

SHORT TENDER NOTICE

EM-RFID Based Dual Security System for Central Library

AIIMS, Raipur, Tatibandh, Raipur,

Date: 24 Feb, 2014

On behalf of the Director, All India Institute of Medical Sciences, Raipur tenders in sealed cover are invited under **two-bid** system from manufacture and their authorised dealers/ distributors for providing EM-RFID Based Dual Security System for Central Library for AIIMS Raipur.

The interested manufactures and their authorised dealers/ distributors are required to submit the technical and financial bid separately. The bids in Sealed Cover-I containing "Technical Bid" and Sealed Cover-II containing "Financial Bid" should be placed in a third sealed cover super scribed "**Tender For EM-RFID Based Dual Security System for Central Library**" and should reach at the office of "**The Administrative Officer, AIIMS, Tatibandh Raipur (CG) - 492099**", by or before on 03.00 PM on **11-03-2014**. The bid received after due date and time will not be entertained whatsoever may be the reason. The technical bids shall be opened on the same day at **03.00 PM** at AIIMS, Raipur. In the event of any of the abovementioned date being declared as a holiday / closed day, the tenders will be opened on the next working day at the appointed time. The date of technical evaluation of items and opening of financial bid of technically qualified agencies will be announced later.

The tender document containing technical bid form, financial bid form, technical description/specification & item and terms & conditions can be downloaded from website www.aiimsraipur.edu.in. Demand Draft/Pay Order for **Rs.1000/- (Rupees one thousand only) (non-refundable)** in favour of "**AIIMS, Raipur**", payable at **Raipur**, against cost of the tender document along with their technical bid in the Cover-I "Technical Bid". The amount of bid security (EMD) for **Tender For EM-RFID Based Dual Security System for Central Library of Rs. 1,00,000/- (Rupees One Lakh Only)** of tender documents should be paid by FDR/DD in favor of "**AIIMS, Raipur**" payable at **Raipur** and will be placed in cover-1 with technical bid. The Tender Documents are not transferable.

Any future clarification and/or corrigendum(s) shall be communicated through Administrative Officer on the AIIMS, Raipur website: www.aiimsraipur.edu.in.

**Administrative Officer
AIIMS, Raipur**

TECHNICO COMERCIAL BID

(In separate sealed Cover-I super scribed as “Technico Comercial Bid”)

		Document Required	Document Supplied (Yes/No)	If yes, provide Reference page number in techno-commercial bid
	Name & Address of the manufacture and their authorised dealers/ distributors/Agency with phone number, email, name and telephone/mobile			
	Name, Address & designation of the authorized person (Sole proprietor/partner /Director)			
	Specify your firm/company is a manufactures/ authorised dealer/distributor/ Agency	Relevant document		
A	Original Equipment Manufacturer’s (OEM) Prequalification:			
	(a) Please provide the name, address, and the other details of the OEM. If the OEM is originally incorporated in other country, please furnish such details for India also. (b) Please provide full details of factory /manufacturing units for each item for which the bid is invited.			
1.	OEM must be a ISO 9001 Certified company consistently	Copy of Valid certificates		
2.	OEM must be present in India for at least 10 Years with business history	Company Incorporation certificate		
3.	OEM must have 10+ years of experience supplying and servicing products in libraries	Complete installation reports which are older than 2 years		
4.	OEM must provide evidence of relevant technical experience and qualification as single supplier and manufacturer for Electromagnetic Materials and RFID Flow Management Systems	Installation Reports		
5.	OEM must have a turnover of at least Rs. 100 crores in business in India for each of the past 3 financial years	Annual reports		

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B About the tender Offer				
6.	Tenderer must provide evidence that at least 25 libraries in India including at least one AIIMS have used the OEM's EM security strips and Detection system.	Satisfaction certificates (along with contact details) from three libraries (two must be from India) where installation has been completed more than 2 years back are required..		
7.	Tenderer must provide evidence that at least 5 libraries in India are using the OEM's Dual Tag system (EM strips + RFID tags)	Satisfaction certificates (along with contact details) from at least 3 libraries (including the Indian Site) where installation has been completed more than 2 years back are required.		
8.	Tenderer must show evidence that OEM's dual security system/integration through SIP2 is operational with our existing Library Management Software-	Please provide name and contact details of those Libraries, using LMS details and security equipment details		
C Tenderer's prequalification				
9.	Tenderers, if not OEM, must have presence in India for last 10 years and have a turnover of at least Rs. 25 crore for each of the last 3 years	Company Incorporation Certificate		
10.	Tenderers, if not OEM, must submit OEM's authorization certificate that the tenderers is authorized entity in selling, and maintaining dual security system in India.	OEM's authorization letter		
11.	Tenderers, if not OEM, must provide evidence that OEM has presence in India and relevant technical experience and qualification as single supplier and manufacturer for Electromagnetic strips and RFID Flow Management Systems.	OEM's details from annual report/audited reports		
12.	Tenderers must demonstrate that at OEM's end the resources (infrastructure) exist which are required to provide robust pre- and post- sales support to RFID and Electromagnetic Materials Flow Management System	Certificates from 5 sites where installation was completed more than 2 years back.		
13.	Tenderers should submit letter from OEM mentioning that OEM shall be fully accountable for the performance of all components of the EM and RFID Materials Flow Management Systems solution	Undertaking from OEM		
14.	Tenderers must submit letter from OEM mentioning to agree to provide all post-sale installation and maintenance	Undertaking from OEM		

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	support			
15.	Tenderers, if selected, submit the letter mentioning that OEM must be completely responsible for integration of LMS with the self-check system	Undertaking to work with the integrated library system vendor to resolve any RFID-ILS functionality problem. The tenderers must explicitly mention any requirements in this regard, that should be made available to them. Satisfaction certificate from the Libraries concerned are required. Third party certificates are not acceptable. All sites must be at least 2 year old.		
16.	Please attach copy of last of Income Tax Return			
17.	Please attach balance sheet (<i>duly certified by Chartered Accountant</i>) for last three (3) years (Annual minimum turnover should not be less than 4 lakhs)			
18.	PAN No. (Please attach copy)			
19.	VAT/Service Tax Registration Number. (Please attach copy)			
20.	Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected.			
21.	Power of Attorney/authorization for signing the bid documents			
22.	Please submit a notarised affidavit on Indian Non judicial stamp paper of Rs. 10/- that no case is pending with the police against the Proprietor/firm/partner or the Company (Agency). Indicate any convictions in the past against the Company/firm/partner. Please also declare that proprietor/firm has			

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	never been black listed by any organization.			
23.	Details of the FDR/DD/BG of bid security (EMD) FDR/DD/BG No: Date: Payable at			

Please fill out the following table (to be supported by Original technical literature from OEM)

Sr. No	Components (Pl check Section-D:Part-II technical specification)	OEM's name	Model no	Warranty period
1	Electromagnetic Security Strip			
2	Book Check unit (EM strip sensitizer/desensitizer			
3	EM based Detection system to detect sensitive EM strips			
4	RFID tags			
5	RFID circulation staff workstation with required Software			
6	Portable handheld RFID tag reader with required Software			

Declaration by the Tenderer:

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Encls:

1. DD/Pay Order (if tender form is downloaded from the website of this Institute)
2. FDR/DD/BG
3. Terms & Conditions (each page must be signed and sealed)
4. Financial Bid

Place:.....

Date:.....

(Signature of Tenderer with seal)

Name:

Address :

“EM-RFID Based Dual Security System for Central Library”**AIIMS, Raipur****FINANCIAL BID****(In sealed Cover-II super scribed “Financial Bid”)****Price proposal of equipment and consumables (any other charges that are applicable must be mentioned clearly)**

S NO	Component description	Unit	Cost	
			Rs.	Tax
1	Book check unit (sensitizer and desensitizer)	2		
2	EM based Detection system with single security corridor	1		
3	RFID circulation staff Workstation with required	2		
4	Portable Handheld Reader	1		
5	EM strip	10000		
6	RFID Tag	10000		
7	RFID Smart card Printer	1		
8	Packaging and Freight			
9	Warranty for 5 years			
10	AMC/CMC for 6 th Year			
	AMC/CMC for 7 th Year			
	AMC/CMC for 8 th Year			
	AMC/CMC for 9 th Year			
	AMC/CMC for 10 th Year			
Grand Total*				

The grand total * will be the deciding factor for L1 provided all the other conditions mentioned in the tender document (GCC, SCC and the technical conditions) are fulfilled.

Signature :**Designation :****Date :****Company Seal :**

Warranty, Service, Maintenance:

Warranty

The equipment price should be quoted along with full comprehensive warranty of 5 years with proper maintenance service mentioned in this document.

Service

The supplier will ensure regular maintenance service by the appropriate engineer having the technical know-how of the equipment. The supplier shall also ensure the presence of resident engineer in the geographical location of this city of Raipur so that he attends the call without loss of time.

Maintenance

It will be mandatory for the supplier to enter into a maintenance contract as applicable below:

- a. If the cost of the unit/instrument/equipment is less than INR Five Lacs, then the supplier has to sign an **annual maintenance contract** with the purchaser. During this period the supplier shall ensure quality maintenance / check service of minimum 4 times a year in addition to the calls that might be raised by the user department. This contract will be 1 % per annum of the base price (exclusive of taxes / duties) quoted in the financial bid and shall be paid to the supplier at the end of the year with the clearance / satisfaction certificate issued by the user department.
- b. If the cost of the unit/instrument/equipment is more than INR Five Lacs, then the supplier has to sign a **comprehensive maintenance contract** with the purchaser. During this period the supplier shall ensure quality maintenance / check service of minimum 4 times a year in addition to the calls that might be raised by the user department. This contract will be 3 % per annum of the base price (exclusive of taxes / duties) quoted in the financial bid and shall be paid to the supplier at the end of the year with the clearance / satisfaction certificate issued by the user department.

Non-compliance of any of these conditions or any of the conditions mentioned in the document renders the purchaser to blacklist the supplier along with appropriate legal actions.

Signature :

Designation :

Date :

Company Seal :

“EM-RFID Based Dual Security System for Central Library”

AIIMS, Raipur

Terms & Conditions

1) ABOUT THE TENDER

- (a) The tender document containing eligibility criteria, scope of work, terms & conditions and draft agreement can be downloaded from website www.aiimsraipur.edu.in. Those who download the tender document from Website should enclose a Demand Draft/Pay Order for Rs 1000/-(Rupees one thousand only) in favour of “AIIMS, Raipur”, payable at Raipur, not later the date of 11-03-2014, along with their bid in the Cover-I containing “Technical Bid”.
- (b) The interested firms/suppliers are required to submit the Technical and Financial Bids separately in the format enclosed. The bids in sealed Cover-I containing “Technical Bid” and sealed Cover-II containing “Financial Bid” should be placed in a third sealed cover super scribed “Tender for Purchase of “EM-RFID Based Dual Security System for Central Library” should reach AIIMS, Raipur by or before 03.00 PM on 11-03-2014. The Technical bids shall be opened on same day at 03.00 PM at AIIMS, Raipur in presence of the bidders or their authorized representatives who choose to remain present. The Tender received after due date & time will be rejected and no claim shall be entertained whatsoever may be the reason.
- (c) The bidders are required to submit their query in writing before **07-03-2014** to DDA, AIIMS Raipur, if any.
- (d) The AIIMS Library reserves the right to reject any or all the tenders , wholly or partly without assigning any reason thereof and shall not be bound to accept the lowest tender. Institute reserves the right for distributing the work among several vendors.
- (e) Tender fee once paid is neither refundable nor adjustable for other tenders . The tender documents are non-transferable and should be purchased in the exclusive name of the party who has to actually submit the offer
- (f) All documentation is required to be in English. Correction / overwriting , if unavoidable , should be signed separately . Tender papers must be signed on all the pages by the tenderer.

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- (g) Ambiguity must be avoided in filling tenders . All entries in the tender form must be typewritten. The quotation must be entered both in figures and in words. All pages of the Techno-Commercial bid should be numbered with a running serial number and signed with office stamp by the tendered.
- (h) Tender date and due date must invariably be quoted on the top of the envelope to be submitted in sealed cover by Courier / Registered Post with A/D or by hand delivery . Tenders delivered by hand should be put into Tender Box , available till 3.00 pm on all working days .
- (i) The AIIMSLibrary will not be responsible for non-receipt of tender quotations within the specified date and time due to any reasons including postal delay or holidays.
- (j) Firms which are not able to quote must return the tender forms along with all enclosures , if any , by due date with the words “ No quotation” written across the face of it.
- (k) Tender once submitted shall not be returned to the tenderer in future.
- (l) The AIIMS Library reserves the right not to disclose names and rates of successful tenderer.
- (m) Tender Form and Schedule to Tender : The tenderers are required to fill in the tender form and return the same along with their offer.
- (n) The Bidders have to fill up the **Annexure I** with detailed description of the quoted equipment, rather than just mentioning, “yes” or “no”. The descriptions should be supported by the original boucher of the product quoted. The tender will be rejected if the Annexure I is not duly filled and signed.
- (o) The Schedule to tender , Instruction to Tenderers and General Terms and Conditions of the Contract should also be returned along with the offer.
- (p) Each page of the tender form , the Instructions to the Tenderers must be stamped and signed by the person authorized by the tenderer. Full address of the tenderer must be mentioned on the tender forms , failing which the tender may not be considered. Tender with unsigned pages/incomplete/partial/part of tender if submitted will be rejected out rightly. No overwriting or cutting is permitted in the Technical Bid as well as Financial Bid unless authenticated by full signature of bidder.
- (q) The bidder shall pay an amount of Rs. 1,00,000/- (One Lakh rupees Only) as Bid Security (EMD) alongwith the Technical Bid in the form of FDR/DD/BG in favour of “AIIMS, Raipur” drawn on any Nationalized Bank/ Scheduled Bank and payable at

Raipur and must be valid for (6) six month. Bids received without EMD shall stand rejected and thus shall not be considered for evaluation etc at any stage. The original EMD will be put in cover-I containing Technical bid.

- a. The Public Sector Undertaking of the Central/State Govt. are exempted from furnishing Earnest Money along with tender.
- b. The firms Registered with DGS & D/SSI and any approved source of Centre/States Govt. are not exempted from furnishing Earnest Money in so far as this institute is concerned.
- c. Earnest Money deposited with AIIMS, Raipur in connection with any other tender enquiry even if for same/similar material / Stores by the tenderer will not be considered against this tender.
- (r) Payment of the earnest money is compulsory . In case a successful tenderer (on whom purchase order would be placed) fails to execute the job within specified job completion schedule , the Library will forfeit the earnest money . The earnest money for the successful tenderer shall be returned after successful installation and commissioning of equipment .
- (s) Unsuccessful tenderer will be refunded earnest money without interest , on application to AIIMS Library within 3 months from the tender selection date.
- (t) The earnest money for unsuccessful tenderer shall be returned without interest . The same may be collected within a month from the day of finalization of the order on their applications.
- (u) To assist in the analysis, evaluation and computation of the bids, the Competent Authority, may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.

2) ABOUT PRICE QUOTE AND PAYMENT TERMS

- (a) Rates quoted should be inclusive of all applicable taxes, packing, forwarding, postage and transportation charges at FOR AIIMS Raipur.
 - (b) All the rates should be mention in Indian national currency (INR) only. The rates quoted in foreign currency will not be entertained in this tender enquiry & such tenders will be cancelled straightway.
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- (c) Rates should be mentioned both in figures and in words. The offer should be typed or written in Ink Pen/ Ball Pen without any correction. Offers in pencil will be cancelled. Telegraphic/ Telex/ Fax offers will not be considered and cancelled straightway.
- (d) **Guarantee / Warranty period:** The tenderers must quote for 5 years on site warranty from the date of completion of the satisfactory installation as certified by the stipulated committee. The Warranty charges **shall not** be quoted separately otherwise the offer shall be summarily rejected. Also the Bidders should submit their quote for subsequent 5 years on site AMC (without spare parts) / on site CMC (include free labour, repair, other services & spare parts). Failure to comply this condition will entail the rejection of the Bids. The price comparison shall be made taking into account on basic price and post warranty AMC / CMC. The Rate Contracting Authority reserves the right to award AMC / CMC. A.M.C. (without spare parts) shall be quoted for equipments costing upto Rs.5.00 Lacs and C.M.C. (include free labour, repair, other services & spare parts) shall be quoted for equipments costing above Rs.5.00 Lacs. So the price of AMC / CMC should be quoted according to the cost of equipment. The amount of CMC would be released to the supplier on successful completion of the maintenance of that particular year duly certified by the user department.
- (e) The rates quoted should preferably be net , inclusive of all taxes and duties , packing , forwarding , freight , insurance and all other incidental charges . In case these charges are quoted extra in addition to the quoted rates , the amount there must be specified .
- (f) Proforma invoice : Vendor should raise a proforma invoice for advance along with the bank guarantee.
- (g) For payment in Rupee: 70% against the delivery of the equipment only after a joint inspection by the AIIMS Library and the tenderers, 30% on completion of installation and commissioning .

