

OFFICE OF THE REGISTRAR : BODOLAND UNIVERSITY

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Tel./Fax No. 03661-277183 (O)

F. No- BU/PMBCL/REST/RFID/OTH./41/2019

DATE- 21/11/2022

Expression of Interest/Tender Notice

EOI/Tender Document for Supply, Installation and Execution of RFID KIOS (issue/return system) and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University.

Bodoland University invites sealed tenders/EOI under TWO BID systems to Supply, Installation, Execution of RFID KIOS (issue/return system) and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University subject to the terms and conditions from reputed, experienced / Firms / Tenderers/Vendors. They should submit their TENDER BIDS viz. Technical Bid and Financial Bid in two separate Sealed Envelops superscribing “ **Technical Bid for Supply, Installation and Execution RFID KIOS (issue/return system) and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University**” and placing both sealed envelopes. Tender form and address it to the Registrar, Bodoland University, Kokrajhar.

Tender documents would be available at Bodoland University website www.buniv.edu.in
The requisite tender fee / cost is Rs. 1,000/- (Non-Refundable) should be deposited in Bodoland University Account No.31607155480, IFSC code-SBIN0007379 by online mode as tender fee. Self-attested photocopy of valid Registration Certificates issued by competent authority must be enclosed with the tender documents.

Time Schedule of the Tender

Supply of work	Supply, Installation and Execution of RFID KIOS (issue/return system) and University logo Stickers for Book
Last date & time for receipt of Tenders	01/12/2022
Date & Time for opening of Tenders	02/12/2022
Cost of EOI Documents	Rs. 1000.00 (One Thousand only)

The Bidder is expected to read all the instructions, forms, specifications, terms and conditions in the Bid Document. Failure to furnish all information and documents required as per the Bid Documents or submission of bids not substantially responsive to the Bid documents in every respect will be at the Bidder's risk and shall result in rejection of the bid.

The competent authority of Bodoland University, Kokrajhar, reserves the right to cancel any or all bids without assigning any reason whatsoever and terminate the awarded work any stage, if found any negligence/guilty from the Firm, without assigning any reason whatsoever

Registrar

Copy to:

1. The P.S to the Vice-chancellor for kind appraisal to him.
2. The Finance Officer, i/c, for information.
3. The Librarian, i/c PMBCL for information.
4. The System Administrator to upload in the university website.
5. Office Copy.

Registrar

Essential Pre-qualification criteria/ pre-qualification for Technical Bid.

1. The requisite tender fee / cost i.e Rs. 1,000/- should be enclosed in the form of Account Payee receipt at the time of submission of bid document. Tender submitted without the cost of Tender form will be summarily rejected.
2. The firms who are registered with National Small Industries Corporation (NSIC)/ MSME or Small Scale Industries (SSI) are exempted to furnish the EMD and tender fee. Self-attested photocopy of valid Registration Certificate issued by competent authority must be enclosed with the tender documents.
3. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting is permitted in the Financial Bid form and any correction should be attested by the authorized signatory. Under any circumstances correction fluid should not be used in the Pre-qualification bid/Technical bid and Financial bid.
4. Tenders must be submitted in sealed cover addressed to The Registrar, Bodoland University, Kokrajhar on or before 28/11/2022 at 12.00 noon and they will be opened on 29/11/2022 at 12.30 p.m. in the presence of bidder(s) or authorized representative(s) who will be present at the scheduled time and date. The offers will not be considered if received after the bid closing date and time. In the event of the date specified for bid receipt & opening being declared as a closed holiday, the due date for submission of bids and opening of bids will be the following working day at the appointed time.
5. Bodoland University reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Bodoland University, in this regard shall be final and binding on all.

Tender Submission Process

1. Envelope I -Super scribing “**Technical Bid for Supply, Installation, and Complete Execution of RFID KIOS and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University**” ” should contain the Technical bid. The documents be arranged as per the order below.

