

अन्तर्राष्ट्रीय जनसंख्या  
विज्ञान संस्थान

(विश्वविद्यालय समतुल्य)\*

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार का स्वायत्त संगठन  
गोवंडी स्टेशन रोड, देवनार, मुम्बई- 400 088. भारत



(स्थापना/ Established in 1956)  
बेहतर भविष्य के लिए क्षमता निर्माण  
Capacity Building for a Better Future

Sr. No.: /

International Institute for  
Population Sciences

(Deemed University)\*

An Autonomous Organization of Ministry of Health & Family Welfare, Govt. of India  
Govandi Station Road, Deonar, Mumbai -400 088. INDIA

Notice Inviting Limited Tender

Tender No. IIPS/G-116/MCS(BioM)/2023

Dated 26<sup>th</sup> May, 2023

|                                    |  |
|------------------------------------|--|
| Name of work                       | Supply, cabling, installation, commissioning synchronization and training of Bio-metric Attendance Devices, software and AMC |
| Estimated Cost                     | Rs.1,50,000/-  |
| Earnest Money Deposit              | Rs. 4000/-   |
| Address for submission of Tender   | Registrar & CAO, IIPS, Govandi Station Road, Deonar, Mumbai 400 088  |
| Date & Time of Closing the Tender  | 16 <sup>th</sup> June, 2023 at 17.00 hrs.  |
| Date & Time for Opening the Tender | 19 <sup>th</sup> June, 2023 at 14.30 hrs.  |
| Place of opening the tender        | International Institute for Population Sciences (IIPS),<br>Govandi Station Road, Deonar, Mumbai 400 088.                     |

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### Notice Inviting Tender (NIT)

1. International Institute for Population Sciences (IIPS), Govandi Station Road, Deonar, Mumbai 400 088 invites sealed tenders from experienced and competent contractors for providing the work detailed in this NIT at its premises in Deonar.
2. Guidelines for submission of tender, bid opening and evaluation, scope of work, Terms of payment, Buyer ATC, etc. are given below:-

#### Guidelines for submission of tender.

1. The tender documents can be downloaded from the institute website at [www.iipsindia.ac.in](http://www.iipsindia.ac.in) and can be used for submission of bid.
2. Sealed tenders addressed to The Chief Administrative Officer Cum Registrar, IIPS Campus, Deonar, Govandi Station Road, Mumbai – 88 may be submitted in the published tender form as per the procedure prescribed in the tender document by dropping in the tender box kept for the purpose in the Library Bldg, 3<sup>rd</sup> Floor, Office of CAO-Cum-Registrar **not later than 1700 hrs on 16<sup>th</sup> June, 2023**
3. The tenders shall be submitted in the following manner and shall contain details/ documents as listed below:
  - a. Sealed envelope superscribed **“Tender for Bio-Metric Attendance Devices at IIPS”** shall contain the following:
    - i. Forwarding letter (as per proforma given in Annexure-I) on the letter head of the bidder.
    - ii. Demand Draft towards the EMD in the name of **“Director & Sr. Prof. IIPS**, payable at Mumbai or proof of NEFT payment towards EMD.
    - iii. Profile of the bidder (as per proforma given in Annexure-II) duly filled.
    - iv. Rate for each item as per annexure III.
    - v. Technical details of the items proposed to be used (Annexure IV)
    - vi. A complete set of tender document as issued, duly filled and signed by the bidder.
    - vii. Other related documents mentioned in the NIT
    - viii. The full name and postal address of the bidder shall be written on the bottom left hand corner of the sealed covers.

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- b. Bidder/authorized signatory shall sign on each page of the tender.
- c. If the space in the proforma (Annexure-II) is insufficient for furnishing full details, such information may be supplemented on the separate sheets of paper, stating therein the part of the proforma and serial number. Separates sheets shall be used for each part.
- d. Before submitting the bid, the intending bidder may visit the institute and familiarize themselves thoroughly with the site conditions, scope of work, terms and conditions of the tender. Non-familiarity with the site conditions will not be considered as a reason for not carrying out the work in strict conformity with specifications.
- e. Corrections, if any, in the quotation should be duly authenticated with full signature. In case of any difference between the figures and the wordings, the wordings will be taken as the correct one.
- f. No deviations/conditions will be stipulated by the contractor in both technical and commercial bids. **Conditional tenders will not be accepted and will be summarily rejected.**
- g. Tender would remain open for acceptance for 60 days from the date of Opening of the tender or till the date of finalization of tender, whichever is earlier.
- h. Falsification/suppression of information shall lead to disqualification of the bidder / cancellation of contract even after award of work during the currency of the contract.
- i. Bidder shall ensure submission of complete information / documents at the first instance itself. IIPS reserves the right to complete the evaluation based on the details furnished by the bidders without seeking any subsequent additional information. Bids not in compliance with tender conditions or with incomplete information /documents are liable for rejection.
- j. Tenders not submitted as per the guidelines stated above, are liable for rejection. Institute's decision in this regard shall be final
- k. Tenders received after the prescribed time and date will not be considered.
- l. IIPS reserves the right to reject any or all of the tenders received without assigning any reason thereof, at any stage of tendering process.

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### Bid Opening and evaluation

1. The bids will be opened on 19<sup>th</sup> June, 2023 at 14.30 hrs. The awarding of contract will be considered as per Lowest Technically qualified bidder on Total Value Basis. The decision in this regard will be at the sole discretion of the Director & Sr. Prof. IIPS.

### 2. ELIGIBILITY CRITERIA

1. Vendor shall have Service Support Office in Greater Mumbai Municipal Corporation Area or Navi Mumbai Municipal Corporation Area.
2. Vendor should have successfully carried out minimum three similar works in any educational / commercial organization located in Mumbai or Navi Mumbai during the last 24 months.
3. Vendor should have technically qualified personnel in their pay rolls.
4. Minimum annual turnover of the bidder should be ₹. 3.00 lakh (provide audited report)
5. Track record of bidder should be clean and should not have any involvement in illegal activities or financial frauds. There should not be any case with the Police/ Court/ Regulatory authorities against the bidder
6. Bidder must not have been prosecuted or suffered any penalty for violation of any statutory laws by any Authority.
7. Bidder must not have been suspended / delisted / blacklisted by any organization on any grounds.
8. The bidder should not have rescinded/ abandoned any contract awarded by any of his clients before the expiry of prescribed period of contract. The bidder shall give details of all dispute she/he had with his/her clients and furnish the status of arbitration, if any.
9. The bidder shall submit documentary evidence in support of the above eligibility criteria.

### EMD

Bidders should deposit ₹. 4000/- by means of a Demand Draft from any nationalized bank drawn in favour of “**Director & Sr. Prof. IIPS Mumbai**” payable at Hyderabad as Earnest Money Deposit (EMD). **Tenders without the EMD will not be considered.**

**PBG** – The successful bidder shall submit Performance Bank Guarantee @ 5 % of the contract value, valid for 50 months.



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### Scope of work:

**Bio Metric Attendance Devices and allied goods. The scope of work includes Supply, cabling, Installation, Commissioning , synchronizing and training of Bio-Metric Attendance Devices and accessories briefly described as follows:-**

| Sr.No | Description  | Unit | qty   |
|-------|--|------|-------|
| 01.   | Supply, installation, synchronisation and training of Biometric Attendance Devices with compatible batteries - ESSL Face attendance & Access Control –(or equivalent) Technical Specification -- Disply 4.3" Touch Screen (Fully Touch Screen), Finger Print Capacity - 4000, Card Capacity - 10000, Face Capacity -- 3000, Transaction Capacity . 1,00,000. Scope includes Free after sale service for one year | No.  | 4     |
| 2.    | Supporting software - Door Access Control Push Data – (or equivalent) The software should be designed to record the attendance through the Biometric Attendance Devices on real time basis, manage leave etc. as per the institute's policy and generate multiple records  | No.  | 1     |
| 3     | Supply of cable and Cabling with Optic Fiber Cable -/ 6 core Armoured Cable (S/M) or equivalent (Rate per meter)   | Mtr  | 100 * |
| 4     | Annual Maintenance charges for THREE years after one year of free maintenance. (rate per year)   | p.a  | 3     |

- Payment will be done as per actual work carried out. The rate is for 100 meters distance. The actual distance is to be checked by installation team.

