



भारतीय वन्यजीव संस्थान
Wildlife Institute of India

(An Autonomous Institution of the Ministry of Environment, Forests
and Climate Change, Government of India)

Chandrabani, Dehra Dun (Uttarakhand)
EPBAX: +91-135-2640111 to 2640115, FAX: 2640117
E-Mail: wii@wii.gov.in, Web Site: www.wii.gov.in

TENDER NOTICE No. WII/ADM/STR/2014-15/35

**Invitation for Expression of Interest for
'Hiring Video Conferencing Facilities'**

The Wildlife Institute of India has established a *state-of-the-art* Video Conferencing Facility (VCF) in its campus at Chandrabani, Dehradun, Uttarakhand. In order to use VCF on a regular basis for its various programmes, the Institute invites an 'Expression of Interest' for engaging services of competent agencies that provide video conferencing facilities on hire in 36 State/UT capitals in the country. The contract will be initially for a period of one year, which is extendable for another period of two years on mutually agreeable terms and conditions.

Detailed information of the required procedure can be downloaded from the Institute's website www.wii.gov.in or www.eprocure.gov.in

Expression of Interest completed in all respects should reach by SPEED POST in a sealed envelope superscribed "**EOI for Hiring Video Conferencing Facilities**" on or before **15th July 2014** to the Administrative Officer, Wildlife Institute of India, Chandrabani, Dehradun- 248001 (Uttarakhand). Application received late will not be considered by the Institute. Director, Wildlife Institute of India, reserves the right to reject or all application without assigning any reason

**Administrative Officer
Wildlife Institute of India, Dehradun**

Invitation for Expression of Interest for engaging services for “Hiring Video Conferencing Facilities”

Background:

The Wildlife Institute of India (WII) established in 1982 is an internationally acclaimed Institution, offering training programmes, academic courses and advisory services in wildlife research and management. The Institute is actively engaged in research across the country on a range of wild animal and plant species and ecosystems in different biogeographic zones.

The Institute had established a *state-of-the-art* video conferencing facility in its campus at Chandrabani, Dehradun. The Institute wishes to **Hire Video Conferencing Facilities** for conducting video conferencing between WII and resource persons based in State/UT capitals in the country (**Annexure I**). In this context, the Institute invites an expression of interest for engaging services of competent agencies.

Terms and Conditions:

1. The agency should have Video Conferencing Service across all 36 State/UT capitals in India. The video conferencing rooms should be well equipped for a lifelike experience of face-to-face audio-visual communication. It should have:
 - i) professional lighting and acoustics
 - ii) 4ft x 6ft large screens or a 42 inch plasma/LED High Definition Displays.
 - iii) provision for making MS PowerPoint presentations on VC
 - iv) video conferencing facility for minimum 5 people in a room.
2. The agency will provide the list of cities where they have their own video conferencing facility or have confirmed tie-ups with other agencies.
3. WII will require video conferencing communication between WII and any of the State/UT capitals for conducting lectures, talks, presentations, meeting and interviews. The minimum duration of video conferencing communication will be 30 minutes and may be for one or more hours in a day.
4. WII has the following Video Conferencing facility:
 - i) Make and Model: Polycom HDX 8000 series . 2 sets
 - ii) IP based Connectivity on Internet Leased Line
5. The agency should have experience of minimum 2 years in providing Video Conferencing facility on hire. Documentary evidence should be attached.

6. Certificate of Registration of the Company/Agency. Documentary evidence should be attached.
7. Profile of the bidder giving details of activities, infrastructure, manpower, including name of clients that use their VC services.
8. The agency will be required to make a presentation of their solution before the Institutes Committee on a given date and time in the first half of July, 2014.

The agency will be shortlisted based on the above mentioned parameters and presentation. The tender document will be issued to short-listed agencies.

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List of State/UT capitals in which Video Conferencing Facility will be required

States		Capital
1	Andhra Pradesh	Hyderabad
2	Arunachal Pradesh	Itanagar
3	Assam	Dispur (Guwahati)
4	Bihar	Patna
5	Chhattisgarh	Raipur
6	Goa	Panaji
7	Gujarat	Gandhinagar
8	Haryana	Chandigarh
9	Himachal Pradesh	Shimla
10	Jammu & Kashmir	Srinagar (Summer), Jammu (Winter)
11	Jharkhand	Ranchi
12	Karnataka	Bengaluru
13	Kerala	Thiruvananthapuram
14	Madhya Pradesh	Bhopal
15	Maharashtra	Mumbai
16	Manipur	Imphal
17	Meghalaya	Shillong
18	Mizoram	Aizawl
19	Nagaland	Kohima
20	Odisha	Bhubaneswar
21	Punjab	Chandigarh
22	Rajasthan	Jaipur
23	Sikkim	Gangtok
24	Tamil Nadu	Chennai
25	Telangana	Hyderabad
26	Tripura	Agartala
27	Uttarakhand	Dehradun
28	Uttar Pradesh	Lucknow
29	West Bengal	Kolkata
Union Territory		Capital
30	Andaman & Nicobar Islands	Port Blair
31	Chandigarh	Chandigarh
32	Dadra & Nagar Haveli	Silvasa
33	Daman & Diu	Daman
34	Lakshadweep	Kavaratti
35	Puducherry	Puducherry
36	Delhi (NCT -National Capital Territory)	