

## **Bid Document**



### **GUJARAT INFORMATICS LIMITED**

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**Bid for Supply, Installation and Commissioning of  
RFID based Digital Library System on behalf of  
Indian Institute of Teacher Education, Gandhinagar  
(Tender No. HWT050318487)**

**Pre-bid Meeting: 15.03.2018 at 1500 hours**

**Last Date of Submission of Bid: 27.03.2018 till 1500 hours**

**Last Date of Submission of Bid Processing Fees & EMD: 27.03.2018 till 1500 hours**

**Date of Opening of Technical Bid: 27.03.2018 on 1700 hours**

**Bid Processing Fee: Rs. 2,950/-**

## Introduction

Gujarat Informatics Limited (herein after referred to as GIL), on behalf of Indian Institute of Teacher Education, Gandhinagar (herein after referred to as the Purchasers) for their requirement of implementation of RFID based Digital Library System invites offer through E-tendering route for Supply, Installation and commissioning of RFID based Digital Library Automation System at Indian Institute of Teacher Education, Gandhinagar.

The selected agency will have to supply, install and commissioning of the hardware & software at Indian Institute of Teacher Education (IITE), Ramkrushna Paramhansh Vidya Sankul, Behind Mahatma Mandir, Kh-Road, Sector 15, Gandhinagar and maintain the same during the contract period.

Gujarat Informatics Limited, on behalf of "Indian Institute of Teacher Education (IITE), Gandhinagar has published this bid for ***"Supply, Installation and Commissioning of RFID based Digital Library System on behalf of Indian Institute of Teacher Education, Gandhinagar"***. GIL invites your bid for the same (Tender No. HWT050318487).

Proposal in the form of BID are requested for the item(s) in complete accordance with the documents to be uploaded as per following guidelines.

Bidder shall submit their bids on <https://www.gil.nprocure.com>.

The bidder will have to submit **Nonrefundable Bid Processing Fees of Rs. 2,950/- & Earnest Money Deposit (E.M.D.) of Rs. 48,000/- (Refundable)** on or before date & hours of submission of bid in a sealed cover at GIL office with the heading ***"Bid processing Fees & EMD for E-tender no HWT050318487 for Supply, Installation and Commissioning of RFID based Digital Library System on behalf of Indian Institute of Teacher Education, Gandhinagar."***

- **Bid processing fees** must be in the form of **Demand Draft** in the name of **"Gujarat Informatics Ltd."** payable at Gandhinagar along with the covering letter.
- **EMD** as mentioned above, shall be submitted in the form of Demand Draft **OR** in the form of an unconditional Bank Guarantee (**which should be valid for 6 months from the last date of bid submission**) of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2016/328/DMO dated 01.05.2017 issued by Finance Department or further instruction issued by Finance department time to time; in the name of "Gujarat Informatics Ltd." payable at Gandhinagar (as per prescribed format given at Annexure A) and must be submitted along with the covering letter.

Please affix the stamp of your company on the overleaf of demand draft.

**Note:** Failing to submit physical covers of EMD and Bid Processing Fees at GIL on or before the last date & time of submission as given in this bid, may lead to the rejection of the bid.

The Bid Processing Fees & EMD Section and Eligibility Section will be opened on the specified date & time in the presence of the committee members and representatives of the bidders who choose to attend. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this tender process.

Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.

In addition to this bid, the following sections uploaded are part of Bid Documents.

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**The summary of various activities with regard to this invitation of bids are listed in the table below:**

1	Bid Reference Number	<b>Tender No. HWT050318487</b>
2	Date of Pre-Bid Meeting	<b>15.03.2018 on 1500 hours</b>
3	Venue of Pre-Bid Meeting	Gujarat Informatics Limited Block No. 1, 8 <sup>th</sup> Floor, Udyog Bhavan, Sector-11, Gandhinagar 382 010
4	Last Date & Time for Submission of Bids electronically on <a href="https://www.gil.nprocure.com">https://www.gil.nprocure.com</a>	<b>27.03.2018 till 1500 hours</b>
5	Date & Time of Opening of Bids (Un-priced Bids)	<b>27.03.2018 at 1700 hours</b>
6	Date & Time of Opening of Commercial Stage	Will be intimated to the qualified bidders at a later date.
7	Venue of Opening of Bids	Gujarat Informatics Limited Block No. 1, 8 <sup>th</sup> Floor, Udyog Bhavan, Sector-11, Gandhinagar 382 010
8	Bid Processing Fees (Non-refundable)	<b>Rs. 2,950/-</b> (Rupees Two Thousand Nine Hundred Fifty Only)
9	Earnest Money Deposit (E.M.D.)	<b>Rs. 48,000/-</b> (Rupees Forty Eight Thousand Only)
10	GIL Contact Person	DGM (Tech.), GIL

Note: Please specify Tender Number in all your correspondence.

## SECTION I

### Eligibility Criteria for the bidder:

1. The bidder should have a total sum of turnover of Rs. 3 Crore (Minimum) in the last three financial years. The copies of Audited Annual Accounts / Balance Sheet along with Profit & Loss Account for last three years shall be attached along with the bid. **(Form no. E-1)**
2.
  - a) The bidder must have one office in Gujarat. Please attach the copies of any two of the following: Property Tax Bill of last year / Electricity Bills of last one year / Telephone Bills of last one year / VAT Registration / CST Registration / Valid Lease Agreement. **(Form no. E-2). In case, bidder does not have office in Gujarat, bidder should give undertaking to open office in Gujarat within 45 days from the date of purchase order.**
  - b) Bidder must ensure that the warranty support & service should be available up to delivery locations to provide repairing cum replacement services of faulty equipments within 48 hrs. Bidder is required to provide the name & address & contact details of the firm for providing warranty support & repairing cum replacement service up to delivery locations. **(Form no. E-3)**
3. The bidder should have implemented RFID based library automation solution in at least 5 libraries having 8,000 or more books in each of the libraries across India out of which at least two library should be implemented with SOUL 2.0 ILMS. Customer references, Purchase orders and User Certificate must be attached along with the bid. **(Form No. E-4)**
4. The bidder should submit Certificate of Authorization from the Principal Manufacturing Company and self declaration incase of OEM bidding to quote the bid. **(Form no. E-5)**

### **Note:**

1. All the details and the supportive documents for the above mentioned items should be uploaded in eligibility section in the bid.
2. GIL reserves the right to do independent check upon the information provided. Any misinformation provided may lead to disqualification of the bidder.
3. Bidders who wish to participate in this bid will have to register on <https://gil.nprocure.com>. Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

## **SECTION II**

### **Scope of Work**

#### **Modernization of Library - Indian Institute of Teacher Education, Gandhinagar**

##### **Introduction:**

Indian Institute of Teacher Education, Gandhinagar has decided to introduce Radio Frequency Identification (RFID) System in IITE Library in its efforts towards further automation of the library system. IITE has decided for the Modernization of Library through RFID Technology.

##### **Computer Records Management:**

Computer records are created using Integrated Library Management Software SOUL 2.0 to suite the Information needs of the above mentioned Library users, using international bibliographical standards (MARC21); information on availability of item in the Library is accessed through OPAC (Online Public Access Catalogue).

##### **Equipment & Tools for Self-Service:**

Use of RFID technology for tagging the items, self-Issue/Return Kiosks, Drop Box, Handheld reader; Smart Cards System & Accessories.

##### **Implementation of RFID based Circulation Services**

- Supply and Implement RFID Hardware using NCIP V2.0 protocol
- Installation of Middleware Application for ILMS installed
- Tagging RFID labels on Books and other items on stock
- Pasting of Paper stickers (SIR Labels) on RFID Tags
- Services for Spine paper labels, adopting Specific work process Pasting labels on Book spine and covering with transparent plastic overlay.
- Training of Library staff on using RFID system effectively
- Training on International Standards and Best RFID based Library Practices recommended by NISO
- Engaging suitable personal to ensure smooth functioning of automated library services.

##### **Data Validation:**

It would be required to physically verify each and every book detail with its entry in SOUL software and validate the data during the RFID tagging job work. The books which have errors are to be kept separately for making necessary corrections and by that the database accuracy has to be improved.

##### **Providing Manpower for Smooth Operation of Library Automated System:**

- Provide professional personal to supervise the entire project on regular basis to co-ordinate with the competent authority nominated by department.
- **Bidder will have to provide Library IT Executive for the period of 24 Months after Library automated system Installation work to supervise work done by departmental employee and train them for all process of Automated Library System.**

**Note:**

- All the RFID components chosen for complete solution should be conform to NISO guide lines for use of RFID in Libraries and ISO 15693 / ISO 18000 - 3, ISO14443A or Mifare in accordance with equipments (All systems must be compatible with Global RFID ISO standards).
- Modularity, Expandability and Upgrade ability in the overall system configuration should be open.
- In future if purchase may upgrade or change the ILMS, successful bidder has to integrate the supplied RFID items with the same.
- The Maintenance Support Equipment required installing and Maintain the RFID System Shall be available in India always and provided by the vendor. If required, bidder shall demonstrate that the resources (infrastructure) exist which are required to provide robust pre and post-sales support to RFID Project.
- Bidder should fully accountable for the performance of all components of the supplied RFID equipments.
- **Bidder might be required to show demo of the hardware (Staff Station Reader, Security Gate Antenna System, Self Check-In Check-Out Kiosk and RFID Book Return Station) with SOUL 2.0 using SIP2 / NCIP protocol at IITE Library before the final order is placed.**
- Supplied hardware should have proven compatibility with ILMS.
- The bidder will have to train library staff for key functions like, circulation, technical services, system administrator and public services for using of all equipment.
- All training should be performed by vendor at institute premises and trained personnel should be placed in the institute for running, maintaining the hardware, software for the period of warranty.
- The Library requires interaction with the vendor sales staff and technical support staff during installation planning, the installation phase and follow-up immediately after such installation.
- Introductory operator / user / staff training shall be provided at no extra charge.
- Middleware Warranty: Patches and service pack releases must be supplied at no additional charge to the Library within the warranty period.
- Service technicians should be fully trained, factory authorized and certified by the manufacturer to perform services.
- Technical support via email should be provided to the library free of cost.
- Service technicians should be equipped with parts normally required to service the equipment and reduce downtime.
- Failure of vendor to meet specified standards may result in termination of service contract.
- Warranty and Service requirements apply to both Standard and Optional system components.
- Library will not provide the details of User Name & Password for SOUL 2.0 to ensure the security and sanctity of the data.

**Hands on Training (on site) and Manual/Guide:** Training for handling of RFID, RFID Tagging and fixing on documents, troubleshooting training. Complete write-up/manual/guide for operation and handling of RFID equipments. Training to be given to all library staff working on various library operations.

## SECTION III

### General Terms & Conditions:

1. The last date of submission of bid on the website <https://gil.nprocure.com> is **27.03.2018 up to 1500 Hrs.** No physical bids will be accepted under normal circumstances. However, GIL reserves the right to ask the bidders to submit the bid and/or any other documents in physical form.
2. The bid is non-transferable.
3. **The Bidder may quote only one option (i.e. only one product can be quoted) against each item.** Bidders are required to mention make & model of the product. (Do not write "OEM" against items as bidders are expected to give make & model of the product).
4. The bidder will have to supply, install, commissioning & maintain and provide operational training for supplied hardware, operating software and peripherals and carry out necessary integration at end user office.
5. If in any case the quoted Item is not available in the market, the bidder will have to supply Higher Version/replacement of that Item in the quoted cost in the same time duration with prior approval of GIL/Purchaser. No "End of Life" product should be quoted to minimize such instances. (Make & Model quoted by the bidder should be available till the bid validity, duly supported for spares/OEM support for warranty period).
6. The Bidder shall bear all the costs associated with the preparation and submission of its bid, and GIL in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
7. Technical specifications indicated are minimum specification. Bidder may quote for better solution. The bidder should provide following with the technical bid:
  - Make & Model Number
  - Name of Manufacturer
  - Technical Literature
  - Manufacturer's Data Sheet.
  - Compliance statement from the OEM of the product
8. The bidder has to upload the compliance letter on its letter head duly signed by the authorized signature & other supporting documents as asked for in the bid in scanned format. Failing to submit the same or non-compliance/deviation from any bid terms and conditions, eligibility criteria or technical specifications may result in rejection of the bid.
9. The Bidder has to examine all instructions, forms, terms, conditions and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.
10. Amendment of Bidding Documents (Corrigendum)
  - 10.1. At any time prior to the deadline for submission of bids, GIL may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents.
  - 10.2. The corrigendum will be published on website <https://gil.nprocure.com> & [www.gil.gujarat.gov.in](http://www.gil.gujarat.gov.in).
  - 10.3. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids GIL, at its discretion, may extend the deadline for the submission of bids.
11. Bid Currency - Prices shall be quoted in Indian Rupees only. Payment for the supply of equipments as specified in the agreement shall be made in Indian Rupees only.



12. The bidder will have to submit **Non refundable Bid Processing Fees of Rs. 2,950/- & Earnest Money Deposit (E.M.D.) of Rs. 48,000/- (Rupees Forty Eight Thousands Only) (Refundable)** on or before date & hours of submission of bid in a sealed cover at GIL office with the heading **“Bid processing Fees & EMD for E-tender no HWT050318487for Supply, Installation and Commissioning of RFID based Digital Library System on behalf of Indian Institute of Teacher Education, Gandhinagar.”**

- Bid processing fees must be in the form of Demand Draft in the name of “Gujarat Informatics Ltd.” payable at Gandhinagar along with the covering letter.
- EMD as mentioned above, shall be submitted in the form of Demand Draft **OR** in the form of an unconditional Bank Guarantee (which should be valid for 6 months from the last date of bid submission) of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2016/328/DMO dated 01.05.2017 issued by Finance Department or further instruction issued by Finance department time to time; in the name of “Gujarat Informatics Ltd.” payable at Gandhinagar (as per prescribed format given at Annexure A) and must be submitted along with the covering letter.

Please affix the stamp of your company on the overleaf of demand draft.

**Note:** Failing to submit physical covers of EMD and bid processing fees at GIL on or before **27.03.2018 up to 1500 Hrs.** may lead to the rejection of the bid.

13. In case of non-receipt of Bid processing fees & EMD as mentioned above in your bid will be rejected by GIL as non-responsive.
14. Unsuccessful bidder's E.M.D. will be returned as promptly as possible after the expiration of the period of bid validity OR upon the successful Bidder signing the Contract, and furnishing the Performance Bank Guarantee as prescribed by GIL, whichever is earlier.
15. In exceptional circumstances, GIL may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. Bidder may refuse the request without forfeiting its E.M.D. A Bidder granting the request will not be permitted to modify its bid.
16. The Successful bidder has to submit Performance Bank Guarantee @ 10% of total order value within 15 days from the date of issue of Purchase order **for the duration of 63 months** from any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad / Gandhinagar) as per the G.R. no. EMD/10/2016/328/DMO dated 01.05.2017 issued by Finance Department or further instruction issued by Finance department time to time. (The draft of Performance Bank Guarantee is attached herewith).
17. Successful Bidder will have to sign the contract upon receiving the confirmed purchase order with the purchaser(s) within 15 working days from the date of confirmed purchase order. (The draft is attached herewith).
18. The successful Bidder's E.M.D. will be returned upon the Bidder signing the Contract, and furnishing the Performance Bank Guarantee @ 10% of the total order value and offer of inspection of the ordered material.
19. The E.M.D. may be forfeited at the discretion of GoG / GIL, on account of one or more of the following reasons:
- (a) If a Bidder withdraws its bid during the period of bid validity.
  - (b) If Bidder does not respond to requests for clarification of their Bid
  - (c) If Bidder fails to co-operate in the Bid evaluation process, and
  - (d) In case of a successful Bidder, if the Bidder fails:
    - (i) To sign the Contract as mentioned above or
    - (ii) To furnish performance bank guarantee as mentioned above or
    - (iii) If the bidder is found to be involved in fraudulent practices.

20. Termination for Default:

- 20.1. The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Bidder. Bidder will be given notice/cure period of 30 days, after that purchaser will terminate the Contract in whole or part after:
- If the bidder fails to deliver any or all of the Goods as per the delivery schedule mentioned in the bid, or within any extension thereof granted by the Purchaser or
  - If the Bidder fails to perform any other obligation(s) under the Contract/Purchase order.
  - If the Bidder, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“Corrupt practice” means the offering, giving, receiving or soliciting of any thing of value of influence the action of a public official in the procurement process or in contract execution.

“Fraudulent Practice: a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the purchaser, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the purchaser of the benefits of free and open competition;”

- 20.2. In the event the Purchaser terminates the Contract in whole or in part, pursuant to Clause 20.1 above, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Bidder shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Bidder shall continue the performance of the contract to the extent not terminated.
21. If the successful bidder fails to submit the Performance Bank Guarantee & sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIL also reserves the right to blacklist such bidder from participating in future tenders if sufficient cause exists.
22. Price shall be inclusive of all freight, forwarding, transit insurance, installation, warranty and maintenance charges.
23. Prices shall be in Indian Rupees. The prices shall strictly be submitted in the given format. Quoted prices shall be inclusive of all taxes except GST. The tax components like GST as applicable shall be mentioned separately in the respective columns.
24. Late Bids: The bidder will not be able to submit the bid after final submission date and time.
25. Modification and Withdrawal of Bids
- The Bidder may modify or withdraw its bid before the due date of bid submission.
  - No bid will be allowed to be modified subsequent to the final submission of bids.
  - No bid will be allowed to be withdrawn in the interval between the deadline for submission of bids and the expiry of the bid validity. Withdrawal of a bid during this interval will result in the forfeiture of bidder’s E.M.D.
26. Bids will be opened with the buyer’s private digital key in the presence of Bidder’s representatives, who choose to attend. The Bidder’s representatives who are present shall sign a register/attendance sheet evidencing their attendance. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this bid process. In the absence of the bidder(s), the Tender Committee may choose to open the bids as per the prescribed schedule.
27. The Bidder’s names, Bid modifications or withdrawals, discounts and the presence or absence of relevant E.M.D. and such other details as GIL/GoG officer(s) at their discretion, may consider appropriate, will be announced at the opening.
28. **Evaluation of the Bids:** After the closing time of submission, GIL / GoG committee will verify the submission of Bid Processing Fees & EMD as per bid terms and conditions. The eligibility criteria evaluation will be carried out of the responsive bids. The technical bids of the bidders who are complying with all the eligibility criteria will be opened and evaluated next. GIL will seek clarifications if required on

