

F. No. F-23016/1/2012-Genl.
Government of India
Ministry of Statistics & P.I.

Sardar Patel Bhavan, New Delhi
Dated the 12th March, 2012

To,

Subject: Procurement and installation of "Biometrics Access System"- Invitation of quotations-regarding.

Sir,

I am directed to say that the Ministry of Statistics & P.I. proposes to install two sets of "Biometrics Access System" for its office located at Sardar Patel Bhavan, New Delhi. The scope of work/schedule of requirement is at Annexure "A". The detailed terms and condition may kindly be seen at Annexure "B".

2. **The Bidders with experience in the field of providing solutions for application related to smart cards and biometrics having presence in the major Government officers, public sector and private sector companies need to submit their quotation.** The documentary evidence (work order's) in support of providing similar machines in other organization Govt. building particularly those in the public sector, Govt. offices is required to be submitted.

3. The tendering firm must also submit the VAT/Service Tax Registration Certificate Incorporation Certificate. In the absence of these documents, the tender may not be entertained.

4. Interested parties may send their bids using separate envelopes for the technical bids as well as financial bids. The words "Technical bid/financial bid for procurement/installation of "Biometrics Access System" shall prominently be marked on the top of each envelope. The Technical & Financial bids are to be submitted separately and in prescribed Performa at Annexure "C" & "D" respectively. **The Sealed quotations are to be dropped in the Tender Box kept in front of Reception.**

5. Financial bids shall include detailment of staff for training to users during initial period of one month after installation.

6. The technical quotations shall be opened on the same date at 3.30 P.M. in Room No. 201 on 4th April, 2012, in the presence of bidders or their representatives who may like to be present. The date, time and venue of opening of Financial Bids of the technically successful bidders will be intimated as may be decided by the Ministry. It may be specifically noted that the quotations are required to be submitted with EMD amounting of Rs. 10000/- (Rs. Ten Thousands only) in the form of a Demand Draft/Banker's Cheque from any of the Nationalized Bank in favour of the PAO, Ministry of Statistics & P.I., Krishi Bhawan, New Delhi and other necessary documents, in the prescribed Performa only.

Yours faithfully

DD (JR/M) web unit
AD (P.R.)
14/3/2012
AD (R.P.)
14/3/2012

विनीता तलवार / VINITA TALWAR
अवर सचिव / Under Secretary
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Ministry of Statistics & P. I.
भारत सरकार, नई दिल्ली 110001
Govt. of India, New Delhi-110001

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(V. Talwar)

Under Secretary to the Govt. of India

Copy to:

1. All Ministries/Departments of government of India – with request to forward this tender notice to eligibility firms and display on notice board.
2. For Web-site, Computer Centre, East Block- 10, R.K. Puram-I, New Delhi-110066

UNDER SECRETARY ANHITA TALWAR
Computer Centre
East Block-10, R.K. Puram-I
New Delhi-110066
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SCHEDULE OF REQUIREMENTS

The Ministry of Statistics & P.I. proposes to install "Biometrics Access System" for its office located at Sardar Patel Bhavan, New Delhi. The system is intended to record arrival and departure timings of the employees to and from office and to generate/record relevant data/reports of arrival/departure/leave/late sitting etc. of the employees. The scope of work includes providing of hardware, software, related accessories and installation and training of the system to the identified personnel of this Department. In other words the work has to be performed on composite basis.

2. The machine (s) should have the storage capacity of recording of finger prints on required number of occasions of entry/exit for about 500 employees to/from the building. The system should be able to accommodate additional 100 employees. The system should be based on both the Smart Card and Fingerprint. It should be sturdy and tamper proof and immune to the vagaries of nature, dust, etc. The equipment should have a proper wooden-casing. Further, it should easily upload and download records of finger prints, data, events, time and attendance. These should have built-in TCP-IP connectivity and adequate power back up.

3. The number of machine to be procured and installed is 2 units inclusive of all the requirements as indicated in the financial bid.

