COMSATS University, Park Road, Tarlai Islamabad Procurement Office   - Tel: 051-90495122, & 051-90495242

MINUTES OF PRE-BID MEETING HELD ON November 25, 2024

Tender project "Live Broadcasting Studio Setup at CUI (Islamabad Campus)

A pre-bid meeting as subjected above was held in presence of interested/potential bidders. The meeting session was chaired by Mr. Saadat Iqbal, Incharge Virtual Campus along with team member Mr. Fazal, Virtual Campus.

Commencement of meeting.

The subject meeting was commenced by marking attendance of the representatives of interested firms/bidders as detailed below

    a) M/S Integrated Media Solutions.

Proceeding:

A brief on the tender project was delivered in the meeting to all participant bidders wherein following specification and quantities are modified as under,

S#	Tender Specification		Tender Qty	Revised Specifications		Revised Qty
	Rotational Professional Microphone Arm Stand Technical Specification Rotational Professional Microphone Arm Stand OR equivalent • With 360° of rotational adjustment and an internal XLR cable • Ideal for Broadcasts and Podcasts • Spring-Loaded Articulating Boom Arm • 360° of Rotational Adjustment • Internal XLR Cable for Clean Look		2	**Rotational Professional Microphone Arm Stand** Technical Specification Rotational Professional Microphone Arm Stand OR equivalent • With 360° of rotational adjustment and an internal XLR cable • Ideal for Broadcasts and Podcasts • Spring-Loaded Articulating Boom Arm • 360° of Rotational Adjustment • Internal XLR Cable for Clean Look		2
	Base Type:	Table Clamp		Base Type	Table Clamp	
				Boom Arm Type	Articulated	
	Boom Arm Type:	Articulated		Base Type	Table Clamp	

7	Base Type:	Table Clamp				Dimensions (millimetres)	**Collapsed** • Width: 65 • Length: 500 • Depth: 180 **Fully Extended** • Width: 65 • Length: 940 • Depth: 100		
	Construction Material:	Steel				Construction Material	Steel		
10	**Headphones – For Talkback Camera Man** Dimensions: 9.5 x 9.5 x 5 in Microphone: Noise Cancelling Amplified Dynamic Earphones: Two each 32-ohm earphones, wired in stereo. Applications: Television, Camera, intercom, portable radio, computer, smartphone. Ear Seal Type: Protein Leather Ear Seals, Gel Ear Seals, Foam Ear Seals, Foam + Gel Ear Seals Adapter Cord Type: SBG-1 Motorola 2 pin radio plug Item Includes: • 1x Headset • 1x Carry bag • 1x Adapter cable • 1x Cord clip				5	**Headphones (Wireless) – For Talkback Camera Man** Dimensions: 9.5 x 9.5 x 5 in Microphone: Noise Cancelling Amplified Dynamic Earphones: Two each 32-ohm earphones, wired in stereo. Applications: Television, Camera, intercom, portable radio, computer, smartphone. Ear Seal Type: Protein Leather Ear Seals, Gel Ear Seals, Foam Ear Seals, Foam + Gel Ear Seals Adapter Cord Type: SBG-1 Motorola 2 pin radio plug Item Includes: • 1x Headset • 1x Carry bag • 1x Adapter cable • 1x Cord clip		5	
11	Podium: Digital podium with built-in PC				1	**Podium** Digital podium with built-in PC		1	

Main Specifications	
Speaker Screen	22" Multi touch capacitive
Front Screen	24" with built-in signage media player
Built-in PC for Speaker Screen	intel 4.10 GHz CPU, 4GB Ram, 120 GB SSD, Win 10 Pro
Microphone	1 pcs 18" Gooseneck Condenser Microphone
Lifting Column	Available with remote control

14	**DeckLink Mini Recorder - 1 x 10-bit SD/HD switchable for NLE**
	Technical Specification DeckLink Mini Recorder - 1 x 10-bit SD/HD switchable for NLE OR equivalent
	
	- SD/HD/3G/6G-SDI Input
	- HDMI Input
	- PCI-Express 2.0 x4 Interface
	- DCI 4K, UHD, HD, and SD Video Support
	- 10-Bit Processing
	- Hardware Color Space Conversion
	- Software HD Down-Conversion
	- MacOS X, Windows, and Linux Compatible
	
	Video I/O: Input
	    1x BNC (6G-SDI) Female
	    1x HDMI 2.0a Female
	
	Video Resolution: BNC Input (8/10-Bit 4:2:2 YUV)
	    4096 x 2160 at 23.98/24/25 fps
	    3840 x 2160 at 23.98/24/25/29.97/30 fps
	    2048 x 1080p at 23.98/24/25 fps
	    2048 x 1080PsF at 23.98/24/25 fps
	    BNC Input (8/10/12-Bit 4:4:4 RGB)
	    1920 x 1080p at 23.98/24/25/29.97/30 fps
	    1920 x 1080i at 50/59.94/60 fps
	    1920 x 1080PsF at 23.98/24/25/29.97/30 fps
	    1280 x 720 at 50/59.94/60 fps
	    720 x 576i at 50 fps
		14	**DeckLink Mini Recorder - 1 x 10-bit SD/HD switchable for NLE**
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			- HDMI Input
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19	**Studio Wall box 2 A/V:** Technical Specification Studio Wall box 2 A/V - Wall Audio Junction Box Stage Recording Studio 2/4/6/8/10 Way Xlr To 6.35mm Xlr 3-Core Jack Female to Male Stage Junction Box Color: YS1010	50	**Studio Wall box 2 A/V** Technical Specification Studio Wall box 2 A/V - Wall Audio Junction Box Stage Recording Studio 10 Way Xlr To 6.35mm Xlr 3-Core Jack Female to Male Stage Junction Box - Color: RSBXJ-N-005-1 OR Equivalent	2
23	Smart Video hub 40x40	Nil	**Smart Video hub 40x40** Key Features - Zero-Latency Routing Switcher - 40 x 12G-SDI Inputs, 40 x 12G-SDI Outputs	1

#	Specification	Qty	Specification	Qty
			• Supports Up to DCI 4K60 Video • Combines SD, HD, UHD 4K & DCI 4K Video • Push-Button, Knob & Ethernet Control • 2.2" Front Panel LCD Status Display • SDI Reclocking, 2 RU Form • Includes Videohub Mac/Windows Software	2
25	**Computer System Tower Casing:** Computers (HP/Dell/Lenovo) Tower Casing Intel Core – i7, 1 1 th Generation, (16 MB cache, 8 cores, 16 threads, 2.50 to 4.90 GHz Turbo, 65W) 16GB RAM – 2x 8GB DDR4 (2666 Mhz or higher) upto 32GB supported, HDD SATA= 1x 1TB SSD HARD DRIVE: 512 GB, M.2, Gen3 PCIe x4 NVMe, SSD, 02 11	P a g e Class 40 Built -in 1 Gbps LAN Card. Optical Drive DVD+/ -RW 9.5mm ODD: Yes Intel Integrated Graphics With Windows 11 or 10 Pro, External Sound Card: 5.1 PCie channel output, 106db SNR and high –end 600 -ohm HDMI Port(s): Yes HDMI Cables for Connecting Desktop with LED Operating System: DOS LEDs. LED Display: (24") HDMI Port(s): Yes Keyboard, Mouse of same brand with standard accessories. Or equivalent Approved Makes: Dell, HP or Equivalent Which is Seamlessly Compatible • Processor: 2 x Intel® Xeon® E5-2640 v4 Processor (10 Core/2.4 GHz/25M Cache) • Chipset: Intel C612 chipset • RAM: 64GB ECC DDR4 2133 MHz RAM (Max 512GB, 16RDIMMs) • Controller SATA3 (6Gbps) Controller Supports RAID 0, 1, 10 • HDD 2 x 2TB Enterprise SATA 7.2K RPM Hot Swap 3.5" HDD (Max 8 HDDs) 2 x 1TB Enterprise SATA 7.2K RPM Hot Swap 3.5" HDD • Optical Drive Blue-ray rewritable drive • Network 2x RJ45 Gigabit Ethernet LAN ports • Graphics Card 1 x NVIDIA Quadro P5000 16GB • OS Windows 10 Professional 64 Bit • Capture Card PCIe Video Capture Card with Capture Software - DeckLink 4K Extreme 12G • Additional Software for Video editing Supply & Installation of Adobe Premiere Pro Yearly Subscription Plan for Educational Purpose • Peripherals 27" 4K LED Display, Keyboard and Mouse • Supplied Accessories All necessary cables and accessories should be supplied for completeness of the system • Alternate: Equivalent or better configuration in Apple Mac Pro Tower Machine. With all necessary licenses like above mentioned	2	**Computer System Tower Casing** Computers (HP/Dell/Lenovo) Tower Casing • Intel Core – i7, 11th Generation and above • 32GB RAM – 4x 8GB DDR4 (2666 Mhz or higher) • HDD SATA= 2TB SSD HARD DRIVE: 512 GB, M.2, Gen3 PCIe x4 NVMe • Intel Integrated Graphics With Windows 11 or 10 Pro, • External Sound Card: 5.1 PCie channel output, • HDMI Port(s): Yes • HDMI Cables for Connecting Desktop with LED • Graphics Card 1 x NVIDIA Quadro P5000 16GB • LED Display: (24") HDMI Port(s): Yes • Keyboard, Mouse of same brand with standard accessories. OR Equivalent	2
28	LEDs (40 -inch): LEDs (32 -inch) Samsung/LG/Sony Original with wall mount bracket, HDMI cable (10 meters) and installation at the site with the power installation where required. OR equivalent	4	LEDs (40 -inch) Samsung/LG/Sony Original with wall mount bracket, HDMI cable (10 meters) and installation at the site with the power installation where required. OR equivalent	4
31	**Microphone For Voice-Over** Approved Makes: Coles, Sennheiser, AKG or Equivalent Which is Seamlessly Compatible • Type Dynamic vocal microphone • Polar pattern: Super cardioid	2	**Microphone For Voice-Over** Approved Makes: Coles, Sennheiser, AKG or Equivalent Which is Seamlessly Compatible • Interface: xlr • Type Dynamic vocal microphone	2