- I. A forwarding letter duly signed by the authorized signatory.
- II. Tender fee receipt must be enclosed.
- III. Tender Document Signed in all the pages.
- IV. Trade License/ Company Registration/ etc.
- V. GST Registration
- VI. GST Clearance Certificate
- VII. PAN Card of the Proprietor/company
- VIII. Self-Declaration in original in Indian Non Judicial Paper of Rs.100.00 that the firm/company is not blacklisted/debarred by any Board or University for this deficiency in service in complying with the orders entrusted to the firm/company.
- IX. Valid ISO 9000-2000 Registration certificate.
- X. The firm/Company has to be profitable and should not have incurred loss in the last three financial year. Copy of profit and loss Account and Balance Sheet to be enclosed.
- XI. The firm should have an average turnover of Rs.5000000.00 (Fifty Lakhs). CA certified copy be enclosed.
- XII. ITR of last three financial year to be enclosed.

- XIII. The firm should have registered office in Assam.
- XIV. The firm should have completed similar work of at least at 10 places in Assam. Work order with Completion Certificate to be enclosed.
- XV. Declaration that all the items supplied are warranted for two years and all the equipment will be replaced/repared free of cost during the warranty period.
- XVI. Declaration that rate quoted is valid for at least 5 years.
- XVII. The items must integrate, compatible with the existing RFID system of Central Library, Bodoland University.
- XVIII. The systems should be scalable, they should be able to enhance the capacity and features as per technological development and user requirement.

(All copies of documents should be self attested. All the documents mentioned above are for establishing the eligibility and veracity and mandatory and forms the qualification for Technical Bid)

2. **Envelope 2** – super scribing “Financial Bids for **Supply, Installation, and Complete Execution of RFID KIOS and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University**” should contain the Financial bid.

GENERAL TERMS AND CONDITIONS

1. Should not have been blacklisted /debarred by any educational Board or University for this deficiency in service in complying with the orders entrusted to the (Declaration to this effect is to be furnished). Any false declaration would lead to rejection of Bids. (Self-Attested declaration must be attached along with Technical Bid).
2. Should hold a valid ISO 9000-2000 certification (copy of certificate is to be furnished).
3. The firm has to be profitable and should not have incurred loss in the last three financial years. Copy of Profit and Loss Account and Balance Sheet to be enclosed.
4. The firm should have an average turnover of INR 50 lakh in the last three financial years.
5. All communication will be in English language only. Rates shall be written both in words and figures.
6. Rates quoted must be valid for five years.
7. The rate quoted shall be on FOR destination basis at Bodoland University premises. (The loading and unloading charges will be borne by the Supplier)
8. All currency is to be quoted in Indian Rupee only.
9. The financial bid shall be inclusive of all GST, Local Taxes etc., to be paid by the Tenderer for the work / service and any claim for extra payment on any such account shall not be entertained.
10. The materials should be delivered (including unloading charges) at their cost to the University campus.
11. The rate should be quoted for single unit & also for the total quantity including the cost of the required items.
12. The Tenders received through telex/tele-fax/e-mail will not be accepted by the University under any circumstances.
13. The University shall not be responsible for any delay/loss or non-receipt of tenders.
14. No unsolicited correspondence shall be entertained after the submission of the offer.
15. No Agency commission will be paid to any authorized agent in India.
16. For the due fulfillment of the Order, firm/ company should execute an agreement on a Non- Judicial paper of Rs.100/- after completion of selection process or received of Letter of Acceptance.
17. University will not accept any Duplicate/Substandard items. If the supplier is not able to supply the Original/items, appropriate action will be taken against the firm, which includes, imposition of penalty, cancellation of contract, forfeiture of EMD/Performance security deposit, blacklisting the firm, etc. which may deem fit.
18. Quoting merely the lowest price does not confer any right on any bidder for award of supply order. The University authority or Tender Committee, reserves the right to select any bid on the ground of quality, brand reputation, offer of additional/special features, compatibility, etc.
19. The University also reserves the right to reject any bids with unbranded/substandard brand/uncertified brands of products even if they found to be lowest.

