

# **Indian Ports Association (IPA)**

## **“Request for Quotation”**

Indian Ports Association, invites sealed quotations, in two separately sealed bids, one technical and second commercial for Supply, Implementation and Commissioning of Biometric Attendance System facility including printing of identity cards for employees and Closed-Circuit Television (CCTV) for IPA and Guest House.

### **TERMS AND CONDITIONS:**

#### **A. General.**

1. IPA invites sealed bids under Two Bid System (Technical and Commercial Bid) from Original Equipment Manufacturer for Supply, Implementation and Commissioning of Biometric Attendance System facility including printing of identity cards for IPA employees and Closed-Circuit Television (CCTV).

2. Tender Document can be downloaded from the website ([www.ipa.nic.in](http://www.ipa.nic.in))

3. Details of Bid: -

a) Bid Reference: IPA/ICTD/BA&CCTV/2019

b) Last date and time of receipt of bid: 30.05.2019, by 15: 00 hrs.

c) Date and time for Opening of technical Bid: 30.05.2019, at 15:30 hrs

d) EMD: Rs.5, 000/- (Rupees Five Thousand Only) (DD/ Bankers Cheque) in favour of Indian Ports Association

e) Place of receiving the bid / communication:

Chief Informatics Officer,  
Indian Ports Association,  
1st Floor, South Tower,  
NBCC Place, Lodi Road,  
New Delhi – 110 003  
Phone 011 24369061  
[ipa@nic.in](mailto:ipa@nic.in)

#### **Scope of Work:**

- To Supply, Implementation and Commissioning of Biometric Attendance System facility including printing of identity cards for employees & Closed-Circuit Television (CCTV) to IPA & Guest House and Operation & Maintenance for 2 years.

## Technical Specification:

S. N o	Item Description	Whether Compliance/ Non Compliance
<b>1.</b>	<b>Fingerprint Time &amp; Attendance with Access Control System</b>	
	Fingerprint templates: 2500	
	Credential: Fingerprint, Access Card & PIN	
	Card reader: Yes	
	LCD display	
	Automated, fool-proof attendance capturing to eliminate leakages	
	Mini Speaker (Buzzer)	
	Inbuilt Battery Backup	
	Power: 12V DC, 1.5 Amps	
	Support exit readers : Push Button	
	Communication: TCP/IP, USB	
	Application: Time & Attendance	
	Identification Speed : <= 1 sec	
	Tamper Detection	
	Web based portal for employees and managers with Reports and Charts	
	Electro-magnetic strike lock, LED indicators	
	600 LBS holding force	
	MOV surge protection	
<b>2.</b>	<b>Access card (Employee Identity card)</b>	
	Surface printable with Multi Color Print	
	Standard: ISO 15693 and 18000-3	
	Memory: Not less than 1024 bits	
	Distance for Tag Detection: 36" minimum	
	Operation Mode: Passive	
	Tag with Printing	
	Operating Temperature: -25 to +75 C	
<b>3.</b>	<b>Dome Camera</b>	
	2 Megapixel Full HD 1080p resolution	
	High performance IR Cut mechanical filter for True Day & Night vision	
	Smart IR LEDs with intensity control & Mechanical ICR	
	Signal System PAL/NTSC	
	Signal to Noise > 52 dB	

	Video compression H.265 / H.264 / JPEG / AVI / MJPEG	
	Enclosure IP 66 Weather proof Indoor enclosure	
	Power Requirement 12 VDC ± 10%	
	Motion Detection Supported	
	Image settings Saturation, Brightness, Chroma, Contrast, White Balance Sharpen, Mirror, 3D NR, FLK (Flicker control) etc. Adjustable through client software or web browser	
	Interface: Ethernet 1 RJ45 10/100/1000 Ethernet port	
	Mobile Client Application Supports android and iOS APP for Smart phone and tablets	
<b>4.</b>	<b>Bullet Camera</b>	
	High Definition 2MP (1920 x 1080) resolution	
	High performance IR Cut mechanical filter for True Day& Night vision	
	Smart IR LEDs with intensity control & Mechanical ICR	
	Signal System PAL/NTSC	
	Signal to Noise > 52 dB	
	Video compression H.265/H.264/JPEG/AVI/MJPEG	
	Video Bit Rate 64 Kbps ~ 8 Mbps	
	Max. Resolution 1920 x 1080	
	Alarm trigger Motion detection	
	Software: Full function software	
	Ethernet 1 RJ45 10/100/1000 Ethernet port	
	Power Requirement 12 VDC ± 10%	
	Enclosure IP 66 Weather proof outdoor enclosure	
	Operating Temperature -20°C to + 60°C	
	Protocols:TCP/IP,ICMP,HTTP,HTTPS,FTP,DHCP,DNS,DDNS,RTP,RTSP, RTCP,NTP,SMTP, SNMP, IGMP, PPPoE, SSL, UPnP, QoS, IPv6, IPv4, Bonjour, ARP	
	Mobile Client Application Supports android and iOS APP for Smart phone and tablets	

**Period of validity of bid:**

The bid shall remain valid for 90 days from the last date of submission of bids. If any bidder withdraws his tender before the said period shall -without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security absolutely.

**Submission of Bids / Opening of Bids:**

a) The first envelope shall be super scribed with the name of work and the words "**Technical Bid**" in capital letters. The first envelope shall be opened on the date of opening of tender. The bidder should specifically provide full technical details, compliance or non-compliance for all parameter for each items in the Bid. No price details shall be given in this envelope. Violation to this would result invalidation of

tender. The **Bid Security** shall be enclosed with the envelope marked "**Technical Bid**".

b) Technical Bids must contain the EMD for specified amount, along with complete technical details as desired by this tender. First, Technical Bids of all the tender will be opened on pre scheduled date, time & venue. Technical Bids without EMD will be summarily rejected. Bidder with valid registration under MSME and NSIC for Biometric device, CCTV Camera or Security systems service activities are exempted from Tender fee and EMD payment.

c) All the bids must be accompanied by a bid security (EMD) of the amount of Rs.5,000/- (Rupees Five Thousand Only) in a form of a Bank draft/ Banker's Cheque only issued by any commercial Bank in favor of Indian Ports Association, payable at New Delhi.

d) The second envelope shall be superscribe with the name of work and the words "**Price Bid (Financial Bid)**" in capital letters. It shall contain full details of the price & commercial conditions. Any deviation from our standard conditions shall be specifically spelt out. Fully technical compliance bid will be eligible for opening of commercial bid.

S.No	Item	Indicative unit	Per unit cost in Rs.	Amount in Rs.	GST in Rs.	Total Amount in Rs
1	Biometric & Access Card Reader	4				
2	Access Identity card for Employees, Visitors, etc	150 (*)				
3	Dome Camera	22 (#)				
4	Bullet Camera	2				
5	Display – TV (42")	2				
6	Storage Disk (As per your proposal)					
7	NVR 16 channel	2				
8	POE Switch	2				
9	EM Lock	As required				
10	Exit Switch	As required				
11	Power holder point and switch	As required				
12	CAT 6 cable with PVC Conduct	As required				
13	Installation Charge					
14	<b>Sub Total Amount in (inclusive of Tax) - A</b>					
15	Operation & Maintenance					
A	1 <sup>st</sup> year					
B	2 <sup>nd</sup> year					

16	Sub Total Amount in Rs (inclusive of Tax) - B				
17	Total Amount in Rs (inclusive of Tax) – A+B				
18	Total Amount in words (inclusive of Tax)				

**Note:** The quantity mentioned on the above table are indicative and it is subject to changes.

**Quantity Variation Clause:** The quoted rates shall remain firm irrespective of any variations in the individual quantities. Quantity of supply items may vary at the time of actual implementation; however, the total variation of the final executed contract value will be within the limits of Plus (+) or Minus (-) 15% of awarded contract value.

(\*) – Payment will be made on the basis of actual consumption of identity card for employee and camera (at S.no 3 & 4) and unit rate will be applicable for payment.

(#)- The quantity will be on the basis of the general clause, point 3 of the RFQ.

**Manufacturers Authorization Form**

<<To be submitted on the Company Letter head of the OEM>>

[Date]

To  
 Chief Informatics Officer,  
 Indian Ports Association,  
 1st Floor, South Tower, NBCC Place,  
 Bhishma Pitamah Marg,  
 Lodhi Road, Institutional Area,  
 New Delhi – 110003

Sub: Authorization of <company name of Bidder> to Provide Services Based on our Product(s)

Sir,

1. 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 Supply, Implementation and Commissioning of Biometric Attendance System facility including printing of identity cards for IPA employees and

Closed-Circuit Television (CCTV). We further endorse the warranty and contracting terms provided by bidder to IPA.

2. We are the Original Equipment Manufacturer in respect of the products listed herein below. We do hereby undertake that our products being installed by <Bidder Name >, pursuant to the tender document and it will be inspected to ensure they are installed, commissioned and supported to the best of the operating characteristics of these applications equipment.

3. We also undertake that we will provide support to IPA in quality of deliverables and in ensuring that the solution is implemented in the best of ways by exploiting all the capabilities offered by the solution, to meet the requirements of IPA as defined in tender document.

S. No	Product name	Remarks

Yours faithfully,

Authorised Signatory  
Designation  
OEM's company name  
CC: Bidder's corporate name

**General:**

1. Hard Disk Capacity: On average, the security camera footage will be stored about 30 days, bidder should size the storage space accordingly in the proposal.
2. The camera is to be placed in the corridor area only except IPA Guesthouse- Ground Floor and the corridor layouts are placed in the annexure.
3. The bidder should survey the existing system (Camera, DVR) at IPA. The existing camera should be utilised, based on its working condition and compatibility. Existing camera which will be considered for utilisation will come under O&M clause.

**Evaluation:**

The selection of the lowest bidder will be on the basis of the total amount inclusive of all taxes & duties etc. No comparison will be made on individual item/activity basis. Price bid will be evaluated for the bidders, who qualifies in the compliance as per the specification / technical requirement specified in the document. L1 will be decided on the basis of Total price quoted by bidder for providing of implement the full material &

solution successfully along with O&M for 2 years. The O&M phase can be extended by IPA with same terms & conditions by one more year.

**Payment:**

60% of the payment will be made against the delivery and 40% of the payment will be released against the installation and testing of user as per Government of India rules.

In the Operation & Maintenance period, the payment shall be paid under the Contract will be on quarterly basis as per Government of India rules.

**Penalty:**

The firm should resolve the hardware problems between 09.00 AM to 5.30 PM on all working days. The engineer will be attending the complaint and should continue in IPA office till the problem is resolved. If the problem was not resolved in 2 working days and stand-by not provided, penalty of Rs. 500 per day will be imposed subject to a maximum penalty of 25% of the quarterly payment.

**Taxes and Duties:**

Supplier shall be entirely responsible for all taxes, duties, license fees, etc, incurred until delivery of the Contracted Goods & services to the Purchaser. No tax or duty will be payable by the purchaser.

**Applicable Law:**

The Contract shall be interpreted in accordance with the laws of the Union of India & will be under the jurisdiction of court in Delhi.