	• Frequency range: 80Hz to 18kHz or Better • SPL: 140dB or Better • Equivalent noise level: -18dB or Better • Sensitivity: 2.6 mV/Pa or Better Supplied Accessories All necessary cables and accessories should be supplied for completeness of the system		• Polar pattern: Super cardioid • Frequency range: 80Hz to 18kHz or Better • SPL: 140dB or Better • Equivalent noise level: -18dB or Better • Sensitivity: 2.6 mV/Pa or Better • Supplied Accessories All necessary cables and accessories should be supplied for completeness of the system	1
37	Supply Installation Testing and Commissioning of UPS System Approved Makes: Customized **Feature: UPS** **Specifications:** 5 KVA 3:1 (3 Phase In: 1 Phase Out) On-Line UPS System with 1(ONE) Hour Backup Should have Hot Standby Redundancy in 1:1 Mode **Feature: Batteries and Accessories** **Specifications:** Suitable rated dry batteries to provide backup for 20 Mins or more along with Battery Rack, interlink battery cables **Feature: Supplied Accessories** **Specifications:** All necessary cables and accessories should be supplied for completeness of the system	1	Supply Installation Testing and Commissioning of UPS System Approved Makes: Customized **Feature:** UPS with Tower Casing **Specifications:** 5 KVA 3:1 (3 Phase In: 1 Phase Out) On-Line UPS System with 1(ONE) Hour Backup Should have Hot Standby Redundancy in 1:1 Mode **Feature: Batteries and Accessories** **Specifications:** Suitable rated dry batteries to provide backup for 20 Mins or more along with Battery Rack, interlink battery cables **Feature: Supplied Accessories** **Specifications:** All necessary cables and accessories should be supplied for completeness of the system	1
44	Providing & fixing of 8mm Dual Toughened sand witched Glass observation window between studio and PCR Size 8'x4'	01 No	Providing of 12 mm dual toughened Sand witched Glass Observation Window between Studio and PCR of (Size may be determine through site visit) with minimum gap between two glasses will be 2".	01 No
61	Nil	Nil	Light grid for recording studio and Podcast studio (size/dimensions may be finalized upon site visit)	01 Job

Meeting Closure:

The meeting ended with a vote of thanks Minutes of the pre-bid meeting is hereby uploaded to CUI website as per tender.

Wajid Kamran
In-charge Procurement

Distribution:

1. Convener ICPC
2. In-Charge Virtual Campus
3. Master File