4. This department's requisite parameters for a "Biometrics Access System" machine are:-

- (i) The machine should support Verification mode one of the indicated below:
 - (a) Finger print only
 - (b) Card only
 - (c) Finger Print + Card
 - (d) Finger Print or card
 - (e) Pint + Card/Finger Print
- (ii) Power Back up UPS attached to a machine should be at least 4 hours.
- (iii) Optical scanner capacity of 500 DPI at least
- (iv) Possibility of storage of Finger prints in Card
- (v) Acceptance/Rejection indications
- (vi) The system should be able to generate reports as per FPD's requirements. A few reports which may require to be generated are:-
 - A General Reports like employees late on a particular date wise general, Designation wise, division wise, at the click of the button, Basic reports. The Department is looking for from the report software as:-

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- i) Arrival/departure on days (with query for specific days) – Name, Designation, Division or other parameters wise as defined for and individual in the software
 - ii) Arrival/departure of officers at a particular time again Name, Designation, Division or other parameters wise defined for an individual in the software.
 - iii) Final report at the end of month should indicate for each official number of hours spent in office, presence for number of hours required in office after excluding holidays during the month, number of days of absence, number of days when an employee was late by more than half an hour etc.
- B. Roles to be defined for access of reports and the system.
- C. Generation of reports at various periodicities wise daily, monthly, yearly, Name, Designation, Division or other parameters wise defined for an individual in the software.
- (x) LAN connectivity.
 - (xi) Immediate switch ability among various models prescribed at (iii) above.
 - (xii) Number of fingers it can enroll (Max. 10)
 - (Xiii) The system should have a capacity of record storage of 250,000 records.
 - (xiv) The system should have minimum requirements to future up-gradation in technology.
 - (xv) System should work in a fool proof manner round the year during different climate conditions.

- **Live/Fake Fingerprint Detection Technology**

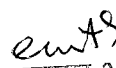
The proposed Biometric System should be available with Fake Fingerprint Detection Technology as per requirement Proposed Biometric System should be able to detect the Fake Fingerprints when placed on the sensor. System should accept only live fingerprint, it should be able to identify the fingerprints made of chemical composition such as Rubber, Silicon, Gel, Paper, Thin film etc.

- **UV Sterilization Sensor (Optional)**

The proposed Biometric System should be available with /without UV Sterilization Sensor. The UV function is for sterilizing the window surface of the fingerprint sensor. There are various bacteria left on the surface of the sensor, proposed biometric system should be able to sterilize the Scanner, however less chance of surviving. It should be safe of our body as well, UV will TURN ON automatically when USER approach is inactive and the fingerprint window cover in closed.

- **(NS)/(SN)/(NO) Mode**

- a) (NS) Mode: When there is a live connection to the server, authentication is done through the server. If not, it is done through the terminal.
- b) (SN) Mode: Even though there is a live connection to the server, authentication is done through the terminal and the result is forwarded to the server in real time. However, in the case of 1:1


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authentication, if the entered used ID is not registered in the server, authentication is done through the server.

- c) (NO) Mode: Even though a user is registered in the terminal, authentication is done through the server in any event.

- **Users Capacity**

Proposed Fingerprint & Smart Card Time & Attendance System should have 32MB default Flash memory, it should support 60,000 Templates (30,000 users). Proposed system should be able to accept minimum 10 fingerprints on same ID.

- **Transaction Storage**

Proposed system should be able to store up to 250000 transactions. System should be able to retrieve the data in its memory even if transactions are downloaded to server.

- **Blacklist Employee Management**

Proposed system should be able to identify the Blacklist Employees, if defined in software and should be able to generate Email alert/POP UP alarm in case of blacklist employee authentication.

- **Template on Card (Mandatory)**

Proposed Fingerprint & Smart Card Time & Attendance System should support Fingerprint on Card feature, in this way user can save their fingerprint templates on card.

- **Terminal Information View**

Proposed Smart Card Time & Attendance System should be able to display complete information about the system for the various details like Terminal ID, Firmware Version details, Terminal application modes, Language, Mode, Network type, MAC address, IP Address, Subnet, Gateway, Server IP, SVR port, Card Reader, Max User, All user, All log, Max log etc.

- **Terminal Lock Settings**

In the proposed Fingerprint & Smart Card based Time & Attendance System, administrator should be able to lock the terminal & once the terminal is locked then nobody should be able to pass the door until an administrator unlocks the terminal.

- **Microprocessor**

Proposed Fingerprint & Smart Card based Time & Attendance System should have 32bit RISC CPU Processor.

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- **User ID Length Settings**

Proposed Fingerprint & Smart Card based Time & Attendance system should be able to accept ID length from 2-8 digits as per requirement without any Firmware upgrade, Feature should be there in Hardware and should display the required ID length only.

- **Verification Time**

1:1 < 0.5 sec (1:2000 users)

- **Identification Time**

1: N < 1 sec (>2000 users)

- **Should support ISO International Standard 19794-2 Finger minutiae data format**

- **Should support FBI's WSQ Standard Image Compression (Optional)**

- External Battery backup should be available for around 2 hrs for the full operation of the system in case of Power failure.

- System shall have monitoring facilities to detect the connectivity of machine with software.

- System Manufacturer Company should be ISO Certified.

- Authorization certificate of OEM should be attached.

- System should have Environmental Test Reports related to product.

- Should not be Chinese make.

Software Feature

- Client/Server Application – up to 25 Simultaneous System Admin Connections (clients)
- Flexible Database Options (MS Access, MS SQL, Oracle)
- Real-Time Monitoring – Terminals Use Push Technology
- Remote Database Merge Option
- Integrated Time & Attendance Module
- Optional Integrated Meal Management Module
- Unlimited Users (employees)
- Unlimited Visitors.
- Device Configuration and Management
- Flexible Template Management & Enrollment
- Templates stored on the server and/or on the devices.
- Authentication on the device and/or on the server.

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Govt. of India, New Delhi-110001

- Checks for similar fingerprints during registration.
- Enroll up to 10 templates per user
- Automatic terminal update of User information
- Powerful Access Control Functionality
- Time Zones up to 12 transaction bands (start and end time) can be created for each day.
- Access Times used to define which Time Zone Rule to apply to each individual day of the week.
- Custom Access Areas used to define which terminal/s to group together.
- Define Access Group a combination of an Access Time and Access Area which is assigned to a specific group of employees.
- Access Group Scheduling specify a date and time to move a group of employees from their default group to a new group.
- (i.e. move day shift workers to night shift).
- Anti-Pass Back this is a server managed function which can be set to be automatically disabled in the event that the server goes off-line.
- Blacklist Users.
- Transfer “unwanted” Users to the Blacklist.
- Real-time alarm and email in the even a Blacklist User transacts or is enrolled.
- Report on Blacklisted Users transactions.
- Records Transactions and Events
- Print transaction reports
- Flexible data selection options for reports
- Export transaction reports to CSV file
- Admin Authority Management
- Define what function/s each “USER” with Admin rights can perform
- Terminal Management
- Auto detect terminals
- Configure Common Terminal Setting
- Define Wieg and IN & OUT interface protocol
- Setup Siren Times (used to ring a bell or siren to indicate start on end of work)
- Integrate into Fire/Emergency Evacuation System
- Configure Alarms to Automated Email Settings
- Message Broadcast Facility
- Send Global messages to terminals
- Send custom message to individual employees – (i.e. Happy Birthday or Report to Clinic)

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 Ministry of State Services & P.
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TERMS AND CONDITIONS

(Letter No. F.No. F-27016/1/2012-genl., Dated the 09th March, 2012)

- The contract shall be for providing "Biometrics Access System" for the Ministry of Statistics & P.I. for its office located at Sardar Patel Bhavan, New Delhi. The equipment will be installed by the supplier at the specific location suggested by the Ministry and all the machine will be equipped with/connected to data base with finger prints. The system shall have to remain under guarantee/warranty of the supplier for a period of three years which shall include replacement/maintenance of the system and related equipment including software. Two persons shall be provided by lowest vender for initial period of one month for training to employees between 9 AM to 6 PM on all working days.
- The supplier will have to provide all the hardware/software related support and training and any problem/defect occurred in the machine will be rectified by the supplier with 24 hours of the complaint having been lodged. For this purpose, names and contract number of service engineer shall be provided to the Department. The penalty of non-operation of the machine on any working day shall be Rs. 1000/- (Rs. One Thousands only) per machine per day.
- Whenever the system is required to be repaired at the workshop of the supplier's end, alternative system will be provided for the same immediately. The repaired system will be returned to the Department within a maximum 7 days for which no transportation/other incidental expenses shall be provided.
- The preventive maintenance of the complete system shall be carried out as and when necessitated but in any case in a month and the report thereof must be submitted to Admn.-I Section within a week of close of the month. In case the company fails to submit the report in time, penalty clause as provided shall apply.
- The training, enrolment of new employees, deletion, report generation, etc. may be provided by the supplier.
- The offers shall be kept open for acceptance for a minimum period of 60 days from the date of tender opening. The bids only with requisite amount of EMD and other details as per Performa shall be accepted. The Department reserves the right to accept or reject the offer tenderers including that of the lowest bidder or scrap the tender without assigning any reason and no claim in this regard shall be entertained.
- The contract shall normally be awarded to the vendors/firm/company who have requisite infrastructure, experience and meeting other terms/conditions of the tender.
- The firms will be evaluated based on meeting the tender criteria wise submission of EMD/experience/accepting the terms and conditions etc. and other things equal the contract shall normally be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily. The bidders are not allowed to alter or modify their bids after expiry of the deadline for receipt of bids.

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 ANITA TAJWAR
 ADDITIONAL SECRETARY
 MINISTRY OF STATISTICS & P. I.
 SARDAR PATEL BHAVAN
 NEW DELHI-110001
 GOVT. OF INDIA, New Delhi-110001

- It may be specifically noted that the bids not meeting even the basic cost of the inputs i.e. unreasonably low prices just to undercut and obtain contract are liable to be ignored to maintain the required standards of work being awarded. In the detailed scrutiny of technical bids, the participants may be required to arrange demonstrations of their product before the designated authority of the Department. Keeping in view the nature of procurement, the Department shall be free to select a vendor, which it consider, shall fulfill the requirement of the Department completely in all respects. The Department also reserves the right to reject any or all the tenders without assigning any reason thereof.
- The resultant contract will be interpreted under Indian Laws and the settlement of disputes, if any, emanating from the result contract shall be by the Under Secretary (G), Ministry of Statistics & P.I., Sardar Patel Bhawan, New Delhi.
- The payment shall be made on installation of the system to the entire satisfaction of the Ministry. The Ministry shall not pay for any other incidentals other than those mentioned in the tender, like transportation etc. and the contracted price shall be firm/fixed. There shall also be no advance payment for any jobs assigned in terms of the contract. If the firm awarded the contract fails to execute the order of the arrangement, is not satisfactory, the same will be got installed/operated by the Department through alternate sources and at the risk/cost of the contractor and the contractor shall be obliged to pay additional expenditure made in this regard.
- The scope of work, the deliverables expected from the contractors could be discussed and site inspected on any working day through the Section Officer (G). The tenderers are free to seek any clarifications or submit their reservations. If any, about and conditions stipulated in this letter.
- The successful tenderer will be required to furnish Performance Security @ 10 % of the total cost of system in the manner/form/time desired by the Department. The Performance Security shall be forfeited if there is any breach by the contractor in performance/metting terms and conditions of the contract. Otherwise, the same shall be refunded after completion of the contract to the satisfaction of the Department with no Government liabilities due from the contractor.


(Vinita Talwar)

Under Secretary to the Govt. of India
Ministry of Statistics & P.I.

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अधर सचिव / Under Secretary
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भारत सरकार, नई दिल्ली - 110001
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ANNEXURE: "C"

PROFORMA FOR TECHNICAL BID

To,

The Under Secretary (G)
Ministry of Statistics & P.I.
Sardar Patel Bhawan,
New Delhi-110001

Subject: Procurement and installation of "Biometrics Access System"- Technical Quotation regarding.


Sir,

I/we intend to submit the quotation on the subject captioned above and hereby consent of agree/accept all the terms and condition stipulated in Ministry of Statistics & P.I.'s letter No. F-23016/1/2012-Genl., Dated the 9th March, 2012. The information desired is an under:-

<u>Sr. No.</u>	<u>Items</u>	<u>Details</u>	<u>No. of Units</u>
	1) Hardware 2) Software 3) Installation 4) Training 5) Others		
2.	EMD Details (Amount, Name of Bank Branch, DD date and No.)		
3.	Experience Details	<u>Name of the organization</u>	<u>Year and Value of work done (in Rupees)</u>
4.	Details of work premises including infrastructure available		
5.	The details of registration (s) wise No., date validity etc. with Government authorities towards incorporation of the firm, running of stated business, etc.		
6.	The details of the PAN and other statutory registration.		
7.	Acceptance to the Schedule of work & other terms & conditions of the tender	Yes/NO	
8.	Requirement (i) The machines should have 1:1 and 1:N recognition capability. (ii) Template storage capacity of a machine should be 60000 or more.	<u>Compatibility System Configuration</u> Yes/No & other Details	

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श्रीमती अमिता तालवार
असिस्टेंट सचिव (जी)
मंत्रालय के सांख्यिकी एवं प्रशासनिक आँकड़ों
मंत्रालय के सांख्यिकी एवं प्रशासनिक आँकड़ों
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	<p>(iii) The machine should support Verification mode one of the indicated below:</p> <p>(a) Finger print only (b) Card only (c) Finger Print + Card (d) Finger Print or card (e) PIN + Card/Finger Print</p> <p>(iv) Power Back up UPS attached to a machine should be at least 4 hours.</p> <p>(v) Optical scanner: capacity of 500 DPI at least.</p> <p>(vi) Possibility or storage of Finger prints in Card.</p> <p>(vii) Pass through time for every person in 1:1 mode 0.5 second in 1:N mode 1 second with (1: 2000 users) stored.</p> <p>(viii) Acceptance/Rejection indications.</p> <p>(ix) The system should be able to generate reports as per F&PD's requirements. A few reports which may require to be generated are:-</p>	
	<p>3. General Reports like employees late on a particular date wise general, Designation wise, division wise, at the click of the button, Basic reports. The Department is looking for from the report software as:-</p> <p>i) Arrival/departure on days (with query for specific days)- Name, Designation, Division or other parameters wise as defined for an individual in the software</p> <p>ii) Arrival/departure of officers at a</p>	


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	<p>particular time again Name, Designation, Division or other parameters wise defined for an individual in the software</p> <p>iii) -Arrival in time/Permissible time for different categories of officers again Name, Designation, Division or other Parameters wise defined for an individual in the software.</p> <p>B. Roles to be defined for access of reports and the system.</p> <p>C. Generation of reports at various periodicities wise daily, monthly, yearly, Name, Designation, Division or other parameters wise defined for an individual in the software.</p> <p>(x) LAN connectivity. (Cat-6)</p> <p>(xi) Immediate switch ability among various models prescribed at (iii) above.</p> <p>(xii) Number of fingers it can enroll (Max. 10)</p> <p>(xii) The system should have a capacity of record storage of 250,000 records.</p> <p>(xiv) The system should have minimum requirement to future up-gradation in technology.</p> <p>(xv) System should work in a fool proof manner round the year during different climate conditions.</p>		
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2. I/We undertake that documents and genuine/authentic and noting material has been concealed and that I/we are not debarred by any Government organization and are competent to contract. I/we understand that he contract in liable to be cancelled., if found to be having obtained, through means/concealment of information.

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मिनीता तलवार /MINITA TALWAR
 Under Secretary
 सांख्यिकी एवं आंकड़ों का विभाग
 Ministry of Statistics & Public Relations
 भारत सरकार, नई दिल्ली-110001
 Govt. of India, New Delhi-110001

(Signature of Authorized Representative)

Name of the bidder:
Complete Address:
Address (Works), if any,
Contact Nos.



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अवर सचिव/Under Secretary
सांख्यिकी एवं कार्यक्रम कार्यान्वयन विभाग
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