TENDER FOR INVITING QUOTATIONS

TENDER NO: IITPKD/ADMN/VK/119/2017   **DATE: 20.02.2018**

DUE DATE OF THE TENDER: 07.03.2018 AT 3.00 PM

Sir,

On Behalf of Indian Institute of Technology Palakkad quotations are invited for "Centralised Biometric System " confirming to the specification in the Annexure

PART I

	ITEM DESCRIPTION	QUANTITY
A.	Biometric Devices	9 Nos
B.	Biometric Server Software	1 No

PART II

Server for Centralised Biometric System	1 No.

1. **Preparation of Bids**: - The tenders should be submitted **under two-bid system** (i.e.) Technical bid and Financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. **No prices should be included in technical bid.** Financial Bid should indicate item – wise prices for the items mentioned in the technical bid. The technical bid and the Financial should be put **in separate cover** and sealed. Both sealed covers should be put into a bigger cover.

2. **The bidder should quote for PART I (OR) PART II (OR) PART I & PART II. For each part, Technical Bid and Financial Bid must be enclosed in separate envelope. However within any part, the quotation should be made for all items together and no further splitting would be allowed. For each part mentioned above, the purchase order for that part will be given to the successful bidder (technically qualified) who quotes the lowest amount for the respective part.**

3. The Quotations duly sealed and superscribed on the envelope **with the reference No. and due date, should be addressed to the undersigned so as to reach him on or before the due date stipulated above. Fax and Email quotation are not acceptable.**

4. The price should be quoted per unit and packing and delivery charges should be indicated separately. The offer/bids should be exclusive of Taxes and Duties, which will be paid by the purchaser as applicable. However the percentage and of taxes and duties as on date should be clearly indicated.

5. The Quotations should be valid for **sixty days** from the due date and the period of delivery required should also be clearly indicated.

6. **Local Firms**: Quotations should be for free delivery to this Institute. If Quotations for Ex-Godown delivery charges should be indicated separately.

7. Firms outside Palakkad: Quotations should be for **F.O.R. at IIT Palakkad**. If F.O.R. consignor station, freight charges by passenger train / lorry transport must be indicated. If Ex-Godown, packing, forwarding and freight charges must be indicated.

8. Concessional GST@5% will be paid as per GOI Notification No.47/2017 dated 14.11.2017.

9. Goods should be supplied carriage paid and insured. Goods shall not be supplied without an official supply order.

10. **Custom Duty:** Custom Duty which will be paid at a concessional rate against duty exemption certificate.

11. **Payment:** Payment will be made after successful installation & configuration. **Please indicate actual product cost + Taxes separately**. No advance payment will be made. The Tenderer have to furnish the bank details along with tender like Account No, Account Name, IFSC Code etc.,

12. **Submission of Bids**: Quotation should be sent to the following address "**The Registrar, Indian Institute of Technology Palakkad, Ahalia Integrated Campus, Kozhipara, Palakkad -678 557, Kerala", Phone No: 04923 226 300/ 590/586 , Email : purchase@iitpkd.ac.in**

13. **If any queries for clarification, kindly send the clarification details to purchase@iitpkd.ac.in on or before 28.02.2018.**

14. **Delivery Period: The Item to be supplied within 1 week from the date of purchase order.** In case there is any deviation in the delivery schedule, liquidated damages may be enforced or penalty for the delayed supply period may be levied.

15. Those who have done similar kind of installation will be preferred. Proof (Purchase Order/Performance Certificate) has to be attached.

16. **Late offer**: The quotation received after due date will not be considered. Please ensure that your offer is sent well in advance to reach the Institute by the due date.

17. **Warranty**: 3 Years onsite warranty should be clearly mentioned for devices (Proof has to be submitted at the time of installation).

18. **Acceptance and Rejection**: I.I.T Palakkad has the right to accept the whole or any parts of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

Yours faithfully,

REGISTRAR, IIT PALAKKAD

Centralised Biometric system

1. Vendor has to provide a Centralised Biometric system which includes Centralised Biometric software and Network Biometric device R/W.
2. Centralised Biometric system should consist of Network based Biometric devices, Email and SMS facility
3. Centralised Biometric system should automatically send sms and email alert to the defaulters every day.
4. Centralised Biometric system should automatically email the defaulters list and log list to admin every day from the devices/system.
5. CBS should be linked with EM Lock for specific user/group to access the door and admin should have the permission to add, remove or extend the user (Door access control). The specific user/group may change from semester to semester and location to location.
6. CBS and EM lock should synchronize to Fire safety alarm and the lock must open automatically if smoke detector detects smoke.
7. Centralised Biometric system should automatically send sms and email alert to the admin if any of the biometric reader fails or connection failure occurs.
8. Admin should able to create attendance pattern which IIT Palakkad required, it can be changed as and when required.(for example, in IIT Palakkad daily attendance time in hostel is 7pm to 10pm, a student who doesn't punch or punch after 10pm is considered as a defaulter. SMS & email alert has to be sent to the defaulter; at the same time defaulters list should be emailed to Hostel manager or faculty incharge)
9. Admin should be able to export the log time/date/day/month/period
10. Admin should be able to create log automation as per the requirement of IIT Palakkad.
11. CBS should be of 5000 user minimum and it should be expandable also.
12. Admin should able to know from which biometric device the user / group have punched in and out.
13. Admin should able to add N number of new biometric devices as and when required by IIT Palakkad.
14. The admin panel should be easy accessible.
15. The CBS should automatically backup the data everyday.
16. Backup and log should be exported in various file type such as CSV, EXCEL, PDF etc.
17. Push and pull technology for both Server and Biometric reader.
18. Server and Biometric reader should have minimum of 2500 user with 2 fingerprints per user and expandable upto 5000 users.

- The vendor has to provide the details of optimum system configuration for running the software.
- Software maintenance has to be provided for 3 years.
- Replacement or standby equipment should be installed within 24 hrs after registration of faulty equipment during the warranty period.

- Only Licensed or free/open-source software components should be used for the development of the custom software. IIT Palakkad will not be responsible for any software infringement related with the particular software product delivered to us.
- **Those who qualify the technical bid will be called for Demo (Only for Part I), Demo date will be informed to the qualified bidders within one week from the date of submission of the tender.**
- Vendors who have qualified the demo, will be considered for Financial bid.

TECHNICAL SPECIFICATION

Detailed specifications for each item is given below :

PART I

A : Biometric Devices – 9 Nos
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1. Biometric devices should have minimum of 2500 users with 2 fingerprints per user and expandable upto 5000 users.
2. Battery backup- Minimum of 3 hrs
3. Display size should be a minimum of 2 inches.
4. Biometric device should be an outdoor unit.
5. Biometric devices should be Universal.

B : Centralised Biometric Server Software – 1 No

1. Biometric Server Software should be able to save a minimum of 2500 users with 2 fingerprints per user and can be expanded upto 5000 users.
2. It should consist of push and pull technology for Server.
3. It should consist of sms and email.
4. SMS gateway has to be integrated with the system.
5. Biometric Server Software should work with Universal Biometric devices.

PART II

Server for Centralised Biometric System – 1 No

Processor- Intel Xeon 2620 V4
RAM - 32 GB
HDD- 1TB, 10K SAS x 2
RAID -0/1
OS- Windows Server Standard License
Warranty 5 Year.
Form Factor -1 U

Note :

1. Vendor should have a valid Authorized dealer certificate from the Original Equipment Manufacturer (OEM) for each item they quote for.

2. The product should match each and every specifications mentioned. The specification has to be mentioned clearly in the technical bid.

3. Compliance sheet for the specification & OEM Brochure has to be attached along with Technical bid. Vendor has to fill the compliance sheet and ==mention page number or reference number in OEM brochure==. Unfilled / partial filled sheets lead to disqualification.

4. All standard accessories to be supplied.

5. The vendor should provide a common acceptance letter accepting all the above mentioned Terms & Conditions, otherwise the vendor will be considered as disqualified.