

**BIOMETRIC
ATTENDANCE
SYSTEM FOR
UNIVERSITIES
and COLLEGES
of Bihar**

**Tender for
Biometric
Device**

*New Secretariat,
Vikas Bhawan, Patna,
Bihar, India
Website:
<http://tenders.bih.nic.in>*

Department of Education, Government Of Bihar

Government of Bihar
Department of Education
Vikas Bhawan, Patna – 800 015
Ph. No.: 0612-2232338, Fax: 0612-2235987

CORRIGENDUM

Tender Notice

For Supply of Biometric Devices on Monthly Rent

Bids are invited from eligible bidders for supply of Biometric Devices and its related software on monthly rental basis to monitor attendance of teaching and non-teaching staff and students for Universities and Colleges of Bihar.

Details regarding objectives, eligibility criteria, scope of work, type of technology, forms, mode of application, etc., may be seen on the website <http://tenders.bih.nic.in>

The earnest money deposit (EMD) of Rs. 1,00,000.00 (Rupees One Lakh Only) should be in form of demand draft in favour of **Accounts Officer, Department of Education, Government of Bihar, payable at Patna.**

In continuation to the bid-document published on **16th of December, 2011**, on the website of the department, hrdbihar.gov.in, revised schedule is being reproduced below:

Revised Schedule:

Date of Pre-Bid Conference	3rd January, 2012 (Tuesday) 11.00 AM
Date of Demonstration of the Device**	10th January, 2012, (Tuesday) 11:00 AM
Last Date for Submission of Bids	18th January, 2012, (Wednesday) 12:15 PM
Date of Opening of Technical Bids	18th January, 2012, (Wednesday) 12:30 PM
Date of Opening of Financial Bids	20th January, 2012, (Friday) 1.00 PM

Forms in sealed envelope may be submitted to:

The Consultant
Deptt. of Education,
Government of Bihar,
Room No. 80, New Secretariat,
Vikas Bhawan, Patna – 800015
(With Drop Box Facility)

Sd/-
Secretary
Department of Education,
Govt. of Bihar

Govt. of Bihar
Department of Education
Vikas Bhawan, Patna – 800 015
Ph. No.: 0612-2232338, Fax: 0612-2235987

Tender Notice
For Supply of Biometric Devices on Monthly Rent

Bids are invited from eligible bidders for supply of Biometric Devices and its related software on monthly rental basis to monitor attendance of teaching, non-teaching staff and students for Universities and Colleges of Bihar. **The entire project shall be on a turn-key basis.**

Bids should be submitted in one large sealed envelope marked as
“Bid for Supply, Installation, Operation & Maintenance of Biometric Devices”.

This large envelope should contain two separate sealed envelopes – one for Technical bid and another for Financial bids.

1) Sealed Envelope containing Technical Bid should be marked as
“Cover A- Technical Bid for Supply, Installation, Operation & Maintenance of Biometric Devices”.

2) Sealed Envelope containing Financial Bid should be marked as
“Cover B- Financial Bid for Supply, Installation, Operation & Maintenance of Biometric Devices”.

Technical Bid: The Technical Bid must enclose the following papers:

1. Certificate of being registered in India at least three years ago.
2. Certificate of having registered with the ISO/TL 9000/ISO 9000-2008 or equivalent
3. Certificate of having at least one year experience of working in the field of GPRS based Biometric Attendance System in at least one organisation such as Corporation or any Govt. / Semi Govt. / Govt. University/ PSU in India.
4. Proof of having a minimum average turnover of Rs. 1.50 Cr. (Rupees one crore and fifty lakhs only) during each of the last three financial years. Photocopies of audited annual balance sheet for the three financial years 2010-11, 2009-10, 2008-09 must be submitted. **Certificate of a CA will not be acceptable**).
5. Copy of filed Income Tax return for financial year 2008-09, 2009-10 & 2010-11. VAT registration certificate wherever applicable.
6. **Notarised certificate of not being blacklisted by any agency/authority, etc.**
7. Proforma – I, II, IV & V (pre-qualification checklist)
8. Details required under Proforma – V.

Financial Bid, marked as Cover 'B' should contain only rates in proforma - III.

Financial Bids of only those bidders who qualify in Technical bid shall be opened.

Bid Schedule

Date of Issue of Bid Documents	16th December, 2011 (Friday)
Date of Pre-Bid Conference	3rd January, 2012 (Tuesday) 11.00 AM
Date of Demonstration of the Device**	10th January, 2012, (Tuesday) 11:00 AM
Last Date for Submission of Bids	18th January, 2012, (Wednesday) 12:15 PM
Date of Opening of Technical Bids	18th January, 2012, (Wednesday) 12:30 PM
Date of Opening of Financial Bids	20th January, 2012, (Friday) 1.00 PM

** Each Bidder will have to make a live demonstration of GPRS based biometric device and functionality of related software which is going to be quoted by the agency. The software should be able to generate basic report containing Employee ID, Name, Time In & Time Out.

Venue of the Meeting:

All meetings will take place in the Conference Hall of Deptt. of Education, GoB, Vikas Bhawan, Patna.

If any date mentioned above becomes declared holiday, this date will be shifted to next working day without any change in other parameters.

The Department reserves the right to cancel part or whole of the tender without assigning any reason. Decision of the Department will be final and binding on the agencies.

**Sd/-
Secretary
Department of Education,
Government of Bihar**

1. INTRODUCTION AND BACKGROUND:

1.1.1 GENERAL

There is need for use of Biometrics in Universities and Colleges of Bihar. In University, all the departments will be covered. The number of Departments in University may vary between 10 to 25 (Approx).

1.2 Introduction

Government has taken several measures to bring about reforms in Higher Education.

Purpose of the Project:

Following Purposes have been envisaged for the project:

- To facilitate college and university administration in tracking of Teaching, Non-Teaching staff and students attendance through Biometric device using GPRS technique.
- To help parents and department track and monitor the colleges and universities activities.

2. OBJECTIVES:

- 2.1 Department of Education would like to monitor the attendance of college and universities teaching, Non-Teaching staff along with the students by making use of latest technology using GPRS based Biometric attendance device.
- 2.2 The system should be such that the encrypted data captured through the GPRS based Biometric device is transferred to the central server at designated location.
- 2.3 The bidder is not required to establish any server for this project. He will be provided with sufficient storage space in the server along with the software platform as required by the bidder.
- 2.4 The department will require various types of reports using the captured data. It will be the responsibility of the bidder to customize the software as per the need of the department. The web based application software should have the feature for generating various types of reports at college/university/department level.

3. PREQUALIFICATION/ELIGIBILITY CRITERIA:

The Agency must:

- Be registered in India for a period of atleast three years.
- Be certified with the ISO/TL 9000/ISO 9000-2008 or equivalent
- Have the experience of working in the field of GPRS based Biometric

Attendance System in at least one Corporation or any Govt. / Semi Govt. / Govt. University/ PSU in India.

- Have a minimum average turnover of Rs. 1.50 Cr. (Rupees one Crore and fifty Lakhs Only) during the each last three financial years, namely, 2008-09; 2009-10 & 2010-11
- Have minimum 1 years of experience in the area of Biometric Attendance System
- Not be blacklisted by any agency

4. TECHNOLOGY

The bidder shall comply with the followings:

- Implementation of Attendance Management System based on Biometrics only.
- Software applications for attendance management as per Department of Education's requirement and options of customized changes in the above said software according to Department of Education's needs and requirements
- Integration of attendance & leave system to customized Payroll system (Future up gradations).
- Exception reports generation such as employee strategic locations versus attendance.
- Alert Management System.
- Biometric device with Optical Sensor should be resistant to scratches, impact, vibration and electrostatic shock & integrated with smartcard reader and should be temper proof
- Biometric device should be temper proof.
- Biometric device should support Hindi/English User Interface (on LCD), along with Light Indications so as to facilitate users.

Envisioned use of Biometric reporting

Features

- Employee Management
- Database Backup and Restore
- On Duty Tracking
- Report of Absence
- Create Rule for Attendance based on Working Hours
- Automatic Calculation of Leaves, Absentees
- Exceptions Entries, etc.

Reports

- Separate Interface for Device Management
- Monthly Attendance Register
- Daily Attendance Report
- Late Coming Report
- Early Going Report
- Over Time Report
- Employee Movement Report
- Shift wise Manpower Report
- Employees Leave
- Holidays Report

Biometric Device uptime/downtime status report

Any other report as & when required

FEATURES of DEVICE

Biometric Device Specifications

Minimum Configuration required:

- User Capacity – 3,000 identities (2 fingers of each identity)
- USB Port
- In built GPRS modem in the device
- Color display
- Person Name and ID display
- Provision for transfer of Identity Master database
- Voice based confirmation/rejection feature
- High Resolution Optical Fingerprint Scanner minimum 500 DPI
- Transaction record : 50,000 impressions
- Integrated with Access Control for controlling the access doors
- Administrative access at the reader
- Embedded Biometric Reader software
- Flash memory up gradable
- Visual enrollment LED indicators
- 12 to 24v DC power input
- Biometrics only Authentication
- In-device authentication
- Automatic Server to Device Synchronized
- Lowest Fingerprint Data Storage
- FAR – Near 0.000% and FRR Near 0.01%
- In-built battery backup of 12 hours
- Automatic Fingerprint Detection and Activation
- Online and Offline Transmission of data
- Any Standard Certification
- Storage capacity to store attendance of at least 500 persons for a minimum of 15 days.
- ***Suitable enclosure with lock and key for biometric devices with wall mounting accessories for physical security and tampering.***

Application Software

Web based Time and Attendance Application

Time and Attendance Application

- Browser based Access
- Remote Device Status and Monitoring
- Supports remote configuration of the devices
- Email/mobile alerts for
 - I. Late comer
 - II. Early Leaver
- Automated Reporting weekly, monthly, yearly
 - III. Attendance List

- IV. Overtime List
- V. Early Leaver List
- VI. Early Comer list
- VII. Late Leaver listing
- SMS Alerts for
 - i. Absent
 - ii. Present
- Automatic Gradation process based on the Time and Attendance
- Synchronization of Data between Server and Device for Personnel and Transactions
- Any other type of report as and when required.
- Connectivity of devices should be on GPRS
- Service provider should have coverage of GPRS in Bihar
- GPRS network should be backhauled on MPLS network of service provider for security.
- For the first time enrollment of fingerprints, the selected bidder will provide necessary support for capturing finger prints of Teaching, Non-Teaching & Students for creating master records.
- The subsequent capturing of finger prints would be carried out without the authentication mechanism.
- All installed Biometric devices data should be preserved in its original form and provided to the Department. The data may be required for Audit or any other issue arising in future.
- Suitable Penalty may be imposed on the Bidder if there is loss of data.

Connectivity

Enrollment & authentication Procedure

Biometric Data

➤ ENVIRONMENTAL

- The Biometric Reader shall include, as a minimum, the following environmental specifications:
 1. Operating Temperature: 32° to 122° F (0° to 50° C)
 2. Relative Humidity: 0 to 95% non-condensing

1. SCOPE OF WORK

The system would record attendance of Teaching, Non-Teaching staff and students on the Biometric device deployed in safe and common location in the selected colleges. The department will implement this project in phased manner. In the first phase it will be limited to attendance of teaching & non-teaching staff. For this only one biometric device will be installed at each Post-Graduate department of University & Colleges. On successful implementation of the project, in the second phase, it will be extended to attendance of students of Universities & Colleges.

The bidder is required to install a GPRS based Biometric Attendance System at the universities and selected Colleges **ON TURN-KEY BASIS**. **The Bidder shall supply the biometric device at Colleges & Universities purely on MONTHLY**

RENTAL BASIS. The hardware deployment shall be as under –

College Level - Biometric Devices (The number may vary between 1 to 8 depending upon the requirement of the College).

University Level - Biometric Devices (The number may vary between 10 to 25) .

The above requirements are tentative. It may vary according to the location.

For the purpose of this project, the bidder shall have to supply –

1. Biometric Devices and related Software, etc. to be supplied on a monthly Rent.
2. The bidder will impart exhaustive training to minimum of two identified personnel at each location.
3. Commissioning and testing of all equipment with required software.
4. All the equipment should be backed up with power supplies to provide a backup of approx. 12 hrs.
5. At the respective colleges and universities the attendance of the employees with date and time will be registered through biometric.
6. To utilize the data captured at field level to generate various MIS reports such as monitoring of attendance, leave maintenance, preparation of department wise absentee, payroll, etc.
7. The system should be functional during working hours, which would be approximately 12 hours daily except on Sundays & Holidays, with maximum uptime. The vendor should consider providing sufficient power backup to overcome any power failure.

The system supplied by the vendor should have the following features:

- a. The data captured by the biometric device should AUTOMATICALLY be transferred to the Central Server at Department of EDUCATION, Patna. The original record of attendance should be dumped (copied) in Central Server in its native format. To meet any audit requirement, the native files generated at Biometric devices should be kept in archive manner at the Central Server.
- b. Proper electrical earthen is to be arranged by the successful bidder for the biometric devices installed at each college and university to protect the instruments. (Neutral to Earth voltage should be in the range of 0 to 3 volts).
- c. An exclusive electrical wiring for the biometric devices is to be arranged by the successful bidder at each location i.e., both colleges and universities. The spread of installation area of the equipment will be approximately 50 meters at each location.

5.1 Technical Advisor

The Bidder shall directly work under the technical supervision/guidance decided by the Department and shall provide such technical cooperation to them as required. The Technical Advisor may require the bidder to change/amend/improve certain aspects of the Software/MIS forms etc. as the

project moves on.

Note: The College list may change and some names may be added or deleted.

TERMS AND CONDITIONS OF THE BID

- 1 The Department reserves the right to carry out the capability assessment of the Bidders and the Department's decision shall be final in this regard.
 - 1.1 In case the agency quoting lowest rates (L1) is unable to provide the equipments, the Department reserves the right to award the bid to the other bidder(s) at L1 cost and take appropriate action against the bidding agency including forfeiture of EMD & black listing of the agency.
 - 1.2 Deptt. of Education may issue orders for any quantity as per its requirement within one year and the bidder shall be required to supply & install requisite units at the specified locations at the same rate.
 - 1.3 The bidder shall not sub-contract any part of the contract.
 - 1.4 The bidder shall submit a performance Bank Guarantee of 10% of the work order in the prescribed Performa within 4 (four) weeks of the signing of the contract and would be valid for specified warranty period.**
 - 1.5 The delivery and Installation period would be 6 weeks from the date of signing the contract.
 - 1.6 In the event of delay in the supply and /installation, specified above, the bidder shall be liable to pay a penalty @ 1% for the TOTAL MONTHLY QUOTED CHARGE for each unit for each day of delay subject to a maximum of 10% of the each unit price quoted, after which the Department shall be at liberty to cancel the contract & forfeit the earnest money/Security/Invoking the Bank Guarantee.
 - 1.7 The delivery/ installation period should be adhered to as will be mentioned in the Award of Contract. The supply shall actually be deemed to have been complete on the actual date of entire installation of all components/ items.
 - 1.8 Hiding of facts, misrepresentation, corrupt practices by the Bidder if revealed at any stage, would amount to forfeiture of EMD/Invocation of Bank Guarantee and subsequently the firm may also be blacklisted.
 - 1.9 Agency shall not, without the Department's prior written consent, disclose the contract or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of Department in connection therewith to any person other than a person employed by Agency in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

- 1.10 The firm will not remove the equipment without the written permission of the authorized representative of the concerned College /University/ Department as the case may be.
- 1.11 The firm will do preventive maintenance (PM) once in three months for the supplied equipment running. Fault Logging System will have the provision of data of PM's record. The PM may generally be done on Non-working days/Beyond General working hours with the prior permission of the competent authority.
- 1.12 In case of default, the Department will have the right to arrange maintenance at the risk and cost of the firm from any other source and shall adjust the charges from the Performance Bank Guarantee. Department decision shall be final in this regard and will be binding on the firm.
- 1.13 Based on these parameters, detailed **Agreement** will be signed with the firm at the time of awarding of contract.

SCHEDULE OF PAYMENT:

The payment terms shall be as per follows:

1. **No advance payment of any kind is admissible.**
2. The Payment shall be made on **quarterly basis** after the invoice is raised by the bidder depending upon the operational machines. The operationality of the machines shall have to be certified by the authorized representative of the concerned College /University/ Department as the case may be.

6.2 PENALTY:

- For every biometric Device that remains non-functional for more than 48 hours, a penalty shall be levied of Rs. 50/- (Rupees Fifty only) per working day. This penalty will be deducted from the consolidated quarterly bill. It is expected that the bidder shall replace/repair the device within 48 hours.
- Department may reduce or remove penalty imposed or to be imposed under the circumstances such as natural calamities/conditions beyond control etc. wherever department agrees.
- The Department may issue a written notice for suspension to the Firm, suspend all payments to the Firm under the contract, if the Firm fails to perform any of its obligations under this contract.
- The bidder fails to deliver any or all of the obligations within the time period(s) specified in the contract, or any extension thereof granted by the Department.

TAXES AND DUTIES:

The bidder shall be entirely responsible **for all taxes, levies, Cess, Octroi, Duties, License fees, etc.** incurred until delivery and operation of the contracted equipment to the purchaser. The Department will not issue any form - C or D.

INSURANCE:

The equipment supplied under the contract shall be fully insured by the bidder against loss, theft or damage, throughout the contract period of three years.

TERMINATION FOR INSOLVENCY:

The Department may at any time terminate the contract by giving written notice to the bidder without compensation to the bidder, if the bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued thereafter to the Department.

“NO CLAIM” CERTIFICATE:

The bidder shall not be entitled to make any claim, whatsoever, against the Department under or by virtue of or arising out of this contract nor shall the Department entertain or consider any such claim, if made by the bidder after he shall have signed a “no claim” certificate in favour of the Department in such forms as shall be required by the Department after the works are finally accepted.

3 DOCUMENTS PREPARED BY THE BIDDER TO BE THE PROPERTY OF THE DEPT.

All plans, software, drawings, specifications, designs and other documents prepared by the bidder in the execution of the contract shall become and remain the property of the Department, and before termination or expiration of this contract, the bidder shall deliver all such documents to the Department under the contract along with the detailed inventory thereof.

CONFIDENTIALITY:

The bidder and their personnel shall not, either during the term or after expiration of this contract, disclose any proprietary or confidential information relating to the services, contract or the Department’s business or operations without the prior written consent of the Department.

FORCE MAJEURE:

- 3.1 Notwithstanding the provisions of the bid, the bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance are other failure to perform its obligations under the contract is the result of an event of Force Majeure.
- 3.2 For purposes of this Clause, “Force Majeure” means an event beyond the control of the bidder and not involving the bidder and not involving the bidder’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Department either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 3.3 If a Force Majeure situation arises, the bidder shall promptly notify the Department in writing of such conditions and the cause thereof. Unless otherwise directed by the Department in writing, the bidder shall continue

to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The Department may terminate this contract, by giving a written notice of minimum 30 days to the bidder, if as a result of Force Majeure, the bidder being unable to perform a material portion of the services for a period of more than 60 days.

3.3.1 All disputes shall be subject to Patna High Court Jurisdiction.

BID PROPOSAL PROFORMA

Proforma - I

BID PROPOSAL SHEET

Bidder's Proposal Reference No. & Date:

Bidder's Name & Address:

Person to be contacted:

Designation:

Telephone no.:

Telex No.:

Fax No:

To:

The Consultant

Department of Education, GoB

New Secretariat, Vikas Bhawan, Bailey Road,

Patna - 800015

Subject: Selection of Solution Provider for Supply, Installation & Commissioning of Biometric-based Attendance System in Universities and Government Colleges.

Dear Sir,

1.0 We, the undersigned Bidders, having read and examined in detail the specifications and all bidding documents in respect of supply of Biometric Based Attendance System do hereby propose to provide equipment as specified in the bidding document.

2.0 PRICE AND VALIDITY

1.14 All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 180 days from the last date of submission of bids.

1.15 We do hereby confirm that our bid prices include all taxes and cess including Income Tax.

1.16 We have studied the Clauses relating to valid Indian Income Tax and hereby declare that if any Income Tax, Surcharge on Income Tax and any other Corporate Tax is altered under the law, we shall pay the same.

EARNEST MONEY

We have enclosed the required earnest money in the form of Bank Draft in the Pre-Qualification bid envelope. It is liable to be forfeited in accordance with the provisions of bid document.

BID PRICING

We further declare that the prices stated in our proposal are in accordance with your terms & conditions in the bidding document and is not higher than the market price.

QUALIFYING DATA

We confirm having submitted in qualifying data as required by you in your bid document. In case you require any further information/documentary proof in this regard before evaluation of our bid, we agree to furnish the same in time to your satisfaction.

CONTRACT PERFORMANCE SECURITY

We hereby declare that in case the contract is awarded to us, we shall submit the performance Guarantee Bond in the form of Bank Guarantee as per terms of bid document.

- 3.1 We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge & belief.
- 3.2 Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.
- 3.3 We understand that you are not bound to accept the lowest or any bid you may receive.

Thanking you,

Yours faithfully,

(Signature)

Date:

Name:

Place:

Designation:

Business Address:

Seal

Proforma - II

PARTICULARS OF BIDDER

BIDDER'S PARTICULARS FOR BID NO. _____

1. Name of the Bidder: _____
2. Address of the Bidder: _____
4. Year of Establishment: _____
5. Annual turnover of the firm for the:
last three successive years. _____
6. Name of the Dept. /Institution where
There is supply of Biometric
Based Attendance System _____
7. Service facilities available for maintenance: _____
8. Availability of spare parts, components _____
9. Bidder's proposal number & date: _____
10. Name & address of the officer:
To whom all references shall
Be made regarding this bid _____
Telephone No.: _____ Telex No.: _____
Fax No. _____

As of this date the information furnished in all parts of this form is accurate and true to the best of my knowledge.

(Please mention the page nos. for each document enclosed.)

Bidder:

Signature _____

Name in Full _____

Designation _____

Address _____

Name of the Company _____

Date _____

Company Seal

Witness:

Signature _____

Name in Full _____

Designation _____

Address _____

Date _____

Proforma - V

PRE-QUALIFICATION CHECKLIST & ORDER IN WHICH DOCUMENTS ARE TO BE SUBMITTED

Name of bidder: _____

Sr.No.	Condition / Item	Tick either 'Yes' or 'No'
1.	Bid Proposal sheet duly filled in, signed and complete in all respects. (Proforma -I)	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	Qualifying data duly filled in as per relevant Performa provided in the bid proposal that the Bidder is eligible to bid and is qualified to perform the contract, if its bid is accepted (Proforma -II)	<input type="checkbox"/> YES <input type="checkbox"/> NO
3	Certificate of Use of New, Genuine & Quality Components for IT Resources. (Proforma – IV)	<input type="checkbox"/> YES <input type="checkbox"/> NO
4..	The Bidder must furnish Earnest Money Deposit (EMD) of Rs. 1,00,000/- (One lacs only) which shall be in the form of Demand Draft drawn on any scheduled bank in favour of Accounts Officer, Department of Education “payable at Patna”, failing which the bid will be rejected. This earnest money is to be submitted along with the prequalification documents.	<input type="checkbox"/> YES <input type="checkbox"/> NO
5.	The Bidder must be registered in India/incorporated under Indian Companies Act 1956 for a period of atleast three years. Bidder should have a base in India for at least 3 years. For the purpose of tender, vendors having experience with biometric based attendance shall only be considered; experience on Magnetic stripe, plain Plastic card, bar coded or paper cards shall not be considered.	<input type="checkbox"/> YES <input type="checkbox"/> NO
6.	The Bidder/Consortium should be an OEM partner for the product being quoted.	<input type="checkbox"/> YES <input type="checkbox"/> NO
7.	The Bidder/Consortium must be ISO 9001:2000 certified or above.	<input type="checkbox"/> YES <input type="checkbox"/> NO
8.	Company Financial Status: The Bidder must have an average annual turnover of minimum Rs 1.5 Crores for each of the preceding last three financial years.	<input type="checkbox"/> YES <input type="checkbox"/> NO

9.	The Bidders must indicate the names of its GPRS service Providers in Bihar for this assignment.	<input type="checkbox"/> YES <input type="checkbox"/> NO
10.	The Bidder/ consortium must have implemented at least 1 (one) project on turn-key basis in the Central/ State Government/ Govt. PSUs/ Private sector valued for Rs 50 lacs in last 3 financial years ending 31-Mar-10. Project should comprise of Hardware, GPRS, Application software Integration	<input type="checkbox"/> YES <input type="checkbox"/> NO
11.	The Bidder must possess Professional Competence and experience of the key personnel (both technical and domain experts) to be associated with this project.	<input type="checkbox"/> YES <input type="checkbox"/> NO
12.	The Bidder/Consortium should not be under a declaration of ineligibility for corrupt and fraudulent practices or any other reason, whatsoever, or have not been blacklisted by the Government of India or any of its agencies, including public enterprises and/or by any State Government or any of its agencies	<input type="checkbox"/> YES <input type="checkbox"/> NO
13.	The Bidder must have valid PAN issued by Income-Tax Authorities, India.	<input type="checkbox"/> YES <input type="checkbox"/> NO
14.	The Bidder must have valid State Sales Tax and CST Number. If not, the Bidder will give undertaking that the Sales Tax Number shall be submitted to the Department before the signing of the contract.	<input type="checkbox"/> YES <input type="checkbox"/> NO
15.	The Bidder shall give a certificate regarding the use of quality components for IT Resources as per Performa-IV.	<input type="checkbox"/> YES <input type="checkbox"/> NO
16.	Notarised certificate of not being blacklisted	<input type="checkbox"/> YES <input type="checkbox"/> NO

Proforma - III

Commercial Bid

Date:

To,

The Consultant

Department of Education, GoB
New Secretariat, Vikas Bhawan
Bailey Road, Patna - 800015

Subject: Financial Bid for Selection of Solution Provider for Supply, Installation & Commissioning of Biometric-based Attendance System in Universities and Government Colleges.

Dear Sir,

We, the undersigned Bidder, have read and examined in detail all the bidding documents for IT Consultant Project and propose hereby our price as below:

We also understand that only one amount in rupees is to be given against each item listed below without any conditions/options.

Item	Amount (Rs.) (in Figures)	Amount (Rupees) (in Words)
Monthly RENT for each Biometric Device along with software (All Inclusive)		

The amount quoted above will be taken into account for evaluation of financial bid. Amount written anywhere else will not be considered at all.

The aforesaid price is for the manpower and includes hardware, infrastructure, application and services as per the bidding documents. The price is valid for a period of 6 months from the date of submission. Our price includes all costs, taxes and duties including Service Taxes, etc.

We understand that -

1. This Project may be staggered as per mutually agreed schedule and in that case -
 - (i) The Department of Education, Government of Bihar may require us to depute the College level teams initially at selective Colleges so as to smoothen the process of deployment.

(ii) The Department of Education, Government of Bihar and our firm may mutually decide to freeze the entire project up to any level of coverage or may extend it to a period.

2. We also understand that –

- a) We may be levied certain penalties as decided by the Department of Education, Government of Bihar in case of delay in implementation stage or at any time during the period of contract as per the clauses of this RFP /Agreement.
- b) We will duly attach the following certificates along with the invoice -
 - (i) Certificate from the Principal/Registrar.
 - (ii) Monthly attendance Sheets of our Staff signed by designated Authorities
of the Department of Education, Government of Bihar.
 - (iii) Receipts of the Service Tax paid by us.
- c) We will not violate Minimum Wages Guidelines and provisions of Employee Provident Fund Guidelines.

3. We agree that our quoted monthly charge includes all the cost towards salary of our staff, tours in districts, traveling within the state and outside by our team, all the hardware, software development costs, etc.

4. **Nothing else shall be payable to us except the QUOTED MONTHLY CHARGE.**

5. We declare that our Financial Bid is in accordance with the bid documents, irrespective of whatever has been stated to the contrary anywhere else in our bid. We clearly understand and agree that we shall be bound by the terms and conditions defined in the RFP and the payment made to us shall be adjusted accordingly in case any penalty is applied.

Yours faithfully,

(Signature of the Authorized Representative of the Bidder)

Name:

Designation:

Company Name:

Seal:

Place:

Business Address:

Proforma - IV

CERTIFICATE

USE OF NEW, GENUINE AND QUALITY COMPONENTS FOR IT RESOURCES

This has reference to the quoted/to be supplied by your Department against the tender for Biometric Devices.

We hereby undertake that all the components/parts/assembly/software to be used in Biometric Based Attendance System shall be **original, new, genuine and as per the said technical specifications from respective OEM(s) of the quoted products. It is also certified that no refurbished/duplicate/second-hand components/parts/assembly/software are being used or shall be used.**

We shall also **submit a certificate from the OEM supplier in support of above undertaking at the time of delivery.** It will be our responsibility to produce such letters from our OEM supplier's within a reasonable time. In case we are found not complying with above indicated undertaking at the time of delivery or during installation, we allow **Department of Education** to take appropriate action (e.g. Forfeiture of Bank Guarantee/EMD).

Authorized Signatory
(Name & Designation)

Name of the Universities to be covered in this Project –

1. Patna University
2. BRAB University, Muzaffarpur
3. LN Mithila University, Darbhanga
4. KSD Sanakrit University, Darbhanga
5. Magadh University, Gaya
6. BN Mandal University, Madhepura
7. TM University, Bhagalpur
8. JP University, Chapra
9. VKS University , Ara

Number of Colleges: 256 Constituent Colleges under above nine universities

Note: More Units may be added or deleted.

Screening Committee – There shall be a Screening Committee comprising of the technology experts and officials of department of Education to shortlist the Bidder.