




कुमाऊँ विश्वविद्यालय, नैनीताल

अल्पकालीन निविदा निविदा सूचना

विश्वविद्यालय की विभिन्न प्रवेश परीक्षाओं के संचालन हेतु Bio metric capturing with live CCTV brodcasting and establishment of command center हेतु निविदा दिनांक 25-10-21 तक पंजीकृत डाक से सांय 2:00 बजे तक आमंत्रित की जाती हैं निविदा प्रपत्र का मूल्य रू0 1000.00 निविदा प्रपत्र शुल्क GST सहित है। विस्तृत जानकारी www.kunainital.ac.in से प्राप्त की जा सकती है।


कुलसचिव

KUMAUN UNIVERSITY, NAINITAL

**SHORT TERM TENDER FOR BIOMETRIC CAPTURING WITH LIVE CCTV
BROADCASTING AND ESTABLISHMENT OF COMMAND CENTER**

- A. Tender No: KU/RO/2021-22/224 DATED:08-10-2021
- B. Closing Date & Time of Submission of Technical & Financial Bid: 1.00 PM on 25-10-2021
- C. Due date & time of opening Of Technical Bid : 3.00 PM on 26-10-2021

D. **Subject:**

Sl. No.	work
1	Installation of Biometric Machines with Manpower on turnkey basis for carry out the Biometric capture of thumb impression and digital photograph of candidates during the examination .
2	Installation of Biometric Machines with Manpower on turnkey basis for carry out the Biometric verification with collected data and additional Aadhar-based fingerprint verification/ IRIS based Aadhar Verification at the subsequent stages of entrance examination process.
3	CCTV recording with live broadcast and establishment of command center to micromanage the examination process

1. Cost of Tender Documents: Rs. 1000/-
2. Instructions to Tender Pre-qualification Criterion(PQ), schedule of requirement with specification. Evaluation Criterion and Conditions of Contract: Annexure-I & Annexure I-A
3. Price Schedule: Annexure-II
4. Bid- Security(Earnest Money): Rs. 50,000/-
5. Contract Performance Security: 10% of contract value
6. Undertaking by the Tender: Annexure-III
7. Proforma of Bank Guarantee for Bid security(Earnest Money): Annexure-IV
8. Proforma of Guarantee Bond for



ANNEXURE-I

INSTRUCTIONS TO TENDERS, PRE-QUALIFICATION CRITERIA (PQ), SCOPE OF SUPPLY WITH SPECIFICATION, EVALUATION CRITERION AND TERMS & CONDITIONS OF PRICE AGREEMENT.

Sale of Tender documents

Tender Documents may be obtained from Kumaun University Website.

The Tenderers who submit their tender or documents downloaded from website _____ or _____ will have to submit a Bank Demand Draft /Pay Order/ Indian Postal of Rs. 1000/- (Rupees one Thousand) payable to Finance officer KU, Nainital with the Technical Bid, failing which the tender will be summarily rejected.

1. Submission of Bid

The Tender shall submit the sealed bid containing two separate sealed covers one each for as prescribed below addressed to " Registrar, Kumaun University, Nainital, through speed post. KU will not be responsible for any delay in receipt of bids. Any bids received after the closing date and time shall not be entertained. In case closing date of submission of bid happens to be a holiday due to unforeseen circumstances, the bids will be received and opened on the next working day at the same time.

(1) The first sealed cover should contain:

- (i) Confirmation of understanding in the Scope of supply, specification and other terms & conditions mentioned in para 5 and details of procedure, quality checks to be undertaken by the firm to meet the required quality and delivery schedule, payment terms, penalty clause and confirmation of validity of Financial Bid for 90 days from date of opening of tender.
- (ii) Form of organization, whether partnership or proprietary or Limited Company must be clearly mentioned in the tender. If partnership firm, the names & addresses of the partners and if Limited Co., the names and addresses of the Directors and Registration Number may be expressly stated.
- (iii) The Bidder's each year turnover of the last 3 Financial Years should be 05 (Five) Crore (Supported by Financial statements, Balance Sheet duly certified by the Chartered Accountant), etc. i.e. (2017-18 2018-19 and 2019-20). The bids with annual turnover less than prescribed limit will not be considered for evaluation process and would be rejected without assigning any reason.