3) SELECTION PROCESS

- (a) Evaluation of techno-commercial bids supported by live demo onsite /offsite;
 - (b) Tenderers, if qualify technical evaluation , will be required to provide live demonstration of entire or part of the system . If necessary, the tenderer is required to give presentation on the systems offered as well as arrange site visit , where tenderer has installed and integrated similar solution . Interfacing with the Library Management Software selected by the Library through NCIP / SIP2 must be established during technical evaluation .
 - (c) Evaluation of price bids of those tenderers who would qualify techno-commercial
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evaluation.

- (d) The successful bidders has to constitute a contract on Indian non judicial stamp paper of Rs.100/- (Rupees one hundred only) and also required to furnish the security deposit @ 10% of contract value in the form of FDR/DD/BG of any nationalised bank in favour of AIIMS, Raipur & payable at Raipur only. This deposit will be valid till 60 days beyond the completion of the warranty period. The EMD deposited by successful bidder may be adjusted towards Security Deposit as demanded above. If the successful bidder fails to furnish the full security deposit or difference amount between Security Deposit and EMD within 15 (fifteen) days after the issue of Letter of Award of Work, his bid security (EMD) shall be forfeited unless time extension has been granted by AIIMS, Raipur.
- (e) The competent authority of AIIMS, Raipur reserved all rights to accept or reject any/ all tender(s) without assigning any reason. It can also impose/relax any term and condition of the tender enquiry after due discussion in pre bid conference. This will be communicated to all tenderers in writing. AIIMS, Raipur also reserves the right to reject any bid, which in his opinion is non-responsive, or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.
- (f) After evaluation, the work shall be awarded normally to the Agency fulfilling all the conditions and who has quoted the lowest rate as per financial bid after complying with the all the Acts / provisions stated / referred to for adherence in the tender.

4) SPECIFICATION AND QUANTITY

Specifications of the system given in this document are minimum requirement . The tenderer may offer items with higher specifications. No price advantage for such specifications shall be given . The Library , however will have right to select the item which has more beneficial features.

5) VALIDITY OF OFFER

The bid shall be valid and open for acceptance of the competent authority for a period of 180 (one hundred eighty) days from the date of opening of the tenders and no request for any variation in quoted rates and / withdrawal of tender on any ground by bidders shall be entertained. In case of tenderers revoking or cancelling their tenders or varying any terms in regard thereof without consent of AIIMS Raipur in writing, the earnest money deposited by them with their offers , will be forfeited.

6) RISK PURCHASE

In case of the supplier's failure to deliver , installation and satisfactory commissioning of equipment within the stipulated date , AIIMS Raipur reserves the right to purchase the order items from the other source by fresh tendering and in that event additional cost incurred by AIIMS Library for actual final executing the job if any , will be recovered from the supplier.

7) INCOME TAX CLEARING CERTIFICATE

Copy of the latest IT Clearance Certificate in the proforma prescribed by the Govt. Of India should accompany the tender . The IT Clearance Certificate should be in the name of the firm quoting for the work .

8) SALES TAX CLEARANCE CERTIFICATE

Tenderer must submit copies of Sales Tax registration and clearance certificates.

9) COMPLETENESS OF SUPPLIES , INSTALLATION & COMMISSIONING

Any other items / services other than those detailed in this document , which are required for the integrated operations of the system at the AIIMS Library shall be specified by the tenderer separately with its detailed specifications / brochures , etc. The prices for these additional items / services shall be separately provided in the Price Schedule.

The tenderer shall be fully responsible for the successful functioning and integrated operations of the system as a whole and the omission of any items / services in this document shall not be sufficient reason for non-performance of the system . The tenderer should therefore specify , justify and quote for any additional items / services , which they feel , are essential for the functioning of the systems.

The EMD shall be forfeited if successful bidder fails to supply the goods/equipment in stipulated time or fails to comply with any of the terms & conditions of the contract or fail to sign the contract

10) INSTALLATION

- (a) Tenderer shall observe all the codes specified in respective specification , all the legal procedure , ordinances , rules and regulations and requirements pertaining to the work and shall be responsible for extra cost arising from violation of the same .
- (b) Tenderer shall have at all times during the performance of the work , a competent supervisor on the premises . Any instruction given to such supervisor shall be

constructed as having been given to the tenderer.

11) JURISDICTION

The Courts at Raipur/CG alone and no other Court will have the jurisdiction to try the matter, dispute or reference between the parties arising out of this tender/supply Order/contract.

12) TRAINING

The successful tenderer has to provide training at various levels . Please provide such training plan. At the minimum, training must be given at least to 5 persons for 7 days extensively and light training for one month .

13) FORCE MAJEURE

Force Majeure is herein defined as any cause, which is beyond the control of the selected Tenderer or the the National Library as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the Contract, such as : Natural phenomena , including but not limited to floods , droughts , earthquakes , epidemics. Acts of any Government , including but not limited to war , declared or undeclared , priorities, quarantines , embargoes , Terrorist attacks , public unrest in work area.

14) OTHER TERMS & CONDITIONS OF THE TENDER

- a. The supplier shall submit a notarised affidavit on Indian Non Judicial Stamp Paper of Rs.10/- that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in recent past. Therefore, if at any stage it has been found that the supplier has quoted lower rates than those quoted in this tender, the Institute (the purchaser) would be given the benefit of lower rates by the Supplier. If such affidavit is not submitted, tender will be out rightly rejected.,
- b. If the prices of the contracted articles is/ are controlled by the Government, in no circumstances the payment will be higher than the controlled rate.
- c. Tender will be regarded as constituting an offer open to acceptance in whole or in part at the discretion of the competent authority of the institute for a period of 180 days (6 months) valid from the date of opening of the tender by the committee.
- d. The time for the date of delivery/ dispatch stipulated in supply order shall be deemed to be essence of the contract and if the supplier fails to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch in the

supply order, liquidated damages may be deducted from the bill @ 0.5% per week subject to maximum of 10% of the value of the delayed goods or services under the contract. The competent authority of the institute may also cancel the supply. In such a case, bid security of the supplier shall stand forfeited.

- e. In case the quality of goods supplied are not in conformity with the standard given in tender and as per the samples supplied or the supplies are found defective at any stage these goods shall immediately will be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The competent authority reserves all rights to reject the goods if the same are not found in accordance with the required description / specifications and liquidates damages shall be charged.
 - f. In case the tenderer on whom the supply order has been placed, fails to made supplies within the delivery schedule and the purchaser has to resort risk purchase, the purchaser (AIIMS, Raipur) may recover from the tender the difference between the cost calculated on the basis of risk purchase price and that calculated on the basis of rates quoted by tenderer. In case of repeated failure in supplying the order goods the supply order may be cancelled and bid security deposit will be forfeited.
 - g. The Specification and quantity of the item needed is mentioned in Financial Bid but it is approximate detail and is subject to increase/decrease at the discretion of the competent authority of AIIMS, Raipur. The payment would be made for actual supply taken and no claim in this regard should be entertained.
 - h. Where the specifications are as per tenderer's range of product & tenderer's offer should mention that the item meets all specifications as per the tender enquiry and if there are improvements/deviations the same should be brought out on separate Letter Head of the firm. It would be discretion of the competent authority of the institute to accept or reject such deviations which are not in accordance with our required specifications as per given in **Annexure - I**.
 - i. It must be mentioned clearly whether tenderer is a manufacturer/sole distributor/sole agent for the items for which he is quoting.
 - i. Manufacturer must add a certificate that item(s) is manufactured by them as per range of products
 - ii. Sole Manufacturers must add a certificate that they are the sole manufacturer of the Item for which they are quoting in this tender enquiry & item is /are their proprietary Item in India. The rate certificate is also required from the sole manufactures that the Rates quoted are the same as they quote to other State/Centre
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Govt./reputed Private Organisation and DGS&D rate for the similar item(s) and these are not higher than those quoted by them.

- iii. Authorized agents must add authority letter from their Manufacturer/Principals on the letter head of the manufacturer/principals in proforma given in attach duly supported by a notarised affidavit on Indian Non Judicial Stamp Paper of Rs.10/- (Rupees ten only) that they are quoting Rates on behalf of them. The authorization letter must give/mention the purpose for which it is allowed. The validity period of the authorization letter must be mentioned in the authority letter otherwise tender will be liable to rejection.
- j. The Tenderers should furnished a copy of S.T./C.S.T./VAT registration number, the State / U.T. of registration and the date of such registration. Tenders not complying with this condition will be rejected
- k. The tenderers should submit along with the tender, a photostat copy of the last Income Tax return and copy of current valid income tax clearance certificate (IT CC) otherwise tender may be ignored
- l. In case asked, tenderer must personally supply a sample/give the demonstration of the equipments/Instruments to the competent authority of the institute and in that case all the expenses will be borne by the supplier.
- m. Full description & specifications, make/brand and name of the manufacturing firm must be clearly mentioned in the tender failing, which the tender will not be considered. The tenderer must also mention whether the goods are imported / indigenous. Descriptive literature / catalogues must be attached with the tender in original failing which tender may be ignored.
- n. If at any time, any question, dispute or difference whatever shall arise between supplier and the institute (Purchaser) upon or in relation to or in connection with the agreement, either of the parties may give to the other notice in writing of the existence of such a question, dispute or difference and the same shall be referred to two arbitrators one to be nominated by the institute (Purchaser) and the other to be nominated by the supplier. Such a notice of the existence of any question dispute or difference in connection with the agreement shall be served by either party within 60 days of the beginning of such dispute failing which all Right sand claims under this Agreement shall be deemed to have been forfeited and absolutely barred. Before proceeding with the reference the arbitrators shall appoint/nominate an umpire. In the event of the arbitrators not agreeing in their award the Umpire Appointed by them

shall enter upon the reference and his award shall be binding on the Parties. The venue of the arbitration shall be at Raipur, (Chhattisgarh, India). The arbitrators/Umpire shall give reasoned award.

- o. **The supplier should mention the compliance to the specification in the technical bid of the tender document failing this, the bid document will be disqualified.**
- p. Supply of equipment, goods and services should be completed within 4 weeks from the date of supply order unless otherwise specified in the supply order. Purchaser will place order by fax &/or e-mail &/or speed post
- q. The Bidder shall provide on site warranty/guarantee of the equipment for the period of **five years from the date of installation**. Warranty will cover services, repairs, maintenance, replacement of spare parts, broken / damaged / worn out spare parts and other services free of cost during the whole warranty period of five years. The warranty shall also include "on call service" which should not exceed **24 hours from the time of lodging of complaint through e-mail.**

I / We hereby accept the terms and Conditions given in the tender

(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender

Annexure-I

TECHNICAL SPECIFICATION FOR EM-RFID BASED DUAL SECURITY SYSTEM FOR CENTRAL LIBRARY

TECHNICAL SPECIFICATIONS

SPECIFICATIONS OF DIFFERENT COMPONENTS (Please submit OEM’s technical literature for each component; all specifications are minimum–higher specifications for each component adding real value must be mentioned in separate sheet. Institute reserves the right to select higher specification)

- A. **ELECTROMAGNETIC SECURITY STRIPS** (Description/purpose: these strips should be inserted within book or top of CD/DVDs. The strips can be sensitized/desensitized which can be checked at the detection gate)

Table-1: EM Security Strips Specification

Sr. No	Specification
A1	The Size of the Security Strip should be minimum 160 mm X 3 mm for hardbound books, softbound books and periodicals;
A2	Strips must be guaranteed to perform for life time of the object in which they are placed. Life-time guarantee certificate from OEM.
A3	Strips once applied on material should be hidden in nature.
A4	The security strips shall be one-piece, flexible, thin, non-rusting metallic alloy coated with an adhesive film. The film shall not discolor or lose its adhesive or cohesive strength with age. The strips shall require no moisture, heat or additional glue, or adhesive for affixing to library materials.
A5	The strips shall be virtually unaffected by any shielding devices such gum, cigarette wrappers, aluminum foils, human body, or by items held back-to-back or cover-to-cover, or concealed in briefcases or backpacks.
A6	Manufacturer shall warrant that the strips will be free of defects in materials and manufacture for the lifetime of the strip ;

B. BOOK CHECK UNIT (Description/purpose: this stand-alone, manually operated unit should desensitize the electromagnetic strips placed inside a book at the time of checking out the book and will further sensitize the same at the time of check-in)

Table-2: Book Check (Sensitizer/desensitizer) Specifications

Sr. No	Specification
B1	System hardware must be attractive and contemporary, and be able to be integrated into Library's own furniture.
B2	System should be 100% compatible with the Library's Electro-Magnetic security strips and Detection System and be able to sensitize and desensitize the magnetic security strips.
B3	The proposed system must provide a verifier light which confirms the presence of a sensitized Electro Magnetic Security strip.
B4	The system must provide visible indication, if the system is down.
B5	The head dimension must be 12.9" d x 16.0" h x 16.4" w
B6	The proposed system must be able to mount in or on a circulation station. Vendor should provide in- counter (installed inside the circulation counter surface)/on-counter (above the circulation counter surface) facility for workstation installation as per library requirements.
B7	The proposed system must be able to be used at the time of charging and discharging of library materials.
B8	System should have audio and visual indications during desensitization (issue) and sensitization (return) of item through the system.
B9	System should have touch buttons for desensitization and sensitization.
B10	System should offer, library staff, one button press mechanism to toggle between issue and return Operation
B11	System should offer functionality which helps Library staff detects presence of security strip in the Book
B12	System should be able to process books, CD's, DVD's, journals having electro-magnetic security Strips
B13	System should have sensors, to detect the presence of item, to be processed
B14	System should offer, library staff, option of processing of items, from left to right or right to left, based on the library staff convenience. System should be able to toggle between left to right or right to left processing, with one touch button operation.

C. **DETECTION SYSTEM** with single security corridor (Description/purpose: This equipment should be placed at the library exit in the form of a corridor. It must be able to detect a book with sensitized electromagnetic strips and should activate audio/visual alarm.

Table-3: Detection System Specification

Sr. No	Specification
C1	It must not interfere with other equipment, automated library system clients or PCs that may be nearby
C2	It must be entirely compatible with, and in no manner interfere with, the integrated library system, its computer clients, or other components
C3	The entire system shall be designed to meet federal and state fire codes for fire and safety
C4	System shall use Electro Magnetic Detection Principles.
C5	The detection panel height should not be less than 70 inches in height, 43 inches width and 25.5 inches depth and height could be increased/decreased, by 4-6 inches, if required in future.
C6	Should be able to detect Print Materials, CD's, Single sided DVD's Audio Cassettes and Video Cassettes.
C7	Upgradeable facility from Single to Dual Corridor should be there. OEM should provide optional upgradable facility which would enable Library to go for dual corridor, if needed, in future.
C8	The system shall interrogate "look for" library materials only when activated by exiting patrons. Detection gates only start detecting when exiting patron cut the photocell, placed inside of the corridor, and hence not detecting always unnecessarily.
C9	The library detection system will be microprocessor controlled and software driven for the most reliable electronic surveillance of existing patrons.
C10	The system should have Photocell Activation.
C11	The system will contain a built-in, highly accurate system to display the number of patron entering/exiting through the Detection gates.
C12	The system must provide both an audible and visible alarm when responding to an active strip in the corridor. This is required to ensure that active strip at the detection gates gets noticed by the library staff.

D. RFIDTAGS (Description/purpose: each tag will be pasted at the back/designated place in a book. The data regarding the book including its issue status will be written in the tag). Please describe various options for fixing a tag in a book for longest life

Table-4: RFID Tag Specification

Sr. No	Specification
D1	Tags should be fully re-writable and Tag size should be 50mm x 50mm
D2	The proposed system tag must be guaranteed for the life of the item on which it is originally affixed. The accelerated aging test report of 15 weeks should be submitted as documentary evidence. Lifetime guarantee assures about the quality of the product offered and future replacement of the RFID tags which are found un-operational, without any extra cost.
D3	The proposed system must provide tags that are operative at a frequency of 13.56MHz which is being used globally.
D4	The proposed system must provide tags with a range of memory tags with a range of memory not less then 1,024 bits that can be used simultaneously in the library.
D5	All data other than the SID on the re-writable RFID tag, including the item identifier field, must be fully rewriteable. So that RFID memory could be rewritten, if required in future after the RFID tag is already written.
D6	The proposed system tags must enable the AFI security status to be stored directly on the tag and must trigger an immediate alarm if an item not charged is read by the detection system (As future provision for RFID based detection)
D7	The vendor must provide the option of custom printing blank tags with a barcode or library logo during converting materials.
D8	The vendor must provide the option of factory printed tags using the Library's custom artwork.
D9	The proposed system tags must provide both security and inventory control functionality.
D10	The proposed system tags must use an anti-collision algorithm that does not limit the number of tags which can be simultaneously identified and read RFID Tag.

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Sr. No	Specification
D11	The proposed system tags must be adhesive-backed and one piece (tag and label integrated into one piece) to adhere to library materials without addition of and adhesive cover label. Live demonstration,
D12	The proposed system tags must use a low acid, or neutral pH, adhesive.
D13	The proposed system tags must be a one-step application, with no need to apply a cover label over the tag inlay.
D14	RFID system should be ISO 15693-3 and ISO 18000-3 Mode 1 fully compliant. Also, system should be ISO 28560 compliant.
D15	The vendor must offer a portfolio of tag options that will give the choice of RFID tags. The tag memory should have 1024 bytes
D16	The proposed RFID tags must have an operating range of +5°C to 70°C (+41°F to 158°F).
D17	The proposed system must offer RFID Tags that utilize the RTF(Reader Talks First) Architecture. The proposed Tag must also use the AFI Security Model. This is to Ensure that RFID tags operates on RTF(reader talk first) and AFI system which are globally accepted and acknowledged standard for RFID in libraries and are not proprietary system.
D18	The vendor must test tags for long term reliability using accelerated aging testing and show the data.
D19	The vendor must show the test methods used to test RFID tags for long term reliability.
D20	The vendor must demonstrate the data in both graphical and numerical formats.
D21	The bidders should publish and provide to Indian Institute of Management the tag data formats which will help future expansion with independent choice of vendors.
D2 2	The Reader architecture should be of READER TALKS FIRST (RTF) nature to avoid proprietary data format. This will allow Indian Institute of Management to purchase additional RFID components in future from independent vendors

E. ISO RFID TAG FORMAT DATA COMPLIANCE

Table-5: RFID Tag Format data Specification

Sr. No	Specification
E1	The RFID system must offer a clear migration path to the ISO tag data format standard when it is announced.
E2	The RFID system must provide a product that can read multiple published tag data formats at the same time.
E3	The system must be able to simultaneously read country specific (Danish, Dutch, Finnish, French) and selected RFID vendor tag data formats to ensure that vendors RFID system is compliant with International Tag Data Formats.
E4	The RFID vendor must attach their tag data format in the bid response.
E5	The RFID system must allow for simultaneous reading of existing vendor supplied tag data format as well as the new ISO tag data standard when it is announced so the library can migrate their system to the new ISO tag data standard. This is to ensure that multiple tag data formats could be used in the Library at the same time and migration to new ISO tag data format in the future.
E6	The vendor must show participation on the U.S. NISO working group for library RFID standards. The vendor must give the name of participants and number of meetings attended. This is to ensure that vendor is part of NISO working group, which defines standards in Libraries.
E7	The vendor must be able to demonstrate, upon request, how they can read and write to multiple tag data formats. This is to ensure that Vendor equipment can read multiple data formats.

F. RFID CIRCULATION STAFF WORKSTATION (Description/purpose: This should be a combined unit with multiple functions – (i) operate as circulation work station; (ii) tag programming station (iii) able to perform barcode to RFID conversion. It must include required Conversion Software (used for barcode to RFID conversion/direct RFID generation) and Circulation software (interfacing with Circulation component of LMS to facilitate issue and return books).

Table-6: RFID Circulation Staff Workstation Specification

Sr. No	Specification
F1	Must be entirely compatible with, and in no manner interfere with the integrated library system, its computer clients, or other components
F2	The proposed system must have a thin (less than ½”) reader pad that provides easy installation.
F3	The proposed system shall be compatible with Library’s standard circulation desk computers, barcode scanners, and receipt printers.
F4	System hardware must be attractive and contemporary, and be able to be integrated into Library’s own furniture.
F5	The proposed system must be able to mount in, on, or under the work surface of a circulation station.
F6	The proposed system readers must function when positioned under existing Library slate, granite, wooden or laminate-topped desks.
F7	The proposed system must have an RFID read range of 8 inches minimum for book tags.
F8	The proposed system must provide dual function: capable of processing RFID tags or barcodes in the same circulation transaction.
F9	The proposed system readers must able to read tags and display the information contained on the tag.
F10	The proposed system must be able to be used for charge and discharge of library

Sr. No	Specification
	materials.
F11	The proposed system must simultaneously process multiple RFID-tagged items for check-in/out.
F12	The proposed system must provide a displayed count of the number of items processed simultaneously to ensure complete check-in/out transaction processing.
F13	The proposed system must use an anti-collision algorithm that does not limit the number of tags which can be simultaneously identified and read up to 8 inches high with a book tag.
F14	The proposed system must have the ability to read, program, and reprogram RFID tags.
F15	The proposed system must not require mouse activations to process most items. (Exceptions made for configuration changes, error handling, or tag reprogramming situations.). System should be able to toggle between different functionality by press of touch buttons on the system or 1 press of key from keyboard.
F16	The proposed system must allow configuration of item identifier parameters to automatically prevent programming of partially scanned or incorrectly scanned barcodes.
F17	The proposed system must be able to work with a weed list (a list of items to be removed from the Library), to automatically alert staff to weed an item upon scanning the barcode, before applying an RFID tag on Conversion.
F18	The proposed system must have a “hot key” feature that can be set up to mimic the Integrated Library System (ILS) F – Key setup so there is only one key stroke to change the system from check-out to check-in module.
F19	The system should be compliant with RTF

G. PORTABLE HANDHELD READER (Description/purpose: This handheld unit should be able to match an identity fed into it with the corresponding book. It should also be able to store information on books read from the RFID tags placed in a book)

Table-7: Portable Handheld Reader Specification

Sr. No	Specification
G1	Must comply with internationally recognized standards for RFID-based library self-service systems
G2	Must be entirely compatible with, and in no manner interfere with the integrated library system, its computer clients, or other components
G3	The portable handheld reader and any accessories needed to meet all the specifications in this section must be a cordless, one-piece design, to be held in one hand. It should also have Swivel antenna for ease of use and accurate scanning of library items
G4	The total weight of the portable handheld reader must weigh less than 700 gms (25 ounces), including battery, RFID reader, antenna, display and computing unit, and any other components that must be carried by the user.
G5	The proposed portable handheld reader must accommodate data collection simultaneously with other functions. These other functions must include shelf reading, inventory, identifying items on search lists, and items with incorrect security.
G6	Must accommodate Shelf order checking: to locate items that are out of place on the shelves. This capability must be sensitive enough to locate items that are out of place by as little as 5 inches.
G7	Must accommodate searching: to identify items on multiple, user defined search lists, (e.g. Missing, Claims Returned, Billed and Paid, lost, weed, etc.)
G8	Must accommodate secure status checking: to allow a user to identify individual items which have not been properly checked out and have caused

Sr. No	Specification
	an alarm of the detection system
G9	Secure status checking capability must also allow the user to scan items on library carts or shelves to identify individual items which have not been properly checked in, before re-shelving
G10	Must have the ability to upload barcodes to the Library's circulation system in various text file formats that can be customized to match the circulation system requirements.
G11	Must accommodate finding: to allow a user to quickly enter search criteria directly into the device, then search for items which meet that criteria. It must allow display of the title of item on the device.
G12	Must accommodate sorting: to assist a user with sorting items on a shelf or cart.
G13	Must accommodate pulling: to assist the user with finding items on hold (reserve) or weed lists, or other user-defined lists available from the circulation system.
G14	Must accommodate shelving: to assist a user with shelving an item.
G15	Must feature a color touch screen display and use a removable memory card.
G16	Must be easily set down on a library shelf or cart when necessary to free the user's hands.
G17	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.
G18	The portable handheld reader battery life must allow the user to work for at least 4 hours before charging or changing batteries is required.
G19	Must have built-in diagnostics for troubleshooting.
G20	Must use an ant-collision algorithm that does not limit the number of tags

Sr. No	Specification
	which can be simultaneously identified and read.
G21	Must have the capacity to download at least 1 million items from Library’s automation system onto the portable handheld reader memory medium.
G22	Must have the capacity to read multi-line, fixed-length-field, or delimited-field records from an electronic file containing shelf or search lists and create a portable database for use in a portable handheld RFID reader.
G23	Must direct the user items on “pull” lists and provide a method to keep track of which items have been found and which have not been found.
G24	Must be multi-functional to provide efficient collection management.
G25	Must accommodate data collection to collect and store identifiers of items scanned, and store those items in user-defined categories for upload. This capability must allow storage of upto 1 million items prior to upload.
G26	The search capability must be active during shelf-order checking, data collection, sorting, pulling, and finding functions, with option to turn it off if desired.
G27	The proposed system must validate item identifier (barcode) data from input lists and provide a log of errors found.
G28	Must process results of data collection sessions or pull sessions, reading these results from the memory card and creating files containing lists of collected data, lists of items pulled, and lists of items not pulled.
G29	Must have an audible tone and visible indicators to verify item has been identified. The audible tones shall be adjustable by the user.

MANUFACTURER's / PRINCIPAL's AUTHORIZATION FORM
(Clause 13 (c) of the tender)

To

The Administrative Officer,
All India Institute of Medical Sciences Raipur

Dear Sir,

TENDER: _____.

we, _____ who are established and reputable manufacturers of _____, having factories at _____ and _____, hereby authorize Messrs. _____ (name and address of agents) to bid, negotiate and conclude the contract with you against Tender No. _____ for the above goods manufactured by us. No company or firm or individual other than Messrs. _____ are authorized to bid, negotiate and conclude the contract in regard to this business against this specific tender.

We hereby extend our full guarantee and warranty as per the conditions of tender for the goods offered for supply against this tender by the above firm.

The authorization is valid up to _____.

Yours faithfully,

(Name)

For and on behalf of Messrs. _____
(Name of manufacturers)/Principal.