Government of West Bengal Office of the Burdwan Development Authority, & Addl. District Magistrate IT, Communications & SMS Poll Management , Camera, Web Casting, Videography and Non CAPF Measures Cell, Purba Bardhaman

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e-NIQ No. 05/IT/ADM

Date 02/02/2022

E-NOTICE INVITING QUOTATION

E - Quotations are hereby invited from the bonafide, reputed and experienced Company/ Agency /General Suppliers for hiring and purchasing rates of **IT**, **Communication & Camera Cell related materials and services** as given in attached format in connection with the ensuing **Municipal General Election**, **2022 for Purba Bardhaman District** through two folder system. Pre-qualification Bid to be submitted comprising of technical documents in a separate file and Financial bid document with rates in another folder by qualified suppliers.

The quotations shall be available for viewing in our website https://wbtenders.gov.in/

Sl. No.	Name of Works	Earnest Money (Rs.)
1.	Supply of IT & Camera related materials <u>on hire basis</u> in connection with the Municipal General Election, 2022 in the district of Purba Bardhaman." for 88 (Eighty Eight) items.	Rs 5000/- (Rupees Five Thousand)
2.	"Supply of IT & Camera related materials <u>on purchase</u> basis in connection with the Municipal General Election 2022 in the district of Purba Bardhaman." for 34 (Thirty Four) items	Rs 5000/- (Rupees Five Thousand)
3.	"Recording of election process at polling station by use of standalone CCTV Camera with recording and necessary manpower (1 Manpower in each 10 PS) in the district of Purba Bardhaman in connection with the Municipal General Election- 2022" on Hire basis.	Rs. 36,000/- (Rupees Thirty Six Thousand Only)

Terms & Conditions:

- 1. The undersigned reserves the right to reject or cancel any or all pre-qualification and bid documents without assigning any reason whatsoever.
- 2. The rates quoted shall remain valid till January, 2023.
- 3. Any consignment found defective or not as per our specifications or more than the order placed for will be rejected and no payment will be made for the same and the supplier will be bound to supply the same consignment as per correct specifications by the specified time.
- 4. Considering the statutory provision of Election and Election related works, timeline should be strictly adhered to. Any delay in supply will invite nonpayment/ part payment as per the decision of the tender committee.

Any supplier quoting very high or low rates should justify the same and need to satisfy the tender and quotation committee.

- 6. The work order may be divided amongst two or more vendors considering the quantity of materials to be procured and also the time provided.
- 7. The quotation documents must be supported by i) GST Registration number, ii) Income tax return (Last Financial Year) iii) Professional Tax Clearance Certificate (Current Financial Year), iv) GST
 Return certificate (Last Quarter) v) Valid Trade License
- 8. Credential certificates regarding Election related works as mentioned.
- 9. Rates should be quoted inclusive of all charges and taxes.
- 10. Conditional/incomplete quotation will not be accepted under any circumstances.
- 11. The intending Quotationers are required to quote the rate on-line.
- 12. Materials will be procured according to the convenience of the district authorities taking into consideration all necessary avenues available.
- 13. The Earnest Money deposited will be forfeited to the Government in case:
 - i. The Quotationers withdraw Quotation after opening or acceptance of NIQ.
 - ii. The selected Quotationers fail to accept order, refuses either wholly or partly the offer that would be made by the undersigned.
 - iii. The selected Quotationers fail to supply materials as per specification and within specified period.
- 14. The earnest money deposited by the successful Quotationers will be refunded only after completion of the fulfilment of applicable terms and conditions.
- 15. For the supply of manpower the selected Company / Agency / Supplier will have to furnish the antecedent certificate of good character from appropriate Police Authority, for the operators who will be operating the instruments during Poll or during any activity related to the Municipal General Election 2022. The Manpower supplied by the agency who will go to the DC and then to the Polling Station will be transported from the District/ Sub Divisional Head Quarter to the respective DCs by the District Administration.
- 16. Agency must have the capacity to supply all items maximum five days from the issue of supply order. The successful Quotationers <u>shall have to supply the required number of materials/ services within the prescribed time limit from the date of issue of work and /or supply order to the respective Office premises, venues, etc. as ordered from time to time.</u>
- 17. Considering the emergency the work order may be distributed to more than one Quotationers at the lowest rate, item wise. This is election urgent. Failure in compliance of the order in any part will attract prevalent election rules.
- 18. Any dispute regarding this Quotation will be settled within the jurisdiction of Kolkata High Court, Kolkata.

Intending bidders shall download the quotation document from the website directly by the help of e-Token.

Earnest Money Deposit of e-procurement

The amount is to be submitted as Earnest Money by all the bidders irrespective of their business status.

Online receipt and refund of EMD of e-procurement will be through State Government e-Procurement portal. The following procedure is to be adopted for deposit of EMD/Quotation Fees related to e-Procurement of the State Government departments.

A. Login by bidder:-

a) A bidder desirous of taking part in a quotation invited by a State Government Office shall login to the e-Procurement portal of the Government of West Bengal *https://wbtenders.gov.in* using his login ID and password.

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- b) He will select the quotation to bid and initiate payment of pre-defined EMD/Quotation Fees for that quotation by selecting from either of the following payments modes:
- i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
- ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

B. Payment procedure:

i.) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway

- a. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- b. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- c. Bidder will receive a confirmation message regarding success/failure of the transaction.
- d. <u>If the transaction is successful, the amount paid by the bidder will get credited in the respective</u> <u>Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank</u> <u>at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.</u>
- e. If the transaction is failure, the bidder will again try for payment by going back to the first step.

ii.) Payment through RTGS/NEFT:-

- a. On Selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a prefilled challan having he details to process RTGS/NEFT transaction.
- b. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank Account.
- c. Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

- d. If verification is successful, the fund will get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Quotation Fees.
- e. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- f. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

C. Refund/Settlement Process:

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender and quotation inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- <u>ii.</u> On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualifies at the technical evaluation to the respective bidders bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender and quotation inviting authority.
- <u>iii.</u> Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- <u>iv.</u> If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through and automated process , to his bank account from which he made the payment transaction.
- v. All refunds will be made mandatorily to the A/C from which the payment of EMD & Quotation Fees, if any, were initiated.

20. <u>Required Credential</u>

The agency should submit either of the two below mentioned credentials:

- i. Experience of supplying and working in connection with IT & Communication, Camera related items and services in two successive General Elections conducted by the Election of Commission of India/ the Election of Commission of any State in India.
- <u>ii.</u> Experience of catering to minimum 2000 polling stations at a go, in any General Election conducted by the Election Commission of India

The undersigned also does not bind himself to accept the lowest Quotation rate and shall use discretions in accepting higher than the lowest rate with a view to ensuring standard quality of articles and delivery of services.

It shall be open to the Magisterial authority to impose penalty & take other punitive steps, as deem fit, for violation of above terms & Conditions.

21. **CRITICAL DATE AND TIME SCHEDULE: -**

Sl. No	Particulars	Date & Time
1.	Date of uploading of N.I.Q. Documents (online) (Publishing Date)	02/02/2022 at 18.00 hrs.
2.	Documents download/sell start date (Online)	02/02/2022 at 18.30 hrs.
3.	Bid submission start date (On line)	02/02/2022 at 18.40 hrs.
4.	Bid Submission closing (On line)	09/02/2022 at 15.00 hrs.
5.	Bid opening date for Technical Proposals (Online)	11/02/2022 at 16.00 hrs.
6.	Date of uploading list for Technically Qualified Bidder(online)	
7.	Date of uploading final list for technically qualified bidders after	
	disposal of appeals. (On line)	Will be notified through
8.	Date & Place for opening of Financial Proposal (Online)	online
9.	Date of uploading of list of bidders along with the offer rates	
	through on line also, if necessary for further negotiation through	
	offline for final rate.	