Specification for Cabling and allied equipments.

|    |   |
|----|---|
| 01 | Optic Fiber Cable / 6 core Armoured Cable (S/M) -- or equivalent  |
| 02 | Battery – Labour for Cabling using C- clips or equivalent   |
| 03 | Support – 8 port Gbe Network Switch or equivalent   |
| 04 | Data Cable – Supply of D-link Data Cable ( <b>app. 100 meters</b> ) with Supply of Conduit Presto Plast Pipes, Casing Patty, and required accessories for all the above cabling or equivalent |
| 05 | Pigtails – SC Single Mode SX Pigtails or equivalent   |
| 06 | Patch Cord – SC-SC Single Mode DX Fibre Patch Cord or equivalent  |
| 07 | FTB – Fiber Termination Box or equivalent   |
| 08 | M/C – SC Type Single Mode 1.25 gbps Media Convert or equivalent   |

Note: 1. The bid should indicate make and model of the equipments and consumables proposed supplied/used.

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**2. Earliest Acceptable Year of Manufacture:** The items should have been manufactured not earlier than 2023. OEM Quality/ Life Certificate need to be submitted along with the materials.

### Work Completion.

The entire work shall be completed successfully within 30 days of awarding the contract.

### Buyer ATC

1. The biometric system shall be installed at IIPS premises -- Academic Block, Hostel Reception, and Library Building (3<sup>rd</sup> floor). These will be integrated to a system in Administration office at IIPS.
2. An additional biometric system will be installed at BSNL building, near Deonar Post Office, Mumbai – 400 088. This system will be integrated with computer at NFHS office at ground floor of BSNL building.
3. The measurement of cables, lines, identification and supply of all allied equipments/consumables necessary for installation shall be the responsibility of the supplier.
4. All fabrication, welding, pole erection etc. if any in connection with the installation shall be carried out by the bidder without any extra cost.
5. The Vendor shall arrange to re-locate any of the Bio metric units within the premises of IIPS, if need arise.
6. The Auto up gradation of software and replacement of parts /devices through out the contract period shall be carried out without additional payment.

### Regular Maintenance during the period of Annual Maintenance :

1. The vendor shall carry out Regular Maintenance at least once in three months.
2. The regular Maintenance and Servicing shall be carried out by the qualified technical personnel.
3. Service/Maintenance Log book shall be maintained with countersignature of the user.
4. Repairs/Replacement, if any, required during the contract, shall be done without extra payment.
5. Breakdown calls shall be attended within 6 day hours.

### Payment

1. Full payment for item 1 to 3 shall be released within 15 days of supply, installation, synchronization of the unit and its acceptance by the Institute.

दुरभाष/ Telephone: 91-22- 4237 2400  
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ई-मेल/ E-mail: director@iips.net

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2. Payment for item no. 4, i.e. Annual Maintenance Charge shall be made annually on satisfactory completion of maintenance work and submission of log sheet and invoice.

Complete tender document is also available on IIPS website, address given below:

<http://www.iipsindia.nic.in>

The documents downloadable by the parties from the website shall be valid for participation in the tender process.

Clarifications, if any, please contact Lt. Col. Prashant Borde CAO-Cum-Registrar on 022-42372905 and/or Shri Saish Todankar 022-42372477

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### Annexure I

(On letter head of the bidder.)

Ref. No.

dated

To

Chief Administrative Officer Cum Registrar,  
International Institute for Population Sciences,  
Deonar, Govandi Station Road,  
Mumbai 400 088.

Dear Sir,

Sub: Submission of tender no. **Tender No. IIPS/G-116/MCS(BioM)/2023**

dated 26.05.2023.

We are submitting herewith, the above tender form duly filled in and signed as per the NIT requirement.

The following documents are included:

1. Original tender form duly signed
2. Profile of the bidder
3. Rate for each items
4. Technical details of the items
5. Other documents (please specify)

Demand Draft No. .... dated ..... for Rs.4000/- drawn on ..... bank and branch as EMD/ we have remitted Rs.4000/- by NEFT transaction no.... dated .... through bank.....

