



GOVT. OF ASSAM

**OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT  
DHUBRI MEDICAL COLLEGE & HOSPITAL, DHUBRI, ASSAM, PIN- 783324  
Email : dhubrimch@gmail.com**

No. DMCH/Account/2023/467

Dated : 16/08/2023

**Short Notice Inviting Tender for the work of Supply of Biometric Attendance System to  
Dhubri Medical College & Hospital**

The Principal cum Chief Superintendent, DMC&H hereby invites open tenders in **TWO ENVOLOP SYSTEM** for work of **Supply of Biometric Attendance System to Dhubri Medical College & Hospital**. Interested bidder shall submit the bid in the Tender-box during Office hours (10.00 AM –4.00 PM) at the Office of the Principal cum Chief Superintendent, Dhubri Medical College & Hospital, Dhubri, Assam during working days.

The bidder is expected to examine all instructions, terms and conditions in the bid documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in the rejection of its bid.

Tender should be addressed to - The Principal cum Chief Superintendent, Dhubri Medical College & Hospital (DMC&H), R.K. Mission Road, Jhagarpar-783325, Dhubri, Assam.

**Important Points:**

Date and Time of Bid opening	16/08/2023 from 12:00 Noon
Last Date and Time of Bid submission	30/08/2023 upto 4:00 PM
Date and Time of Opening Bid	31/08/2023 at 1:00 PM
Tender Processing Fee ( Non-Refundable)	Rs.2000/- (Rupee Two Thousand)
EMD (Refundable)	Rs.10,000/- (Rupee Ten thousand)

*The details Bid document can be downloaded from Website: [www.dhubrimedicalcollege.in](http://www.dhubrimedicalcollege.in)*

*Sd/-  
Principal cum Chief Superintendent  
Dhubri Medical College & Hospital  
Dhubri-Assam*

Sealed Tenders are hereby invited from authorized firms affixing court fee of Rs.8.25 (Rupees Eight and Paise Twenty Five) for **of Supply of Supply of Biometric Attendance System to Dhubri Medical College & Hospital. GENERAL CONDITIONS**

a). ***Earnest Money Deposit (EMD) of Rs. 10,000/- ( Rupees Ten Thousand)*** in the form of a Demand Draft issued in favour of or assigned to “HMS of Dhubri Medical College and Hospital” and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Earnest money will be liable to be summarily rejected. **Payment will be approved only after physical receipt of the EMD proof in original.** The EMD of the unsuccessful bidders would be returned within 60 days after finalization of tender after filling of an application . No interest will be paid on EMD at the time of refund. The EMD shall be forfeited if the bidder withdraws its bid within the valid period i.e. 60(sixty) days, if fails to sign the contract agreement as per provision of bidding document and fails to furnish performance security deposit as per provision of bid document. Firms registered under MSME are exempted from EMD, subject to submission of appropriate documents.

b). ***Tender Processing Fee of Rs. 2000/- ( Rupees Two thousand only)*** in the form of a Demand Draft issued in favour of or assigned to “HMS of Dhubri Medical College and Hospital” and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Tender Fee will be liable to be summarily rejected. **Payment will be approved only after physical receipt of the Tender Fee proof in original.** The Tender Processing Fee is non-refundable.

c).***Performance Security*** – The Successful bidder have to furnish Performance Security equivalent of Rs.10,000/- (Rupees Fifteen thousand) in form of DD/FD in favour “HMS of Dhubri Medical College and Hospital” for 30(thirty) months, which shall be refundable after successful completion of contract period i.e. for 1(one) year from the date of issue of LOA.

#### **SCOPE OF WORK**

- a. Tenderer is required to visit the site to understand the scope of work.
- b. This is totally a turnkey project and it is the responsibility of the tenderer to design the system, supply, install, commission and prove out of the system for satisfactory functioning.
- c. Tenderer is required to ensure that all the turnstile / access mechanisms are working smoothly in tune with the biometric reader and the corresponding communication are taking place as desired for both Entry (IN) and Exit (Out) Movement of personnel.
- d. The cabling for networking and the corresponding switches is to be laid and installed accordingly to aid the communication and data transfer between the terminal and the server.
- e. Cable laying through casing /piping wherever required.
- f. Ensure that the Power Supply is connected to all the readers and is working fine.
- g. Enrolment of finger prints of all the employees to be covered under the system.

