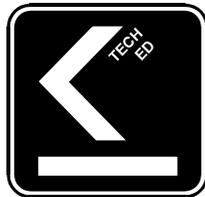


# **TENDER DOCUMENT**

**FOR**

**Supply, Installation, Commissioning & Maintenance of  
AADHAAR Enabled Biometric Attendance System (AEBAS)  
Devices for Govt. Polytechnic and ITIs Institutions in  
Punjab**



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Rs. 500/-

**THE PUNJAB STATE BOARD OF TECHNICAL  
EDUCATION AND INDUSTRIAL TRAINING(PSBTE & IT)**

**PHONE NO.0172-2612262, 2622586**

## Section I

1	Tender No./RFT Reference No.	PSBTE&IT/AEBAS-2017
2	Total pages	42
3	Description	Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab
4	EMD	Rs 50,000/-
5	Sale of Tender Document	22.06.2017
6	Tender document cost	Rs 500/-
7	Last Date of Submission of online tender	12.07.2017 05:00 p.m.
8	Date of Opening of Technical bid	13.07.2017 11:00 a.m.
9	Tenderer shall upload bids on the website	<a href="http://etender.punjabgovt.gov.in">http://etender.punjabgovt.gov.in</a>
10	The tender document shall also be available on the department website	<a href="http://www.punjabteched.com">www.punjabteched.com</a> and <a href="http://www.punjabteched.net">www.punjabteched.net</a> .
11	Opening of Commercial Bid	To be intimated later
12	<p>If the date of opening of e-tenders happens to be a holiday then the e-tenders will be opened on the next working day at the same time.</p> <p>Tenderers must ensure that their Digital Signature must be valid at the time of tender evaluation</p>	
13	<p>The Punjab State Board of Technical Education and Industrial Training, Chandigarh shall not be responsible for any failure in uploading of the tender documents and postal delay about non-receipt/non delivery of the documents.</p>	

## Section II

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## Section III

### 1 General

- 1.1 The Punjab State Board of Technical Education and Industrial Training (PSBTE & IT), Chandigarh invites bids "Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab" through e-tendering. Tenderers are advised to study the tender document carefully. Submission of Tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications
- 1.2 Bids are to be submitted online. A Valid Digital Signature Certificate(DSC) is mandatory to participate in the e-tendering process which may be procured from any of the authorized Certifying Authority (CA), such as; MTNL, TCS, emudhra, N-code, Sify. For participating in the e-tendering process, the tenderer shall have to get themselves registered with <https://etender.punjabgovt.gov.in> and get user ID, Password. In case of any problem in compatibility of DSCs or for any clarification/difficulty regarding e-tendering process e-Procurement helpdesk may be contacted 0172-5035985/ 9257209340/ 8054628821/ 8146699894/ 8146608250
- 1.3 Interested tenderers can download the e-tender documents online from website <https://etender.punjabgovt.gov.in> after depositing tender document cost, EMD and processing fee online.
- 1.4 Tender Document fee (Non-Refundable) as applicable shall be strictly paid through online mode (NEFT/RTGS, OTC, NET-BANKING, IPG). Other mode of payment will not be considered.
- 1.5 The tenderers will have to deposit Earnest Money/Bid Security (Refundable) which is to be paid through online mode (NEFT/RTGS, OTC, NET-BANKING, IPG). Other mode of payment will not be considered.
- 1.6 E-Tender processing fee (Non-Refundable) as applicable shall be paid to concerned firm involved in e-procurement strictly through online mode (NEFT/RTGS, OTC, NET-BANKING, IPG). Other mode of payment will not be considered.
- 1.7 Corrigendum / Addendum / Corrections, if any will be published on the website <https://etender.punjabgovt.gov.in>
- 1.8 This tender document is not transferable.
- 1.9 All bids are to submitted online and no manual receipt of bids shall be entertained.
- 1.10 Tenders which are not on the prescribed tender form will be rejected straightway. Telegraphic quotations will not be accepted.

- 1.11 Tenders not meeting specifications as per the tender document will be ignored.
- 1.12 The tender document fee/ tender processing fees shall not be refundable under any circumstances
- 1.13 The successful tenderer will have to deposit a performance bank guarantee for an amount as specified in this document
- 1.14 Secretary, The Punjab State Board of Technical Education & Industrial Training, Chandigarh, reserves the right to amend the bid documents or extend the deadline for submission of bids .
- 1.15 The tenderer shall bear all costs associated with the preparation and submission of its bid, and the Board will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
- 1.16 The tenderer shall upload all the relevant documents on the e-tendering portal.

## Section IV

### CONDITIONS GOVERNING THE TENDER

#### **FOR supply, installation, commissioning & maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab**

- 2.1 E-tenders for supply, installation, commissioning & maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab are invited from the original equipment manufacturer (OEM) of AEBAS devices or an authorized dealer for AEBAS devices having back to back support arrangement with the OEM of the AEBAS devices and should have successfully supplied and implemented at least 3 (Three) AADHAAR enabled biometric attendance system projects for Central / State Government / PSU organization in India with the project cost not less than Rs. 8 Lakhs each in last 3 (Three) financial years (FY 2013-14, 2014-15 and 2015-16). Out of these three projects tenderer should have successfully delivered at least one project with minimum 20 AADHAAR enabled biometric terminal devices and 200 AADHAAR enabled desktop devices. The tenderer should have relevant experience for supply, installation, commissioning & maintenance of AEBAS devices and should have average annual Turnover of above Rs. 30 lacs for last 3 audited financial years (2013-14, 2014-15, 2015-16). Only Tenders received as per schedule given in section I (Page 2) will be eligible for consideration as per Tender Notice and shall be further subject to the following terms and conditions.
- 2.2 The tenderer should be a registered company under Companies Act, 1956/2013 or registered Partnership firm or Sole proprietorship, and should be in existence in last 3 (Three) years in India as on bid submission date. In case of partnership firms/Sole proprietorship, a scanned copy of the partnership or sole proprietorship agreement, else general power of Attorney (GPA) duly attested by a Notary Public furnished on stamped paper duly signed or affirmed by all the partners admitting execution of the partnership agreement or in case of proprietorship GPA duly affirmed by proprietor. In case of registered company, copy of the certificate of registration of firm should be enclosed.
- 2.3 All the OEMs should have authorized presence in India either directly or through channel partner(s) as on the date of release of tender document. In case tenderer is the authorized dealer of original equipment manufacturer(OEM) copy of the valid authorization from the OEM to be supplied.
- 2.4 In case tenderer is not an OEM then an authorized undertaking will be required from the OEM stating that OEM will discharge all responsibilities under warranty for the period indicated in the contract, in case the tenderer fails to do the same for any reason.
- 2.5 The tenderer's proposed OEM or tenderer should not have been blacklisted by any Central / State Government / PSU in India or similar Agencies globally for unsatisfactory performance, corrupt, fraudulent or any other unethical business practices as on date of submission of the proposal. Please also attach performance certificate from at least two government organizations.

- 2.6 ISO 9001:2008 Certificate issued in the name of OEM for Manufacturing Process and ISO 14001 Certificate issued in the name of OEM for handling of hazardous items in the manufacturing process. ISO 14001 will not be applicable for the OEM Software developer. Valid Copy of certificates should be attached.
- 2.7 Each tender should be accompanied with earnest money of Rs. 50,000/- to be remitted through online transfer. No concession/exemption regarding deposit of earnest money will be given on any ground, what so ever and tenders not accompanied with proof of online transfer of earnest money will be rejected straightway.
- 2.8 a) Online Technical bids will be opened first as per schedule given in section I (page 2) in the presence of those tenderers who may wish to be present. The Commercial Bids of only those tenderers will be opened, who are found to qualify as per "Technical Bid". Officers of the Board may inspect the premises of the tenderer in order to verify the particulars mentioned in the Technical Bid. Commercial Bids will be opened after finalizing the Technical Bids.
- b) At the time of opening of technical bid, tenderer should bring the relevant hardware, software and any other necessary accessories for live demonstration. In case of unsuccessful operation of machine during the live demonstration, the technical bid of the tenderer will be rejected. Successful operation means marking of attendance on Punjab.attendance.gov.in portal.
- 2.9 Devices are required to be supplied as per the specifications indicated in Schedule 'A'. If the supply is not in accordance with the specification indicated in schedule 'A' the whole or part of supply may be rejected by the Board and the firm is liable to take back the supply at his own cost and the amount of security money and supplied material will be forfeited.
- 2.10 Commercial Bid
- a) Rate should be quoted per device in the Performa of "Commercial Bid" attached with Schedule 'A', which should be all-inclusive figures i.e. out-of pocket expenses, insurance as given in clause 2.10(d) below, transport, taxes and any other regular or incidental expenses etc. as may be applicable in relation to the activities to be carried out and as applicable at any time during the execution of the order by the tenderer. PSBTE&IT does not guarantee the quantity for the particular line items given above. The actual quantity for the given items may vary  $\pm$  25%.
- b) Item wise L1 would be decided based on the bases of item wise grand total.
- c) Bidder may opt to quote for all the AEBAS devices or any of the item.
- d) All items provided should be under Insurance payable by successful bidder. The insurance should be for entire duration of the contract of 3 years or as extended from time to time. Insurance should be comprehensive which includes damages for Theft, Fire, Natural Calamities, Riots and Terrorists activities etc.
- e) Any component/fixtures/labour work, ancillary/adjunct to any specified item or the project as a whole, shall be deemed to have been included in the unit rates quoted above.
- f) No cost other than quoted in the commercial bid shall be claimed separately.

- 2.11 The tenderer shall quote only one specific make and model from only one specific OEM, for each of the goods. Providing more than one option shall not be allowed. All goods quoted by the tenderer must be associated with item code and names and with printed literature describing configuration and functionality. Any deviation from the printed specifications should be clearly mentioned in the offer document by the tenderer.
- 2.12 The OEM for all active components should give a declaration that products or technology quoted are neither end-of-sale nor end-of-life as on the date of installation and commissioning and are not end-of-support till the successful completion of O&M period of the project as Annexure 2.4 in the tender document.
- 2.13 Notification of Award of Contract
- a) PSBTE&IT will notify the successful bidder(s) in writing about acceptance of their bid. The notification of award will constitute the formation of the contract after submission of performance bank guarantee by the successful bidder(s).
  - b) Upon the successful bidder's furnishing of Performance Bank Guarantee, PSBTE&IT will notify each unsuccessful bidder and return their EMD.
  - c) EMD of the successful bidder will be released after the successful bidder signs the final agreement and furnishes the Performance Bank Guarantee (PBG) as performance security.
- 2.14 Performance Bank Guarantee (PBG)
- a) The tenderer to which the work is allotted will have to deposit 30% of value of tender allotted as security for the due performance of contract, in the form of Performance Bank Guarantee within 15 days from the notification of award. In case the successful bidder fails to submit PBG within the time stipulated, the PSBTE&IT at its discretion may cancel the award of contract to the successful bidder without giving any notice.
  - b) PBG shall remain valid for a period of **180 days** beyond the date of completion of all contractual obligations of the successful bidder including warranty/ extended warranty obligations.
  - c) If the contract is extended, the successful bidder will have to extend the PBG for a period of 180 days beyond the date of completion of extended contract. This must be done within 15 days of notice of extension of contract. In case the successful bidder fails to submit revised / extended PBG, the present PBG will be forfeited.
  - d) The Supplier will not be entitled for any interest on the PBG submitted.
  - e) PSBTE&IT shall forfeit the PBG in the following cases:
    - i) When the terms and conditions of contract are breached/ infringed
    - ii) When contract is being terminated due to non-performance of the Supplier
    - iii) PSBTE&IT incurs any loss due to Supplier's negligence in carrying out the project implementation as per the agreed terms & conditions.
    - iv) In case the successful bidder fails to submit revised / extended PBG for the extended period of contact, if any.
  - f) Notice of reasonable time will be given in case of forfeiture of PBG. The decision of PSBTE&IT in this regard shall be final.
- 2.15 PBG for additional supply order -

In case of additional order, the successful bidder will have to deposit additional PBG as per clause 2.14.

#### 2.16 Signing of Contract -

- a) The successful bidder will sign the Contract with PSBTE&IT within 15 working days of the release of notification and submission of PBG. After signing of the Contract, no variation in or modification of the term of the Contract shall be made except by mutual written amendment signed by both the parties. The contract shall remain valid for 3 years initially but can be extended annually for another two years.
- b) The rates of contract of supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab will remain valid upto one year from the date of issuance of acceptance letter issued by the Board, which can be extended for another six months at the discretion of the Board on the same terms and conditions of the tender document.

#### 2.17 Fraud and Corruption

All the Bidders must observe the highest standards of ethics during the process of selection of project Supplier and during the performance and execution of contract.

- a) For this purpose, definitions of the terms are set forth as follows:
  - i) **"Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of the PSBTE&IT or its personnel in contract executions.
  - ii) **"Fraudulent practice"** means a misrepresentation of facts, in order to influence a selection process or the execution of a contract, and includes collusive practice among bidders (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive the PSBTE&IT of the benefits of free and open competition.
  - iii) **"Unfair trade practice"** means supply of services different from what is ordered on, or change in the Scope of Work given in Section IV.
  - iv) **"Coercive practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or execution of contract.
- b) PSBTE&IT will reject a proposal for award, if it determines that the Bidder recommended for award, has been determined to having been engaged in corrupt, fraudulent or unfair trade practices.
- c) PSBTE&IT will declare a bidder ineligible, either indefinitely or for a stated period of time, for award of contract, if bidder is found to be engaged in corrupt, fraudulent and unfair trade practice in competing for, or in executing, the contract at any point of time.

2.18 Any deviation from these conditions will be liable to disqualify the tenderer.

2.19 No advance shall be made to the tenderer. 80% (Eighty percent) payment of the total project cost shall be released within 60 days from the date of satisfactory delivery, installation, commissioning, training and inspection of all material at respective locations along with certification from the Principal of college/location regarding successful installation and working of devices at different locations for a minimum period of 20

working days. Remaining 20% (Twenty percent) shall be released in 12 equated quarterly installments. Statutory taxes like T.D.S. shall be deducted at source as per provision of the Statutory Act and certificate of such deduction made in each year shall be furnished to the tenderer.

## 2.20 Warranty obligations

Sr. No.	Issue	Criticality	Resolution Time	Penalty
1	The successful Bidder needs to deliver 100% of the ordered quantity of Biometric Devices within 4 weeks from issuance of LOI.	High	Within 4 weeks from issuance of LOI	No penalty is imposed.
			Within 5 weeks from issuance of LOI	5% of the value of undelivered quantity.
			Within 6 weeks from issuance of LOI	Additional 5% of the value of undelivered quantity.
			More than 6 weeks from the issuance of LOI	Additional 5% per week for every subsequent week subject to a max of total 8 weeks. If not delivered within 8 weeks, Performance Bank Guarantee of the successful Bidder will be forfeited.
2	The successful Bidder needs to replace the supplied Biometric Device(s) or any other peripheral which did not pass the post-delivery inspection conducted by Nodal officer.	High	Within 4 working days from the time Biometric Device(s) are rejected during post-delivery inspection.	No penalty is imposed.
			Within 7 working days from the time Biometric Device(s) are rejected during post-delivery inspection.	10% of the total value of the rejected Biometric Device(s)
			More than 7 working days from the time Biometric Device(s) are rejected during post-delivery inspection.	10% of the total value of the rejected Biometric Device(s) subject to a maximum of total 12 days. If not replaced within 12 days of reporting of the issue, amount equal to cost of device will be deducted from Performance Bank Guarantee.
3	Any hardware or software issue related to the Biometric	High	Within 24 hours from the reporting of issue	No penalty is imposed.
			Within 2 working days from the reporting of issue	2 % of the value of the Biometric Device(s).

	Device(s).		Within 3 working days from the reporting of issue	3% of the value of the Biometric Device(s).
			More than 3 working days from the reporting of issue	5% of the value of the Biometric Device(s), subject to a maximum of total 7 days. After 7 days Bidder shall replace the Biometric Device(s) with a new one. If not replaced within 7 days amount equal to cost of device will be deducted from Performance Bank Guarantee.

Note : Only one above said clause shall be applicable on one supply, depending upon delayed period of supply.

- 2.21 The delivery of the AEBAS devices will be taken at the premises of the Board or place(s) designated by the PSBTE&IT for various locations of Punjab.
- 2.22 Supply order of tender quantity shall be given in one or more than one go as per the requirements of the Board.
- 2.23 The Board reserves the right to cancel the tender processes at any stage without assigning any reason.
- 2.24 Onsite comprehensive (including all Hardware, Software, network cabling for all types of defects and problems) maintenance services shall be provided by the Supplier / OEM during the period of warranty and Comprehensive Annual Maintenance Contract (CAMC). In case the supplier fails to rectify the problem within 24 hours including holidays then OEM/Supplier shall be required to provide second level support, service to rectify the problem or replace the faulty system or part thereof.
- 2.25 The successful Bidder needs to provide the contact number of the OEM Helpdesk support/website, email ID and contact number of the successful Bidder's representative and addresses & contact numbers for OEM service centers. Any issue encountered with the Biometric Devices will be reported to the respective OEM Helpdesk by concerned operators and the complaint/case number generated for the incident will be emailed to successful Bidder's representative. It is the responsibility of successful Bidder to track the incident and ensure within the prescribed time as given in clause 2.20 . Once incident has been resolved, confirmation email needs to be sent back to the person who reported the issue originally with a copy to PSBTE & IT.
- 2.26 In case there is a change in the process for reporting issues, it will be appropriately communicated to successful Bidder. The OEM Helpdesk should be operational during the normal business hours i.e. 8 am to 6 pm during all working days of the week. The OEM Helpdesk operators would have to perform various activities including:
  - a. Understanding the query/issue in the reported request. It could be related to the hardware including, but not limited to, issues linked with any component of Biometric Devices and operating system compatibility.
  - b. Providing information/clarification on the spot in case of an informational query or providing necessary troubleshooting assistance in case of a logged issue.

- c. Forwarding the case to concerned field engineer if the issue cannot be instantly resolved on the call and is related to any hardware which might need to be replaced.
- d. In case of technical issues for which a resolution is not possible instantly, the operator will submit the request into the system for escalation and further action by the successful bidder's team.

2.27 **Arbitration** : In case dispute arising between the PSBTE&IT and the successful bidder, which has not been settled amicably, the successful bidder can request the PSBTE&IT to refer the dispute for arbitration under Arbitration and Conciliation Act, 1996. Such disputes shall be referred to the Arbitrator which shall be "Principal Secretary / Secretary to Government of Punjab, Department of Technical Education and Industrial Training". The Indian Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. The arbitration proceedings will be held at Chandigarh. The decision of the Arbitrator shall be final and binding upon both the parties. The arbitration award shall be in writing and shall state the reasons for the award.

2.28 All the disputes shall be subject to the jurisdiction of the Chandigarh Courts.

2.29 The quantity mentioned in Schedule 'A' may vary by  $\pm 25\%$ .

2.30 No conditional tender will be accepted.

2.31 Secretary, PSBTE & IT reserves the right to withdraw / relax any of the terms and condition mentioned in the TENDER DOCUMENT, so as to overcome the problem encountered at a later stage for the smooth and timely execution of the project.

2.32 In case the Successful Bidder fails to deliver the project due to inadvertence, error, collusion, incompetency, termination, misconstruction or illicit withdrawal, the Secretary, PSBTE & IT reserves the right to procure the same or similar services from the alternate sources at risk, cost and responsibility of the Successful Bidder.

CERTIFIED THAT I/WE HAVE READ THE CONDITIONS CAREFULLY AND UNDERTAKE TO ABIDE BY THEM FAITHFULLY. FURTHER CERTIFIED THAT I/WE WILLBE ABLE TO SUPPLY THE REQUIRED AEBAS DEVICES WITHIN THE STIPULATED PERIOD.

(Signature of Tenderer)

Name of Tenderer \_\_\_\_\_

Address \_\_\_\_\_

## **SCHEDULE 'A'**

### **1. Scope of Work**

- A.** Supply, Installation, Commissioning & Maintenance of AADHAAR enabled biometrics attendance system at specified locations of the College premises. (Indicative location-wise list where AADHAAR enabled biometric attendance system devices are required to be installed is given at Annexure 8).
- i) Provide necessary support in integration of officials of Institutes on [www.attendance.gov.in](http://www.attendance.gov.in) portal and to provide necessary support in integration of students of institutes on [skill.attendance.gov.in](http://skill.attendance.gov.in) portal.
  - ii) Provide necessary support for registration of college employees and students on NIC attendance portal.
  - iii) Provide training to end users
  - iv) Provide post-implementation on-site support and comprehensive warranty for 3 (Three) years for the supplied items.

### **B. Operation and Maintenance**

- i) Once the systems have been commissioned, the successful bidder shall maintain supplied items for the period of 3 (Three) years.
- ii) The extension of the Operation and Maintenance contract after 3 (Three) years shall be based on the performance of the successful bidder and shall be granted annually based on rates specified in the commercial bid of the successful bidder.
- iii) Operation and Maintenance shall involve but shall not be limited to the following activities;
  - a. Ensure the desired functioning of the Interface / integration
  - b. Software installation and testing whenever required
  - c. Provide technical support on system parameters and requirement of PSBTE&IT
  - d. Provide handholding support and training services as part of the post implementation services, on a scheduled basis as well as on a need basis.
- iv) The comprehensive maintenance and warranty of hardware shall include following but not limited to these;
  - a. In case of failure, the successful bidder needs to repair or replace the faulty part/component/device to restore the services at the earliest.
  - b. The cost of the repairing or replacement of faulty part/component/device has to be entirely borne by the Successful bidder.
  - c. All expenses related to part/component/device, including hiring of specialized technical expertise, in case required, has to be borne by the successful bidder as part of comprehensive maintenance.
  - d. The successful bidder also needs to make alternate arrangement in case of any major failure in the hardware or software due to which services gets affected.
  - e. After repairing or replacement of the part/component/device, the Successful bidder needs to put the same into operation.
  - f. Comprehensive Insurance

**Note - No extra cost shall be remunerated by PSBTE&IT on account of such operations & maintenance activities mentioned herein above.**

**2. General Requirement for Wall mountable and desktop enabled AEBAS devices**

- a) Deploy and run suitable Human- Machine Interface (The Human-Machine Interface shall be developed using ISO 9241: Ergonomics of System Interaction guidelines.) for the process requirements of AADHAAR enabled biometrics attendance monitoring and management system.
- b) Enable an enrolled user to punch the Employee ID/ AADHAAR and submit the biometric fingerprint for time stamping, verification by Unique Identification Authority of India-CIDR.
- c) The system shall not store any biometric signatures locally except during transaction. Once the transaction has concluded all biometric data captured shall be purged. It should follow the general guidelines issued by Ministry of Electronics & Information Technology (Meity), Govt. of India for securing personal information and sensitive personal information in compliance to IT Act,2000 and Aadhaar Act ,2016.
- d) Independent Client Systems (ICS) shall immediately, on completion of the transaction, transmit the data to NIC’s Biometric Attendance Management System. The process of submission shall be initiated by Independent Client Systems and responded by an appropriate listener at the server side.
- e) The proposed solution should compliance to the specifications issued by UIDAI, refer URL below. [https://uidai.gov.in/images/resource/aadhaar\\_registered\\_devices\\_2\\_0\\_09112016.pdf](https://uidai.gov.in/images/resource/aadhaar_registered_devices_2_0_09112016.pdf)

**3. Technical specifications of items required:-**

**a) Wifi enabled wall mountable AADHAAR Enabled Biometric Attendance System**

Description	Specification
<b>Type</b>	Wall mounted terminals - Integrated Android Tablet and Single Fingerprint Scanner Device Housed in a Rugged Casing
<b>Rugged casing</b>	<ul style="list-style-type: none"> <li>i) The casing should be made of inflexible, solid material and can be of polycarbonate / thick plastic / acrylic / other tough material.</li> <li>ii) It should be of black colour and should have a glossy / matte finish.</li> <li>iii) Acrylic casings must have a thickness of at least 5 mm.</li> <li>iv) Casing should be durable and should be able to withstand rough daily operational usage.</li> <li>v) The casing should not suffer any damage or disfiguration on being dropped from a height of up to 2 meters.</li> <li>vi) Tablet should be vertically oriented in the casing. This is important because the attendance application to be deployed is designed to run in vertical mode only.</li> <li>vii) The casing should be designed to cover/hide the android task bar of the tablet. This is required to prevent misuse</li> </ul>

	<p>of any other functionality of the tablet.</p> <p>viii) The casing should have provision to access the power/reset button of the tablet. The access should be easy but controlled. The vendor thus should make arrangements to provide an external tool to perform the power on/off and/or reset function of the tablet through the casing.</p> <p>ix) The fingerprint scanner should be ergonomically placed to support ease of usage for biometric attendance in standing posture of the users.</p>
<b>Processor</b>	1.0 GHz Quad Core or higher
<b>Display</b>	7 inch display or higher
<b>Memory</b>	8GB
	RAM - 1 GB or higher
<b>Connectivity and others</b>	Wi-Fi 802.11 b/g/n
	Bluetooth v4.0
	SIM Card Support Security 3DES with 3G or higher
	<p>a) USB Port- Minimum one Micro USB port and an optional additional USB Port (USB port should provide power supply to biometric device and support USB OTG)</p> <p>b) Front facing Camera with VGA resolution</p> <p>c) Internal Speakers</p> <p>d) Separate charging port on the tablet shall be available. AC adapter for 230V + or – 10%, 50Hz operation shall be provided.</p> <p>e) With latest GPS technology</p>
<b>Operating System</b>	OS – Android 5 or higher
<b>Software/APKs</b>	Latest AEBAS authentication software should be pre installed along with pop-up blocker.
<b>Battery backup</b>	180 minutes or higher
<b>Screen Guard</b>	To be provided with clear finish screen guard
<b>Biometric Sensor Certification</b>	STQC / UIDAI Certified - STQC certified Single Finger-Print biometric device for Aadhaar Authentication with driver, in built template extractor software/SDK (mandatorily with license, if required)
<b>Response time</b>	<6 Seconds for an authentication transaction in Client-Server environment.
<b>Application compatibility</b>	The device should be compatible with NIC attendance application ( <a href="http://www.attendance.gov.in">www.attendance.gov.in</a> ). The proposed device drivers preferably be integrated with NIC attendance application as on the date of submission of bid and the proof of the same shall be submitted. However, If the same is not already integrated with NIC attendance application, Bidder should test the proposed device with NIC attendance application and should submit the report/Mail

	confirmation from NIC with the proposal, failing which bid will not be considered for further evaluation.
<b>Warranty</b>	3 years Comprehensive Warranty

**b) AADHAAR Enabled Desktop based Finger Print scanner Biometric Attendance Device**

<b>Description</b>	<b>Specification</b>
<b>Type</b>	Fingerprint Scanner Device for use with Desktop, Laptop, Tablet, POS Device etc.
<b>API/SDK</b>	Windows 7 & above
<b>Warranty</b>	3 years Comprehensive Warranty
<b>Others</b>	<ul style="list-style-type: none"> <li>a) Integrated USB 2.0 And Above Connector</li> <li>b) Connector Cable To Connect The Device To Micro USB &amp; Standard USB</li> <li>c) Device driver to be provided</li> </ul>
<b>Certification For Device</b>	STQC certified for Aadhaar Authentication
<b>Application compatibility</b>	The device should be compatible with NIC attendance application ( <a href="http://www.attendance.gov.in">www.attendance.gov.in</a> ). The proposed device drivers preferably be integrated with NIC attendance application as on the date of submission of bid and the proof of the same shall be submitted. However, If the same is not already integrated with NIC attendance application, Bidder should test the proposed device with NIC attendance application and should submit the report/Mail confirmation from NIC with the proposal, failing which bid will not be considered for further evaluation.

## Annexure 1 - Guidelines for Pre-Qualification Proposal

### Annexure 1.1 - Check-list for the Pre-Qualification Proposal

S.No.	List of Documents	File Name	Submitted (Y/N)	Description
1	Proof of Tender Fee and EMD submitted			
2	Bid Covering Letter As per format provided at Annexure 1.2			Reference No: Date of Letter:
3	Bidders' Particulars As per format provided at Annexure 1.3			Name of Bidder(s)
4	Power of Attorney in favour of Authorized signatory As per format provided at Annexure 6			Date of PoA: Name of Authorize Person
5	In case of partnership firms/Sole proprietorship Copy of the partnership or sole proprietorship agreement, else general power of Attorney (GPA) duly attested by a Notary Public furnished on stamped paper duly signed or affirmed by all the partners admitting execution of the partnership agreement or in case of proprietorship GPA duly affirmed by proprietor. In case of registered company, copy of the certificate of registration of firm			Registration  Number: Date of Incorporation
6	Copy of Certificate from the Statutory Auditor for the last 3 (Three) financial years 2013-14, 2014-15 and 2015-16 As per format provided at Annexure 7			Year wise detail of turnover
7	Copy of Work order and completion certificate to support that the Bidder should have successfully supplied and implemented at least 3 (Three) AADHAAR based biometric attendance system projects for Central / State Government / PSU organization in India with the project cost not less than Rs. 8 Lakhs each in last 3 (Three) financial years (FY 2013-14, 2014-15 and 2015-16). Out of these three projects tenderer should have successfully delivered at least one project with minimum 20 AADHAAR enabled biometric terminal devices and 200 AADHAAR enabled desktop devices. Please also			Customer Name Work order Number Date of work Order: Project value Completion Date

	attach performance certificate from at least two government organizations.			
<b>8</b>	Copies of valid ISO certificate issued by the Govt. Certifying authority is required to support ISO 9001:2008 Certificate issued in the name of OEM for Manufacturing Process and ISO 14001 Certificate issued in the name of OEM for handling of hazardous items in the manufacturing process. ISO 14001 will not be applicable for the OEM Software developer			Issuing By: Issuing Date: Validity Date:
<b>9</b>	Declaration for not being blacklisted by Central/ State Government/ PSU entity in India or similar agencies globally for Unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices as on date of submission of the proposal. As per format provided at Annexure 4			Reference No: Date of Letter:

## Annexure 1.2 - Pre-Qualification Cover Letter

(To be submitted on the letterhead of the bidder)

Date:

To

**Secretary  
Punjab State Board of Technical  
Education and Industrial Training  
Plot No. 1-A, Sector 36-A  
Chandigarh - 160036**

**Subject:** Bid for “Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab”.

**Tender No:** PSBTE&IT/AEBAS -2017

Dear Sir,

With reference to your “***Request for Proposal for “Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab”***”, we hereby

submit our Prequalification Proposal, Technical Proposal, and Financial Proposal, for the same.

We hereby declare that:

- a. We hereby acknowledge and unconditionally accept that the PSBTE&IT can at its absolute discretion apply whatever criteria it deems appropriate, not just limiting to those criteria set out in the Tender Document and related documents, in short listing of bidder for providing services.
- b. We have submitted EMD of INR [ ] in the form of [.....] and Tender fee of INR [ ] online through e-Tendering Portal <https://etender.punjabgovt.gov.in>.
- c. We hereby declare that all information and details furnished by us in the Bid are true and correct, and all documents accompanying such application are true copies of their respective originals.
- d. We agree to abide by our offer for a period of 1year from the date of opening of pre-qualification bid prescribed by **PSBTE&IT** and that we shall remain bound by a communication of acceptance within that time.
- e. We have carefully read and understood the terms and conditions of the Tender Document and the conditions of the contract applicable to the TENDER DOCUMENT. We do hereby undertake to provision as per these terms and conditions.

- f. In the event of acceptance of our bid, we do hereby undertake:
  - i. To supply the products and commence services as stipulated in the Tender document
  - ii. To undertake the project services for entire contract period from the date of signing of the contract as mentioned in the RFT document.
  - iii. We affirm that the prices quoted are inclusive of design, development, delivery, installation, commissioning, training, providing facility management and handholding support, and inclusive of all out of pocket expenses, taxes, levies discounts etc.
- g. We do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and notification of award of contract, shall constitute a binding contract between us.
- h. We understand that the **PSBTE&IT** may cancel the bidding process at any time and that **PSBTE&IT** is not bound to accept any bid that it may receive without incurring any liability towards the bidder.
- i. We fully understand and agree that on verification, if any of the information provided in our bid is found to be misleading the selection process, we are liable to be dismissed from the selection process or termination of the contract during the project, if selected to do so

In case of any clarifications please contact \_\_\_\_\_ email at \_\_\_\_\_

Thanking you,

Yours sincerely,

(Signature of the bidder)

Printed Name

Designation

**Seal**

Date:

Place:

Business Address:

### **Annexure 1.3 - Format to share Bidder's and Bidding Firms Particulars**

The Table below provides the format in which general information about the bidder must be furnished.

<b>Sr. No.</b>	<b>Information</b>	<b>Details</b>
1	Name of Bidding firm:	
2	Address and contact details of Bidding firm:	
3	Firm Registration Number and Year of Registration	
4	Web Site Address	
5	Status of Company (Public Ltd., Pvt. Ltd., etc.)	
6	EPF Registration No	
7	Company's Service Tax Registration No.	
8	Company's Permanent Account Number (PAN)	
9	Company's Revenue for the last 3 years (Year wise)	
10	Name, Designation and Address of the contact person to whom all references shall be made regarding this RFT:	
11	Telephone number of contact person:	
12	Mobile number of contact person:	
13	Mobile number of contact person:	
14	E-mail address of contact person:	

Please submit the relevant proofs for all the details mentioned above along with your Bid response

Authorized Signatory

Name

Seal

## Annexure 1.4. - Format to Project Citation

S. No.	Item	Details	Attachment Ref Number
1	Bidder		
2	Name of the Project		
3	Date of Work Order		
4	Client Details		
5	Scope of Work		
6	Contract Value		
7	Completion Date		

***Note: The Bidder is required to use above formats for all the projects referenced by the bidder for the Pre-Qualification criteria and technical bid evaluation.***

## Annexure 2. – Guidelines for Technical Proposal

### Annexure 2.1 - Check-list for the documents to be included in the Technical Proposal

S. No.	List of Documents	File Name	Submitted (Y/N)	Description
1	Technical Bid Covering Letter			Reference No: Date of Letter:
2	Technical Compliance Matrix			-
3	Project Implementation Approach			-
4	Copy of Work order and completion certificate to support that the Bidder should have successfully supplied and implemented at least 3 (Three) AADHAAR enabled biometric attendance system projects for Central / State Government / PSU organization in India with the project cost not less than Rs. 8 Lakhs each in last 3 (Three) financial years (FY 2013-14, 2014-15 and 2015-16).			<i>Customer Name:</i> <i>Work Order Number:</i> <i>Date of Work Order:</i> <i>Project Value:</i> <i>Completion Date:</i>
5	Copy of Work order and completion certificate to support that the Bidder should have successfully delivered at least one project with minimum 20 AADHAAR enabled biometric terminal devices and 200 AADHAAR enabled desktop devices.			Customer Name: Work Order Number: Date of Work Order: Project Value: Completion Date:
6	OEM Authorization Form As per format provided at Annexure 2.4			OEM Name: Date:

## Annexure 2.2. - Technical Bid Cover Letter

(To be submitted on the Letterhead of the responding firm)

Date: dd/mm/yyyy

To

**Secretary  
Punjab State Board of Technical  
Education and Industrial Training  
Plot No. 1-A, Sector 36-A  
Chandigarh - 160036**

**Sub** : Request for Proposal for " Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab"

RFT Tender No: PSBTE&IT/AEBAS -2017

Dear Sir,

Having examined the RFT, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the professional services as required and outlined in the RFT for **"Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions at their different locations all over Punjab "**

We attach hereto the technical response as required by the RFT, which constitutes our proposal. We undertake, if our proposal is accepted, to adhere to the implementation plan (Project schedule) for providing Professional Services in **"Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions at their different locations all over Punjab"**, put forward in RFT or such adjusted plan as may subsequently be mutually agreed between us and PSBTE&IT or its appointed representatives.

If our proposal is accepted, we will obtain a Performance Bank Guarantee issued by a nationalized bank in India, for a sum of equivalent to 30% of the contract value for the due performance of the contract.

We agree for unconditional acceptance of all the terms and conditions set out in the RFT document and also agree to abide by this tender response for a period of 1 year from the date of submission of Bid and it shall remain binding upon us with full force and virtue, until within this period a formal contract is prepared and executed, this tender response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us and PSBTE&IT.

We confirm that the information contained in this proposal or any part thereof, including its exhibits, schedules, and other documents and instruments delivered or to be delivered to

PSBTE&IT is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead PSBTE&IT as to any material fact.

We agree that you are not bound to accept any tender response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/ services specified in the tender response.

It is hereby confirmed that I/We are entitled to act on behalf of our company/ corporation/ firm/ organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Date:

(Signature)

(Name)

(In the capacity of ) [Seal  
/ Stamp of bidder]

## **Annexure 2.3 - Project Implementation Approach**

**The Bidder is required to submit the proposed technical solution in detail. Following should be captured in the explanation:**

- a) The Overall approach to the Project
- b) Implementation plan– Bidder's approach to implement the project
- c) Operation and Maintenance Plan
- d) Quality Control plan - Bidder's approach to ensure quality of work and deliverables
- e) Escalation matrix during contract period

**Note:**

- a. All the pages (documentary proofs and other documents that may be attached) should contain page numbers and would have to be uniquely serially numbered.

Inadequate information shall lead to disqualification of the bid.

**Annexure 2.4. –**

**Certificate of Dealership/Authorization Letter/Warranty**

*(To be provided by the OEMs of devices as mentioned in this tender document on their Letterhead) to be enclosed with Technical bid*

Dated: \_\_\_\_\_

To,  
**Secretary**  
**Punjab State Board of Technical**  
**Education and Industrial Training**  
**Plot No. 1-A, Sector 36-A**  
**Chandigarh - 160036**

**Subject:** RFT Ref: PSBTE&IT/AEBAS -2017

Sir,

This is to certify that I/We am/are the Original Equipment Manufacturer in respect of the products listed below. I/We confirm that

- <Name of Bidder> have due authorization from us to provide product(s) listed below and related services of warranty, licensing and maintenance
- We endorse the warranty, contracting and licensing terms provided by <Bidder> as per the requirement of this tender.
- We further undertake that we as an OEM of the below mentioned equipment will discharge all responsibilities under comprehensive warranty for the period indicated in the contract/purchase order, in case the Bidder fails to do the same for any reason.
- We also certify that the below mentioned product being supplied by the <Bidder> meets the minimum specifications given in the Tender document.
- We herewith certify that the above mentioned equipment / software products are not end of the life.

The authorization will remain valid till *<Date of renewal of dealership>*

Sr. No.	Product Name
1	<i>&lt;Fill Model number and Product name&gt;</i>
2	.....

Authorized Signatory (ies)[In full and initials]: \_\_\_\_\_

Name and Title of Signatory (ies): \_\_\_\_\_

Name of Bidding Company/Firm: \_\_\_\_\_

Address: \_\_\_\_\_

*(Affix the Official Seal of the Bidding Company)*

## Annexure 2.5. - Technical Compliance Matrix

### A. General Requirement for Wall mountable and desktop enabled AEBAS devices

Description	Compliance (Y/N)	Remarks
Deploy and run suitable Human- Machine Interface (The Human-Machine Interface shall be developed using ISO 9241: Ergonomics of System Interaction guidelines.) for the process requirements of AADHAAR based biometrics attendance monitoring and management system.		
Enable an enrolled user to punch the Employee ID/ AADHAAR and submit the biometric fingerprint signature for time stamping, verification by Unique Identification Authority of India-CIDR.		
The system shall not store any biometric signatures locally except during transaction. Once the transaction has concluded all biometric data captured shall be purged. It should follow the general guidelines issued by Ministry of Electronics & Information Technology (Meity), Govt. of India for securing personal information and sensitive personal information in compliance to IT Act,2000 and Aadhaar Act ,2016.		
Independent Client Systems (ICS) shall immediately, on completion of the transaction, transmit the data to NIC's Biometric Attendance Management System. The process of submission shall be initiated by Independent Client Systems and responded by an appropriate listener at the server side.		
The proposed solution should compliance to the specifications issued by UIDAI, refer URL below. <a href="https://uidai.gov.in/images/resource/aadhaar_registered_devices_2_0_09112016.pdf">https://uidai.gov.in/images/resource/aadhaar_registered_devices_2_0_09112016.pdf</a>		

**B. Wifi enabled wall mountable AADHAAR Enabled Biometric Attendance System**

Description	Specification	Compliance (Y/N)	Remarks
<b>Type</b>	Wall mounted terminals - Integrated Android Tablet and Single Fingerprint Scanner Device Housed in a Rugged Casing		
<b>Rugged casing</b>	<ul style="list-style-type: none"> <li>i) The casing should be made of inflexible, solid material and can be of polycarbonate / thick plastic / acrylic / other tough material.</li> <li>ii) It should be of black colour and should have a glossy / matte finish.</li> <li>iii) Acrylic casings must have a thickness of at least 5 mm.</li> <li>iv) Casing should be durable and should be able to withstand rough daily operational usage.</li> <li>v) The casing should not suffer any damage or disfiguration on being dropped from a height of up to 2 meters.</li> <li>vi) Tablet should be vertically oriented in the casing. This is important because the attendance application to be deployed is designed to run in vertical mode only.</li> <li>vii) The casing should be designed to cover/hide the android task bar of the tablet. This is required to prevent misuse of any other functionality of the tablet.</li> <li>viii) The casing should have provision to access the power/reset button of the tablet. The access should be easy but controlled. The vendor thus should make arrangements to provide an external tool to perform the power on/off and/or reset function of the tablet through the casing.</li> <li>ix) The fingerprint scanner should be ergonomically placed to support ease of usage for biometric attendance in standing posture of the users.</li> </ul>		
<b>Processor</b>	1.0 GHz Quad Core or higher		
<b>Display</b>	7 inch display or higher		
<b>Memory</b>	8GB		
<b>Connectivity and others</b>	RAM - 1 GB or higher		
	Wi-Fi 802.11 b/g/n		
	Bluetooth v4.0 SIM Card Support Security 3DES with 3G or higher a) USB Port- Minimum one Micro USB port and an		

	<p>optional additional USB Port (USB port should provide power supply to biometric device and support USB OTG)</p> <p>b) Front facing Camera with VGA resolution</p> <p>c) Internal Speakers</p> <p>d) Separate charging port on the tablet shall be available. AC adapter for 230V + or – 10%, 50Hz operation shall be provided.</p> <p>e) With latest GPS technology</p>		
<b>Operating System</b>	OS – Android 5 or higher		
<b>Software/APKs</b>	Latest AEBAS authentication software should be pre installed along with pop-up blocker.		
<b>Battery backup</b>	180 minutes or higher		
<b>Screen Guard</b>	To be provided with clear finish screen guard		
<b>Biometric Sensor Certification</b>	STQC / UIDAI Certified - STQC certified Single Finger-Print biometric device for Aadhaar Authentication with driver, in built template extractor software/SDK (mandatorily with license, if required)		
<b>Response time</b>	<6 Seconds for an authentication transaction in Client-Server environment.		
<b>Application compatibility</b>	The device should be compatible with NIC attendance application (www.attendance.gov.in). The proposed device drivers preferably be integrated with NIC attendance application as on the date of submission of bid and the proof of the same shall be submitted. However, If the same is not already integrated with NIC attendance application, Bidder should test the proposed device with NIC attendance application and should submit the report/Mail confirmation from NIC with the proposal, failing which bid will not be considered for further evaluation.		
<b>Warranty</b>	3 years Comprehensive Warranty		

### C) AADHAAR Enabled Desktop based Finger Print scanner Biometric Attendance Device

Description	Specification	Compliance (Y/N)	Remarks
<b>Type</b>	Fingerprint Scanner Device for use with Desktop, Laptop, Tablet, POS Device etc.		
<b>API/SDK</b>	Windows 7 & above		
<b>Warranty</b>	3 years Comprehensive Warranty		

<b>Others</b>	a) Integrated USB 2.0 And Above Connector b) Connector Cable To Connect The Device To Micro USB & Standard USB c) Device driver to be provided		
<b>Certification For Device</b>	STQC certified for Aadhaar Authentication		
<b>Application compatibility</b>	The device should be compatible with NIC attendance application ( <a href="http://www.attendance.gov.in">www.attendance.gov.in</a> ). The proposed device drivers preferably be integrated with NIC attendance application as on the date of submission of bid and the proof of the same shall be submitted. However, If the same is not already integrated with NIC attendance application, Bidder should test the proposed device with NIC attendance application and should submit the report/Mail confirmation from NIC with the proposal, failing which bid will not be considered for further evaluation.		

## **Annexure 3 – Guidelines for Financial Proposal**

### **Annexure 3.1 - Financial Proposal Cover Letter**

(To be submitted on the Letterhead of the Bidder)

Date: dd/mm/yyyy

To  
**Secretary**  
**Punjab State Board of Technical**  
**Education and Industrial Training**  
**Plot No. 1-A, Sector 36-A**  
**Chandigarh - 160036**

**Subject:** Bid for the Supply, Installation, Commissioning & Maintenance of AADHAAR Enabled Biometric Attendance System (AEBAS) Devices for Govt. Polytechnic and ITIs Institutions in Punjab

**RFT Tender No:** PSBTE&IT/AEBAS -2017

Dear Sir,

1. We, the undersigned bidder, Having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Bill of Material, Technical Specifications, Service Level Standards & in conformity with the said bidding document for the same.
2. I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are inclusive of all type of govt. taxes/duties as mentioned in the financial bid (BoQ).
3. I / We undertake, if our bid is accepted, to deliver the goods & services in accordance with the delivery schedule specified in the RFT.
4. I/We undertake to successfully operationalize the entire solution as per scope of work mentioned in the RFT document.
5. I/ We have examined and have no reservations to the Bidding Documents, including any corrigendum/addendums issued by PSBTE&IT;
6. I/We understand that any additional hardware and software required to make the entire solution operational shall have to be provided by us.
7. I/ We hereby declare that in case the contract is awarded to us, we shall submit the contract performance bank guarantee as prescribed in the RFT.

8. I / We agree to abide by this bid for a period of 1 year from the date of bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
9. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.
10. I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.
11. We understand that you are not bound to accept the lowest or any bid you may receive. We agree to all the terms & conditions as mentioned in the RFT document and submit that we have not submitted any deviations in this regard.

In witness thereof, I/we submit this Bid under and in accordance with the terms of the RFT document.

Date:

Yours faithfully,

Place:

(Signature of the Authorised signatory)  
(Name and designation of the of the Authorised signatory)

Name and seal of Bidder/Lead Member

## Annexure 3.2 - Financial Proposal Format & Instructions

To be submitted on e-Tendering Portal (<https://etender.punjabgovt.gov.in>) only

RFT Tender No: PSBTE&IT/AEBAS -2017

### Cost for Supply, Installation, Commissioning & Maintenance of AADHAAR Based Biometric Attendance Device (Inclusive of all taxes and duties)

S. N.	Item	Units (x)	Unit Rate (y) (in Rs.)	Total (x*y) (in Rs.) [A]	Operation & Maintenance and Comprehensive Warranty for 4 <sup>th</sup> year (in Rs.) [B]	Operation & Maintenance and Comprehensive Warranty for 5 <sup>th</sup> year (in Rs.) [C]	Grand Total A + B + C [in Rs.]
1	Wifi enabled wall mountable AADHAAR enabled Biometric Attendance System with Installation, commissioning and three years comprehensive warranty, operations and maintenance	41					
2	AADHAAR Enabled Desktop based Finger Print scanner Biometric Attendance Device with Installation, commissioning and three years comprehensive warranty, operations and maintenance	317					

- PSBTE&IT does not guarantee the quantity for the particular line items given above. The actual quantity for the given items may vary  $\pm 25\%$ .
- Item wise L1 would be decided based on the bases of item wise grand total.
- Bidder may opt to quote for all the AEBAS devices or any of the items.
- All items provided should be under Insurance payable by successful bidder. The insurance should be for entire duration of the contract of 3 years or as extended from time to time. Insurance should be comprehensive which includes damages for Theft, Fire, Natural Calamities, Riots and Terrorists activities etc.
- Any component/fixtures/labour work, ancillary/adjunct to any specified item or the project as a whole, shall be deemed to have been included in the unit rates quoted above.
- Total unit price quoted above is an all-inclusive figures i.e. out-of pocket expenses, insurance as given in clause (d) above, transport, taxes and any other regular or incidental expenses etc.
- No cost other than quoted above shall be claimed separately.

**Annexure 4 - Format for Declaration by the bidder for not being Blacklisted /  
Debarred**

(To be submitted on the Letterhead of the Bidder)

Date: dd/mm/yyyy

To  
**Secretary**  
**Punjab State Board of Technical**  
**Education and Industrial Training**  
**Plot No. 1-A, Sector 36-A**  
**Chandigarh - 160036**

**Subject:** Declaration for not being debarred / black-listed by Central / any State Government department in India as on the date of submission of the bid

Dear Sir,

I, authorized representative of \_\_\_\_\_, hereby solemnly confirm that the Company

\_\_\_\_\_ is not debarred / black-listed by any Central/State Government/ PSU entity in India or similar agencies globally for unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices or for any other reason as on last date of submission of the Bid. In the event of any deviation from the factual information/ declaration, PSBTE&IT reserves the right to reject the Bid or terminate the Contract without any compensation to the successful bidder.

Thanking you,  
Yours  
faithfully,

\_\_\_\_\_

Signature of Authorized Signatory (with official seal) Date :

Name :  
Designation :  
Address :  
Telephone &  
Fax : E-mail  
address :

## Annexure 5 - Format of sending pre-bid queries

**RFT Tender No:** PSBTE&IT/AEBAS -2017

<b>Bidder's Request For Clarification</b>				
Name and complete official address of Organization submitting query / request for clarification			Telephone, Fax and E-mail of the organization Tel : Fax : Email :	
<b>Sr.No.</b>	<b>Clause No.</b>	<b>Page No.</b>	<b>Content of Tender requiring clarification</b>	<b>Change required/Clarification required</b>
<b>1</b>				
<b>2</b>				

Signature:

Name of the Authorized signatory:

Company seal:

Date and Stamped

**Note: Bidder(s) are requested to send the queries in PDF with Sign and Company Seal and also in MS Excel for making consolidation process easy.**

## Annexure 6 - Power of Attorney

*[To be executed on non-judicial stamp paper of the appropriate value in accordance with relevant Stamp Act. The stamp paper to be in the name of the company who is issuing the power of attorney]*

Know by all men by these presents, We \_\_\_\_\_ (Name of the Bidder and address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms \_\_\_\_\_

(name and residential address of Power of attorney holder) who is presently employed with us and holding the position of \_\_\_\_\_

as our Attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for the **“Request for Proposal for Supply,**

**Installation, Commissioning & Maintenance of AADHAAR Based Biometric Attendance Device for PSBTE&IT, Chandigarh”**, including signing and submission of all documents and providing information / responses to the PSBTE&IT, representing us in all matters before PSBTE&IT, and generally dealing with the PSBTE&IT in all matters in connection with our Proposal for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said Attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid Attorney shall and shall always be deemed to have been done by us.

For \_\_\_\_\_

Name:

Designation:

Date:

Time:

Seal:

Business Address:

Accepted,

\_\_\_\_\_ (Signature)

(Name, Title and Address of the Attorney)

Note:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- The Power of Attorney shall be provided on applicable stamp paper.
- The Power of Attorney should be supported by a duly authorized resolution of the Board of Directors of the Bidder authorizing the person who is issuing this power of attorney on behalf of the Bidder.

## Annexure 7 – Format for Annual Turnover

### ANNUAL TURNOVER

**Requirements:** The Average Annual Turnover to be provided in the following format for the last 3 Financial Years (2013-14, 2014-15, 2015-16).

Financial Information			
Financial Year	3 <sup>rd</sup> Last Financial year	2 <sup>nd</sup> Last Financial year	Last Financial year
Annual Turnover (in INR)			
<b>AVERAGE ANNUAL TURNOVER</b>			
Note: Annual turnover should be certified by Statutory Auditors.			

## Annexure 8 – Indicative location wise list for proposed AADHAAR enabled Biometric Device

### List of ITI Institutions

Sr. No.	Name of Institute
1	Govt. ITI Jalalabad (West)
2	Govt. ITI Sarhali
3	Govt. ITI Ajnala
4	Govt. ITI Talwara
5	Govt. ITI, Sri Anandpur Sahib
6	Govt. ITI(W) Sangrur
7	Govt. ITI (W), Nabha, Patiala
8	ITI (W) Dera Bassi
9	Govt. ITI Budhlada
10	Govt. TCKT ITI, Old Fort, Ldh
11	Govt. ITI Otalan
12	Govt. ITI Faridkot
13	Govt. ITI Gidderbaha
14	Govt. ITI (W) Rajpura
15	Govt. ITI Kapurthala
16	Govt.ITI(W) Hoshiarpur
17	Govt.ITI Barnala
18	Govt.ITI(W) Gurdaspur
19	Govt. ITI Qadian
20	Govt.ITI(W) ZIRA
21	P.K. Govt ITI Gurdaspur
22	Govt.ITI(W) Fatehgarh Churian
23	GOVT. ITI (W) Bhogpur
24	GOVT. ITI (W) Kapurthala
25	GOVT. ITI(W) Moga
26	Govt. ITI Batala
27	GOVT. ITI (w) Dera Baba Nanak
28	GOVT. ITI (w) Bathinda
29	GOVT. ITI(S.C) Faridkot
30	GOVT ITI (W) Jaitu
31	GOVT. ITI Nakodar
32	ITC Phagwara
33	GOVT ITI (W) Jandiala Guru
34	GOVT ITI Baba Bakala
35	GOVT ITI Maqsudpur (Kapurthala)
36	GOVT ITI (SC) Mansa
37	GOVT ITI(W) Nawanshahr
38	GOVT ITI Adampur, Jalandhar

39	GOVT ITI Jaitu
40	GOVT ITI Haryana
41	GOVT ITI Bamial
42	GOVT ITI (W) Beri Gate Amritsar
43	ITI Women Ropar
44	GOVT ITI(w) Patiala
45	GOVT ITI (W) Kharar
46	GOVT ITI(sc) Muktsar
47	ITI (W) Morinda
48	GOVT ITI Kalanaur
49	GOVT ITI(W) Sultanpur Lodhi(KPT)
50	GOVT ITI Boys Nabha
51	GOVT ITI Jassowal-Kular
52	GOVT ITI Banur
53	GOVT ITI(sc) Fatehgarh Churian
54	GOVT ITI (W) Phillaur
55	GOVT ITI (W) Sirhind
56	S.U.S GOVT ITI Sunam
57	GOVT ITI(W) Sunam
58	GOVT ITI(W) Ahmedgarh
59	GOVT ITI Ropar
60	GOVT ITI Sarainaga
61	GOVT ITI(W) Ludhiana
62	GOVT ITI Talwandi Chaudhrian
63	GOVT ITI Pathankot
64	GOVT ITI Fazilka
65	GOVT ITI Patti
66	GOVT Institute of Garment Technology
67	ITI (W) Khanna`
68	GOVT ITI Bathinda
69	GOVT ITI , Lalru
70	GOVT ITI (W) Kheowali
71	GOVT ITI Hoshiarpur
72	GOVT ITI Malerkotla
73	Guru Gobind Singh ITI Manuke
74	GOVT ITI W Ferozepur
75	GOVT ITI (SC) , Bagwain (Garshankar)
76	GOVT ITI Gujjarwal
77	Govt ITI for Women , Phagwara
78	GOVT ITI Ranike
79	GOVT ITI Lopoke , Amritsar
80	GOVT ITI Harsi Pind , Tanda
81	Govt.ITI (w), Jagraon
82	Govt ITI (W) Rampura Phul

83	Govt ITI (WOMEN) Barnala
84	Govt. Art Craft Teacher Training Institute Asr
85	Govt Industrial School (Boys) Hoshiarpur
86	Govt. ITI (Women) Jalandher
87	Govt.ITI (w), Samrala
88	Govt ITI (W) Kotkapura
89	Govt. ITI(W), Dharamkot
90	Govt Arts&Crafts ITI Nabha
91	Rural Institute For Vocational Training, VPO Badal
92	Govt Industrial Training Institute (W) Mohali
93	Govt.ITI (W) Dhuri
94	Govt.ITI Samrala
95	Govt.ITI W Kartarpur
96	Govt.ITI Rajpura
97	Govt.ITI (W) Pathankot
98	Govt.ITI (W) Monak
99	Govt.ITI Soondh
100	Govt.ITI (W) Rayya At Bathinda
101	Govt. ITI Mehr Chand, Jalandhar
102	Govt.ITI (W) Samana
103	Govt.ITI Chuharchak (W)
104	Govt. ITI Bassi Pathana
105	Govt.ITI (W) Nangal
106	Govt.ITI, Nangal Boys
107	Govt ITI Patiala
108	ITI.Nawanshahr
109	ITI Boys Ferozepur
110	Govt. ITI Ranjit Avenue, Amritsar
111	Govt ITI (W) Kadgill
112	Govt. ITI, Moga
113	Govt. ITI, Ludhiana
114	Dayanand ITI, Amritsar
115	SBMS Govt. ITI, Maloud

#### List of Polytechnic Institutions

Sr. No.	Name of Institute
1	Govt. Poly. College, Amritsar
2	Pt JP Govt Poly College, Hoshiarpur
3	Govt. Poly. College, Khunimajra
4	SRS Govt. Poly College for Girls, Ludhiana
5	Govt. Poly. College, Begowal
6	Shaheed Nand Singh Govt. Poly. Coll., Bareta(Mansa)
7	Govt. Poly College, Behram

8	Govt. Poly College, Fatuhi Khera, Sri Muktsar Sahib
9	Shri Guru Hargobind Sahib Govt. Poly. College, Ranwa (Fatehgarh Sahib)
10	Govt. Poly Coll. GTB Garh Moga
11	Govt. Poly for Girls Dinanagar
12	Govt. Institute of textile chemistry & knitting tech., Ludhiana
13	Govt. Polytechnic College For Girls, Jalandhar
14	Govt. Poly College, Bathinda
15	Govt. Poly College, Batala
16	Govt. Polytechnic College for Girls, Patiala
17	Govt. Poly College, Talwara
18	Govt. Poly College, Ferozepur
19	Govt. Poly College, Kotkapura
20	Govt. Inst. Of Leather & Footwear Technology, Jalandhar
21	Govt. Inst. Of Garment Technology, Amritsar
22	Punjab Institute of Textile Technology, Amritsar
23	Sant Baba Attar Singh Govt. Poly., College, Badbar (Barnala)
24	Mai Bhago Govt. Poly College, Amritsar
25	Govt. Poly College, Bhikhiwind