

WEST BENGAL MEDICAL SERVICES CORPORATION LTD.

(Wholly Owned by the Government of West Bengal)

Regd. Off. : Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata– 700 091

www.wbmsc.gov.in; Ph: 033-4034-0300

Email – info@wbmsc.gov.in

Memo No: WBMSCL/NIT-61/2016

Date: 05/10/2016

NOTICE INVITING TENDER

Sealed Tenders are invited from the Authorized Dealers/ Authorized Distributors/Authorized Business Partners of Biometric Attendance system Manufacturers for supplying and installation of GPRS enabled Time Attendance System, for West Bengal Medical Services Corporation Limited. Tenders from firms having credentials of same nature of work would only be accepted.

Brief description of work	Earnest Money Deposit (EMD) (Rs) [Refundable]	Last date and time of Tender submission	Date & Time of Opening Of Tender (Qualifying & Financial)
Supply and Installation of GPRS enabled Time Attendance System for the site offices of WBMSCL situated in different districts of West Bengal	Rs. 10000.00 (In the form of DD from a scheduled bank drawn in favour of “ West Bengal Medical Services Corporation Ltd”)	25/10/2016; 2.00 pm	25/10/2016; 2.30 pm
BID Opening Venue	West Bengal Medical Services Corporation Ltd, Swasthya Bhaban, GN - 29 , Sector – V, Salt Lake, Kolkata – 700091.		

Prospective bidders are requested to submit their bids in sealed covers addressed to the Managing Director, West Bengal Medical Services Corporation Ltd, Swasthya Bhaban, GN -29 , Sector – V, Salt Lake, Kolkata – 700091 within the stipulated date & time.

Bidders are instructed to submit their bid consisting of two sealed envelope called “Qualifying Bid” & “Financial Bid”.

Scope of work:

1	Supply and Installation of GPRS enabled Time Attendance System for the site offices of WBMSCL situated in different districts of West Bengal	
2	Time allowed for completion of work	30 days
3	Eligibility of Participating vendor: Bonafide, reliable and resourceful vendors having experience in same nature of work.	
4	Validity of Tender	90 days from the date of submission of tender.
5	Issuance of Materials	All materials related to the completion of work will have to be supplied by the vendor at his own risk and cost including, cost of transportation , labour charges

BOQ & TECHNICAL SPECIFICATIONS

All parameters mentioned in the technical specifications are **Essential**. Bidder has to comply with all Essential parameters of the technical specifications except deviation(s) which will be considered minor and acceptable by the team of experts to be engaged by WBMSCL.

BILL OF QUANTITY

SL No	Item	Quantity
1	GPRS enabled Time Attendance System	20(Twenty)
2	Web Server with online Attendance System Software	1(one)

WBMSCL may at any time by written instruction vary the contracted quantity by 20% above or 20% below the original contracted value at the accepted terms and conditions within tender validity period.

ESSENTIAL TECHNICAL SPECIFICATIONS

Specification for GPRS enabled Time Attendance System (GPRS enabled SIM cards to be provided by WBMSCL)		
SL No	PARTICULARS	MINIMUM REQUIREMENT
1	CPU	High Performance 32 bit ARM Core CPU
2	Memory	25000 Transactions
3	User Capacity	100 templates
4	Identification Time	< 1 Sec(Typical)
5	Finger Print Sensor	Optical @ 500 DPI
6	Display	128 X 64 Pixel Graphic Backlit LCD
7	Keyboard	16 key Membrane Keyboard
8	Sensor Surface	Scratch Proof
9	Control	Web server I/F for managing terminal
10	Communication	100 MBPS TCP/IP and GPRS with data push service for server
11	Configurable Number of Fingers	2-4 per user
12	Additional Feature	GPRS based data transfer to server
13	Warranty	1 year from the date of installation
14	External Console Box	PVC / Metal with transparent window for LCD with space for finger print
Attendance Software		
1	Feature	Cloud based Online Global Attendance solution with separate database and user login for client, to view & manage attendance online. Attendance terminal installed at site offices, directly pushes the data to web server in online mode using GPRS. Attendance data must be processed and posted for online view of reports from anywhere, any time. Works with all operation systems and devices such smart phone and tab. Configurable work flow across all modules such as leave, tour application with implemented approval process. GPRS support for remote site. Capacity of minimum 1000 employee.

Payments Schedule

- A. 80% of the Gross Price of the Equipment shall be paid after successful installation, commissioning by the authorized service team of the supplier and furnishing of Satisfactory Installation Certificate (SIC). SIC shall be signed by the facility / end user or issued after joint certification by authorized official(s) from WBMSCL and the facility / end user.
- B. Remaining 20% of the gross price of the Equipment shall be paid in two half yearly equal installments on successful completion of support and service.
- C. Online server and attendance system software charges shall be paid quarterly.

D. Service up time in warranty & AMC: working condition for a minimum period of 350 days out of a period of 365 days. The response time to any fault should be not more than 24 hours, time for rectification should not be more than 72 hours and maximum downtime allowed without penalty is 120 hours. Penalty beyond 120 hours shall be Rs.200/- per 24 hours per machine.

Documents comprising the bid: (Bidders are instructed to submit their bid consisting of two sealed envelopes called Qualifying Bid & Financial Bid.)

The Qualifying Bid shall comprise of the following: -

- (a) PAN NO.
- (b) VAT NO.
- (c) Credential of work experience in similar nature of works.
- (d) Bank Draft of Rs.10000.00 only in favour of “**West Bengal Medical Services Corporation Ltd**” towards the Bid Security.
- (e) COMPLIANCE SHEET.
- (f) OEM Authorization for Bidder.
- (g) Technical Brochures of item quoted, printed and published Brochure and / or Web site reference is essential (customized statement on OEM letterhead or likes is not acceptable).
- (h) Tender document must be submitted along with all the relevant documents. This is required to show that the bidder had accepted all the terms and conditions mentioned in this tender document.

The Financial Bid shall comprise the following:

Applicable Price Schedules as per printed format on the letter head of the intending bidder. Rate must be given in the format provided below, on the letter head of the intending bidder. Rate per unit as mentioned in column no 3 of the format must be inclusive all taxes and charges of Installation. Any taxes, charges etc shown separately will not be considered. Financial bid in any other format will be treated as null and void. Comparison of financial bids will be made on the basis of total cost.

Sl No	Description	Rate / Unit (Inclusive of all taxes and charges).
1	Supply of GPRS enabled Time Attendance System (Make & Model No) and external console box with installation	
2	Web Server with Attendance System Software Charges (Per Employee Per Month) minimum 50 employee	
3	AMC Charges (Per machine per year) beyond warranty period.	
	a) AMC Charges for 1 st year (Per machine per year).	
	b) AMC Charges for 2 nd year (Per machine per year).	
	c) AMC Charges for 3 rd year (Per machine per year).	
	d) AMC Charges for 4 th year (Per machine per year).	
	Total Cost	

Period of Validity of Bids:

Bids shall remain valid for a period of **90 days** after the bid submission deadline date prescribed by WBMSCL. A bid valid for a shorter period shall be rejected by WBMSCL as non responsive. In exceptional circumstances, prior to the expiration of the bid validity period, WBMSCL may request Bidders to extend the period of validity of their bids. The request and the responses shall

be made in writing. In such case the Bid Security shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify the bid.

Submission, Sealing and Marking of Bids:

Bidders may always submit their bids by hand. Bidders will submit the Qualifying Bid and Financial Bid sealed in individual envelopes and enclose both the original Bids separately in a sealed envelope, which shall:

- (a) Bear the name and address of the Bidder as well as the BID reference number.
- (b) Be addressed to

Managing Director,
West Bengal Medical Services Corporation limited, Swasthya Bhawan, GN-29, Salt Lake Sector-V, Kolkata-91
- (c) The envelopes containing Qualifying and Financial bids should also be similarly marked clearly stating "Qualifying Bid"/ "Financial Bid" as well as BID reference number.
- (d) If the envelope/s is not sealed and marked as required, WBMSCL will assume no responsibility for the misplacement or premature opening of the bid.

Deadline for Submission of Bids

- (a) Bids must be submitted by the Bidder at WBMSCL, Swasthya Bhawan, GN-29, Salt Lake, Sector-V, Kolkata-91 latest by 14:00 hours on 05/10/2015.
- (b) WBMSCL may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents, if felt necessary.
- (c) WBMSCL shall not consider any bid that arrives after the deadline for submission of bids, or that which has not been received at the stated address within the deadline of submission for bid. Any bid received by WBMSCL after the deadline for submission of bids shall be declared late, rejected.

Bid Opening

- (a) WBMSCL or its duly authorized representative or committee will open tenders in the presence of intending bidders who may be present at the time of Bid Opening. The Technical qualification and responsiveness of the Bid will be checked first.
- (b) A bid will be considered as non responsive and will be rejected/ cancelled under the following conditions:
 - Does not have any of the documents as mentioned in Qualifying / Financial Bid Envelop.
 - Does not have the required technical eligibility as per documents submitted by the Bidder.
 - If the bidder submits conditional bid.
 - Submits incomplete Price Bid as per price format.
 - The Bidder does not accept important Contract conditions.
- (c) Financial Bid will be opened only in case of those Bidders who have submitted substantially responsive Bid and who have qualified as per Qualifying criteria set for the Bid. On opening the Financial Bid the Committee will enter the amounts of the tenders in a Comparative Statement Form.

Terms and Conditions

01. Tender must be inclusive of all taxes and charges.
02. The price to be quoted in Indian Rupee only.
03. No interest will be payable against Earnest money or Security Deposit.
04. Each Bidder shall submit only one tender.
05. WBMSCL will evaluate and compare the tenders determined to be substantially responsive i.e. which
 - (a) Are properly signed.
 - (b) Conform to the terms and conditions, and specifications.
06. WBMSCL reserves the right to accept or reject any tenders and to cancel the bidding process and reject all tenders, and is not bound to accept the lowest rate.
07. The Bidder whose bid is accepted will be notified of the award of contract.
08. Payment shall be made within 30(thirty) days after delivery of the goods, against submission of bills with certification from the consignee of satisfactory completion of supply and Installation.
09. All goods will be received in SEALED / Packed condition only.

Sd/-
(Managing Director)

COMPLIANCE SHEET

Format for the Compliance Statement is provided below:

Sl No	PARTICULARS	MINIMUM REQUIREMENT	Compliance (Yes/No) / Deviation(if any)
1	CPU	High Performance 32 bit ARM Core CPU	
2	Memory	25000 Transactions	
3	User Capacity	100 templates	
4	Identification Time	< 1 Sec(Typical)	
5	Finger Print Sensor	Optical @ 500 DPI	
6	Display	128 X 64 Pixel Graphic Backlit LCD	
7	Keyboard	16 key Membrane Keyboard	
8	Sensor Surface	Scratch Proof	
9	Control	Web server I/F for managing terminal	
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(Signature of the Bidder with Stamp)