



राष्ट्रीय प्रौद्योगिकी संस्थान, दुर्गापुर  
NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR  
MAHATMA GANDHI AVENUE, DURGAPUR-713209  
(West Bengal), INDIA. [www.nitdgp.ac.in](http://www.nitdgp.ac.in)

An Autonomous Institution of the Govt. of India under MHRD

Ref: NITD/EST/Biometric/02/14

Date: 11.11.2014

**TENDER NOTICE**

**Sub: Purchase/installation of Biometric Attendance Monitoring System in NIT Durgapur.**

**Date of Submission of Tender:** 1200 hrs. on 18/12/2014

**Date of opening Tender:** 1530 hrs. on 18/12/2014

1. NIT Durgapur intends to install Biometric attendance system for monitoring the attendance of the employees as per the following requirement:-

Sl. No.	Description of Goods	Quantity	Remarks
i	<b>Biometric attendance system:</b> User: 3000 Fingerprints Transactions: 50,000 Logs Sensor: 500 DPI Optical Sensor Identification speed: $\leq 2$ sec FAR: $\leq 0.0001\%$ FRR: $\leq 1\%$ Communication: USB 2.0 A to B device cable. Operating Temperature: $0^{\circ}\text{C} - 45^{\circ}$ Operating Humidity: 20% - 80% Power: 5V DC, 800 mA Display: B&W LCD Dimensions: 158 x 124 x 110 mm Optional: ID / Mifare card Eye Retinal Scan  <b>Features:</b> <ul style="list-style-type: none"><li>➤ Digital fingerprint time &amp; attendance device with fashionable desktop design.</li><li>➤ Built-in USB port allow manual data transfer even when there is no power supply.</li><li>➤ Identification modes: Fingerprint, Card + Password, Fingerprint + Password, Fingerprint + card.</li><li>➤ Built-in battery back-up support continuous operation in case of power shut down.</li></ul>	02 Nos.	Biometric attendance machines may be installed at specified location of NIT Durgapur.
ii	Cabling	As per requirement	
iii	Monitoring Units	As per requirement	
iv	Installation including Software	Whole System	

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2. Interested parties may please submit their quotations in sealed cover addressed to "Registrar, NIT Durgapur, M. G. Avenue, Durgapur-9. The words "Quotation for Purchase/Installation of Biometric Attendance System" should be inscribed on the outer cover. The sealed envelope containing quotation should be dropped only in the tender box in Estate Section, NIT Durgapur. No other correspondence except in tender box will be accepted for delivery of tender/quotation.
3. The Biometric attendance control system is required to be installed in the NIT Durgapur as per the above requirement. Each machine should have storage capacity of more than 1500 fingerprints & eye retinal scan, with battery backup of at least 24 hours and built in TCP/IP connectivity. The system should be based on fingerprints/eye retinal scan. The system should be sturdy and temper proof and immune vagaries of nature viz. dust etc. It should easily upload and download record storage of 60,000 records.
4. The selected firm will be required to collect the data/fingerprints/eye retinal scan of all the employees and accordingly install the system. The firm will be responsible for facilitating to collect the data/ fingerprints/eye retinal scan of all the employees for 1<sup>st</sup> time as a training purpose.
5. The terms and condition on which the work will be entrusted to the successful bidder will be as follows:-
  - a) The firm will be required to install and run the system within fortnight from the date of work order.
  - b) The firm must have an experience of 3 years in the field of providing solutions for applications relating to Biometrics. The firm should have presence in Government of India Ministries/Department/ Organizations, public sector and private sector companies. The documentary evidence shall be provided by the firm in support of their experience.
  - c) The firm must have VAT/Service tax registration.
  - d) The firm must submit an undertaking on Rs. 50/- stamp paper that they have not been blacklisted by any Government department nor is any criminal case registered against them anywhere in the country.
  - e) The firm must submit a copy of last three year's Income tax returns.
  - f) The Institute reserves the right to reject any quotation in whole or in part without assigning any reason thereof.
  - g) During warranty period the successful firm / company is required to repair or replace the system parts / instruments at his own cost. The Institute will not pay anything for this service.
  - h) The price quote will be exclusive of taxes and shall be fixed and final, taxes as applicable will be extra, which will not be quoted in the bid.
6. Earnest money deposit (EMD) of Rs. 1,000/- (Rs. one only) must be deposited by the bidders in the form of an account payee demands draft/banker's cheque drawn in favour of NIT Durgapur along with their tenders. Quotation received without the requisite EMD will summarily be rejected.
7. The quotation received after the stipulated time & date will not be entertained in any case.



**Registrar, NIT Durgapur**



**Undertaking to be signed by the firm/tender on behalf of his/her firm.**

I ..... do hereby undertake that I have clearly and precisely understood the terms and conditions of the tender, that I will abide by these terms and conditions mentioned in the tender notice/document and the rules and regulations/instructions of the Government, issued from time to time in letter and spirit, that any breach and /or violation of any of the terms and conditions and /or in case of my work being found unsatisfactory at any time during the period of contract, my contract shall be liable to terminated without assigning any reason thereof, and that in such case, the amount of security deposit shall stand forfeited to the Institute and also I will be liable to make good all extra costs borne by the Institute for getting the jobs done by other persons and /or any loss or damages that may be caused to the Institute to the unsatisfactory/failure to work on my part.

I ..... also undertake that the decision of the Institute shall be final and binding in all cases, whatsoever may be, pertaining to this contract.

Signature & Rubber stamp of the tenderer/firm

(Signature of the Bidder along with stamp of firm)



**PROFORMA FOR TECHNICAL BID**

Sl. No	PARTICULARS	TO BE FILLED BY TENDERED
1	Name of the Agency/Firm	
2	Address	
3	Telephone, FAX, Mobile Phone(s)	
4	Name of the contact Person	
5	PAN/TIN/VAT No. (Copy of the above should be enclosed)	
6	Service Tax Reg. no. (Copy of the above should be enclosed)	
7	Whether each page of the tender notice and documents has been signed by the tenderer and rubber stamped in token of acceptance of the same in letter and spirit.	
8	The firm must submit a copy of last year's Income tax returns.	
9	Details of EMD furnished	

**Signature of the Bidder along with stamp of firm**



**FINANCIAL BID**

Sl. No	Description of goods	Quantity	Rate per unit including necessary cabling & installation of software etc. (in Rs. Inclusive all taxes, charges etc.)	Total amount (in Rs. Inclusive all taxes, charges etc.)
1	<b>Biometric attendance system:</b>  i. To be capable to fingerprint scan & eye retina scan ii. Cabling as per requirement iii. Installation including Software	02 Nos.		
GRAND TOTAL (in Rs.)				
Grand Total in Words:				

(Signature of the bidder along with stamp of firm)



**ANNEXURE -IV**

**Format for undertaking on Rs. 50/- stamp paper duly attested by Notary Public.**

I (Name of Owner/Proprietor etc. of the firm) .....

S/W/D/O ..... Address .....

..... do hereby solemnly affirm and declare as under:

1. That I am owner / proprietor etc. of Firm .....
2. That I am a citizen of India.
3. That I have never been in custody or jail and no criminal or judicial case is pending against me or my firm/agency in any Court of law in any part of India and abroad and that I have never been convicted for any offence under the law.
4. That my firm/Agency has never been cancelled or terminated premature by any govt. office/Agency due to non-satisfactory service.
5. That the above statement is true.

DEPENDENT

**VERIFICATION**

Verified at Durgapur on (date) that the contents of this affidavit are true and correct to the best of my knowledge and belief.

DEPENDENT

(Signature of the bidder along with stamp of firm)

