



Chennai Metro Rail Limited
(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)

NIT.No. :CMRL/MMD/501/P-150/TEN-01/2016

Date:02.12.2016

To,

Sub: Invitation of sealed quotation for “Procurement of Bio-Metric Attendance System”

Chennai Metro Rail Limited (CMRL) is a Joint Venture of Government of India (GoI) and Government of Tamil Nadu (GoTN) and is entrusted for implementation of Metro Rail project in Chennai City. Sealed quotations are invited from the agencies for “**Procurement of Bio-Metric Attendance System**” having following details:-

Sr. No.	Name of the Item	Qty. (no.)	Specifications.
1.	Bio-Metric Attendance System	08	Detailed technical specifications and compliance sheets are attached in <u>Annexure -A</u>

1. Bid security (EMD - Earnest Money Deposit):

- i. The EMD shall be made payable without any condition to the CMRL. A demand draft or banker's cheque in favour of “**Chennai Metro Rail Limited**” payable at Chennai should be submitted along with the bid as bid security, for the amount of **Rs.760.00/- (Rupees – Seven Hundred and Sixty Only)**.
- ii. All tenderers (including those who possess NSIC, SSIC, etc certificate holders) should submit EMD along with the bid documents. Any bid document submitted without the EMD in the approved form will be summarily rejected. **No interest is payable for the EMD amount.**
- iii. Bid securities of the unsuccessful bidders will be returned at the earliest after expiry of the final bid validity & latest on or before the 30th day after the award of the contract.
- iv. EMD of successful bidders will be returned back within **30 days of acceptance of delivered items.**
- v. EMD shall stand forfeited, if bidders:-
 - a. Revokes or cancel their tender after submission or vary any terms thereof without the consent of the CMRL.
 - b. Changes/varies any terms and conditions mentioned in P.O. thereof without the consent of the CMRL.

2. Special Conditions:

- i. The bidder has to extend his support to successfully install and commission at different places and has to coordinate with CMRL IT to integrate it further
- ii. Data security is the responsibility of the agency and it has to be ensured by the agency and has to comply on IT ACTS, IT Policies and CMRL audits. DB has to be connected centrally in ADMIN building



- iii. Initially agency is required to supply one sample of machine. Only after successful acceptance of sample by the concerned department, the agency will be directed to supply the bulk quantity.
- iv. The support should be of email, over phone and in person.
- v. Problems should be rectified in 24 hours of time, and to be extended.
- vi. Full assistance has to be provided in setting up and configuring software products. Software should be virus free and contains no spyware, adware and Trojans.
- vii. Free replacement of components has to be included under comprehensive warranty AMC. AMC shall be extended by CMRL upon performance.
- viii. The attendance polices of CMRL has to be configured as per instructions from HR.
- ix. The enrolment of user credentials has to be centrally configured and may have the facility to restrict the entries site/station wise.
- x. Refined reports should be collected from software.
- xi. Report should facilitate CMRL ERP system for inclusive in to payrolls.
- xii. **The machines should be compatible and support the existing bio-metric system installed in CMRL.**

3. **Bid Price:**

The prices should be quoted in Indian Rupees with delivery of item at CMRL failing which the bid would be rejected. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

- If any variation arises between the Unit Rate and the corresponding quoted Total Cost, then the Unit Rate will prevail for calculation of the Total Cost.
- In case of any discrepancy between the prices quoted in words and in figures, lower of the two shall be considered.
- Conditional bids would be summarily rejected.
- Price should be quoted as per price schedule attached at **Annexure –B.**

4. **Warranty & Guarantee:**

- a. Supplier is required to, without charge, repair or rectify defective goods or to replace such goods with similar goods free from defects. Any goods repaired or replaced by the supplier shall be delivered at the CMRL premises without costs to the CMRL.
- b. The warranty / Guarantee (**applicable from the date of Acceptance of the items by CMRL**) should be given in the form of certificate indicating the warranty period along with the terms & conditions for the Warranty / Guarantee.

5. **Delivery Period:**

The items should be delivered and installed at CMRL (**06 project sites and 02 Metro stations: Guindy & St. Thomas Mount**) within **02 weeks** from the date of reception of Purchase Order.

6. **Evaluation of Quotation:**

- a. The quotations would be evaluated and compared based on the substantial responsiveness to the technical specifications and commercial conditions set out in bidding documents and which are properly signed confirming the terms and conditions.
- b. The tender will be evaluated on Total bid price, which is the total value as per **price schedule or Item wise price of each item**, whichever is beneficial to CMRL.



- c. The price bid of eligible firms will be opened and work order would be considered on the lowest bidder subject to their capacity and performance.
- d. CMRL reserves the right to accept or reject any tender without assigning any reason thereof at any stage. It is open to CMRL to alter the conditions of the tender schedule in appropriate cases in the interest of CMRL. No representations will be entertained in the matter of selection of the L1.

7. Payment terms:

100% payment would be released through RTGS/NEFT within thirty days on receipt and acceptance of items against the following documents:

- a) Original invoice duly signed by the authorized signatory
- b) Item Acceptance Certificate duly signed and sealed from authorized representative of CMRL after delivery of all the items in full quantity as mentioned in Purchase Order.
- c) Warranty/Guarantee certificate for the items supplied
- d) PAN Card number, Bank Account details, Bank address & RTGS details of the Agency are to be forwarded along with the Invoice.

In case if you are registered under MSME Act, 2006, the copy of the registration certificate to be provided.

8. Validity of Quotation:

Quotation shall remain valid for a period of **180 days** from the date of bid opening.

9. Supply of items:

The number of items to be supplied is indicative only and the same may be varied during the period of bid validity period. The number of items may increase or decrease during the bid validity period. The bidders should provide the item as per the rate quoted in the bid based on the requirement of CMRL.

10. Agency details:

The Agency has to fill in the vendor detail form enclosed with this Tender Document as Annexure-C and same shall be forwarded along with quotation.

11. Jurisdiction:

The court of jurisdiction is Chennai. The English language shall be the official language for all purposes

12. Acceptance of terms & conditions:

Bidders are requested to submit the sealed and signed copy of this tender document along with quotation as acceptance of all terms & conditions.

13. Quotation submission:

Quotation should be submitted on or before the date & time mentioned below:

<i>Sr. No.</i>	<i>Particular</i>	<i>Schedule of tender opening</i>	
		<i>Date</i>	<i>Time</i>
1.	Last date for submission of bid document	16.12.2016	1500 Hr
2.	Opening of Bid document	16.12.2016	1500 Hr



14. If the tenderers want to mention any specific condition, it should be clearly mentioned on the covering/forwarding letter only, and which shall be placed on the first page of the technical bid. Any special conditions mentioned in any other document will not be given any consideration.
15. In the event of the contractor backing out/violation of the contract in the midway without any explicit consent of CMRL, the contractor will be liable for the recovery of higher rates vis-a-vis contracted rates, which may have to be incurred by CMRL on procurement of said item by alternative means.
16. Sealed Quotation to be forwarded to below mentioned address or submitted in the tender box kept at CMRL, Depot on or before the specified time in the mentioned tender document. Late/delayed tenders by any means shall not be accepted and treated as rejected. No fax or Email copy of the tender will be accepted by CMRL. The tender envelope should be super scribed as **“Bid for Procurement of Bio-Metric Attendance System do not open before 1530 hr. on 16.12.2016”**.

“Dy. Manager (RSM),
Chennai Metro Rail Limited,
General Stores, CMRL depot,
Poonamallee High Road, (Opp. to Daniel Thomas School)
Koyambedu, Chennai – 107”
E-Mail – mm.cmrl@tn.gov.in

17. It shall be the responsibility of the tenderer to ensure that his tender reaches the designated officer before the deadline of submission. Any tender brought by any person / courier or any tender received through post after this deadline by the designated officer will not be considered.

18. Amendment of bid document:

At any time prior to the deadline for submission of bid, the CMRL may for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the bid document by the issuance of addenda on its official website www.chennai-metro-rail.org or through email. In order to afford the Bidders a reasonable time for taking an addendum into account, or for any other reason, the CMRL may in its sole discretion, extend the Bid due date.

19. We look forward to receiving your quotations and thank you for your interest.

With regards,


T.P. Vinod Kumar

JGM (HR& MM)

For & on behalf of CMRL

Note:-

- i. Quotations received after the stipulated time will not be accepted. Bidders are advised to send their sealed bid preferably by courier/post or in person at above address. CMRL will not be responsible for any postal delay.



- ii. If due to any exigency, the due date for opening of tender is declared closed holiday, in such case the tenders will be opened on next working day at the same time or any other day/time as intimated by the CMRL
- iii. The authorised representatives, who intend to attend the tender opening meeting, are to bring with them authority letter or company identity proof from the corresponding tenderers. In case of non-submission of authority letter or company identity proof, the concerned representative will not be allowed to attend the tender opening meeting..



Technical Specifications & Compliance sheet

Sl. No.	Particulars	Description	Compliance (yes/no)	Deviation
1.	<i>The supplier should have registered office or one of the branch offices located/established at Chennai or in its suburban areas for smooth operation & <u>after sales service support</u>. In case, if no registered office/branch is located in Chennai or suburban area, the service provider will not be considered for further evaluation. (Kindly provide a supporting document for above claim)</i>			
2.	Size	17 x 7 x 13 cm (approx.)		
3.	User Capacity (Fingerprint)	5,000		
4.	Transaction Storage	3,00,000		
5.	TCP / IP, USB disk	Supported		
6.	Identification time	< =1s		
7.	FAR	<0.00001 %		
8.	FRR	<0.001%		
9.	Temperature	-10 deg C to +60 deg C		
10.	Operating Humidity	20% - 80%		
11.	Card Reader	EM RFID (Proximity)		
12.	HID, Mifare	Optional		
13.	Language	English		
14.	Back up Battery	2 hrs		
15.	Face Recognition Module	Available		
16.	Face Capacity	500		
17.	Access Control Feature	Available		
18.	Wiegand Output	RS 232 / 485		
19.	Optical Sensor	500 dpi		
20.	<i>Specify the make and Model for quoted item</i>			
21.	<i>Specify the Standard Warranty/Guarantee period</i>			
22.	<i>Note:</i>	<i>The agency should submit the brochure for the quoted product & technical compliance statement. If any deviation is there between the required & quoted item, same should be mentioned clearly.</i>		

Signature & Stamp of the Bidder

Date:



Price Schedule						
Sr. No.	Item	Qty. (no.)	Unit Rate (in Rs.)	Taxes		Unit rate including taxes (Rs.)
				In %	In Rs.	
1	Bio-Metric Attendance System	08				
2	Total Amount including taxes (in Rs.)					
3	<u>Any other charges (Rs.), if any, please specify</u> (like installation, delivery, labour charges etc.)					
4	<u>Total amount including taxes and all charges in figures (in Rs.)</u>					
5	<u>Total amount including all charges in words (in Rupees)</u>					

Note: :i. Price quoted should be inclusive of delivery, installation, & all other additional charges
ii. If rates quoted are inclusive of tax, then specify the percentage of tax.

Signature & Stamp of the Bidder
Date:



Vendor Information Form

Note: Bidders are requested to furnish the following information and enclose along with quotation.

Name & Address of the Company :				
Name & Designation of the key person				
Contact information	Mobile no:	Telephone No :	Fax No:	Email :
<u>Bank details</u>				
Bank name				
Beneficiary name				
Bank address				
Bank account no				
IFSC code				
PAN No.				
Service tax no.				

Signature & Stamp of the Bidder

Date:

