

# WEBEL TECHNOLOGY LIMITED

## NOTICE INVITING e-TENDER

Online Tender documents are invited for Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System at different offices under the Directorate of Commercial Taxes, GoWB throughout the State of West Bengal.

Reputed System Integrators having sufficient experience and credentials for successful completion of “**Similar Nature**” of work in a Government Department/PSU/Autonomous Body or any reputed organization. Bidder must have adequate Service Engineer for providing on-site warranty service within the stipulated time.

1	Tender No. & Date	WTL/CT/BM/17-18/040 dated 15.02.2018
2	Tender Version No.	1.0
3	Brief description of Job	Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System at different offices under the Directorate of Commercial Taxes, GoWB.
4	Tender document Fee	Rs. 10000.00 (Rupees Ten thousand only)
5	Earnest Money Deposit	Rs.200000.00 (Rupees Two lakh only) in the form of Demand Draft from any Scheduled bank in favour of Webel Technology Limited payable at Kolkata
6	Date of Downloading/Sale of Tender document	15.02.2018
7	Pre-Bid Meeting date & time	21.02.2018 at 11.30 Hrs <ul style="list-style-type: none"><li>• Only two persons for each intending bidder’s organization will be allowed to attend the Pre Bid Meeting.</li><li>• The person should have proper authorization in respective company Letter Head.</li><li>• Only queries as per format (Section - O) reaching WTL by 20.02.2018 at 15.00 Hrs will be taken for decision.</li><li>• Queries will be sent to Manager (Purchase) (wtlpurchase@gmail.com)/Ms. Anita Dey (wtladey@gmail.com) and copy to Mr. S. Das Sarma (sanjoy@webeltechnology.com) /Mr. Suvhankar Pal (suvhankarpal@wtl.co.in).</li></ul>
8	Bid Submission Start date & time	28.02.2018 at 15.00 Hrs
9	Last date & time of EMD & Tender Fee submission	09.03.2018 at 11.00 Hrs
10	Last date & time of Bid Submission	07.03.2018 at 12.00 Hrs
11	Date & time of Technical Bid Opening	09.03.2018 at 12.00 Hrs
12	Venue of Pre-Bid Meeting & submission of EMD & Tender Fee	WEBEL TECHNOLOGY LIMITED (A Govt. of West Bengal Undertaking) Plot - 5, Block – BP, Sector – V, Salt Lake City, Kolkata – 700091.
13	Contact person	Mr. Arunava Saha, Contact no. 23673403-06, Ext. 212 Ms. Anita Dey, Contact no. 23673403-06, Ext. 231 Mr. S. Das Sarma, Contact no. 23673403-06, Ext. 209 Mr. SuvhankarPal, Contact no. 23673403-06, Ext. 225

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1. Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender application fee) may be remitted through Demand Draft issued from any Scheduled Bank in favour of “Webel Technology Limited”, payable at Kolkata and also to be documented through e-filing. Cost of Earnest Money Deposit (EMD) may be remitted through Demand Draft issued from any Scheduled Bank in favour of “Webel Technology Limited”, payable at Kolkata and also to be documented through e-filing. The original Demand Draft against Tender Application Fees & Earnest Money Deposit (EMD) should be submitted physically to the Manager (Purchase)/Manager (Finance), Webel Technology Limited, Plot – 5, Block – BP, Sector-V, Salt Lake City, Kolkata-700 091 under sealed cover on or before 11:00 Hrs of 09.03.2018.
2. Both Techno Commercial Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>
3. Tender documents may be downloaded from website and submission of Techno Commercial Bid and Financial Bid will be done as per Time Schedule stated in Section – C of this Tender Document.
4. The Financial Bid of the prospective Bidder will be considered only if the Techno Commercial Bid of the bidder is found qualified by the Tender Committee. The decision of the ‘Tender Committee’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

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# **WEBEL TECHNOLOGY LIMITED**

## **SECTION – A**

### **EXISTING SYSTEM DETAILS**

#### **Existing System Description:**

There are basically 3 main applications/control software currently running in Commercial Taxes Head Quarters, Belyhata Biometric Server:

- Time & Attendance Management System
- BIS control Software
- BioStar Control Software

Mentioned Districts Circles would be connected through VPN connectivity, devices in the districts would connect with above applications (Running in Commercial Taxes Head Quarters, Belyhata Biometric Servers)

N.B.-Bidder can offer application software which is compatible with running Biometric Attendance Monitoring software at Commercial Taxes Head Quarters, Belyhata Biometric Server.

**Later said migrated system may be installed at STATE DATA CENTRE (SDC), WB. Successful bidder should provide software solution fulfilling the criteria to host the same at SDC, WB (Like Security Audit or necessary relevant issue to host at SDC)**

#### **Connectivity from commercial taxes satellite offices to commercial taxes HQ will provide by department**

All the employees would be assigned their respective shifts from the migrated application. Attendance would be real time in nature; Super Admin will be able to see the attendance of all the employees across the state in real time basis.

#### **Solution Overview:**

#### **Solution Architecture:**

**100% redundant system of capturing the time stamps and proper backup. Bidder has to ensure 100% attendance capturing and in case of any network or power failure attendance punch should not miss under any circumstances with absolutely no data loss.**

#### **Network Compatibility:**

Entire attendance recording devices, including controllers, server and client machines, will be TCP/IP networked. All these devices should also be both IPv4.0 & IPv6.0 compatible

#### **Mode of Attendance Capturing:**

Employee attendance data to be captured in real time in Biometric combined with Attendance card & key-in Authentication.

The application software will govern the Attendance Management parameters like Attendance Validation, Leave Management, and should be able to connect with the Payroll software and with future ERP/ IFMS/ NIC system as & when needed, however required formats would be provided by Commercial Taxes, GoWB as and when the integration is required.

Target Web Server / application server must be secured against Malwares.

The whole TAMS will work on VPN with centralized management. Commercial Taxes, GoWB would provide VPN Connectivity.

#### **System Description:**

The System shall use biometric (fingerprint) authentication technique employing optical sensors for 1:1 biometric data matching with maximum 4 fingerprint templates stored on the smart cards with minimum 4 Kilobytes of rewritable memory.

The solution shall be based on individual smart cards to be issued to employees. The smart cards shall be based on iClass or MIFARE/DESfire architectural platform for storing & accessing data items with minimum 4 KB memory. The Proposed System shall use Direct-to-card type dye-sublimation printing for smart card personalization. The Proposed System shall store perpetual attendance records of all employees & contracted personnel including all the transaction history associated with them.

Separate Readers for 'Enter' and 'Exit' operations may be used in most places. However, system should accept the changes as and when needed. The attendance system as well as the 'Time & Attendance Management' application must be able to handle this hybrid scenario.

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Readers should provide a screen for messages to employees at the time of Attendance marking.

The Proposed System wiring shall use structured so that any registered employee can record his attendance from any said location.

Employees will be categorized based on locations, designations, zones, shifts, Departments and any other parameter . These parameters will be used to configure external and internal access, across various zones within an installation.

Other Technical Requirements

The Battery Backup of Biometrics Based Attendance Monitoring Systems shall be Minimum 1 Hrs (Either external or internal).

The Biometrics Based Attendance Monitoring Systems shall have built in TCP/IP connectivity.

**Safety: Industry grade Sheet Metal Enclosure casing for Safety & security with lock Key: Wall mounted Sheet Metal Enclosure Casing for Safety & Security with lock key. The Mild Steel (MS) Panel meant to provide physical security to terminal from natural or artificial trauma/vandalism with grouting arrangement. The Panel shall have door with transparent acrylic cover to make the terminal visible & need not be opened to give finger print punching & large LED for finger acceptance for Finger rejection.**

The preferred system should make use of web technologies for reporting and administration and employ a biometric fingerprint system to capture and record sign-in and sign-out times at the physical locations.

The software program shall be a true 32-bit (should also be compatible with 64-bit OS & hardware), ODBC compliant application.

A proper control software should run on the central server, which should have a capability to control all the devices connected through VPN in future, system clock should be synced with the real time.

A proper backup system should run on the central server/ each said location, which should have a capability to preserve data (even in offline) in any unexpected situation.

The Management Software shall be designed such that any point of failure within the system shall not affect the normal operation of the other sub-systems. It shall continue to operate even if the connection with the management software is not present.

The Bidder shall design and decide depending on the occurring load, the existing system is already running on one server and handling database of around 2000 employees.

The Management Software shall allow the configuration for information access permissions, that is, user/operator profile for the access on the master records and/or event data, the permissions shall restrict to;

Read only

Read and write

Read, write, and change

Read, write, change, and delete

Communication and/or data exchange between the Software & servers and all connected workstations shall be encrypted with at least 128-bit data encryption according to a certified algorithm.

The OEM Management Software Graphical User Interface (GUI) shall be Web-browser based using standard Dynamic Hyper Text Mark-up language (DHTML) format. The GUI must be fully compatible with any standard web browser.

The possible OEM Management Software GUI customizations shall include, but not limited to the following:

Inclusion of Department's logo(s)

Integration of Department's images as wallpaper

The device overview shall support state filtering and/or sorting function to search for specific device status, such as all devices having malfunction state. The states indicated in the device overview shall reflect exactly the same colour as the device icon shown in the location map.

Cardholder Enrolment - The Management Software shall provide an easy way of entering cardholder's information from any location into the central database

Built-in / Seeded Reports:

The seeded reports, which come bundled with the solution, must cover the standard reporting need.

Database Access facility for reporting purpose:

Maintenance of Master Records:

The application will build master information (master tables) for the following areas;

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Employee details E.g. Name, Employee no., Location, Department, Order (Reference Number to the transfer or Promotion)

Maintenance of History Record for Reporting Needs:

The system should track attendance and should record, but not be limited to arrival, departure, lunch, breaks, location transfers, going out to the field, and return time.

The system should provide supervisors with the ability to view/review employee's attendance records/history.

The system should provide employees with the ability to view/review their own attendance records/history.

The system should provide the ability to create employee profiles which, at a minimum, should include Name, Position, Department, Default Location, and Assigned work schedule. This should be available for manual updating and automatic updating via data imports from Payroll and Human Resource system.

The system should provide the ability to add, activate, and deactivate employees.

The system should provide the ability to create various work schedules and assign employees to work schedules. Shifts can cross date, week, pay period, and yearly boundaries.

The system should provide the ability to change employee work schedules ad-hoc.

The system should provide managers with the ability to review and approve employee timesheets online. The system should automatically approve timesheets which have no exceptions. Exceptions are missed punches, extra punches, working additional hours, not working regular schedule, etc. In the case of timesheets with exceptions, these timesheets should be pushed out to managers for review and approval.

The system should provide methods to enforce management review and approval of timesheet with exceptions before being submitted.

The system should have the capability to require notes or comments for specific situations.

The system should provide managers with the ability to view and edit attendance records of employees. These records should include but not be limited to arrival and departure times, overtime, notes/comments, etc. In addition, the system should provide an audit trail of when and who made changes.

The system should provide the ability to submit approved attendance records to weekly, bi-weekly, etc. exports.

The system should have a report module in place to provide exception reports. The system should be able to capture all reports on an individual employee basis, by facility, as well as on a department-wide basis.

The system should also provide a report for tracking when employees leave, why they leave, destination, when due to return, and when they actually return. ("In/Out Board")

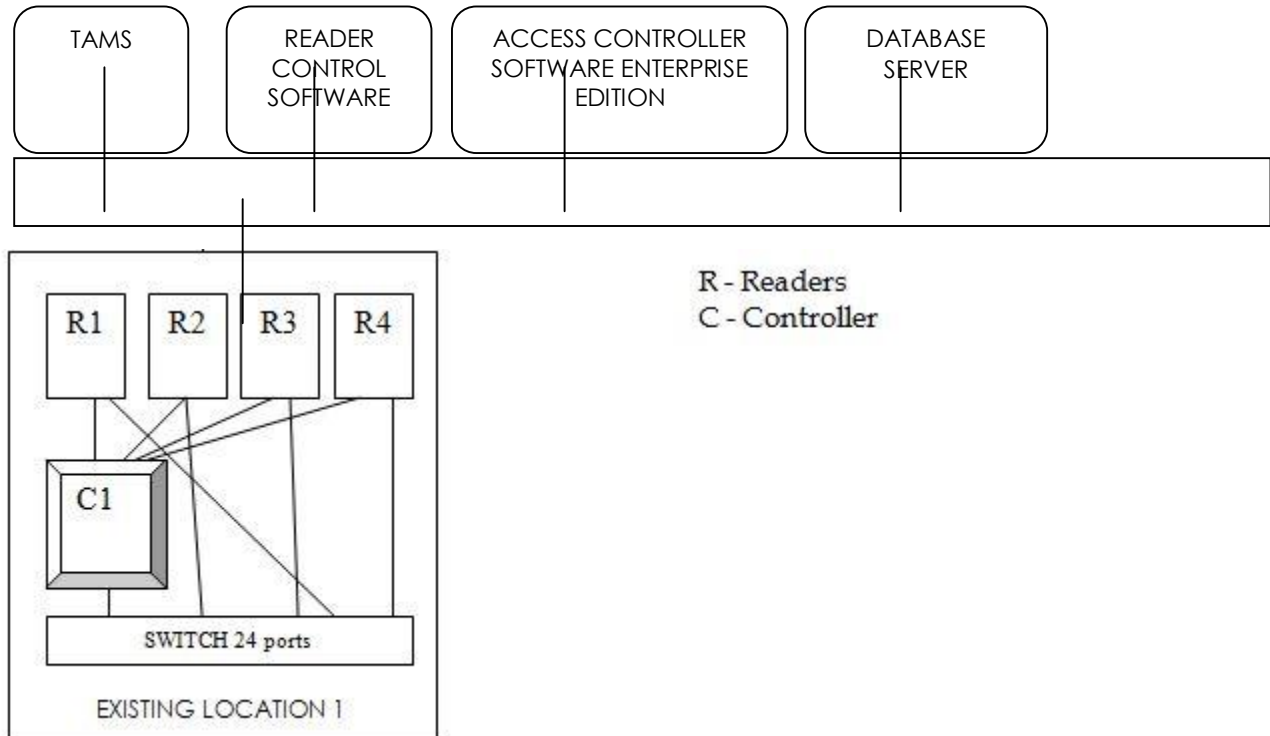
The system should also provide a regular report, by facility, that cumulatively lists all employees pay and leave events on a daily basis.

The system should provide the ability to export report content and other data to MS Excel/CSV and PDF.

The system should provide ad-hoc reporting capabilities. Users will have the ability to include/exclude data elements. Reports can be further customized using filter options, sort options, etc.

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## Existing System Architecture of Time Attendance Monitoring System



Our main location is having 2 servers, basically 3 applications are loaded on these server, TAMS (Time & Attendance Management Software), Reader control Software dongle based centralized software which can take care upto 512 readers in one network, Access Control Software – Enterprise Edition, each controller can handle 4 readers, these readers are connected to controller through Wigan connectivity and all the readers and controllers are connected to switch. Controllers are having 2 GB memory, readers flushes all the punch data into controllers as well as into reader control software. TAMS application picks up data from controller software as well as from reader control software. TAMS application processes the same data as per priority set in the application. In case connectivity is down then all the data is stored into the controller memory as and when the connectivity establishes all the data is flushed to the servers and attendance is processed accordingly. During no connectivity period users can give their respective attendance smoothly, only attendance would be processed after connectivity establishes.

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## **SECTION – B**

### **ELIGIBILITY CRITERIA**

1. The bidder must be a company registered under Companies Act, 1956/2013 or Partnership or LLP or OPC or Proprietary Firm. Documentary (Certificate of incorporation/Relevant document) evidence to be submitted.
2. The bidder should have their presence in Kolkata with own office. Valid proof should be submitted along with the bid.
3. The bidder should have valid GST Registration Certificate, PAN & Trade License, PF & ESI (Enrollment certificate & Latest Paid challans to be submitted). Bidder shall have to submit photocopy of the documents.
4. The bidder shall have execute “Similar Nature” of single order an amount not less than Rs. 30.00 lakhs in last five financial years (considering FY - 2012-13, 2013-14, 2014-15, 2015-16 & 2016-17) & current financial year in Government Department /PSU/Autonomous Body any reputed organization. References order copy for the project to be provided.

### **OR**

The bidder shall have execute “Similar Nature” of three orders in total not less than Rs. 60.00 lakh in last five financial years (considering FY - 2012-13, 2013-14, 2014-15, 2015-16 & 2016-17) & current financial year in Government Department /PSU/Autonomous Body any reputed organization. References order copies for the project to be provided.

5. Bidder should have call center number. Call Center details for Bidder with number & detailed to be submitted.
6. The bidder should have an annual turnover of not less than Rs.5.00 Cr. each year in the last three financial years (FY – 2014-15, 2015-16 & 2016-17). Bidder shall have to submit Audited Accounts / Auditor Certificate in support of their claim.
7. Bidder should submit Earnest Money Deposit (EMD) of Rs. 2,00,000.00 (Rupees Two lakh only) in the form of Demand Draft from any Scheduled Bank in favour of Webel Technology Limited payable at Kolkata.
8. Bidder should submit Tender Fee of Rs. 10000.00 (Rupees Ten thousand only) in the form of Demand Draft from any Scheduled Bank in favour of Webel Technology Limited payable at Kolkata.
9. Manufacturer’s tender specific authorizations for items mentioned in BOM (Section – I) Sl. No. 1, 3, 7, 8, 10, 11, 12, & 15 must be submitted as per format enclosed (Section - N).
10. The bidder shall have Quality Certificate (ISO 9001:2008). Copy of valid Certificate to be submitted.
11. The bidder shall submit Bid Form (Section – E) duly signed by the authorized signatory of the company as per the format enclosed. Deviation in format may not be accepted.
12. The bidder shall not have been blacklisted by any State/Central Government or PSU Organization or bilateral/multilateral funding agencies for breach of ethical conduct or fraudulent practices as on date of submission of the proposal (as per DIT guidance note issued on 26-Dec-2011). Declaration on bidder’s letter head to be submitted.



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## **SECTION – C**

### **DATE AND TIME SCHEDULE**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date &amp; Time</b>
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	15.02.2018
2	Documents download/sale start date (Online)	15.02.2018
3	Last Date and time of sending the queries (Offline)	20.02.2018 & 15.00 hrs
4	Pre Bid Meeting at WTL Office (Off Line)	21.02.2018 & 11.30 hrs
5	Corrigendum, if any will be published (On Line)	-
6	Bid Submission start date & time (On line)	28.02.2018 & 15.00 hrs
7	Last Date & time of submission of original Demand Draft/Pay Order for cost of Earnest Money Deposit (Off line)	09.03.2018 & 11.00 hrs
8	Last Date & time of submission of original Demand Draft/Pay Order for cost of Tender Fee (Off line)	09.03.2018 & 11.00 hrs
9	Bid Submission closing date & time (On line)	07.03.2018 & 12.00 hrs
10	Bid opening date & time for Technical Proposals (Online)	09.03.2018 & 12.00 hrs
11	Date of uploading the final list of Technically Qualified Bidder (online) after disposal of appeals, if any	-
12	Date for opening of Financial Bid (Online)	-

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## SECTION – D

### INSTRUCTION TO BIDDER

#### 1. DEFINITIONS

In this document, the following terms shall have following respective meanings:

“**Acceptance Test Document**” means a document, which defines procedures for testing the functioning of installed system. The document will be finalized with the contractor within 7 days of issuance of the Letter of Award.

“**Bidder**” means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Bidder when used in the pre award period shall be synonymous with Bidder, and when used after award of the Contract shall mean the successful Bidder.

“**Contract**” is used synonymously with Agreement.

“**Contract Price**” means the price to be paid to the Contractor for providing the Solution, in accordance with the payment terms.

“**Contractor**” means the Bidder whose bid to perform the Contract has been accepted by Tender Committee and is named as such in the Letter of Award.

“**Default Notice**” mean the written notice of Default of the Agreement issued by one Party to the other.

“**Installation**” means installation of supplied Hardware & Software.

“**Fraudulent Practice**” means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial noncompetitive levels and to deprive the Directorate of Commercial Taxes and eventually Gov. of W. Bengal of the benefits of free and open competition.

“**GoI**” shall stand for the Government of India.

“**GoWB**” means Government of West Bengal.

“**Personnel**” means persons hired by the Bidder as employees and assigned to the performance of the Infrastructure Solution or any part thereof.

“**Similar Nature of Work**” means Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System.

“**Project**” Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System. for various offices under the Directorate of Commercial Taxes, GoWB.

“**Services**” means the work to be performed by the Bidder pursuant to this Contract, as described in the detailed Scope of Work.

“**Interest rate**” means “364 days Government of India (GoI) Treasury Bills” rate.

“**Law**” shall mean any Act, notification, bye law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Central Government and/or the Government of West Bengal or any other Government or regulatory authority or political subdivision of government agency.

“**LOI**” means issuing of Letter of Intent shall constitute the intention of the WTL to place the Purchase Order with the successful bidder.

“**Requirements**” shall mean and include schedules, details, description, statement of technical data, performance characteristics, standards (Indian as well as International) as applicable and specified in the Contract.

“**CTD**” means Commercial Tax Directorate, GoWB.

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“**Service**” means provision of Contracted service viz., operation, maintenance and associated services for DEPLOYED SYSTEMS as per Section titled “Scope of Work”.

“**Termination Notice**” means the written notice of termination of the Agreement issued by WTL.

“**Uptime**” means the time period when specified services are available with specified technical and service standards as mentioned in section titled WARRANTY SUPPORT” “%**Uptime**” means ratio of 'up time' (in minutes) as mentioned in section titled “Warranty support”.

“**Service Down Time**” (SDT) means the time period when specified services with specified technical and operational requirements as mentioned in section titled “WARRANTY SUPPORT” are not available to Gov. of W. Bengal and its user departments and organizations.

“**WTL**” means Webel Technology Limited a Govt. of W. Bengal undertaking.

## 2. PRE BID MEETING

Pre Bid Meeting will be held on 21.02.2018 at 11.30 hrs at premises of WTL. Bidder can send their queries as per format (Section - N) to Manager (Purchase) (wtlpurchase@gmail.com) & copy to Mr. S. Das Sarma, Sr. Executive, Mr. S. Pal, Project Engineer & Ms. Anita Dey, Sr. Executive. Only the queries received within the stipulated date prior to the Pre Bid Meeting will be answered. The entrance to the Pre Bid Meeting will be limited to two persons per bidder and carrying valid authorization letter on official letter head bearing company seal.

## 3. COST OF BIDDING

The bidder shall bear all costs associated with the preparation and submission of the bid and WTL will no case be responsible for those costs regardless of the conduct or outcome of the bidding process.

## 4. BID DOCUMENT

Bidder is expected to examine all instructions, forms, terms and requirement in the bid document. The invitation to bid together with all its attachment thereto shall be considered to be read, understood and accepted by the bidder unless deviations are specifically stated in the seriatim by the bidder. Failure to furnish all information required by the bid document or a bid not substantially responsive to the bid document in every respect may result of the bid.

## 5. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, WTL reserves the right to add/modify/delete any portion of this document by issuance of an Corrigendum, which would be published on the website and will also be made available to the all the Bidder who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

## 6. MODIFICATION AND WITHDRAWAL OF BIDS

As per the bidding process available in the tender.

## 7. LANGUAGE OF BID & CORRESPONDENCE

The proposal will be prepared by the Bidder in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & WTL will be in English language only. The correspondence by fax/E-mail must be subsequently confirmed by a duly signed formal copy.

## 8. BIDDER'S SOLUTION

The bidders are requested to study the Bill of Material supplied with this document carefully. While working out the solution the bidder has to work with the broad minimum specification provided in the tender documents, conforming to the model, make and Part number (wherever provided). While submitting the bid the bidder has to detail out all components needed to complete the system BOM. The bidder is required quote for each item retaining all major components/sub system detailed and specified. As the contractor will be responsible for smooth functioning of the system, availability of spares during the tenure of the warranty period have to be take care by the contractor to maintain the guaranteed uptime.

## 9. EARNEST MONEY DEPOSIT (EMD)

The firm shall furnish an EMD of Rs.100000/- (Rupees One lakh only) in the form of a demand draft from a Scheduled Bank payable at Kolkata and in favour of Webel Technology Limited. Any bid not accompanied with the EMD shall be rejected.

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## 10. FORFEITURE OF EMD

EMD made by Bidder may be forfeited under the following conditions:

If Bidder withdraws the proposal before the expiry of validity period.

During the evaluation process, if a Bidder indulges in any such activity as would jeopardize the process, the decision of WTL regarding forfeiture of EMD shall be final and shall not be called upon question under any circumstances.

If Bidder violates any of the provisions of the terms and conditions of the proposal.

In the case of a successful Bidder, if Bidder fails to:

- a) Accept the work order along with the terms and conditions.
- b) Furnish performance security.
- c) Violates any of the work conditions of this proposal or indulges in any such activities as would jeopardize the work.
- d) Submitting false/misleading information/declaration/documents/proof/etc.

The decision of WTL regarding forfeiture of EMD shall be final and shall not be called upon to question under any circumstances, besides, forfeiture of EMD even the Bidder will be deferred from participating in any job for a period of one year.

## 11. FORMS AND FORMATS

The various inputs for the Techno Commercial as Financial Bids are to be submitted in the format specified. The bidder shall use the form, wherever specified, to provide relevant information. If form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information. For all other cases, the bidder shall design a form to hold the required information.

## 12. LACK OF INFORMATION TO BIDDER

The bidder shall be deemed to have carefully examined the Bid document to his entire satisfaction. Any lack of information shall not relieve the bidder of his responsibility to fulfill his obligation under the bid. If bidder has any queries relating to bid document then he can send the queries before the Pre Bid Meeting.

## 13. CONTRACT EXECUTION

On receipt of the Letter of Award/Purchase Order the contractor should submit a Performance Bank Guarantee (PBG) equivalent to 10% of the total contract value within three weeks from the date of receipt of Letter of Award/Purchase Order. The PBG should be valid for six month more than the warranty period. All delivery of the material will have to be completed within 45 days from the date of acceptance of contract and the contractor has to ensure all activities leading to the commissioning of the contract to be completed within 75 days from the date of award. Subsequent to the award of contract, the contractor will have to arrange for the requisite material as per BOM.

## 14. TIME SCHEDULE FOR DELIVERY & INSTALLATION

All delivery & Installation of the material will have to be completed within 6-8 weeks from the date of Order.

## 15. LOCATION OF INSTALLATION

As per Section - H

## 16. LIQUIDATED DAMAGE / PENALTY

The job includes the supply and installation of materials mentioned in the tender document. In the event of failure to meet the job completion in stipulated date/time liquidated damage may be imposed on the contractor for sum not less than 0.5% of the contract value for that item/job for each week or part thereof, subject to a ceiling of 10% of the total contract value (excluding all taxes & duties and other charges). In the event of LD exceeds 10% of the order value, WTL reserves the right to terminate the contract and WTL will get the job completed by any other competent party. The difference of cost incurred by WTL will be recovered from the contractor and PBG will be invoked.

## 17. LIABILITY

In case of a default on bidder's part or other liability, WTL shall be entitled to recover damages from the Contractor. In each such instance, regardless of the basis on which WTL is entitled to claim damages from the Contractor (including fundamental breach, negligence, misrepresentation, or other contract or tort claim),

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Contractor shall be liable for no more than:

- Payment referred to in the Patents and Copyrights clause.
- Liability for bodily injury (including death) or damage to real property and tangible personal property limited to that cause by the Contractor's negligence.
- As to any other actual damage arising in any situation involving non-performance by Contractor pursuant to or in any way related to the subject of this Agreement, the charge paid by WTL for the individual product or Service that is the subject of the Claim. However, the contractor shall not be liable for
- For any indirect, consequential loss or damage, lost profits, third party loss or damage to property or loss of or damage to data.

For any direct loss or damage that exceeds the total payment for Contract Price made or expected to be made to the Contractor hereunder.

## 18. PATENTS & COPYRIGHT

If a third party claims that a product delivered by the Contractor to WTL infringes that party's patent or copyright, the Contractor shall defend WTL against that claim at Contractor's expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the Contractor, provided that WTL.

- Promptly notifies Contractor in writing of the claim
- Allows Contractor to control and co-operate with Contractor in the defense and any related settlement negotiations.

Remedies: If such a claim is made or appears likely to be made, WTL would permit Contractor to enable WTL to continue to use the product, or to modify it, or replace it with one that is at least functionally equivalent. If Contractor determines that none of these alternatives is reasonably available, WTL agrees to return the product to Contractor on Contractor's written request. Contractor will then give WTL a credit equal to for a machine. WTL's net book value (provided WTL has followed generally accepted accounting principles for a generally available software product produced by Contractor (Program) the amount paid by WTL or 12 months charges (which ever is lesser) and for materials the amount paid by WTL for the materials. These will be Contractor's entire obligation regarding any claim of infringement.

## 19. SUSPENSION OF WORK

WTL shall have the power at any time and from time to time by notice to the Contractor to delay or suspend the progress of the work or any part of the work due to any other adequate reasons and on receipt of such notice the contractor shall forthwith suspend further progress of the work until further notice from WTL. The Contractor shall recommence work immediately after receiving a notice to do so from WTL. The whole or any part of the time lost for such delay or suspension shall, if WTL in its absolute discretion thinks fit, but not otherwise, be added to the time allowed for completion.

## 20. TERMS OF PAYMENT

Payment terms will be on back-to-back basis, i.e., payment will be made only on receipt of payment from relevant customer, i.e. Directorate of Commercial Taxes, GoWB. A scheduled payment terms depicted below:

### All deliverable Items

- a) 80% payment of the total deliverable Hardware & Software value will be made after successful delivery of materials.
- b) Balance 20% payment of total Deliverable Hardware Software & 100% payment of total Installation charge will be released after successful Installation.

## 21. GOVERNING LAWS

This contract should be governed by and interpreted by Arbitration clause in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract. The selected vendor shall keep himself fully informed of all current national, state and municipal law and ordinances. The selected vendor shall at their own expense, obtain all necessary permits and license and pay all fees and taxes required by law. These will be selected vendor's entire obligation regarding any claim of infringement. The selected vendor hereto agrees that it shall comply with all applicable union, state and local laws, ordinances, regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required. The selected vendor shall establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labor legislation.

## 22. CORRUPT OR FRAUDULENT

# **WEBEL TECHNOLOGY LIMITED**

The Tender Committee requires that the bidders under this Tender observe the highest standards of ethics during the procurement and execution of such contracts. For this purpose the definition of corrupt and fraudulent practices will follow the provisions of the relevant laws in force. The Tender Committee will reject a proposal for award if it detects that the bidder has engaged in corrupt or fraudulent practices in competing for the contract in question. The Tender Committee will declare a firm ineligible, either indefinitely or for a stated period of time, if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

## **23. BIDDING CLAUSE**

All decisions taken by the Tender Committee regarding the processing of this tender and award of contract shall be final and binding on all parties concerned.

The Tender Committee reserves the right:

- To vary, modify, revise, amend or change any of the terms and conditions mentioned above and,
- To reject any or all the Tender/s without assigning any reason whatsoever thereof or to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

## **24. WORKMEN'S COMPENSATION**

In every case in which by virtue of the provision of the workmen's compensation Act 1923 or any other relevant acts and rules, compensation to a workmen employed by the contractor, is payable, then this should be done by the Contractor. If WTL is obliged to make any compensation under the said rules and acts, then the amount shall be recovered without prejudice, from the bills and due of the Contractor. WTL shall not be bound to contest any claim made against the Contractor in respect of workmen's compensation.

## **25. CONTRACTOR'S EMPLOYEES**

The Contractor shall comply with the provision of all labour legislation including the requirement of the payment of Wage Act 1936 and the rules framed there under and modifications thereof in respect of men employed by him in carrying out the contract. The Contractor must ensure that he complies with PF, ESI regulation for all his deployed employees. The Contractor shall see that all authorized Sub Contractors under him similarly complied with the above requirement.

## **26. SAFETY MEASURES**

The Contractor shall in the course of execution of the work take all necessary precaution for the protection of all persons and property. The Contractor shall take adequate measures to protect the work and prevent accident during the work. In the event of any accident to any person or persons or damage or injury of any description to any person or property due to failure on the part of the contractor in taking proper precautionary measures the contractor shall be responsible for and must make good the loss the damage at his own cost to the satisfaction of the department and employees of the department shall be indemnified from all claims or liabilities arising there from or any expenses incurred on account thereof.

## **27. EQUIPMENT**

All tools & tackles necessary for the work shall have to be procured by the contractor unless other wise specified elsewhere in these tender documents. The equipment used by the contractor for a particular work must be appropriate for the type of work. The contractor shall maintain the equipment used on the work properly so that they are in good working condition. In no case shall the contractor use defective or imperfect equipment in the work. The contractor shall arrange to replace or repair all defective equipment so that the progress of the work is not hampered. No defective equipment should be left at the site of work and the department shall not be responsible for any loss or damage to any of these equipments during the course of the execution of the work.

## **28. SUB-CONTRACT**

The purchaser (WTL) does not recognize the existence of Sub-Contractors. The Contractor's responsibility is not transferable.

## **29. TERMINATION FOR DEFAULT**

WTL may without prejudice to any other remedy or right of claim for breach of contract by giving not less than 30 days written notice of default sent to the contractor, terminate the order in whole or in part. If the contractor materially fails to render any or all the services within the time period specified in the contract or any extension thereof granted by WTL in writing and fails to remedy its failure within a period of thirty days after receipt of default notice from WTL. If the project (delivery, commissioning as well as warranty maintenance support is not carried out according to specification due to deficiency in service as per terms of the contract. In such case WTL will invoke the amount held back from the contractor as PBG.

# WEBEL TECHNOLOGY LIMITED

## 30. BANKRUPTCY

If the contractor becomes bankrupt or have a receiving order made against him or compound with his creditors or being a corporation commence to be wound up, not being a voluntary winding up for the purpose only or amalgamation or reconstruction, or carry on their business under a receiver for the benefit of their creditors or any of them, WTL shall be at liberty to terminate the engagement forthwith without any notice in writing to the contractor or to the liquidator or receiver or to any person in whom the contractor may become vested and without any compensation to give such liquidator or receiver or other person the option of carrying out the engagement subject to their providing a guarantee for the due and faithful performance of the engagement up to an amount to be determined by WTL.

## 31. FORCE MAJEURE

It is hereby defined as any cause, which is beyond the control of the Contractor or WTL as the case may be, which such party could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as

- War, Hostilities or warlike operations (whether a state of war be declared or not), invasion, act of foreign enemy and civil war.
- Rebellion, revolution, insurrection, mutiny, usurpation of civil or military, government, conspiracy, riot, civil commotion and terrorist area.
- Confiscation, nationalization, mobilization, commandeering or requisition by or under the order of any government or de facto authority or ruler, or any other act or failure to act of any local state or national government authority.
- Strike, sabotage, lockout, embargo, import restriction, port congestion, lack of usual means of public transportation and communication, industrial dispute, shipwreck, shortage of power supply epidemics, quarantine and plague.
- Earthquake, landslide, volcanic activity, fire flood or inundation, tidal wave, typhoon or cyclone, hurricane, nuclear and pressure waves or other natural or physical disaster.

If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances of the event of Force Majeure within fourteen days after the occurrence of such event. The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed.

The party or parties affected by the event of Force Majeure shall use reasonable efforts to mitigate the effect of the event of Force Majeure upto its or their performance of the Contract and to fulfill its or their obligation under the Contract but without prejudice to either party's right to terminate the Contract.

No delay or nonperformance by either party to this Contract caused by the occurrence of any event of Force Majeure shall.

- Constitute a default or breach of the contract.
- Give rise to any claim fro damages or additional cost or expense occurred by the delay or nonperformance. If, and to the extent, that such delay or nonperformance is caused by the occurrence of an event of Force Majeure.

## 32. INSURANCE COVERAGE

Appropriate insurance to cover all solution components for the transit period and until the time of its acceptance at the respective site is to be taken by the contractor. As the contractor will carry the risk for the material in his books during transit, the contractor should arrange insurance for the total system as period from the dispatch till Acceptance Test is successfully achieved. Further the contractor is to take all required insurance coverage in respect of all its personnel who shall be working on this engagement.

## 33. WARRANTY

The OEM on behalf of bidder will warranty that products supplied under the contract are newly made and are free from defects in the design, engineering and workmanship. The Contractor would be responsible for the up keep and maintenance of the deployed system and necessary deliverables under the scope of work during the entire warranty period, i.e., 36 months from the date of final acceptance of the system by the user or 38 months from date of delivery, whichever is earlier. Within warranty period, entrusted OEM will replace, re-integrate faulty, buggy components.

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## 34. WARRANTY SUPPORT

The total system will be warranted against bad workmanship and manufacturing defects from the date of acceptance of the system whole or part. Service support for the entire warranty period will be on site and comprehensive (including spares and all other support) and free of cost for the entire warranty period.

The average uptime averaged over each quarter should be as follows:

Category	Uptime Requirement	Response Time Requirement	Maximum Downtime permitted per instance
Equipments located in West Bengal State Data Center & Kolkata	98.0%	8 Hours	24 Hours
Equipments located in other locations	98%	24 Hours	48 Hours

## 35. PERFORMANCE BANK GUARANTEE (PBG)

As a guarantee for timely delivery, installation and commissioning of equipment as well as performance of on-site warranty support, as mentioned in Bill of Material, from the date of final acceptance of systems and pertaining to proper running of the systems, the bidder will have to submit 10% of the contract value as security in the form of Performance Bank Guarantee from any nationalized bank as per format enclosed (Section – Q).

## 36. CONTRACTOR'S RESPONSIBILITIES

Refer Section – A (Scope of Work & Responsibility)

## 37. NO WAIVER OF RIGHTS

Neither the inspection by WTL or any of their agents nor any order by WTL for payment of money or any payment for or acceptance of the whole or any part of the works by WTL, nor any extension of time, nor any possession taken by WTL shall operate as a waiver of any provision of the contract or of any power reserved to WTL, or any right to damages here in provided, nor shall any waiver of any breach in the contract be held to be a waiver of any other subsequent breach.

## 38. GRAFTS, COMMISSIONS, GIFTS, ETC.

It is the Purchaser's policy to require that bidders, suppliers, contractors and consultants under contracts, observe the highest standard of ethics during the procurement and execution of such contracts. Any graft, commission, gift or advantage given, promised or offered by or on behalf of the contractor or his partner, agent, officers, director, employee or servant or any one on his or their behalf in relation to the obtaining or to the execution of this or any other contract with WTL shall in addition to any criminal liability which it may incur, subject the contractor to the cancellation of this and all other contracts and also to payment of any loss or damage to WTL resulting from any cancellation. WTL shall then be entitled to deduct the amount so payable from any monies otherwise due to the contractor under contract.

## 39. ENFORCEMENT OF TERMS

The failure of either party to enforce at any time any of the provision of this contract or any rights in respect thereto or to exercise any option here in provided shall in no way be construed to be a waiver to such provisions, rights or options or in any way to affect the validity of the contract. The exercise by either party of any of its rights herein shall not preclude or prejudice either party from exercising the same or any other right it may have hereunder.

## 40. PERIOD OF VALIDITY OF OFFER

For the purpose of placing the order, the proposals shall remain valid till 180 days. During the period of validity of proposals, the rates quoted shall not change. In exceptional circumstances, WTL may ask for extension of the period of validity and such a request shall be binding on Bidders. WTL's request and the response to such a request by various Bidders shall be in writing. A Bidder agreeing to such an extension will not be permitted to increase its rates.

## 41. TAXES & DUTIES

- The prices shall be inclusive of all taxes & levies including GST and other statutory duties as applicable. Rate of taxes should be indicated separately in the Price Bid.
- Contract Price specified in Price Bid should be based on the taxes & duties and charges prevailing at the date one day prior to the last date of Bid submission.
- Statutory deduction, wherever applicable, shall be made from invoice as per government rules. Necessary certificate will be issued for such deductions.



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- Bidder submitting a bid shall produce valid statutory documents / certificates with respect to GST, Income Tax, ROC, Prof. Tax, Trade Licence, etc. All such documents / certificates shall remain valid on the last date of tender submission.
- In case of inter-state transaction, WTL will provide "Waybill". However, statutory charges, if any will be borne by the bidder.
- GST component of the invoice of the bidder may be kept on hold in case there is any mismatch / irregularity in GST return filing on the part of the bidder.

## **42. DISCREPANCIES IN BID**

- Discrepancy between description in words and figures, the rate which corresponds to the words quoted by the bidder shall be taken as correct.
- Discrepancy in the amount quoted by the bidder due to calculation mistake of the unit rate then the unit rate shall be regarded as firm.
- Discrepancy in totaling or carry forward in the amount quoted by the bidder shall be corrected.

## **43. BID DUE DATE**

The online tender has to be submitted not later than the due date and time specified in the Important Dates Sheet. WTL may at its discretion on giving reasonable notice by fax, or any other written communication to all prospective bidders who have been issued the bid documents, extend the bid due date, in which case all rights and obligations of the WTL and the bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

## **44. LATE BID**

Any proposal received by WTL after the deadline for submission of proposals may not be accepted.

## **45. OPENING OF BID BY WTL**

Bids shall be opened and downloaded electronically through operation of the process in the e-Tender portal in presence of Tender Committee. Bidders interested to remain present during electronic bid opening may attend the bid opening session at WTL premises at scheduled date & time.

## **46. CONTACTING WTL**

Bidder shall not approach WTL officers beyond office hours and/or outside WTL office premises from the time of the Bid opening to the time of finalization of successful bidder. Any effort by bidder to influence WTL office in the decision on Bid evaluation, Bid comparison or finalization may result in rejection of the Bidder's offer. If the bidder wishes to bring additional information to the notice of WTL, it should be in writing following the procedure mentioned hereinabove.

## **47. WTL'S RIGHT TO REJECT ANY OR ALL BIDS**

WTL reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

## **48. BID CURRENCIES**

Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, cess etc.

## **49. PRICE**

- Price should be quoted in the BOQ format only. No deviation is acceptable.
- Price quoted should be firm, inclusive of packing, forwarding, insurance and freight charges.
- Percentage/specified amount of taxes & duties should be clearly mentioned otherwise WTL reserves the right to reject such vague offer.
- Price to be quoted inclusive of supply, installation & commissioning charges.

## **50. CANVASSING**

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so will render him liable to penalties, which may include removal of this name from the register of approved Contractors.

## **51. NON-TRANSFERABILITY OF TENDER**

This tender document is not transferable.

## **52. FORMATS AND SIGNING OF BID**

# **WEBEL TECHNOLOGY LIMITED**

The original and all copies of the proposals shall be neatly typed and shall be signed by an authorized signatory(ies) on behalf of the Bidder. The authorization shall be provided by written Power of Attorney accompanying the proposal. All pages of the proposal, except for un-amended printed literature, shall be initialed by the person or persons signing the proposal. The proposal shall contain no interlineations, erase or overwriting. In order to correct errors made by the Bidder, all corrections shall be done & initialed with date by the authorized signatory after striking out the original words/figures completely.

## **53. WITHDRAWAL OF BID**

Bid cannot be withdrawn during the interval between their submission and expiry of Bid's validity period. Fresh Bid may be called from eligible bidders for any additional item(s) of work not mentioned herein, if so required.

## **54. INTERPRETATION OF DOCUMENTS**

If any bidder should find discrepancies or omission in the specifications or other tender documents, or if he should be in doubt as to the true meaning of any part thereof, he shall make a written request to the tender inviting authority for correction/clarification or interpretation or can put in a separate sheet along with his technical bid document.

## **54. SPLITTING OF THE CONTRACT AND CURTAILMENT OF WORK**

WTL reserve the right to split up and distribute the work among the successful bidders and to curtail any item of work in the schedule partly or fully.

## **55. PREPARATION OF TENDER**

Tender shall be submitted in accordance with the following instructions:

- a) Tenders shall be submitted in the prescribed forms. Digital signatures shall be used. Where there is conflict between the words and the figures, the words shall govern.
- b) All notations must be in ink or type written. No erasing or overwriting will be permitted. Mistakes may be crossed out and corrections typed or written with ink adjacent thereto and must be initialed in ink by the person or persons signing the tender.
- c) Tenders shall not contain any recapitulation of the work to be done. Alternative proposals will not be considered unless called for. No written, oral, telegraphic or telephonic proposals for modifications will be acceptable.
- d) Tenders shall be uploaded as notified on or before the date and time set for the opening of tenders in the Notice Inviting Tenders.
- e) Tenders subject to any conditions or stipulations imposed by the bidder are liable to be rejected.
- f) Each and every page of the tender document must be signed with company seal by the bidder.
- g) Any bidder may withdraw his tender by written request at any time prior to the scheduled closing time for receipt of tenders and not thereafter.

## **56. PRE-DISPATCH INSTRUCTION**

All materials / equipments supplied against the purchase order shall be subjected to Inspection, check and /or test by the authorized representative from WTL.

## **57. FINAL INSPECTION**

Final inspection will be carried by the authorized representative from WTL.

## **58. SITE INSPECTION**

Bidder can inspect (at their own cost) the sites if required, for which they have to take necessary permission from WTL in writing. WTL will take at least four days to organize such permission.

## **59. ERASURES OR ALTERNATIONS**

The offers with overwriting and erasures may make the tender liable for rejection if each of such overwriting/erasures/manuscript ions is not only signed by the authorized signatory of the bidder. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. The Customer may treat offers not adhering to these guidelines as unacceptable. The Customer may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This shall be binding on all bidders and the Tender Committee reserves the right for such waivers.

## **60. COMPLIANCE WITH LAW**

The contractor hereto agrees that it shall comply with all applicable union, state and local laws, ordinances,

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regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required. The contractor shall establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labor legislation.

## 61. CLARIFICATION OF BIDS

During evaluation of the bids, the Customer/Tender Committee, at its discretion may ask the bidder for clarification of its bid. The request for the clarification and the response shall be in writing (fax/email) and no change in the substance of the bid shall seek offered or permitted.

## 62. DEEMED ACCEPTANCE

Deliverables will be deemed to be fully and finally accepted by Directorate of Commercial Taxes in the event Directorate of Commercial Taxes has not submitted such Deliverable Review Statement to Bidder/Implementation Partner before the expiration of the 30-days review period, or when Directorate of Commercial Taxes uses the Deliverable in its business, whichever occurs earlier ("Deemed Acceptance").

## 63. QUALITY CONTROL

- The contractor is obliged to work closely with WTL and/or Directorate of Commercial Taxes, act within its authority and abide by directive issued by them on implementation activities.
- The contractor will abide by the safety measures and free WTL and Directorate of Commercial Taxes from all demands or responsibilities arising from accident/loss of life, the cause of which is due to their negligence. The bidder will pay all indemnities arising from such incidents and will not hold WTL and Directorate of Commercial Taxes responsible.
- The contractor will treat as confidential all data and information about the system, obtained in the execution of its responsibilities in strict confidence and will not reveal such information to any party without the prior written approval of WTL/ Directorate of Commercial Taxes.
- WTL reserves the right to inspect all phases of contractor's operation to ensure conformity to the specifications. WTL shall have engineers, inspectors or other duly authorized representatives made known to the contractor, present during the progress of the work and such representatives shall have free access to the work at all times. The presence or absence of representatives of WTL does not relieve the contractor of the responsibility for quality control in all phases.
- The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.

## 64. SITE NOT READY

The bidder shall not be in any manner liable for any delay arising out of Directorate of Commercial Taxes inability to make the site ready within the stipulated period.

## 65. GENERAL TERMS

- a) All the pages of the bid document including documents submitted therein must be duly signed and stamped failing which the offer shall be liable to be rejected.
- b) All the documents to be submitted by the bidder along with their offer should be duly authenticated by the person signing the offer and if at any point of time during procurement process or subsequently it is detected that documents submitted are forged/tampered/manipulated in any way, the total responsibility lies with the bidder and WTL reserves the full right to take action as may be deemed fit including rejection of the offer and such case is to be kept recorded for any future dealing with them.
- c) No Technical/Commercial clarification will be entertained after opening of the tender.
- d) Overwriting and erasures may make the tender liable for rejection if each of such overwriting/erasures/manuscript is not only signed by the authorized signatory of the bidder. All overwriting should be separately written and signed by the authorized signatory of the bidder.
- e) Quantity mentioned in the tender document is indicative only and orders shall be placed subject to actual requirement. WTL reserve the right to increase or decrease the quantity specified in the tender.
- f) WTL reserve the right to reject or accept or withdraw the tender in full or part as the case may be without assigning the reasons thereof. No dispute of any kind can be raised the right of buyer in any court of law or elsewhere.
- g) WTL reserve the right to ask for clarification in the bid documents submitted by the bidder. Documents may be taken if decided by the committee.
- h) Supporting technical brochures/catalogues indicating each feature in respect of offered model and make must be submitted along with the offer, in absence of which the offer is liable to be ignored.
- i) No dispute by the bidders in regard to Technical/Commercial points will be entertained by WTL and decision taken by the Tender Committee will be final.

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- j) Discrepancy in the amount quoted by the bidder due to calculation mistake, the unit rate shall be regarded as firm and the totaling or carry in the amount quoted by the bidder shall be corrected accordingly.
- k) The price offers shall remain firm within the currency of contract and no escalation of price will be allowed.
- l) The acceptance of the tender will rest with the accepting authority who is not bound to accept the lowest or any tender and reserves the right to reject in part or in full any or all tender(s) received and to split up the work among participants without assigning any reason thereof.
- m) The customer/WTL at its discretion may extend the deadline for the submission of Bids.
- n) The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.

# **WEBEL TECHNOLOGY LIMITED**

## **SECTION – E**

### **BID FORM**

(Bidders are requested to furnish the Bid Form in the Format given in this section, filling the entire Blank and to be submitted on Letter Head in original)

To  
**Webel Technology Limited**  
**Plot – 5, Block – BP, Sector - V,**  
**Salt Lake City,**  
**Kolkata – 700091.**

**Sub: Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System at different offices under the Directorate of Commercial Taxes, GoWB.**

Dear Sir,

1. We the undersigned bidder/(s), having read and examined in details the specifications and other documents of the subject tender no. WTL/CT/BM/17-18/040 dated 15.02.2018, do hereby propose to execute the job as per specification as set forth in your Bid documents.
2. The prices of all items stated in the bid are firm during the entire period of job irrespective of date of completion and not subject to any price adjusted as per in line with the bidding documents. All prices and other terms & conditions of this proposal are valid for a period of 180 (one hundred eighty) days from the date of opening of bid. We further declare that prices stated in our proposal are in accordance with your bidding.
3. We confirm that our bid prices include all other taxes and duties and levies applicable on bought out components, materials, equipments and other items and confirm that any such taxes, duties and levies additionally payable shall be to our account.
4. Earnest Money Deposit: We have enclosed EMD in the form of Demand draft for a sum of Rs. 200000/- (DD no. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_).
5. We declare that items shall be executed strictly in accordance with the specifications and documents irrespective of whatever has been stated to the contrary anywhere else in our proposal. Further, we agree that additional conditions, deviations, if any, found in the proposal documents other than those stated in our deviation schedule, save that pertaining to any rebates offered shall not be given effect to.
6. If this proposal is accepted by you, we agree to provide services and complete the entire work, in accordance with schedule indicated in the proposal. We fully understand that the work completion schedule stipulated in the proposal is the essence of the job, if awarded.
7. We further agree that if our proposal is accepted, we shall provide a Performance Bank Guarantee of the value equivalent to ten percent (10%) of the Order value as stipulated in Financial Bid (BOQ).
8. We agree that WTL reserves the right to accept in full/part or reject any or all the bids received without any explanation to bidders and his decision on the subject will be final and binding on Bidder.

Thanking you, we remain,

**WEBEL TECHNOLOGY LIMITED**

Yours faithfully

.....  
Signature

.....  
Name in full

.....  
Designation

**Signature & Authorized Verified by**

.....  
Signature

.....  
Name in full

.....  
Designation

.....  
Company Stamp

Dated, this .....day of .....2018

# **WEBEL TECHNOLOGY LIMITED**

## **SECTION – F**

### **TECHNO COMMERCIAL EVALUATION & AWARDING OF CONTRACT**

#### **1. EVALUATION PROCEDURE**

- The Eligibility Criteria (Section - B) will be evaluated by Tender Committee and those qualify will be considered for further evaluation.
- The Tender Committee shall verify the Technical Specification (Technical Specification with Compliance Statement, Section – J) Deviation in specification shall not be allowed. Bidder qualified in Technical Specification shall be considered for further evaluation.
- The qualified bidders shall be asked to arrange the POC (Proof of Concept) to Tender committee and those qualifies will be considered for further evaluation.
- After qualifying in Technical Specification & POC, the qualified bidders will only be considered for Financial Bid evaluation.

#### **2. FINAL EVALUATION**

Financial Proposal of the bidders qualifying in the evaluation of Technical specification will be evaluated. The bidder who has qualified in the Technical Specification evaluation and returns with lowest quote (L1) in financial bid would normally be awarded the contract subject to Post Qualification.

#### **3. AWARDING OF CONTRACT**

An affirmative Post Qualification determination will be prerequisite for award of the contract to the lowest quoted bidder. A negative determination will result in rejection of bidder's bid, in which event the WTL will proceed to the next lowest evaluated bidder to make a similar determination of that bidder's capability to perform satisfactorily. The successful bidder (s) will have to give security deposit in the form of Performance Bank Guarantee.

#### **4. POST QUALIFICATION**

The determination will evaluate the Bidder's financial, technical, design, integration, customization, production, management and support capabilities and will be based on an examination of the documentary evidence of the Bidder's qualification, as well as other information WTL deems necessary and appropriate. This determination may include visits or interviews with the Bidder's client's reference in its bid, site inspection, and any other measures. At the time of post-qualification, Directorate of es may also carry out tests to determine that the performance or functionality of the Information System offered meets those stated in the detailed Technical Specification.

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## **SECTION – G**

### **GUIDANCE FOR E-TENDERING**

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the Bidders to participate in e-Tendering.

- **Registration of Bidder:**  
Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System through logging on to <https://wbtenders.gov.in>. The Bidder is to click on the link for e-Tendering site as given on the web portal.
- **Digital Signature Certificate (DSC):**  
Each Bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated above. DSC is given as a USB e-Token.
- The Bidder can search & download N.I.T. & BOQ electronically from computer once he logs on to the website mentioned above using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- **Participation in more than one work:**  
A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If, found to be applied severally in a single job all the applications will be rejected.
- **Submission of Tenders:**  
Tenders are to be submitted through online to the website stated above in two folders at a time, one in Techno Commercial Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats)

The proposal should contain scanned copies of the following in two covers (folders).

#### **Techno Commercial Cover:**

##### **Technical Document1 (scanned & join in pdf format then upload)**

1. Copy of Demand Draft of Earnest Money Deposit (EMD)
2. Copy of Demand Draft of Tender Fee

##### **Technical Document2 (scanned & join in pdf format then upload)**

1. N I T Declaration duly stamped & signed in letter head, Section - R
2. Bid Form as per format (Section – E)

##### **Technical Compliance (scanned & joins in pdf format then upload)**

1. Technical Specification With Compliance Statement (Section – J)
2. Manufacturer Authorisation Form (Section – M)

#### **Financial Cover:**

BOQ will be downloaded and same will be uploaded with quoted rates. While uploading BOQ file name shall remain unchanged. Absence of this document shall lead to summary rejection of the bid.

#### **NON-STATUTORY COVER (MY SPACE) CONTAIN FOLLOWING DOCUMENT:**

**(In each folder, scanned coy will be uploaded with single file having multiple pages)**



## WEBEL TECHNOLOGY LIMITED

Sl. No.	Category Name	Sub Category Name	Sub Category Description
A	CERTIFICATES	A1. CERTIFICATES	<ul style="list-style-type: none"> <li>• GST Registration Certificate</li> <li>• PAN</li> <li>• Trade License</li> <li>• ESI, PF</li> <li>• Document as per Clause no. 2 of Section – B</li> </ul>
B	COMPANY DETAILS	B1. COMPANY DETAILS 1	<ul style="list-style-type: none"> <li>• Document as per Clause – 1 of Section – B</li> <li>• Declaration as per Clause no. 12 of Section – B</li> </ul>
		B2. COMPANY DETAILS 2	<ul style="list-style-type: none"> <li>• Company Profile (Not more than 3 pages)</li> <li>• ISO Certificate as per Clause no. 10 of Section – B</li> </ul>
C	CREDENTIAL	CREDENTIAL 1	Order copies as per Clause no. 4 of Section – B
		CREDENTIAL 2	<ul style="list-style-type: none"> <li>• Product brochure</li> <li>• Other documents, if any</li> </ul>
D	DECLARATION	DECLARATION 1	List of Clients as per format (Section – P)
		DECLARATION 2	Financial Capability of Bidder as per format (Section – L)
		DECLARATION 3	Bidder's Details as per format (Section – M)
		DECLARATION 4	Details of Order Executed as per format (Section – K)
		DECLARATION 5	Declaration as per Clause no.5 of Section – B
F	FINANCIAL INFO	P/L & BALANCE SHEET 2014-2015	P/L & BALANCE SHEET 2014-2015
		P/L & BALANCE SHEET 2015-2016	P/L & BALANCE SHEET 2015-2016
		P/L & BALANCE SHEET 2016-2017	P/L & BALANCE SHEET 2016-2017

**Note:**

**The hard copy of the total set of documents uploaded in e-Tender site except BOQ to be submitted in sealed envelope to Manager (Purchase), Webel Technology Ltd. before opening of Technical Bid. The envelope superscripted with words “Hard copy of document uploaded against Tender no. WTL/CT/BM/17-18/039 except BOQ”.**

# WEBEL TECHNOLOGY LIMITED

## SECTION – H

### LOCATIONS FOR INSTALLATION

Sl No.	Name of Circle Office	Name of the Charge Office	Address
1	Kolkata North Circle	Beadon street Charge	Salt lake-Kolkata-91
		Burtola Charge	Do
		Jorabagan Charge	Do
		Jorasanko Charge	Do
		Manicktola Charge	Do
		Postbazar Charge	Do
		Shyambazar Charge	Do
2	24 Parganas Circle	Barasat Charge	82/5 K.N.C. Road Barasat
		Barrackpore Charge	50 BT road, Barrackpore 24 Parganas(N)
		Belgachia Charge	Salt lake-Kolkata-91
		Cossipore Charge	Do
		Salt lake Charge	Do
		Ultadanga Charge	Do
3	Behala Circle	Alipore Charge	Industrial Complex Building. Chowrasta, Behala
		Behala Charge	Do
		Budge Budge Charge	Do
		Diamond harbour Charge	New Town, Diamond Harbour, 24 Parganas(S)
4		Baruipur Charge	Baruipur 24 Parganas(N)
5	Howrah Circle	Howrah Charge	24 Belilious Road, Howrah
		Kadamtala Charge	Do
		Shibpur Charge	Do
6	Bally Circle	Bally Charge	Do
		Salkia Charge	Do
		Srirampore Charge	Srirampur, Court Compound, Hooghly,
7	Medinipur Circle	Medinipur Charge	Gandhighat, Paschim Medinipur
		Tamluk Charge	Daharpur, Tamluk
8	Asansol Charge	Asansol Charge	Do
		Purulia Charge	Nadiha, Purulia
9	Durgapore Circle	Durgapur Charge	Commercial Estate, City Centre, Durgapur-9
		Bardhaman Charge	Kalna Road, Badamtala, Bardhaman
		Bankura Charge	Bankura
		Suri Charge	Santrapara, Near SP more, Culvert, Suri, Birbhum
10	Siliguri Circle	Siliguri Charge	Paribahan nagar, Matigara, Siliguri
		Darjeeling Charge	Ajit Mansion, Chowrasta Mal, Darjeeling
11	Raiganj Circle	Balurghat Charge	Old Sub-jail Market Complex, Balurghat
		Malda Charge	Rabindra Avenue, Malda
		Raiganj Charge	Raiganj Super Market, Raiganj
12	Jalpaiguri Circle	Jalpaiguri Charge	Treasury Building, 3 <sup>rd</sup> Floor, Jalpaiguri
		Cooch Behar Charge	Near Sagar Dighi, Cooch Behar

\*N.B. – Installation will start with Commercial Taxes- Howrah Building, Salt Lake Building, Durgapore Circle office at initial stage.

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## SECTION – I

### BILL OF MATERIAL

Sl. No.	Description	Qty	Unit
	<b>Hardware</b>		
1	Biometric Readers with Power Supply Unit as per technical specifications in Annexure-I	55	No
2	Contactless Smart Card as per technical specifications in Annexure-I	1200	No
3	Access Controller (AC) with Power supply unit & enclosure IP 30 rated suitable for mounting the controller along with Battery suitable for minimum 60 Minutes of backup as per technical specifications in Annexure-I	15	No
4	RJ-45 I/O Wall Outlet	55	No
5	Cat-6 UTP Cables	5000	Mtr
6	Patch Panel - 24 Ports	7	No
7	Network Switches (Annexure-II)	8	No
8	Network Rack - Wall Mounted 12 U	5	No
9.	Desktop: Intel Dual Core OR Core i3/4GB RAM/1TB HDD/DVD RW/LED Monitor/OS Preloaded	3	No
10.	700 VA UPS	3	No
11.	Server (OEM DELL/HP/IBM or similar equivalent): ES-2609 v4, 8 core, 1. 70 GHz with 20 MB smart cache memory/Tower/Intel Processor/Max. Number Of Sockets Available On Chipset:2/Max. Number Of Sockets Populated With Processor:1/8 Core Per Processor/PCI Slots (Express Gen 3.0 Min.):6/Memory ( DDR4 RAM Min.):128GB upgradable upto 512GB/DIMM Slots (Minumum):8/Hard Disk Drive capacity (SAS Drive): 4x1000GB/Hard Disk Drive RPM With SAS (hot Plug Or Better ) 10000 RPM minimum/RAID Controller Caches: 2048MB On-Card Cache MB/RAID Controller: SAS RAID CONTROLLER/RAID Controller Ports:8/Video Controller (support VGA Or Above Resolution):Yes/KB & Mouse/Bays (min. 2 Internal Or More Hot Plug):8Hot Swap/USB 3.0, USB 2.0/Certifications: UL, CE & FCC/DVD Drive/Dual LAN (10/100/1000) Network Card With Security Management, Remote Wake Up/Screen blanking, hard disk & system idle mode in power on, set up password, power supply surge protected/Redundant Power Supply & Redundant Fan:Yes/RoHS Compliance:yes/Compatible Genuine OS & Relevant Software	1	No.
12.	UPS: 2KVA or higher online UPS(Digital signal processor controlled True Online/ PWM technology with IGBTs with built In galvanic isolation/ Less than 50 dB Noise level/ Operating Temperature: 0-45 degree centigrade/ Humidity: 10 to 95% no-condensing/ Crest Factor: Minimum 3:1 at full load/ Output Wave Form: Pure Sine wave/ Cold Start feature/ Both input& Output have MCB's/ MCB / MCCB Trips and UPS shut down without Blowing any fuses/ UPS safe in the case of high Voltage/High Current/ high spike/ high surges at input to the UPS/ ISO 9001:2008/3Years Onsite Warranty	1	No
13.	Card Printer with cartridges (As per technical specifications in Annexure-III)	At actual	No
14.	Support Service Personnel for 12 months with helpdesk	2	No
15.	Software & Services web based for local viewing(Refer to Annexure-IV)	1	No

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1. Shall be able to (logically) connect to the Organization Unit
  2. Import of Employee Details from XLS or Database
  3. Assigning the Employees to Organization & Finger enrolment using USB based Reader.
  4. Downloading of Employee Database, eg Name, Employee ID etc from Server to Remote Terminals for enabling enrollment
  5. Finger Enrollment can be done for the Employees whose data is downloaded from Server.
  6. Enrolled Finger Templates may be Pushed to Server for Centralized repository of Finger.
  7. The templates may be managed from this software, eg downloading the Finger Template to other terminals, for Employees who are moving or on duty to other offices or got transferred.
  8. Deletion of Template for the employees who have resigned from Terminals remotely.
  9. Dash Board to see the Health of all the terminals with filtering condition.
  10. Employee ID Card Printing (with photo capture, Signature capture)
  11. Black Listing of Employees
  12. Smart Card may be written for Employee details & Template using Smart Card Writer
  13. Transaction data may be pushed to any Customer Data base or SAP compatible Text file may be generated.
  14. MS SQL back-end database to store digitized fingerprint template data
  15. Web based Server Application with Management dash board. All Database supposed to be on control server.
- 
2. The software shall provide facility for the following:
    1. Add , Delete , Edit Company, Branch/Location, Department, Sub- Department
    2. Provision to add , edit , activate , deactivate Shift .
    3. Providing for changing permissible timings.
    4. Provision to specify location and department wise rule for making late and early departure and calculation of leave deduction based on the rule.
  
    5. Provision to specify rules for calculating overtimes.
    6. Provision to add weekly holidays and yearly holidays (closed and RH)
    7. Provision to enter leave granted (CL/El/ML/RH/etc.).
    8. Provision to regulate late arrival / early departure that has accrued due to official reasons.
    - 9 .Monitor transaction logs.
    10. Provision to allow flexi timings sitting with Late arrival.
    12. Web based Portal for Employee-Self-Service (ESS) & Admin functions. It shall be made on as per following details:  
Admin and Super User. Useful for Users/Dept. Heads/HR (defined as Admin or Super User to Login & check/Post some indispensable attendance related functionalities, as under:
      - Shift Reallocation
      - Gate Pass
      - Manual Attendance
      - Leave Process
      - Viewing of Leave application of Employees
      - Tour /site apply for Employees
      - Password changing (not other Employees)
      - Home content editing like Image/Picture upload, News Update, Quick Link, Quote of the Day etc.
      - Real Time Private messaging using Intranet for Inter communication among Users / Employees / Super Users and Administrator)

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	<p>Report generation module to provide the following Standard Reports (Daily and Monthly) based on Parameters:</p> <ul style="list-style-type: none"> <li>• Graphical Report with details.</li> <li>1. Daily Attendance and Absentee Report.</li> <li>2. Late Arrival and Early Departure Report.</li> <li>3. Continuous Absentee Report.</li> <li>4. Location-wise / Department -Wise, Attendance and Absentee Report</li> <li>5. To provide Attendance and Absentee report based on category.</li> <li>6. Reports based on particular time duration of the days, month</li> <li>7. Working hours, Overtime Hours report.</li> </ul> <p>Graphical Attendance Analysis with details.</p> <ul style="list-style-type: none"> <li>• Auto emailing of scheduled reports (E-report) to Admin / Super users (HOD's) at specific Time of Day on Daily, week End or Month End basis.</li> <li>• Some special reports are: Monthly continuous Absent/Late by n number of days with user email alert, Monthly Late List count department wise, Daily Attendance analysis etc.</li> <li>• Attendance Bottom Dock Pane in Dashboard—where you can see pictures of present employees only with their attendance details and shift information.</li> <li>• Cross Browser Compatibility including IE (8-10) , Firefox and Chrome.</li> </ul>		
16.	Installation of Readers with associated Cabling	1	LS
17.	Taking Photograph of Each Employee at Site	1	LS
18.	System Administration Services including Setting Up of rules for system server, database mounting with requisite procedure anchoring and application handshaking with devices	1	LS
19.	MIS throughput, toll preparation for legacy data import with respect to employees, implementation architecture study and training of system administrators	1	LS

**Bill of quantity may change at the time of placement of order. Detailed Technical Specifications are given in Section – J.**

**Please note final bill will be raised on based on actual consumption of the items.**

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## SECTION - J

### TECHNICAL SPECIFICATION WITH COMPLIANCE STATEMENT

(Tender No. WTL/CT/BM/17-18/040)

- Bidder should submit all relevant data sheet/brochure of all quoted items and should also available in respective OEM's official website.
- Bidder should indicate items mentioned in the OEM data sheet / brochure by marketing as mentioned in minimum specification in the RFP

#### Annexure - I

Sl No	Category	Specification	Compliance (*To be stated in terms of "Yes/No") In case of non-compliance / higher specification, values or description to be provided)
<b>1</b>	<b>Reader /Scanner</b>		
1.1	False Acceptance Rate (FAR)	1% in ideal conditions	
1.2	False Rejection Rate (FRR)	1 % in ideal conditions	
1.3	Compatible Sensor	Sagem /Suprema/Secugen/ Nitgen, All 500 dpi and ISO 14443A compliant sensor(Document Required)	
1.4	Operating Temperature	0~50 Deg C	
1.5	Humidity	95% at 40 Deg C	
1.6	Verification Time	< 2 sec	
1.7	Display	1. LCD or LED with following Messages 2. Employee ID 3. Access Status (Granted/ Rejected) 4. Access Date & Time 5. Reader status display	
1.8	Minimum Events Log Storage Capacity	50,000	
1.9	Communication	LAN, RS485 Wiegand (Customizable format up to 256 bits) for connecting to access controller,	
1.10	Indicators	Multi-colour LED Indication.	
1.11	Image Quality	Excellent image capture system assuring good quality with a low level of distortion (1%).	
1.12	Keypad	3X4 keypad Alphanumeric keypad ,3 navigation keys	
1.13	Internal Card Reader Options	Integrated card reader for iClass or MIFARE/DESfire cards	
1.14	Compatible cards	iClass or MIFARE/DESfire 13.56 Mhz	
1.15	Authentication Mode	Matching 1:1 (2 templates) Smart Card + Finger	
1.16	Standard	The reader should conforms to ISO (14443A) 13.56 MHz. & IP 65	
1.17	Audio Feedback	Audio feedback.	
1.18	Power Requirement	230 V AC @ 50 Hz      230 V AC @ 50 Hz	

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Sl No	Category	Specification	Compliance (*To be stated in terms of "Yes/No") In case of non-compliance / higher specification, values or description to be provided)
1.19	Installation Surface	Wall Mounted	
1.20	Standards	CE,FCC,RoHS Compliant	
1.21	Enclosure	Industry grade Sheet Metal Enclosure casing for Safety & security with lock Key: Wall mounted Sheet Metal Enclosure Casing for Safety & Security with lock key. The Mild Steel (MS) Panel meant to provide physical security to terminal from natural or artificial trauma/vandalism with grouting arrangement. The Panel shall have door with transparent acrylic cover to make the terminal visible & need not be opened to give finger print punching & large LED for finger acceptance for Finger rejection.	
<b>2</b>	<b>Smart Card</b>		
2.1	Type	Contact less Smart	
2.2	Operating Frequency and Compliance	Operating frequency shall be 13.56 MHz and shall meet ISO 14443A (type 1,2,3) standards.	
2.3	Read range	Up to 5 cm	
2.4	Durability	Passive, no-battery requirement	
2.5	Memory	Minimum 4KB for storing 2 Templates on card	
2.6	Authentication	Mutual Three pass authentication (ISO/IEC DIS 9798-2)	
<b>3</b>	<b>Access Controller (AC)</b>		
	Standard	Shall conform to CE, UL,EN Standards.	
	Processor	32 Bit 30 MHz based integrated Renesas microcontroller type.	
	Reader Interface	4 reader interfaces: - Wiegand or - RS-485, 2-wire, opto-coupled, 19.200 Bd	
	Software Interface & SMPS	Enterprise Software + Controller +Power Supply along with ACS @ 50 Hz should be of the same make to avoid any conflict. Must have a inbuilt Battery Input Power 230 V	
	Form Factor	The AC hardware design shall be of standard 19" rack mountable and also rail mountable for installation in a minimum IP30 rated enclosure. The controller should be modular in size for proper mounting at sites in small areas.	
	Connectivity	The connection from the AC to the ACS server running the management software must be Ethernet 100BaseT.	
	Display	16-characters liquid crystal display (LCD), and a button provided for selecting the display to show all its network parameters and actual status	

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Sl No	Category	Specification	Compliance (*To be stated in terms of "Yes/No") In case of non-compliance / higher specification, values or description to be provided)
		like: a. IP address of the controller b. MAC address of the controller c. DHCP on/off d. Status of all the inputs connected to it e. Status of all the outputs connected to it f. Online and Offline status of the controller g. Firmware version h. Date and Time – A real time clock (RTC) that will adjust itself to leap year computations automatically.	
	In-built Memory	Minimum 2 GB Compact flash (CF) memory card for storing cardholder data and access events	
	Event Storage Capacity	Minimum 200000 cardholder database (upgradeable to 400,000), each having a programmable 4 – 6 digits (Personal Identification Number) PIN codes & 100000 transaction storage.	
	General Features	The AC memory shall under no circumstance loose a single, not even the last transaction when power fails.	
		The AC and all devices connected to it shall continue to operate and control access in off-line mode, even if the computer network fails.	
		The AC provided shall support multiple, but not limited to the following card formats: a. Wiegand 26 Bit b. Wiegand 35 Bit (HID Corp 1000) c. Wiegand 37 Bit (HID iClass) d. Mifare 32 Bit CSN	
		The AC shall provide minimum eight programmable I/Os on board, and shall be expandable to 56 each, using I/O extensions.	
		The AC shall support standard CF flash memory card for storing cardholder data and access events.	

**NOTE:** In Existing system Readers would be connected to controllers through wiegand connectivity, in addition readers & Controllers would be connected to switch also, readers would be drawing power from controller and controller would be backed up by internal battery backup of 40 minutes.



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## Annexure – II

### Switch Configuration

Description	Network Switch – 24 Port Rack Mountable
Interfaces:	24 x 10Base-T/100Base-TX - RJ-45 - PoE; 1 x console - 9 pin D-Sub (DB-9) - management; 4 x Combo Ports
MTBF:	241,996 hour(s)
Voltage Required:	AC 120/230 V ( 50/60 Hz )
Depth:	10.1 inches
Maximum Storage Temp:	158 F
Device Type:	Managed
Maximum Operating Temp:	104 F
Power Over Ethernet (PoE):	PoE
Weight:	8.2 lbs
Humidity Operating Range:	10-90% (non-condensing)
Rack-Mount 23 in. (58.4 cm) EIA:	Included
Routing Protocol:	Static IPv4 routing
Width:	17.3 inches
Performance:	Switching capacity: 12.8 Gbps; Forwarding performance (64-byte packet size): 9.52 Mpps
Cables Included:	1x Serial Cable
Jumbo Frame Support:	9 KB
Authentication Method:	Secure Shell (SSH), RADIUS, TACACS+
Flash Memory:	16 MB
Height:	1.7 inches
Localization:	Chinese (simplified), English, German, French, Italian, Spanish, Japanese
Ram:	128 MB
Minimum Storage Temperature:	-4 F
Status Indicators:	Link activity, port transmission speed, system
MAC Address Table Size:	16k entries
Power Device:	Power adapter – external
Humidity Storage Range:	10-90% (non-condensing)
Enclosure Type:	Rack-mountable
Capacity:	4K Active VLANs
Ports:	24 ports

## Annexure - III

### Card Printer

Print Method	Dye-sublimation / resin thermal transfer
Resolution	300 dpi (11.8 dots/mm) continuous tone
Colors	Up to 16.7 million / 256 shades per pixel
Print Ribbon Options	Options include easy-to-use ribbon with disposable ribbon cartridge (EZ) and more economical and ecofriendly refill ribbon for cartridge (ECO). Both EZ and ECO: Full-color with resin black and overlay panel, YMCKO*, 250 prints Resin black (standard), 1000 prints EZ only: Full-color with two resin black panels and overlay panel, YMCKOK*, 200 prints Resin black and overlay panel, KO*, 500 prints Resin black (premium), 1000

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	prints Dye-sublimation black and overlay panel, BO*, 500 prints Resin green, blue, red, white, silver, gold, 1000 prints Silver and gold metallic, 500 prints Rewrite technology - no ribbon is required
Print Speed**	6 seconds per card (K*); 8 seconds per card (KO*); 16 seconds per card (YMCKO*); 24 seconds per card (YMCKOK*)
Accepted Standard Card Sizes	CR-80 (3.375"L x 2.125"W / 85.6 mm L x 54 mm W); CR-79 adhesive back (3.313"L x 2.063"W / 84.1 mm L x 52.4 mm W)
Print Area	CR-80 edge-to-edge (3.36"L x 2.11"W / 85.3 mm L x 53.7 mm W); CR-79 (3.3"L x 2.04"W / 83.8 mm L x 51.8 mm W)
Accepted Card Thickness	.009" - .040" / 9 mil - 40 mil / .229 mm - 1.016 mm
Accepted Card Types	PVC or polyester cards with polished PVC finish; monochrome resin required for 100% polyester cards; optical memory cards with PVC finish; rewrite
Input Hopper Card Capacity	100 cards (.030" / .762 mm)
Output Hopper Card Capacity	Up to 30 cards (.030" / .762 mm)
Card Cleaning	Card cleaning roller integrated into ribbon cartridge; cleaning roller is automatically replaced with each ribbon change
Memory	32 MB RAM
Software Drivers	Windows® XP / Vista™ (32 bit & 64 bit) / Server 2003 & 2008 / Windows® 7 / Windows® 8 (32 bit & 64 bit)/ MAC OS X 10.5/10.6/10.7/10.8 / Linux***
Interface	USB 2.0, optional Ethernet with internal print server
Operating Temperature	65° to 80° F / 18° to 27° C
Humidity	20-80% non-condensing
Dimensions	Single-sided printer: 8.8"H x 13.7"W x 7.9"D / 224 mm H x 348 mm W x 201 mm D Dual-sided printer: 9.8"H x 18.7"W x 9.2"D / 249 mm H x 475 mm W x 234 mm D
Weight	Single-sided: 7.5 lbs / 3.4 Kg; dual-sided: 10 lbs / 4.54 Kg
Agency Listings	Safety: UL 60950-2, CSA C22.2 (60950-07), and CE; EMC: FCC Class A, CE (EN 55022 Class A, EN 55024), CCC, BSMI, KC
Supply Voltage	100-240Vac, 50-60Hz, 1.6 Amps max
Supply Frequency	50 Hz / 60 Hz
Warranty	Printer – three years; printhead – three years, unlimited pass with UltraCard®
Encoding Options	Supported smart card and magnetic stripe technologies: 125 kHz (HID Prox) reader; 13.56 MHz (iCLASS® Standard / SE / SR / Seos, MIFARE Classic®, MIFARE Plus®, MIFARE DESFire®, MIFARE DESFire® EV1, ISO 14443 A/B, ISO 15693) read/write encoder; contact smart card encoder reads from and writes to all ISO7816 1/2/3/4 memory and microprocessor smart cards (T=0, T=1) as well as synchronous cards; ISO magnetic stripe encoding, dual high- and low-coercivity, tracks 1, 2 and 3
Supported Access Control Credential Programming	iCLASS® Standard/SE/SR/Seos, MIFARE Classic™, MIFARE DESFire® EV1, HID Prox
Options	Single wire Ethernet and USB 2.0 interface for inline printing and encoding (note: single wire Ethernet encoding is only available for iCLASS®, MIFARE®, and contact smart card encoding) - Ethernet-enabled printer support

### Annexure -IV

Control Software	Complied (Y/N)
shall be modular, networked access control system having centralized architecture, capable of handling large corporation with multiple remote sites.	
The system control at the central computer location shall be under a single software program control, shall provide full integration of all components, and shall be alterable at any time, depending upon the facility requirements.	
The system shall support upto 800 card readers on single server or unlimited card readers using multiple connection servers and shall support up to 4,00,000 card holders. must provide a web server-based solution. Only Internet Explorer is required for a workstation to access the login server.	

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	The system server shall be use latest edition of Windows Server 2008 R2/ 2012 R2 and Client shall support Windows 7 / windows 8.1 shall include network capability with the TCP/IP data communications network protocol and hardware	
	analyzes all incoming events and messages. It provides a wide range of standard alarm/event states. There should be no limitation in creating additional customer specific states. For each event state, the following parameters are definable State name Background/foreground color Alarm sound Priority For alarm sounds, standard formats such as WAV, MP3 or WMA are supported. The priority directly controls the order how events are displayed. An unlimited number of user defined alarms shall be able to be added to the system. Atleast 5000 states/alarms should be preconfigured. These alarms shall include but not be limited to: Door half open, Door forced open, Door opened under duress, enclosure tampering, controller failure / communication loss, turnstile malfunction, boom barrier malfunction, card reader tampering, card reader failure/communication loss, Cable tamper (Supervised), power loss, low battery	
	Support "Global Anti-pass back" upon availibility of host server.N PERSON ACCESS: The access control management must provide the possibility to allow access to an entrance/door only when at least two authorized cardholders swipe their badges. The number of cardholders for that kind of access check in front of an entrance shall not be limited by the system.	

<b>Reader Control Software –Client version</b>		Compliance (Y/N)
<b>License</b>	USB Dongle	
<b>System Architecture</b>	Client/Server	
<b>Operating System</b>	Windows	
<b>Database</b>	MSSQL, MySQL, Oracle	
<b>Server Matching</b>	Yes	
<b>Max. Device</b>	512	
<b>User Import/Export</b>	USB, CSV	
<b>Concurrent Client PC</b>	32	
<b>Time Schedule</b>	128	
<b>Access Group/Level</b>	128	
<b>Max Access Group per User</b>	4	
<b>Max Fingerprints per User</b>	5 to 10	
<b>Door</b>	512	
<b>Template on Card</b>	Yes	
<b>Device Administrator</b>	User property	
<b>Zone</b>	APB, Entrance limit, Alarm, Access, Fire alarm, Muster	
<b>Email Notification</b>	Required	
<b>Visual Map</b>	Required	
<b>Event Monitoring</b>	Required	
<b>IP Camera</b>	Required	
<b>NVR Integration</b>	Required	

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

# WEBEL TECHNOLOGY LIMITED

## SECTION – K

### DETAILS OF ORDERS EXECUTED BY BIDDER

(Tender No. WTL/CT/BM/17-18/040)

Sl. No.	Order No.	Order Date	Order Value	Brief description of items and job details	Completed (Yes/NO)	Name of the Customer	Contact details of the Customer

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**Note:**

- A. Type of Project shall indicate the implementation of services (Delivery & Installation of Network Security Device).
- B. Scope of work shall indicate whether it is implementation, Operation or maintenance.
- C. Submit Customer Order Copy details of the order indicating the project value, customer contact details.

# **WEBEL TECHNOLOGY LIMITED**

## **SECTION - L**

### **FINANCIAL CAPABILITY OF BIDDER**

(Tender No. WTL/CT/BM/17-18/040)

#### **FINANCIAL INFORMATION**

Sl. No.	Name of the Bidder	Turnover (Rs. / Crores)		
		2014-15	2015-16	2016-17
1				

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**Note:**

Submit the audited financial statement/ audited annual report of the last three financial years.

# WEBEL TECHNOLOGY LIMITED

## SECTION – M

### BIDDERS'S DETAILS

(Tender No. WTL/CT/BM/17-18/040)

1	Name of the Firm	
2	Registered Office Address	
	Contact Number	
	Fax Number	
	E-mail	
3	Correspondence / Contact address	
	Name & Designation of Contact person	
	Address	
	Contact Number	
	Fax Number	
	E-mail	
4	Is the firm a registered company? If yes, submit documentary proof	
	Year and Place of the establishment of the company	
6	Former name of the company, if any	
7	<p>Is the firm</p> <ul style="list-style-type: none"> <li>▪ a Government/ Public Sector Undertaking</li> <li>▪ a propriety firm</li> <li>▪ a partnership firm (if yes, give partnership deed)</li> <li>▪ a limited company or limited corporation</li> <li>▪ a member of a group of companies, (if yes, give name and address and description of other companies)</li> <li>▪ a subsidiary of a large corporation (if yes give the name and address of the parent organization). If the company is subsidiary, state what involvement if any, will the parent company have in the project.</li> </ul>	
8	Is the firm registered with Sales Tax department? If yes, submit valid GST Registration certificate.	
9	Is the firm registered for Service Tax with Central Excise Department (Service Tax Cell)? If yes, submit valid Service Tax registration certificate.	
10	Total number of employees. Attach the organizational chart showing the structure of the organization.	
11	Are you registered with any Government/ Department/ Public Sector Undertaking (if yes, give details)	
12	How many years has your organization been in business under your present name? What were your fields when you established your organization	
13	<p>What type best describes your firm? (Purchaser reserves the right to verify the claims if necessary)</p> <ul style="list-style-type: none"> <li>▪ Manufacturer</li> <li>▪ Supplier</li> <li>▪ System Integrator</li> <li>▪ Consultant</li> <li>▪ Service Provider (Pl. specify details)</li> <li>▪ Software Development</li> <li>▪ Total Solution provider (Design, Supply , Integration, O&amp;M)</li> </ul>	

## **WEBEL TECHNOLOGY LIMITED**

	▪ IT Company	
14	Number of Offices in district head quarters in West Bengal	
15	Is your organization has ISO 9001:2008 certificates?	
16	List the major clients with whom your organization has been / is currently associated.	
17	Have you in any capacity not completed any work awarded to you? (If so, give the name of project and reason for not completing the work)	
18	Have you ever been denied tendering facilities by any Government / Department / Public sector Undertaking? (Give details)	

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_

# WEBEL TECHNOLOGY LIMITED

## SECTION – N

### MANUFACTURER'S AUTHORIZATION FORM

Date:

To  
**Webel Technology limited**  
**Plot-5, Block-BP, Sector-V**  
**Salt Lake**  
**Kolkata-700 091**

Ref: Tender No.: WTL/CT/BM/17-18/040 dated 15/02/2018

WHEREAS \_\_\_\_\_ who are official producers of  
\_\_\_\_\_ and having production facilities at  
\_\_\_\_\_ do hereby authorize  
\_\_\_\_\_ located at  
\_\_\_\_\_ (hereinafter, the "Bidder") to submit a bid of the following  
Products produced by us, for the Supply Requirements associated with the above Invitation for Bids.

When resold by \_\_\_\_\_, these products are subject to our applicable standard end user warranty terms.

We assure you that in the event of \_\_\_\_\_, not being able to fulfill its obligation as our Service Provider in respect of our standard Warranty Terms we would continue to meet our Warranty Terms through alternate arrangements.

We also confirm that \_\_\_\_\_ is our authorized service provider/system integrator and can hence provide maintenance and upgrade support for our products.

We also confirm that the products quoted are on our current product list and are not likely to be discontinued within 3 years from the day of this letter. We assure availability of spares for the products for the next two years after three years warranty.

We also confirm that the material will be delivered within 4-6 weeks from the date of placement of confirmed order.

Name \_\_\_\_\_ In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the authorization for and on behalf of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_ 2018

**Note:** This letter of authority must be on the letterhead of the Manufacturer and duly signed by an authorized signatory.



# WEBEL TECHNOLOGY LIMITED

## SECTION – O

### FORMAT FOR PRE-BID MEETING QUERY

(Tender No. WTL/CT/BM/17-18/040)

Name of the Bidder:

Queries

Sl. No.	Section No.	Clause No.	Page No.	Queries

**Note:** The filled form to be submitted in XLS & PDF Format. There is a cut off date for receiving of queries before Pre Bid Meeting. Queries received after the cutoff period will not be accepted. The Purchaser reserves the right to respond all queries over e-mail.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_

# **WEBEL TECHNOLOGY LIMITED**

## **SECTION – P**

### **LIST OF CLIENTS OF SIMILAR ORDERS**

(Tender No. WTL/CT/BM/17-18/040)

<b>Sl. No.</b>	<b>Name of the Client</b>	<b>Address</b>	<b>Contact Person</b>	<b>Designation</b>	<b>Contact Numbers</b>

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_

# WEBEL TECHNOLOGY LIMITED

## SECTION – Q

### PROFORMA FOR PERFORMANCE BANK GUARANTEE

(On non-judicial stamp paper of appropriate value to be purchased in the name of executing Bank)

#### PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT –CUM-PERFORMANCE GUARANTEE

Ref ..... Bank Guarantee no.....

Date.....

#### PROFORMA OF BG FOR SECURITY DEPOSIT

KNOW ALL MEN BY THESE PRESENTS that in consideration of WEBEL TECHNOLOGY LIMITED, a Government of West Bengal Undertaking incorporated under the Companies Act, 1956 having its Registered office at Webel Bhavan, Block EP&GP, Sector V, Kolkata-700 091 (hereinafter called "The Purchaser") having agreed to accept from \_\_\_\_\_ (hereinafter called "The Contractor") Having its Head Office at \_\_\_\_\_, a Bank guarantee for Rs. \_\_\_\_\_ in lieu of Cash Security Deposit for the due fulfillment by the Contractor of the terms & conditions of the Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ issued by the Purchaser for \_\_\_\_\_ (hereinafter called "the said work order \_\_\_\_\_ dated \_\_\_\_\_)". We \_\_\_\_\_ (Name & detailed address of the branch) (hereinafter called "the Guarantor") do hereby undertake to indemnify and keep indemnified the Purchaser to the extent of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only against any loss or damage caused to or suffered by the Purchaser by reason of any breach by the Contractor of any of the terms and conditions contained in the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ of which breach the opinion of the Purchaser shall be final and conclusive.

(2) AND WE, \_\_\_\_\_ DO HEREBY Guarantee and undertake to pay forthwith on demand to the Purchaser such sum not exceeding the said sum of \_\_\_\_\_ Rupees \_\_\_\_\_) only as may be specified in such demand, in the event of the Contractor failing or neglecting to execute fully efficiently and satisfactorily the order for \_\_\_\_\_ Work Order no. \_\_\_\_\_ dated \_\_\_\_\_

(3) WE \_\_\_\_\_ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order as laid down in the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ including the warranty obligations and that it shall continue to be enforceable till all the dues of the Purchaser under or by virtue of the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ have been fully paid and its claims satisfied or is charged or till the Purchaser or its authorized representative certified that the terms and conditions of the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ have been fully and properly carried out by the said contractor and accordingly discharged the guarantee.

(4) We \_\_\_\_\_ the Guarantor undertake to extend the validity of Bank Guarantee at the request of the contractor for further period of periods from time to time beyond its present validity period failing which we shall pay the Purchaser the amount of Guarantee.

(5) The liability under the Guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only and will expire on \_\_\_\_\_ and unless a claim in writing is presented to us or an action or suit to enforce the claim is filled against us within 6 months from \_\_\_\_\_ all your rights will be forfeited and we shall be relieved of and discharged from all our liabilities (thereinafter)

(6) The Guarantee herein contained shall not be determined or affected by liquidation or winding up or insolvency or closer of the Contractor.

## **WEBEL TECHNOLOGY LIMITED**

(7) The executants has the power to issue this guarantee on behalf of Guarantor and holds full and valid power of Attorney granted in his favour by the Guarantor authorizing him to execute the Guarantee.

(8) Notwithstanding anything contained herein above, our liability under this guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only and our guarantee shall remain in force up to \_\_\_\_\_ and unless a demand or claim under the guarantee is made on us in writing on or before \_\_\_\_\_ all your rights under the guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

WE, \_\_\_\_\_ lastly undertake not to revoke this guarantee during the currency except with the previous consent of the Purchaser in writing. In witness whereof we \_\_\_\_\_ have set and subscribed our hand on this \_\_\_\_\_ day of \_\_\_\_\_.

SIGNED, SEALED AND DELIVERED

\_\_\_\_\_  
(Stamp of the executants)

WITNESS

1) \_\_\_\_\_

2) \_\_\_\_\_

(Name & address in full with Rubber Stamp)

# **WEBEL TECHNOLOGY LIMITED**

## **INSTRUCTIONS FOR FURNISHING BANK GUARANTEE**

1. Bank Guarantee (B.G.) for Advance payment, Mobilization Advance, B.G. for security Deposit-cum-Performance Guarantee, Earnest Money should be executed on the Non- Judicial Stamp paper of the applicable value and to be purchased in the name of the Bank.
2. The Executor (Bank authorities) may mention the Power of Attorney No. and date of execution in his/her favour with authorization to sign the documents. The Power of Attorney is to be witnessed by two persons mentioning their full name and address.
3. The B.G. should be executed by a Nationalised Bank/ Scheduled Commercial Bank preferably on a branch located in Kolkata. B.G. from Co-operative Bank / Rural Banks is not acceptable.
4. A Confirmation Letter of the concerned Bank must be furnished as a proof of genuineness of the Guarantee issued by them.
5. Any B.G. if executed on Non-Judicial Stamp paper after 6 (six) months of the purchase of such stamp shall be treated as Non-valid.
6. Each page of the B.G. must bear signature and seal of the Bank and B.G. Number.
7. The content of the B.G. shall be strictly as Proforma prescribed by WTL in line with Purchase Order /LOI/ Work Order etc. and must contain all factual details.
8. Any correction, deletion etc. in the B.G. should be authenticated by the Bank Officials signing the B.G.
9. In case of extension of a Contract the validity of the B.G. must be extended accordingly.
10. B.G. must be furnished within the stipulated period as mentioned in Purchase Order / LOI / Work Order etc.
11. Issuing Bank / The Bidder are requested to mention the Purchase Order / Contract / Work Order reference along with the B.G. No. For making any future queries to WTL.

**WEBEL TECHNOLOGY LIMITED**

**SECTION - R**

**NIT DECLARATION**

(Bidders are requested to furnish the Format given in this section, filling the entire Blank and to be submitted on Bidder’s Letter Head)

To  
**Webel Technology Limited**  
**Plot – 5, Block – BP, Sector -**  
**V, Salt Lake City,**  
**Kolkata – 700091.**

**Sub: Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System at different offices under the Directorate of Commercial Taxes, GoWB.**

Dear Sir,

We the undersigned bidder/(s) declare that we have read and examined in details the specifications and other documents of the subject tender no. WTL/CT/BM/17-18/040 dated 15.02.18 for Delivery, Installation and Commissioning of Bio-Metric Attendance Monitoring System at different offices under the Directorate of Commercial Taxes, GoWB. published by Webel Technology Limited in e-Tender website.

We further declare that we have agreed and accepted all the clauses / sub-clauses / formats / terms & conditions other requirements related to the said tender and we will abide by the same as mentioned in the tender document while participating and executing the said tender.

Thanking you, we remain

Yours faithfully

.....  
Signature

.....  
Name in full

.....  
Designation

.....  
Company Stamp

Dated, this .....day of .....2018