

No.54011/14/2009-IT/Admn.

Government of India  
Ministry of Chemicals & Fertilizers  
Department of Pharmaceuticals  
(Administration Section)

.....

218-A, Shastri Bhawan, New Delhi  
Dated 8.2.2010

To

NIC to put on the website of the Dept.  
As per list attached.

Subject:- Procurement and installation of biometrics based Attendance Monitoring Systems.

Sir,

I am directed to say that the Department of Pharmaceuticals proposes to purchase biometrics based Attendance Monitoring Systems for their office housed at Shastri Bhawan, New Delhi.

2. The intending bidders should have vast experience in the field of providing solutions for applications related to smart cards and biometrics. The company should have the presence in the major Government offices, public sectors and private sector companies. The Company should provide the adequate documentary evidence in support of providing similar machines in other organizations.

3. The machines should have the storage capacity upto 100 fingerprints with battery back-up of at least 24 hours and built-in TCP/IP connectivity. The system should be based on both the Smart Card and Fingerprint. It should be sturdy and tamper proof and immune to the vagaries of nature, dust, etc. Further, it should easily upload and download records of fingerprints, data, events, time and attendance. The system should have a capacity of record storage of at least 750 records. In addition, the parts of machines should be readily available.

4. The bid document should also specify details with regards to the installation charges, cost of hardware, software, Smart Card and maintenance, etc. The Ministry reserves the right to cancel any or all the tenders without assigning any reason. The tendering firm must submit the VAT/Service Tax Registration Certificate and they must also submit the latest VAT / Service Tax clearance Certificate. In the absence of these documents, the tender will not be entertained. All firms participating in the tender must submit the list of their owners/partners etc. along with the contact telephone numbers and a certificate / undertaking to the effect that the firm is neither blacklisted by any Government Dept. nor any criminal case is registered against the firm.

5. Interested parties may please send their bids. The word **technical bid** for procurement/installation of biometrics based Attendance Monitoring system shall prominently be marked on the top of each envelope. Sealed Quotations, duly prescribed quotation for biometrics based Attendance and Access Control Systems and addressed to the undersigned may be sent by post so as to reach by **3.00 PM on 18<sup>th</sup> February, 2010** or deposited in the **Tender Box** kept in **Room No.347, A-Wing, Shastri Bhawan**, New Delhi-110001. Quotations received after stipulated date and time shall not be entertained. **Technical bids** will be **opened on the same date at 3.30 PM in Room No.347, A-Wing**, Shastri Bhawan, New Delhi in the presence of tenders or their representatives, who may like to be present.

6 The **Technical bids** will be examined by the **Technical Evaluation committee (TEC)** constituted for the purpose and for which the parties may be required to arrange demonstrations of their product before the TEC. The Committee reserves the right to reject any or all the tenders without assigning any reason thereof. The Committee in order to satisfy itself may conduct an enquiry from the representative of the firm to verify the soundness, effectiveness and viability or any other detail relating to the product.

7. The incomplete or conditional tender will not be entertained. The renderers of those firms will be entertained who deposit an **earnest money amounting to Rs 10,000/-** in the form of **Demand Draft** in favour of Pay & Accounts Officer, Dept. of Pharmaceuticals payable at New Delhi along with the technical bid. The earnest money shall bear no interest.

8. No Advance payment will be made.

9. **Financial bid** shall contain price only and no other documents shall be enclosed with the financial bid.

( M.L. Sidana )  
Under Secretary to the Govt. of India  
Ph: 23387920