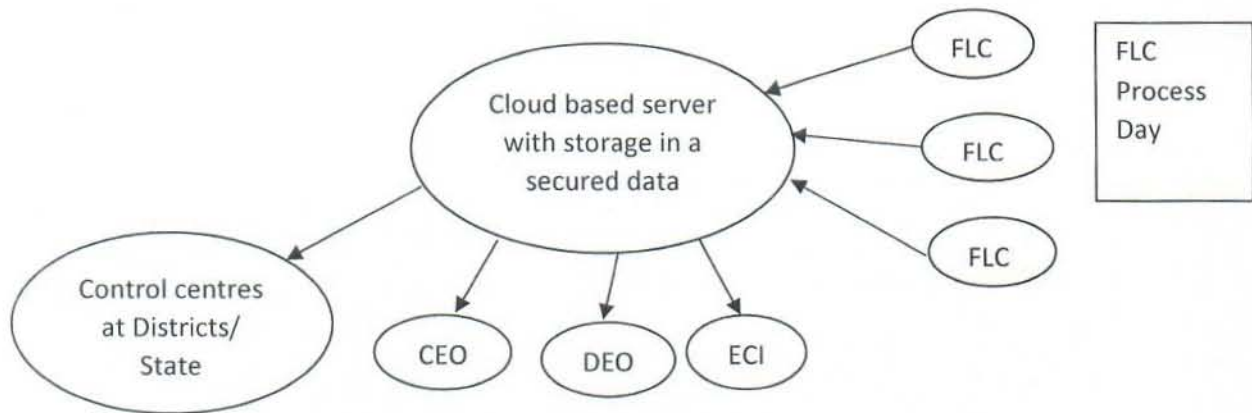
1. Both audio and video should have the running time stamp. The timestamp should come from a secured location.
2. The recording should not require any specialized software and should be done using the standard browsers which include the latest and up to 4 previous versions of the following – Google Chrome, Internet Explorer, Mozilla Firefox, and Apple Safari.
3. Further, it must be ensured that in the framework used for webcasting, advertisement of any kind is not displayed.
4. The data should in no point be hosted outside India and bidder shall not access the data unless authorized by the CEO/DEO.
5. The video recording of the live webcasting at server shall be done as per specified by the ECI and shall not be stored in any form in any type of devices outside CEO's office after giving backup of all the videos to CEO/DEO. The bidder shall add the digital video water marking the background of the streaming videos.
6. The software shall provide video streaming URL with password protection to view district wise videos which are streamed from FLC process. The software shall provide for secure data streaming over the internet, with role base viewing access to ECI, authorised officers, and such other offices as authorized by the CEO with user id and password. The data streaming shall not be opened for viewing by the public.
7. Uploading the videos shall be carried out by the manpower posted by the bidder at each identified place and connectivity of either 4G/3G/Broadband, WiMAX, etc., based on local availability.
8. After the completion of the FLC, the web streamed data along with required reports, shall be made available within 24 hours in the form of hard disk to CEO/DEO.
9. Upon browser-based video recording commencement, generic desktop lock must be engaged to disable all other applications from launching and connecting to the Internet.
10. Network quality indicator on each streaming site should be made available in the User view mode and this should be computed and displayed automatically.
11. The software should be able to offer graceful degradation of the recording quality in case

- there is deterioration in the network speed. This should be automated without any user inputs to be required on this.
12. The software provided should have been developed by the bidder and should not be the free software or shareware available on the internet. During the recording, the User should be able to see the actual video that is being recorded.
  13. The bidder is required to deploy suitable Compression techniques so that the data can be transmitted appropriately.
  14. The necessary load testing should also be carried out so that web streaming event meets the demand and goes through smoothly with good performance.
  15. Software provided shall be able to perform query of the video and audio content of the storage. The software shall be able to burn CD and DVD disks on Windows based computers and be able to query the content available based on multiple parameters as Data, Time, Location, etc.
  16. The Video Streaming solution should be such that it supports rewind with playback option and the option to move to the current live status of recording.
  17. The Video Streaming solution should be able to display multiple streams happening at the same time on one TV location. It shall provide for the selection of any of the FLC centre, from where video data is being streamed, for viewing in the Offices of the CEO, DEOs & ECI.
  18. The bidder shall also develop an application software which monitors the data feed from each FLC Hall based on which the performance status of the data feed, and the livestreaming at the offices of the DEO/CEO/ECI, will be arrived on the Service Levels provided, to levy penalties as indicated under penalty clause.

## **Task 2. Live Streaming and Recording of the FLC process**

1. FLC warehouse of 11 District Headquarters from where live web streaming will happen shall be shared by CEO's Office with the bidder.
2. The bidder has to provide suitable internet connectivity on all locations of installation of cameras for the services rendered by the bidder.
3. The bidder has to post one person at each identified FLC warehouse, with proper training on the usage of the web streaming software, using the camera and the internet connectivity on the day of FLC process day and also during trial runs.
4. The bidder is required to have at least two dry/trial runs of the process, to see that the systems are in good working condition at least two days before FLC Process.
5. The bidder shall ensure that the live feeds are transmitted in a secure manner to the server and then to the concerned officials, for the duration when the operations are on.
6. The bidder shall ensure that the recorded material transmitted does not fall into the hands of any party, not authorized by CEO to receive the same.
7. The recorded material shall be the exclusive property of the CEO and neither the bidder nor any other party will be entitled to utilize the same.
8. The bidder shall provide the sufficient internet bandwidth for the live streaming of the FLC event.
9. In case of any disruption due to internet connectivity, the streaming data has to be stored in the local Hard Disk and the same shall be made available in Hard Disk after completion of FLCs.

## Process of implementation of the web streaming of FLC



The successful bidder shall set-up in advance, the tested web-based web streaming software with all the required features, in a server with enough storage capacity via cloud or other means, which should be available in a secured environment with sufficient internet bandwidth to meet the traffic during the FLC days. The software must have been developed using Open standards tools as per the GOI guidelines. The bidder shall also provide necessary software such as OS, RDBMS etc., with necessary licenses. The bidder shall interact with the Client/Data Centre agencies towards the smooth installation and running of the web streaming software as and when required till the FLC process is over. The Bidder shall provide necessary laptops, internet connection and 1 manpower at the identified FLC halls for data transmission purposes to the central server.

### Supply, Installation and Commissioning

- a) Delivery: The ordered items shall be delivered, installed, and commissioned within one week from the date of Work Order. The successful bidder shall visit the sites to assess the readiness of the site for installation. A report in this respect shall be submitted to DEO/CEO.
- b) After successful Installation, commissioning, and completion of the delivery to the User Department at different locations, the Bidder must obtain signed Delivery Challan from DEO.

### Service Level Agreement

100% Server, Network & Power Uptime SLA: The vendor should provide with 100% Server, Network & Power Uptime SLA as standard. This shall be applicable during the entire FLC process.

SERVICE AVAILABILITY	Deduction from total cost
99.9% to 100%	0%
98% to 99.8%	10%
95% to 97.9%	25%
90% and below	50%

**FINANCIAL BID**

1. Name and address of the bidder/firm .....
2. Contact details of the bidder/firm:
  - a. Mobile Number .....
  - b. Email ID.....
  - c. Websites .....
  - d. PAN No. ....
  - e. GST Regd. No. ....
3. Please quote rate per item in Indian rupees. The bidder should include all the costs, Tax. No charge for transportation and labour will be admissible.
4. Total cost for the mentioned job. Rs.....

Authorised Signature & Seal of the bidder/firm.