- eligibility & technical section. The financial bid of the technically qualified bidders will be opened and financially L1 bidder will be decided from the sum total of prices for all line items without tax with 5 year warranty and then called for further negotiations if required.
29. As per the provision in Electronics & IT/ITeS Start-up Policy Resolution No. ITS/10/2015/5284/IT dated 6th June, 2016 issued by Department of Science & Technology; in e-Governance project undertaken by Government Departments or its Boards, Corporations or parastatal bodies getting grants from the Government, the chosen solution provider or system integrator will pass on job work or will outsource part of the work of a value ranging between 5% to 10% of the contract value to the eligible start-ups and to students of shortlisted Technical Colleges in Gujarat. In such arrangements, the responsibility of meeting SLAs (Service Level Agreements) will continue to belong to the solution provider or the system integrator.
30. The bidder will have to offer the inspection in the manner as decided by GIL before delivering to the respective site or at customer sites. The cost of the same has to be borne by the supplier. Any deviation found in the specification of the produced goods from the bid specification will lead to the cancellation of the order, forfeiture of EMD/PBG and prohibition in the participation in the future purchase of Government of Gujarat. GIL/GoG will not be responsible for any time delay which may arise due to any deviation from the bid technical specification found at the time of inspection and the bidder has to deliver and install the ordered goods within prescribed time limit. At the time of inspection, bidder is required to produce OEM's confirmation on OEM's letter head with serial nos. of Equipments, Software supplied for back to back warranty support as per tender terms & conditions.
31. The Indenter's right to inspect, test and, where necessary, reject the Goods after the Goods arrival at Customer Site shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the Purchaser or its representative prior to the Goods shipment.
32. **Delivery & Installation:** Within **75 working days** from the date of confirmed purchase order.
33. In case of successful bidder is found in breach of any condition(s) of bid or supply order/work order, at any stage during the course of supply / installation or warranty period, the legal action as per rules/laws, shall be initiated against the successful bidder and EMD/PBG shall be forfeited, besides debarring and blacklisting the bidder concerned for the time period as decided by Govt., for further dealings with GoG.
34. Bid validity will be of **180 days after the date of financial bid opening**. A bid valid for shorter period shall be rejected as non-responsive. **If required, GIL may extend the bid validity for further period from the date of expiry of bid validity in consultation with the successful bidder.**
35. Bidders are required to quote all items including optional add-ons as well. Incomplete bids will be treated as non-responsive and will be rejected.
36. The Bidder / System Integrator will be required to co-ordinate with software vendor and / or do liaisoning with other service provider to achieve the end-to-end connectivity. This also includes OS configuration with respect to LAN/WAN technologies implementation.
- 37. Warranty**
- 37.1. **Warranty:** Comprehensive onsite warranty for 5 Years from the date of installation of procured equipments.
- 37.2. Bidder must ensure that the warranty support & service should be available up to delivery locations to provide repairing cum replacement services of faulty equipments within 48 hrs.
- 37.3. If any equipment gives continuous trouble, say 3 times in one month during the warranty period, the bidder shall replace the same with new equipments without any additional cost to the purchaser.
- 37.4. If any manufacturing or other technical defects are found within the warranty period, the same will have to be replaced or rectified free of cost by the bidder.
- 37.5. Maintenance service: Free maintenance services shall be provided by the Bidder during the period of warranty.
- 37.6. In case, bidder is not providing satisfactory support & doing unwarranted delay in providing warranty support, Government offices reserves right to repair the equipment at risk & cost of the bidder.

### **38. Penalty Clause**

#### **38.1. Penalties for delay in delivery and installation:**

- a) If the bidder fails to deliver and install the requisite hardware and software within 75 working days of the issue of the confirmed purchase order, then a sum equivalent to one percent (1 %) of the total contract value shall be deducted from the payment for each calendar week of delay or part thereof.
- b) The amount of penalties for delay in delivery and installation shall be subject to a maximum limit of 10% of the total contract value.
- c) Delay in excess of 15 weeks will be sufficient to cause for termination of the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited.
- d) In case, the selected bidder does not supply the ordered items for any reason, he will be liable to pay the difference amount to the purchaser, over and above the Performance Guarantee, which indenter departments\Boards\Corporations have to pay to the next or other selected bidder for purpose of the said items.

#### **38.2. Operational / Warranty period Penalties:**

- a) During warranty period, if the complaint is not resolved within 48 hrs the penalty of Rs. 500 per day for Security Gate Antenna System, Self Check out Station, Smart Card Printer, Book Return Station and within 72 hrs for Handheld Reader & Staff Station Reader, penalty of Rs. 300 per day will be levied. However, if the complaints not resolved within 7 days then from 8<sup>th</sup> day to 14<sup>th</sup> day, penalty would be levied @ 150% and from 15<sup>th</sup> day onwards penalty @ 200% of the above rates would be levied. The amount of penalty will be recovered from the Performance bank guarantee during warranty period.
- b) In case an item is not usable beyond the stipulated downtime the bidder will be required to arrange for an immediate replacement of the same till its is repaired. Failure to arrange for the immediate repair/replacement will be liable for penalty of Rs. 500 per day for Security Gate Antenna System, Self Check out Station, Smart Card Printer, Book Return Station and Rs. 300 per day for Staff Station Reader and Handheld Reader will be levied. The amount of penalty will be recovered from the Performance bank guarantee during warranty period.
- c) Successful bidder should submit the Performance Bank Guarantee @ 10% of total order value for the duration of 63 months as per bid requirements. In any case, bidder is required to maintain 10% PBG at all time during the period of contract. In case of any penalty claimed from the submitted PBG during the contract period, the successful bidder is required to submit the additional PBG of the amount equal to the penalty claimed for the duration up to the validity of original Bank Guarantee. For example, "X" amount of penalty will be claimed during the 5<sup>th</sup> month of contract period, then bidder is required to submit the additional PBG of "X" amount for the period of 58 months i.e. 63 months - 5 months.

#### **39. Payment:** Payment for Goods and Services shall be made by Purchasing Department in Indian Rupees as follows:

- 39.1. No advance payment will be made.
- 39.2. 80 % payment after successful inspection and delivery of the ordered goods. The inspection will be done by GIL.
- 39.3. 10% payment will be made after installation of the ordered goods and completion of the user's operational training and remaining 10 % payment will be made after six months of successful running.

#### **40. GIL reserves the right to change any bid condition of any item even after inviting the bids, with/without prior notification.**

#### **41. GoG / GIL's Right to accept any Bid and to reject any or all Bids – GoG / GIL reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to awarding the Contracts, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for such decision.**

42. The bid quantities are estimated based on the receipt of the requirement from Indenting Department. The quantities may decrease up to 50% of the bid quantity or increase up to 30% of the bid quantity at the time of finalization, depending upon the change in the requirements/grants available with the purchaser(s), which shall be binding to the bidder.
43. **Limitation of Vendor's Liability:** Vendor's cumulative liability for its obligations under the contract shall not exceed the contract value and the vendor shall not be liable for incidental, consequential, or indirect damages including loss of profit or saving.
44. All correction/addition/deletion shall require authorized countersign.
45. Force Majeure Shall mean and be limited to the following:
- Fire, explosion, cyclone, earthquake, flood, tempest, lightning or other natural physical disaster;
  - War / hostilities, revolution, acts of public enemies, blockage or embargo;
  - Any law, order, Riot or Civil commotion, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrictive trade practices or regulations;
  - Strikes, shutdowns or labor disputes which are not instigated for the purpose of avoiding obligations herein, or;
  - Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the order;
  - Any other circumstances beyond the control of the party affected;

The BIDDER shall intimate Purchaser by a registered letter duly certified by the local statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over two months, if arising out of causes of Force Majeure, Purchaser reserves the right to cancel the order.

Delivery & Installation period may be extended due to circumstances relating to Force Majeure by the Purchaser. Bidder shall not claim any further extension for delivery & installation or completion of work. Purchase / GoG shall not be liable to pay extra costs under any circumstances.

The BIDDER shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken in to consideration or not in their quotations. In the event of any Force Majeure cause, the BIDDER shall not be liable for delays in performing their obligations under this order and the delivery dates can be extended to the BIDDER without being subject to price reduction for delayed deliverables, as stated elsewhere.

It will be prerogative of Purchaser / GoG to take the decision on force major conditions and Purchaser decision will be binding to the bidder.

46. The Clarifications if any should be submitted in writing to GIL at least on or before 1 days of pre-bid meeting date. Thereafter the clarifications received from the bidders will not be entertained.

Your bid should be submitted on website <https://gil.nprocure.com> on or before **15:00 Hours, 27.03.2018**.

Proposals after due time period will not be accepted.

The Technical Bids will be opened on **27.03.2018 at 17:00 Hours at GIL, Block No. 1, 8<sup>th</sup> Floor, Udyog Bhavan**, in the presence of the committee members and representatives of the bidders, who have submitted valid bids. Only one representative from each bidder will be allowed to attend the tender opening. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this tender process.

Please address all queries and correspondence to

**Shri Vivek Upadhyay, DGM (Tech.),**  
**Gujarat Informatics Limited**

Block No. 1, 8<sup>th</sup> Floor, Udyog Bhavan, Gandhinagar - 382010

Phone No. 079-23259239, Fax No. 079-23238925,

E-mail: [viveku@gujarat.gov.in](mailto:viveku@gujarat.gov.in), [vijayb@gujarat.gov.in](mailto:vijayb@gujarat.gov.in)

Fax / Email should be followed by post confirmation copy.

## SECTION IV

### Minimum Technical Specification

<b>Item No. 1: Library Staff Station</b>				
<b>Item Minimum Specifications</b>		<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Remarks (If any)</b>
Read/Write/Anti-theft programming should be done in one single operation		<b>1</b>		
Read/Write distance of Up to 25 cm and programming time of 1 second				
Should be fully ISO/IEC 14443A or Mifare, 15693 and ISO 18000:3 compliant				
The programming station should interface with the Library Management Software using SIP2 / NCIP V2.0 protocol. The Staff Station should also work in offline mode.				
Internal / External reader for patron ID Card based ISO / IEC 14443A Mifare Plus to read for circulation				
Integrated with reader for patron ID Card based ISO/IEC 14443A Mifare Plus for personalization of data into the ISO/IEC 14443A Mifare Plus passive contact less 1Kb smart card in the pre-defined location in the memory. The details of memory location in smart card will be provided at appropriate time				
SIP2/NCIP V2.0 compliance software interface integrated with integrated library management software for all operations like patron card personalization, check-in, check-out, renew, reserve etc of library circulation				
<b>Specifications</b>				
<b>Parameter</b>	<b>Technical Specs</b>			
Operating Frequency	13.56 MHz			
Power Supply	5V to 12V			
Power Consumption	1.2W minimum			
Transmitting Power	1W minimum			
Read Range	Up to 25 cm			
Antenna	Internal			
Communication Interface	USB/RS232/Ethernet			
Supported Transponders	ISO 15693, ISO 14443A and ISO 18000:3			
Read Confirmation	Required			
Operating Temperature	-10°C to +70°C			
Housing Material	ABS or Similar			

<b>Item No. 2: RFID Handheld Portable Reader</b>				
<b>Item Minimum Specifications</b>		<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
The portable handheld reader (Wand) and the required accessories must be a cordless, one-piece design, to be held in one hand.		<b>1</b>		
The portable handheld reader must feature sound battery backup.				
The total weight of the portable handheld reader must be less than 1 Kg., including battery, RFID reader, antenna and computing unit, and any other components that must be carried by the user.				
The portable handheld reader must be easily set down on a library shelf or cart when necessary to free the user's hands.				
The portable handheld reader must incorporate an ergonomic design, to aid user in reading shelves at all levels easy to use and be relatively non-stressful to wrist, arm, shoulder and elbow.				
The portable handheld reader battery life must allow the user to work for at least 24 hours before recharging.				
The portable handheld reader must use an anti-collision algorithm that does not limit the number of tags, which can be simultaneously identified and read.				
The portable handheld reader must have the capacity to download at least 1 million items from library's automation system onto the portable handheld reader memory medium.				
The proposed portable handheld reader must accommodate data collection simultaneously with other functions.				
The proposed system must accommodate Sorting, Shelving, Searching, finding of library documents and pulling the defined data to help the user.				
The proposed portable handheld reader must have an audible tone and visible indicators to verify item has been identified.				
The handheld reader should include memory of at least 4GB				
<b>Specifications</b>				
<b>Parameter</b>	<b>Technical Specs</b>			
Operating Frequency	13.56 MHz			
Power Supply	9V			
Standby Mode (battery life)	Minimum 24 Hours			
Charging Time	4.5 Hours			
Transmitting Power	1W approximately			
Read Range	Up to 25 cm			
Communication Interface	USB			
Supported Transponders	ISO 15693-3			
Indicators	LED Indicator / LCD Display for Power, Read & Error and a configurable buzzer			
Operating Temperature	-10°C to +70°C			
Storage Memory	4GB			
Housing Material	ABS Plastic			

<b>Item No. 3: Two EAS Pedestals Library Security Gate</b>				
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>	
<p>Security gate should include two theft detection pedestals, which are interdependent of each other and also have an overlapping protection zones providing additional security. It is planned to install these pedestals at a single location in the library. The system should have suitable number of I/O ports for Standard electronic counter, web cam trigger, CCTV, locking gates etc. The offer must be complete in all respects with CCTV integration and must include all the components required for the functional of the system Library security gate. It should also have multi line infrared motion sensors to detect library foot falls and in-out numbers. System should provide the details like accession number, date, time etc. which has created the alarm on the gates.</p> <p>The gate should have power management module and having reporting feature to provide the details on in/out visitor counts and no of alarms. It should allow configuring of gates alarm in either direction. The gates should be floor mounted with concealed wiring</p>	<b>1</b>			
<b>Specifications</b>				
<b>Parameter</b>		<b>Technical Specs</b>		
Operating Frequency		13.56 MHz		
Power Supply		AC 230V / 50Hz		
Power consumption		30W maximum		
Transmitting Power		0.5W to 6W variable		
Read Range		1 mtr or more with pair of gates		
Communication Interface		RS232 / Ethernet		
Supported Transponders		ISO 15693-3, I Code		
Operating Temperature		-10°C to +70°C		
Communication Parameters		Baud Rate: 115200 Kbps		
Housing Material		ABS / PlexiGlass or similar		

<b>Item No. 4: Self Check Out Kiosk Station</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
RFID Reader and Antenna with multiple Read/Write facility	<b>1</b>		
Kiosk should suit the library decor			
High Speed Thermal Slip Printer			
17" or higher LCD/LED Touch Screen Monitor using Capacitive Technology			
Small Form Factor / Industrial Branded PC with SSD HDD to be supplied with Kiosk			
Multi protocol firmware ISO/IEC 14443A or MiFare. 15693 and ISO 18000:3 compliant			
Communication interface — Ethernet			



The Self Checkout station client software should interface with the ILMS Software (through SIP2/NCIP protocols) giving following features: ◦ Check out / Renewal, ◦ Transaction Status, ◦ Transaction Printout, ◦ Option to have/not to have the receipt should be available.			
Provision of enquiry of checkouts against a user and its due date.			
Provision for enquiry of fine against a user along with fine receiving functionality			
The kiosk can be closed from the back side 24 x 7.			
The kiosk should be compliant and usable by physically challenged people i.e. also on wheel chair			
The kiosk should be integrated with SOUL 2.0 through SIP2 / NCIP			
<b>Specifications</b>			
<b>Parameter</b>	<b>Technical Specs</b>		
Operating Frequency	13.56 MHz		
Power Supply	180-230V Ac; 50 Hz		
Transmitting Power	1W approximately		
Read Range	20-25 cms, 3 to 4 books of average size		
Antenna Size	300 X 300 mm		
Communication Interface	Ethernet		
Supported Transponders	ISO 15693, ISO 14443A and ISO 18000:3		
Operating Temperature	-10°C to +70°C		
Packaging Material	Wood / Metal		
Display	17" or higher TFT capacitive touch screen		

<b>Item No. 5: RFID Book Return Station</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
24 hrs operation should be possible	<b>1</b>		
Minimum 100 books bin to be provided			
Real time check in should be processed			
High Speed Thermal Slip Printer			
17" or higher LCD/LED Touch Screen Monitor using Capacitive Technology			
Receiving Cart should be with springboard having good quality wheel for easy movement			
Small Form Factor / Industrial Branded PC with SSD HDD			
The Book Return Station should show returned books on the screen			
The Book Return Station should be integrated with SOUL 2.0 through SIP2 / NCIP			

<b>Item No. 6: Smart Cards</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
The smart cards should be 1kb Mifare Plus cards with full color pre printing on both sides (pre printing to be approved by Department)	<b>500</b>		

The smart card must be for multipurpose use by the library users.		
1k byte EEPROM		
Unique serial number		
16 securely separated sectors supporting multi- application		
Each sector consists 4 blocks with a length of 16 Byte		
2 x 48 bit keys per sector for key hierarchy		
Access conditions free configurable based on 2 level key hierarchy		
Number of single write operations: 100,000		

<b>Item No. 7: Self Adhesive RFID Tags (for Book)</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
The RFID chip used in the tag should have been designed specifically for Library use. i.e. it should have three sections <ul style="list-style-type: none"> <li>◦ Lockable section for item identification</li> <li>◦ Re-writable section for library specific use</li> <li>◦ Security function (EAS/AFI) for item anti-theft (which can be activated and deactivated),</li> <li>◦ The RFID chip should have multi read function, i.e. several tags can be read at the same time</li> </ul>	<b>9,000</b>		
Tag size should be 80mm x 50mm with at least 1024 bits memory, multi-read and antitheft			
Tags should be fully ISO 15693/18000-3 compliant			
Other features: "Tag Talks First" (TTF) feature, tamper proof, detection rate of the system should be above 95% consistently regardless of the number of items that are in the field			
Warranty of Tags Minimum 40 years for logic circuits and replacement of defective tags if found during first time tagging			
<b>Mechanical Dimension</b> <ul style="list-style-type: none"> <li>• Transponder coil size 80X50 mm ± 0.5mm</li> <li>• Transponder die-cut size 80 x 50 mm 0.2 mm</li> <li>• Thickness of the IC 150 micrometer ± 10%</li> <li>• Overall thickness of transponder package (excluding IC and siliconized paper) 200 micro meter ± 10%</li> <li>• Thickness of the siliconized wafer 56 micro meter</li> </ul>			
<b>Electrical characteristics</b> <ul style="list-style-type: none"> <li>• Integrated Circuit (IC) Philips i-Code-SLI X.</li> <li>• ICS protocol /anti-collision ISO 15693/18000-3</li> <li>• Operating frequency 13.56 MHz</li> <li>• Unloaded resonance frequency 14.15 MHz ±0.30 MHz</li> <li>• Memory 1024 bits R/W EEPROM</li> </ul>			
<b>General characteristics of transponder</b> <ul style="list-style-type: none"> <li>• Operating temperature (electronics parts): -20°C to *85°C</li> <li>• ESD voltage immunity +12 kV peak. HBM</li> <li>• Bending diameter (D) &gt; 50 mm. tension less than 10 N</li> <li>• Static pressure (P) &lt; 10 MPa (10 N/mm<sup>2</sup>)</li> </ul>			

<b>Item No. 8: Self Adhesive RFID Tags (for DVD)</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
The RFID chip used in the tag should have been designed specifically for Library use. i.e. it should have three sections  <ul style="list-style-type: none"> <li>◦ Lockable section for item identification</li> <li>◦ Re-writable section for library specific use</li> <li>◦ Security function (EAS) for item anti-theft (which can be activated and deactivated),</li> <li>◦ The RFID chip should have multi read function, i.e. several tags can be read at the same time</li> </ul>	<b>500</b>		
Tag size should be 115 mm dia with at least 1024 bits memory, multi-read and antitheft			
Tags should be fully ISO 15693/18000-3 compliant			
Other features: "Tag Talks First" (TTF) feature, tamper proof, detection rate of the system should be above 95% consistently regardless of the number of items that are in the field			
Warranty of Tags Minimum 40 years for logic circuits and replacement of defective tags if found during first time tagging			
<b>Mechanical Dimension</b> <ul style="list-style-type: none"> <li>• Transponder coil size 115 mm ± 0.2 mm</li> <li>• Thickness of the IC 150 micrometer ± 10%</li> <li>• Overall thickness of transponder package (excluding IC and siliconized paper) 200 micro meter ± 10%</li> <li>• Thickness of the siliconized wafer 56 micro meter</li> </ul>			
<b>Electrical characteristics</b> <ul style="list-style-type: none"> <li>• Integrated Circuit (IC) Philips i-Code-SLI X.</li> <li>• ICS protocol /anti-collision ISO 15693/18000-3</li> <li>• Operating frequency 13.56 MHz</li> <li>• Unloaded resonance frequency 14.15 MHz ±0.30 MHz</li> <li>• Memory 1024 bits R/W EEPROM</li> </ul>			
<b>General characteristics of transponder</b> <ul style="list-style-type: none"> <li>• Operating temperature (electronics parts): -20°C to *85°C</li> <li>• ESD voltage immunity +12 kV peak. HBM</li> </ul>			

<b>Item No. 9: Institution Labels</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
<b>Good quality self adhesive labels of following specification:</b>	<b>9,000</b>		
Good quality smooth face			
Label printed with Name and logo (design to be approved by Department)			
Size: Minimum half inch larger on all sides than the RFID tag			
Strong permanent adhesive, which does not leach in to the paper of the book			

<b>Item No. 10: Integration Software / Middleware Features – NCIP/SIP2 Integration</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
Client Software should support following features and is to be Integrated with existing Integrated Library Management Software (ILMS)	<b>1</b>		
Tagging / Re-tagging after proper online validation of the title / member records LMS database			
Tag monitoring by accessing item record from ILMS database			
Patron Smart Card personalization monitoring by accessing patron ID from ILMS database			
Send SMS & Email for circulations and registration transaction which can be selected for specific users.			
SIP2 / NCIP V2.0 compliance			
Retagging option for re-registration of books & patrons			
Sorting by accessing Title record from ILMS			
Check out /Check-in/Renewal			
Book reservation details while returning the book should be display			
The middleware should have provision to display the details of past transaction			
Printing facility should be available			
The middleware to be integrated with SOUL 2.0 such that the Library web page can provide the various services through internet, including WebOPEC and other facilities.			
The bidder should provide installable middleware and can be installed on N number of computers. While upgrading or updating SOUL 2.0 or change of LMS, the middleware should function without any problems. The customer should not be charged for upgrading or updating the middleware.			
Bidder should provide sufficient training to install and configure the middleware			

<b>Item No. 11: Smart Card Printer &amp; Accessories</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
Sided Printing: Double	<b>1</b>		
Resin Thermal Transfer			
300 dpi			
26 seconds per card / 138 cards per hour (YMC with transfer)			
Accepts CR80 card size			
Ethernet / USB Interface			

<b>Item No. 12: Web Camera</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
CMOS VGA sensor or better technology	<b>1</b>		
Resolution: 1280 x 720 or better			
60° diagonal view			
USB 2.0 compatible			
Automatic image adjustment with manual overwrite			

<b>Item No. 13: Pen Tablet</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
Working Area : 4 x 3 inches	<b>1</b>		
Technology : Electromagnetic Technology			
Pressure Levels : 512 levels or better			
Resolution : 2200 LPI			
Accuracy : 0.01 inch (0.25 mm) or better			
Report Rate : 100 RPS			
Interface : USB 2.0 or better			
Digital Pen : Cordless digital stylus pen with a pen tip and two barrel buttons			

<b>Item No. 14: RFID Tagging Job Work (for Book)</b>			
<b>Item Minimum Specifications</b>	<b>Qty.</b>	<b>Matched/ Not Matched</b>	<b>Deviation, If any</b>
RFID Tag & Sticker to be pasted in same process	<b>9,500</b>		
The accession number should be entered in DANISH / NBD / ISO 28560 standard format			
Minimum 2000 books / DVDs to be completed in a day			
Registration of books / DVDs to be done in single process			
Data validation / editing required for Classification, Preparation of Subject Heading, Data entry in MARC21 format, Verification etc Including Retrieving the Book from the shelf and returning the same to the Specific shelf after processing as per Library standards for all Book entries.			
To paste spine label where ever found missing			

## SECTION V

### FINANCIAL BID FORMAT

Sr. No.	ITEM	Quantity (In Nos.)	Unit Price with 5 Year Warranty (In Rs. Without tax)	Total Price with 5 Year Warranty (In Rs. Without tax)	Rate of GST (%)
A	B	C	D	E=C*D	F
1	Library Staff Station	1			
2	RFID Handheld Portable Reader	1			
3	Two EAS Pedestals Library Security Gate	1			
4	Self Check Out Kiosk Station	1			
5	RFID Book Return Station	1			
6	Smart Cards	500			
7	Self Adhesive RFID Tags (for Book)	9,000			
8	Self Adhesive RFID Tags (for DVD)	500			
9	Institution Labels	9,000			
10	Integration Software / Middleware Features	1			
11	Smart Card Printer with accessories	1			
12	Web Camera	1			
13	Pen Tablet	1			
14	RFID Tagging Job Work (for Book)	9,500			
15	Library IT Executive (for the period of 24 months)	1			
<b>GRAND TOTAL</b>					

**Note:**

- L1 will be the lowest sum total of rates of all line items without tax with 5 years warranty.
- The Bidder shall explicitly mention the applicable rate of GST.
- If required in future, for item no. 6 (Smart Cards), item no. 7 (Self Adhesive RFID Tags – for Book), item no. 8 (Self Adhesive RFID Tags – for DVD), item no. 9 (Institution Labels), & item no. 14 (RFID Tagging Job Work – for Book); the Successful bidder has to supply the additional quantity on the same rates to purchasing department during the period of warranty of 5 years.

## SECTION VI

### Bid Processing Fees & Earnest Money Deposit Details

Sr. No.	Item	Amount (In Rs.)	Name of the Bank & Branch	Demand Draft No.
1	Bid Processing Fees			
2	Earnest Money Deposit (E.M.D.)			

## ELIGIBILITY CRITERIA

### Form No. E1: Financial strength of the bidder

Financial Year	Turnover (Rs. In Crores)	Audited Accounts uploaded? (Yes/No)
2014-15		
2015-16		
2016-17		
Grand Total		

**Note:** Please fill this form and upload the Audited Annual Accounts / Balance Sheet along with Profit & Loss Account for the last three financial years.

### Form No. E2: Office in GUJARAT

Sr. No.	Address	Contact Person	Contact Nos.	Type of supporting document attached
1				
2				

**Note:** You may mention more than one office (if applicable) by adding multiple rows which may be added by "NUMBER OF ROWS TO ADD".

### Form No. E3: Warranty Support & repairing cum replacement service up to delivery locations

Sr. No.	Address	Contact Person	Contact Nos.	Type of supporting document attached
1				
2				
3				

**Note:** Please fill this form and upload the supporting documents.

### Form No. E4: Experience Details (Customer References)

Sr. No.	Name of the Organization	No. of Books Library Having	Date of PO and Period of Implementation (in days)	Qty. of RFID Tags	Total Purchase Order Value	No. of Installations	Type of Supporting Document Attached
1							
2							
.							

**Note:** Please fill this form and submit the supporting documents for each customer reference in scanned format. Failing the same may lead to the rejection of the bid. You may add the customer references by adding multiple rows which may be added by "NUMBER OF ROWS TO ADD".

**Form No. E5: Authorization Letters**

Sr. No.	Item	Make & Model	Name of OEM	Authorization letter Submitted? (Yes/No)
1	Library Staff Station			
2	RFID Handheld Portable Reader			
3	Two EAS Pedestals Library Security Gate			
4	Self Check Out Kiosk Station			
5	RFID Book Return Station			
6	Smart Cards			
7	Self Adhesive RFID Tags (for Book)			
8	Self Adhesive RFID Tags (for DVD)			
9	Integration Software / Middleware Features			
10	Smart Card Printer with accessories			

**Note:** Please fill this form and upload the OEM Authorization Letter in scanned format.

**Make & Model List**

Sr. No.	Item	Qty	Make & Model	Supporting Document Submitted (Yes/No)
1	Library Staff Station	1		
2	RFID Handheld Portable Reader	1		
3	Two EAS Pedestals Library Security Gate	1		
4	Self Check Out Kiosk Station	1		
5	RFID Book Return Station	1		
6	Smart Cards	500		
7	Self Adhesive RFID Tags (for Book)	9,000		
8	Self Adhesive RFID Tags (for DVD)	500		
9	Institution Labels	9,000		
10	Integration Software / Middleware Features	1		
11	Smart Card Printer with accessories	1		
12	Web Camera	1		
13	Pen Tablet	1		

**Note:** You may quote only one option against any item.



**Performa of Compliance letter/Authenticity of Information Provided**

**(On Non judicial Stamp paper of Rs. 100/- duly attested by the First class Magistrate/Notary Public)**

Date:

To,  
**DGM (Tech.)**  
**Gujarat Informatics Ltd.**  
Block-1, 8<sup>th</sup> Floor, Udyog Bhavan,  
Gandhinagar

**Sub: Compliance with the tender terms and conditions, specifications and Eligibility Criteria**

**Ref: Bid for Supply, Installation and Commissioning of RFID based Digital Library System on behalf of Indian Institute of Teacher Education, Gandhinagar (Tender no. HWT050318487).**

Dear Sir,

With reference to above referred tender, I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder>>.

We wish to inform you that we have read and understood the technical specification and total requirement of the above mentioned bid submitted by us on **DD.MM.YYYY**.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of GIL Tender Committee for disqualification will be accepted by us.

The Information provided in our submitted bid is correct. In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, GIL reserves the right to take legal action on us.

Thanking you,

Dated this \_\_\_\_\_ day of \_\_\_\_\_ YYYY

Signature: \_\_\_\_\_

(In the Capacity of) : \_\_\_\_\_

Duly authorized to sign bid for and on behalf of  
\_\_\_\_\_

**Note: This form should be signed by authorized signatory of bidder**

**Format of Earnest Money Deposit in the form of Bank Guarantee**

Ref:

Bank Guarantee No.

Date:

**To,**

**DGM (Technical)**

Gujarat Informatics Limited

8th Floor, Block -1, Udyog Bhavan,

Sector - 11, Gandhinagar - 382010

Gujarat, India

Whereas ----- (here in after called "the Bidder") has submitted its bid dated ----- in response to the Tender no: HWT050318487 for Supply, Installation and Commissioning of RFID based Digital Library System on behalf of Indian Institute of Teacher Education, Gandhinagar KNOW ALL MEN by these presents that WE -----  
----- having our registered office at -----  
----- (hereinafter called "the Bank") are bound unto the Gujarat Informatics Limited in the sum of -----  
----- for which payment well and truly to be made to Gujarat Informatics Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of ----- YYYY.

**THE CONDITIONS of this obligation are:**

1. The E.M.D. may be forfeited:

- a. if a Bidder withdraws its bid during the period of bid validity
- b. Does not accept the correction of errors made in the tender document;
- c. In case of a successful Bidder, if the Bidder fails:
  - (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
  - (ii) To furnish performance bank guarantee as mentioned above or
  - (iii) If the bidder is found to be involved in fraudulent practices.
  - (iv) If the bidder fails to submit the copy of purchase order & acceptance thereof.
  - (v) If the successful bidder fails to submit the Performance Bank Guarantee & sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIL also reserves the right to blacklist such bidder from participating in future tenders if sufficient cause exists.

We undertake to pay to the GIL/Purchaser up to the above amount upon receipt of its first written demand, without GIL/ Purchaser having to substantiate its demand, provided that in its demand GIL/ Purchaser will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to 6 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that if this guarantee is extended for a period as mutually agreed between bidder & owner/purchaser, the guarantee shall be valid for a period so extended provided that a written request for such extension is received before the expiry of validity of guarantee.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER / PURCHASER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ YYYY.

\_\_\_\_\_

Signed and delivered by

\_\_\_\_\_

For & on Behalf of

Name of the Bank & Branch &  
Its official Address

**Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2016/328/DMO dated 01.05.2017 issued by Finance Department or further instruction issued by Finance department time to time.**

**Performa of Contract-cum-Equipment**  
**Performance Bank Guarantee**  
(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To

Name & Address of the Purchaser/Indenter

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

In consideration of Name & Address of the Purchaser/Indenter, Government of Gujarat, Gandhinagar (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s ..... having Principal Office at ..... (Hereinafter referred to as the "SELLER" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of \_\_\_\_\_ by issue of Purchase Order No..... Dated ..... issued by <<GoG Department>> for and on behalf of the OWNER/PURCHASER and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER, \_\_\_\_\_ having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) to the OWNER/PURCHASER on demand at any time up to \_\_\_\_\_ without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The OWNER/PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the Seller's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) and it shall remain in force up to and including \_\_\_\_\_ and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ YYYY.

\_\_\_\_\_  
Signed and delivered by

\_\_\_\_\_

For & on Behalf of

Name of the Bank & Branch &  
Its official Address

List of approved Banks

**Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2016/328/DMO dated 01.05.2017 issued by Finance Department or further instruction issued by Finance department time to time.**

### CONTRACT FORM

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, YYYY \_\_\_\_ Between \_\_\_\_\_ (*Name of purchaser*) of \_\_\_\_\_ (*Country of Purchaser*) hereinafter "the Purchaser" of the one part and \_\_\_\_\_ (*Name of Supplier*) of \_\_\_\_\_ (*City and Country of Supplier*) hereinafter called "the Supplier" of the other part :

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz., \_\_\_\_\_ (*Brief Description of Goods and Services*) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of \_\_\_\_\_ (*Contract Price in Words and Figures*) hereinafter called "the Contract Price in Words and Figures" hereinafter called "the Contract Price."

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - 2.1 the Bid Form and the Price Schedule submitted by the Bidder;
  - 2.2 terms and conditions of the bid
  - 2.3 the Purchaser's Notification of Award
- 3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants
- 4 With the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 5 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- 6 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure:

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said \_\_\_\_\_ (For the Purchaser)

In the presence of \_\_\_\_\_

Signed, Sealed and Delivered by the

Said \_\_\_\_\_ (For the Supplier)

In the presence of \_\_\_\_\_