- h.** Tenderer will Identify Employees whose fingerprints are not identifiable by the Biometric Reader.
- i.** Tenderer is required to ensure that Attendance of all the personal is recorded completely with all the details as mentioned in the specifications.
- j.** The system should be able to record and generate details like late coming, early going, extra hours put up, shortage of hours and working shift.
- k.** The system supplied should be in such a way that the data should not be lost under any circumstances.
- l.** It is the responsibility of the tenderer to scan the employees' fingers to generate data for the system.
- m.** All tools, instrument required for installation to be brought by tenderer only.
- n.** All civil works for laying of cable to be arranged by tenderer only.
- o.** All safety and Security norms to be adhered by tenderer.
- p.** The software should have capabilities to capture attendance, validate data, process the attendance and provide the actual attendance hours.
- q.** Print option for all reports and data.
- r.** LAN connectivity to PC for data entry like leave, Compensatory off etc.
- s.** The system has to be installed and commissioned within 1 month from the date of Award of Works.
- t.** Mandatory warranty for 2 years with software update free of cost during the period.

## **SPECIFICATION**

### **A. Machine Type -1**

Display 5-inch Touch Screen

Face Capacity 6,000

Card Capacity 10,000

Transactions 200,000

Operation System Linux

Standard Functions ID Card, ADMS, T9 Input, DST, Camera, 9-digit User ID, Access Levels, Groups,

Anti- passback, Record Query, Tamper Switc, h Alarm, Multiple Verify Modes

Hardware Memory 512MB RAM / 8G Flash; 900MHz Dual Core CPU, 2WDR Binocular Camera.

Communication TCP/IP, WiFi (Optional), Wiegand input / output, RS485

Access Control Interface 3rd Party Electric Lock, Door Sensor,Exit Button, Alarm output, Auxiliary Input

Optional Function 13.56MHz IC Card

Facial Recognition Speed \_1s

Biometrics Algorithms Face V5.8

Power Supply 12V 3A

Operating Humidity 20%-80%

Operating Temperature 0°C- 45 °C

Dimensions (W\*H\*D) 100\*203.3\*24.5mm

Net Weight 438g

Gross Weight 1105g

Supported Softwares eTimeTracklite

2 meters of recognition distance and extra wide angle recognition

## B. Machine Type-2

### Storage capacity

Fingerprints Capacity : 10,000

Card Capacity : 10,000

Transaction Capacity : 1,00,000

Card Reader : Inbuilt proximity card reader (Optional Mifare, HID prox)

CPU : 800 Mhz 32 bit Microprocessor

### Biometric

Fingerprint sensor : 500 DPI Optical sensor

FAR : <=0.0001%

FRR : <=1%

Identification speed : <0.5 sec

Algorithm Ver : 10

### Audio/Visual

Display : 3" Color TFT

Keypad : Yes

LED Indicator : Green/Red

Schedule Bell/Speaker : Mini Speaker

### Communication

TCP/IP, USB, (Optional : WiFi, GPRS, GPRS+ GPS)

Push data : Yes (support both static IP and domain server)

Standard Features : work code,SMS,DLST, Self service query, Status Switch

### Power & Environment

Power Supply : DC 12V --- 1.5Amp

Operating Temperature : 0°C - 45°C

Operating Humidity : 20% - 80%

Dimension(in mm) : (L)210 x (W)157 x (H)40

### Access control

Wiegand : In & Out both 26 or 34 bit (With or without site code)

Relay : 12 V relay for lock EM lock, Bolt Lock or Strike lock

Support Fire Alarm : Yes

Door Sensor : Yes

Anti Passback : Yes

Door Bell : Yes

### Exit Readers

Support exit readers : 101 HE , FR 1200, Push Button,

KR500, Notouch, KR503

### Optional

Battery : Yes

Card readers : Mifare/HID Prox

Communication : WiFi/GPRS

Sensor : Mifare/HID Prox

### Compatibility

- Compatible with Multi Door controllers via weigand

- External Speaker output available (Optional)

- External Bulb output available (Optional)

- Support External Printer

### Compatible Software and SDK

- etime track lite desktop & web

- SDK for desktop applications

- Web based Device Manager/ePush server using Push data.

Helps developers & integrators

- Supports 3rd Party Payroll/HRMS/ERP and Other applications

### Major Applications

Time & Attendance , Canteen Management, School Attedance,

Production Management, Gym & clubs

## ELIGIBILITY CRITERIA

The bidder should be bonafide which means an entity-

- Having a valid Trade License by the competent authority.
- Having PAN
- Having GST Registration Certificate
- A notarized self-declaration that the vendor has not been black listed by any institution of Central/State Govt. earlier.
- Experience in working with other medical colleges to be furnished, i.e. work order, performance certificate to be furnished.
- The bidder shall either be a manufacturer or an authorized dealer /channel partner only for the original manufacturer and should submit documentary evidence for the same.
- The product shall be manufactured by a firm whose quality system is in compliance with I.S. /ISO 9001/IS 14001.

