

M P STATE ELECTRONICS DEVELOPMENT CORPORATION LTD
(A Govt. of M.P Undertaking.)

TENDER DOCUMENT

For

Supply and Installation of Time Attendance Machine with maintenance of existing time attendance biometric system and issuance of radio frequency ID (RFID) & Proximity card

(Tender no. MPSEDC/MKT/2009/170)

(All pages of this document except for Commercial-bid to be submitted in original duly signed on each page along with the technical bid envelope. The Commercial bid in original is to be enclosed in a separate sealed envelope)

M.P. State Electronics Development Corporation Ltd.
147, Zone-I, M.P. Nagar, Bhopal-462011 (M.P.)
Ph.0755-2769816, 2769823
Fax: 0755-2769824, E-mail: mpsedc@gmail.com
<http://www.mpsedc.com>

Technical Bid
INVITATION FOR BIDS

1. Addl. CGM, M.P. State Electronics Development Corporation Ltd (MPSEDC), Bhopal invites sealed bids, under two envelopes system, from bidders for Supply and Installation of Time Attendance Machine with maintenance of existing time attendance biometric system and issuance of radio frequency ID (RFID) & Proximity card. Interested bidders may obtain further information from the office of M.P. State Electronics Development Corporation, Bhopal.
2. Bids are invited for the work mentioned hereunder:

Sl No.	Items	Description
a	Scope of Work	Supply and Installation of Time Attendance Machine with maintenance of existing time attendance biometric system and issuance of radio frequency ID (RFID) & Proximity card
b	Cost of bid document	Rs.1000 (non-refundable) by Demand Draft/Cash
c	Postal charges	Rs.50.00 (MPSEDC shall not be responsible for any postal delay)
d	Sale of bid documents	Date 26.8.09 to 15.9.09 (Between 10.30 AM to 5.30 PM)
e	Last date of submission of bid	Date 16.9.09 up to 3.00 PM.
f	Date of opening of bid	Date 16.9.09 at 4.00 PM.
h	Bid security	Rs. 50,000/- in the form of Demand Draft
i	Place of opening of bids:	Office of MPSEDC, 147, Zone-1, Maharana Pratap Nagar, BHOPAL (M.P.)
j	Address for communication:	Addl.CGM (Projects) M.P. State Electronics Dev. Corp. Ltd. 147,Zone-1, Maharana Pratap Nagar, BHOPAL-462011 (M.P.) Phone: 0755-2769816, 2769823 Fax No. 2769824

Letter for Submission of Bids

To
M/s MPSEDC Ltd
147 Zone I, M P Nagar
Bhopal (M P)

Dated 16.9.2009

Ref: "Supply and Installation of Time Attendance Machine with maintenance of existing time attendance biometric system and issuance of radio frequency ID (RFID) & Proximity card with details of the officer/employees against tender No MPSEDC:MKT:2009: dated 26.8.2009 due for opening on 16.9.2009.

Dear Sir,

Having examined the tender document relating to the Supply and Installation of Time Attendance Machine with maintenance of existing time attendance biometric system and issuance of radio frequency ID (RFID) & Proximity card as detailed in your tender, conditions and scope of supply, specifications etc., and having understood the provisions and requirements relating to the supply and all other factors governing the tender, we hereby submit our offer for the supply of the proposed items in accordance with terms and conditions and confirm our acceptance to execute the order within the time period specified in the tender document, at the rates quoted by us in the accompanying Technical & Commercial Bid.

If, after the tender document is accepted, we fail to complete the supply of the items as per the order. We agree that, M/s. M.P. State Electronics Development Corporation Ltd., Bhopal shall have full authority to forfeit the earnest money and cancel our order with no obligation on their part.

We confirm having deposited earnest money of Rs 50,000/- (Rupees Fifty Thousand only) by Demand Draft No.....dated drawn onBank Branch attached here to, and general information required are as per annexure attached.

We further confirm that –

- i. We have successfully executed orders of similar nature and we have sufficient experience and financial strength in handling orders of this nature.
- ii. We have sufficient qualified manpower and necessary materials and after sales support to execute the order efficiently in the specified time schedule.
- iii. The quoted rates shall be valid till the completion of the order and not less than 90 days.
- iv. We further confirm that all chapters of the tender documents have been read, understood and signed and there is no deviation/discrepancy
- v. We agree to accept the extension order within three months of the issue of the order.

Signature of the Tenderer
With stamp and date

GENERAL INFORMATION AND EMD DETAILS

1	EMD Details DD No and date: Amount in Rs. Name of the Bank:	
2	Name and Address of the Tenderer:	
3	Contacts:	
4	Telephones:	
5	Fax:	
6	E-mail:	
7	Mobile No:	
8	Category of the tenderer (Whether company, partnership firm or Proprietary concern)	
9	Name of Chief Executive Officer and Telephone No.	
10	Year of Establishment	
11	Name(s), contact number and Address(s) of proprietor or partners or Directors.	
12	Sales Tax/Commercial Tax/ CST nos.	
13	Income Tax PAN/GIR No.	
14	Proposed execution schedule	
15	Yearly Turn over of the Last years.	
16	Name and Address of the	

	Banker	
17	List of major Clients and the size of orders executed	
18	Whether client list include the MPSEDC (If yes please attach performance certificate about quality and service support)	

Note: Separate sheets may be attached wherever necessary.

Signature of the Tenderer
With stamp and date

Terms and Conditions

1 **Eligibility Criteria:**

- Manufacturer or their country representative or only authorised distributor / dealer / system integrators authorised by the principal manufacturer are only Eligible for bidding.
- The bidder must have working office and service centre in the state of Madhya Pradesh. And should have at-least 2 installation in any GOVT / SEMI GOVT / PSU in M.P. Enclose relevant documents.
- In case of the dealer, the dealer must attach tender specific authorisation letter (in the enclosed format) from respective manufacturer.

2. **Amendment of Bidding Document by the Competent Authority**

At any time prior to the deadline for the submission of bids, the competent authority may, for any reason, whether on it's own or in response to a clarification requested for by a prospective bidder, modify the bidding document by way of amendment(s).

The prospective bidders having received the bidding documents will be notified of the amendment(s) so made in writing or by Fax and such amendments shall be binding on them.

In order to allow reasonable time to the prospective bidders for taking into account such amendment(s), in the preparation of their bids, the competent authority, at its discretion, may extend the deadline for the submission of bids. The amendments to the bidding document will be published on the website of MPSEDC and the Bidders interested in the project will not be separately notified. However, the date for closing the amendments will be 48 Hours before date and time of submission.

3 **Bid Price**

The bidders shall indicate on the prescribed Price Schedule, including item-wise and final Bid Price of the items listed.

Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and shall not be subject to variation on any account.

A bid submitted with an adjustable price will be treated as non-responsive and rejected.

4. **Documents Establishing Bidder's Eligibility and Qualifications**

To ascertain the eligibility of bidders the documents establishing the Following will require to be furnished with the bid:

The legal status, place of registration and principal place of business of the company or firm or partnership etc should be furnished along with the bid.

5. **The bid security may be forfeited:**

If a Bidder withdraws its bid during the period of bid validity specified by the bidder on the bid Form: or In case of a successful Bidder, if the Bidder fails:

- (i) To sign the contract
- (ii) To furnish performance security

- (iii) If the supplier, after accepting the purchase order fails to deliver the material/services as per the Contract Agreement and the contract has to be rescinded or aborted due to his non-performance.
- 6. Any alterations, erasures or overwriting shall be valid only if the person or persons signing the bid initial them.
- 7. **Technical requirements**
 - a. The technical specifications as per annexure are the minimum configuration required. Higher specifications may be considered but no price weightage for higher specifications shall be considered.
 - b. The specifications lower than the specified in the annexure will not be considered
 - c. The products offered must be of high quality and manufactured by nationally/internationally reputed manufacturer. Bidder would have to arrange for a demonstration live at Bhopal on request of tender committee - an intimation period of 48 hours might be given.
 - d. The software-supplied alongwith the machine shall be the property of MPSEDC Ltd/concern deptt. The bidder will indemnify MPSEDC against any legal action arising out of use of softwares in the system.