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Additional Executive Officer, ardwan Development And Burdwan Development Authority,

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Officer-in-Charge IT, Communications & SMS Poll Management, Camera, Web Casting, Videography and Non CAPF 风 / Measures Cell, Purba Bardhaman

"Supply of IT & Camera related materials on hire basis in connection with the Municipal General Election, 2022 in the district of Purba Bardhaman"

	SCHEDULE OF WORK / ITEM(S)						
Sl.No Description of Work / Item(s) No.of Qty Units (incl all t							
	1.00	Supply of Camera/Video and camera related materials with connection with the Municipal General Ele					
1	1.01	One Photographer with still Camera including other accessories on hire basis with delivery Backup	1.00	Day			
2	1.02	One Photographer with still Camera including other accessories on hire basis with delivery Backup	7.00	Day			
3	1.03	One Photographer with still Camera including other accessories on hire basis with delivery Backup	15.00	Day			
4	1.04	One Photographer with still Camera including other accessories on hire basis with delivery Backup	30.00	Day			
5	1.05	One Camera Man with Video Camera including other accessories and back up on hire basis	1.00	Day			
6	1.06	One Camera Man with Video Camera including other accessories and back up on hire basis	7.00	Day			
7	1.07	One Camera Man with Video Camera including other accessories and back up on hire basis	15.00	Day			
8	1.08	One Camera Man with Video Camera including other accessories and back up on hire basis (30 days or more)	30.00	Day			
	2.00	Supply of 2 kVA inverter with Mechanic-cum-Operator on hi Municipal General Election, 202		connectio	n with the		
9	2.01	2 KVA inverter with at least 6 hours back up on hire basis	1.00	Day			
10	2.02	2 KVA inverter with at least 6 hours back up on hire basis	7.00	Day			
11	2.03	2 KVA inverter with at least 6 hours back up on hire basis	15.00	Day			
12	2.04	2 KVA inverter with at least 6 hours back up on hire basis	30.00	Day			
13	2.05	2 KVA inverter with at least 2 hours back up on hire basis	1.00	Day			
14	2.06	2 KVA inverter with at least 2 hours back up on hire basis	7.00	Day			
15	2.07	2 KVA inverter with at least 2 hours back up on hire basis	15.00	Day			
16	2.08	2 KVA inverter with at least 2 hours back up on hire basis (30 days or more)	30.00	Day			
17	2.09	Mechanic-cum-operator for 2 KVA inverter according to direction Wage (to be quoted for 40 Km. from District H.Q/ Sub-divn. H.Q.)	1.00	Day			
18	2.10	Mechanic-cum-operator for 2 KVA inverter according to direction Wage (to be quoted for 40 Km. from District H.Q/ Sub-divn. H.Q.)	7.00	Day			
19	2.11	Mechanic-cum (to be quoted for 40 Km. from District H.Q/ Sub-divn. H.Q.)-operator for 2 KVA inverter according to direction Wage	15.00	Day			
20	2.12	Mechanic-cum-operator for 2 KVA inverter according to direction Wage (to be quoted for 40 Km. from District H.Q/ Sub-divn. H.Q.) (30 or more)	30.00	Day			
	3.00	Hiring Charge for Wired CCTV Camera in connection with the M	Iunicipal (General El	ection, 2022		

S	l.No	Description of Work / Item(s)	No.of Qty	Units	Rate (including all taxes)
21		HD Bullet Camera	1.00	Day	
22		HD Dome Camera	1.00	Day	
23		4 Channel DVR	1.00	Day	
24		8 Channel DVR	1.00	Day	
25		16 Channel DVR	1.00	Day	
26		Power Supply- 4 Channel	1.00	Day	
27	3.07	Power Supply- 8 Channel	1.00	Day	
20	2.00		7.00	D	
28 29		HD Bullet Camera HD Dome Camera	7.00 7.00	Day	
29 30		4 Channel DVR	7.00	Day Day	
31		8 Channel DVR	7.00	Day	
32		16 Channel DVR	7.00	Day	
33		Power Supply- 4 Channel	7.00	Day	
34		Power Supply- 8 Channel	7.00	Day	
51	5.11		7.00	Duy	
35	3.15	HD Bullet Camera	14.00	Day	
36		HD Dome Camera	14.00	Day	
37		4 Channel DVR	14.00	Day	
38	3.18	8 Channel DVR	14.00	Day	
39	3.19	16 Channel DVR	14.00	Day	
40	3.20	Power Supply- 4 Channel	14.00	Day	
41	3.21	Power Supply- 8 Channel	14.00	Day	
42	3.22	Installation & Commissioning Charge of CCTV Camera	1.00	Each	
	4.00	General Election, 2022. LED TV with other accessories and fitting for 32" on hire basis (of a	1.00	Day	
43	4.01	reputed company) – Wall fittings. LED TV with other accessories and fitting for 32" on hire basis (of a	1.00	Day	
44	4.02	reputed company) – Stand fittings. LED TV with other accessories and fitting for 42" on hire basis (of a	1.00	Day	
45	4.03	reputed company)- Wall fittings. LED TV with other accessories and fitting for 42" on hire basis (of a	1.00	,	
46	4.04	reputed company)- Stand fittings.		Day	
47	4.05	LED TV with other accessories and fitting for 52" on hire basis (of a reputed company) – Wall fittings.	1.00	Day	
48	4.06	LED TV with other accessories and fitting for 52" on hire basis (of a reputed company) – Stand fittings.	1.00	Day	
49	4.07	LED TV with other accessories and fitting for 32" on hire basis (of a reputed company) – Wall fittings.	7.00	Day	
50	4.08	LED TV with other accessories and fitting for 32" on hire basis (of a reputed company) – Stand fittings.	7.00	Day	
51	4.09	LED TV with other accessories and fitting for 42" on hire basis (of a reputed company) – Wall fittings.	7.00	Day	
52	4.10	LED TV with other accessories and fitting for 42" on hire basis (of a reputed company) – Stand fittings.	7.00	Day	
53	4.11	LED TV with other accessories and fitting for 52" on hire basis (of a reputed company) – Wall fittings.	7.00	Day	
54	4.12	LED TV with other accessories and fitting for 52" on hire basis (of a reputed company)- Stand fittings.	7.00	Day	
55	4.13	LED TV with other accessories and fitting for 32" on hire basis (of a	15.00	Day	
· · · · ·		reputed company)- Wall fittings.			
56	4.14	reputed company)- Wall fittings. LED TV with other accessories and fitting for 32" on hire basis (of a reputed company)- Stand fittings. LED TV with other accessories and fitting for 42" on hire basis (of a	15.00	Day	

S	l.No	Description of Work / Item(s)	No.of Qty	Units	Rate (including all taxes)
58	4.16	LED TV with other accessories and fitting for 42" on hire basis (of a reputed company) – Stand fittings	15.00	Day	
59	4.17	LED TV with other accessories and fitting for 52" on hire basis (of a reputed company) – Wall fittings.	15.00	Day	
60	4.18	LED TV with other accessories and fitting for 52" on hire basis (of a reputed company) – Stand fittings.	15.00	Day	
61	4.19	LED TV with other accessories and fitting for 32" on hire basis (30 days or more) of a reputed company – Wall fittings.	30.00	Day	
62	4.20	LED TV with other accessories and fitting for 32" on hire basis (30 days or more) of a reputed company – Stand fittings.	30.00	Day	
63	4.21	LED TV with other accessories and fitting for 42" on hire basis (30 days or more) of a reputed company – Wall fittings.	30.00	Day	
64	4.22	LED TV with other accessories and fitting for 42" on hire basis (30 days or more) of a reputed company – Stand fittings.	30.00	Day	
65	4.23	LED TV with other accessories and fitting for 52" on hire basis (30 days or more) of a reputed company- Wall fittings.	30.00	Day	
66	4.24	LED TV with other accessories and fitting for 52" on hire basis (30 days or more) of a reputed company- Stand fittings.	30.00	Day	
	5.00	Broad band OFC connection with 150 Mbps speed and LAN co with wifi including manpower in connection with the Muni			-
67	5.01	Broad band OFC Connection with 150 Mbps speed	1 No.	1 Day	
68	5.02	Broad band OFC Connection with 150 Mbps speed	1 No.	1 Day	
69	5.03	LAN connection in the training venue or other venue with Wifi including main power	1 No.	1 Day	
70	5.04	LAN connection in the training venue or other venue with Wifi including main power	1 No.	1 Day	
		Broad band OFC Connection with 150 Mbps speed			
71	5.05		1 No.	7 Days	
72	5.06	Broad band OFC Connection with 150 Mbps speed	1 No.	7 Days	
73	5.07	LAN connection in the training venue or other venue with Wifi including main power	1 No.	7 Days	
74	5.08	LAN connection in the training venue or other venue with Wifi including main power	1 No.	7 Days	
75	5.09	Broad band OFC Connection with 150 Mbps speed	1 No.	15 Days	
76	5.10	Broad band OFC Connection with 150 Mbps speed	1 No.	15 Days	
77	5.11	LAN connection in the training venue or other venue with Wifi including main power	1 No.	15 Days	
78	5.12	LAN connection in the training venue or other venue with Wifi including main power	1 No.	15 Days	
	5.13	Broad band OFC Connection with 150 Mbps speed	1 No.	30 Days	
78	5.15				
78 79	5.14	Broad band OFC Connection with 150 Mbps speed	1 No.	30 Days	

S	il.No	Description of Work / Item(s)	No.of Qty	Units	Rate (including all taxes)	
81	5.16	LAN connection in the training venue or other venue with Wifi including main power	1 No.	30 Days		
82	5.16	Deployment of Manpower in the traning venue or other venue for LAN Connectivity and Wifi	1 No.	1 Days		
Γ	6.00	Hiring of Laptop, printer cum scanner in connection with th 2022.	e Municip	al General	Election,	
83	6.01	Hiring of Laptop of a reputed Brand on rental basis (for Data back- up of Poll Day CCTV recording) (Spec: Pentium Gold/ L1 Data Cache: 32 KB X 2/ L1 Instruction Cache: 32 KB X 2/L2 Cache: 256 KB X 2/ L3 Cache: 2 MB/ 8GB RAM DDR4/ 1TB Hard Disc/14" Screen)	1 No.	7 Days		
84	6.02	Hiring of Laptop of a reputed Brand on rental basis (for Data back- up of Poll Day CCTV recording) (Spec: Pentium Gold/ L1 Data Cache: 32 KB X 2/ L1 Instruction Cache: 32 KB X 2/L2 Cache: 256 KB X 2/ L3 Cache: 2 MB/ 8GB RAM DDR4/ 1TB Hard Disc/14" Screen)	1 No.	10 Days		
85	6.02	hiring of Printer cum scanner	1 No.	1 Day		
86		hiring of Printer cum scanner	1 No.	7 Days		
87	6.05	hiring of Printer cum scanner	1 No.	15 Days		
	7.00	Router for Internet leased line Network in connection with the Municipal General Election, 2022.				
88	7.01	Router for Internet leased line Network Bandwidth throughtput upto 100 mbps. Pwer supply AC/DC enabled. Onboard 2 nos. of GE 10/100/1000 port for WAN and LAN connectivity including other WAN routed ports protocols - IPV 4, IPV 6, Static, routers OSPF, BGP, Make: Cisco UPS 1 KVA	2 set	30 Days		