## OTHER IMPORTANT INFORMATIONS

- a. All the pages of the bid including enclosures should be numbered and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offer received without signature and seal on all pages are liable to be rejected. The bid should be accompanied by *Annexure-A*.
- b. The tender shall be open in presence of bidders or their authorized representative if they wish to attend. (only 1 representative) duly supported by authorization will be allowed.
- c. Unsatisfactory performance of any bidder in terms of delays, withdrawing from bids on opening of bids resulting in re-tendering of job, etc can result in dropping the bidder.
- d. The application should be complete in all respect. Conditional/incomplete applications are liable to be rejected.
- e. Sub-Contract of work is not allowed.
- f. The Rates should be quoted exclusive of taxes and inclusive of all charges like, transportation, labour, installation, commissioning etc. Overwriting in rates will not be accepted. The Warranty for 2(two) years is to be provided by the successful bidder.
- g. No obsolete products/parts/spares should be considered while submitting the quotation. The spares for the system should be available for at least 10 years from the date of commissioning - Tenderers to certify in the tender.
- h. Tenderers to ensure the availability of critical spares so that the downtime is less than 1 day.
- i. The Principal cum Chief Superintendent reserves the right to accept or reject and to annul the bidding process and reject all bids at any time prior to award of contract without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder or bidders. In case of annulment all bids submitted and bid securities shall be returned to the bidders. DMCH does not pledge itself to accept the lowest rate.
- j. In case a proposal is accepted the firm shall sign an agreement with DMCH for rate contract. The cost of agreement is to be borne by the successful bidder.
- k. Tendering authority may call for sample verification, if required.
- l. The Principal cum Chief Superintendent reserves the right to impose/add any other condition for regulating the contract in public interest.
- m. The Principal cum Chief Superintendent reserves the right to negotiate price before finalization and award of contract.

#### **PENALTY CLAUSE**

Penalty in case of undue delay in supply, violation of Terms & Condition as per Contract agreement could be in the form of deduction from the total amount payable to the supplier/ bidder for the work or the security deposit shall be forfeited.

#### **PAYMENT PROVISION**

- a) No advance payments will be made to the successful bidder.
- b) Payments towards the supply of the item will be made strictly as per rules of the Tender Inviting Authority. Payment will be made only after satisfactory supply of entire ordered quantity. The payment will be made after successful deployment of System for Biometric Access Control System . 60 % of the Tender Value will be given after the supply of all the materials and successful installation and 40 % after trial run based on certification.
- c) On completion of supplies of ordered quantities, bills/invoices should be raised in triplicate in the name of the Tender Inviting Authority for further necessary action.
- d). Payments of bill will depend on the availability of fund and sanction from competent authorities.
- e). Taxes will be deducted as per norms.
- f). No interest will be allowed for late payment.

### **SIGNING OF CONTRACT**

After receiving the Performance Security Deposit from the successful bidder, The signing of contract will be initiated. The cost of signing of agreement is to be bear by the successful bidder.

**Annexure – A (Technical Bid)**

<b>Sl.No.</b>	<b>Particulars</b>	
<b>Part – I : Bidder Information</b>		
1	Name of Firm/Company/Individual	
2	Official Address With Contact No.	
3	Address for communication with Mobile No.	
<b>Part- II : Documents submitted</b>		
4	Earnest Money Deposit of Rs.10,000/- (Rupees Ten thousand)	DD..... Rs..... Dt.....
5	Non- Refundable Tender Processing Fee of Rs.2000/- (Rupees One thousand)	DD No..... Rs..... Dt.....
6	Trade License from Competent Authority.	Enclosed at Page :
7	GST Registration Certificate	Enclosed at Page :
8	Permanent Account Number (PAN) Card.	Enclosed at Page :
9	A notarized self-declaration that the vendor has not been black listed by any institution of Central/State Govt. earlier.	Enclosed at Page :
10	Experience in working with other medical colleges to be furnished, i.e. work order, performance certificate to be furnished.	Enclosed at Page :
11	The bidder shall either be a manufacturer or an authorized dealer /channel partner only for the original manufacturer and should submit documentary evidence for the same.	Enclosed at Page :
12	Each and every pages along with Annexures of the NIT duly signed and stumped on each and every page by the bidder.	Enclosed at Page :
13	The product shall be manufactured by a firm whose quality system is in compliance with I.S. /ISO 9001/IS 14001.	Enclosed at Page :

SIGNATURE :  
NAME & DESIGNATION :  
DATE :  
NAME & ADDRESS OF THE BIDDER WITH SEAL :

**Annexure-B (Price Bid)**

<b>SL.No.</b>	<b>Name of Item</b>	<b>Brand/Make &amp; Model</b>	<b>Machine Type</b>	<b>Rate (excluding GST)</b>
<b>1</b>				
<b>2</b>				

SIGNATURE :  
NAME & DESIGNATION :  
DATE :  
NAME & ADDRESS OF THE BIDDER WITH SEAL :