



**NALANDA UNIVERSITY**  
**Rajgir, District Nalanda, Bihar**  
**[www.nalandauniv.edu.in](http://www.nalandauniv.edu.in)**

**NOTICE INVITING E-TENDERS (NIT)**

F. No.NU/Lib/72/RFID/

Dated: 7<sup>th</sup> March 2018

**THE REGISTRAR, NALANDA UNIVERSITY ON BEHALF OF THE HON'BLE VICE CHANCELLOR, NALANDA UNIVERSITY INVITES E-TENDER FOR "SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF RFID (RADIO FREQUENCY IDENTIFICATION) SYSTEM" FOR THE NALANDA UNIVERSITY LIBRARY, RAJGIR.**

Nalanda University, Rajgir Bihar, is an international institute of national importance established by an Act of the Indian Parliament i.e. The Nalanda University Act 2010. Nalanda University envisions its Library to be the fulcrum of its master plan, both in terms of its design and bearing. The Library aims to become an apex resource center with state-of-the-art resources (print and digital) and services. It will be a constant companion in the academic journey of the entire community of the University and contribute to the quest for the creation of new bodies of knowledge. The University library is committed to excellence in services and supporting intellectual inquiry, research and lifelong learning needs of the University Community. Its vision is to provide seamless access to information through innovative services that drive intellectual exchange and foster interdisciplinary cross-campus research. It is also committed to building an intellectual center ensuring access to quality resources in a variety of easily accessible formats for the overall growth of students and teachers. Nalanda University Library is fully automated by KOHA Integrated Library Management (ILM) software.

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

The tender document will be issued to/downloaded by only those agencies which have definite proof of execution of similar works as mentioned at Section – 2.

Details of terms and conditions, eligibility criteria, instruction to the bidders, etc. to the tenders are annexed hereto. The Technical Evaluation Committee (TEC) will shortlist the bidders on the basis of evaluation selection procedure as per Section – 4 and may be called for presentation and live demo before the selection committee.

The Nalanda University reserves the right to accept or reject any or all the tenders without assigning any reasons and no claim/dispute on this aspect shall be entertained.

The Nalanda University reserves the right to verify the particulars furnished by the applicants independently and confidentially.

For details please visit our website: [www.nalandauniv.edu.in](http://www.nalandauniv.edu.in) and CPPP portal of NIC: <https://eprocure.gov.in/eprocure/app>

<b>NIT No.</b>	<b>Name of Work</b>	<b>Estimated Cost (INR)</b>	<b>Earnest Money (INR)</b>	<b>Time Allowed</b>	<b>Tender Cost (INR) (Non-refundable)</b>
F. No.NU / Lib / 72 / RFID/	Supply, installation, testing and commissioning of RFID (Radio Frequency Identification) System	40,00,000/-	2,00,000/-	Within three months from the date of issue of the purchase order.	1000/-

### **IMPORTANT DATES**

- 1. Date of release of tender document:** 7<sup>th</sup> March 2018
- 2. Last date and time for submission of queries:** 16<sup>th</sup> March 2018
- 3. Date and time for Pre-Bid Meeting:** 19<sup>th</sup> March 2018 at 3PM, Interim Campus of the Nalanda University
- 4. Last date and time of issue of tender document:** 3<sup>rd</sup> April 2018
- 5. Last date and time of receipt of application:** 4<sup>th</sup> April 2018 at 3PM
- 6. Date of opening of Technical bid:** 5<sup>th</sup> April 2018 at 3.30 PM
- 7. Date and time for demonstration by the technically qualified bidders:** Will be communicated to the qualified bidders in due course
- 8. Opening of Commercial Bids:** Will be communicated to the qualified bidders in due course

Sd/-  
Registrar  
Nalanda University

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## INSTRUCTIONS TO BIDDERS

1. The tender document can be obtained by downloading it from the website of NU at [www.nalandauniv.edu.in](http://www.nalandauniv.edu.in) and also at <https://eprocure.gov.in/eprocure/app>.
2. Bidder must submit the hard copies of the tender's documents that are submitted online. The hard copies shall be sent to the Registrar, Nalanda University, Rajgir – 803116.
3. The Bidders shall submit the detailed tender document in two envelopes separately duly sealed. The envelopes shall bear the following inscriptions:

**Envelope – 1 super scribed as “Technical Bid, EMD, E-tendering processing fee and supporting documents for RFID system”**

**Envelope – 2 super scribed as “Financial Bid for RFID system”**

Both the sealed envelopes should be placed in another sealed cover which should be clearly super scribed as **“Tender for supply, installation, testing and commissioning of RFID (RADIO FREQUENCY IDENTIFICATION) system for the Nalanda University Library”** and addressed to the Registrar, Nalanda University and must reach **on or before 04/04/2018 by 3 PM**. A Drop box has been earmarked for the purpose is kept at the Reception of the Nalanda University.

The Financial bid must be mentioned in the prescribed format as per the Annexure – 3 only. If the financial offer is not in the prescribed format, it will be rejected.

4. A demand draft of **Rs. 1,000/- (Rupees One Thousand Only)** towards non-refundable tender processing fee and a demand draft of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** towards EMD (Earnest Money Deposit) from a nationalized bank/schedule bank in favor of “Nalanda University.” payable at Rajgir placed in a separate envelope marked **“Tender Fee & EMD”** should accompany tender bid documents. Both the demand drafts should be valid for 90 days (**Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India**). Without the tender fee and EMD the bid shall not be considered.
5. **Valid NSIC and MSE Certificates will be accepted for relaxation of EMD and tender fee.** Presently EMD/Tender Fee exemptions and price preference are applicable to only Micro and Small Industries. In view of the above, if the vendor will claim for EMD/Tender Fee exemptions, the vendor should meet all the criteria for Micro and Small Industries. The vendor must have to submit the supporting documents like NSIC registration certificate, MSE registration certificate issued by competent government bodies to become eligible for the tender fee/EMD exemptions. **The certificates of the vendor (NSIC/MSE) shall cover the items tendered to get EMD/Tender Fee exemptions.** NSIC certificate shall be valid as on due date/extended due date of the tender. This is not applicable for non NSIC unit.

Note – In case the bid is submitted as an **Indian arm of a foreign bidder** and the eligibility criteria conditions were met through foreign company, then the **EMD exemption cannot be claimed under the MSME status of India arm/subsidiary**. Thus a bidder who solely on its own, fulfils each eligibility criteria condition as per the tender terms and conditions and who are having MSE status, can claim EMD exemption/tender fee.

6. The EMD of the successful bidder will be returned to them without any interest on submission of performance bank guarantee. The earnest money of unsuccessful bidders will be returned to them without any interest within thirty (30) working days after awarding the offer.
7. Bids in prescribed manner must reach the undersigned on or before the due date, i.e. Bids

received after the due date & time is liable to be rejected. University will not be responsible for any postal delays. Bids shall be submitted as per e-procurement guidelines. Tenders submitted by FAX/EMAILS will not be considered at all. Such tenders will be rejected without any notice to the bidder.

8. Relevant literature pertaining to the items quoted with details specifications (and drawing, if any) should be submitted along with the quotations, wherever applicable.
9. The bidder should submit copies of relevant documents in support of their reputation, credentials and past performance about the product/equipment which they have supplied to premier educational Institution(s). Without these documents the tender may be rejected by the University.
10. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, GST registration as applicable.
11. The bids/quotations should be given for the items in the same order as in the tender document.
12. Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid.
13. Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black listing of the bidder, if prima-facie it appears that the information in the compliance statement was given with a malafide /fraudulent intent.
14. The required quantity of the cited item/equipment(s) is as per Annexure- 3 but may vary as per demand of the University at the time of placing order.
15. Imported supplies should be delivered by air and quoted for CIP, Patna only. University prefers the Insurance of the consignment from the vendor's warehouse to University's Library.
16. At present Nalanda University is not eligible for concessional rate of custom duty. Hence, the price may be included accordingly.
17. Any effort by a supplier to influence Nalanda University's tender evaluation, tender comparison or contract/order award decisions may result in the rejection of the bidder's tender and forfeiture of the EMD.
18. After opening of bids, information relating to the examination, clarification, evaluation and comparisons of bids and recommendations concerning the award of contract shall not be disclosed to bidders or other persons not officially concerned with such process.
19. The authorized representative of bidder may also be present during the opening of the Technical bid, if they desire so, at their own expenses. The representative should come along with the authorization certificate issued by their firm. The bid evaluation procedure is mentioned in Section – 4.
20. Only those financial bids will be opened whose technical bids are found suitable by the technical evaluation committee who fulfils all the criteria of bid evaluation as mentioned in the tender document.
21. No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the technically and financially qualified bidder before awarding the offer.
22. The Tender Evaluation Committee reserves its right to select or reject any or all of the items/equipment without assigning any reasons and also authorize to decide the specifications as per University's requirements.
23. The bidder shall submit the bid as per specification mentioned in the tender document. Silence in any of the specifications will be interpreted as non-conformity with purchaser's requirement. Tender enquiry may make this point clear to avoid further correspondence seeking clarification.
24. The tender is liable to be ignored if complete information is not given therein or if the particulars and date (if any) asked for in the terms and conditions is not given.

25. All the pages of the bid should be signed by authorized signatory along with company's seal.
26. In case of Foreign quote, the address of Principal's/Manufacturer's and their Banker's details should be furnished along with certificate and also mention details of the sales service to be provided after expiry of warranty period.
27. Offer from firms whose business activities are limited to procuring items from manufacturer, both Indian and Foreign and supplying the same to the Nalanda University, Rajgir and having no after sales service backup will not be entertained.
28. Bidders shall inspect and examine the site and its surroundings at their own cost and shall satisfy himself / herself before submitting tender.
29. The bid submitted shall become invalid and e-tender processing fee shall not be refunded if:
  - a) The bidder is found ineligible.
  - b) The bidder does not upload all the documents (including GST registration, other supporting document whichever is applicable) as stipulated in the bid document.
  - c) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the bidder in the office of bid opening authority.
30. Bidder shall fill up the form "Detail of bidder" as per **Annexure – 1** of Tender Document
31. Bidder shall submit "Certificate & Declaration" on non-judicial stamp paper of Rs. 100.00 as per **Annexure – 4** of Tender Document
32. Bidder shall respond to Technical Specifications in the prescribed format only as per **Annexure – 2** of Tender Document. Each point should be clearly specified (if required, separate sheet may be used).
33. Bidder shall quote in the prescribed format only as per **Annexure – 3** of Tender Document.
34. Bidder shall submit the form as per **Annexure 5, 6, 7, 8, 9, 10, 11 & 12**.

**ELIGIBILITY CRITERIA FOR PARTICIPATING IN THE TENDER**  
**(Valid & up to date documentary evidence to be enclosed point wise)**

1. Bidders should be the manufacturer / authorized dealer. Letter of Authorization from original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed (Memorandum of Understanding from the head of the manufacturers that the items/syetms required under this tender shall be provided to the tenderer within specified time frame). OEM should be internationally reputed branded company.
2. Bidder should submit necessary supporting documents stating that the RFID equipments are duly certified by safety and security agencies such as Underwriters Laboratories (UL), CE, FCC, EU-RoHS, WEEE, ADA, C-tick, ISO etc.
3. An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well. As per Annexure – 7.
4. The Vendors who have earlier supplied the equipment to any of the Central Universities, IITs, IIMs, NITs, IISERs and other Institute of National Repute in India and abroad may only submit the tender. Of the live sites where bidder's systems are installed, at least five (05) sites should be of Central Universities/IITs/IIMs/NITs or similar autonomous institutions / Government/Public sector undertaking, where proposed RFID system integration with library software is in operation since at least 3 years.

The firm must have successfully completed similar works during the last 7 years ending 31<sup>st</sup> December 2017 in the Government/Semi-Government/Autonomous Organization/University system as per the following.

- Two similar completed works costing not less than the amount equal to 60% of the estimated cost. i.e. 24,00,000/-  
or
- One similar completed work costing not less than the amount equal to 80% of the estimated cost i.e. 32,00,000/-

The similar and specialized work means, the work of implementation of RFID system in the library. The details of works of similar nature of assignment completed during the last seven years as per Annexure – 5.

5. The bidder must have supplied, installed, implemented, integrated and commissioned a complete RFID system integrated with minimum in one academic library in India on Koha ILM Software.
6. Bidder should declare that the manufactured equipment have been deployed in at least twenty libraries globally. It is mandatory to enclose the list of clients along with details of organization and contact details like name, designation, e-mail, mobile, etc. As per Annexure – 6.
7. Bidder should have minimum average annual financial turnover (gross) of Rs. 02 crores (Rupees Two Crores) in each of the last three consecutive years. The statement showing the gross average annual financial turnover duly audited by a chartered accountant shall be furnished by the bidder. As per Annexure – 8.
8. The bidder must not have incurred loss in more than two consecutive financial years in the last five financial years. The bidder shall submit audited balance sheet and profit loss statements in support of this. Proof of the same i.e. Trading, P & L Account, Balance Sheet & Income Tax Return to be submitted. As per Annexure – 8.
9. The bidder must submit list of their payroll of technical personnel. It is necessary to provide names of service engineers who have been trained at OEMs own unit and have the required expertise.

10. Bidder should submit an affidavit on a non-judicial stamp paper of Rs. 100/- for not having been blacklisted/ de-listed/debarred for minimum of five (05) years by any of the Institutes or Universities or Government organizations in India as per below format. Application received without such affidavit in original shall stand automatically rejected. NU shall be entitled to forfeit the EMD and e-tender processing fee on account of any such rejection.

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

Further, I/We also hereby certify that neither our firm M/S \_\_\_\_\_ has never been black listed/de-listed/debarred or has abandoned any work in any institutions or Universities or government organizations, nor any contract awarded to us for such works have been rescinded, during last five years prior to the date of submission of this tender.”

11. EMD and Tender processing Fees as mentioned in the tender document.
12. It is desirable to have an ISO – 9000/9001/9002 certified company from the bidder.



## TERMS AND CONDITIONS

1. **Price:** Since Nalanda University, Rajgir is an international institute of national importance established by a special Act of Indian Parliament i.e. The Nalanda University Act 2010, please quote academic / educational prices of software, hardware and related equipments, wherever applicable. The prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery, commissioning and warranty etc at destination site (Nalanda University, Rajgir Bihar). If bidder quoted prices for any other institution/university/government organization found less than our university or discount to any other institution/university/government organization found more than our university within last three months, the rate contract will be cancelled and the firm will be put in blacklist.
2. **Validity of Bid:** Bids shall be valid for a minimum period of 180 days from the date of opening of Technical Bid and the quoted prices shall be valid till execution of purchase agreement. If the validity of the tender is extended, the validity of the Earnest Money Deposit will also have to be suitably extended by the bidder failing which their tender shall not be considered by the purchaser after the expiry of the said period. If any bidders withdraw his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the University, then the University shall, without prejudice to any other right or remedy, be at liberty to forfeit the EMD. Further the bidders shall not be allowed to participate in the rebidding process of the work.
3. **Deviations from specifications:** It is in the interest of the bidder to study the specifications in the tender schedule thoroughly before quoting. If the bidder makes any deviations including latest versions(s), the same are prominently brought out in the body of the tender and their rates quoted separately. If bidder needs to add any optional items to the system in order to meet the given specifications, bidder are requested to quote for the total including the option required to suit our requirements; otherwise, bidder's tender will not be considered at all.
4. **Insurance:** University will not pay for any insurance charges against loss or damage incidental to manufacturer or acquisition, transportation, storage and delivery etc. The insurance shall be purchased by the bidder, naming the University as the beneficiary, in an amount equal to the exact value of the Goods up to the installation at site on all risk basis, including war risks and strike etc. The insurance must be obtained from manufacturers' hub to the Nalanda University Library.
5. **Performance Bank Guarantee:** The successful tenderer shall be required to submit a performance guaranty of 10 % of the tendered amount in the form of Bank guarantee of FDR/DD from a Nationalized / Scheduled Bank within 10 days of issue of letter of Intent before award of work. In case of failure by the firm to submit the Bank guarantee within specified period, full earnest money will be forfeited and the tender shall be treated as void. The performance guarantee shall be initially valid upto the stipulated date of completion plus sixty days beyond that. Performance Bank Guarantee shall be liable for appropriation / adjustment against any contractual obligation of supplier including warranty obligation for the equipment/goods costing/liquidated damages etc.
6. **Delivery:** The whole supply, installation, commission, training etc. shall have to be completed within three months from the date of issue of the purchase order.  
  
Bidder has to provide the relevant soft copy of the software, installation and configuration manual during the installation.
7. **Penalty:** If the supplier fails to deliver and place any or all the equipments or perform the service by the specified date, penalty at the rate of 5 % of the total order value shall be levied.

8. **Termination:** Time shall be the essence of the contract. The Nalanda University, Rajgir shall have the right to terminate the contract without any notice in part or in full in any of the following:
- i. The delivery of the material is delayed for causes not attributed to Force Majeure after the scheduled date of delivery
  - ii. The bidder is declare bankrupt or becomes insolvent
  - iii. The delivery material is delayed due to the causes of Force Majeure by more than the time as mentioned in the tender document.
  - iv. In case performance guarantee is not furnished within the time period specified by the Nalanda University, Rajgir
  - v. Supply does not conform to the specifications of the equipment being purchased
9. **Training:** Successful bidder need to provide adequate training at Nalanda University, Rajgir to the nominated person(s) of Nalanda University, Rajgir at their cost. The University will not bear any training or living expenditure in this regard. The Supplier should arrange for regular visit to the Nalanda University, Rajgir campus by its technical team and assist in maintenance of the items/equipments within warranty period. Assistance limited to locking companies with manufacturer will not be considered sufficient.
10. **Warranty:** Suppliers must give Three (3) years comprehensive onsite warranty as required from the date of successful installation of item/equipment(s) against any manufacturing defects. In the installation report the model number of equipments and all spares parts/accessories numbers should be in the line of purchase order and suppliers must be written in the warranty certificate. As per Annexure – 9. If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges (shipping cost both ways).

Three years warranty will start from the date of installation and satisfactory commissioning and acceptance by the university.

11. **Terms of payment:** ‘Advance Payment’ is not allowed in any case. 100% payment will be released after completion of the supply/delivery, successful installation and submission of performance bank guarantee. Payment may be made by cheque/DD or online transfer.
12. **AMC (Annual Maintenance Contract):** The vendor/manufacturer must be able to provide an all-inclusive comprehensive Annual Maintenance Contract (AMC) for the equipment’s beyond the warranty period for next five (5) years after the warranty period expires. The University would like to enter into comprehensive Annual Maintenance Contract beyond initial warranty period of five years with the vendor/manufacturer. The price for AMC beyond five years must be quoted separately. Proposal for comprehensive AMC of the system includes technical support, replacement of materials and software upgrades etc.
13. **One OEM:** All RFID equipment should be from one manufacturer only and should be from OEM (Original equipment Manufacturer) having ISO certification as specified in the tender document. University will not accept any assembled hardware and software of any assembled items. Bidder giving wrong information or supply on specification/documents/equipment will be black listed.
14. **Quantity:** The quantity of the materials of the system may differ subject to the University actual requirements.
15. **Service Level Agreement (SLA):** Although 24x7 support is preferred, the minimum SLA requirements are given below.
- Priority 1 Call: System is completely down and service is severely impacted, that is the system is unusable. (covered on Saturday & Sunday & Holidays as well)
  - Priority 2 Call: System is degraded with no impact on business.

Priority	Priority Classification of Issue	Category	Response Time	Resolution Time
1.	System is completely down and service is severely impacted, that is the system is unusable. (covered on Saturday & Sunday & Holidays as well	Software, Network and Hardware	Within 2 hour after the lodge of the ticket (for all cases - hardware, software, network)	2 days (inclusive of working and non-working and holidays). Engineers must visit for any change in original spare parts.
2.	System is degraded with no impact on business.	Any	The ticket or docket number should be provided in email.	4 days (inclusive of working and non-working and holidays) either in person or remotely.

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

16. **Planning of Execution:** Bidder should recommend an overall installation plan in co-ordination with the library staff related with placement of hardware, accommodating network infrastructure, power and ventilation requirements, building restrictions, etc., so as to maximize the workflow and minimizing disruption of user's services including staff related daily work activities. The bidder should submit a details plan for implementation (project timeline), training of personnel and management of services over the period of next 3 years from go-live (maximum two A4 single-spaced pages, with all margins equal to 25mm, written in font size of 10pt.)
17. **Bidding Authorization:** OEM's or OEM's Direct Authorized agent will only be allowed to bid for the project. Reseller's sub-resellers are not allowed to bid for the project. Bidders should bid for the entire project. Partial bids will not be entertained.
18. **Technical Part:**
  - a. Principal Manufacturer /Bidder shall also ensure that the proposed RFID System should integrate with Integrated Library Management System, University / Institute management System, material management / delivery automated system and surveillance / security system using CCTV/Webcams to ensure possibility of expansion / modification in the operating environment in future
  - b. Proposed RFID hardware/solution/software should upgrade in future as the current University library is in interim campus and will move to a permanent campus within few years. Therefore, the University is expecting a world class solution for its library including payment gateway (debit/credit/hard cash), NFC/Smart card integration, drop box with sorting system both external and internal, RFID based smart lockers for electronic items, upgradation of security gate into multiple panels, smart racks, etc.
19. **Rights:** The competent authority at Nalanda University reserves the right to reject any or whole quotations without assigning any reasons thereof and does not bind itself to accept the lowest quotations whatsoever. All bids in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

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

20. **Software and Manual:** Bidder should provide the OEM software and installation & operation manual for all the RFID components at no additional charges. In case of any system fails, the library staff should be able to install the software and configure the system by themselves.
21. **OEM Service Provider:** Bidder should provide the list of OEM's service provider available in India. The list should be included the details of organization and contact details like name, designation, e-mail, mobile, etc. As per Annexure – 10.
22. **Dispute:**
  - a. In the event of any dispute or difference(s) between the Nalanda University and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the concerned authority of Nalanda University who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both the parties.
  - b. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
  - c. All disputes shall be subject to Patna Jurisdiction only.

## EVALUATION PROCEDURE

The details submitted by the bidders will be evaluated in the following manner:

The criteria for eligibility as mentioned at Section – 2 shall be first scrutinized and the bidder's eligibility for the work shall be determined. The bidders qualifying the initial criteria will be evaluated for following criteria by scoring method on the basis of details furnished by such bidders. The technical document submitted by the applicants will be evaluated on a maximum of 100 marks. Against this marking, those secure at least 70 marks will be deemed as qualified for participation in Price Bid.

70% of weightage shall be given to the technical bid and 30% to financial bid. The technical bid will carry maximum marks of 100. The maximum mark for each activity of technical bid is given as under:

Sl. No.	Evaluation Criteria	Max. Marks	Marks Obtained
1	The background of the organization.	10	
2	Details of similar work carried out.	25	
3	Satisfactory performance certificates from previous/current organizations being catered to.	15	
4	Turn over for last three years.	10	
5	Technical specifications of the system including RFID system installed with KOHA ILM software and SLA based support product related issues. 24 X 7 with 24 hour resolution is preferred. Technical specifications will cover mostly on ISO certification compatibility, OEM, Safety, and security certification etc.	40	

**Note:** If required, short listed bidders shall be called to give a presentation and live Demo before the committee members and /or visit to the live site wherever it is integrated such solution.

The evaluation will be done as per Quality and Cost Based Selection (QCBS) rules and the bidder who scores the highest marks will be selected. Technical bid will be opened at the first stage on the due date and time indicated for opening in the tender notice. The Financial Bid will be opened at the second stage on the date and time as intimated, after scrutiny of Technical Bid.

While all the bidders who submit tenders within the due date and time specified for its receipt will be permitted to participate in the opening of Technical Bid of the tender on the due date and time indicated in the tender inquiry. The bidder whose Technical Bid are found suitable / acceptable to the Nalanda University will be given sufficient time to participate in the opening of the Financial Bid. The technically unqualified bidder will neither be given any intimation about the due date and time for opening of Financial Bid nor will they be permitted to participate in the opening of the same. The details procedures will be carried out as per e-tendering process.

**DETAILS OF BIDDER**

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

	Amount in Rs. Name of the Bank:	
19	Tender Processing Fee: DD No and date: Amount in Rs. Name of the Bank:	
20	Additional information, if any (Attach separate sheet, if required)	

**Signature of the Bidder**

**With stamp and date**

**Note: Valid & up to date documentary evidence to be enclosed point wise**

## TECHNICAL BID / TECHNICAL SPECIFICATIONS

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
<b>1</b>	<b>RFID TAGS</b>				
1.1	Complaint with ISO standard 18000–3 Mode 1, ISO 15693-3, ISO 28560-1, CE, S10716 & ISO 9706 standards from TUV SUD PSB				
1.2	Capable to store not less than 1024 bit or 2048 bits memory or more				
1.3	The RFID tags should Operate at a Frequency of 13.56 MHz (HF). (Tag data sheet require)				
1.4	Tags must provide security and inventory control functionality				
1.5	Operating range of temperature - 25 °C to 70°C (-13°F to 158°F). (Tag data sheet require from OEM)				
1.6	Tags must be enabled with anti-collision algorithm which doesn't limit the number of tags which can be simultaneously identified and read				
1.7	The tags must be re-writeable and lifetime warranty				
1.8	Self-adhesive and should be in proper format to paste on Books and CDs/DVDs. The RFID tag should be customized sticker with Nalanda University Logo and library name. (Tag sample require)				
1.9	Bidder must demonstrate the data both in graphical and numerical formats (Test report require)				
1.10	Bidder must publish and provide data format which will help University in future expansion with an independent choice of bidders/products (Data format require from OEM)				



Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
<b>2</b>	<b>SECURITY GATE</b>				
2.1	The security gates must be made of Plexi glass and should be transparent				
2.2	Include two theft detection pedestals, 2 antennas for large detection area (1.35 meter between two pedestals) which are independent of each other and also have an overlapping protection zones providing adding additional security, it should				
2.3	Security Gate should have the following dimensions (WXDXH) (+/- 05%) Width - 70 mm Depth – 700 mm Height - 1790 mm				
2.4	Operating frequency - 13.56 MHz must read multiple of tags (quantify number) per second in all orientations				
2.5	Complaints with ISO standards 15693-3, ISO 18000-3 mode and ISO 28560				
2.6	Suitable various type of number of I/O ports for connecting external devices such as webcam, CCTV, Locking the doors etc.				
2.7	Gate must be an anti-collision algorithm that doesn't limit number of tags which can be simultaneously identified and read				
2.8	Capable to generate footfall statistics (in-out both) of library				
2.9	Security gates should have both sound and light based Security Alarms. The alarm system has flexible light in different colours.				
2.10	In order to save energy, the gates should have sleeping mode and use minimal energy when there are no people passing through it and the gate should automatically come to active mode if any				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	movement is detected between the gates.				
2.11	Gates must be attractive and contemporary.				
2.12	Gates must be capable enough to provide item security even when the ILM software or network is off-line or not functioning.				
2.13	Gates must support future expansion of multiple gates				
2.14	Gates must compatible with theft detect even if user exit with issued tagged item(s) along with laptop and mobile.				
<b>3</b>	<b>HANDHELD RFID READER</b>				
3.1	Reader must comply with internationally recognized standards for RFID				
3.2	Reader should be light-weight.				
3.3	Capable enough to accommodate data collection of Shelf reading (inventory), identifying items from search lists				
3.4	Reader should have a flexible antenna on a rotation axis.				
3.5	Reader should have the capability to work off-line.				
3.6	Reader should have facility to transfer data using USB, or Memory Card or Bluetooth or Wireless.				
3.7	Reader must use an anti-collision algorithm that does not limit number of tags which can be simultaneously identified and read				
3.8	Reader should be capable of performing an instantaneous inventory of all on-shelf items by reading the RFID tagged items. Following an inventory, the reader should support uploading of the data to the ILM Software.				
3.9	Reader should be able to gather data into a file that should be				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	imported into the ILM software for inventory. Reader should be able to import .txt and .csv files to use as 'search' records.				
3.10	The device's touch screen panel should display information relating to the current task. It should support both audio and visual notifications. The device should allow the user to navigate through the onscreen menu.				
3.11	Reader should have identification for both Bar Code & RFID labels.				
3.12	Reader should provide an effective read range of up to 10-30 cm.				
3.13	Reader battery life must allow the user to work for at least 4 hours before charging or changing batteries is required.				
3.14	Compliant with ISO standards 18000-3 Mode 1, ISO 15693-3 and ISO 28560				
<b>4</b>	<b>RFID STAFF STATION</b>				
4.1	It should consist of an RFID-antenna, a RFID-reader, a barcode scanner and a HKID-reader				
4.2	The RFID antenna should be fully shielded and should have a focused read area. It should only read items that are placed on it. It should not read items that are in the vicinity.				
4.3	The staff station should get directly integrated with the library management system through SIP2 protocol or using the OEM software / keyboard wedge. The integration should not be facilitated using any middleware application.				
4.4	Staff station must compatible with Koha ILM Software and other ILM Software				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
4.5	Station must have thin reader pad				
4.6	Staff station must be capable to generate error / notifications for partially scanned or incorrectly scanned barcodes.				
4.7	Compatible with Library's standard circulation desk computers, barcode readers and receipt printers.				
4.8	Staff station should be able to verify multiple RFID tags placed on the staff station				
4.9	Staff station should be able to read multiple books and must enabled with RFID read range of 10 inches for book tags				
4.10	Capable to write information and display the information contained on the tags, it should also capable to rewrite the information				
4.11	Staff station should allow issue/return / renew of single and multiple RFID tagged items through SIP2/NCIP protocol				
4.12	Staff Station must use an anti-collision algorithm that does not limit number of tags which can be simultaneously identified and read.				
4.13	Staff station must be attractive and contemporary				
4.14	Staff station's power to be supplied from PC via USB cable.				
4.15	Staff station should be capable to generate notifications for the barcodes (books) which are marked for Reservations (Hold), not for issues etc.				
4.16	Compliant with ISO 28560, 15693-3, 18000-3 Mode 1				
<b>5</b>	<b>KIOSK (SELF CHECK IN- / CHECK-OUT STATION)</b>				
5.1	The kiosk should be aesthetically designed and modular in nature.				
5.2	Kiosk must comply with				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	internationally recognized standards for RFID based self-circulation system				
5.3	Kiosk must be integrated with ILM software through SIP2/NCIP protocol				
5.4	Kiosk must be capable to connect Ethernet network via RJ-45 connector and/or wireless network				
5.5	The kiosk must capable to manage circulation system with touch screen 22 inch monitor and auto navigation of cursor				
5.6	The kiosk must have facility to print transaction (Check-in and Check-out both) receipt. The format of receipt should be customizable. The printer should accept standard printer rolls.				
5.7	Kiosk must be capable to host circulation system to update the book status and turn the security status on/off				
5.8	Kiosk must use an anti-collision algorithm that does not limit number of tags which can be simultaneously identified and read				
5.9	Kiosk must read RFID tags of books as well as smart cards of patron under frequency of 13.56 MHz				
5.10	The kiosk must simultaneously process multiple RFID tagged items during Check-out and Check-in				
5.11	The Kiosk should be modular in nature for supporting future requirements like drop box, multiple self-check-out in single standalone system, auto sorter, facility to unlock media items like CD's and DVD's.				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
5.12	The kiosk should come with an integrated side shelf made up of toughed glass for placing belonging or books while using the system.				
5.13	The kiosk should be audio enabled in order to have the possibility for extended communication with the patron				
5.14	The software should enable patrons to check their account (items borrowed, due date for return, any fees / fines pending )				
5.15	When processing library items (issue, return or renewal) the status of each item should be displayed including setting of the security bit and type of item (i.e. books, CD / DVD's,)				
5.16	Kiosk must be comply with necessary Safety and Security standards				
5.17	The Kiosk interface should support various languages such as Indian languages, English, Chinese, Korean, Japanese, Vietnamese etc. The software should allow the patron to switch language whenever he/she wants to – also in the middle of an issue / return session.				
5.18	Kiosk must have the ability to maintain records of all the transactions when the ILM Software is offline and then upload transactions when the ILM Software is back to online. This will help library to continue circulation transactions when ILM Software is offline.				
5.19	Kiosk device must provide performance dashboard which can be accessed through the web / supporting software. Based on data statistic should be generated by Hour, Day, Week, Month etc.				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	It should also provide number of transactions and number of successful and unsuccessful transactions.				
5.20	Kiosk should extend facility to check dual authorization of patrons using RFID Smart Card with an option to Thumb Print validation.				
5.21	Kiosk should collect money in any form like ability to accept notes, coins, cards, chip & pin and now even Near Field Communication (NFC) payments (Optional).				
5.22	The Kiosk should have Light-based user guidance system with a series of LEDs to highlight the next step in the transaction, helping patrons effortlessly navigate through the self-service process.				
5.23	Compliant with ISO standards 18000-3 Mode 1, ISO 15693-3 and ISO 28560				
<b>6</b>	<b>EXTERNAL DROP BOX</b>				
6.1	The drop box should be aesthetically designed and must comply with internationally recognized standards for RFID based self-return system and should avoid any kind of vandalism.				
6.2	Drop box must be integrated with ILM software through SIP2/NCIP protocol				
6.3	Drop must able to connect to the library's Ethernet network via an RJ-45 connector and/or secured wireless network				
6.4	RFID Drop box should come with double/dual security system; first door should open after showing /validating the right book reading the RFID tag on the book or right				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	library users by reading the RFID smart Card and/or Pin Number and/or biometric reading; once the validation is done and first door/shaft / is opened user should be able to place the book/s (1 or multiple of books); after a few second the first door should close and once the item in the library is confirmed, second door/shaft is opened and book is dragged inside on conveyer belt to single/multiple bin. It should prevent the users from removing the checked out books from the drop box.				
6.5	Once the transaction is complete system should be able to generate a slip confirming the transaction.				
6.6	Client software for checking-in facility and communicating with KOHA software / ILM Software with provision for E-mail/SMS confirmation				
6.7	If there is fine on the book, suggested notification should be alerted to users and instruct the user to pay the fine in the library within the library. Library should be able to customize the information on the slip as per library's requirements.				
6.8	Drop box should be upgradable in future to support multiple bins.				
6.9	Drop box should be able to accept all types of library's RFID tagged items including but not limited to books, journals, bound volume, CDs, DVDs, etc.				
6.10	If the item does not belong to the library, Drop box should not accept the item. But if the item is placed along with the valid library item, drop box should accept all items				
6.11	Drop box should be with in-built				



Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	RFID Card / Biometric Reader / Virtual Keyboard / Number Keypad for validation of the user details as per library's current or future requirements				
6.12	Drop box comes with inbuilt slip generator with standard slips. Library should be able to procure the printer cartridge and paper from any other third party vendor. Bidder will share the details of the cartridge, paper, etc and make sure both are supported with open and international standard.				
6.13	Drop box should easily integrate with web-based application for remote as well as within campus monitoring of the performance of the system, alert for paper out or cartridge failure, or any kind of system failure, alerts, etc.				
6.14	Drop box should support ADA (American Disability Act) and verified and tested by third party testing agency. Self-Certification will not be accepted. Letter of test submission can be attached with bid, if bidder has applied for ADA Certificate.				
6.15	Drop box should be inbuilt with industrial PC and Touch Screen for smooth operation. Bidder shall submit the relevant documents / certificate / brochure / etc for the same.				
6.16	The drop box software should be customizable as per client's requirements both at the interface level and functional/feature level.				
6.17	The drop box should have book drop system with collection of books minimum of 100 items. Return bin should have proper system to minimize the book damage.				
6.18	The system must automatically to				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	into store mode the check-in data when the system goes offline due to ILM software being in backup mode or the network being down etc.				
6.19	If the multiple items are processed, progress should be clearly reported to the users on screen.				
<b>7</b>	<b>RFID SMART CARD SYSTEM</b>				
7.1	Compliant with ISO standards 18000-3 Mode 1, ISO 15693-3 and ISO 28560				
7.2	Capable to store not less than 1024 bit or 2048 bits memory or more				
7.3	It should stores Individual Demography, Official & Contact Details				
7.4	Maps Data from Database to Identify on card				
7.5	Printed with University logo and photograph with demographic details				
7.6	Both Side (back to back) Smart Card Printer				
7.7	Full color Ribbons and Cleaning Kit. Including Required Cartridges for cleaning for 500 cards				
7.8	Printer should be fully integrated with existing Koha software / ILM software for direct printing from existing database				
<b>8</b>	<b>TRAINING AND JOB WORK</b>				
8.1	Onsite training of all the equipment associated with RFID system is required				
8.2	Complete manual / guide / software for operating RFID equipment to be provided				
8.3	Tagging Books and other existing material in library and enabling existing Patrons' smart cards				

Sl. No.	SPECIFICATION	PLEASE ATTACH SUPPORTING DOCUMENT(S)			
		OEM Compliance (Yes/No)	Certificate (Yes/No)	Live Demo (Yes/No)	Remarks
	Number of Books & Other Materials: 12,000 (approximate)  Number of existing patrons' smart cards: 150 (approximate)				

**Date:**

**Name & Signature of Bidder**

**Company seal**

**FINANCIAL / COMMERCIAL BID**  
(To be submitted in a separate sealed envelope)

**Price proposal of equipments and consumables (any other charges that are applicable must be mentioned clearly). Prices should be quoted as per below tabular form only including THREE YEARS WARRANTY.**

Sl. No.	Items	Manufacturer/ Brand Name	Basic Unit Cost in INR	Discount if any	Taxes (Pl specify)	Total Unit Cost in INR	Qty	Total Cost in INR (All Inclusive Taxes with Three Years warranty)
1	Self-Adhesive Nalanda University logo RFID Tags						20,000	
2	Security Gate (One Set)						1	
3	Handled Reader						1	
4	RFID staff station						1	
5	Kiosk (self check-in/Check-out station) with smart card reader, printer						1	
6	External Drop Box						1	
7	RFID Smart Card System with necessary Jobs						Approx.	
	a) RFID Smart Card						500	
	b) Smart Card Printer						1	
	c) Full Color Ribbons cartridges						5	
	d) Cleaning Kit						1	

8	Training and Job Work						12,000	
							<b>A. Total:</b>	

<b>AMC FOR FIRST FIVE YEARS AFTER COMPLETION OF THREE YEARS WARRANTY PERIOD. NOT THE PART OF FINANCIAL BID.</b>						
<b>Sl. No.</b>	<b>Items</b>	<b>1<sup>st</sup> Year (In INR)</b>	<b>2<sup>nd</sup> Year (In INR)</b>	<b>3<sup>rd</sup> Year (In INR)</b>	<b>4<sup>th</sup> Year (In INR)</b>	<b>5<sup>th</sup> Year (In INR)</b>
1	Security Gate (One Set)					
2	Handled Reader					
3	RFID staff station					
4	Kiosk (self check-in/Check-out station) with smart card reader, printer					
5	External Drop Box					
6	RFID Smart Card a) RFID Smart Card b) Smart Card Printer					
<b>B. Total:</b>						

**Note:**

1. Price of optional items and accessories shall be quoted separately. If requirement of number of items increase within one year (12 Months) from the date of purchase order, in this case quoted price in the financial bid shall be applicable.
2. The AMC charges shall not be evaluating criteria for price bid.
3. The grand total of A shall be considered for the evaluating of the price bid.
4. The offers, with the rates given in any form/performa, other than mentioned above may be liable for rejection.

**Name & Signature of Bidder**

**Date:**

**Company seal:**

**CERTIFICATE & DECLARATION**

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

**Name & Signature of Bidder**

**Date:**

**Company seal:**

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

**DETAILS OF WORKS OF THE SIMILAR NATURE OF ASSIGNMENT COMPLETED  
DURING THE LAST SEVEN YEARS ENDING 31.12.2017**

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

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

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

**Date:**

**Place:**

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

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

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

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

**Date:**

**Place:**



**UNDERTAKING FROM THE OEM**

{Submitted on Letterhead of Original Equipment Manufacturer (OEM)}

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

Sign of authorised person (OEM):-\_\_\_\_\_

Date: - \_\_\_\_\_

Name of the authorised

Person (OEM):-\_\_\_\_\_

**Stamp/Seal of the Company**

**FINANCIAL INFORMATION**

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

<b>Financial Year</b>	<b>Amount ( in Lakhs)</b>	<b>Profit / Loss</b>	<b>Remarks , if any</b>
2012 – 2013			
2013 – 2014			
2014 – 2015			
2015 – 2016			
2016 – 2017			

Current Income Tax clearance Certificate/Profit & Loss account

**Signature of Chartered Accountant with seal**

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

**Date:.....**

**Place:.....**

**WARRANTY DECLARATION**

(Submitted on Letterhead of bidder/supplier)

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

**Sign of Authorised Person of bidder: - \_\_\_\_\_**

**Name of the authorised Person of bidder:- \_\_\_\_\_**

**Date: - \_\_\_\_\_**

**LIST OF OEM'S SERVICE PROVIDER AVAILABLE IN INDIA**

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

**INTEGRITY PACT**

To,

.....,

.....,

.....

Sub: Tender No.....for the supply of .....

Dear Sir,

It is hereby declared that Nalanda University, Rajgir is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject tender is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender / bid documents, failing which the tenderer / bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the Nalanda University, Rajgir.

Yours faithfully,

Authorized Officer  
Nalanda University, Rajgir

## **INTEGRITY PACT**

To

Authorized Officer  
Nalanda University, Rajgir

Sub: Submission of Tender for the supply of \_\_\_\_\_

Dear Sir/Madam,

I / We acknowledge that Nalanda University, Rajgir is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender / bid document.

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

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

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

Yours faithfully,

**(Duly authorized signatory of the Tenderer / Bidder)**

**To be signed by the bidder and same signatory competent / authorised to sign the relevant contract on behalf of Nalanda University, Rajgir**

**INTEGRITY AGREEMENT**

This Integrity Agreement is made at ..... on this.....day of.....20.....

**BETWEEN**

Hon'ble Vice Chancellor, Nalanda University, Rajgir represented through Authorized Officer, Nalanda University, Rajgir (Hereinafter referred as the 'Principal / Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**AND**

.....  
(Name and Address of the Individual/firm/Company)

through ..... (here-in-after referred to as the

(Details of duly authorized signatory)

"Bidder/Contractor" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**Preamble**

WHEREAS the Principal /Owner has floated the Tender (No.....) (here-in-after referred to as "Tender/Bid") and intends to award, underlaid down organizational procedure, contract for .....  
(Name of work)

Here-in-after referred to as the "Contract".

AND WHEREAS the Principal / Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

## **Article 1: Commitment of the Principal / Owner**

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
  - c) The Principal / Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC) / Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal / Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

## **Article 2: Commitment of the Bidder (s) / Contractor (s)**

- 1) It is required that each Bidder / Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s) / Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
  - a) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal / Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
  - b) The Bidder(s) / Contractor (s) will not enter with other Bidder (s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - c) The Bidder(s) / Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s) / Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the



principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

- d) The Bidder(s)/ Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
  - e) The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose (with each tender as per performa enclosed) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s) / Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
  - 4) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake / forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
  - 5) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his / her reputation or property to influence their participation in the tendering process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal / Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder / Contractor accepts and undertakes to respect and uphold the Principal / Owner's absolute right:

- 1) If the Bidder (s) / Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
- 2) Forfeiture of EMD / Performance Guarantee / Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may

have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.

- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code (IPC)/Prevention of Corruption Act, or if the Principal / Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

#### **Article 4: Previous Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### **Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s) / Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder / Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub- contractors/sub-vendors.
- 2) The Principal / Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal / Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

#### **Article 6- Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the vendor/tenderer 12 months after the completion of warranty period under the contract or till the continuation of defect liability period, whichever is more and for all other bidders/tenderers, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, Nalanda University, Rajgir.

**Article 7- Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal / Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation there of shall not be subject to arbitration

**Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender / Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and on behalf of Bidder/Contractor)

**WITNESSES:**

1. .... (Signature, name and address)

2. .... (Signature, name and address)

Place: -

Dated: -

**CHECKLIST FOR RFID SYSTEM**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Documents to be attached wherever applicable (Yes /No)</b>	<b>Page No.</b>
1.	Tender Processing Fee (Rs. 1000/-)		
2.	Earnest Money Deposit (Rs. 2,00,000/-)		
3.	If authorized dealer/distributor, letter of authorization from original equipment manufacturer (OEM)		
4.	If manufacturer, certificate of registration		
5.	The details of works of similar nature of assignment completed during the last seven years as per Annexure – 5.		
6.	Installed complete RFID system integrated with minimum in one academic library in India on KOHA ILM Software.		
7.	List of manufactured equipments installed in twenty libraries or more globally as per Annexure – 6.		
8.	Minimum of five satisfactory Certificates from the Clients.		
9.	Undertaking from the OEM as per Annexure – 7.		
10.	Financial Information as per Annexure – 8.		
11.	Two similar completed works costing not less than the amount equal to 60% of the estimated cost. i.e. 24,00,000/- OR One similar completed work costing not less than the amount equal to 80% of the estimated cost i.e. 32,00,000/-		
12.	Supporting documents stating that the RFID equipments are dully certified by safety and security agencies such as Underwriters Laboratories (UL), CE, FCC, EU-RoHS, WEEE, ADA, C-tick, ISO		
13.	List of payroll of technical personnel.		
14.	Affidavit on a non-judicial stamp paper of Rs. 100/- for not having been blacklisted/ de-listed/debarred for minimum of five (05) years as per Annexure – 4 and also company letter head as per Section – 2, Point No. 10.		
15.	It is desirable to have an ISO – 9000/9001/9002 certified company from the bidder, if any.		
16.	Warranty declaration as per Annexure – 9.		
17.	Technical compliance report for technical specification as per Annexure – 2		
18.	Financial bid as Annexure – 3		
19.	Service Level Agreement (SLA)		
20.	Planning Execution as per Section – 3 , Sl. No. 16		
21.	Details of bidder as per Annexure – 1		
22.	PAN No		
23.	GST No.		
24.	List OEM's service provider as per Annexure – 10		
25.	Integrity Pact as per Annexure – 11		