NOTICE INVITING QUOTATION

With the Approval of the Competent Authority of the Department Sealed quotations are invited from the Registered local IT Solution Providers for the work “Access Control System at Secretariat Block – A & B building and Vehicle Entry/Exit Monitoring System” as per the terms and conditions given below.

Terms and Conditions:-

1. The bidder must confirm to the Eligibility Criteria mentioned in Annexure I and should enclose the document along with the Quotation. Eligibility criteria document shall be examined and only those bidders who qualify as per the eligibility criteria shall be considered.

2. The technical specification and scope of work to be taken up should confirm to the details mentioned at Annexure II.

3. Bidders shall conduct detailed survey of the entire solution which shall be mentioned in the quotation.

4. The price quoted should be inclusive of all taxes as per the format attached as Annexure III.

5. The Department Reserve the right to reject the materials/work that are found sub-standard or not as per specifications.

6. Sealed Quotations should reach the office of the undersigned on or before 09/09/2019 up to 13.00 hours. The Sealed quotation shall be opened on the same day at 14:00 hrs in the presence of the bidders or their representatives.

7. The NIQ Document can be downloaded from www.sikkim-building.gov.in

Superintending Engineer
Tashiling Project
Buildings & Housing Department

Copy to:-

1) Notice Board (Building & Housing Department, Nirman Bhawan)
2) Notice Board (Tashiling Project Division Office)
## Eligibility Criteria

<table>
<thead>
<tr>
<th>SNo.</th>
<th>Criteria</th>
<th>Documents required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The Bids shall be submitted by only the Bidder; no consortium is allowed in this Bid</td>
<td>Declaration in this regard needs to be submitted</td>
</tr>
<tr>
<td>2</td>
<td>The bidder should have been in existence as software &amp; developing firm/company for the last 3 years (as on 1st August 2019).</td>
<td>Registration of firm, trade license, GST registration.</td>
</tr>
<tr>
<td>3</td>
<td>The Bidder should have the financial statement audited by the Chartered Accountant for the last three financial years i.e. 2016-2017, 2017-2018 and 2018-19. The average annual turnover should be at least 1.00 (One) crore.</td>
<td>Copy of audited profit and loss account/balance sheet/annual report of three financial years</td>
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<tr>
<td>4</td>
<td>The bidder should have executed at least three (3) IT Solutions which include software development, hardware and networking based services to Government of Sikkim during the last three financial years.</td>
<td>Work Orders to be enclosed</td>
</tr>
<tr>
<td>5</td>
<td>The bidder should have a well established office in Gangtok with at least 4 qualified IT personnel in their continuous pay roll for the last 2 years.</td>
<td>The address proof of the office along with their Curriculum Vitae of IT Resource should be submitted.</td>
</tr>
<tr>
<td>6</td>
<td>Bidder should NOT be under a declaration of ineligibility for corrupt and fraudulent practices issued by the tendering authority.</td>
<td>Self declaration certification to be submitted.</td>
</tr>
<tr>
<td>7</td>
<td>The selected bidder shall furnish Security deposit @ 2.5% of the amount quoted in the form of a DD in the favor of “Sr. Account Officer, Building &amp; Housing Dept., Govt. of Sikkim”, payable at “Gangtok”. No Bank Guarantee would be entertained for the same.</td>
<td>The Security Deposit shall be denominated in Indian Rupees.</td>
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</tbody>
</table>
ANNEXURE II

Scope of Work
The entire solution has been divided into following parts:

Part A & B: Access Control System at Secretariat Block A and Block B Building:
This part of the solution includes implementation of Access Control System at Secretariat Block A & B Building. In the fields of physical security and information security, Access Control System is the most sophisticated form of security solution. Hence it has been proposed to install and implement an access control system at all entry/exit of the Tashiling Secretariat, Block A & B Building including lift area. The scope of work under part A & B of the solution are as follow:

1. Bidders should assess the existing entry / exit points in the building and propose the optimum solution required to implement the access control system.
2. Access control system should be integrated with customized software solution to maintain the attendance record of employees working under block A & B building.
3. Access control system should work with contactless smart card as well as fingerprint. Finger based access to be provided only for the employees posted at block A & B building.
4. The proposed access control system should be integrated with emergency exit solution.
5. To enable simultaneous access, bidder may propose suitable flap barrier based solution with tripod barrier for differently-abled wherever applicable.
6. For visitors, smart visitor card shall be provided from the designated counter / help desk. The details of visitor should be maintained in the system. Bidder shall propose required number of counter / help desk wherever applicable.
7. Department may increase / decrease the required number of access control system and counter / help desk.
8. The bidder shall propose customized software solution to be hosted at server room of Block A building. The software solution should have following features:
   a. All the employees shall be provided with a smart ID card (RFID Card) which will be issued from the proposed software solution.
b. Apart from writing the data in the smart card, bidder shall also provide card printer to print the employee ID Card. This ID card shall be used as a token card to enter and exit the building.

c. All the data regarding the entry and the exit time of the employees, shall be stored in the centralized database which can be utilized for monitoring attendance for all the employees.

d. Additionally the data from the centralized database can also help in producing informative reports which can be helpful in decision making.

9. Bidder should assess the existing Hardware and System Software available in the Block A Server Room and propose the additional hardware and system software required to host the system.

10. Bidder should propose the access control solution for Secretariat Block A & B building separately as part A and part B respectively.

Part C: Vehicle Entry/Exit Monitoring System
This part of the proposed solution shall be used to monitor and check the vehicle that enters and exits the Tashiling Secretariat, Government of Sikkim. The Vehicle Entry/Exit Monitoring System should be integrated with the customized software solution. The features of the proposed system are as follows:

1. The Vehicle Entry/Exit Monitoring System should be a boom barrier based solution integrated with RF reader.

2. Software solution should provide option to register vehicle in the system for the vehicle owned by the employees posted at Tashiling Secretariat complex. This includes vehicle registration in the system and tagging vehicle with RF tag.

3. Boom barrier should automatically detect the registered vehicles and should operate without manual intervention.

4. Smart ID card issued to employee should be integrated with the Vehicle Entry/Exit solution. RF reader should be installed at entry and exit point wherein employees having smart ID card should be able to open the barrier using their employee ID Card. This will enable all government vehicle to enter the premise either through RF tag or smart employee ID.

5. Apart from above the boom barrier should be operated manually by the security guards present at the entry and exit points.
Warranty and Support:

The Implementation Agency shall accept responsibility for the successful implementation and operation of the System for the period of 1 year i.e., defect liability period of 1 year from the date of handing-taking.

ANNEXURE III

Financial Summary

<table>
<thead>
<tr>
<th>Sno</th>
<th>Work</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Implementation of Part A Solution</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Implementation of Part B Solution</td>
<td></td>
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<tr>
<td>3</td>
<td>Implementation of Part C Solution</td>
<td></td>
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<tr>
<td>4</td>
<td>Any other requirement (Please specify here)</td>
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</tr>
</tbody>
</table>

Net Total

GST

Grand Total

Bidder should provide detailed breakup of each component mentioned above as per the following format:

Component: ___________________________________________ (Part A/B/C or Other)

<table>
<thead>
<tr>
<th>Sno</th>
<th>Activity</th>
<th>Qty</th>
<th>Rate</th>
<th>Amount</th>
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<td>2</td>
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</tbody>
</table>

Net Total

GST

Grand Total