

RAJENDRA INSTITUTE OF MEDICAL SCIENCES, RANCHI

Sample paper Short Tender for Supply & Installation of Biometric Attendance Terminals and Devices for UIDAI Attendance system in RIMS, Ranchi

Short Tender Notice No 6355 dated 30.04.2016

Issued to

M/s _____

Against money receipt number/RIMS, dated :

Cashier
RIMS, Ranchi

SHORT TENDER DOCUMENT
For
SUPPLY & INSTALLATION OF
BIOMETRIC ATTENDANCE TERMINALS AND DEVICES FOR UIDAI
ATTENDANCE SYSTEM ON TURNKEY BASIS (FINGER PRINT SCANNER
DEVICE FOR USE WITH DESKTOP)

Issued by
Rajendra Institute of Medical Sciences, Ranchi



Website: www.rimsranchi.org
Email Id: rimsranchi@rediffmail.com

Short Tender for supply & installation of Biometric Attendance Terminals and Devices for UIDAI Attendance system of RIMS, Ranchi

To,

M/s _____

Dear Sir,

Director, Rajendra Institute of Medical Sciences, Ranchi invites you to tender for supply & installation of Biometric Attendance Terminals and Devices for UIDAI Attendance system at RIMS, Ranchi.

The conditions of contract which will govern any contract made are as under. Any special conditions attached in tender will also be part of the conditions

If you are in a position to quote for supply & installation in accordance with requirements stated in tender notice & tender form, you must also furnish all the information called for, along with your tender.

This tender is non transferable.

All legal matter in respect to this tender will be subject to jurisdiction of Hon'ble Jharkhand High Court, Ranchi.

The last date of submission of tender paper by registered posts / speed post only, is 31.05.2013 latest by 4:30 p.m.

Yours faithfully
Sd/-
Director
Rajendra Institute of Medical Sciences,
Ranchi

**OFFICE OF THE DIRECTOR
RAJENDRA INSTITUTE OF MEDICAL SCIENCES, RANCHI**

Bariatu, Ranchi – 834009 (Jharkhand)

General Terms & Conditions

1. The terms and conditions mentioned in tender notice no 6355 dated 30.04.2016
2. The tender should be submitted in duplicate complete with specification, literature, leaflet along with catalogues etc. leaving no room for back references.
3. Bids are to be submitted in complete technical aspects including original EMD, Affidavit etc., except price bid.
4. Technical Specification should be in the proforma / format given below :

A. Price Bid Proforma :

Sl. No.	Name of Items with their Make Model & complete specification	Unit Price in Indian Rs.	Tenderer's detail technical specification of Items	Price FOR destination with installation charges, training to staff on turnkey basis with all taxes (INR)
1	Biometric Attendance Terminals and Devices for UIDAI Attendance system			
2.	LAN Wiring (Cat-6) (Per Meter)			
3.	Power supply through UPS & others allied accessories for uninterrupted functioning during power cut shall be responsibility of the bidders. Hence the bidders have to quote their rates accordingly.			

Note :

1. All the electrical & fitting items for complete functioning of the complete system will have to be supplied & installed by the tenderer on turn-key basis.
1. Before quoting the tender & before participating in the meeting the tenderers must have to visit the sites & they have to discuss with authority for location & confirmation of site.

Full signature of the

tenderer with seal

Designation :

Dated :

Rate for essential civil, electrical works & furniture's for smooth running & installation of the system. (Tenderers have to give details of civil (including furnitures) & electrical works to be done for smooth running of machine). Rs. (in words Rs.....)

(in words Rs) with five years comprehensive guarantee/warranty with all accessories, spares, manpower & turnkey maintenance works.

5. Price of Comprehensive maintenance contract with all spares after expiry of guarantee period for Three years :-

Year	C.M.C. Rate in Indian Rs. (per year)
1 st Year	
2 nd Year	
3 rd Year	
4 th Year	
5 th Year	

Note :

- (1) Price of C.M.C. for five years will also be considered during price comparative evaluation.
- (2) Warranty as well as CMC will cover (inclusive of) all spares, accessories & turnkey works and it will also cover :-
 - (i). All kind of biometric attendance terminals and devices for UIDAI Attendance system, UPS, Switch & other all accessories related with the system (if any) will be supplied & installed by the bidders without charging any extra cost under warranty & C.M.C.

Full signature of the tenderer with seal

Name
(in capital letters)

Designation

Sd/-
Director
Rajendra Institute of Medical Sciences
Ranchi

Section 1: Letter for Invitation

Ref. No.:

To,

Dear Sir,

RIMS, Ranchi invites short term proposals for supply and Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System for official purpose. You are requested to go through the document carefully and submit your proposals as per the instructions and guidelines given in the document.

Yours sincerely,

Director,
Rajendra Institute of Medical Sciences,
Ranchi

IMPORTANT INFORMATION

Cost of Tender Document	Rs. 2000 in the form of a demand draft to be drawn in favor of Director, RIMS, Ranchi, payable at Ranchi.
Earnest Money Deposit	Rs. 20000 (Rupees Twenty five thousand) in the form of a demand draft to be drawn in favor of Director, RIMS, Ranchi, payable at Ranchi.
Sale of Tender Document	Download from website of www.rimsranchi.org
Pre-bid Meeting for seeking clarification	06.05.2016
Last Date and time for Bid Submission	31.05.2016 till 4:30PM
Address at which Bid is to be Submitted	Director, Rajendra Institute of Medical Sciences, Ranchi-83409. The Bid is required to be submitted in person along with all specified documentation, tender fees and EMD. Bidder is requested to obtain due acknowledgement of submission of proposal.
Opening of Pre-Qualification Bids	xx
Date, Time & Place of opening of Bid	Date 01.06.2016 at 12:30 PM Place: Director, Rajendra Institute of Medical Sciences, Ranchi. Director Conference Hall.
Method of selection	Least Cost Method

PART A: INTRODUCTORY NOTE

1. RIMS, Ranchi invites sealed bids from the intending bidders for supply and delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device for use with Desktop). Sealed Bids from the bidders shall be received by dated 30.05.2016 till 04:30 PM
3. Bid Documents comprising Instruction to Bidders, Bid Forms, Technical Specifications and Terms & Conditions can be downloaded from the website of the www.rimsranchi.org in favour of Director, RIMS, Ranchi, payable at Ranchi should be deposited with the filled technical bid-form which can be downloaded from www.rimsranchi.org website.
4. Bid Documents duly filled, shall be submitted in a sealed envelope bearing the words 'Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI attendance System" by 01.06.2016 sy 12:30 PM".
5. Bids must be accompanied by Earnest money deposit covering an amount equivalent to Rs. 20000/- in the form of Demand Draft issued by any Commercial Bank in favour of Director, RIMS, Ranchi payable at Ranchi.
6. Technical Bids shall be opened in presence of the bidders and or their representatives on 01.06.2016 Time: 12:30. PM in the above mentioned office in front of the bid Purchase committee. Date & time of opening of Financial Bids will be informed to only competent Technical Bidders after evaluation of Technical Bids by the purchase committee.
7. Bids should comply in all respects with the Instruction to Bidders in the Bid Document.
8. Award of the supply contract will be made to the bidder whose bid has been determined to be substantially responsive from both technical and financial consideration by purchase committee.
9. RIMS, Ranchi reserves all rights to reject any /all bids received or /and accept any bid or part of bid or multiple bids without assigning any reason.

PART- B: INSTRUCTION TO BIDDERS

1. Eligible Bidders :-

The bid is open to all qualified manufacturers and authorized distributors of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device for use with Desktop). Authorized Distributors willing to bid, will be required to submit document in support of their distributorship from the manufacturer and such information will have to be provided in the form prescribed in Bid Document.

Minimum Eligibility Criteria:

- i. The Bidder should be a legal entity registered in India and be the original equipment manufacturer or its authorized distributor of the items.
- ii. The empanelled vendor should undertake to preload client attendance software to be provided by UIDAI/NIC on the devices from time to time.
- iii. The vender shall provide repair, service and maintenance support for the devices in at least five service centers in the state. Spare parts of each model of these devices should be available for a minimum period of 5 years from the date of sale.

- iv. The devices/equipments shall be supplied along with software and performance of the equipment shall be checked along with software.
- v. The products shall comply with all relevant Govt., notifications with all amendments up to date.
- vi. Product shall be ROHS compliant. ROHS compliant certificate shall be furnished for the same.
- vii. The Bidder should have supplied similar product to any Government office/PUC

Note: The Bidder shall meet the minimum qualification criteria mentioned in the bid documents and shall furnish documentary evidence in Support of the qualifying requirement.

2. Eligible Goods :

Offered Finger Print Scanner Devices must fully comply with the requirement of the technical specifications as prescribed in bid Document. Brochure containing technical details of the Systems shall have to be furnished to confirm compliance with technical specifications.

3. Preparation and Submission of Bid Documents :

The bidder is expected to examine all instructions, forms, terms & conditions and specifications stated in the Bid Documents. Failure to furnish all information required in the Bid Document or submission of a bid not substantially responding to the Bid Documents in every respect will be at the Bidder's risk and may result

BID document for supply of Biometric Attendance Terminals and Devices for UIDAI Attendance System in the rejection of the bid. The following sections of the Bid Documents must be completed and submitted by the Bidder:

TECHNICAL BID

- Technical Bid Form
- Tax Clearance Certificate

FINANCIAL BID

- Bid Form of Quotation of price
- Financial Bid form

Bid Prices

The bidder shall mention on the Quotation of price enclosed to this document, the unit price and total bid price of the Systems. The prices of the Systems to be quoted shall be ex-factory including excise / sales / vat and other taxes already paid or payable to be shown separately. The quoted price shall however be inclusive of delivery charges.

4. Documents Establishing Technical Specifications

Bidders shall enclose documents establishing the eligibility of the Finger Print Scanner Device to be supplied by the bidder. The documentary evidence about the technical specifications may be in the form of literature indicating detailed description of the product and essential technical and performance characteristics.

5. Period of validity of Bids

The validity of bids should be for a minimum of 60 days after the last day of receiving the bids. A bid valid for shorter period than above will be rejected as non- responsive.

6. Delivery Schedule

The required quantity as per bill of quantities should be delivered within 07 days from the date of issue of purchase order after making a contract on a non-judicial stamp of Rs.100/- after acceptance of the Bid.

7. Earnest money deposit

Earnest money deposit amount equivalent to Rs. 20000/- in the form of DD/Banker's cheque issued by any Commercial Bank in favour of Director, RIMS, Ranchi payable at Ranchi must accompany the Technical Bid. The E.M.D. shall be valid for 90 days beyond the validity of Bids. Bids not accompanied by E.M.D. shall be rejected. E.M.D. of unsuccessful bidders will be returned as early as possible.

. The E.M.D. shall be forfeited if a bidder withdraws its bid during the period of validity or if the successful bidder fails to supply the Finger Print Scanner Device within the delivery period.

8. Alternative Proposal by Bidders

Bidders are not allowed to provide any alternative offer outside the scope of technical specifications any bid containing alternative offer & will be rejected.

9. Format & Preparation of Bid

The Bidder shall prepare Technical Bid and Financial. Bid and placed in two separate sealed covers clearly marking each as 'Bid for Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device) —Technical Bid' and 'Bid for Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device) —Financial Bid'. Name of firm address & contact no. should be mentioned clearly on the both envelope and keeping them in a large size envelope same mentioning on it. Both Technical & Financial Bids along with documents required to be submitted shall be signed by the Bidder and a person duly authorized by the bidder to in each page. Written power of attorney accompanying the bid shall indicate necessary authorization. Any correction in the bid shall be initialed by the person signing the bid.

10.Submission of Bids

The Bid in two parts, one containing Technical Bid and the other containing Financial Bid shall be placed in two separate sealed envelopes clearly marked as below: I. "Bid for Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device) — Technical Bid" II. "Bid for Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device) — Financial Bid" The sealed envelope having Technical Bid shall contain Technical Bid Form, Manufacturer's Authorization in prescribed form, Form of E. M.D. duly filled in and signed, documents establishing eligibility of offered Finger Print Scanner Device to Technical Specifications, Tax clearance certificate and a complete set of the Bid Document entitled "Instruction to Bidders" signed in all the pages. The other sealed envelope will contain Financial Bid which shall include Bid Form of financial bid and Price quotation. Both the sealed envelopes containing Technical Bid and Financial Bid separately shall be placed in an outer envelope duly sealed, marking the outer envelope as 'Bid for Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device)'. The Bid shall be submitted to the office of Director, RIMS, Ranchi. If the cover containing the bid documents is not sealed and marked as instructed above, no responsibility will be assumed for any misplacement of the bid or beforetime opening of the envelope. Sealed

Bids from eligible bidders must be received by the Buyer at the address specified no later than 31.05.2016 till 04:30 P.M

11. Bid Opening & Evaluation Bid Opening

All Technical Bids shall be opened publicly in the presence of the Bidders or their representatives in front of Purchase committee. Bidders' names, Items with model no. & brand offered, list of samples if submitted, presence and absence of bid security, period of bid validity and such other items will be announced and recorded at the opening of Technical Bid by the Purchase committee. The Financial Bids of technically responsive bidders will be opened in the presence of such responsive bidders or their representatives on date and time to be notified later. Total bid amounts and discount if any will be announced and recorded at the opening of Financial Bid. Any Price discount if any shall be clearly stated in the Price Schedule. Minutes of Bid Opening containing summary of information with regard to each Bid shall be prepared during the opening of both Technical & Financial Bids.

Evaluation of Bids

I. For proper evaluation & comparison of Bids, the Purchase Committee may at its discretion ask the bidder for any clarification of Bid. The request for clarification and the response shall be in writing, but no changes in the price of the Bids shall be, offered or permitted.

II. The Purchase Committee will first evaluate the Technical Bids to determine the substantial responsiveness of the Technical Bids. Substantial Responsive Bid is one which conforms to all the terms and conditions as indicated in the Bid Document without and which also establishes bidder's qualification to supply and deliver the Finger Print Scanner Device according to technical specifications. After the evaluation of all Technical Bids, Financial Bids corresponding to only substantial responsive Technical Bids will be taken up for evaluation.

III. All non substantial Technical Bids will be rejected as non-responsive and corresponding Financial Bids shall be excluded from further evaluation.

IV. The Purchase Committee may at its discretion prefer any minor non conformity in a Bid which does not constitute a material deviation with regard to quality and pricing.

V. While evaluating Financial Bids, if there is any discrepancy between words and figures the amount in words will prevail. Again if there is a discrepancy between the unit price and the total price, unit price will prevail and total price shall be corrected. However, if the bidder does not accept the correctness of the errors, his bid will be rejected.

VI. The Bidder must have supplied the information required in the bid document. A bidder not fulfilling any criteria stipulated, his bid will be considered non responsive and may be rejected.

VII. An offered product that does not comply with technical specifications and requirement shall be excluded from further evaluation.

VIII. The Bids which have been established as responsive in all respects will be compared for its price competitiveness. On the basis of technical and financial evaluation, substantially responsive and most advantageous Bid will be considered for the award of contract of supply and delivery of Bid for Supply & Delivery of Biometric Attendance

Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device) at destinations indicated in the Bill of Quantity.

12. Variation in Quantity

RIMS reserves the right to increase or decrease of the quantity specified in the Bill of Quantities without any changes in the unit price or other terms and conditions.

13. Notification of Award

Purchase Committee will notify the successful bidder in writing by registered letter that its bid has been accepted. The notification of the award will constitute the formation of the contract.

14. Performance Security

Within 2 days from the date of receipt of the notification of award, the successful bidder shall furnish the **performance security in the amount equal to 10% of the bid amount**. The Performance Security shall be in favors of the Director, RIMS, Ranchi and in the form Bank guarantee as specified in Bid Documents. The security shall be valid up to the warranty period.

15. Power Back up

Minimum 04 hours Power backup support (through external (UPS) must be provided to support through external UPS must be support machines as well as LAN Connectivity with proper wiring.

16. LAN Connectivity

LAN connectivity (Cat-6) of machines/Biometric Systems to All HOD's office chambers & Others Places as required by RIMS Administration.

17. One Resident Engineer technically sound expert (Well equipped & Trained) to be deputed in RIMS Premises for this project during Warranty & CMC Period on tenderer own cost. (During Office Hours & Emergency Call even Sunday or Holidays)

18. Signing **of contract** After the decision of successful bidder he shall attend the office of the Director, RIMS, Ranchi for execution of the Contract in the prescribed Contract Form provided in the Bid Document, within 7days from the date of notification of the award.

RIMS, Ranchi reserves the right to accept any Bid and to reject any or All Bids.

The RIMS, Ranchi may at its discretion evaluate the vendors for supply of Finger Print Scanner Device on the qualitative aspects broadly in respect of one or more of the following parameters:

- i. Financial strength and market reputation
- ii. Annual Turnover for last 3 consecutive years
- iii. Spread of Network of service centers
- iv. Supplies made to Government and Public Sector Organizations in the last 2 years.
- v. Quality and Promptness of service support
- vi. Vendors ability to honor the commitments

RIMS, Ranchi reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids at any time prior to placing of purchase order, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected bidder or Bidders of the grounds for the RIMS, Ranchi action.

(Part of technical bid)

Manufacturers' Authorization Form

To:

Dear Sir,

We who are established and reputable manufacturers of do hereby authorize M/S (Name & Address of Agent) to submit a bid and sign the contract with you for the Biometric Attendance Terminals (Finger Print Scanner Device) manufactured by us. We hereby extend our full guarantee and warranty as per Clauses of the Contract for the Goods and Services for Supply by the above firm.

Signature of Manufacturer with seal

Date :

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Bidder in its bid.

Technical Bid Form :- (Part of technical bid)

From: (Full name and address of the Bidder)

To:

Dear Sir,

Having examined the Bidding Documents, we, the undersigned, offer to Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device), in full conformity with the said Bidding Documents and terms & conditions of the Contract at a bid price as indicated in the Financial Bid submitted separately. The following documents duly filled in and signed are submitted:

- 1 Technical Bid Form along with Technical Specification Format duly filled in and signed,
- 2 Manufacturer's Authorization in prescribed form
- 3 Tender fees
- 4 EMD
- 5 Documents establishing eligibility of offered commodity & conformity to Technical Specification
- 6 Basic information of bidders and
7. A complete set of the Bid Document entitled "Instruction to Bidders" signed in all the pages. We undertake, if our bid is accepted to deliver the Tablet set in accordance with the delivery schedule specified in the Bill of Quantities. If our bid is accepted, we undertake to provide a performance security within the times specified in the Bidding Documents. We agree to abide for the Bid Validity Period specified in bid document. Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any bid you may receive. This company has not offered or granted any inadmissible advantages either directly or indirectly to public servants or other persons in connection with its bid.

Date:

Authorized Signature:
Name of Bidding Firm:
Address:

**TECHNICAL SPECIFICATIONS:-
(Part of technical bid)**

**Biometric Attendance Terminals (Finger Print Scanner Device for use with Desktop)
Technical Specifications**

- i. STQC certified single finger-print biometric device for Aadhaar Authentication and extractor software/SDK (STQC Certificate must be submitted).
- ii. API/SDK for Windows (7.0 and above) platform.
- iii. Device should be plug and play with any Windows (7.0 and above) without need of any additional license to be deployed.
- iv. The Integrated terminal should support Edge/2G, 3G & 4G as applicable as per schedules and Wi-Fi / Ethernet Connectivity.
- v. The device should have integrated USB 2.0 type connector.
- vi. Device must come with connector cables to allow connection of the device to Micro USB and Standard USB ports. (Vendor has to provide all necessary technical support for integration of their device drivers with the attendance software and associated UIDAI applications <http://aadhaar.jharkhand.gov.in/resources.html>)

Draft Contract for the Bid for Supply & Delivery of Biometric Attendance Terminals and Devices for UIDAI Attendance System (Finger Print Scanner Device)

Whereas the RIMS, Ranchi had issued invitation for bid on and delivery of Finger Print Scanner Device for official use. Supplier for the supply has submitted his Bid in response to this invitation for bids, now in accordance with the bid document it is hereby agreed as follows:

- Parts of Contract:-The following documents are to be enclosed into this contract ;

- A) Bill of Quantities
- B) Specifications of Finger Print Scanner Device
- C) Supply order dated for award of supply contract.
- D) Performance Bond

- Price:-The Supplier agrees to supply the Finger Print Scanner Device at the designated consignees and the Buyer agrees to purchase the Finger Print Scanner Device as stated in Price quotation of this contract. The total price for the Tablet including packing and transportation to the designated destinations amounts to the sum of Rs (In Words:). Prices charged by the Supplier for the Finger Print Scanner Device under the Contract shall not vary from the prices quoted in its bid.

Delivery:- The Finger Print Scanner Device must be delivered to different officials as per list given in annexure A

Delivery Period:- The required quantity as per Bill of Quantities should be delivered to the designated consignees within stipulated time from the date of issue of the respective notification by the Buyer. –

Variation in Quantity/ Change Order:-The Buyer may, before the delivery time of Finger Print Scanner Device, make changes in any one or more of the following:

- (a) an increase or decrease in the supply quantity
- (b) the place of delivery; or
- (c) the method of packing. For changes in quantities no adjustment will be made.
- (d) for LAN payments will made on actual measurement basis as per running meters.

• Supplier's invoice showing Finger Print Scanner Device description, quantity, unit price, total amount with separation of any customs duty, sales taxes or other similar taxes;

- Original copy of consignment.
- manufacturers guarantee certificate;
- Receipt certifying that the Finger Print Scanner Device have been received at designated destinations

- Quality of Finger Print Scanner Device:- The Supplied items shall be new and shall meet the quality required by the specifications.

- Packaging: The Supplier shall supply the Finger Print Scanner Device in packaged condition as is required to prevent their damage during transit. The packaged Finger Print Scanner Device shall also contain operations and maintenance manual along with accessories like charger with cord etc.

- **Warranty:** The Supplier warrants that the Finger Print Scanner Device supplied is new & unused, shall have no defect that may develop under normal use. This warranty shall remain valid for minimum 24 months after the installation of the Finger Print Scanner Device. Upon receipt of any information regarding warranty the Supplier shall, replace the defective Finger Print Scanner Device or parts, without additional costs & without delay. The Bidder further warrants that all the Finger Print Scanner Device, software supplied under this Purchase Order shall have no defect arising from design, materials or workmanship (except when the design and/or material is required by the RIMS, Ranchi Specifications) or from any act or omission of the Bidder, that may develop under normal use of the supplied Goods, software in the conditions prevailing at the final destination. During warranty period all the updation/patches/bug fixes of software will be provided by the vendor free of cost.

If the supplier fails to replace the defective Handsets within 07 days, the Buyer may proceed to take necessary remedial action at the Supplier's risk and cost and may charge monetary penalty.

-**Inspections and Acceptance:** The Buyer or its representative shall have the right to inspect or to test the Finger Print Scanner Device to confirm its conformity to the contract before delivery. Therefore, the Supplier is required to notify the Buyer when the sample Finger Print Scanner Device will be ready for inspection and testing, and to deliver this sample to the Office of the Director, RIMS, Ranchi. For the inspection of the Handsets a Technical Inspection Team/ committee shall be formed, the commodity will be provisionally accepted. Final acceptance of the commodity will be made by the final consignee when the Finger Print Scanner Device are delivered after demonstration of the proper functioning of each Finger Print Scanner Device at the destinations

- **Payments:** Payment of the Finger Print Scanner Devices purchased shall be made in the following manner:

- **On delivery at the designated places:** 100% of the contract price shall be paid after acceptance of the Finger Print Scanner Devices at the designated destinations of consignee by the concerned Department, RIMS, Ranchi.

- **Performance Security:** The supplier shall furnish performance security to the Buyer in the amount of 10% of the contract. The performance security will be returned to the Supplier after 2 years following the date of completion of the Supplier's performance obligation under the Contract. Performance security shall be payable to the Buyer as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

- **Liquidated Damages:** Finger Print Scanner Devices shall be delivered to the designated destinations as per list. If the Supplier fails to deliver all the Finger Print Scanner Devices the Buyer may deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.1 % percent of the total contract price per day of delay up to a maximum deduction of 10 percent of the contract price. Delays in excess of 60 days may cause termination of the Contract and forfeiture of security for performance

- **Delays in the Supplier's Performance:** Delivery of the Finger Print Scanner Devices and performance of the services shall be in accordance with the time

schedule specified in the Contract. A delay, without giving any reason, by the Supplier in the performance of its delivery, shall render the Supplier liable to any or all of the following sanctions:

- i. forfeiture of its performance security,
- ii. imposition of liquidated damages and / or
- iii. termination of the Contract for default.

If at any time during performance of the Contract, if Supplier is facing unavoidable circumstances causing delay in timely delivery of the Handsets and performance of services, the Supplier shall inform to the Buyer in writing of the fact of the delay, its likely duration and its cause within one weeks from the beginning of such delay. As soon as after Suppliers notice, the Buyer shall evaluate the situation and may extend the Suppliers time for performance, if given reasons are genuine. If Buyer terminates the Contract in whole or in part, the Buyer may procure, such Handsets similar to those undelivered and the Supplier shall be liable to the Buyer for any excess costs for such similar Finger Print Scanner Devices. A breach by the Supplier will result in the forfeiture of the Supplier's security for performance.

- Force Majeure: The parties of this contract shall not be liable to meet claims for any failure to carry out any of their respective obligations under this contract if such failure arises from natural disasters, fires, floods, epidemics, strikes, from any causes generally accepted as force majeure. If as a result of any legislation, or orders of the government or any of the causes mentioned above either of the parties is prevented from fulfilling its obligations, then either party may give notice thereof to the other, and the obligation of both parties shall be suspended. The provisions of Clauses Contract, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if its delay occurs due to an event of Force Majeure. Parties to this contract shall not be entitled to any compensation for damages or loss due to such force majeure

- **Assignments / Sub-Contracts:** The Supplier shall not assign, in whole or in part, its obligations to subcontracts

-**Suspension or Termination:** The Buyer may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the Supplier, if the Supplier becomes bankrupt. The Buyer, may by written notice.

sent to the Supplier, terminate the Contract, in whole or in parts, at any time for its convenience.

- **Arbitration / Resolution of Disputes:** The Buyer and the Supplier shall make every effort to resolve any dispute or disagreement arising between them by direct informal negotiation. Only courts in Ranchi shall have complete jurisdiction.

- **Conflicts of Interest:** Any bribe, gift or given, promised or offered by or on behalf of the bidder/ Supplier or its partner, agent or servant, in relation to obtaining of contract shall result in rejection of bid or cancellation of contract .

-**Contract Amendments:** No variation in or modification of the terms of the Contract shall be made.

-**Taxes and Duties:** The Supplier shall be entirely responsible for all taxes, stamp duties, and other such levies which shall be included in the quoted prices. - If bidder have any other extra offer or plan (Package) for Services + Finger Print Scanner Devices, they may explain it in annexure Extra (Enclosed in Bid Document)

Technical compliance report duly filled and signed with seal of the bidder.

The bidders must fill all the rows/columns of this compliance report. This report will be inspected & evaluated by purchase committee and accordingly documents will be verified on the concerned page numbers.

Sl. No.	Enclosures required	Have you enclosed it? write clearly Yes or No	If yes then on page no. of this bid.
1.	Photocopy of JVAT (Sales tax) Registration certificate in Jharkhand State.	Yes or No	Page No.
2.	Photocopy of JVAT/Sates tax clearance certificate of Jharkhand State, valid at the time of opening of technical bid. OR If the bidding agency is not registered under Jharkhand sales tax department, then they must give an undertaking through notary affidavit that "They will supply the equipment/items at RIMS, Ranchi after payment of JVAT/Jharkhand Sales tax on their own & they will make their own arrangements for custom clearance in case of imported equipments. They shall not demand any document from RIMS for JVAT/custom clearance/duty exemption / waiver/relief in this regard".	Yes or No	Page No.
3.	(i) Whether manufacturer or authorized dealer (Tender Specific)	Yes or No	On Page No.
	(ii) If authorized dealer then write names of the original manufacturers and enclose the authorizations issued to you. e.g.	Yes or No	On Page No.
	a. Authorization letter of M/s	Yes or No	On Page No.
	b. Authorization letter of M/s and so on	Yes or No	On Page No.
4.	Income Tax PAN No. (e.g. XYZA1234G) also mention clearly that PAN No. of proprietor or PAN no. of Company	Yes or No	On Page No.
5.	Demand Draft No. dated issued by (name of bank) amount Rs.	Yes or No	On Page No.

 in favour of Director, RIMS, Ranchi.		
6.	Affidavits through first class magistrate / Notary Public, mentioning that – “Our company has not been black listed or convicted in the past by any Hospital Organization or by any Government / Semi government organization / P.S.U.s / C.B.I / C.C.I & free from all kind of litigation/allegations.	Yes or No	On Page No.
7.	Technical specifications with catalogue & dimensions of equipment, accessories & details of turnkey works. The bidders have to provide complete layout plan of the constructions & electrical works (if any) required and to be done by the bidder within their offer for installation & functioning of the complete system.	Yes or No	On Page No.
8.	I.T. return certificate & balance sheet of the bidders for last three financial year.	Yes or No	On Page No.
9.	Bidders acceptance letter/undertaking that they shall provide three years comprehensive warranty & then after five years comprehensive maintenance contract with all spares, accessories & labour charges for all the equipments.	Yes or No	On Page No.
10.	ISO/CE/BIS/FDA certificate in the name of equipment manufacturing company. It must be shown in the certificate that this certificate is for particular product.	Yes or No	On Page No.
11.	For price justification all the bidders have to enclosed the order copy/copies issued by any govt./semi govt./PSUs for the same equipment model in the bidder offer. Note : In the technical bid the bidders shall enclose the order copy without price i.e. after deleting the prices but in their price bids all the bidders must have to enclosed the previous order copies with their price value.	Yes or No	On Page No.
12.	The bidders have to enclosed/confirm the list of institutions regarding installations and functioning of the same make & model	Yes or No	On Page No.

	equipment within last three years. The purchaser or technical committee may verify or confirm the bidders documents from the concerned institutes.		
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Note :

1. Sales tax form JVAT-504 G / Road permit / Entry tax etc. of Govt. of Jharkhand will not be issued by authority. It will be responsibility of the bidders to arrange JVAT form 504-G or any other documents related to sales tax / entry tax on their own.
2. If any of the above enclosures are of more than one page then in the page number columns write clearly on page no. to page no.
3. Without filling the compliance report the offer will be rejected directly at the time of technical evaluation.
4. All the bidders have to provide soft copy of their technical specifications (same as they have submitted in hard copy of technical bid) in PEN drive also. PEN drive must be submitted by all the bidders at the time of opening of technical bid in front of purchase committee.

Certificate of Compliance

I Mr. / Mrs. / Miss on behalf of M/s (Name of firm / company) do hereby confirm that I have verified the above compliance report, it is duly filled. Our technical bid consists of total (No. of pages) (in words)

Signature of the Bidder

with date & seal of the firm / company

1. Please enclose photocopies of your complete registration certificate with DGS&D / NSIC / DGQA, (if any) as applicable, which should be valid on the date of tender opening.
2. Price bid of technically acceptable offers would only be opened for which either the respective firm would be invited through telephone / fax or the same may be opened with display in the notice board in case telephone message cannot be passed on.
3. The following information should be given in the offer by tenderers :-
 - a. Complete configuration of the main equipments.
 - b. Relevant (must) accessories should be supplied with the equipment, if it is required for running the complete system.
 - c. Optional accessories, if any.
4. Liquidated damages shall be levied for delay in supplies as per Governing Rules.
5. Guarantee For Equipments : All quotes firms shall confirm guarantee of the complete equipments as well as for the turnkey works done by the bidder under this tender for 3 years of trouble free working from real date of handover, installation & functioning. During warranty as well as CMC period they will undertake repairs if needed within 03 days of intimation. If the downtime of machine passed 72 hours then penalties for equipment having value less than Rs. 2 (Two) Lakhs will be @Rs. 1000/- every day after downtime & for equipments having value above Rs. 2 (two) Lakhs the penalty will be @Rs. 2000/- every day after down time They shall also indicate in their technical bids, how many precautionary physical check-up would be carried out by them during guarantee period
6. The successful tenderer shall have to submit security deposit equal to 10% of the value of the contract in form of Bank guarantee pledged to Director, RIMS, Ranchi. The bank guarantee shall be valid for minimum period of 60 months.
7. Tenders / Quotations are to be submitted in duplicate. Number of pages, leaflets / pamphlets, catalogue drawings etc. should be tried separately and marked original / duplicate. However, the tender inquiry document issued by RIMS should be attached with original copy of tender / quotation.
8. Technical bids & Price bids should be kept sealed separately superscribing the envelope “**Technical Bid**” & “**Price Bid**” and Tender Notice No. & Tenderers name with full address & telephone numbers.
9. The tenderers shall give a clear and guaranteed delivery period for completion of supply & installation and functioning of the complete system in their bid and they have to maintain the time frame.
10. Tenderers are required to answer all the question mentioned in the schedule & should return the same duly signed and filled along with form “A”
11. The tendering firms shall note that the supplies will be made in accordance with the specification mentioned in the tender.
12. Nevertheless, the purchaser shall be liable for price variation after final approval by purchase committee.
13. The tenderer has to mention clearly the quality, specification, names of companies for consumables like films & others to be used in the machines for optimum quality results. The tenderer has to assure in written about the local availability of consumables in their tender.
14. If the supplier, having been called upon by the purchaser to furnish security deposit (S.D.), failed to furnish the same within the period provided it shall be lawful for the purchaser to forfeit the E.M.D. and to cancel the contract.
15. The purchaser shall be entitled and it shall be lawful on his part to forfeit the amount of security deposit in whole or in part in the event of any default, failure or neglect on the part of the supplier in the fulfillment of performance in all respect of the contract under references or any other contract with the purchaser or any part thereof to the satisfaction of the purchaser.
16. The security deposit shall remain in full force and effect during the period that would be taken for satisfactory performance and full fitment of in all respects of the contract i.e. since final acceptance of the goods/equipments or any other by the consignee and be valid upto guarantee period of the equipments to be purchased.
17. After complete installation of the equipment the supplier shall inform the technical committee or the concerned authority in writing for inspection & functioning of the equipments. If the inspecting officer finds that pre-inspection of the consignment is not as required then the consignment is liable for rejection.

18. Contractor / Seller hereby declare that the goods / stores / articles sold / supplied / installed to the purchaser under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification & particulars mentioned in the contract.

The contractor / seller hereby guarantees that the said goods / articles would continue to confirm to the description and quality aforesaid for a period of Five years from the date of final installation.

- a. Warranty to the effect that before joining out of production for the spare parts they will give in adequate advance notice to the purchaser of the equipment so that the later may undertake the balance of the life time requirements.
- b. Warranty to the effect that they will make available the blue prints of drawings of the spares if & when required in connection with the main equipment.

19. The following clauses are required to be confirmed :-

- a. Free routine servicing (at least 2 visits of their engineers at site in one year) will be carried out by the firm till guarantee period.
- b. The firms will make available full engineer support package (ESP) including essential maintenance and recommended spares for maintenance of the equipment for further 05 years after the guarantee period.
- c. The following set of documents in respect of the equipments are also required to be supplied by the firm :-

Literature	Distributions	Quantity
		(each)
(i) Operation instructions	With each equipment	2 sets
(ii) Wiring diagram	Inspecting authority (Concerned authority)	2 sets
(iii) Maintenance service manual	Inspecting authority	2 sets
(iv) Spare parts lists indicating cost	(Concerned authority)	2 sets

- d. The tenderers should quote the latest models. Quotations for out dated models of equipments will not be entertained.

20. Payment terms as follows : 100% payment after successful installation & functioning of the complete ordered system. No payment shall be made in advance.

21. Price bids and technical bids should be separately sealed, covers duly superscribed. Both the bids should be in duplicate. Both these sealed bids should be put in another main envelope duly sealed & mentioning following informations.

Tender notice no. 6355 dated 30.04.2016

Date & time of opening : 01.06.2016 at 12.30 P.M.

Sd/-
Director,
Rajendra Institute of Medical Sciences,
Ranchi

Signature of Tenderer

Name (in block letters) : _____

Capacity in which tenderer is signed : _____

Address in full : _____

Dated : _____ Seal _____

Sd/-
Director
Rajendra Institute of Medical Sciences
Ranchi.