20. University will place supply orders to the successful firm in phased manner, as and when necessity arises.
21. At the time of dispatch of articles, Delivery Note/Challan should be given along with the articles.
22. Timely supply of the ordered items, in good condition (wherever applicable), etc., is the essence of the contract. In case of failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week of a part thereof shall be levied subject to a maximum of 7.5% in respect of items which are not supplied. The decision of Authority of Bodoland University shall be final in this regard, and the firm should bind to accept the decision without any claim thereof.
23. Shortage or External damages due to defective packing should be replaced by the Supplier at free of cost. If the supply is not according to our sample and specification, the supply order shall be rejected at any point of time.
24. All legal disputes arising out of this tender will fall under the jurisdiction of courts in Kokrajhar only.
25. The Tenderer should supply, install and execute the RFID with required items as specified at Padma Shri Madaram Brahma Central Library, Bodoland University Campus within 30 days of the Supply Order. If the time schedule has not been adhered to and in case of poor quality of materials and work, then the deduction of specified percentage will be made in the bill as penalty for the delay, as decided by the University Authority and the firm should bind to accept the decision without any claim thereof.
26. The tenderer shall not assign or subject the allotted work in whole or in part or any benefit there under.
27. The University reserves the right to repudiate the contract and entrust the work to any other third party/agency in the event of any breach of terms and conditions of agreement
28. committed by the Tenderer or failure to perform to contract in part or whole or by any neglect of instructions of the University by the Tenderer and any additional expenditure that may be incurred by the University in the above process shall be recovered from the Tenderer apart from claiming any damages or any loss to the University, besides forfeiture of EMD/Bank Guarantee in full.
29. The finished goods should be strictly as per the specification. In case of any deviation, the University has the right to reject the goods.
30. The Tenderer, apart from the quantity specified, should supply any additional quantity, if needed by the University in case of any exigencies.
31. **If the Supplier/Firm could not meet up the standard of the work or not up to the satisfaction of the authority, the authority would not liable to release the payment for partially or whole of the work, as desired, whose decision would be the final. The Supplier/Firm should be bound to accept the decision without any claim thereof.**
32. Payment Term: No advance payment will be made to the successful Bidder. 100% payment will be made to the successful Bidder only after successful completion of supply, installation and execution of the order/purchase order. The payment is subject to TDS deduction if applicable. The payment will be made only for accepted quantities.
33. The entire work intended to be tendered is of confidential in nature. Hence, absolute accuracy and confidentiality should be maintained by the successful Bidder. The successful Bidder must sign a Non-Disclosure Agreement (NDA) with Bodoland University.
34. Bidders should be ready to do any corrections and technical consultancy services at free of cost after the completion of the work.
35. Upon evaluation of Commercial Bids and making comparative statement after taking into account all the relevant aspect of the Tender condition, BU shall declare lowest quoted Bidder as L1 Bidder and next lowest quoted Bidder as L2 Bidder. BU will notify L1 Bidder as successful Bidder. The successful Bidder will be intimated in writing by registered letter, that its Bid has been accepted. The successful Bidder will do the necessary work after receiving the order.
36. The University Authority has right to order the work even if there is only single technically qualified bidder provided the financial offer of such firm is within the limit of University's fund sanction and all the equipment offered are up to the mark

ANNEXURE-I
SPECIFICATIONS OF THE COMPONENTS REQUIRED

Sl.No.	System Components/items/services	Quantity
3.	<p>Self-Issue Return Station Integrated with:</p> <ul style="list-style-type: none"> ○ antenna with multiple read/write facility ○ high speed slip printer ○ SIP2 Compliant client software for communication ○ branded PC ○ 17” OR Greater TFT LCD Monitor touch screen ○ Firmware protocol: The firmware should be ISO 15693 compliant and should be upgradeable to comply with future ISO ● 18000 RFID chips <ul style="list-style-type: none"> ○ Antenna : Capability to multiple read ○ Operating frequency: 13.56 MHz ○ Chip compatibility: Icode2 and ISO 15693 Chips ○ Accompanied with the necessary software ○ Communication interface: serial RS232. ○ Separate slot should be there for reading of RFID card. ○ WPC/ACP body with powder coated finish for paint finish material. ○ One service door. ○ One locks. ○ Wheels and brakes/shoes. ○ Spike proof power sockets. 	01
6.	<p>University logo Stickers for Book</p> <ul style="list-style-type: none"> ● Adhesive Paper sticker should be soft with Logo printed over it. ● Design as per concerned authority. <p>Job work for pasting of stickers in book to be done by vendor.</p>	10000

