



Tender for Installation of Access Control System in NABARD's Office Building at Ranchi, Jharkhand

**Jharkhand Regional Office
Near PHED Water Tank
Bariatu- Booty Road, Ranchi- 834009**

Tender Schedule

Date of invitation of tender-	19 March 2024
Date of pre-bid meeting-	27 March 2024
Last date of submission of tender-	2 PM on 02 April 2024
Date of opening of technical bid-	3 PM on 02 April 2024
Date of opening of Financial Bid-	Will be communicated on finalisation of technical bid

NOTICE INVITING TENDER

Ref. No. NB.JHRO.DPSP/ 2637/ OP/ACS /2023-24
19 March 2024

To Prospective bidders

Dear Sir

Tender for “ Installation of Access Control System in NABARD’s Office building, near PHED Water tank, Bariatu-Booty Road, Ranchi- 834009”

1. National Bank for Agriculture and Rural Development (NABARD) invites tenders for “Installation of Access Control System in NABARD’s Office Building, near PHED water tank, Bariatu-Booty Road, Ranchi-834009”. Interested parties are requested to submit the Bids in sealed envelope for the aforesaid work as per detailed specifications and other requirements as mentioned more specifically elsewhere in this tender document.
2. This NIT (tender document) can be downloaded free of cost from our website at <https://www.nabard.org/English/Tenders.aspx> as well as CPPP portal.
3. Tenders in sealed envelopes super scribed “Installation of Access Control System in NABARD’s Office Building, near PHED water tank, Bariatu-Booty Road, Ranchi-834009” shall be submitted addressed to Chief General Manager, NABARD, Jharkhand Regional office, Near PHED water Tank, Bariatu- Booty Road, Ranchi-8350093. Last date for the submission of tender is **02 April 2024 till 2.00 PM.**
4. Envelope shall contain:
 - a) Duly filled in tenders with every page signed and stamped.
 - b) Power of attorney/authority letter authorizing the person to sign the tender.
 - c) EMD of Rs.10500/- to be deposited with NABARD online in the following A/c :

Name of the Account	National Bank for Agriculture and Rural Development
Bank Name	NABARD
Branch Name	Jharkhand RO, Ranchi
IFSC Code	NBRD0000002
Account Number	NABADMN38
	(Through NEFT/RTGS only)

Payment receipt / UTR no. shall be enclosed in this envelope. The tenders without EMD shall be rejected out rightly. No interest shall be paid on the EMD thus collected. EMD of the successful tenderer shall be refunded after successful completion of work. Whereas EMD of the unsuccessful bidders will be refunded upon the issuance of work order to and acceptance of the same by the successful bidder.

5. A pre-bid meeting will be held in our office at **7th Floor Conference Hall of NABARD Regional Office on 27th March 2024 at 03.00 PM** with the prospective bidders, to clarify any issues pertaining to the tender. The bidders are expected to thoroughly read the tender document before being present for the pre-bid meeting, so as to understand all aspects of the work. The clarifications/conditions, if any, sought by the tenderers shall be examined and discussed with the bidders and the conditions stipulated by the Bank shall be intimated to the bidders. The bidders will have to agree to the conditions which are acceptable to the Bank. No conditions/clarifications shall be entertained after the pre-bid meeting. Tenderers are advised to submit the duly filled in tenders after the Pre-Bid meeting without any additional condition.
6. Tender shall not contain any condition whatsoever and any conditional tender shall be rejected.
7. Tenders will be **opened on 02 April 2024 at 03.00 PM in our office** in presence of the representatives of the bidders, whoever are present. If the last date of receipt or opening of the tenders happens to be a holiday for NABARD, then the receipt and opening of the tenders shall be shifted to next working day without change of time and venue.
8. Tenders of only those tenderers will be considered, who are found to be eligible as per the eligibility criteria mentioned elsewhere in this tender document and who have complied with all the requirements in tender document. Bidders are requested to kindly visit our website regularly.

9. The bids shall remain valid and open for acceptance for 90 days from the date of opening of tender. If the tenderer withdraws his tender before the expiry of the said period or makes any modifications in terms and conditions of the tender which are not acceptable to the Bank, then the Bank without prejudice to any other right or remedy will be at liberty to forfeit the earnest money.
10. NABARD reserves the right to accept or reject any /all tender/s in part or whole of any firm /firms without assigning any reasons for doing so.
11. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the tenderer who resort to canvassing will be liable to rejection.
12. NABARD also reserves the right to divide and distribute the work to more than one tenderer at its sole discretion.
13. For any clarification you may please call Shri S. Prusty, AGM, at 8850643225.

--sd--

(A.D. Surin)

Deputy General Manager

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PART-I (TECHNICAL BID) FORM OF TENDER

The Chief General Manager

NABARD, Jharkhand Regional office
Near PHED water Tank
Bariatu-Booty Road
Ranchi-835009

Dear Sir

Tender for “Installation of Access Control system in NABARD’s Office Building, near PHED Water tank, Bariatu-Booty Road, Ranchi-834009”

I / We have carefully gone through and clearly understood, after visiting the site, the tender document comprising of the Notice Inviting Tender, Form of Tender, Pre-Qualification Criteria, Scope of Work, General Conditions of Contract, Special Conditions of Contract and Schedule of Quantities/Bill of Quantities/Price bid.

I/We hereby offer to execute the works specified in the Memorandum within the time specified, at the rates mentioned in the Financial/ Price Bid and in accordance with all aspects of the tender and with such materials as are provided for, by and in all other respect in accordance with such conditions so far as they may be applicable.

I / We do hereby undertake to execute and complete the whole or part of the work (as desired by you) at the respective rates quoted in the Price Bid.

I/we have deposited an amount of Rs.10,500/- as EMD vide UTR No.-----

In the event of this Tender being accepted I / we agree to enter into an agreement as and when required and execute the contract according to your Form of Agreement.

I / We further agree to complete the work included in the said Schedule of Quantities within 30 days from the date of commencement. Date of commencement shall be considered from the date of issue of work order.

I / We agree to pay all applicable Government taxes prevailing from time to time.

MEMORANDUM

Description of work: Tender for “Installation of Access Control System in NABARD’s Office Building, near PHED water tank, Bariatu-Booty Road, Ranchi-834009”

Work completion period: 30 days from the date of award of work

I/we hereby agree to abide by and fulfill the term and conditions of the tender annexed hereto so far as they may be applicable.

Our Bankers are:

i)

ii)

The names of partners of our firm are:

i)

ii)

Name of the partner of the firm

Authorized to sign:

OR

Name of person having

Power of

Attorney to sign the contract

(certified copy of the Power of Attorney should be attached):

Yours faithfully,



Seal and Signature of Tenderer

Minimum Eligibility Criteria for pre-qualification of tenderers

- 1) The Bidder (Manufacturer or Principal of Authorized Representative) shall be a Manufacturer/ Authorise Dealer who has been involved regularly for at least the last three (03) years as on 31 March 2023 in Design, Detailed Engineering, Manufacturing, Supply, Installation, Testing, and Commissioning of Access Control System having at least 100 card/Biometric Reader integrated with turnstile /flap barrier/ tripod with the similar or higher specifications.
- 2) The firm should have experience of installation of access control system in Govt./ PSU / FIs and other reputed private organisations.
- 3) The firm should have successfully carried out works as under in the last 03 years ending 31 March 2023
 - a. Three similar works valuing not less than Rs.2,50,000/- each **or**
 - b. Two similar works valuing not less than Rs.3,00,000/- each **or**
 - c. One similar work valuing not less than Rs.4,00,000/- each.

Note: Certified copies of above work orders should be attached with technical bid as proof and originals may be furnished at the time of technical evaluation.

Above information shall be provided in the format mentioned in relevant annexure. Work Order/performance certificate/Completion Certificates issued by the client should be enclosed with this tender and need to be produced in original before NABARD, whenever called for verification purposes.

- 4) Should have annual turnover of at least Rs.5.25 lakh during each of the last three years ending 31 March 2023. Audited balance sheet should be enclosed.
- 5) The firm should have a registered office in Jharkhand.
- 6) The firm should have valid PAN and GSTIN. PAN should have been linked to Aadhar card.
- 7) **Manufacturer's Authorization Letter:** In case the bidder firm/ bidder offers to supply '*Design, Detailed Engineering, Manufacturing, Supply, Installation, Testing, and Commissioning of Access Control System Cum Attendance System with Visitor Management System*', which is manufactured by some other firm, the bidder has to be duly authorized by the manufacturer of the stated material to quote for and supply the same to NABARD. The bidder shall submit the manufacturer's authorization letter to this effect as per the standard form provided in buyer uploaded ATC Uploaded document.

GENERAL CONDITIONS OF CONTRACT

1. Definitions

“**The Contract**” means the documents forming the tender and acceptance thereof and the formal agreement executed between NABARD and the contractor, together with the documents referred to therein including the conditions, the specifications, designs, drawings, and instructions issued by the Employer from time to time and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

In the contract the following expressions shall, unless the context otherwise requires, have the meaning hereby respectively assigned to them.

- a) “**NABARD / Employer**” means NABARD having its Registered & Corporate Office at C-24, G Block, BKC, Bandra East, Mumbai 400 051 and includes its representatives, successors, and assigns.
- b) “**Corporate Office**” means the Regional Office of NABARD at Bariatu-Booty Road, Ranchi-835009 and includes any other offices as prescribed by NABARD from time to time for that purpose.
- c) “**Employer**” means NABARD and includes its representatives, successors and assigns.
- d) “**Bank’s Representative**” means Representative appointed by the Employer as their representative to give instructions and supervise the work of the consultant at site.
- e) “**The Contractor or firm**” means the firm or agency or individual engaged by the Employer to execute the work. It shall also include their legal representative(s), successors or assigns.

2. Rates of Payment: The rates given in the BOQ tendered by the firm/agency and as accepted by NABARD will form the basis of payment for such items under this contract.

- i. No price variation or escalation on any account whatsoever & the compensation for force majeure etc. shall be payable under the contract.
- ii. The rates for any item of work not included in the Schedule of items, Rates and quantities and which the firm may be called upon to do by NABARD shall be fixed by the supplementary written agreement between the firm and NABARD before the particular item or items of work is/are executed.
- iii. Should there arise any items which may be necessary for the smooth completion of work, but which does not appear in the Schedule of items, rates and Quantities attached with the Tender, items rate will be fixed by analysis of actual inputs of all types including labour and material.
- iv. Payment for the work done will be made to the firm only when the formal agreement has been executed between the parties, and as per the

Payment Schedule. iv. **Payment Schedule:** