

**Government
eProcurement
System**

eProcurement System Government of India

Tender Details

Date : 31-Jul-2024 02:20 PM

Print

Basic Details

Organisation Chain	Indian Institute of Management Sirmaur		
Tender Reference Number	IIMS/PUR/Library RFID/26/2024-25		
Tender ID	2024_IIMS_819135_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Works
Tender Category	Works	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Demand Draft

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	earnest Money Deposit or MSME/NSIC, letter of authorization from OEM, certificate of registration.
		.pdf	Work Order details as per Annexure5, three satisfactory certificates from clients,
		.pdf	GST PAN registration, Certificate of Non-blacklisting
		.pdf	Duly signed and stamped tender document.
		.pdf	Work order proofs/declaration/affidavits as per Annexure 12 of tender document
2	Finance	.xls	Financial Bid BoQ

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

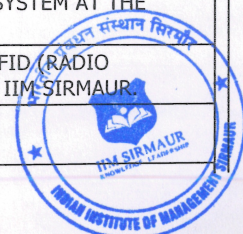
EMD Fee Details

EMD Amount in ₹	1,50,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	The Director, IIM Sirmaur	EMD Payable At	IIM Sirmaur

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Work /Item(s)

Title	NIT FOR SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING OF RFID SYSTEM AT THE LIBRARY IIM SIRMAUR
Work Description	NIT FOR THE SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING OF RFID (RADIO FREQUENCY IDENTIFICATION) BASED SECURITY SYSTEM FOR THE LIBRARY, IIM SIRMAUR.
Pre Qualification Details	As per tender document



Independent External Monitor/Remarks	Central Purchase Committee				
Show Tender Value in Public Domain	No				
Tender Value in ₹		Product Category	Security System	Sub category	RFID based security system for library
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work (Days)	30
Location	IIM Sirmaur (Permanent Campus)	Pincode	173031	Pre Bid Meeting Place	Conference Hall, IIM Sirmaur
Pre Bid Meeting Address	Conference Hall of IIM Sirmaur	Pre Bid Meeting Date	09-Aug-2024 02:00 PM	Bid Opening Place	IIM Sirmaur
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	31-Jul-2024 05:00 PM	Bid Opening Date	21-Aug-2024 11:00 AM
Document Download / Sale Start Date	31-Jul-2024 05:00 PM	Document Download / Sale End Date	20-Aug-2024 11:00 AM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	31-Jul-2024 05:00 PM	Bid Submission End Date	20-Aug-2024 11:00 AM

Tender Documents

NIT Document	S.No	Document Name	Description		Document Size (in KB)
	1	Tendernotice_1.pdf	NIT		1264.87
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	NIT.pdf	NIT	1248.42
	2	BOQ	BOQ_860877.xls	Financial Bid BoQ	238.50

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	akdas@iimsirmaur.ac.in	Amiya Das	AMIYA KUMAR DAS
2.	ao_personnel@iimsirmaur.ac.in	HUKAM CHAND	Hukam Chand
3.	aao_purchase@iimsirmaur.ac.in	Sharad Prakash Bhosale	Sharad Prakash Bhosale

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	



Tender Inviting Authority

Name	Senior Consultant (Administration)
Address	SC (Admin), IIM Sirmaur, Dhaula Kuan, Distt. Sirmaur, Himachal Pradesh, 173021

Tender Creator Details

Created By	HUKAM CHAND
Designation	Administrative Officer
Created Date	31-Jul-2024 01:30 PM





IIM SIRMAUR
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INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

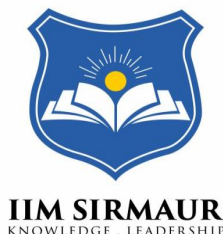
(An Autonomous body under the aegis of Ministry of Education, Govt. of India)

Tender No. IIMS/PUR/Library RFID/26/2024-25 Dated 31.07.2024

NOTICE INVITING TENDER FOR "SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING OF RFID (RADIO FREQUENCY IDENTIFICATION) BASED SECURITY SYSTEM" FOR THE LIBRARY, IIM SIRMAUR.

Online tendering through CPPP (<https://eprocure.gov.in/eprocure/app>)

Purchase Office
Indian Institute of Management Sirmaur
Dhaura Kuan, Distt. Sirmaur,
Himachal Pradesh-173031
Email: purchaseoffice@iimsirmaur.ac.in Website: www.iimsirmaur.ac.in



INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

(An Institute of National Importance, Ministry of Education, Government of India)

Dhaura Kuan, Distt. Sirmaur, H.P. -173031

NOTICE INVITING TENDER FOR "SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING OF RFID (RADIO FREQUENCY IDENTIFICATION) BASED SECURITY SYSTEM" FOR THE LIBRARY, IIM SIRMAUR.

Tender No. IIMS/PUR/Library RFID/26/2024-25 Dated 31.07.2024

"NOTICE INVITING TENDER"

The Indian Institute of Management, Sirmaur (Himachal Pradesh) is an Institute of national importance under the aegis of the Ministry of Education, Government of India, to provide management education of high quality and to promote allied areas of knowledge and interdisciplinary studies. The Institute invites bids from registered and reputed agencies/firms, including partnership firms, for providing supply, installation, testing and commissioning of RFID (Radio Frequency Identification) based security system".

The IIM Sirmaur Library aims to become an apex resource centre with state-of-the-art resources (print and digital) and services. It will be a constant companion in the academic journey of the entire academic community of the Institute and contribute to the quest for the creation and dissemination of knowledge. The library is committed to providing excellent services and supporting intellectual inquiry, research, and the learning needs of academia. Its vision is to provide seamless access to information through innovative services that drive intellectual exchange and foster interdisciplinary research. The library is fully automated through KOHA Integrated Library Management (ILM) software.

The Institute would like to procure the RFID Systems and installation of various RFID components and supporting software/hardware (if any) for which online bids (in two bid systems) are invited from the eligible manufacturers/their authorized dealers and specialized agencies who fulfil the eligibility criteria as mentioned at Section – 2. The proposed RFID system must be compatible with international standards/protocols such as SIP2 / NCIP and integrated with ILM software for self-check-in/check-out, stock taking, searching of a particular item, 24 hours check-in/check-out facilities, external drop box for return the issued items, etc.

The bids will be considered of only those who have definite proof of execution of similar works as mentioned at Section – 2.

Detailed terms and conditions, eligibility criteria, instructions to the bidders, etc., related to this tender document are annexed herewith. The Central Purchase Committee (CPC) will shortlist the bidders on the basis of the evaluation selection procedure as per Section – 2 and may call the shortlisted bidder(s) for presentation and live demo.

The Institute reserves the right to accept or reject any or all the bids without assigning any reasons, and no claim/dispute on this aspect shall be entertained. The Institute reserves the right to verify the particulars furnished by the applicants independently and confidentially.

The Institute invites bids against the tender under Two Bid system (Technical & Financial) from experienced and financially sound firms towards providing **the supply, installation, testing and commissioning of RFID (Radio Frequency Identification) based security system.**

The schedule & other details of the tender are as follows: -

Description of Tender	Supply, Installation, Testing and Commissioning Of RFID (Radio Frequency Identification) Based Security System for the Library, IIM Sirmaur.	
Work Completion Date	Within 30 days from the date of issuance of the Purchase Order.	
EMD Value (Rs.)	Rs. 1,50,000/- (Rupees One Lakh Fifty Thousand only) in the form of a demand draft in favour of the Indian Institute of Management Sirmaur payable at Paonta Sahib, Distt. Sirmaur, H.P. 173025 . The scanned copy of the DD should be uploaded along with the technical bid cover on the CPP Portal. EMD is exempted from MSME/NSIC or as per Govt. of India norms, for which the valid exemption certificate should be uploaded to this effect along with technical bid cover.	
Bid Validity	One hundred eighty days from the last date of submission of the bid.	
Tender Publish Date & Time	31.07.2024	05:00 PM
Tender Download Date & Time	31.07.2024	05:00 PM
Bid Submission Start Date & Time	31.07.2024	05:00 PM
Bid Submission Close Date & Time	20.08.2024	11:00 AM
Opening of e-technical bid	21.08.2024	11:00 AM
Opening of e-financial bid	Will be intimated later	
Performance Security	Rs. 3,00,000/- (Rupees Three Lakhs only)	
Pre-Bid Meeting	Pre-bid meeting will be held online on 09.08.2024 at 02:00 PM. The prospective bidder may submit their request for pre-bid meeting through email to purchaseoffice@iimsirmaur.ac.in with the subject line: "Pre-Bid Meeting for Supply, Installation, Testing and Commissioning of RFID (Radio Frequency Identification) Based Security System for the Library, IIM Sirmaur." by 08.08.2024 up to 01:00 PM. Online meeting link shall be shared to the interested bidders by email on request only. Any query received after this date & time will not be entertained further. All concerned are requested to keep regularly visit the website www.iimsirmaur.ac.in	
Contact Person (For any query/clarification)	Librarian / Senior Consultant (Administration) Indian Institute of Management Sirmaur Email Id: librarian@iimsirmaur.ac.in , sc@iimsirmaur.ac.in Contact No: 1704-277308, 1704-277321.	

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Section - I

Instructions to the Bidders

1. Indian Institute of Management Sirmaur invites an open online tender under Two Bid System (Technical and Financial) **for supply, installation, testing and commissioning of RFID (RADIO FREQUENCY IDENTIFICATION) system for the Institute Library.**
2. The Tender Document can be downloaded from the Institute's website, www.iimsirmaur.ac.in & Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. Issuance of any corrigendum related to this tender will also be available on the said websites.
3. The bidder may note that, after awarding of the contract, in case of failing to adhere to the stipulated terms, conditions and procedures, will render termination of the contract and/or impose moratorium and/or blacklisting of the firm and/or forfeiture of security deposit, as decided by the Competent Authority of IIM Sirmaur.
4. This is a two-bid system containing the Technical & Financial Bid. The prospective bidders may submit their bids (Technical & Financial) through the Central Public Procurement Portal in the respective bid covers and as per the requisite format only, failing which, the submitted bids shall summarily be rejected. The Financial bid must be mentioned in the prescribed format as per the Annexure – 3 only. If the financial offer is not in the prescribed format, it will be rejected.
5. IIM Sirmaur reserves the right to modify the conditions of the tender/ accept/ reject any tender without assigning any reasons whatsoever and at any moment in time. No correspondence shall be entertained in this regard. Any addendum/corrigendum in respect of this tender shall be issued on above prescribed websites. No separate notification shall be issued in the newspaper, bidders are therefore requested to visit the said websites regularly to keep themselves updated.
6. Relevant literature pertaining to the items quoted with detailed specifications (and drawing, if any) should be submitted along with the quotations, wherever applicable.
7. The bidder should submit copies of relevant documents supporting their reputation, credentials, and past performance regarding the product/equipment they supplied to premier educational Institution(s). Without these documents, the tender may be rejected by the Institute.
8. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, GST registration as applicable.
9. The bids/quotations should be given for the items in the same order as in the tender document.
10. Non-compliance with tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents, etc., may lead to rejection of the bid.
11. Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of the bid and further blacklisting of the bidder if prima-facie it appears that the information in the compliance statement was given with a mala fide /fraudulent intent.
12. The required quantity of the cited item/equipment(s) is as per Annexure- 3 but may vary as per demand of the Institute at the time of placing order.
13. Any effort by a supplier to influence the Institute's tender evaluation, tender comparison or contract/order award decisions may result in the rejection of the bidder's tender and forfeiture of the EMD.
14. The authorized representative of the bidder may also be present during the opening of the Technical bid, if they desire so, at their own expense. The representative should come along with the authorization certificate issued by their firm. The bid evaluation is as per the eligibility criteria mentioned in the section-2 and Technical Bid in Annexure-2.
15. Only those financial bids will be opened whose technical bids are found suitable by the Central Purchase Committee (CPC) who fulfils all the criteria of bid evaluation as mentioned in the tender document.
16. No separate information shall be given to individual bidders. In incomparable situations, the committee may negotiate prices with the technically and financially qualified bidder before awarding the offer.

- 17.The Central Purchase Committee (CPC) reserves its right to select or reject any or all of the items/equipment without assigning any reasons and also authorize to decide the specifications as per Institute's requirements.
- 18.The bidder shall submit the bid as per specification mentioned in the tender document. Silence in any of the specifications will be interpreted as non-conformity with purchaser's requirement. The tender enquiry may make this point clear to avoid further correspondence seeking clarification.
- 19.The tender is liable to be ignored if complete information is not given therein or if the particulars and date (if any) asked for in the terms and conditions are not given.
- 20.All the pages of the bid should be signed by an authorised signatory along with the company's seal.
- 21.In case of foreign quotes, the address of the principal/manufacturer and their banker's details should be furnished along with a certificate, and details of the sales service should be provided after the expiry of the warranty period.
- 22.Bidders shall inspect and examine the site and its surroundings at their own cost and shall satisfy himself/herself before submitting a tender.
- 23.Bidder shall fill up the form "Details of the bidder" as per Annexure – 1 of the Tender Document.
- 24.Bidder shall submit "Certificate & Declaration" on non-judicial stamp paper of Rs.100.00 as per Annexure – 4 of the Tender Document.
- 25.Bidder shall respond to Technical Specifications in the prescribed format only as per Annexure– 2 of the Tender Document. Each point should be clearly specified (if required, separate sheet may be used).
- 26.Bidder shall quote in the prescribed format only as per Annexure – 3 of the Tender Document.
- 27.Bidder shall submit the form as per Annexures 5, 6, 7, 8, 9, 10, 11 & 12.

Section – II

1. Eligibility Criteria:

The bidders must meet the following technical eligibility criteria while submitting the bids:

- a) Bidder should have minimum average annual financial turnover (gross) of Rs. 20 lakh (Rupees Twenty lakh only) in each of the last three consecutive financial years. The bidder shall furnish the statement showing the gross average annual financial turnover duly audited by a chartered accountant. As per Annexure – 8.
- b) Bidders should be the manufacturer / authorized dealer. Letter of Authorization from the original equipment manufacturer (OEM) on the exact and specific to the tender should be enclosed (Memorandum of Understanding from the head of the manufacturers that the items/systems required under this tender shall be provided to the tenderer within a specified time frame). O.E.M. should be an internationally reputed branded company.
- c) An undertaking from the OEM is required stating that they would facilitate the bidder regularly with technology/product updates and extend support for the warranty as well. As per Annexure – 7.
- d) Vendor/bidder should have experience of at least 03 years in delivering such kind of supplies/services in any educational institute of repute, Central Universities or similar autonomous institutions / Government/Public sector undertaking, where the proposed RFID system integration with library software has been delivered or is in operation as per the following:

- Two similar completed works costing not less than the amount equal to the estimated cost. i.e. 25,00,000/-
or
- One similar completed work costing more than the amount of the estimated cost, i.e. 25,00,000/-

The similar and specialised work means the implementation of an RFID system in the library. The details of works of a similar nature of assignment completed during the last five years as per Annexure – 5.

- e) The bidder must have supplied, installed, implemented, integrated and commissioned a complete RFID system integrated with a minimum in one academic library in India on Koha ILM Software.
- f) Bidder should declare that the manufactured equipment has been deployed in at least twenty libraries globally. It is mandatory to enclose the list of clients along with details of the organization and contact details like name, designation, e-mail, mobile, etc. As per Annexure – 6.
- g) The bidder must submit a list of their payroll of technical personnel. It is necessary to provide names of service engineers trained at OEMs own unit and have the required expertise.
- h) Bidder should submit an affidavit on a non-judicial stamp paper of Rs.100/- for not having been blacklisted/de-listed/debarred for a minimum of five (05) years by any of the Institutes or Universities or Government organizations in India as per format enclosed in Annexure-4. Application received without such affidavit in original shall stand automatically rejected. The Institute shall be entitled to forfeit the EMD because of any such rejection.

"I/We undertake and confirm that eligible similar works(s) has/have not been executed through another agency/contractor on back to back basis. Further, if such a violation comes to the notice of the Institute, then I/we shall be debarred for bidding in any tender of the Institute in future forever. In addition, if such a violation comes to the notice of the Institute before the date of start of work, the Institute shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

Further, I/We also hereby certify that neither our firm M/s _____ has ever been blacklisted/de-listed/debarred or has abandoned any work in any institutions or universities or government organizations, nor any contract awarded to us for such works have been rescinded, during last five years prior to the date of submission of this tender."

- i) It is desirable to have an ISO – 9000/9001/9002 certified company from the bidder.

2. Mandatory documents to be enclosed in support of the above Eligibility criteria.

3. Power of Attorney/ Authorization Letter, if Bid is submitted by an authorized representative of the firm (on the letterhead of the bidder).

4. Duly signed and stamped copy of this tender documents and its addendum/ corrigendum, if any.
5. All other documents, as required in terms of the tender, to claim eligibility.
6. NOTE: Bidder must affix its seal and sign on all pages of the above supporting documents. The copy of DD or exemption certification for EMD must be shared along with the technical bid cover; otherwise, the tender submission will not be considered and summarily rejected.
7. Earnest Money Deposit: EMD of Rs. 1,50,000/- (Rupees One Lakh Fifty Thousand only) in the form of Demand Draft from any Nationalized bank in favour of Indian Institute of Management Sirmaur payable at Paonta Sahib, Distt. Sirmaur, H.P. 173025 should be enclosed with the technical bid cover.
8. Any proposal not accompanied by EMD shall summarily be rejected.
9. The EMD shall be forfeited if a firm withdraws its proposal during the period of validity of the proposal.
10. The EMD of the unsuccessful bidder firms shall be returned after the expiry of the validity of the proposal or within 30 days after completion of the empanelment process, without interest, whichever is earlier.
11. Validity of the proposal: The proposal shall remain valid for a period of 180 days from the last date of submission of the proposal.
12. The Vendor/s should accept the offer within 10 days from the date of receipt of the offer letter for empanelment, failing which the offer will be cancelled automatically.
13. Performance Security: The empaneled bidders have to submit the Performance Security prescribed in the tender document. The performance security shall be returned to the empanelled vendor/s without any interest.
14. Invoice: A hard copy of the Invoice is to be submitted in triplicate in the name of the Indian Institute of Management Sirmaur. The invoice should contain the Purchase Order Number and Date. The items in the invoice should be as per the given Purchase Order.
15. Payment: Payment will be made within 30 days from the receipt of the consignment and after submission of the invoice.
16. Penalty clause: In case of delayed delivery of the requirement mentioned in the purchase order, a penalty of 0.5% per week of the total amount will be levied up to a maximum of 10% of the order value or as decided by the competent authority of IIM Sirmaur.
17. Dispute resolution: In the event of any dispute or differences arising under this agreement, the decision of the Director, Indian Institute of Management Sirmaur, shall be final and binding on both parties.
18. Applicable Law: The Court of Jurisdiction shall be Paonta Sahib, Sirmaur, only for all purposes.
19. **Evaluation of Bids:**
 - a) Technical Evaluation of Bids shall be as per the technical evaluation criteria given at Annexure-12.
 - b) Financial Evaluation of Bids shall be as per the Financial Bid BoQ (.xlsx format), as detailed at Annexure-3.

SECTION – III

TERMS AND CONDITIONS

1. **Price:** Since the Indian Institute of Management, Sirmaur is an institute of national importance established by MoE, Govt. of India, please quote academic / educational prices of software, hardware and related equipment, wherever applicable. The prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery, commissioning warranty etc at destination site (IIM Sirmaur Campus). If the bidder quoted prices for any other institution/Institute /government organization, found less than our Institute or a discount to any other institution/Institute /government organization found more than our Institute within the last three months, the contract will be cancelled, and the firm will be put on the blacklist.
2. **Validity of Bid:** Bids shall be valid for a minimum period of 180 days from the date of opening of the Technical Bid, and the quoted prices shall be valid until execution of the purchase agreement. If the validity of the tender is extended, the validity of the Earnest Money Deposit will also have to be suitably extended by the bidder, failing which their tender shall not be considered by the purchaser after the expiry of the said period. If any bidders withdraw his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the Institute, then the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit the EMD. Further, the bidders shall not be allowed to participate in the rebidding process for the work.
3. **Deviations from specifications:** It is in the interest of the bidder to study the specifications in the tender schedule thoroughly before quoting. If the bidder makes any deviations, including the latest versions(s), the same are prominently brought out in the body of the tender, and their rates are quoted separately. If the bidder needs to add any optional items to the system in order to meet the given specifications, the bidder is requested to quote for the total, including the option required to suit our requirements; otherwise, the bidder's tender will not be considered at all.
4. **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 the site on an all-risk basis, including war risks and strikes, etc. The insurance must be obtained from the manufacturers' hub to the Institute Library.
5. **Performance Bank Guarantee:** The successful tenderer shall be required to submit a performance guarantee of 10 % of the tendered amount in the form of a Bank Guarantee of FDR/DD from a Nationalized / Scheduled Bank within 10 days of the issue of a letter of Intent before awarding of work. In case of failure by the firm to submit the Bank guarantee within the specified period, full earnest money will be forfeited, and the tender shall be treated as void. The performance guarantee shall be initially valid up to the stipulated date of completion plus sixty days beyond that. Performance Bank Guarantee shall be liable for appropriation/adjustment against any contractual obligation of the supplier, including warranty obligation for the equipment/goods costing/liquidated damages, etc.
6. **Delivery:** The whole supply, installation, commission, training, etc., shall have to be completed within three months from the date of issue of the purchase order. The bidder has to provide the relevant soft copy of the software, installation and configuration manual during the installation.
7. **Termination:** Time shall be the essence of the contract. IIM Sirmaur shall have the right to terminate the contract without any notice in part or whole 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 bidder is declared bankrupt or becomes insolvent.
 - c) The delivery of material is delayed due to the causes of Force Majeure by more than the time mentioned in the tender document.
 - d) In case a performance guarantee is not furnished within the time period specified by the IIM Sirmaur
 - e) Supply does not conform to the specifications of the equipment being purchased.
8. **Training:** Successful bidder need to provide adequate training at IIM Sirmaur to the nominated officials

of the Institute at their cost. The Institute will not bear any training or living expenditure in this regard. The Supplier should arrange for regular visits to the IIM Sirmaur campus by its technical team and assist in the maintenance of the items/equipment within the warranty period. Assistance limited to locking companies with manufacturers will not be considered sufficient.

9. **Warranty:** Suppliers must give Three (3) years comprehensive onsite warranty as required from the date of successful installation of item/equipment(s) against any manufacturing defects. In the installation report, the model number of equipment and all spare parts/accessories numbers should be in the line of purchase order, and suppliers must be written in the warranty certificate. As per Annexure – 9. If any item covered under warranty fails, the same shall be replaced free of cost, including all the applicable charges (shipping cost both ways).
Three years' warranty will start from the date of installation, satisfactory commissioning, and acceptance by the Institute.
10. **Terms of payment:** "Advance Payment" is not allowed in any case. 100% payment will be released after the supply/delivery is completed, and the installation and submission of the performance bank guarantee are successful. Payment may be made by cheque/DD or online transfer.
11. **One OEM:** All RFID equipment should be from one manufacturer only and from OEM (Original Equipment Manufacturer), with ISO certification as specified in the tender document. The institute will not accept any assembled hardware and software of any assembled items. Bidders giving wrong information or supplying specifications/documents/equipment will be blacklisted.
12. **Quantity:** The quantity of the system materials may differ, depending on the Institute's actual requirements.
13. **Service Level Agreement (SLA):** Although 24x7 support is preferred, the minimum SLA requirements are given below.

- Priority 1 Call: The system is completely down, and service is severely impacted; that is, the system is unusable. (covered on Saturday & Sunday & Holidays as well)
- Priority 2 Call: System is degraded with no impact on business.

Priority	Priority Classification of Issue	Category	Response Time	Resolution Time
1.	The system is completely down, and service is severely impacted; that is, the system is unusable. (covered on Saturday & Sunday & Holidays as well)	Software, Network and Hardware	Within 2 hours after the lodge of the ticket (for all cases - hardware, software, network)	Two days (including working and non-working days and holidays). Engineers must visit for any change in original spare parts.
2.	The system is degraded with no impact on business.	Any	The ticket or docket number should be provided in the email.	Four days (inclusive of working and non-working and holidays) either in person or remotely.

The bidder can provide their own SLA matrix in a similar format in case of any deviations from the above requirements. It is to be noted that the better SLA proposals from the bidder will not be counted as a deviation from the criteria given.

14. **Planning of Execution:** Bidder should recommend an overall installation plan in coordination with the library staff related to the placement of hardware, accommodating network infrastructure, power and ventilation requirements, building restrictions, etc., so as to maximise the workflow and minimizing disruption of user's services including staff related daily work activities. The bidder should submit a detailed plan for implementation (project timeline), training of personnel and management of services over the period of the next 3 years from go-live (maximum two A4 single-spaced pages, with all margins equal to 25mm, written in font size of 10pt.)
15. **Bidding Authorization:** OEM's or OEM's Direct Authorized agent will only be allowed to bid for the project.

Reseller's sub-resellers are not allowed to bid for the project. Bidders should bid for the entire project. Partial bids will not be entertained.

16. Technical Part:

- a. Principal Manufacturer /Bidder shall also ensure that the proposed RFID System should integrate with the Integrated Library Management System, Institute / Institute management System, material management / delivery automated system and surveillance / security system using CCTV/Webcams to ensure the possibility of expansion / modification in the operating environment in future
- b. Proposed RFID hardware/solution/software should be upgraded in future. The Institute is expecting a world-class solution for its library, including a payment gateway (UPI/debit/credit/hard cash), NFC/Smart card integration, a drop box with a sorting system, both external and internal, RFID based smart lockers for electronic items, upgradation of security gate into multiple panels, smart racks, etc.

17. **Rights:** The competent authority at the Institute reserves the right to reject any or all quotations without assigning any reasons thereof and does not bind itself to accept the lowest quotations whatsoever. All bids in which any of the prescribed conditions is not fulfilled or any condition, including that of conditional rebate, is put forth by the bidders shall be summarily rejected.

Canvassing, whether directly or indirectly, in connection with bidders is strictly prohibited, and the bids submitted by the bidders who resort to canvassing will be liable for rejection.

18. **Software and Manual:** Bidder should provide the OEM software and installation & operation manual for all the RFID components at no additional charges. In case of any system fails, the library staff should be able to install the software and configure the system by themselves.

19. **OEM Service Provider:** Bidder should provide the list of OEM's service providers available in India. The list should include the details of the organization and contact details like name, designation, e-mail, mobile, etc. As per Annexure – 10.

20. Dispute:

- a. In the event of any dispute or difference(s) between the Institute and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the concerned authority of Institute who may decide the matter himself or may appoint the arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both parties.
- b. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
- c. All disputes shall be subject to Sirmour, Himachal Pradesh jurisdiction only.

21. INSTRUCTION FOR PREPARATION & SUBMISSION OF ONLINE BIDS:

- a) This tender document will be published & available on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.
- b) The technical bid should be submitted in PDF format, & Financial bid should be submitted in the format mentioned in the financial part.
- c) Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document/schedule. In general, the documents are to be uploaded in PDF formats. Bid documents may be scanned with 100 dpi with a Colour/black and white option.
- d) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- e) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- f) Kindly upload scanned PDFs of all relevant documents in a single PDF file as per the Technical Bid Cover requirement.
- g) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid No. and the date & time of submission of the bid with all other relevant details.
- h) Bidder should log into the portal well in advance of bid submission so that they can upload the bid in time, i.e. on or before the bid submission time. Bidder will be responsible for non-submission of bids in time or any delay due to other issues.
- i) The technical and financial bids should be submitted online through CPP portal <http://eprocure.gov.in/eprocure/app> in original. The financial bid should include all the costs and other taxes (As per Central govt. norms) mentioned in the Financial Bid. If there is any separate cost, then that will not be acceptable.

22. REGISTRATION:

- a) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll" on CPP Portal is free of charge.
- b) As part of the enrollment process, the bidders will be required to choose a unique username and assign a password to their accounts.
- c) Bidders are advised to register their valid email addresses and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sift' / TCS/ nCode/ eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f) Bidder then logs in to the site through the secured log in by entering their user ID/password and the DSC / e-Token password.

23. SEARCHING FOR TENDER DOCUMENT:

- a) There are various search options built into the CPP Portal to help bidders search active tenders using several parameters. These parameters could include Tender ID Organization name, location, date, value, etc. There is also an option for advanced search for tenders wherein the bidders may combine a number of search parameters, such as organization name, form of contract, location, date, other keywords, etc., to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to inform the bidders through SMS/e-mail in case any corrigendum is issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender in case they want to obtain any clarification/help from the Helpdesk.

SECTION – IV

Scope of Work

Modernization of Learning Resource Centre (Library) IIM Sirmaur –H.P.

Introduction:

IIM Sirmaur has decided to introduce a Radio Frequency Identification (RFID) System in the Learning Resource Centre (Library) in its efforts towards further automation of the library system.

Computer Records Management:

Computer records are created using Integrated Library Management Software **Koha** to suit the Information needs of the above-mentioned Library users, using international bibliographical standards (MARC21); information on the availability of items in the library is accessed through OPAC (Online Public Access Catalogue).

Equipment & Tools for Self-Service:

Use of RFID technology for tagging the items, Staff Station Reader, Gate, Self-Kiosk, DropBox, & Tags.

Implementation of RFID-based Circulation Services

- Supply and Implement RFID Hardware using NCIP V2.0 protocol
- Installation of Middleware Application for ILMS installed
- Tagging RFID labels on Books and other items in stock
- Pasting of Paper stickers (SIR Labels) on RFID Tags
- Training of Library staff on using RFID system effectively
- Training on International Standards and Best RFID based Library Practices recommended by NISO(National Information Standards Organization)

Data Validation:

It would be required to physically verify each book detail with its entry in **Koha** software and validate the data during the RFID tagging job work. The books, which have errors, are to be kept separately for making necessary corrections and by that, the database accuracy must be improved.

Smooth Operation of Library automation system;

- Provide professional personnel to supervise the entire project implementation.

Note:

- All the RFID components chosen for the complete solution should conform to NISO guidelines for the use of RFID in Libraries and ISO 15693 / ISO 18000 - 3, ISO14443A or Mifare by equipment (All systems must be compatible with Global RFID ISO standards).
- Modularity, Expandability, and Upgradeability in the overall system configuration should be open.
- The entire system should be installed and commissioned after proper testing, and training should be provided to the entire library staff.

- The maintenance support equipment required to install and maintain the RFID system shall always be available in India and provided by the vendor. Bidder shall demonstrate that the existing resources (infrastructure) are required to provide robust pre-and post-sales support to the RFID Project.
- Bidders should be fully accountable for the performance of all components of the supplied RFID equipment.
- Supplied hardware should have proven compatibility with ILMS.
- The Bidder will have to train library staff (06) for key functions like circulation, technical services, system administrator and public services for using all equipment.
- All training should be performed by the vendor at institute premises, and trained personnel should be placed in the institute to run and maintain the hardware and software for the warranty period.
- The library requires interaction with the vendor sales staff and technical support staff during installation planning, the installation phase, and follow-up immediately after installation.
- Introductory operator/user / staff training shall be provided at no extra charge.
- Middleware Warranty: Patches and service pack releases must be supplied at no additional charge to the library within the warranty period.
- Service technicians should be fully trained, factory-authorized and certified by the manufacturer to perform services.
- Technical support via email/mobile should be provided to the library free of cost.
- Service technicians should be equipped with parts normally required to service the equipment and reduce downtime.
- Failure of vendor to meet specified standards may result in termination of the service contract.
- Warranty and Service requirements apply to both Standard and Optional system components.

Hands-on Training (on-site) and Manual/Guide: Training for the handling of RFID, RFID Tagging and fixing on documents, and troubleshooting training. Complete write-up/manual/guide for operation and handling of RFID equipment. Training will be given to all library staff working on various library operations.

SECTION – V

OTHER TERMS AND CONDITIONS

I. Liquidated Damages

In case of delay in commencing of the contract services, IIM Sirmaur reserves the right of imposing penalty @ 0.5% per week on the overall value of the supply order subject to maximum 10% of the total cost of work/service order.

II. Force Majeure

a) Should any force majeure circumstances arise, each of the contracting parties be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its occurrence informs in a written form the other party.

b) Force Majeure shall mean fire, flood, natural disaster or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes, and lockouts i.e. beyond the control of either party.

III. Arbitration & Jurisdiction

a) That in case of any dispute between party of first part and the party of other part arising out of or in relation to the agreement, the dispute shall be referred to arbitration of a sole arbitration to be appointed by the Director, IIM Sirmaur. The award of the said arbitrator shall be binding on both parties.

b) The work shall be awarded to that party, whose rates are found genuine, lowest & capable to work at IIM Sirmaur. The rates should be inclusive of all taxes & charges. The Institute holds the right to reject any/all the bid(s) without assigning any reason.

c) Canvassing in connection with the tenders is strictly prohibited and tenders submitted by the tenderers who resort to canvassing will be liable to rejection. Any bribe, commission or advantage offered or promised by or on behalf of the tenderer to any officer or staff of IIM Sirmaur shall block his/ her tender from being considered. Canvassing on the part or on behalf of the tenderer will also make his tender liable to rejection.

d) The courts at Sirmaur shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

IV. Conditions of Contract

a) The successful Bidder shall be required to execute a contract agreement with IIM Sirmaur.

b) Failure of the vendor to meet specified standards may result in termination of the service contract.

c) IIM Sirmaur reserves the right to amend the terms and conditions of the contract by mutual discussions and shall be in writing. The amended terms and conditions will form part of the agreement.

V. Indemnity

The Contractor (Indemnifying party) shall indemnify, defend and hold harmless the IIM Sirmaur (Indemnified party), its director(s), officers and employees from and against any and all losses claims, demands, liabilities, (Including attorney's fees) that arise from any errors and any act/commission/omission on the part of the Indemnifying Party or in connection with any work, obligation, authority delegated to the Indemnifying party under this contract.

ANNEXURE – 1**DETAILS OF BIDDER**

Sl. No.	Particular	Document proof Annexed on Page No. and Detailed Information
1	Name of Bidder Company with Registration No. & Date issued by appropriate authorities	
2	Do you possess a trade license issued by Competent Authorities in India? If so, please enclose a copy.	
3	Name of Proprietor / Director	
4	Furnish the following particulars of the Registered Office: A. Complete Postal Address: B. Telephone No.: C. Fax No: D. Email Address: E. Website:	
5	Furnish the following particulars of the Local Branch Office. (if any) A. Complete Postal Address: B. Telephone No.: C. Fax No: D. Email Address:	
6	PAN No. (Attach Attested Copy)	
7	GST No. (Attach Attested Copy)	
8	If Manufacturer – Pl. attach the certificate of Registration	
9	If Authorized Dealer / Distributor – Pl. attach authorization Certificate.	
10. Document in support of financial turnover & profitability criterion, average annual turnover such as audited balance sheets, profit & loss statement and auditor's report as per Annexure – 8.		
11. Give details of the major clients–National Importance Educational Institutes/Universities, Government Departments, and Research Organizations, to whom items / materials of the same type have been supplied by the bidder during the last five years in the following format. As per Annexure – 5.		
12	The agency should not have been blacklisted/debarred/suspended/banned by any Govt. Department, Government Organization, PSU, Autonomous Institute etc. A notarized certificate to this effect should be enclosed with techno-commercial bids as a prescribed format at Annexure – 4.	
13	Certificate in support of meeting the criterion of Similar Work Experience	
14	Enclose minimum of three satisfactory Certificates from Clients.	
15	Are you an ISO-certified company? If so, please attach a copy of the certificate.	
16	Please specify the minimum time required to supply the item / material from the date of the receipt of the purchase order	

17	EMD Details DD No and date: Amount in Rs. Name of the Bank:	
18	Additional information, if any (Attach separate sheet, if required)	

Signature of the Bidder
With stamp and date

Note: Valid & up to date documentary evidence to be enclosed Sr. no. wise

ANNEXURE – 2

TECHNICAL BID / TECHNICAL SPECIFICATIONS

The products required for the implementation of the RFID System in the library are divided into three categories: Equipment/ Hardware, Consumables, & Miscellaneous.

List of the products mentioned in the table below:

Item no.	Product/Services	Quantity
Category: Equipment/ Hardware		
1	RFID Staff Station	1
2	Two EAS Pedestals RFID Security Gate	1
3	Self-checkout/ check-in Kiosk	1
4	Book Drop Station	1
5	RFID enabled Smart card printer	1
6	Handheld RFID Reader	1
Category: Consumables		
7	RFID Tags	6000
8	Smart cards	1000
9	Antitheft Stickers (Customizable)	6000
Category: Miscellaneous		
10	Integration Module/ Middleware software	1
11	Pasting and programming of RFID Tags	6000

Detailed Technical specification required mentioned below:

Item No. 01: RFID Staff Station			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Remarks (If any)
Read/Write/Anti-theft programming should be done in one single operation	1		
Read/Write distance of Up to 25 cm and programming time of 1 second.			
Should be fully ISO/IEC 14443A, 15693 and ISO 18000:3 compliant			
The programming station should interface with the Library Management Software using the NCIP V2.0 protocol			
Integrated with the reader for patron ID Card based ISO/IEC 14443A Mifare for personalization of data into the ISO/IEC 14443A			

Mifare passive contactless 1Kb smart card in the pre-defined location in the memory				
NCIP V2.0 compliance software interface is integrated with integrated library management software for all operations, such as patron card personalisation and check-in. Check-out, renew, etc of library circulation.				
Specifications				
Parameter	Technical Specs			
Operating Frequency	13.56 MHz			
Power Supply	5V to 12V			
Power Consumption	700mw			
Transmitting Power	200mW			
Read Range	Up to 25 cm			
Antenna	Internal			
Communication Interface	USB/RS232/Ethernet			
Supported Transponders	ISO 15693, ISO 14443A and ISO 18000:3			
Indicators	LED / Buzzer for power, read verification etc.			
Operating Temperature	-10°C to +70°C			
Housing Material	Marine Grade Plywood or Similar			

Item No. 02: Two EAS Pedestals RFID Security Gate			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
Security gates should include two theft detection pedestals, which have overlapping protection zones providing additional security. It is planned to install these pedestals at a single location in the library. The system should have a suitable number of I/O ports for the Standard electronic counter, webcam trigger, CCTV, locking gates etc. It should also have multi-line infrared motion sensors to detect library footfalls and in-out numbers.	1		
Specifications			
Parameter			
Technical Specs			
Operating Frequency			
Power Supply			

Power consumption	30W maximum			
Transmitting Power	0.5W to 6W variable			
Read Range	Up to 1.5 m with pair of gates			
Communication Interface	RS232 / Ethernet			
Supported Transponders	ISO 15693-3, ISO 18000-3			
Operating Temperature	-10°C to +70°C			
Weight	25 Kg approximately			
Housing Material	Industrial Plexiglas or similar			

Item No. 03: Self Check-In/Out Kiosk Station				
Item Minimum Specifications		Qty.	Matched/ Not Matched	Deviation, If any
RFID Reader and Antenna with multiple Read/Write facility		1		
The kiosk should suit the library decor				
High Speed Thermal Slip Printer				
17” or higher LCD/LED Touch Screen Monitor using Capacitive Technology				
Branded Small Form Factor CPU				
Multi-protocol firmware ISO/IEC 14443A. ISO 15693 and ISO 18000:3 compliant				
Communication interface — Ethernet				
The Self-Check in/out station client software should interface with the ILMS Software giving following features: ◦ Check in / out / Renewal ◦ Transaction Status ◦ Transaction Printout				
Provision for display of reservations done by a user along with sequence and date of collection,				
Provision of enquiry of checkouts against a user and its due date.				
Provision for enquiry of fine against a user,				
Specifications				
Parameter	Technical Specs			
Operating Frequency	13.56 MHz			
Power Supply	180-230V Ac; 50 Hz			

Power Consumption	700mW			
Transmitting Power	200mW			
Read Range	20-25 cms 3 to 4 books of average size			
Antenna Size	300 X 300 mm			
Communication Interface	Ethernet			
Supported Transponders	ISO 15693, ISO 14443A and ISO 18000:3			
Operating Temperature	-10°C to +70°C			
Weight	25 Kg approximately			
Packaging Material	Wood			
Display	17" or higher TFT capacitive touch screen			

Item No. 04: RFID Book drop box/Station			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
24 hrs operation should be possible	01		
Minimum 100 books bin to be provided			
Real time check in should be processed.			
High Speed Thermal Slip Printer			
17" or higher LCD/LED Touch Screen Monitor using Capacitive Technology			
Small Form Factor CPU			

Item No.05. RFID Enabled Smart Card Printer			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
The printer should be fully integrated with existing Koha software / ILM software for direct printing from existing database.	1		
Single-card feed capability.			
LCD/LED Display			

USB supports plug-and-play printer identification.				
Required software for the Printer must be compatible for windows OS.				
Specifications				
Parameter	Technical Specs			
print resolution	300dpi/11.8dots per mm			
Communication	USB 2.0 and above, 10/100 Ethernet.			
Wi-Fi standards:	802.11b/g wireless option.			
Display	LCD/LED			

Item No. 06. Handheld RFID Reader				
Item Minimum Specifications		Qty.	Matched/ Not Matched	Deviation, If any
Light-weight, handy design and flexible antenna on a rotation axis		1		
Offline working ability with anti-collision algorithm				
Screen to display information				
Parameter	Technical Specs			
Standards	ISO 18000-3 Mode 1, ISO 15693-3 and ISO 28560, ISO 14443 A and NFC			
Data transfer	USB/ Bluetooth/Wireless			
Battery Backup	7-8 hours			
Reading range	10-30cm.			
Operating frequency	13.56 MHz			

Item No. 07: RFID Tags (for Book)			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
<p>The RFID chip used in the tag should have been designed specifically for Library use. i.e. it should have three sections</p> <ul style="list-style-type: none">◦ Lockable section for item identification◦ Re-writable section for library-specific use◦ Security function (EAS) for item anti-theft (which can be activated and deactivated),◦ The RFID chip should have multi-read function, i.e. several tags can be read at the same time	6,000		

Tag size should be 80mm x 50mm with at least 2048 bits of memory, multi-read and antitheft.			
Tags should be fully ISO 15693/18000-3 compliant			
Other features: The detection rate of the system should be above 95% consistently regardless of the number of items that are in the field			
Warranty of Tags Minimum 40 years for logic circuits and replacement of defective tags if found during first-time tagging			
Mechanical • Transponder coil size 76x46 mm \pm 0.5mm • Transponder die-cut size 80 x 50 mm 0.2 mm Dimension			
Electrical characteristics • Integrated Circuit (IC) NXP ICode-SLIX 2 • ICS protocol /anti-collision ISO 15693/18000-3 • Operating frequency 13.56 MHz • Memory 2048 bits R/W EEPROM			
General characteristics of transponder • Operating temperature (electronics parts):-20°C to +85°C			
Item No. 08: Smart Cards			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
The smart cards should be 1kb Mifare cards with pre-printing on both sides (pre-printing to be approved by the Department)	1,000		
The Smart Card must be ISO 14443A compliant.			
The smart card must be for multipurpose use by library users.			
1k byte EEPROM			
Unique serial number			
16 securely separated sectors supporting multi-application			
Each sector consists of 4 blocks with a length of 16 bytes.			
2 x 48-bit keys per sector for key hierarchy			
Access conditions free configurable based on 2 level key hierarchy			
Number of single write operations: 100,000			

Item No. 09: Anti-Theft Stickers (customisable)			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
Good quality self-adhesive labels of the following specification:	6,000		
Good quality, smooth face			
Label printed with Name and logo (design to be approved by Department)			
Size: Minimum half an inch larger on all sides than the RFID tag			
Strong permanent adhesive, which does not leach into the paper of the book			

Item No. 10: Integration Module / Middleware Features			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
Client Software should support the following features and is to be Integrated with existing Integrated Library Management Software (ILMS)	1		
Tagging / Re-tagging after proper online validation of the title/member records L.M.S. database			
Tag monitoring by accessing item records from the ILMS database			
Patron Smart Card personalisation monitoring by accessing patron ID from the ILMS database			
Send SMS & Email for circulations, which can be selected for specific users.			
NCIP V2.0 compliance			
Retagging option for re-registration of books & patrons			
Sorting by accessing Title record from ILMS			
Check out /Check-in/Renewal			
Provision of enquiry of checkouts against a member and its due date			
Provision for details of fine against a member			
Provision of slip printing containing the details of a transaction			

Provision of Auto login to staff station using registered smart card			
Provision of Circulation rights assignment to multiple users			
Provision to block the circulation transactions if a member's fine exceeds the configurable limit			
Provision to perform Auto Check-in of books so that large quantities of books can be checked in quickly			
Provision for block the members to prevent circulation operations			
Provision of Various reports should be available like tagged items, registered members, circulation transactions etc. filtered by the operator, RFID client etc.			

Item No. 11 : Pasting and programming of RFID Tags			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
Tagging and pasting of RFID tags and anti-theft stickers to the existing books	3000		
Onsite training of all the equipment/ services associated with system			
Must provide complete manual/guide/ tutorial for operation & maintenance of RFID System.			

Name & Signature of Bidder

Date:

Company seal

ANNEXURE – 3**FINANCIAL BID****(To be submitted in .xlsx format in the financial Bid BoQ only)**

Price proposal of equipment and consumables (any other charges that are applicable must be mentioned clearly). Prices should be quoted as per financial Bid BoQ only (tabular form below is indicative in nature) including THREE YEARS WARRANTY.

Sl. No.	Items	Manufacturer /Brand Name	Basic unit cost in INR	Discount if any	Taxes (Please specify)	Total Unit cost in INR	Qty	Total cost in INR (All-inclusive taxes with three years warranty)
1	RFID Staff Station						1	
2	RFID Security gate						1	
3	Self-checkout/ check-in Kiosk						1	
4	Book Drop Station						1	
5	RFID enabled Smart card printer						1	
6	Handheld RFID Reader						1	
7	RFID Tags (6000)						6000	
8	Smart cards(1000)						1000	
9	Antitheft stickers (Customizable)						6000	
10	Integration Module/ Middleware software						1	
11	Pasting and programming of RFID Tags						3000	
	A. Total:							

Note:

1. The price of optional items and accessories shall be quoted separately. If the requirement for the number of items increases within one year (12 Months) from the date of issuance of the purchase order, the quoted price in the financial bid shall be applicable.
2. The grand total of A shall be considered for the evaluation of the price bid and deciding the successful bidder.
3. The offers, with the rates given in any form/proforma other than those mentioned above, may be liable for rejection.

Name &
Signature of
Bidder

Date:
Company
seal:

ANNEXURE – 4

CERTIFICATE & DECLARATION

01. 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.
02. I/we have carefully read and understood all the terms and conditions of the tender and hereby
convey my acceptance of the same.
03. 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 a tender form for gaining an unlawful
advantage. We understand that Indian Institute of Management, Sirmaur is authorized to make
enquiry to establish the facts claimed and obtain confidential reports from clients.
04. 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, IIM Sirmaur is also authorized to blacklist our
firm/company/agency and debar us from participating in any tender/bid in future.
05. 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.
06. Our Firm/ Company/ Agency is not blocked or banned / Debarred/ Suspended by any Govt.
Department, PSU, University, Autonomous Institute or Any other Govt. The organization for the last
five years.

Name & Signature of Bidder:

Date:

Company seal:

Note: This certificate should be executed on Non-Judicial Stamp Paper of Rs. 100.00

ANNEXURE- 5

**DETAILS OF WORKS OF THE SIMILAR NATURE OF ASSIGNMENT COMPLETED DURING THE LAST THREE YEARS
ENDING 31.03.2024.**

Sl. No	Description	Project Details
1)	Name & Address of the Employer/Organization	
2)	Name of work/project	
3)	Name of the Contact Person of the officer to whom may be contacted Telephone Number: Email ID:	
4)	Name & Quantity of the Items sold	
5)	Purchase Order / Indent No. & Date (Copy of work order)	
6)	Cost of work in INR	
7)	Date of commencement as per contract	
8)	Stipulated date of completion	
9)	Actual date of completion	
10)	Litigation/arbitration pending/in progress with details (If, so indicate gross amount claimed and amount awarded by the arbitrator)	

Note: For each work, separate sheet be prepared as per proforma given.

Signature of Applicant(s) along with the Name & Stamp of the Company

Date:

Place:

ANNEXURE – 6

LIST OF MANUFACTURED EQUIPMENT INSTALLED IN 20 LIBRARIES OR MORE GLOBALLY.

Sl. No	Name of the Institution/ Organization with Address	Name of the Contact Person	Contact Number & E-mail ID	Name of the RFID Components Installed	Year of Installation
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					

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

Signature of Applicant(s) along with the Name & Stamp of the Company

Date:

Place:

ANNEXURE – 7

UNDERTAKING FROM THE OEM

[Submitted on Letterhead of Original Equipment Manufacturer (OEM)]

M/s(OEM) will facilitate the M/s.....(bidder) on a regular basis with technology/product updates and extend support for the warranty as well.

Sign of authorized person (OEM): - _____

Date: - _____

Name of the authorized person

Person (OEM): - _____

**Stamp/Seal of
the Company**

ANNEXURE – 8

FINANCIAL INFORMATION

Details are to be furnished duly supported by figures in the balance sheet/profit and loss account for the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Financial Year	Amount (in Lakhs)	Profit / Loss	Annual Turnover
2021-2022			
2022-2023			
2023-2024			
Average Annual turnover for last three financial years (in INR)			

Current Income Tax Clearance Certificate/Profit & Loss account

Signature of Chartered Accountant with seal

**Signature of Applicant(s)
along with the Name &
Stamp of the company**

Date:.....

Place:.....

ANNEXURE – 9

WARRANTY DECLARATION

(Submitted on Letterhead of bidder/supplier)

Everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship shall be of the highest quality, and material of the type ordered shall be in full conformity with the specifications and shall be operationalised, as specified in the tender document.

Sign of Authorized Person of bidder: - _____

Name of the authorized Person of bidder: - _____

Date: - _____

ANNEXURE – 10

LIST OF OEM'S SERVICE PROVIDER AVAILABLE IN INDIA

Sl. No	Name of the Company with Address	Name of the Contact Person	Contact Number & E-mail ID
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

ANNEXURE – 11

INTEGRITY PACT

To
Authorized Officer
IIM Sirmaur

Sub: Submission of Tender for the supply of _____

Dear Sir/Madam,

I / We acknowledge that IIM Sirmaur is committed to following the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I / We agree that the cited tender is an invitation to offer made on the condition that I / We will sign the enclosed Integrity Agreement, which is an integral part of tender documents, failing which I / We will stand disqualified from the tendering process. I / We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the tender.

I / We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender / bid is finally accepted by IIM Sirmaur. I / We acknowledge and accept the duration of the Integrity Agreement, which shall align with Article 1 of the enclosed Integrity Agreement.

I / We acknowledge that in the event of my / our failure to sign and accept the Integrity Agreement while submitting the tender/bid, IIM Sirmaur shall have an unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,

(Duly authorised signatory of the Tenderer / Bidder)

ANNEXURE – 12

CHECKLIST FOR RFID SYSTEM

Sr. no.	Particulars	Documents to be attached wherever applicable (Yes/No)	Page No.
1.	Earnest Money Deposit (Rs.1,50,000/-)		
2.	If authorized dealer/distributor, a letter of authorization from the original equipment manufacturer (OEM)		
3.	If the manufacturer has a certificate of registration		
4.	The details of works of a similar nature of assignment completed during the last three years as per Annexure – 5.		
5.	Installed complete RFID system minimum in one academic library in India on KOHA ILM Software.		
6.	List of manufactured equipment installed in twenty libraries or more globally as per Annexure – 6.		
7.	A minimum of three satisfactory certificates from the clients are required.		
8.	Undertaking from the OEM as per Annexure – 7.		
9.	Financial Information as per Annexure – 8.		
10.	Two similar completed works costing not less than the amount equal to the estimated cost. i.e. Rs.25,00,000/- OR One similar completed work costing more than the amount to the estimated cost. i.e. Rs.25,00,000/-		
11.	Supporting documents stating that the RFID equipment is fully certified by safety and security agencies such as Underwriters Laboratories (UL), CE, FCC, EU-RoHS, WEEE, ADA, C-tick, ISO		
12.	List of payroll of technical personnel.		
13.	Affidavit on a non-judicial stamp paper of Rs.100/- for not having been blocked/ de-listed/debarred for a minimum of five (05) years as per Annexure – 4 and also company letterhead		

	as per Section –2, Point No. 10.		
14.	It is desirable to have an ISO – 9000/9001/9002 certified company from the bidder, if any.		
15.	Warranty declaration as per Annexure – 9.		
16.	Technical compliance report for technical specification as per Annexure – 2		
17.	Financial bid as Annexure – 3		
18.	Service Level Agreement (SLA)		
19.	Planning Execution as per Section – 3, Sl. No. 16		
20.	Details of bidder as per Annexure – 1		
21.	PAN No		
22.	GST No.		
23.	List OEM's service provider as per Annexure– 10		
24.	Integrity Pact as per Annexure – 11		