8. Service support requirement

- a. The service support contact point at Bhopal city, if no such facility is available in Bhopal centres. At least one unit of Reader / Controller should always be available at the Bhopal Center.
- b. The call status report indicating the call received, call attended, call rectified and closed, call pending (with in /beyond limit) shall be required from the successful bidder on fortnightly basis. The details of components replaced during the period will also be made available by successful bidder.
- c. Successful bidder will ensure the proper monitoring and ensure the timely call attending.
- d. Following are the limits of time for final closure of call.
 - i. 1 day for Reader / Controller Machine.
 - ii. 1 day for the attendance monitoring system (LAN, Software Flaws Etc).
 - iii. The new / replacement part will be provided within 48 Hours of taking the photograph.
 - iv. The successful bidder will maintain the sufficient inventory of spare items and few complete systems as well. Minimum of 1 reader , antenna, controller as required at bhopal.
 - v. First component be replaced with new one before taking the old one back.
- e. The delay in rectification of calls would cause the penalty.
- f. In case of prolonged pending call the Corporation reserves the right to get the defective component repaired from other agencies at the risk of the supplier, and would recover the cost of repair from the supplier.

- g. The delay in call attending / closure will be treated as poor quality of service support and may lead to disqualification of bidder from participation in future purchases.
- h. The penalty would be deducted for the delay in call rectification.
 - i. Rs. 200/- per day for each unit remaining in an unworkable situation.

9. Inspection

- a. Purchaser reserves the right to inspect the manufacturer works prior to supply. The unit supplied shall be inspected by the purchaser.

SUBMISSION OF BIDS

10. Sealing and Marking of Bids

The bidders shall submit EMD, technical bid (containing the technical specifications offered, literature leaflets etc and the technical and commercial deviation if any) and one original copy of commercial bid in separate, envelopes should be sealed in one main envelope. All the envelopes should be distinctly marked EMD, technical bid, and commercial bid.

The bid will consist of the following:

- (i) The bidder should have service support network in Bhopal for After Sales services.
- (ii) The service support will require strengthening to suit the corporation requirement. The acceptance for doing so with no extra cost is to be submitted along with the bid.
- (iii) Payment shall be released by MPSEDC as per the following terms:
Payment: There are two components related to the payments to be made to the Bidder. The first component of the payment (90% of Project Cost) will be released as soon as the Bio-metric Card Readers and RFID Card Readers are installed, all the machines are networked and connected to the server, the machines are communicating with the server and web enabled software is installed and tested satisfactorily with 100 cards. The second component of the payment will be released on the receipt of the RFID and Proximity card in multiple of 300 card.
10% of the payment would be released after 1 year of successful running period.
- (iv) Bid form duly filled in, signed and complete in all respects
- (v) The price should be firm, inclusive of all taxes and local levies if any. On FOR destination basis.
- (v) The bidder shall indicate the price on FOR destination basis.
- (vi) The rates should be free from all escalation. However, all Tax and duty benefits, if applicable, should be passed on to us.
- (vii) Delivery including testing and commissioning should not exceed 45 days. The Corporation reserves the right to extend the delivery period, in the interest of the Corporation.
- (viii) System should invariably be warranted for a period of one year from the date of successful installation and commissioning.

- (ix) AMC- Post warranty annual maintenance charges on yearly basis for the period of two years after expiry of warranty be quoted separately for the equipment quoted.
- (x) Penalty- In case of delay in execution of the order, the Corporation may as its option either:

Recover from the supplier/contractor as agreed towards liquidated damages a sum @ ½% (half percent) of the price of any not delivered for a week, or Part thereof subject to maximum of 10% (Ten percent). OR Purchase from elsewhere on account and at the risk of supplier, the stores not delivered.

OR

Cancel the contract reserving M P State Electronic Corporation LTD right to recover damages.

The inner and outer envelopes shall be addressed to the competent authority at the following address:

The Additional Chief General Manager [P]
M.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.
147, Zone-I, Maharana Pratap Nagar, BHOPAL-462011

The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late".

If the outer envelope is not sealed and marked, the competent authority will assume no responsibility for the bids, misplacement or premature opening.

Telex; cable facsimile or fax bids will be rejected.

Conditional bids are liable to be rejected.

11. **Deadline for Submission of Bids**

Bids must reach to the competent authority at the address specified but not later than the time and date specified in the invitation of Bids. In the event of the specified date for the submission of bids being declared a holiday for the office of the competent authority, the bids will be received up to the appointed time on the next working day.

12. **Late Bid**

Any bid received after the deadline for submission of bids prescribed by the competent authority, will not be accepted and returned unopened to the bidder.

13. **Modifications and Withdrawal of Bids**

The bidder may modify or withdraw its bid after bid's submission, provided that written notice of the modification or withdrawal is received by the competent authority prior to the deadline prescribed for submission of bids.

BID OPENING AND EVALUATION OF BIDS

14. **Opening of Bids**

Since it is a Two-bid system, Technical and EMD envelope will be opened first by the Committee constituted for this purpose. If the technical bid

specifications offered, EMD and deviations asked (if any) are found in order, the Committee will open commercial bid only for the eligible bidders.

The Committee will open the bids, in the presence of Bidders' representatives who choose to attend on the date specified at the following location:

Addl. CGM (P)
M.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.
147, Zone-I, Maharana Pratap Nagar, BHOPAL-462011

Prospective Bidder representatives shall sign a register evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for the office the Competent Authority, the bids shall be opened at the specified time and location on the next working day.

In case, the commercial bid is not opened on the same or next day of opening of technical bid the Committee may decide to open the commercial bid on subsequent dates. In such case the date, time and place of opening of commercial bid will be intimated to the bidders or their representatives.

15. **Preliminary Examination**

Before starting evaluation, the bids will be examined to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order. In case of computational error the basic price will prevail. In case of error in totals and grand total, the sub total will prevail.

If bid is determined as not substantially responsive, the competent authority will reject it and only the substantially responsive commercial bids will be considered.

The process of evaluation of commercial bid is as follows:

- (i) The Committee, appointed by the Corporation, will first verify that the Bank Draft for Bid Security as per requirement of the bid. The Committee will examine the bid on Eligibility Criteria as specified. The scrutiny of technical proposals will be based on the Evaluation Criteria determined.
- (ii) The commercial bid will be opened only for the proposals, which are found eligible and technically acceptable by the Committee and approved. On the day specification for the opening of bid, the Committee, appointed by the Corporation, will open the commercial bids of eligible bidders and scrutinize the same minutely.
- (iii) The bidder is required to quote for all the items mentioned in price schedule. Therefore any bid, which does not indicate price for all the items, and any item have been left blank, it will be considered that the cost of item has been included in the other items and the total of the price quoted include for all the required items. In case complete product is left blank it will be considered as non-responsive bid and thus liable for rejection.
- (iv) After scrutiny, the Corporation after having examined the proposal may accept the same or accept the bid price of any other bidder found suitable or reject all or any proposal. The decision of the Corporation in this regard shall be final and binding.

16. Performance Security:

The Time & Attendance Mechanism application software will carry a performance guarantee for one year. This guarantee may be invoked on violation of any of the condition (s) given below:

If any of Time & Attendance Mechanism and application software does not perform satisfactorily

The observed output/deliverables of the Time & Attendance Mechanism and application software are not in accordance with the approved specification.

The security system is not foolproof, with unauthorized person being able to access/infiltrate into the system.

The corporation suffers losses by way of some of the module generating illegal/ incorrect reports/output.

In order to take care of the concerns outlined above, the tenderer is required to furnish Performance Guarantee worth of 10% of the value of goods/services, valid up to a period of one year.

