

**Central Purchase unit
National Institute of Technology Srinagar (J&K) -190006**

Document for Tender Notice No. 19 of 2018 Dated 04.09.2018.

**"Tender Notice for Invitation of bids for the supply ; Installation & Commissioning
of Biometric Attendance System in the Institute as a Turnkey Project"**

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1. Sealed Bids are invited for the **supply ; Installation & Commissioning of Biometric Attendance System** having detailed Specifications as given in Annexure –I(a,b,c), in a 2-bid format on the terms & conditions given from para-2, from interested bidders who are in this line of trade for at-least 3-years.

2. Techno-Commercial Bid) Containing the following documents in Envelope- A:-

- (a) Proof of being Original equipment manufacturer or Distributor/Marketing agent/ Authorized dealer in the shape of copy of agreement and registration under law in force.
- (c) PAN card & Tax registration document of the firm.
- (d) ITR's of previous 3-years.
- (e) Proof of annual turnover of the firm for last three years, which shall not be less than Rs.1.00 Cr.
- (f) Proof of availability of after-sale support & service centre at Srinagar.
- (g) Bid security for Rs. 20,000/= in the form of CDR/TDR pledged to Officer In-charge, Central Purchase Unit NIT Srinagar (J&K) and tender document fee Rs.500/- in the form of DD, favoring of Director, NIT Srinagar. Tender without CDR /document fee shall be rejected.
- (h) Bid form in the format given in Annexure-II and Technical specifications Schedule as per Annexure-I, duly filled.
- (h) List of organizations/ Institutions where such equipment has been supplied & installed successfully during last 3-years. The bidder must have carried out at-least one similar job in a Govt department or an autonomous organization of the Govt. with atleast 30 such systems.

3. Price Bid Containing the following in Envelope-B:-

- (a) Prices offered and quoted both in words & figures. The rates quoted should be covered with transparent tape.
- (b) The rate quoted should be FOR NIT Srinagar (J&K).
- (c) Bid price should be without over writing. However minor over writing should be clearly signed by the bidder. In case of any discrepancy between price quoted in figures and words, the price quoted in words will prevail. Bid price should be firm for the bid validity period.
- (d) All duties, taxes and levies (GST or other charges) payable, must be quoted separately. GST as applicable to Educational Research Institutes only shall be charged. Any document required for this purpose must be mentioned in the offer which shall be provided alongwith the Supply order.
- (e) As per SRO 129 of Government of Jammu & Kashmir, the institute is Exempted from state entry tax. The Institute will provide Entry tax exemption certificate to successful bidder with supply order. The Institute is also exempted from Custom/Excise duty.
- (f) Prices must be offered /quoted in the format enclosed as Annexure-III.

4. Validity of Bids

Bids shall remain valid at least for 120 days from the date of opening of the bids.

5. Evaluation of Bids.

(a) The purchaser shall first evaluate and compare the technical bids as per following criteria to determine the techno-commercially qualified bidders:

- (i) Properly filled and signed as per given formats
- (ii) Conform to terms and conditions and technical specifications.
- (iii) Are accompanied with Bid security and all other documents

(b) In the 2nd step, the financial bids of only qualified bidders from above process will be evaluated to determine the successful bidder. Bids will be evaluated for complete job.

6. Award of contract

(a) Contract shall be awarded to the bidder whose bid is commercially, technically qualified and offered at lowest reasonable evaluated price.

(b) Successful bidder shall be notified about the award of the contract through a supply order where- in terms and conditions of supply shall be incorporated.

7. Payment.

100% payment shall be made after successful delivery of goods in good condition and found as per prescribed specifications and successful installation & commissioning.

8. Warranty and after sale service:

(a) All items shall carry comprehensive standard warranty of three years from the date of installation & commissioning and service support after expiry of warranty.

9. Performance security.

(a) A deposit of 10% from the due bill for the job shall be retained against Performance security for the warranty period.

10. Settlement of disputes.

Settlement of disputes if any shall be subject to the jurisdiction of Srinagar Courts only.

11. Liquidated Damages.

If the bidder after accepting the purchase order of goods/equipments or services, fails to deliver any or all of the goods/equipments or to perform the services within the specified period, a penalty of 0.50% (half percent) of the price value of the item per week or part thereof shall be imposed. The maximum penalty shall be limited to 10% of the cost. Once maximum is reached, NIT Srinagar shall proceed on its own to consider the termination of the supply order, on the risk & responsibility of the defaulting bidder.

12. Submission of Bids.

(a) ***The last date for submission of bids is 26.09.2018 up-to 16.00 hours.***

(b) Bids should be properly sealed.

(c) The two envelopes A & B should be separately sealed and superscripted as Techno-Commercial Bid & Price Bid. The due date of submission, Name of equipment and tender number should also be written.

These two sealed envelopes should be sealed in a bigger Envelope with the address of the Tender receiving Officer & Tender Number.

(d) Bids should be addressed to Officer In-charge, Central Purchase Unit NIT Srinagar (J&K)

(e) Bids not from Srinagar shall be dispatched sufficiently well in advance so as to reach the destination as per scheduled time & date. NIT Srinagar shall not be responsible for any delay by posts Deptt. or Courier agency.

13. Bid opening.

(a) The Technical Bid (Envelope- A) will be opened first on 27-09-2018 at 2.30 pm in the office room of the undersigned in the administrative block of the Institute.

Price Bid (Envelope-B) of the qualified bidders will be opened subsequently. Interested bidders can attend the Bid opening.

14. Notwithstanding above, the purchaser reserves the right to reject any or all the bids received in response to this N.I.T. or withdraw it without assigning any reasons thereof.

15. For any future information regarding this tender, please be in touch with our website: www.nitsri.ac.in.

Officer In-charge
Central Purchase unit, NIT Srinagar

N.B.

1. Before preparing your valuable bid kindly go through the document fully and take care of all the requirements.
2. Bidders from outside Srinagar may please send their Bids well in advance so that these are received in time.

No. NIT/CPU/18/4263

Dated 04/09/2018

Annexure-I

“Technical Details /Specifications and Special T&C for the Supply , Installation & Commissioning of Biometric Attendance System in the Institute”

a)Details of Equipment

S. No.	Item Particulars	Qty
1	Wall mounted Biometric Attendance Systems , including power back up through batteries ; installation and commissioning and proper heavy metal enclosure alongwith cabling and other necessary items	30 systems

b) Special Terms and conditions

- 1. The installation of the biometric devices is to be completed as a ***turnkey project within a given timeframe.*****
2. The installation and commissioning of the devices needs to be done by the vendor along with its integration with the E-governance ERP of the Institute. The configuration and attendance software mentioned in the specifications should be part of the project as it is important for proper monitoring of attendance for employees and students.
3. As per the requirements of the ERP at NIT Srinagar, the software for the devices needs to have SDK (Software Development Kit). The software should come with a proper database for the users so that the same can be integrated with the existing system where faculty, staff and students have their IDs already defined in the system.
4. The vendor will be responsible for the registration of the users in the database with the provision of training concerned staff in each department regarding the same. Employees will be registered in their respective departments.

5. The whole system should be centrally controlled and integrated with the ERP.
6. The devices will be installed in the departments/sections.
7. The power supply and net connectivity of the stationary (wall mount) devices will be the responsibility of the vendor installing the devices in the institute.
8. Warranty and Post installation support for at least 3 years is to be provided by the vendor from the date of successful installation and commissioning.
9. On successful commissioning of the entire biometric system, the vendor shall impart training for day-to-day operation to the chosen staff of the Institute free of cost.
10. It should support multi location, multi department, multi login with different rights.
11. Integration with existing ERP and support for database level and API level integration. Integration with LDAP should also be possible.
12. The product specifications are only indicative/generic. Bidders can quote for similar /close-by specifications also.

C) PRODUCT SPECIFICATIONS OF WALL MOUNTED BIOMETRIC ATTENDANCE SYSTEM

Fingerprint Users:	1,000/3,000/5,000
Card User :	1,000/3,000/5,000/10,000
Password User :	1,000/3,000/5,000
Attendance Records :	100,000
Fingerprint Verification Mode :	1:1, 1:N
Working Mode:	Offline/Online
Verification :	Fingerprint, ID Card, Password
Combination :	FP+Card, PIN+Card, FP+PIN+Card
Verification Time:	>1.0s
False Rejection Rate :	<0.01%
False Acceptance Rate :	<0.0001%
Finger Print Sensor :	Optical Sensor
Screen :	2.8 inches (Color Display)
Display Language:	English
Communication :	RS485, USB Drive/Link, TCP/IP
Working Humidity:	20%-60%
Working Temperature :	0°C-50°C
Power Supply :	9V DC
Idle Current:	400mA
Working Current :	500mA
Sound Indicator:	Buzzer, Voice
Battery Backup :	Built in (3 hours)
Access Control:	Built-in
Server Connection :	Auto Push Technology
Wi-Fi Connectivity :	Yes

Annexure-II
BID FORM

To,
Officer In-charge,
Central Purchase unit,
NIT Srinagar.

Ref: NIT No.: NITS/CPU/ 2018/..... Dated for-----

ForDepartment

Sir,

With reference to above invitation for bids, we would like to say that we have gone through your bid document thoroughly and hence offer our competitive Technical/Price Bid in sealed envelope for the supply of various goods/equipment listed in your document.

The following documents constitute our Bid:

- | | |
|---|---------|
| • Technical specification/ literature attached:- | Yes/No |
| • Valid tax clearance certificate attached:- | Yes/ No |
| • OEM/ Authorized Dealership / certificate attached | Yes/ No |
| • Revenue stamp affixed. | Yes/ No |
| • Rates covered with transparent tape:- | Yes/ No |
| • Bid document fee deposited:- | Yes/ No |
| • Call Deposit Receipt enclosed:- | Yes/ No |
| • Bid price in Indian Rupees:- | Yes/ No |
| • FOR Srinagar:- | Yes/No |
| • Bid without correction/overwriting:- | Yes/ No |
| • Price Bid schedule in the requisite format | |
| • List of organization where this equipment has been supplied/Installed | |

Kindly feel free for any enquiries and clarifications.

Yours Sincerely

From M/S.....

Place:

Telephone No.....Email:

Date.....

Annexure-III

Price Schedule

S. No	Name of equipment/goods /item	Basic cost	GST	Any other tax	Total unit price	Quantity	Total Price
1							
2							
3							
4							
5							

