

U.T. ADMINISTRATION OF DAMAN & DIU  
O/o THE ASSISTANT DIRECTOR OF EDUCATION /  
DISTRICT PROJECT OFFICER, SARVA SHIKSHA ABHIYAN MISSION, DISTRICT  
PANCHAYAT, DHOLAR, MOTI DAMAN – 396 220.  
Tender Notice No. ADE/EE/SSA/Biometrics/2015-16/617 Dated: 20/08/2015  
**e-TENDER (ON-LINE) INVITATION NOTICE NO. 06 Of 2015-16**

The Assistant Director of Education/ District Project Officer (SSA), District Panchayat, Daman on behalf of the President of India, invites tenders for supply of **90 Nos. of Biometric Time and Attendance System** for Govt. Primary/Upper Primary Schools of Daman District and Diu District under Sarva Shiksha Abhiyan through on-line on <https://daman.nprocure.com> from the Agencies/Dealers/Suppliers. e-Tender Notice & Terms and condition also available on [www.daman.nic.in](http://www.daman.nic.in)

* On-line downloading of Tender Documents	21 <sup>st</sup> August 2015 at 17:00 hours
* On-line submission of Tenders – Last Date & Time for Receipt of Bids	Upto 9 <sup>th</sup> September, 2015, at 17:00 hours
* Physical– “SAMPLES” Verification	Upto 10 <sup>th</sup> September, 2015, at 11:00 hours onwards
* Technical Bid” (Online Soft Copies) Verification	Upto 10 <sup>th</sup> September, 2015, at 13:00 hours onwards
* On-line Opening of Price Bids (Financial Bid)	Upto 10 <sup>th</sup> September, 2015, at 17:00 hours onwards (if, possible)
* Bidders have to submit their PRICE Bid in electronic format only on <a href="https://daman.nprocure.com">https://daman.nprocure.com</a> till the last date & time for submission. PRICE Bid in Physical format shall not be accepted in any case.	
Physical submission of <b>Tender Fees, EMD, Samples at the office of the the Asstt. Director of Education, District Panchayat Dholar/ DPO SSA, Moti Daman</b> on or before dated 9 <sup>th</sup> September, 2015 at 17:00 hours, during the Office working hours on working days. Scan Copy of all the mandatory documents including “Tender Fee” & “EMD” should be uploaded with Technical Bid on <a href="https://daman.nprocure.com">https://daman.nprocure.com</a> .	
<i>The Tender Inviting Authority reserves the rights to accept or reject any or all the Tenders to be received without assigning any reasons thereof.</i>	
Bidder shall have to post their queries on e-mail address: <a href="mailto:ssartedd@gmail.com">ssartedd@gmail.com</a> on or before dated 28 <sup>th</sup> August, 2015 upto 15:00 hours.	
In-case Bidder needs clarification / training for participating in on-line tender, they can contact the following Office: (n) Code Solution, A Division, GNFC Ltd. (n) procure cell, 403, GNFC Info Tower, S. G. Road, Bodakdev, Ahmedabad – 380054 (Gujarat) <b>Phone:</b> Airtel: +91-79-40007501, 40007512, 40007516, 40007517, 40007525 BSNL: +91-79-26854511, 26854512, 26854513 (EXT: 501, 512, 516, 517 and 525) Reliance: +91-79-30181689 Fax: +91-79-26857321, 40007533 E-mail: <a href="mailto:nprocure@ncode.in">nprocure@ncode.in</a> TOLL FREE NUMBER: 1-800-233-1010 (EXT: 501, 512, 516, 517 and 525)	

( C. B. Patel )  
Asstt. Director of Education / DPO (SSA),  
District Panchayat, Daman

**U.T. ADMINISTRATION OF DAMAN & DIU,**  
**ASSTT. DIRECTOR OF EDUCATION / DISTRICT PROJECT OFFICE,**  
**SARVA SHIKSHA ABHIYAN MISSION, DISTRICT PANCHAYAT, MOTI DAMAN.**