17 Contacting the Competent Authority

No Bidder shall contact on it's own, the Competent Authority on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded.

Any effort on part of a Bidder to influence the Competent Authority or members or Technical/Monitoring committee, in its decisions on bid evaluation; bid comparison or contact award may result in rejection of the bidder's bid.

- 18 Competent Authority has the right to accept any Bid and to reject any or all Bids.

Yours faithfully,

[L.K.Tiwari]
Addl.CGM (P)

MANUFACTURER'S AUTHORIZATION FORM

Ref No:

Dated:.....

To,
The Addl. Chief General Manager,
M.P.State Electronics Development Corporation Ltd.
147, Zone-I, M.P.Nagar
BHOPAL 462011

Tender No:with Due Date:

Dear Sir,

We _____ who are established and
reputed
Manufacturers / Distributors /System Integrators / of
_____ having factories

At _____
_____ (Address of the
Principal)

do hereby authorize M/s _____ (Name & Address of agent)
to submit a bid, and subsequently negotiate and sign the contract with you against
the above tender.

We hereby extend our full guarantee, warranty and support and also in meeting
warranty obligations by providing necessary spares in time for the goods & services
offered by the above firm against this tender, as per standard as well as MPSEDC
warranty terms.

Yours faithfully

(Name)
(Name of the manufacturer)

Note: This letter of authority should be on the letter head of the manufacturer and
should be signed by a person competent and having a power of attorney to bind the
manufacturer. The bidder in its bid should include it.

**Technical Specification for Time Attendance Mechanism
RFID System (Automatic Detection System) ; Biometric(Fingerprint)+
along with HID Card, Maintenance of Existing System along with integration
of existing system with offered system thorough software.**

The requirement is categorised in three parts:

- ❑ Installation of RFID based automatic detection / authentication of person entering the premises with read range of minimum 6 meters
- ❑ Installation of Biometric Time Attendance Machines (HID Based) for 4000 employees of Mantralaya scaleable to 10000 employees
- ❑ Maintenance of presently installed Biometric Time Attendance Machines which are HID based (Keico Make).
- ❑ Integration of whole solution with centralised software to support RFID based detection system, Biometric Time Attendance Machines and already installed Biometric Machines. The software should be centralised intranet enabled so that any authorised person can view his subordinates presence on the intranet available needless to say whether the employees marks attendance through any of the above system.

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
<p>RFID based Cards and Reader to be installed at Gate No.3 of Vallabh Bhawan for officers Under Secretary and above</p>	<p>Should support following option of authentication</p> <p>RFID TAG SYSTEM for OFFICERS – for 2 Entry Gates extendable to max of 3 Entry Gates</p> <p>Automatic RFID based time attendance mechanism. The system should support minimum of 100 simultaneous users.</p> <p>Tag – Card preferable or key knob Should be non active tag.</p> <p>Read Distance : 6 meters minimum in any orientation. Gate Opening is 6 meters.</p> <p>The person carrying the tag / label would not have to show the card to the machine but the machine should automatically detect the person entering the premises. The card could be in the Bag / Laptop or worn by the executive.</p> <p>His entrance / exit should be marked automatically.</p> <p>The controller should have TCP – IP interface to get linked to centralized</p>	

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
	<p>software.</p> <p>All the gate antennas should have power back up of 12 hrs and POE would be preferred. Minimum of 12 hours back – up on each unit. Should have capability to save power (when not in use it should be in sleep mode)</p> <p>Battery backup can be inbuilt or external but should cater to minimum of 12 hours of machine operation.</p> <p>Data redundancy should be such that even after power breakdown for more than 72 hours templates data should not be lost.</p> <p>There are two / three gates for officers and number of officers expected to use this system would be 500 numbers.</p> <p>BIOMETERIC CARD SYSTEM for Employees</p> <p>Total number of Employees – 3500 in single shift.</p> <p>The system should mark attendance once the employee shows the card to the reader and then puts his finger on the scanner.</p> <p>The read distance should be 10 cm</p> <p>Card type : HID</p> <p><u>1. BIOMETRIC DEVICES</u></p> <p>Biometric devices required for attendance management system should have following specifications</p> <p>Biometric device should be tamper proof</p> <ul style="list-style-type: none"> ▪ Biometric device with Optical Sensor should be resistant to scratches, impact, vibration and electrostatic shock & integrated with smartcard reader ▪ Simple plug N Play installation. ▪ 4 x 3 metallic or membrane keypad for system programming, 	

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
	<ul style="list-style-type: none"> ▪ Simple operation modes fingerprint, card, card + fingerprint ▪ Stores up-to 5000 fingerprint templates and 25,000 events log ▪ Should be able to function independently in case of network failure & power failure ▪ 1:1 Authentication and 1:N identification ▪ Authentication < 2 Sec, Identification < 2 Sec ▪ level authentication – card + Biometric ▪ Two finger enrollment in case required. ▪ Finger print identification speed should be 3000 match in 1 second ▪ Should Supports variable card formats & facility codes. ▪ 500 dpi optical finger scanner, registering fingerprint scanning without any failure Analyze and process 500 points per inch (500dpi) and detect up to 256 grey levels for each point constitute the fingerprint files with compression algorithm. Scanner of very high quality so that even fingers with feeble impression should be captured. ▪ Rolled and Flat Fingerprint matching should be done. ▪ FRR should be less than 0.1% & FAR should be less than .001%. ▪ Finger registration should take minimum 500 minutiae points of finger ▪ Excellent image capture system assuring good quality with a low level of distortion (less than 1%), ▪ TFT / LCD display capable of displaying messages 	

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
	<ul style="list-style-type: none"> ▪ Interface - TCP/IP, & USB port ▪ Temperature Min. 0° C (32° F) to Max. 65° C (150° F) ▪ Humidity 0 to 95 % Relative (Non-Condensing) ▪ Auto Off for power saving. ▪ During Tampering Alert To Alarm To SECURITY ▪ Telnet /Web browser for remote management. ▪ CPU should be dual CPU 32 bit RISC with 400 MHz dsp Or latest ▪ Supervised inputs / programmable outputs ▪ Remote Database administration & alarm monitoring ▪ Active Directory Integration ▪ Indicators should be there for low battery, memory full events. ▪ Architecture should be scalable. <p>Minimum of 12 hours back – up on each unit. Should have capability to save power (when not in use it should be in sleep mode)</p> <p>Battery backup can be inbuilt or external but should cater to minimum of 12 hours of machine operation.</p> <p>Data redundancy should be such that even after power breakdown for more than 72 hours templates data should not be lost.</p> <p>The system should be integrated in such a form that it can cater to 3500 employees in 15 minutes time though 3 gates.</p> <p>Appx. number units desired – 15 Nos</p>	
Software	Integrated software for both tags as well as	

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
	<p>offered Biometric System. The software offered should support both the information for Executives as well as Employees.</p> <p>Software should also support the present system already installed at the mantralaya.</p> <p>Whole of the system – RFID Tags Based, Biometric System Offered, and present existing system should be integrated in such a way the single software should suffice the customised needs of mantralaya.</p> <p>The software should be live online so that the moment some person enters the premises his attendance should be viewable at the console of his HOD's Desktop.</p> <p>Various reports such as Department wise attendance, Number of absentees, when absent, online log on who all are present today.</p> <p>All the reports should be available live on the mantralaya intranet . These reports would be Hindi (Unicode) & English</p> <p>Customisable complete Time & Attendance Software with support for minimum 4000 users. Should also be web enabled.</p> <p>All reports in Hindi and English as per the requirement of Government Departments. Each Individual should be able to see his attendance, While HOD's should be able to see the attendance of each of the subordinates. This would be complete in Hindi / English. The responsibility of vendor to enter the data in Hindi & English for the first time.</p> <p>Other module customised for various other report as desired by departments. Each department to have personalised reports.</p> <p>Database would be either MS SQL / Oracle / MYSQL / Postgre capable of supporting 5000 users.</p> <p>Should enable the following</p> <p>Downloads real time data to a specified system as and when required.</p>	