Supply of IT & Camera related materials on Purchase basis in connection with the Municipal General Election-2022 in the district of Purba Bardhaman

SCHEDULE OF WORK / ITEM(S)

	SCHEDULE OF WORK / ITEM(S)					
Sl. No.	Description of Work / Item(s)	No.of Qty	Units	Rate (including all taxes)		
1	Computer optical Mouse With cord & cordless (Branded Company with at least 1 year warranty)	1.00	PC			
2	Computer Keyboard With cord & cordless (TVS/Microsoft/Asus or branded company with at least 1 year warranty	1.00	PC			
3	UPS 0.6 KVA with at least 1 year warranty	1.00	PC			
4	UPS 1.0 KVA with at least 1 year warranty)	1.00	PC			
5	USB Hub (of a reputed Company)	1.00	PC			
6	4G Datacard (of a reputed Company)	1.00	PC			
7	Modem (of a reputed Company)	1.00	PC			
8	1TB External portable Hard Disc (only with USB supporting)	1.00	PC			
9	2 TB External portable Hard Disc (only with USB supporting)	1.00	PC			
10	4TB External portable Hard Disc (only with USB supporting)	1.00	PC			
11	6TB External portable Hard Disc (only with USB supporting)	1.00	PC			
12	8 Port Switch (of a reputed company)	1.00	PC			
13	16 Port Switch (of a reputed company)	1.00	PC			
14	32 Port Switch (of a reputed company)	1.00	PC			
15	150 Mbps Router (of a reputed company)	1.00	PC			
16	300 Mbps Router (of a reputed company)	1.00	PC			
17	One Micro SD Card 64 GB	1.00	Each			
18	One Micro SD Card 64 GB	12.00	Each			
19	One Micro SD Card 64 GB	50.00	Each			
20	One Micro SD Card 128 GB	1.00	Each			
21	One Micro SD Card 128 GB	12.00	Each			
22	One Micro SD Card 128 GB	50.00	Each			
23	One Micro SD Card 256 GB	1.00	Each			
24	One Micro SD Card 256 GB	12.00	Each			
25	One Micro SD Card 256 GB	50.00	Each			
26	Full Copper Cable 3 +1 coaxial wire (90 mtr.)	1 No.	Each			
27	BNC Connector	1 No.	Each			
28	Power Jack	1 No.	Each			
29	Installation of CCTV & Commissioning Charge	1 No.	Each			
30	1 TB Toshiba Ext. HDD 2.5"	1 No.	Each			
31	Card reader IBALL CR 24-24 IN 1	1 No.	Each			

S1. No.	Description of Work / Item(s)	No.of Qty	Units	Rate (including all taxes)
32	Windows 10 Home COA (For use in fefurbished PC or Old & used PC) with all features except Domain creation or Domain join and Bit Locker Encryption	1 No	Each	
33	MS Office 365 business standard for 6 devices including Word, Excel, Outlook and Power Point. Valid 1 year from the date of installation		Each	
34	Guardian Net Secure Anti Virus 1 year	1 No.	Each	

"Recording of election process at polling station by use of standalone CCTV Camera with recording and necessary manpower (1 Manpower in each 10 PS) in the district of Purba Bardhaman in connection with the Municipal General Election- 2022" on Hire basis"

	SCHEDULE OF WORK / ITEM(S)								
Sl.No	Description of Work / Item(s)	No. of Qty	Scope of Work	Rate (including all taxes)					
1	Recording of election process at polling station by use of standalone CCTV Camera with recording facility having backup through appropriate capacity Pen Drive/Memoray Card (Not less than 32 GB). Necessary manpower (1 Manpower in each 10 PS) to be provide by the agency. Backup to be handed over at RC in DVD with proper labelling indicating Municipal General Election- 2022 and polling station.	1	Each						