

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED

(A GOVT. OF INDIA UNDERTAKING)

NAMRUP**Please reply to:**

Dy. General Manager(MM)

BVFCL, Namrup

P.O. Parbatpur – 786 623

Dist. Dibrugarh (Assam), India.

CIN No: U24123AS2002GOI006786

GST No: 18AABC9399R1ZK

Phone: +91 [374] 2507216; FAX: +91 [374] 2500204 / 2500317; e-mail: matmgt@bvfc.co.in, www.bvfcl.com

To,

M/s. _____

NOTICE INVITING TENDER

- | | |
|--------------------------|----------------------------------|
| 1. NIT NO | : AN/2019/12-32/025/AJB/Enq- 080 |
| 2. DATE OF ISSUE | : 01/03/2019 |
| 3. TYPE OF BID | : Two Stage |
| 4. BID OPENING | : 01/04/2019 |
| 5. EARNEST MONEY DEPOSIT | : Rs.5000.00 |

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP INVITES SEALED BID IN TWO STAGES FOR SUPPLY OF THE FOLLOWING ITEMS AS PER ANNEXURE- A, B, I&II.


| SLNo. | DESCRIPTION | QUANTITY |
|-------|--|----------|
| 1. | Supply, Installation & Commissioning of Visitor Management System at BVFCL with 1 year onsite warranty and 4 years onsite AMC including spares as per specifications given at Annexure- A & Annexure- B. | 01 Lot |

SPECIAL TERMS & CONDITIONS.

1. The bid will include / indicate the following.
 - a) The complete scope of supply conforming to the specifications stipulated above and at Annexure A, Annexure B and Annexure – I & II,
 - b) Basic Price, Packing & Forwarding charges, if any. The applicable GST and any other applicable charges.
 - c) The mode of transportation and charges thereon for delivery of the materials at Namrup, Assam.
 - d) Acceptance of terms of payment within 30 days as per Clause No.7 of Annexure – I of the NIT.
 - e) Confirmation that the firm prices have been quoted.
 - f) Confirmation of the bid validity for 90 days from the bid opening date.
 - g) Please confirm that the material shall be guaranteed for a period of 18 months from the date of supply or 12 months from the date of commissioning, whichever is earlier and a certificate to this effect shall accompany along with the supply.
 - h) Confirmation of furnishing Security Deposit cum Performance Bank Guarantee @ 10% of the order value valid for the entire guarantee period + delivery period + claim period of six months as per Clause No. 16 of Annexure-I of the NIT.
 - i) Please clearly indicate PAN/ GST No. in your quotation.
 - j) Your Tender quotation must be accompanied by Earnest Money Deposit for an amount of Rs.5000.00 in the form of a crossed Demand Draft/Bank pay challan only in favour of Brahmaputra Valley Fertilizer Corporation Limited, payable at Namrup on any scheduled Bank payable at Namrup.
 - k) Acceptance of all other terms & conditions of Annexure – I & II
2. The parties who are not registered as pre-qualified vendor of BVFCL will submit the documents pertaining to the eligibility criteria at point no. 19 of Annexure – I.
3.
 - a. MSEs shall be given the benefits of issue of tender documents free of cost, exemption from submission of Earnest money deposit, price preference, etc. as per Govt. Guidelines
 - b. SC/ST owned enterprises shall submit relevant SC/ST certificates and registration should remain valid at the time of bidding.
 - c. Condition of prior turnover & prior experience with respect to start-up and micro & small enterprises will be relaxed as per Govt. Policy circular No. 1(2) (1)/2016-MA Dtd. 10/03/2016 & F.20/2/2014-PPD (Pt) Dtd. 20/09/16 subject to meeting of Quality & technical specifications
4. Goods bearing ISI mark will be given preference.
5. Materials shall be packed properly to avoid any damage during transit.
6. BVFCL is committed to a corruption free work environment. "All the above purchases, services and commitments of BVFCL will be honoured without the citizen having to pay any bribe". In case any person demands any bribe, it is the duty of the responsible to inform the matter to vigilance office, BVFCL, Namrup, P. O. Parbatpur, Dist. Dibrugarh, Assam PIN: 786623. (Tel no: 0374-2507092 / 0374-2507167).

Enclosures: 1. Annexure-A & B
2. Annexure-I&II

Yours faithfully,
For and on behalf of
Brahmaputra Valley Fertilizer Corporation Ltd


V.K.TAMBOLI
ASSTT. MATERIALS MANAGER

Annexure-A

| Sl. No | Description of Item |
|--------|---|
| 1 | Visitors Pass Management Software – with communication module (50 users), Single Entry/Exit Gate with Web Camera |
| 2 | Barcode Scanner with barcode Module |
| 3 | Visiting Card Scanner module with visiting card scanner |
| 4 | Desktop PC HP/Dell/Lenovo or equivalent i3-8100/ 4 GB DDR4 RAM/ Onboard Graphics/ 1 TB HDD/ Win 10 Pro/ DVD / 18.5" TFT |
| 5 | HP 1108 Laser Printer or Equivalent |
| 6 | 1 KVA UPS APC or equivalent |
| 7 | Logitech C170/C270 Web Camera or equivalent |
| 8 | SMS Module-Two way communication for Visitor Arrival intimation & Authorisation alongwith Modem |
| 9 | Installation and Training Charges |
| 10 | Onsite AMC for Visitor Pass Management Software (including spare parts) per year |
| 11 | Onsite AMC for Barcode Scanner with module (including spare parts)per year |
| 12 | Onsite AMC for Visiting Card Scanner with module (including spare parts) per year |
| 13 | Onsite AMC for Desktop PC (including spare parts) per year |
| 14 | Onsite AMC for Printer (including spare parts) per year |
| 15 | Onsite AMC for UPS (including spare parts) per year |
| 16 | Onsite AMC for Webcam (including spare parts) per year |
| 17 | Onsite AMC for SMS module with modem (including spare parts) per year |
| 18 | Onsite AMC (including spare parts)for 1 year (After 1 year warranty) |

Scope of work:

Supply, installation, and commissioning of Visitor Management software at BVFCL with one year onsite warranty & four years onsite AMC including spares.

Visitor Management software that helps computerize the operations of security office (at organizations entry gate points) in relations to visitors with the following activities:

1. Authorize and control the visitors' movement for online visitors' authentication and pre-approved visitors.
2. Issue / return Gate / Entry pass
3. Visitors history & related MIS activities

It can replace the traditional way of getting telephonic authorization from an employee for allowing the visitor and making the gate pass manually. Here the visitor can take an appointment first. The employee would make an appointment entry in the system with appointment date and time. On a given date and time the appointment becomes active and the security person (Gate user) allows the visitor to visit the employee. Gate pass is printed only if there is an entry into the list of today's appointments. Alternatively an electronic message is sent to the visiting employee together with the visitor's details and photograph for a walk in visitor. Gate pass is printed only if the employee sends an electronic approval to allow the visitor. Gate Pass may or may not have visitors photograph. Gate Passes used to keep track of visitors and their visiting frequencies, no's of visitors in the organization at any given point of time, visitor's movement, overstaying visitors etc.

Providing on-site comprehensive warranty and support for the performance of all supplied items for the period of one year & technical support during and after the warranty period in accordance with the specifications as specified in the bid document. During the warranty period, any software up gradation of the supplied system will be done without any cost implication to BVFCL.

During warranty & support period, in case of any failure of the supplied items, the same shall be rectified / restored as per the resolution time of the site from the placement of first service call without any cost implication.

Supply of one set of technical literature & documentation (Hard/Soft copy) for the complete system.

The Bidder shall also carry out any other works (including supply) not mentioned above, but required for completing the work in totality.

Bidder shall ensure complete interoperability between various end points of BVFCL.

All tools, tackles, testing instruments, consumables, vehicles etc., as required during all operations such as transport, installation, testing, commissioning etc., shall be provided by the Bidder at no extra cost to BVFCL for completing the scope of work as per this specification.

The Bidder shall provide all the required equipment & services, to fulfil the intent of the specifications & to ensure the completeness, operability & maintainability of the system at no extra cost to the BVFCL.

Bidder shall provide on-site training by OEM / OEM trained person on the supplied system for BVFCL IT & CISF Personnel.

Visitor Management Software:

1. Bidder shall supply and install Visitor Management Software in BVFCL Entry/Exit Gate and web-access of the software shall be provided to the identified users at different locations over LAN.

2. Supplied Visitor Management software shall be based on database and bidder shall supply perpetual licenses i.e. with lifetime validity for all the software and database required for smooth operations of Visitor Management Software.

3. The exclusive features of Gate Pass are follows:

- a. Full keyboard/mouse functionality and shortcuts for fast data-entry and ease to use
- b. Quick & easy entry/registration for repeat visitors as well as new visitors
- c. Categories of visitors – visitors, residents, contractors, maintenance persons etc.
- d. Pre-approved visitors (visitors with prior appointments)
- e. Multiple Authorisation methods like Intranet protocol authorisation, SMS authorization.
- f. Extensive authorisation policies like Auto Authorisation, Pre-approved visitor, host authorisation and Departmental head authorisation, provision for two level approvals.
- g. Main gate – reception concept
- h. Integration of Visiting card Scanner, GSM Modem, Handheld wired/wireless Barcode scanner
- i. Issue Vehicle passes

- j. Black listed organization and visitors
 - k. Long duration multi-Entry gatepass for visitors.
 - l. Group Check-in facility
 - m. Advanced search & filter options
 - n. Saving of Visitor details (Name, Name of the Company, Address, Email ID, Photographs, Telephone numbers etc.) in the database
 - o. View current visitors there In Time, Out Time. Status of the visitors (inside, left, waiting for authorization, rejected).
 - p. Direct gate pass entry from the current visitors' list
 - q. Reports – Date-wise, employee-wise/resident-wise, Department-wise/Villa-wise, not signed off visitor's wise, no. of visit wise etc. Custom reports are also to be generated.
 - r. Gate pass with visitor's photograph, Customised format for Gate pass
 - s. Smooth and hassle free installation
 - t. House Keeping Features – Merge companies & visitors
 - u. Web, Onsite & Email support, training to users
 - v. User rights and restrictions definition
4. The supplied software shall provide role based access to the users i.e. function based access i.e. Gate Keeper, HR/ Establishment Section, System Administrator etc.