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
	<p>Time Attendance report personalized to each Department</p> <p>It would be responsibility of bidder to provide relevant training to all the HOD's and GAD's Personals.</p> <p>Present System : HID card based Biometric Time Attendance Machines linked via RS 485 to central server. The total number of machines presently available 6 numbers (One at Each Floor)</p> <p>Networking: It would be the responsibility of bidder to create their own network in case required. Bidder to visit mantralaya and assess the actual networking requirement.</p>	
Card Personalisation.	<p>The actual number of RFID cards and HID cards will be procured depending upon the actual requirement, bidder to quote for per unit price of each.</p> <p>The Bidder has to provide One card readers in Vallabh Bhawan and at least three digital cameras of 10 Mega Pixel each for capturing the photographs. The photo and the personal details of the officer / employee will be printed through an Evolis printer or suitable card printer with water proof inks so that the images are not smudged with water. The cards will be handed over to the officers / employees in a tight time line. Hence, the Bidder will be required to provide as many printers temporarily for completing the job in time. However, the Bidder will station one printer throughout the life of the Project i.e. five years in Vallabh Bhawan so that replacement cards can be printed in 48 hours.</p> <p>Cost of Card to include all the above. Any special software required for this work would be the responsibility of the bidder. The bidder shall arrange for taking digital photographs of the officer at their office premises. Bidder shall also enter the data in the required software in both Hindi & English. The data required to be entered would be Name, Designation, Holders Signature, DoB, Blood Group, Address,</p>	

Description	Specifications Required	Specifications offered by Vendor (Mark deviations)
	Department Name or as the relevant field those required.	
Delivery	Bidder shall test and commission the system within 45 days of clear and confirm order. Along with personalised cards to 3000 users or the required no. LD clause would be applicable thereafter.	
Maintenance	Maintenance of the system, the maintenance will start after the initial warranty period of one year is over. The Bidder will be obliged to provide new cards if officers are posted or transferred during the one year maintenance period without any charges. However, it is expected this number will not be more than 10% of the initial number of cards being issued during the commissioning of the Project.	

**BILL OF MATERIAL ALONG WITH SUPPLY / INSTALLATION /
COMMISSIONING / MAINTENANCE CHARGES**

Sl. No.	Item	Description	Quantity	Rate Per Unit	Price Total
1	RFID Reader		catering to two gates		
2	Biometric Reader		15 nos		
3	RFID Cards / tags		500		
4	HID Card		3500		
5	LAN Cat 6 cable along with switches for Networking		as per requirement		
	CAT 6 Cable Including Casing & Capping			Per Meter	
	24 / 16 Port Switch 10/100 above cost to include Power for Networking Switch / rack if required			Per Switch	
6	Mounting for RFID Reader / Proximity Card Reader with instruction to the user				
7	UPS / Battery Backup for the machines with 12 hours back up for all machine – specify the number required		Specify the number required		
8	Server Standard Server with relevant software	Specify the Make and Model			
10	Database software				
11	Customized Time Attendance software as per requirement				
12	Printing of cards alongwith stick Sheet stationery & Lanyard (Govt of MP Printed on Lanyard)			Per Card	
13	10 Mega Pixel camera with face recognition and studio quality flash & Tripod			Per Camera	
14	EVOLIS Card Printer or Equivalent	Specify the Make & Model			
	Printer Cartridge for EVOLIS Card Printer or Equivalent				
	Cleaning Kit for EVOLIS Card Printer or Equivalent				

15	Installation & Commissioning Charges including data entry and all other charges as envisaged in smooth running of project				
16	AMC Charges of the whole System after the period of One year			In Percent	
17	Training Charges				
			Total		

Price to be inclusive of all taxes, FOR Bhopal.

We further confirm our acceptance to the terms & conditions of the tender document.

Signature of the Tenderer
With stamp and date