

ODISHA SPACE APPLICATIONS CENTRE (ORSAC)  
Dept. of Science & Technology, Govt. of Odisha  
Plot No.45/48(P), Jayadev Vihar, Near Gopabandhu Academy of Administration  
Unit-16, Bhubaneswar-751 023

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TENDER NOTICE No.11 / 2018

Procurement of Security Control System

Sealed tenders are invited from established and accredited Original Equipment Manufacturers (OEM)/their authorized dealers for supply, installation & commissioning of Security Control System in its reception area.

Cost of Tender Paper : Rs. 1000/-  
Period of Issue of Tender Paper : 10.10.2018 to 05.11.2018 (11AM to 4 PM)  
Earnest Money Deposit : Rs.50,000/-  
Last Date of Submission of Tender : 06.11.2018 upto 1 P.M.  
Opening of Technical/Commercial Bid : 12.11.2018 at 3.30 P.M.

ORSAC reserves the right to change the procurement programme without assigning any reason thereof.

For details, please visit <http://www.odisha.gov.in> or <http://www.orsac.gov.in> or in the above office for the tender papers.

CHIEF EXECUTIVE

ODISHA SPACE APPLICATIONS CENTRE (ORSAC)  
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TENDER NOTICE No.11/2018  
(For Supply of Security Control System)

Sealed tenders are invited from established and accredited Original Equipment Manufacturers (OEM)/authorized dealers having annual turnover of more than Rupees 50 lakhs for supply, installation & commissioning of the under mentioned items of the following specifications and quantities at Odisha Space Applications Centre, Bhubaneswar.

Sl. No	Item Description	Unit	Quantity	Cost of tender paper
1	Security Control System of Retractable Flap Barrier type with minimum warranty period of one year on buy back mode of an old security control system with retractable barrier	No	One	Rs.1000/-

1) Tender Document: Non-transferable tender documents for supply of the items stated above will be available from office of the Odisha Space Applications Centre (ORSAC), Bhubaneswar on payment of tender document cost as specified above. The tender document cost, which is non-refundable, is payable in shape of crossed Demand Draft of any Nationalized Bank/Scheduled Bank payable at Bhubaneswar drawn in favour of Odisha Space Applications Centre, Bhubaneswar, Odisha. This tender notice can be accessed through Internet in the ORSAC website: <http://www.orsac.gov.in> or from Govt. of Odisha web site <http://www.odisha.gov.in> and bid document can be downloaded. The downloaded bid document can also be used provided it is accompanied with a crossed Demand Draft towards cost of the tender document. Tenderers interested to receive tender documents by Registered Post should pay additional amount of Rs.200/- (Rupees two hundred) only. However, ORSAC will not be responsible for postal delays in delivery of the documents.

2) Eligibility Criteria:

- a) The tenderer should be a limited company in existence for 5 years as on 31<sup>st</sup> January, 2018 (Photocopy of the Company Registration Certificate should be attached).
- b) The company must have an average annual turnover of Rs.50 lakhs or above for the last three years. (Audited Balance sheet of last 3 years should be attached).
- c) Must be an ISO 9001 certified company. (Photocopy of ISO certificate must be attached).
- d) Must have executed similar projects of value of at least Rs.5 lakhs in the last five years. The system installed must have access control barrier, Bio-metric identification reader or chip-based card reader and related software. (Copies of work order and project completion reports must be attached)
- e) Must have service centre in Odisha, preferably in Bhubaneswar to ensure timely service.
- f) Must furnish an affidavit in stamp paper to the effect that the *software* to be used is owned by the company.
- g) Must furnish an affidavit in stamp paper to undertake AMC of the Security Control System after expiry of warranty at the negotiation price.

3) **Scope of work:**

- a) Supply and install of two adjacent Flap barrier gates / equivalent technology as per technical specifications.
  - b) The barricades made off stainless steel material. Barricade is in place. A manually operable gate integrated with barricade is also available. The tenderers must ascertain and adjust the security control machine with the available barricade through site inspection.
  - c) Supply and integrate biometric reader in the Flap barrier system/ equivalent system for access control activities as per specifications.
  - d) Install attendance/access control software in the system compatible with the security control system.
  - e) Cabling to the nearby socket for power supply and LAN has to be done by the successful tenderer.
  - f) Install visitor management software and provide chip based temporary cards (one hundred) for the visitors. The available chip based cards are to be made usable in the new system by modifying/charging the chip in the card.
  - g) Initial registration of the employees of the Centre and training to the personnel to be assigned for management of the system has to be provided by the successful tenderer (hereafter called the vendor).
  - h) The vendor has to provide one-week hand-holding of the system.
  - i) The vendor must attend to complaints within one working day.
  - j) The vendor must provide preventive maintenance during the warranty or extended warranty period.
- 4) The Tenderers are required to deposit Rs.50,000/- (Rupees Fifty thousand) only as Earnest Money Deposit (EMD) in shape of Bank Draft issued by a Nationalized Bank/Scheduled Bank payable at Bhubaneswar pledged in favour of Odisha Space Applications Centre, Bhubaneswar. The EMD of unsuccessful tenderers will be refunded back after selection of the final vendor. The EMD of the successful vendor is liable to be forfeited, if fail to install the system in such time as may be specified in the work order. The EMD of the successful vendor shall be returned after submission of performance security.
- 5) Performance security amounting to 10% of the bill will be retained by the centre.
- 6) The tenders should be submitted after due compliance with guidelines given in the tender documents under Schedule (A) Conditions of Contract, Schedule (B)- Technical specifications, Schedule(C)- Delivery Destination, Schedule (D)- Bid Form & Schedule (E)- Price Schedule Tenders submitted in incomplete form shall be rejected outright.
- 7) The filled in sealed tenders containing Techno-commercial Bid and Price Bid in double cover system as per instruction given in tender documents, shall be submitted in the Office of the ORSAC, Bhubaneswar by Registered Post/Courier service or dropping in the tender box. Tenders received after due date and time shall not be entertained.
- 8) The tender papers will be available for sale in the office of ORSAC between 11.00 AM to 4.00 PM on Odisha Govt. official working days till 1 PM of 05.11.2018. The sealed tenders will be received in the tender box till 1.00 PM of 06.11.2018 in Office of the ORSAC. The techno-commercial bids will be opened on at 3.30 PM on 12.11.2018 in presence of the Tenderers or their authorized representatives, if they so desires. The Price Bids of Technically qualified bidders will be opened in presence of the tenderers or their authorized representatives on a date to be notified later on. The tender shall make a presentation of their product on that day.
- 9) ORSAC reserves the right to cancel any or all tenders without assigning any reason thereof.

CHIEF EXECUTIVE

Schedule (A) – Conditions of contract for Tender No. 11/2018 ORSAC

1) The Tender papers include instructions issued in the Tender notice along with the Schedule (A) - Conditions of Contract, Schedule (B) – Technical Specifications, Schedule (C) – Delivery Destination, schedule (D) – Bid Form, Schedule (E) – Price Schedule.

2) The Tenderers shall submit the following documents and information with the tender. Lack of complete and adequate information under any of the parameter may render the bid disqualified. The technical documents shall be tagged and indexed properly to find out the below mentioned document easily.

a) For Technical Bid:

- i) Copy of Tender Notice
- ii) Acceptance of Schedule (A) & Schedule (B)
- iii) Photocopy of the Company Registration Certificate
- iv) Attested copies of GST Registration certificate from the Govt. authority.
- v) Attested copies of Service Tax registration certificate & latest Service Tax Clearance Certificate issued by the competent authority.
- vi) Technical information of product released by the OEM.
- vii) Documentary evidence that the tenderer is the manufacturer or the authorized dealer of the item.
- viii) Technical information and specifications prescribed by the manufacturer for the item.
- ix) Documents in support of supplies made during last 2 years to different Govt. and public sector undertaking.
- x) The firm should submit an affidavit in stamp paper for providing service/maintenance during the warranty period effective from the date of commissioning with terms & conditions as well as for taking Annual maintenance contract (AMC) after the warranty period. The vendor shall also declare the self-life period of the systems and shall submit an undertaking to take AMC for the self-life period.
- xi) Availability of spare parts and service/ repair facilities inside Odisha at least for 10 years or during the self-life period declared by the vendor.
- xii) Tender document amounting Rs. 1000/-
- xiii) EMD amount Rs. 50,000/-
- xiv) Attested copies of Audited Balance Sheet for last 3 years
- xv) Service facility with details at Bhubaneswar & outside.
- xvi) Annual turnover of the Company
- Xvii) Photocopy of ISO certificate

b) For Price Bid:

- i) Acceptance of Schedule (C) Delivery destination
- ii) Filled up Schedule (D) – Bid form
- iii) Filled up Schedule (E) – Price Schedule

3) The quoted rates shall be for destination mentioned in the Schedule (C) Delivery Destination, inclusive of all taxes, duties, levies, charges, transportation cost, transit insurance cost. The item should be shown separately along with the basic rate. Prices written in words shall be accepted in case of any discrepancy. Rates with conditionality or provision of escalation will be rejected.