**TECHNICAL BID PROFORMA
COMPANY PROFILE**

Sl.No	Firm Details	Particulars
1.	Firm Name	
2.	Address	
3.	Registered Address	
4.	Contact Person with phone numbers	
5.	Email ID	
6.	Name & designation of the person authorized to make commitments	
7.	Type of Company	
8.	Year of Establishment	
9.	Certificate of Registration	
10.	PAN No.	
11.	GST Registration details	
12.	Details of Fee Application Fee Rs.2000/- DD No and Date, Drawn on Bank	
13.	Details of EMD EMD Rs.20,000/- DD No and Date, Drawn on Bank	
14.	TD signed on all pages and stamped	
15.	Details of gross income of the firm as evident from the Audited Statement last three financial year	
16.	Experience in dealing with Central /State Educational Institutions/ Central/State Government Departments (Indicate the names of the	

	Department and years of dealing with those Departments and attach copies of contracts orders placed on the firms)	
17.	User List	
18.	Affidavit on non-judicial Stamp paper of Rs.10/- that there is no Vigilance /other case pending against the firm	
19.	Additional information , if any (Attach separate sheet , if required)	

Note: This Performa shall be filled in by the bidder without which the bid may not be considered for evaluation. Documentary proof has to be enclosed for all the particulars mentioned in the Technical Bid Performa.

Authorized Signature and seal of the bidder

TECHNICAL BID CHECKLIST

**TENDER FOR SUPPLY, INSTALLATION, TRAINING AND COMPLETE EXECUTION OF RFID TECHNOLOGY AT PADMA SHRI MADARAM BRAHMA CENTRAL LIBRARY (PMBCL), BODOLAND UNIVERSITY
CHECK LIST TO BE SUBMITTED BY THE TENDERER ALONG WITH THE TENDER AND ARRANGED ACCORDINGLY**

Mention YES/NO with the details required

SL. NO.	DOCUMENTS	YES/NO
1.	A forwarding letter duly signed by the authorized signatory	
2.	Cost of tender Fee online receipt must be enclosed (Rs.1000.00)	
3.	Tender Document Signed in all the pages	
4.	Trade License/ Company Registration/ etc	
5.	GST Registration	
6.	GST Clearance Certificate	
7.	PAN Card of the Proprietor/company	
8.	Self-Declaration in original in Indian Non Judicial Paper of Rs.100.00 that the firm/company is not blacklisted/debarred by any Board or University for this deficiency in service in complying with the orders entrusted to the firm/company.	
9.	.Valid ISO 9000-2000 Registration certificate.	
10.	The firm/Company has to be profitable and should not have incurred loss in the last three financial year. Copy of profit and loss Account and Balance Sheet to be enclosed	
11.	The firm should have and average turnover of Rs.5000000.00 (Fifty Lakhs). CA certified copy be enclosed	
12.	ITR of last three financial year to be enclosed.	
13.	The firm should have registered office in Assam	
14.	The firm should have completed similar work of at least at 10 places in Assam. Work order with Completion Certificate to be enclosed.	
15.	Declaration that all the items supplied are warranted for two years and all the equipment will be replaced/repared free of cost during the warranty period.	
16.	Declaration that rate quoted is valid for at least 5 years.	

DECLARATION

We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. We also understand that non-compliance of any document will be treated as non-respective tender and we will lose our claim to participate in the tender enquiry automatically and our tender will be liable to be rejected.

