



STATE POLLUTION CONTROL BOARD, ORISSA

(Department of Forest & Environment, Govt. of Orissa)

Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar - 751012

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No..... / I-Estt(Misc)9/2009

Dt..... /

NOTICE INVIRTING TENDER

IMPLEMENTATION OF ASSESS CONTROL & BIOMETRIC TIME ATTENDANCE SYSTEM AT THE OFFICE OF STATE POLLUTION CONTROL BOARD, ORISSA, BHUBANESWAR.

The State Pollution Control Board, Orissa hereby invites sealed proposal comprising Technical Bid and Price Bid for procurement, installation and commissioning of Biometric Attendance System at State Pollution Control Board, Orissa, Bhubaneswar.

The eligibility criteria and all other terms of the selection process have been described in the tender scheduled.

Sealed envelopes as per the detailed Tender Scheduled containing the requisite documents should reach the undersigned latest by 4.00 P.M of **Dt.31.10.2011** through Speed / Registered Post / Courier only (No drop box facility available) and will be opened at **4.30 P.M** on the same day in presence of the bidder or authorized representative

The detailed Tender Scheduled may be downloaded from the website of SPC Board, Orissa at www.ospcboard.org.

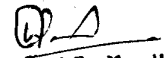
SPC Board, Orissa reserves the right to cancel this process at any stage, re-bid for the same, accept / reject the application in part or whole, without assigning any reasons whatsoever.

Sd/-

Member Secretary

Memo No. 17145 /Dt. 14.10.11

Copy forwarded to In-charge Computer Cell for information and necessary action with a request to display the advertisement alongwith tender document immediately.


12.10.11

Addl. Admn. Officer

Mr. S. Das, AEE



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STATE POLLUTION CONTROL BOARD, ORISSA
PARIBESH BHAWAN, A/118 NILAKANTHA NAGAR, UNIT-VIII,
BHUBANESWAR - 751 012, ORISSA
Website: www.spcbo.org

**Tender schedule for Bio-metric Based Attendance system with Card Reader
and Electro-Magnetic Lock and Closed Circuit Camera**

Request for Supply and Commissioning of bio-metric based attendance system with card reader electro magnetic lock and Closed Circuit Camera to the Office of SPC Board, Orissa (SPCBO).

Period of availability of Document : From to
Downloadable from the website of the Board:
www.spcboard.org

Last date for receipt of Tender :
(Through Speed / Registered Post / Courier, No drop box facility available)

Place of submission of Proposal : Member Secretary
State Pollution Control Board, Orissa
A/118, Nilakantha Nagar, Unit - VIII,
Bhubaneswar - 751012

Date and Time of Opening the Tender :

For Further Information : Member Secretary
State Pollution Control Board, Orissa

1. Objective

Presently, manual attendance system is operational for the staff of the Board. In order to introduce fully mechanized and computerized attendance system with identity card, SPCB, Orissa proposes to commission the bio-metric based attendance system with card reader and electro magnetic lock and c.c. camera.

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II. The

2. Broad Scope

The selected firm would be required to provide end-to-end solution for the entire system. The scope of services, which Inter-alia includes but not limited to, are as follows:

- Structuring of implementation of the proposed attendance system with Magnetic Card Reader facility and bio-metric based attendance system facility with c.c. camera
- Supply, installation, testing and commissioning of necessary software, hardware, network line to implement the said system for an approximate capacity of 200 employees
- Supply of employee specific RF programmable proximity access card with photograph
- Providing required training to selected officials for operation of the system
- Providing 5 (five) years guarantee / warranty for the System as a whole along with all installed software and network lines through AMC

3. Specifications of the Facilities

I. The main system

- a. The main system includes entry and exit software and software for a tamper proof and programmable convergent solution.
- b. The system must have the option for card, finger and code ID based. It should accept any one, any 2 or all three equations for the transactions.
- c. The system should have stand alone memory transaction of above 20000 to 30000 and should have the capability of integration with the server along with other units to be Network enabled with real time data flow.
- d. The Display should be LED based with anti tamper facility.
- e. The sensor should be in sleeping mode while not-in use to ensure higher durability and less power consumption.
- f. Memory with 64 MB flash, 32 MB RAM, TCP-IP/RS-232/RS-485 communication mode. The system should have Wiegand, USB as external interface.
- g. The transactions/events of the system should be routed to the server or a PC. The events are required to be retrieved through USB memory stick.
- h. The system power consumption details to be mentioned. In case of power failure, the battery back up details of the system should be mentioned.
- i. False acceptance rate should be 0.0001% and False rejection rate should not be more than 0.01 %.