The tender is valid for 60 days from the date of opening.

Thanking you

(Name, Designation of the signatory)

Rubber Stamp



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**Tender No. IIPS/G-116/MCS(BioM)/2023**

### Profile of the bidder

### Annexure II

#### Part I Organisational details (please give documentary support)

Name and address of the firm :

Email Id :

Contact person with mob.no . :

Structure of organization : Pvt.ltd./ partnership / registered firm

Whether MSME :

Nature of business :

#### Part II

##### A. Service Support Office in Mumbai/Navi Mumbai

| Name of the Organisation/Office |  | Remarks, if any. |
|---------------------------------|--|------------------|
| Address                         |  |                  |
| Address                         |  |                  |
| Landline number                 |  |                  |
| Contact person                  |  |                  |
| Mobile number of contact person |  |                  |

##### Similar works carried out in Mumbai/Navi Mumbai area during the last 24 months

| Sr.No. | Clients/Customer's name and location in which work carried out | Type of work | period | Remarks |
|--------|--|--------------|--------|---------|
|        |  |              |        |         |
|        |  |              |        |         |
|        |  |              |        |         |
|        |  |              |        |         |

##### B. Technical qualification of employees

| Name and technical qualification | Working with the vendor since when |
|----------------------------------|------------------------------------|
|                                  |                                    |
|                                  |                                    |

**Please provide documentary support for A,B and C above.**

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Sr. No.: /

(On bidder's letter head)

annexure III

To,

Chief administrative Officer cum Registrar.

International Institute for Population Sciences,

Deonar, Mumbai 400 088.

Dear Sir,

### Sub: Tender for supply, cabling, installation, etc. of Bio-Metric Attendance Devices

We are offering the following rate for the work indicated in **Tender No. IIPS/G-116/MCS(BioM)/2023**

| Sr. No. | Nature of work   | unit | qty | rate | Total |
|---------|--|------|-----|------|-------|
| 1       | Supply, installation, synchronisation and training of Biometric Attendance Devices with compatible batteries - ESSL Face attendance & Access Control –(or equivalent) Technical Specification -- Disply 4.3" Touch Screen (Fully Touch Screen), Finger Print Capacity - 4000, Card Capacity - 10000, Face Capacity - 3000, Transaction Capacity . 1,00,000. (Minimum warranty 4 years) Scope includes Free after sale service for one year | Nos. | 4   |      |       |
| 2       | Supporting software - Door Access Control Push Data – (or equivalent) The software should be designed to record the attendance through the Biometric Attendance Devices on real time basis, manage leave etc. as per the institute's policy and generate multiple records with minimum warranty of 4 years   | Nos. | 1   |      |       |
| 3       | Supply of cable and Cabling with Optic Fiber Cable -/ 6 core Armoured Cable (S/M) or equivalent (Rate per meter)   | mtrs | 100 |      |       |
| 4       | Annual Maintenance charges for THREE years after one year of free maintenance. (rate per year)   | p.a  | 3   |      |       |

**Note: Rates are for free delivery to IIPS, Deonar and inclusive of GST and other charges.**

Date

Signature, Name, Designation with rubber stamp.

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Annexure IV

(On bidder's letter head)

Tender No. IIPS/G-116/MCS(BioM)/2023

Dated 26.05.2023

Technical details of materials to be used

| Sr.no. | items  | make | Model/ version | Remarks |
|--------|--|------|----------------|---------|
| 1      | Biometric Attendance Devices with compatible batteries |      |                |         |
| 2      | Supporting software                                    |      |                |         |
| 3      | cables   |      |                |         |
| 4      | Switches /Consumables 1                                |      |                |         |
| 5      | Switches /Consumables 2                                |      |                |         |
| 6      | Other items  |      |                |         |
| 7      | Other items  |      |                |         |

Signature, Name, Designation and seal of bidder

Date:

दुरभाष/ Telephone: 91-22- 4237 2400

कार्यालय/ Office: 91-22-25563254 /55

निदेशक/ Director: 91-22- 25562062, 25573943,

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