4) Validity of period of the Tender shall be 120 days from the date of opening of the price bid.

5) Items as required by ORSAC will be purchased from the successful vender, as may be decided on a package deal.

6) The items are to be delivered in good condition at ORSAC, Bhubaneswar as mentioned in the Schedule (C) for delivery destination.

- 7) Items are to be delivered within 30 days of issue of purchase order.
- 8) The tenderer shall give a minimum warranty period of 12 months or the default warranty provided by OEM from the date of commissioning of the items at destination and an extended period of warranty for another 5 years. This shall not relieve the tenderer from liabilities arising out of normal warranty available with the product.
- 9) The tenderer has to rectify defects in the items supplied within 7 days of issue of intimation during the warranty period, failing which an amount of one percent of performance security will be forfeited per day of delay.
- 10) The Earnest money deposit shall be Rs. 50,000/- (Rupees Fifty thousand) only to be submitted with the Technical Bid in shape of Bank Draft drawn in favour of ORSAC on any nationalized bank/ scheduled bank payable at Bhubaneswar. NSIC/ any govt. agency are not exempted for submission of EMD.
- 11) The H/W & S/W should be new and unused. The items shall be of reputed OEM and should also confirm to latest models, designs and standards i.e. as per Schedule-B. ORSAC reserves the right to purchase whole or part of the items as required.
- 12) If any item fails to satisfy requirement of standards, the item shall not be accepted and the tenderer at his own cost shall remove it from point of delivery.
- 13) If the tenderer fails to supply the items within prescribed time period it shall be treated as breach of contract. This EMD will be forfeited and the supply order will be cancelled for which the tenderer shall remain fully responsible without any liability of ORSAC.  
  
If items are not supplied in time, ORSAC will consider receiving the items by imposing liquidated damage of 0.50 (zero point five zero) percent of cost per week of delay subject to maximum penalty of 5% of the value of each item inclusive of all taxes, duties, levies and charges. Part of the week shall be reckoned as one week.
- 14) Tenders are to be submitted in a double cover system. The 1<sup>st</sup> sealed envelope shall contain the Techno-Commercial Bid and the 2<sup>nd</sup> sealed envelope shall contain the Price Bid. Both the 1<sup>st</sup> and 2<sup>nd</sup> sealed envelopes are then to be put inside a 3<sup>rd</sup> envelope duly marked "Supply of Security Control System". From and to addresses shall be written on each of the envelopes.
- 15) Submission of sealed tenders shall be by Registered Post, courier service or dropping in the tender box. ORSAC shall not be responsible for postal or courier service delays or missing of the documents during transit. Tenders reaching late (as per time mentioned in the Tender Notice) shall not be considered by ORSAC.
- 16) Conditional Tenders shall be rejected. Decisions of the ORSAC authorities in this regard shall be final.
- 17) Terms of Payment : Payment to the successful tenderer shall be made only after items are received in good and serviceable condition as per conditions stipulated in the tender documents along with required documents submitted to ORSAC in support of Bills. 90% of the bill amount will be released after successful commissioning & operational of the system & 10% of the Bill amount shall be retained towards "Performance Security". This amount can be released on production of Bank Guarantee for equal amount issued by any Nationalized Bank/Scheduled Bank at Bhubaneswar, which will remain valid till three months beyond the Guarantee period.
- 18) The tenderer shall not raise any claim in any manner after the Bill amounts are cleared against the purchase order.
- 19) In case of any dispute between the Tenderers and ORSAC regarding interpretation of Tender document conditions, the decision of the Chief Executive, ORSAC shall be final and binding.
- 20) Jurisdiction of Court – Civil Suits, if any, arising out of the contract shall have to be filed at Bhubaneswar under Khurda district. Writ petitions, Civil & Criminal, shall be filed in the High Court of Orissa, Cuttack.

Accepted the above conditions under schedule (A) of tender.