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- (iv) The Bidding Company should be CMMI Level 3 and must have an ISO 9001: 2008 and ISO 27001: 2013 certification. Copy of valid certificates must be enclosed.
- (v) Copies of Income Tax returns along with audited accounts of last three assessment years i.e. (2017-18 2018-19 and 2019-20). Copies of Registration certificate of Service Tax / Pan Card must also be enclosed. Tax at source will be deducted at the rate applicable at the time of payment.
- (vi) The Bidder should have Valid ESI and PF Number valid as on 1st October 2021.
- (vii) A list of similar work undertaken in the past 3 (Three) years for capture thumb/ finger impression and photograph with live CCTV broadcasting and establishment of command centre in Central Govt/ State Govt/ Education departments. Copies of Work Order need to be enclosed.
- (viii) Bidder should have executed at least 2 work order from the Government Organization/ PSU/ Central/state Govt for the provision of Aadhar based Biometric capture and verification with live CCTV broadcasting and establishment of command centre for Government Organizations during any one of the previous three financial years (2017-18 2018-19 and 2019-20).
- (ix) The bidder should not have been debarred/ blacklisted by any Organization/ Board/ Council/ University/ Commission and any other Government/ Government undertaking organization in the last five years
- (x) The Bidding Company must have adequate project resources with minimum of 2500 (Two Thousand Five Hundred Only) biometric devices and 3500 wifi enabled camera with audio and video. Proof of purchase with Model No. must be enclosed.
- (xi) Solution should not be Laptop based. It should be handheld machine integrated with stqc approved biometric scanner.
- (xii) Permission, if any, required, for the installation of the equipment's at different places from the local authority/competent authority be arranged by the awardee itself.

2. The second sealed cover should contain:

The "Financial Bid" and an photocopy of the Pay Order/Demand Draft/Bank Guarantee as Earnest Money deposited with the Technical Bid. The envelope

should be superscribed "Financial Bid for biometric capturing and verification work".

The "**Financial Bid**" would be opened only of those tenderers whose Technical Bids are found to be in conformity with pre-qualification criterion of the tender and found to be capable of undertaking the work. The date and time of opening of Financial Bids will be intimated to the shortlisted tenderers in due course.

2.1 Validity of Bids

The Tenderers shall keep the "Financial Bid" valid for acceptance for minimum period of 90 days after the last date for receipt of the Bids.

3. Bid Security (Earnest Money)

Bid Security (Earnest Money) of Rs. 50,000/- for supply and scanning shall be deposited in the form of a Demand Draft/Pay order payable to "Finance officer, KU, Nainital with the **Technical Bid**, falling which the bid will be summarily rejected, No exemption would be permitted from submission of Bid Security under any circumstances. The bank guarantee from any Scheduled Banks of India approved by RBI in the prescribed form as per Annexure-III will also be accepted as Bid Security. Bids **without** Bid security will be summarily **rejected**. The Bid security shall be kept valid for a period of 45 days beyond Financial Bid validity period. If a tenderer withdraws or amends the bid in any respect within the validity period or fails to enter into a contract or award of work, Bid security will be forfeited.

4. Pre-Qualification Criterion (Eligibility Criterion):

The Pre-qualification Criteria (Eligibility Condition) and General terms & conditions are as under:-

Only Company/ Firm who full fill the following criteria is eligible to respond. Bids received from the Company/firm who does not full fill all or any of the following eligibility criteria is liable to be rejected

- (i) Confirmation of understanding in the Scope of supply, specification and other terms & conditions mentioned in para 5 and details of procedure, quality checks to be undertaken by the firm to meet the required quality and delivery schedule, payment terms, penalty clause and confirmation of validity of Financial Bid for 90 days from date of opening of tender.
- (ii) Form of organization, whether partnership or proprietary or Limited Company must be clearly mentioned in the tender. If partnership firm, the names & addresses of the partners and if Limited Co., the names and addresses of the Directors and Registration Number may be expressly stated.
- (iii) The Bidder's each year turnover of the last 3 Financial Years should be 05 (Five) Crore (Supported by Financial statements, Balance Sheet duly certified by the Chartered Accountant), etc. i.e. (2017-18 2018-19 and 2019-20). The bids with annual turnover less than

prescribed limit will not be considered for evaluation process and would be rejected without assigning any reason.

- (iv) The Bidding Company should be CMMI Level 3 and must have an ISO 9001: 2008 and ISO 27001: 2013 certification. Copy of valid certificates must be enclosed.
- (v) Copies of Income Tax returns along with audited accounts of last three assessment years i.e. (2017-18 2018-19 and 2019-20). Copies of Registration certificate of Service Tax / Pan Card must also be enclosed. Tax at source will be deducted at the rate applicable at the time of payment.
- (vi) The Bidder should have Valid ESI and PF Number valid as on 1st October 2021.
- (vii) A list of similar work undertaken in the past 3 (Three) years for capture thumb/ finger impression and photograph with live CCTV broadcasting and establishment of command center in Central Govt/ State Govt/ Education departments. Copies of Work Order need to be enclosed.
- (viii) Bidder should have executed at least 2 work order from the Government Organization/ PSU/ Central/state Govt for the provision of Aadhar based Biometric capture and verification with live CCTV broadcasting and establishment of command center for Government Organizations during any one of the previous three financial years (2017-18 2018-19 and 2019-20).
- (ix) The bidder should not have been debarred/ blacklisted by any Organization/ Board/ Council/ University/ Commission and any other Government/ Government undertaking organization in the last five years
- (x) The Bidding Company must have adequate project resources with minimum of 2500 (Two Thousand Five Hundred Only) biometric devices and 3500 wifi enabled camera with audio and video. Proof of purchase with Model No. must be enclosed.
- (xi) Solution should not be Laptop based. It should be handheld machine integrated with stqc approved biometric scanner.
- (xii) Permission, if any, required, for the installation of the equipment's at different places from the local authority/competent authority be arranged by the awardee itself.
- (xiii) Bid security (Earnest Money) of Rs. 50,000/-for the work in the form of a Bank Draft/Pay order payable to the Finance officer, KU, Nainital.

- (xiv) The Bidder should have GST,VAT Registration Certificate along with latest GST return/payment Challan from concerned Government Department. (Photocopies of relevant documents may be enclosed)

5. GENERAL TERMS & CONDITIONS FOR BIOMETRIC CAPTURING AND VERIFICATION WORK .

- i. KU will provide centre-wise data of all registered candidates to the service provider. Service Provider will then use this data for the biometric devices and shall enable fingerprint matching and candidate verification during the exam and subsequent stages of the process.
- ii. Installation of Biometric Machine at each & every Examination centre at the time of examination conducted by KU across the districts of Uttarakhand.
- iii. The service provider will use this data on the biometric devices that will be used for Candidates registration during the exam and its Subsequent verification with additional Aadhar-based fingerprint verification/ IRIS based Aadhar Verification at the subsequent stages of examination process.
- iv. The capturing of thumb/finger & Photographs by the Biometric Machines shall not be stopped on any ground and data capturing / identification work must be completed during the stipulated time period of the examination.
- v. Sufficient number of portable equipment and trained manpower shall be utilized during the verification process such that the entire operation of biometric registration gets completed within the specified time-frame.
- vi. The bidder shall not be allowed to take away any data either in hard copy or soft copy and the work is to be carried out in the designated exam centres.
- vi. The bidder must verify identity of the candidates from the captured data taken during the examination and every Candidates who gets present at the subsequent stages of examination process .
- vii. The bidder will have to ensure that the Biometric Machines must be functional and has captured thumb/finger & Photographs of each and every candidates who have appeared in the examination at each centre.
- viii. If the examination is conducted in two or more shifts in a day at a centre, the biometric should be done separately in all shift during the duration of examination.
- ix. The bidder has to submit work completion certificate along with the centre details as provided by the KU.

7. Standard for Evaluation

The Tender shall be decided on the basis of Financial bids. The L1 Bidder shall be awarded the work.

8. Penalty :



Penalty shall be imposed on the agency for the following, at the discretion of the KU.

- i) Penalty for non capturing of the biometric data shall be imposed @ of Double the rate on which the work is awarded to the bidder if such non capturing is greater than 5 percent of the candidates called for the examination
 - ii) Penalty for non capturing of the biometric data shall be imposed @ of Triple time the rate on which the work is awarded to the bidder if such non capturing is greater than 10 percent of the candidates called for the examination
9. Contract performance Security (Security Deposit):

The firm/firms entering into a contract for performance of the Work Agreement will be required to deposit Contract Performance Security (Security Money) (@ 10% of the value of Price Agreement) by furnishing a demand draft of Fixed Deposit receipt issued by a Scheduled Bank approved by RBI drawn in favour of the Finance officer, KU, Nainital. The Security Deposit can also be made in the shape of Guarantee Bond executed by a Scheduled Bank.


Security deposit will be retained by the KU to; satisfactory completion of the work. It should be clearly understood that in the event of the Contract not being executed and completed as per the quality and time schedule laid down, the security deposit is liable to be forfeited, This will be in addition to the penalty, if any, which may be imposed as specified in the delivery schedule.

10. Delivery Schedule:

- i) Schedule of delivery will be indicated by the KU for each examination. It may be kept in mind that time is the essence of this contract.
- ii). KU shall give order of the work as per the requirement of the university. This contract shall be valid for one year from the date of order. The term of contract may be extended for one more year on the sole discretion of the KU.

11. Payment Terms:

80% of the work Payment would be made by the KU in the following manner- KU may, at its discretion, release part-payment of 80 % (Eighty percent) of the total value of work within one month from the date of completion of written examination after submission of work completion certificates from the respective Centre supervisors of the different examination centres. The remaining 20% (Twenty percent) after the declaration of results.



Note :- Company/firm shall submit Bills, in triplicate, as per prescribed format for the work during the contract period immediately as per terms of payment

12. Other Terms & Conditions:

- (i) Printed terms and conditions of the tenderers will not be considered as forming part of the tenders. No deviation shall be acceptable in the terms and conditions of the contract applicable to this invitation to tender.
- (ii) Hypothetical and conditional tenders will not be entertained.
- (iii) The KU reserves the right to accept or reject all or any of the tenders without assigning any reason.
- (iv) There shall be no commitment of minimum quantity.

Annexure-I-A

**SHORT TERM TENDER FOR BIOMETRIC CAPTURING AND VERIFICATION
WORK**

PROFORMA FOR TECHNICAL BID

To be put in the cover for Technical Bid.

Details as quoted at para I of Annexure-I

The first sealed cover should contain:



- (i) Confirmation of understanding in the Scope of supply, specification and other terms & conditions mentioned in para 5 and details of procedure, quality checks to be undertaken by the firm to meet the required quality and delivery schedule, payment terms, penalty clause and confirmation of validity of Financial Bid for 90 days from date of opening of tender.
- (ii) Form of organization, whether partnership or proprietary or Limited Company must be clearly mentioned in the tender. If partnership firm, the names & addresses of the partners and if Limited Co., the names and addresses of the Directors and Registration Number may be expressly stated.
- (iii) The Bidder's each year turnover of the last 3 Financial Years should be 05 (Five) Crore (Supported by Financial statements, Balance Sheet duly certified by the Chartered Accountant), etc. i.e. (2017-18 2018-19 and 2019-20). The bids with annual turnover less than prescribed limit will not be considered for evaluation process and would be rejected without assigning any reason.
- (iv) The Bidding Company should be CMMI Level 3 and must have an ISO 9001: 2008 and ISO 27001: 2013 certification. Copy of valid certificates must be enclosed.
- (v) Copies of Income Tax returns along with audited accounts of last three assessment years i.e. (2017-18 2018-19 and 2019-20). Copies of Registration certificate of Service Tax / Pan Card must also be enclosed. Tax at source will be deducted at the rate applicable at the time of payment.
- (vi) The Bidder should have Valid ESI and PF Number valid as on 1st October 2021.
- (vii) A list of similar work undertaken in the past 3 (Three) years for capture thumb/ finger impression and photograph with live CCTV broadcasting and establishment of command centre in Central Govt/ State Govt/ Education departments. Copies of Work Order need to be enclosed.
- (xv) Bidder should have executed at least 2 work order from the Government Organization/ PSU/ Central/state Govt for the provision of Aadhar based Biometric capture and verification with live CCTV broadcasting and establishment of command centre for Government Organizations during any one of the previous three financial years (2017-18 2018-19 and 2019-20).
- (viii) The bidder should not have been debarred/ blacklisted by any Organization/ Board/ Council/ University/ Commission and any

other Government/ Government undertaking organization in the last five years

- (ix) The Bidding Company must have adequate project resources with minimum of 2500 (Two Thousand Five Hundred Only) biometric devices and 3500 wifi enabled camera with audio and video. Proof of purchase with Model No. must be enclosed.
- (x) Solution should not be Laptop based. It should be handheld machine integrated with stqc approved biometric scanner.
- (xi) Permission, if any, required, for the installation of the equipment's at different places from the local authority/competent authority be arranged by the awardee itself.
- (xii) Bid security (Earnest Money) of Rs. 50,000/-for the work in the form of a Bank Draft/Pay order payable to the Finance officer, KU, Nainital.
- (xiii) The Bidder should have GST,VAT Registration Certificate along with latest GST return/payment Challan from concerned Government Department. (Photocopies of relevant documents may be enclosed)


Annexure-II

PROFORMA FOR FINANCIAL BID

(To be put inside the cover for Financial Bid)

For Installation of Biometric Machines with Manpower on turnkey basis for carry out biometric capturing of thumb impression and photograph of Candidates during the examination period at different examination centre allocated by KU for various Examinations on the day of examination and Verify the identity of such qualified candidates during at the subsequent stages of examination/admission process.

The installation of Biometric Machines should be done on scheduled date of examination and/or in such a way that the Biometric machines are required to be functional during the scheduled time of commencement of the examination. The Bidder should keep in mind that no candidate should get left during the process. Required manpower shall be provided by the Bidder's only. At any point of time, no Biometric facility shall be interrupted due to any technical fault/power failure etc.



and the Agency shall take due care of functioning of the process with adequate power backup/ buffer stock at each examination centre during the conduct of examination and as per the time period mentioned in the Work Order.

For Installation of CCTV camera with Manpower on turnkey basis for carry out CCTV recording and live broadcasting of Candidates during the examination period at different examination centers allocated by KU for various Examinations on the day of examination.

The installation of CCTV camera should be done on scheduled date of examination and/or in such a way that the machines are required to be functional during the scheduled time of commencement of the examination. The Bidder should keep in mind that no candidate should get left during the process. Required manpower shall be provided by the Bidder's only. The Agency shall take due care of functioning of the process at each examination center during the conduct of examination and as per the time period mentioned in the Work Order.

Detail of the rate Quoted

Sl. No.	Rates Quoted per candidate Per shift	Rates Per Candidate Per shift(Exclusive of all taxes)
1	Installation of Biometric Machines with Manpower on turnkey basis for carry out the Biometric capture of thumb impression and digital photograph of candidates during the examination .	
2	Installation of Biometric Machines with Manpower on turnkey basis for carry out the Biometric verification with collected data and additional Aadhar-based fingerprint verification/ IRIS based Aadhar Verification at the subsequent stages of examinaion process.	

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3	CCTV recording with live broadcast and establishment of command center to micromanage the examination process	
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- i) The rates should be quoted exclusive of all taxes
- ii) If rates are not quoted as specified and extra terms and conditions are added, the quotation shall be rejected without entertaining any further correspondence.
- iii) Income Tax at the rate as applicable shall be deducted from the amount paid.
- iv) Taxes shall be paid as per applicable rates.
- v) Payment shall be made on the basis of total candidates called for examination.

person Date: Place:	Signature of the authorized Full Name Seal
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ANNEXURE-III

UNDERTAKING BY THE TENDERER

- (i) I declare that I have gone through the Instructions to Tender, Pre-Qualification Criteria (PQ), Scope of Supply with Specification, Evaluation Criterion and Terms & Conditions of Price Agreement contained in Annexure-I and I shall abide by these conditions.
- (ii) I also confirm the validity of Financial Bid containing the Price Schedule (Annexure-II) has been kept for a period of 90 days from the due date of opening of Technical Bid.

person	Signature of the authorized
Date:	Full Name
Place:	Seal

[Handwritten marks]

ANNEXURE-IV

PROFORMA OF BANK GUARANTEE FOR BID SECURITY

BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas.....
(hereinafter called the "tendered")
has submitted their offer dated
for the supply of
(hereinafter called the "tender")
against the purchaser's tender enquiry No.....
KNOW ALL MEN by these presents that WE.....
of having our registered office at
..... are bound unto
(hereinafter called the "Purchaser")
in the sum of
for which payment will and truly to be made to the said purchaser, the Bank binds itself its
successors and assigns by these presents. Sealed with the common Seal of the said Bank
this..... day
of 2015.

THE CONDITION OF THIS OBLIGATION ARE :

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the purchaser during the period of its validity:-
 - a) If the tenderer fails to furnish the performance Security for the due performance of the contract.
 - b) Fails or refuses to accept / execute the contract.

We undertake to pay the purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

When communication is received from or on behalf of KU to invoke this Bank Guarantee, the amount will be remitted to KU

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address
of the Branch



PROFORMA OF BANK GUARANTEE FOR CONTRACT
PERFORMANCE SECURITY

Ref

Date

To,

The Finance Officer,
KU,
Nainital.

Against Price Agreement concluded by the advance acceptance of the tender No dated covering supply of (Hereinafter called the said contract), entered between the KU and (hereinafter called the "Contractor"), this is to certify that at the request of the contractor We(Bank) are holding in trust in favor of the KU, the amount of (Write the sum in words) to indemnify and keep indemnified the KU against any loss or damage that may be caused to or suffered by the KU by reason of any breach by the contractor or any of terms and conditions of the said contract and/or the performance thereof. We agree that the decision of the KU, whether any breach of any of the terms and conditions of the said contract and/or in the performance thereof has been committed by the contractor and the amount of loss or damage that has been caused or suffered by the KU shall be final and binding on us and the amount of the said loss or damage shall be paid by us forthwith on demand and without demur to the KU.

1. We (Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for satisfactory performance and fulfilment in all respects of the said contract by the Contractor, i.e till (for a period of one year from date of Price Agreement), hereinafter called the "said date" and that if any claim accrues or arises against us (Bank) by virtue of this guarantee before the said date, the same shall be enforceable against us.....(Bank) notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us (Bank) by the KU before the said date. Payment under this letter of guarantee shall be made promptly upon receipt of notice of that effect from the KU.
2. It is fully understood that this guarantee is effective from the date of the said contract and that we (Bank) undertake not to revoke this guarantee during its currency without the consent in writing of the KU.
3. We undertake to pay to the Government any money so demanded notwithstanding any disputes raised by the Contractor in any suit or proceeding pending before any court of tribunal thereto, our liability under this [present being absolute and unequivocal.

[Handwritten signature]

4. We (Bank) further agree that the KU (Govt. of India) shall have the fullest liberty, without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend of performance by the contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the KU against the said contract and to forbear or enforce any of the terms and conditions relating to the said contract and we(Bank) shall not be released from our liability under this guarantee by reason of any such variation or extension being granted to the said Contractor or for any forbearance and/or omission on the part of the KU or any other indulgence by the KU to the said Contractor or by any other matter or thing what -so-ever, which under the law relating to sureties, would, but for this provision have the effect of so releasing us from our liability under guarantee.
5. This guarantee will not be discharged due to the change in the constitution of the Bank or Contractor.

Date

Signature

Place

Printed Name

Witness

(Designation)

(Bank's common seal)