II. The EXIT reader to the sub system to be placed after the main gate/control gate)

- a. The exit reader should have the option for taking the reading of all exit functions.
- b. Multiple communication option such as TCP-IP, RS - 232, RS - 422 or RS 485 and Wiegand.

III. The Electronic magnetic lock between main system and card reader

- a. The door for entry and exit needs to be fitted with Electromagnetic lock and shall be configured with the entry and exit system to allow the entries and exits to authorized personnels. The lock has to be electro magnetically operated in response to a assigned programming of opening and closing.

V. Digital CCTV camera

- a. A digital CCTV camera needs to be fitted on the main system focusing the catchment and response area of the main system to record in its drive, on a real time basis with stand alone capacity.
- b. The compatible software has to be provided.

V. Magnetic cards

- a. 200 nos. of identity card to be supplied.
- b. The cards will carry the personnel's photograph, employee code and signature and other details.
- c. The Cards will carry a magnetic strap or digital bar code.
- d. Out of 200 cards, 10 cards will be earmarked as visitors' pass and the system should have simple entry and exit arrangement to take on at the card levels.

4. Execution Modality

On selection, the firm would require to follow the minimum conditions at the time of execution of the assignment, which are as follows:

- The firm shall identify convenient location for the installation of the system in consultation with the Board.
- The firm shall provide suitable training to the Board Officials.
- The firm is required to install necessary software of the system at the designated places at the SPCBO Office.

- The firm shall execute the system in time bound manner
- The firm shall provide initial 7 days handholding for registering the information into the system

5. Facilities to be provided by the Board

- Server or PC compatible to the system
- Power points at the desired location
- Personal details of each employees of the Board like photograph, signature, blood group etc. will be provided for supply of Identity Card by the firm.

6. Payment

Full payment will be made within 30 days after complete supply as per specifications and verification in presence of the supplier followed by satisfactory performance of the system for at least one week. Request for advance payment in any case will not be entertained.

7. Completion Time

The firm would require to supply and commission the system in all respect within 1 month from the date of issuance of the work order.

8. Eligibility Criteria

Any company, partnership firm, sole proprietorship firm fulfilling the following eligibility criteria may apply for this assignment. However, consortium of firms will not be eligible for submission of the proposal. The minimum eligibility criteria for selection process are as under:

- The firm should have executed successfully similar type of service during last three financial years for atleast 3 organisations.
- Turnover criteria: Average turnover of Rs. 10.0 lakhs during the last three financial years.
- The firm should have a. Office preferably at Bhubaneswar or any part of Orissa.

9. Submission Requirement

The applicants are required to submit their bid in two packets comprising

- Technical Bid in Packet A, and
- Price Bid in Packet B

The Technical Bid (Packet A) and Price Bid (Packet B) must be inserted in separate sealed envelopes, alongwith applicant's name and address in the left hand corner of the envelope.

Packet A – Technical Bid

The Technical Bid of the applicant should consist the following information and documentary evidences for evaluating their proposal.

1. Refundable Earnest Money Deposit of Rs. 2,000/- (Rupees Two thousand only) in the form of Demand Draft / Pay Order in favour of the Member Secretary, State Pollution Control Board, Orissa" payable at "Bhubaneswar" drawn on any Nationalized Bank.
2. Applicant's information as per the enclosed Format 1
3. Previous experience details as per the enclosed Format 2 in respect of the similar assignments carried out by the applicant during last three financial years
4. Performance certificates alongwith documentary proof (work order, completion and performance certificate etc.) for similar assignments
5. Income Tax Return as proof of Turnover Criteria the financial year 2007-08, 2008-09 and 2009-10.
6. Copy of PAN Card and Service Tax Registration Certificate allotted to the applicant.
7. Technical literature / catalogue, as per specifications required for all items must be enclosed with the tender. Preventive and Maintenance Service Facilities of system shall be submitted with tender.

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Packet B - Price Bid

The Applicant would require to submit **their price in Packet B** which comprises price bid for carrying out the assignment within **stipulated timeframe**. The format for the price bid has been enclosed as Format 3.

10. Proposal Evaluation

The following procedure will be adopted in evaluating the proposals.

Step 1: Checking of Qualifying Documents

The Packet A shall be checked for submission of desired documents and in case of non-submission of desired documents the proposal will be considered for rejection.

Step 2: Technical Evaluation

On completion of the above submission check the specifications of the items submitted by the firm would be evaluated.

Step 3: Financial Evaluation

Price bid i.e., Packet B of only those applicants will be opened who will comply with all the submission requirements and conform to the specifications. The time of opening of financial bids will be notified later on.

The lowest financial proposal would be considered as successful bidder for the supply and commissioning of the system.

11. Award

After selection, the supply order shall be issued, in duplicate, by the Board to the selected firm and the Applicant shall, within 5 (Five) days of the receipt of the letter, sign and return the duplicate copy of the order in acknowledgment thereof. In the event of non-receipt of the duplicate copy duly signed by the firm, within the stipulated date, the Board may, unless it consents to extend time for submission thereof, forfeit the EMD of such applicant, and the next eligible applicant would be considered.

12. Performance Security

Upon receipt of the order from the Board, the firm shall require to submit 10% of bidding cost as security deposit in the form of Demand Draft / Pay Order in favour of "Member Secretary, SPC Board, Orissa" payable at Bhubaneswar drawn on any Nationalised Bank.

The Security Deposit will be released to the firm on satisfactory completion of the assignment. In case of default, the Board will have the right to en-cash the Performance Security.

13. Proprietary Data

All documents and other information provided by the Board or submitted by an applicant to the Board shall remain or become the property of the Board and shall be treated as strictly confidential.

14. Language

The language of the bids as well as the supporting documents shall be in English.

15. Validity of the Bid

The bid submitted in response to the tender shall remain valid for a period of six months from the scheduled date of opening of the bid.

16. Number of Proposal

An applicant is eligible to submit only one proposal for this assignment

17. Late Submission

Proposal received after the deadline for submission as prescribed by Board will be rejected.

18. Modification and Withdrawal of Proposal

Neither modifications nor withdrawal of the proposal shall be allowed once it is received by the Board. In such case, the EMD of the applicants would be forfeited.

19. Jurisdiction

All disputes arising shall be subject to the jurisdiction of the appropriate Court at Bhubaneswar, Orissa and will be governed by the laws of India.

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**FORM 1
PARTICULARS OF THE APPLICANT**

**SUPPLY AND COMMISSION OF BIOMETRIC TIME ATTENDANCE SYSTEM AT
THE OFFICE OF STATE POLLUTION CONTROL BOARD, ORISSA**

1. Name of the Applicant: _____

2. Head/Regd. Office Address: _____

a) Postal Address: _____

b) Fax, No.: _____

c) Telephone Nos. (s): _____

d) Email Address: _____

e) Website Address: _____

3. Local Office Address

a. Postal Address: _____

b. Fax, No.: _____

c. Telephone Nos. (s): _____

d. Email Address: _____

e. Website Address: _____

4. Type of Organization: Individual/Partnership/Company

5. Year of establishment: _____

6. Details of EMD deposited _____

a) DD/Pay Order No.: _____

b) Date of Issue and period _____

b) Bank name/address: _____

c) Amount: _____

6. Name and address of the:

Authorized signatory: _____

Contact person for this Quotation: _____

7. PAN certificate number: _____

8. Service Tax Registration No.: _____

9. Turnover Details (in rupees): 2007-08 2008-09 2009-10

Signature of Applicant Name

Date:

Place:

FORM 2

ASSIGNMENT OF SIMILAR NATURE & MAGNITUDE SUCCESSFULLY COMPLETED DURING LAST 3 YEARS

SUPPLY AND COMMISSION OF BIOMETRIC TIME ATTENDANCE SYSTEM AT
THE OFFICE OF STATE POLLUTION CONTROL BOARD, ORISSA

Sl. No.	Name of Assignment	Manpower coverage	Name of Client	Address and Phone No. of Client	Date of Commencement	Date of Completion

Signature of Applicant Name

Date:

Place:

Note: Enclose copies in support of the same.

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PRICE BID

For BIO METRIC BASED ATTENDANCE SYSTEM WITH CARD PASS AND ELECTROMAGNETIC LOCK AT THE MAIN DOOR /ENTRY AND EXIT POINT

SRI. No (1)	DESCRIPTION OF THE MATERIALS (2)	QTY (3)	PRICE/UNIT (4)	TAX%:TOTAL LAODING IN INR (5)	TOTAL PRICE IN INR INCLUSIVE OF ALL TAXES
01	Bio metric based attendance system with finger pass, code pass and ID pass option with required software	01			
02	Card pass	01			
03	Magnetic lock	01			
04	Digital web camera with accessories	01			
05	Magnetic cards with strap and printing(including 10 for visitors)	200			
06	Delivery, transport, insurance for transit,commissioning at site	One job			
07	AMC for one year after guarantee of one year	One job			

Total (submission of Sr. No. 1,2,3,4,5,6 in figures _____)

AMC for One year In Rs _____

Payment term: 100 percent after commissioning

Authorized signatory