**Terms & Conditions for Biometrics Time and Attendance System  
under SSA for the year 2015-16**

e-Tender Notice No.ADE/EE/SSA/BIOMETRICS/2015-16/617 dated :20/08/2015

1. Tenders are invited by e-Tendering system so the 'Technical Bid' will be submitted in the Tender box with Envelope written as 'Technical Bid'. It should contain full information as required in Annexure – I [Technical Bid] provided herewith.
  - (a) The 'Financial Bid' will have to be applied on line through e-procurement online & as per Terms and conditions, Technical Bid Documents uploaded on e – Procurement online (Scan Copy).
  - (b) The tenders will be opened during a week's time from the opening of the Technical Bid for verification of the Samples provided.
2. The Tenderer will have to supply a physical sample of the respective bidding of the Printing of Students Diary along with the TECHNICAL BID, as per the specifications in the Printing of students diary in the Financial Bid (You may consult this office for any inquiry).
3. **The Tenderer will have to submit Physical Samples of Biometrics Time and attendance system as per the specification alongwith the Tender Fee & EMD in original.**
4. The Tenderer has to submit the SAMPLES of the **Biometrics Time and attendance system** as per the prescribed time limit mentioned in Tender advertisement and acknowledged from the Asstt. Director of Education/DPO (SSA), District Panchayat, Daman.
5. Acknowledgement of Samples submitted with the Technical Bid shall be issued by the Asstt. Director of Education, District Panchayat, Daman.
6. The bidder shall carefully examine the terms, conditions and specifications of the tender notice alongwith enclose and in case of any doubt the tenderer shall get it clarified with the Office of the Asstt. Director of Education, District Panchayat, Daman.
7. **In First instance, the Physical Verification of "Biometrics Time and attendance system" & Technical Bid of all the bidders & if, it's found to be satisfactory than after the Financial Bids of the eligible bidders/Tenderers only will be considered for the said Tender.**
8. The collection of the Physical Samples of the non selected tenderers shall be mad within 10 days from the opening of the Financial Bid from this Department. And there will be no responsibility of this Department after 15 days regarding miss-placement, breakage, theft etc.
9. Physical Sample of the successful bidder will be considered within the supply order.
10. Tenders received after due date and time mentioned above will not be accepted.
11. **The Asstt. Director of Education/DPO (SSA), District Panchayat, Daman reserves the rights to accept or reject any tender without assigning any reason.**
12. Tender incomplete in any respect or conditional Tender will not be accepted.
13. Tender Fee of Rs. 1,000 (Rupees Two Thousand only) (Non refundable) in form of Demand Draft (DD)/Cheque from any Nationalized / Scheduled Bank in favor of '**District Project Officer, SSA, Daman**' and should be kept in a sealed separate cover super-scribing Tender Fee. Tender received without "Tender Fee" will directly disqualify for the said Bidding / Tender. **A scanned copy of the "Tender Fee" shall be uploading with online Technical Bid.**

14. The Earnest Money Deposit (E.M.D.) of Rs. 43,000/- (Rupees Forty three thousand only) in form of Fixed Deposit Receipt (FDR) / Banker's Cheque from any Nationalized / Scheduled Bank drawn in favour of '**District Project Officer, SSA, Daman**' and should be kept in a sealed separate cover super-scribing E.M.D. without mentioning amount. Tender received without E.M.D. will directly disqualify for the said Bidding / Tender. **A scanned copy of the E.M.D. shall be uploading with online Technical Bid.**
15. The submission of E.M.D. is compulsory for all the tenderers and no exemption will be granted for submission of E.M.D. in any case.
16. Bid securities of the unsuccessful bidders will be returned after expiry of the final bid validity on or before the 30<sup>th</sup> days after award of the contract.
17. Bid securities of the successful bidder fixed deposit receipt will remain valid for a period of sixty days beyond the date of completion of all contractual of the supplier.
18. The Head of Office will consider extension of time for remitting the Security Deposit as demanded. However, in case of detail to consider such extension, the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to abide by the time limit stipulated.
19. In case of failure to replace the non-accepted and rejected articles from supplies made as mentioned in the conditions, the loss undergone by the Government will be recovered from the supplier's Security Deposit / Earnest Money or payment due of any bill(s) to the extent required.
20. The supplies of stores, equipment etc. of inferior quality / standard or of different specification other than that ordered / specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores, machinery and equipment etc. will be sent to the supplier within 10 days from the date of receipt of the stores, machinery and equipment will be returned to the supplier at his own cost and risk, if he so desires and intimates accordingly within 15 days from the date of dispatch of intimated accordingly within 15 days from the date of dispatch of intimation of the non-acceptance. However, if no communication is received within 15 days from the date of communication in the Tender Inviting Officer will not be responsible for any damage, loss, etc. of such rejected articles.
21. In case of failure to supply the stores, machinery and equipment, etc. ordered for as per the conditions and within the stipulated time, the same articles will be obtained, if required from the tenderer who offered next higher rates or from any other sources, as may be decided by the Tender Inviting Officer and the loss to the Government on account of such purchase(s) shall be recovered from the supplier's Security Deposit/Earnest Money or bills payable. The suppliers shall have no right to dispute with such procedure.
22. If at any time after the order for supply of Stores, Machinery & Equipment, the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order. The Tender Inviting Officer shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation by reasons of any alterations having been made in the original instructions which shall involve any curtailment of the supply originally contemplated.
23. The Earnest Money / Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is are not adjustable with Earnest Money or Security Deposit required by these conditions.
24. All bills should be in DUPLICATE and should invariably mention the number and date of supply order.

25. All bills for amount of above Rs. 5,000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount above Rs. 5,000/- which are not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
26. Each bill in which Sales Tax / VAT is charged must contain the following certificate on the body of the bill.
- “ Certified that the goods on which Sales Tax / VAT has been charged have not been exempted under the Central Sales Tax & VAT Act or the Rules made thereunder and the amount charged on account of Sales Tax on these goods is not more than what is payable under the provisions of relevant Act or the Rules made thereunder”.
27. On acceptance of the tender it will become a contract and shall be bound by the terms and conditions of the tender under the provisions of GFR.
28. The Performance Security amount shall stand forfeited in case of breach of any of the conditions mentioned herein and if the services of the contractor are found unsatisfactory.
29. The Tendering firms / agencies are required to **upload scan copies** of the following documents compulsorily with Technical Bid on <https://daman.nprocure.com>. Failing to which their bids will be summarily / our-rightly rejected and will not be considered without assigning any reasons thereof.
- i. Copy of PAN Card.
  - ii. Copy of TIN Number Registration.
  - iii. Copy of Income Tax Returns for last three years (i.e. Assessments years 2012-13, 2013-14 & 2014-15 OR 2015-16).
  - iv. Earnest Money Deposit (E.M.D.) of Rs. 43,000/- (Rupees forty three Thousand only) by drawing a Demand Draft, FDR or Banker's Cheque on any Nationalist Schedule Bank, in favour of **District Project Officer, SSA, Daman**.
  - v. Tender Fee of Rs. 1000/- (one Thousand only) (Non refundable) in form of Demand Draft (DD)/Cheque from any Nationalized/Scheduled Bank in favour of **“District Project Officer, SSA, Daman”**.
  - vi. Copy of Terms and Condition duly signed by the firms/agencies with firm seal.
  - vii. Tenderer should furnish declaration regarding Blacklisting/Debarring to participate in the Government Tender on their letter with firm seal during the tender period i.e. 20/08/2015 to 09/09/2015.
30. The Tender should be signed by the authorized person and his/her full name and status should be indicated below his / her signature along-with the official stamping of the firm.
31. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is not sufficient, as separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the financial bid Form. In such cases, the tender shall be summarily rejected.
32. The tenderers will have to bid for all the items and not in parts inclusive of all applicable taxes.
33. The tenderers will be bound by the details furnished by him / her to this office, while submitting the tender or at subsequent stage. In case, any of such documents furnished by him / her is found to be false at any stage, it would be deemed to be a breach of terms of contract making him / her liable for legal action besides termination of contract / supply order.
34. No bidders will be allowed to withdraw after submission of bids/ opening of the tender; otherwise the E.M.D. submitted by the firm would be forfeited.
35. **Tender rates should be valid upto One Year after the date of opening the tender.**
36. No other charges such as Packing, Forwarding, Freight, Insurance, Loading and Unloading, Clearance and Installation, Entry Tax, Demo, etc. will be allowed. All these are to be borne by the tenderer only.
37. Security Deposit shall be in any of the forms Fixed Deposit payable to **District Project Officer, SSA, Daman**. Bid security will be refunded to the successful bidder on receipt of performance security.

38. Security Deposit will be released after all contractual obligations by the supplier is over. This can be withheld or forfeited in full or in part in case the supply order is not executed satisfactorily within the stipulated period is not undertaken to the best satisfaction of the competent authority of Asstt. Director of Education/ DPO (SSA), District Panchayat, Daman.
39. The Asstt. Director of Education / DPO (SSA), District Panchayat, Daman reserves the right to relax/ withdraw any of the terms and conditions mentioned above so as to overcome any problem encountered by the contracting parties.
40. In the event of acceptance of the tender and placing of the order for purchase the articles ordered would be subjected to an inspection by the Asstt. Director of Education/DPO (SSA), District Panchayat, Daman or its representative and are liable to be rejected if the articles supplied are not according to approved samples or do not confirm to the specifications prescribed.
41. The tenders of only those bidders, who have purchased the documents in their names, will be considered.
42. The bidder will accept all conditions of the Bid Document unconditionally.
43. This bid document is not transferable.
44. The firms which have been blacklisted by any Govt. department are not eligible to participate in this tender.
45. These instructions to Tenderers are to be signed by the supplier and returned with the tender.
46. **The bidder should supply Biometric Time and attendance system to the various Primary & Upper Primary Schools of Daman District and Diu District as per instruction given by the office**

Signature  
& Designation  
of the Tender Inviting Officer.

**(C.B.Patel)**  
**Asstt. Director of Education/DPO (SSA),**  
**District Panchayat, Moti Daman.**

The above Terms & Conditions are accepted and are binding to me / us.

Place :	( Signature of the Owner / Partner / Contractor )
Date :	Name of the Bidder with seal of the firm.

**IF A TENDERER DOES NOT FULFIL ALL OR ANY OF THE ELIGIBILITY CRITERIA  
MENTIONED ABOVE, THE SAID TENDER WILL NOT BE CONSIDERED**

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## **ANNEXURE - I**

TENDER NOTICE NO. ADE/EE/SSA/Biometrics/2015-16/617 dated 20/08/2015

<b>Sr. No.</b>	<b>Name of Item along with specification</b>	<b>Standardization</b>
1)	<ol style="list-style-type: none"><li>1. Fingerprint Time &amp; Attendance and Access control terminal.</li><li>2. Capacity of 3000 fingerprints.</li><li>3. Card capacity of 10,000</li><li>4. Transactions of 1,00,000 logs</li><li>5. 500 DPI Optical Sensor</li><li>6. 800 Mhz Processor 32 bit</li><li>7. 3" TFT Color screen</li><li>8. Power supply of 12V DC 1.5A</li><li>9. Operating Temperature 0'C- 45 'C</li><li>10. Operating Humidity 20%- 90%</li><li>11. Optional Features: Secugen Sensor/ GPRS/Webserver/Wifi/Battery Mifare/HID Prox/HID Iclass.</li><li>12. Training to use the product, generating reports etc.</li></ol>	Standard/Good Qlty.

( C. B. Patel )  
Asstt. Director of Education/ DPO (SSA),  
District Panchayat, Daman

Signature of the Supplier/tenderer (with seal)

Encl:- E.M.D. FOR Rs. 43,000/-.

**ASSISTANT DIRECTOR OF EDUCATION/ DISTRICT PROJECT OFFICER (SSA),  
DISTRICT PANCHYAT, MOTI DAMAN. TENDER DOCUMENT FOR  
PURCHASE OF BIOMETRIC TIME AND ATTENDANCE SYSTEM FOR THE YEAR  
2015-16**

TENDER NOTICE NO. ADE/EE/SSA/Biometrics/2015-16/617 dated 20/08/2015

**TECHNICAL BID**

1. Name of the Tenderer	
2. Address of the Tenderer	
3. e-mail	
4. Tel. Nos. / Mob. Nos.	
5. Name of the Proprietor	
6. Year of establishment	
7. Demand draft No. & Date with Bank Name and city	
8. Bank Account Number, Branch Name & Address with IFSC Code of Bank.	
9. Earnest Money Deposit (EMD) – in form of Fixed Deposit Receipt, Banker's Cheque.	
10. Tender Fee – in form of Demand Draft (DD)/Cheque (Non refundable) (Mention No. & Date with Name of the Bank & Branch Name)	
11. CST <u>OR</u> VAT No. BST, JST, WBST Reg. Centres	
12. Copy of TIN Number (Mention the number & Date of documents).	
13. Copy of Terms and Conditions duly signed by the firms/agencies with firm seal.	
14. Furnish Self declaration regarding Blacklisting/Debarring to participate in the Government Tender on the bidder's letter head.	
15. Copy of PAN Card (Mention the number & date of document).	
16. Copy of last three years I.T. return.	
17. Copy of License / Trade License of the particular items issued by competent authority <b>valid upto 31/03/2016</b>	
18. Physical samples attached with tender for verification.	
19 (i) Vetted/Self certificate Performance Reports. (ii) All documents mentioned in para 3, 4 & 5 above.	

I / We certify that I / We read understood and accept the contents of the broad terms and conditions incorporated in the Tender Form and 'Note' below and submit this Tender for consideration. I / We certify that the above statements are true.

(Signature of the Owner / Proprietor)

Full Name of the Firm \_\_\_\_\_

Address \_\_\_\_\_

DATE: \_\_\_\_\_

(SEAL)