(Signature of Tenderer)

Name:

Address:

Schedule (B) Technical Specification of Tender Notice No.11/2018

Specification for Procurement of Security Control System

Device Specification

Structure	304 stainless steel
Width of passage	610mm (standard)
Size	L=1200, W=280, H=980
Power supply	AC220+/-10V 50/60Hz
Transit speed	30-45 persons/min
Communication interface	RS485 interface
Working temperature	-10 <sup>0c</sup> -50 <sup>0c</sup>
Working environment	Indoor Only
Humidity	≤90%
Life-span	4 million times(Min)

Functions and Characteristics Automatic type

1. Self-examine and alarm.
2. Programable running status.
3. Anti-pinch function.
4. Lock automatically.
5. Wings synchronized (adjustable)
6. Auto reset function
7. The passing time is adjustable (default :10s)
8. Anti-panic for emergency situations.
9. Be integrated with access control system
10. Auto Close when main supply down
11. Integrated with Finger print, Remote control, Face recognition, Card reader

Operation Facilities

1. Free for entry, Access exit
2. Free for exit, Access entry
3. Free For entry and exit
4. Access for Entry, and exit for free
5. Entry for free, and Access for exit
6. Access for entry and exit

Contd....

## Software Specification

SL. NO	Technical Requirement
1	Centralized web base application through centralized server
2	Integration of existing biometrics devices
3	Segmentation of employee/vendors for tracking of their attendance, training log-in/out
4	Having privilege of database full access
5	Easy Integrate with visitor management software
6	Bulk upload of the new/existing employee detail in the application
7	Bulk uploading of attendance feasibility
8	Required scalable solution for shift creation & assignment for the employees
9	Employee wise & number of in/out punching report generation
10	The customization facility in report generation
11	Finger print access facility
12	Pass code access facility
13	Smart card access facility
14	Pass code integration with finger print & smart card (if needed)
15	Admin application view and client view privilege.
16	Roaster upload system should be there according to roaster timing of all employee need to calculate. ie Late arrival and early leaving should calculate accordingly
17	Shift wise monthly and weekly report generation
18	Data Safety & Security on device & application bases (Back up & Restore process).
19	Access Control Criteria--Groups, Location
20	Suspend inactive accounts after 30 to 60 days
21	Audit Log report with user login.
22	Report need to be generated in Excel, PDF format.
23	Multispectral imaging technology
24	Device should be capable of holding finger print of 20000 employees

Accepted the above-mentioned conditions under schedule B of the tender for our item of supply.

Signature of Tenderer

Name:

Address:

SCHEDULE "C" DELIVERY DESTINATIONS of Tender Notice No. 11 /2018

Sl. No	Item	Qty.	Unit	Delivery Destination/Consignee
1	Security Control System of Retractable Flap Barrier type with minimum warranty period of one year on buy back mode of an old security control system with retractable barrier	No.	1	ORSAC, Bhubaneswar

Accepted the above-mentioned conditions under schedule C of the tender for our item of supply.

Signature of Tenderer

Name:

Address:



SCHEDULE (D) – Bid Form of Tender Notice No.11/2018

To

The Chief Executive  
Odisha Space Applications Centre  
Bhubaneswar

Sir,

I/ we have gone through the Tender Notice No.05/2017 of Odisha Space Applications Centre (ORSAC) and the schedule (A), (B), (C), (D) and (E) of Tender document.

A sum of Rs.50,000/- (Rupees Fifty thousand) only is hereby tendered in shape of \_\_\_\_\_ duly pledged as Earnest Money Deposit (EMD) towards tendered value.

I/ We agree the ORSAC shall be at liberty to forfeit the EMD and performance security as per conditions of the contract in case of defaults on my/ our part in fulfilling contractual obligations.

I/We have gone through all terms and conditions stated in the Tender documents and agree to all the terms and conditions.

Date:

(Signature of Tenderer)

Name:

Address:

Schedule (E) – Price Schedule for Tender Notice No. 11/2018

(Continuation sheet may be used if required and each page to be signed)

Item description (mention as per Tender Notice)	Unit price @	Buy back price	Net Price (2-3)	Details of tax components			Total price in Rs. (mention in figures and words) (4+7)	Price for extended warranty in for 5 years (per unit)	Remark
				Taxes (Mention each tax separately) in Rs.	Other Charges (mention each separately) in Rs.	Total (5+6)			
1	2	3	4	5	6	7	8	9	10

(Signature of Tenderer)

Name:

Address:

