



# INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

Library, Sector-81, Knowledge City, P.O Manauli , S.A.S Nagar, Mohali-140306, Punjab

**TENDER Notice No. IISERM(650)15/16Pur  
Dated: 16.03.2016**

## TENDER DOCUMENT

FOR

**Supply, Installation, Testing & Commissioning of RFID Based Electronic Security System  
for Institute Library**

**LAST DATE FOR RECEIPT OF TENDER :- 07<sup>th</sup> April 2016 upto 1:00pm**

**DATE AND TIME OF OPENING OF TECHNICAL BID :- 07<sup>th</sup> April 2016 at 4:00pm**

**Tenders Shall be addressed & Submitted to :**

Assistant Registrar,  
Purchase & Stores Section  
Indian Institute of Science Education and Research (IISER) Mohali  
Sector-81, Knowledge City , P.O Manauli , S.A.S Nagar, Mohali-140306, Punjab



IISER Mohali

# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

मानव संसाधन एवं विकास मंत्रालय, भारत सरकार द्वारा स्थापित  
सैक्टर 81, नॉलेज सिटी, पी. ओ. मनोली, एस. ए. एस. नगर, मोहाली, पंजाब –140306  
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI  
(Established by Ministry of Human Resource Development, Govt. of India)  
Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab  
PAN NO. - AAAAI1781K TAN NO. PTLI10692D

• Phone : +91-172-2240086,2240121 • Fax : +91-172-2240124, 2240266 • <http://www.iisermohali.ac.in> • Email: [stores@iisermohali.ac.in](mailto:stores@iisermohali.ac.in)

IISERM(650)15/16Pur

16<sup>th</sup> March 2016

## TENDER NOTICE

S.No	Description	
1	Tender Subject	Supply Installation Testing and Commissioning of RFID Based Electronic Security System
2	Cost of Tender payable to	Rs. 500.00 (Non-Refundable) to be paid in the form of DD in favour of "Registrar, IISER Mohali" from any Nationalized Bank.
3	EMD /Bid Payable ( INR)	<b>Rs. 50,000/-</b> In the form of Demand Draft/ Banker's Cheque/ Bank Guarantee/TDR, in favor of "Registrar, IISER Mohali" from any Nationalized Bank.
4	Performance Bank Guarantee	Vendor should provide Performance Bank Guarantee of the amount equivalent to the 10% of the cost of equipment from any nationalized bank. Performance Bank Guarantee must remain valid for a period of sixty days beyond the expiry of the warranty period.
5	Opening date and Time of Technical Bid	07 <sup>th</sup> April 2016 at 4:00pm
6	Date and Time for Presentation and Live Demo	Will be intimated to the Firms those who have qualified in Techno-Commercial Bid: However Live Demo / Presentation will be held on Firm's own cost.
7	Opening Date and Time of Price Bid	will be intimated to the Companies those who successfully qualified in technical Bid and Presentation & Live Demo
8	Contact information:	<b>For Technical Information :</b>  Deputy Librarian Tel : 0172-2240208 email : <a href="mailto:visakhi@iisermohali.ac.in">visakhi@iisermohali.ac.in</a>  <b>For Terms and condition:</b>  Assistant Registrar, Stores & Purchase Section Tel: 0172-2240086, 0172-2240121 Extn 28, 29 & 31 Email: <a href="mailto:Stores@iisermohali.ac.in">Stores@iisermohali.ac.in</a>

**Indian Institute of Science Education and Research (IISER) Mohali** is an autonomous Institute established under Ministry of HRD, Government of India. The Institute would like to procure the **Complete RFID System on turnkey basis in the line of Supply and Installation of Scientific equipment** for which sealed Offers/Tenders are invited from the reputed & bonafide Manufacturers and Authorized Dealers / Distributors.

### **1. Brief Details of item(s)/ material**

**Scope of work:** Includes complete supply, installation, testing, commissioning, successful implementation of RFID Devices and Tags and integration with SIP2 or NCIP Protocol complied existing Library Management Software “KOHA”, on testing for three months with 5 years (**Please specify rates for each year of CMC with reasoning if desired after your original period of Warranty**) warranty / Guarantee & on-site maintenance of RFID System for Library, IISER Mohali

- The Detailed Technical Specifications of the material to be procured under this tender are given separately in **Annexure – I**. Submission of compliance sheet as per **Annexure – I** is essential part of Techno-Commercial Bid. If there is any deviation in specifications of material/ items, record with complete details. Attach separate sheets wherever required. The Institute reserves the right to decide on such deviation/s.
- Format of Technical Bid at **Annexure -II.** This part of the tender shall contain company profile and commercial terms & conditions of contract for the supplies to be made and services to be rendered.
- Detailed procedure for submission of bids/offers is given in **Annexure – III**
- Format of price bid is enclosed with document and annexed as **Annexure-IV**
- Model Bank Guarantee Format for Performance Security at **Annexure -V**
- Certificate & Declaration at **Annexure -VI**

### **Eligibility:**

- All RFID Equipment including Tags should be from One RFID Manufacture with ISO Certification. Provide certificate from Original Equipment Manufacturer (OEM), product should verified / tested / approved by third party agency, no self-certification will be accepted.
- Complete supply, installation, commissioning, successful implementation of RFID Devices and Tags and integration with SIP2 or NCIP V2.0 Protocol complied with existing Library Management Software “Koha”.
- The bidder or bidder’s OEM or dealer must have supplied, installed, implemented, integrated and commissioned a complete RFID based library automation solution minimum in 2 academic libraries in India on LMS “Koha”. The complete solution provided must include supply and installation of RFID components, integration, development and operationalization of hardware & software components and RFID consumables in an integrated manner.
- The Bidder needs to have a minimum turnover of Five Crores in each of the preceding three years
- The product Manufacturer needs to have a minimum turnover of 20 Crores. Proof may be asked at the discretion of IISER Mohali

### **2.The Bidders are requested to give detailed tender in Two Parts i.e.**

**Part -I : Technical Bid :** No brochures/leaflets etc. should be submitted in loose form. Please indicate page nos. on your quotation. The technical offer should not contain any price Information.

**Part -II : Price Bid :**

- a) The Price Bid shall contain rates of the items. The price should be FOR Destination / FCA International Airport (in case of foreign manufacturer) and be quoted indicating the basic price, discount on basic price, taxes and duties as applicable.
- b) In case of any discrepancy in the rates indicated in the Price bid either in figures or words, the rates in words will be considered for evaluation.

IISER, Mohali will not be responsible for delay in submission/delivery of quotation at wrong places.

**3. Instructions to Bidders:**

**3.a.** If the bid is submitted by authorized dealer/ distributor for branded makes, an authorization letter from principals clearly indicating that the vendor is the authorized to sell and provide services for the items mentioned in the scope of supply given in tender documents shall be produced.

**3.b.** In case of Foreign quote, the address of Principal's / Manufacturer's and their Banker's details should be furnished along with certificate and also mention details of the sales service to be provided after expiry of warranty period.

**3.c.** In case of Indian agent of Foreign Manufacturer submits the tender, the agency should submit a copy of latest authority letter/agreement from the foreign manufacturer /principal. Such agreement/authority with the foreign manufacturers/principal should be a long- term agreement and not merely for the present tender. The Indian agent will provide details of post sales service and post contractual support i.e. repair, replacement, maintenance, supply of spare parts etc. that will carry out.

**3.d.** Relevant document should be produced Where the quoting party /Indian representative claims to be subsidiary or branch office or an authorized representative or principal foreign manufacturer /supplier in India,

**3.e.** In case of Foreign / Indian manufacturer, supplied their product through Indian agent, then IISER Mohali would prefer to have agreements separately with Manufacturer and also with Distributor. The Parties shall entered into the agreement before releasing the payment.

**3.f.** Purchase Orders if any, for identical equipment supplied to other IISERs /IITs/IIMs/NITs/Central Universities etc. for the preceding three years should be given together with the prices eventually or finally paid.

**3.g.** The bidder should agree towards local customization and personalization (if any) of the proposed system during the implementation stage and also during warrantee period in order to ensure smooth functioning and to create user friendly environment.

**3.h.** Copy of CST/VAT/TIN No. and PAN No. allotted by the concerned authorities should be enclosed.

**3.i.** Offers from Firms whose business activities are limited to procuring items from manufacturers, both Indian and Foreign and supplying the same to the IISER Mohali and having no after sales service backup will not be entertained.

**3.j.** Vendor should have local technical support team

**3.k.** While submitting the technical bid, the company must ensure that continued availability of adequate number of technically qualified service engineers for the installation and services during the period of supply, installation and throughout the warranty period.

**3.l.** It is necessary to provide names of service engineer who are posted in India; the service engineers should have been trained at Original Equipment Manufacturers (OEM's) own unit and

have the required expertise

**3.m** It is in the interest of the tenderer to study the specifications in the tender schedule thoroughly before quoting so that, if the tenderer makes any deviations including latest versions(s), the same are prominently brought out in the body of the tender and their rates quoted separately. If you need to add any optional items to your system in order to meet our specifications, you are requested to quote for the total including the option required to suit our requirements; otherwise, your tender will not be considered at all.

**3.n.** Year wise Annual turnover of Principal Manufacturer / Original Equipment Manufacturer for three years should be clearly indicated.

#### **4. Other Terms and Conditions:**

**4.a.** Tender in response to this invitation shall be submitted in Two Parts as under in the separate sealed envelopes. On top of the envelopes containing respective part, it will be clearly indicated in bold letters:-

(1.1.A.i) Part I (Techno-Commercial)

(1.1.A.ii) Part II (Price)

Above both Technical Bid as well as Price Bid should be in one single envelope. The envelope containing tender documents must be clearly super scribed with the Tender No. Name of Store and Date of Opening. Tenders not submitted in the manner specified above will be summarily rejected.

**4.b.** Tenderer (s) are requested to study the tender documents completely and ensure all documents, forms and Annexures to the tender are completely and correctly filled in, signed and stamped wherever applicable, all necessary literature, brochures and pamphlets have been attached and then to submit their offer.

**4.C.** Incomplete tender documents shall be rejected straightway without any reference to the tenderer (s). Leaving any column not or with cuttings will lead to rejection of the tender

**4.d.** All pages of the tender document shall be invariably signed by the authorized Personnel and Company's rubber stamp affixed. Photocopies of all certificates shall be self-attested by the authorized personnel. There shall be no corrections or overwriting in the tender document. Corrections, if any, should be made clearly and countersigned.

**4.e.** The makes/brand and name and address of the manufacturer, Country of Origin, and currency in which rates are quoted are to be clearly mentioned.

**4.f.** In the case of consumable materials, the tenderer has to provide sample(s) and in the case of fabrication, prototype has to be provided by the tenderer

**4.g .** In case of receipt of materials in damaged condition the suppliers will have to arrange the replacement of goods on free of cost. All expenses in this regard will be borne by the supplier.

**4.h** Period of delivery, Period of Warranty should be mentioned specifically. On Site Training charges (if any) be quoted separately.

**4.i** IISER, Mohali reserves the right to accept or reject any bid in part or full without assigning any reason whatsoever. The Institute will not hold any responsibility for postal loss or delay of any bid.

**4.j. Period of validity of bids:** Bids shall be valid for a minimum period of **180 days** from the date of opening of the Techno-Commercial Bid.

**4.k** IISER Mohali is seeking the price for all items mentioned in the Bid. However place order for all or some to one or many Companies is its discretion

- 4.l** The Company need to agree to supply part of the tendered items immediately and will hold the rates for the period of one year during which the Institute at its discretion may order for remaining items and /or additional quantity of the ordered items
- 4.m Delivery Period:** The required quantities of material have to be delivered, installed, testing and commissioned within 6 Weeks from the date of issue of the Purchase Order.
- 4.n.** One time importers from China with custom made specifications are highly discouraged.
- 4.o .**In case of INR bids the price quoted should be on F.O.R., IISER Mohali. Govt. Levies like excise duty, sales tax, octroi, WCT etc., if any, shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price, Excise Duty, VAT/ Central Sales Tax etc. Please note that IISER Mohali is exempted from payment of Central Excise duty vide Govt. Notification No.10/97-Central Excise dated 1st March, 1997.
- 4.p.** Being an Educational and Research Institute IISER, Mohali is exempted from payment of Custom Duty vide Govt. Notification No.51/96-Customs dated 23rd July, 1996.
- 4.q** For imported items the agency commission payable to Indian Agent may be indicated. Agency commission will be paid in INR after satisfactory commissioning and acceptance of the item.
- 4.r. EMD:** The Techno-commercial Bids must accompany a Demand Draft/ Banker's Cheque/ Bank Guarantee/ TDR of Rs.,50,000.00 ( Rupees Fifty Thousand Only) drawn on any scheduled bank and payable at Mohali in favour of "Registrar, IISER Mohali" for earnest money. No interest shall be paid on earnest money deposited. EMD of all bidders will be released after acceptance of the tender except successful bidder. EMD of successful bidder will be released only after supply and acceptance of the material/services.
- 4.s.Penalty for delayed supply and installation :** Time is the essence of the contract and the supplier shall pay or allow the Institute to realize the sum equivalent to 01(One) per cent of the total order value per week, subject to a maximum limit of 10% of the order value, as agreed compensation for delay for the period during which the supply and installation shall remain incomplete beyond the offered time of completion/execution or beyond the time duly extended in writing by the Institute. The Institute may deduct such damages from any money due to the supplier.
- 4.t. Payment Term :** For Indigenous items: 60% payment shall be made against satisfactory supply, installation & commissioning, 30% of amount shall be released only after successful testing for three months of installation and commissioning and balance amount of 10% after completion of warranty period subject to submission of S.D. of 10% in form of D.D. / B.G up to warranty period. Bank Guarantee from the Scheduled Bank as per the format enclosed at Annexure-V.
- 4.u. Guarantee / Warranty:** Except otherwise provided in the invitation to tender the Vendor hereby declares that the goods/stores/articles/equipment sold/supplies to the IISER Mohali under the Purchase Order shall be of best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars mentioned/contained in the Purchase Order. If during the 60 months, the said goods/stores/articles /equipment be discovered not to conform to the description and quality aforesaid or not giving satisfactory performance or have deteriorated and the decision of IISER Mohali in that behalf shall be final and binding on the vendor/and IISER Mohali shall be entitled to call upon the vendor to rectify or replace the goods/stores/ articles/equipment or such specified period as may be allowed by the IISER Mohali in his discretion on application made thereof by the Vendor and in such an event, the above period shall apply to the goods/stores/articles/equipment rectified from the date of rectification / replacement mentioned in the warranty thereof, otherwise the vendor shall pay IISER Mohali such compensation as may arise by reason of the breach of warranty therein contained.

**4.v. CMC of Equipment:** After the warranty/Guarantee term is over, the firm should mention the charges of CMC at least for first three years.

**4.w. Insurance:** The Institute will not pay for any insurance charges against loss or damage incidental to manufacturer or acquisition, transportation, storage and delivery etc. The insurance shall be purchased by the bidder, naming the institute as the beneficiary, in an amount equal to the exact value of the Goods up to the installation at site on all risk basis, including war risks and strike etc for supply from India. If the supply is made from foreign, then insurance will be provided by the Institute.

**4, x. Termination of contracts:**-Time shall be the essence of the contract. IISER Mohali shall have the right to terminate the contract without any notice in part or in full in any of the following ;

- a. The delivery of the material is delayed for causes not attributed to Force Majeure after the scheduled date of delivery.
- b. The seller is declared bankrupt or becomes insolvent
- c. The delivery material is delayed due to causes of Force Majeure by more than reasonable time
- d. In case Performance Security is not furnished within the time period specified by the IISER Mohali
- e. Supply is not confirm to the specifications of the equipment being purchased.

## **5. Jurisdiction**

The disputes, legal matters, court matters, if any, shall be subject to Mohali Jurisdiction only.

-sd-

Assistant Registrar (Purchase & Stores)

# Annexure - 1

## Technical Specifications of RFID System Integrated with existing KOHA Software (Integrated Library Management System)

S.No	Specifications of RFID Equipment	Specification of the product quoted	Deviation if any Higher/Lower
<b>1</b>	<p><b><u>HF RFID Tags</u></b></p> <ul style="list-style-type: none"> <li>- The RFID chip used in the tag should have been designed specifically for Library use i.e. it should have three sections               <ul style="list-style-type: none"> <li>&gt; Lockable Section – for item identification</li> <li>&gt; Re-writable section for library specific use</li> <li>&gt; Security function (EAS/AFI) for item anti-theft (which can be activated and deactivated)</li> <li>&gt;The RFID chip should have multi read function, i.e. several tags can be read at once</li> </ul> </li> <li>-Tag size should be approx. 50 mm X 80mm (+/-10%) with at least 1024 bits memory ,having NXP SLIX Chip multi read, anti- theft, life time warranty</li> <li>-Operating Frequency – 13.56 MHZ,</li> <li>-Self Adhesive, Dimension 81x 49 (I*W)</li> <li>-Distance for detection from pedestal should be minimum of 36 inches</li> <li>-Tags should be ISO 15693/18000-3 ( ISO 28560 compliant)</li> </ul>		
<b>2</b>	<p><b><u>RFID Smart Card System</u></b></p> <ul style="list-style-type: none"> <li>- RFID Smart Card for patrons ISO 14443/15693/18000-3/28560 based Mifare Cards with minimum of 1024 Bytes Memory</li> <li>- Stores Individual Demography, Official &amp; Contact Details</li> <li>- Maps Data from Database to Identify on card</li> <li>- Printed with logo and photograph with demographic details</li> <li>- Both Side (back to back) Smart Card Printer</li> <li>- Full color Ribbons and Cleaning Kit</li> <li>- Including Required Cartridges for cleaning for 1200 cards</li> <li>- Printer should be fully integrated with existing Koha software for direct printing from existing database</li> </ul>		
<b>3</b>	<p><b><u>Multi- Purpose RFID Staff Station</u></b></p> <p>Library staff station with the following specifications :</p> <ul style="list-style-type: none"> <li>- It should be small in size and economic so as to use it in any library desktop configuration compatible with WINDOWS &amp; LINUX</li> <li>- Desktop version or under table version should available.</li> </ul> <p>Read/Write/Anti-theft programming should be done in one single operation</p>		



- Read /Write distance of around 35 cms
- Should be ISO 15693/18000-3/ Complaint
- High Speed slip printer with auto cutter
- The programming station should interface with the KOHA Library Management Software without using SIP2/NCIP V2.0 Tag programming should be done minimum 3-4 international standards data model and IISER Mohali will be free to select the data model.

#### **Reader Specifications**

Operating Frequency	13.56 MHz
Chip Compatibility	ISO 15693 ISO 18000-3/28560
RF Channels	1
RF Output Power	1W
General Purpose Input / Output (IO)	1 input and 1 output
Power Supply	12 Volts DC
Communication interface	RS232/USB/Ethernet

#### **Antenna Specifications**

Operating Frequency	13.56 MHz
Reader Compatibility	
RF Input Power	1-1.2W
Operating Temperature	0° to 55°C (32° to 131°F)
Storage Temperature	Up to 60°C

### **Integrated Self-Checkout /In Station (RFID)**

It should consist of :

- RFID Reader and Antenna with multiple Read/Write facility
- Customizable kiosk shell to suit the library décor
- High Speed Thermal Kiosk Printer with auto cutter
- LCD touch Screen Monitor ( Capacities Technology, minimum 17" ) , High Resolution display
- Should include industrial grade PC
- Read Range: 3 to 4 books of average size (Approx. 250 mm)
- Receiving Cart (100 Books × 1 Nos.)
- Multi-protocol firmware ISO 15693, ISO 18000-3 and ISO 28560 compliant
- Communication interface –USB/Ethernet
- Should be have separate Mi-Fare card reader.

**Should accompany software, software should provide in CD form for future use.**

### **Hand Held Reader:**

#### **Features:**

- Performs Scanning, weeding and searching functions.
- With Microsoft® Windows® Embedded CE 6.0·
- Has Lithium Battery with a life per charge of 30 Hours

**Display:**

- 3,5" QVGA touch screen, 240 x 320 pixels, 262k colors
- Adjustable LED back light, Daylight readable
- Supplied with Large, Clear & Sharp Color Display.

**Keypad:**

- Numeric (alpha) keypad
- 29 distinguished buttons: 0-9 (alpha), scan, ok, del, tab, esc, shift, alt,
- 3 mode keys, 6 navigation keys

**-Keyboard backlight with individual control for each key-**

**POWER**

- Battery Rechargeable, removable Lithium-Ion battery pack 2600 mAh @ 7.4V
  - 4800 mAh @ 7.4V with pistol grip
  - Up to 30 hrs (standard battery)
  - Desktop charging cradle with USB connection
  - Desktop charging cradle with spare battery charging slot
  - Typical charging time: 2.5 hrs (0 to 90 %) and 5 hrs (0 to 100 %)
  - External power supply AC adapter for desktop charger: input 100-240 VAC, 1A, 50-60 Hz /
  - Backup battery / batteries Back-up battery for RAM: maintains memory contents for 8 hours
  - Back-up battery for real-time clock: keeps time for 200 days.
- Nominal reading distance: 0-30 cm.
  - Reading speed: up to 30 tags per second.
  - Has Identification for both Bar Code & HF RFID Labels,
  - Should weigh 1kg or less. .
  - Supplied with Desktop Charging cradle with USB connection.
  - Should be compatible to communication standards like WLAN or USB
  - Certification CE/EMC, third party testing certificate to be submitted.
  - Warranty 1 or 2 year. .
- The portable hand held reader shall feature a touch screen display and use a removable memory card. Must process shelf lists, search lists, and pull lists for programming onto memory card. Must provide a means for updating the software on the portable hand held reader.

6

**Library security gate (One Channel) with AFI/EAS Gates**

**Security gate:** Clear RFID security features the most modern detector algorithm that constantly detects non-deactivated anti-theft item )should include two theft detection pedestals, which are interdependent of each other and also have an overlapping protection zones providing additional security. The system should have suitable number of I/O ports for Standard electronic counter, web cam trigger, Locking gates, CCTV etc. The offer must be complete in all respects and must include all the components required for the functionality of the system. Library security gate would have following specifications as mentioned below:

**Security Gates:**

- The Security gate must be made of Plexiglas and should be transparent.
- Two EAS Pedestal Library Security Gate (Quantity: One Set)
- Security gate should include two/three theft detection pedestals, antennas for large detection field range of 1.35 mtrs between two/three pedestals which are interdependent of each other and also have an overlapping protection zones providing additional security.
- Should have provision for Lights and buzzer.
- Chip Compatibility:ISO15693-3/ISO 18000-3
- Detection Range: Upto 1.35 mtrs (approx) between two/three pedestals
- Communication ports: USB/UTP
- Tags with theft or security bits that are “on” must immediately trigger an alarm.
- The proposed system must provide item security even when the Library Management System or network is off-line or not functioning.
- Should have suitable number of I/O ports for Standard electronic counter, web cam, trigger, CCTV, Locking gates, etc.
- It must be possible to easily remove the Anti-Theft gates to allow Large objects like furniture to pass through(Optional)
- Should be supplied with a fully ROHS compliant Eco Reader/controller to save power.
- Should support expansion to multi Aisle Gates in a single controller.
- Certifications required: CE/EMC/ UL/FCC

<b><u>Product Specifications</u></b>	
Operating Frequency	13.56 MHz
Chip Compatibility	ISO 15693 / ISO 18000-3.1
Detection Range	Up to 1.35 meter between two pedestals
Security Modes Alarms	EAS & AFI Lights and buzzer located in the pedestal
People Counter	Counts in/out to be integrated with Counter Display Board
Communication Interface	RS232/RS422/RS485 or Ethernet
Power Consumption	Max. 10 Watt
Power Supply	230 V
Material	High quality Plexiglas
Dimensions	Dimension: 1920 x 499 x 143 (l x w x h) Weight: 31 kg
Operating Temperature	+10 / +45 °C

**7**

**Transparent / Glass Drop Box**

- I. Branded /Reputed Enclosure from the firm which has global presence
- II. Check In RFID Reader ( Ethernet)
- III. 250 Books receiving Cart \*2 No ( Branded / Reputed , having global presence)
- IV. Ethernet High Speed Thermal Slip Printer (Reputed/Branded)
- V. Client Software for checking-in facility and communicating with KOHA Software with provision for E-mail/SMS confirmation

**AND**

**8**

**( Pl quote both the Items 7 & 8 separately)**

**Info Column and Intelligent Shelves for check in of Books:**

- These shelves are to be used by the patrons for returning of loaned books.
- The patrons should not have to go through any process for returning the loaned books.
- They have to just place the books in the intelligent shelves for return of the books and these returned books should get updated in the Library Management system with provisions for email / SMS confirmation
- Specifications: Should hold approx 250 books.
- The info column should be built with Industrial PC having 15 inch Touch screen display to show the books returned.

	<p><b>Monitor Should have the following features</b></p> <ul style="list-style-type: none"> <li>• Supplied Monitor provides 40% energy saving using LED technology</li> <li>• Anti Glare</li> <li>• Lock Out for OSD (On Screen Display) and Power</li> <li>• MTBF – 50,000 Hrs.</li> <li>• Touch Screen Monitor carries 3 Yrs Standard Warranty From The Manufacturer</li> <li>• Should be compatible to RFID frequency 13.56MHz. The shelves should have EAS functionality using EAS Bits / AFI.</li> <li>• The shelves should immediately activate the security on RFID Tags once the books are checked in the LMS</li> <li>• The software should flash a message to the library staff whenever a hold/ reserved item is checked in the shelves</li> <li>• Should be possible to return multiple books at once.</li> <li>• Check-In- RFID Reader ( Ethernet)</li> <li>• Ethernet High Speed Thermal Slip Printer ( Reputed Branded</li> </ul>		
9	CCTV		
10	CCTV		
11.	<p><b>Biometrics :</b></p> <p><u><i>Imp Note : All equipment / devices should be supplied along with necessary Software CDs and Manual for future use</i></u></p> <p><b><u>Job Work</u></b></p> <p><b>Tagging:</b> Related to encoding of data (Accession No; Classification No; Location ID; etc) from “KOHA” software and fixing/shielding (with logo) of tags to the documents &amp; re-shelving them with proper flagging on “KOHA” Open Source Library Management Software .</p> <p>The Job work also includes :</p> <ul style="list-style-type: none"> <li>• Integration of existing Identity Cards with existing RFID System with Koha - Generation of stock verification of RFID Tagged items</li> <li>• Hands-on-training (On-site) with Manuals/Guide:</li> </ul>		

	<ul style="list-style-type: none"><li>• Comprehensive in-house operational training for all equipment , Handling of RFID Tagging on documents and printing of Smart ID Cards ,Troubleshooting etc</li><li>• Complete write-up/manual/guide for operation and handling of all RFID equipment</li></ul>		
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## Annexure - II

**TECHNO-COMMERCIAL BID**  
(To be submitted in a separate sealed envelope)

For supply of \_\_\_\_\_ to IISER, Mohali

1	Name of Tendering Company with Registration No. & Date issued by appropriate authorities (Please enclose copy of certificate of registration)		
2	Do you possess trade license issued by Competent Authorities in India? If so, please enclose a copy.		
3	Name of Proprietor / Director		
4	Furnish following particulars of the Registered Office :  A. : Complete Postal Address B: Telephone No. C. Fax No: D. Email Address :		
5	Furnish following particulars of the Local Branch Office. (if any)  A. : Complete Postal Address B: Telephone No. C. Fax No: D. Email Address :  <b><u>Note : Attach a Solvency Certificate from the bank for minimum amount of Rs.20.00 Lakhs</u></b>		
6	PAN No. (Attach Attested Copy)		
7	TIN No. ( Attach Attested Copy)		
8	If Manufacturer – Pl attach the certificate of Registration		
9	If Authorized Dealer / Distributor – Pl attach relevant certificate.		
10. Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original )			
	Financial Year	Amount ( in Lakhs)	Remarks , if any
20	- 20		
20	- 20		
20	- 20		
(Attach separate sheet if space provided is insufficient)			

11. Give details of the major clients—Educational Institutes/Universities, Government Departments, Research Organizations, to whom item /material of same type and integrated with LMS “Koha” have been supplied by the bidder during the last five years in the following format.

S.No	Name & Address of the Client with details – Name of the Contact Person, Telephone Number, Fax No., email Id etc.,	Name & Quantity of the Items sold	Purchase Order / Indent No. & Date	Amount
1				
2				
3				
4				
5				

*(If the space provided is insufficient, a separate sheet may be attached)*

12	The agency should not have been black listed/debarred/suspended/banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bids per <a href="#">Annex. VI</a>	
13	Enclose minimum of two satisfactory Certificates from Clients using LMS “Koha”	
14	Are you an ISO certified manufacturer? If so, please attach a copy of the certificate.	
15	Please Specify the minimum time required to supply the item / material from the date of the receipt of the purchase order	
16	Details of EMD / Bank Draft/FDR/Banker’s Cheque	
17	Additional information, if any  (Attach separate sheet, if required)	

Date

Signature of Tenderer



## Annexure – III

### SPECIAL INSTRUCTIONS FOR TWO PART TENDER

#### 1.1 MANNER AND METHOD FOR SUBMISSION OF TENDERS

1.1.2 All tenders in response to this invitation shall be submitted in Two Parts as under in the separate sealed envelopes. On top of the envelopes containing respective part, it will be clearly indicated in bold letters:-

(1.2.A.i) Part I (Techno-Commercial)

(1.2.A.ii) Part II (Price)

Envelope (s) containing tender documents must be clearly super scribed with the tender No., Name of the Item and date of opening

*Tenders not submitted in the manner specified above will be summarily rejected.*

1.1.3 A. PART-I (Techno-Commercial) should contain/include only technical specifications, technical details, literature, reference to earlier supplies of similar equipment ,enclosing the purchase order copies, drawings, quantity, time required for submission and approval of drawings, manufacturing and delivery schedule, inspection/testing procedure itemized list of spares and quantity (without price) recommended by the tenderer for purchase term of price mode and terms of payment, mode of dispatch, the quantum/percentage of statutory levies payable by the Purchaser as extra and all related commercial terms and conditions for the supplies and for the services like erection and commissioning to be rendered by the tenderers. The tenderer shall take special care **NOT TO MIXUP** the price of the stores in this part of the tender

B. PART-II (PRICE) shall include/contain only price, price break-up, freight/safe delivery charges, charges for training of the Purchaser's engineers wherever applicable, lumpsum charges for erection and commissioning work as is envisaged in the IISER Mohali's tender document, testing charges, third party inspection charges etc. This part of the tender i.e. Part-II (Price) shall be enclosed separately in the sealed envelope.

#### 1.2 TECHNICAL CLARIFICATIONS

1.2.1 After opening the Part-I (Techno-Commercial) of the tender, if it becomes necessary for the IISER Mohali to seek clarification from the tenderers, the same will be sought for from the tenderers by IISER Mohali in such an event, the tenderer shall-

(2.1.A.i) Furnish all technical information/clarification to the Stores & Purchase Section, IISER Mohali directly in the sealed envelope to reach on or before the due date, and time fixed by the IISER Mohali in an ordinary envelope indicating the Purchaser's tender

(2.1.A.ii) Reference. If the technical clarification/details sought for by IISER Mohali from the tenderers do not reach them on or before the due date and time fixed for its receipt, such tenders will be liable for rejection at the discretion of purchaser.

(2.1.A.iii) Tenderer has to give Presentation and Live Demo with its own expenses to the Technical Committee. If tenderer does not give Presentation and Live Demo, it may be clearly stated in the Tender document. The Institute reserve the right to decide on such deviation/s and also the tenderer has to submit the soft copy of its presentation to the Technical Committee on the same day. It may be noted that equipment may be get it verified by third party ie Third Party Certification needed

(2.1.A.iv) Before submitting the tender, the tenderer has to visit the site and propose the specifications of equipment if needed ( If any deviations from tender specifications) by mentioning justifiable reason

(2.1.A.v) **Compliance Statement:** : The tenderer must submit compliance statement cum-technical bid in the format given below failing which their offer will be treated as incomplete and is liable to be rejected

S.N	Details of Technical Specifications	Whether complied Y/N	If Yes, pl attach tech literature of the equipment duly printed & clearly specify page No. of Bulletin which specifically confirm	If no, attach deviation statement	Remarks if any

### 1.3 OPENING OF TENDERS

1.3.1 Part-I (Techno-Commercial) of the tender will be opened at the first stage on the due date and time indicated for opening in the tender notice. While the Part-II (Price) will be opened at the second stage on the date and time as intimated after scrutiny of Part-I (Techno-Commercial) as well as technical Presentation & Live Demo.

1.3.2 While all the tenderers who submit tenders within the due date and time specified for its receipt will be permitted to participate in the opening of Part-I (Techno-Commercial) of the tender on the due date and time indicated in the tender inquiry. The tenders whose Techno-Commercial Part (Part-I) are found suitable/acceptable to the IISER Mohali ,will be given advance intimation with time and date by IISER Mohali to enable such tenderer to make presentation and Live Demo.

1.3.3 The tenderers who is qualified both in Techno-Commercial Part (Part-I) as well as Presentation & Live Demo will be intimated in advance to depute their representative to participate in the opening of the Part-II (Price) of the tender.

1.3.4 The technically unqualified tenderers will neither be given any intimation about the due date and time for opening of part-II nor will they be permitted to participate in the opening of the same.

**Part-II (Price) of the technically disqualified tenders will not be opened.**

## Annexure - IV

### PRICE BID

(To be submitted in a separate sealed envelope)

Enquiry No. \_\_\_\_\_

Supply of: \_\_\_\_\_

Currency: \_\_\_\_\_

S.N	Item	Manufacturer/ Brand Name	Basic Unit Cost	Discount if any	Taxes/levies/Octroi etc., (Pl specify)	Total Unit Cost	Qty	Total Cost (All Inclusive)
1	Self-Adhesive RFID Tags for Books						12000	
2	RFID Smart Card System with necessary Jobs <b>a)</b> RFID Smart Card <b>b)</b> Smart Card Reader <b>c)</b> Smart Card Printer <b>d)</b> Full Color Ribbons cartridges <b>e)</b> Cleaning Kit						Approx. 1200 1 1 10 1	
3	Multi-Purpose RFID Staff Station						2	
4	Integrated Self check Station (RFID)						1	
5	Transparent Glass Book Drop Box						1	
6	Info Column and Intelligent Shelves for check in							
7	Library Security Gate(One channel) with EAS Gates						1	
8	Shelf Management System/Wifi Portable Hand held Reader						1	
9	<b>Job Work:</b> Complete installation and successful, implementation(Fixing, Tags, Registering Accn. No. on Tags & shielding with Logo), Hands-on-training						10000	

**Note : 1. The basic price should be FOR, Institute. / FCA International Airport (in case of foreign supply) Please indicate basic price, discount offered, Taxes, Duties, separately. 2. Price of Optional items and accessories shall be quoted separately.**

Date  
Place

Signature of the Tenderer  
Stamp

**Annexure - V**

**MODEL BANK GUARANTEE PROFORMA T FOR PERFORMANCE SECURITY**

To

WHEREAS .....  
(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated ..... to supply  
..... (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of ` .....(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the ..... day of ....., 20.....

(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

## **Annexure- VI**

### **CERTIFICATE & DECLARATION**

1. I/We ,..... Son /Daughter of Shri .....  
.....Proprietor/Partner/CEO/MD/ Director/Authorized  
Signatory of M/s. .... are competent to sign this declaration  
and execute this tender document.
1. I/we have carefully read and understood all the terms and conditions of the tender and hereby  
convey my acceptance of the same.
2. All information provided in tender form is true and correct to the best of my knowledge and  
belief. No forged / tampered document(s) are produced with tender form for gaining unlawful  
advantage. We understand that IISER, Mohali is authorized to make enquiry to establish the  
facts claimed and obtain confidential reports from clients.
3. In case it is established that any information provided by us is false / misleading or in the  
circumstances where it is found that we have made any wrong claims, we are liable for forfeiture  
of EMD/SD and or any penal action and other damages including withdrawal of all work /  
purchase orders being executed by us. Further IISER, Mohali is also authorized to blacklist our  
firm/company/agency and debar us in participating in any tender/bid in future.
4. I / We assure the Institute that neither I / We nor any of my / our workers will do any act/s  
Which are improper / illegal during the execution in case the tender is awarded to us.  
Neither I / We nor anybody on my / our behalf will indulge in any corrupt activities /  
practices in my / our dealing with the Institute.
5. Our Firm/ Company/ Agency is not been blacklisted/banned /Debarred/Suspended by any  
Govt. Department, PSU, University, Autonomous Institute or Any other Govt. Organization at any  
time

Date

Signature of the Tenderer

Place

Stamp

**Note: This certificate should be executed on duly notarized Rs. 100/- NJ Stamp Paper.**