Signature of Authorised Person:

Name of the Authorised Person :

Seal of the Company/firm

ANNEXURE II

Tender for Supply, Installation, Installation and Complete Execution of RFID KIOS (issue/return system) and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University

FINANCIAL BID

(To be enclosed in a separate sealed envelope)

- 1. Name of the Bidder Firm/Company**
- 2. Name of the Proprietor**
- 3. Address**

SL.N O.	SYSTEM COMPONENTS/ITEMS/SERVICE S	QUANTIT Y	UNIT PRICE (RS)	AMOUNT (RS)
3.	<p>Self Issue Return Station Integrated with:</p> <ul style="list-style-type: none"> ○ antenna with multiple read/write facility ○ high speed slip printer ○ SIP2 Compliant client software for communication ○ branded PC ○ 17" OR Greater TFT LCD Monitor touch screen ○ Firmware protocol: The firmware should be ISO 15693 compliant and should be upgradeable to comply with future ISO ● 18000 RFID chips <ul style="list-style-type: none"> ○ Antenna : Capability to multiple read ○ Operating frequency: 13.56 MHz ○ Chip compatibility: Icode2 and ISO 15693 Chips ○ Accompanied with the necessary software ○ Communication interface: serial RS232. ○ Separate slot should be there for reading of RFID card. ○ WPC/ACP body with powder coated finish for paint finish material. ○ One service door. ○ One locks. ○ Wheels and 	01		

	brakes/shoes. ○ Spike proof power sockets.			
6.	University logo Stickers for Book <ul style="list-style-type: none"> • Adhesive Paper sticker should be soft with Logo printed over it. • Design as per concerned authority. Job work for pasting of stickers in book to be done by vendor.	10000		
Total inclusive of taxes				
Rupees in words				

*Note: Rates must be inclusive of all taxes and including transportation of the material to the University directly from the printer's place along with insurance charges.
(Please Sign in All the Pages of Price Bid)*

Authorized Signature and seal of Tenderer

Date:

Place:

ANNEXURE III

Tender for Supply, Installation, Installation and Complete Execution of RFID KIOS (issue/return system) and University logo Stickers for Book at Padma Shri Madaram Brahma Central Library (PMBCL), Bodoland University.

DECLARATION

1. I declare that all the terms and conditions stated in the Notice Inviting Tender are acceptable to me/us and I/We shall abide by the same in case the contract is awarded to me/us.
2. I also declare that the specification given would strictly be maintained by me/us.
3. I/we understand that non-fulfillment and/or partly fulfillment of specification as made is liable for penalty as deemed fit and necessary by the University authority.
4. All the particulars furnished by me/us in the bid are true to the best of my/our knowledge.
5. I/We will also abide by the conditions that should be stipulated during the period of contract.
6. The decision of the authority will be accepted by me/us during and after the bid evaluation process, without any assigning reason thereof.
7. I/We would be strictly binding / accepting all the Clauses of Terms and Conditions of this Tender Documents.

Signature of authorized person

Date:

Full Name:

Place:

Official Seal:

ANNEXURE IV

TENDER FOR SUPPLY, INSTALLATION, Installation and Complete Execution of RFID KIOS (issue/return system) and University logo Stickers for Book AT PADMA SHRI MADARAM BRAHMA CENTRAL LIBRARY (PMBCL), BODOLAND UNIVERSITY

DECLARATION

I _____ do hereby declare that our firm is not black listed and nosquired/cases are pending against us by Government of India / any State Government.

I further undertake that if the above declaration proves to be wrong / incorrect or misleading ourtender / contract stand to be cancelled / terminated.

Place::

Date ::

Signature of Authorised Person

Date:

Place:

Official Seal:

ANNEXURE V

TENDER FOR SUPPLY, INSTALLATION, Installation and Complete Execution of RFID KIOS (issue/return system) and University logo Stickers for Book AT PADMA SHRI MADARAM BRAHMA CENTRAL LIBRARY (PMBCL), BODOLAND UNIVERSITY

DECLARATION

I _____ do hereby declare the rate quoted by the firm is valid for five years from the date of contract agreement.

Signature of Authorised Person

Date:

Place:

Official Seal:

ANNEXURE VI

TENDER FOR SUPPLY, INSTALLATION, Installation and Complete Execution of RFID KIOS (issue/return system) and University logo Stickers for Book AT PADMA SHRI MADARAM BRAHMA CENTRAL LIBRARY (PMBCL), BODOLAND UNIVERSITY

DECLARATION

I _____ do hereby declare that all the equipment supplied by our firm is warranted for two years. All equipment will be replaced/ repaired during the time of warrantee period.

Signature of Authorised Person

Date:

Place:

Official Seal: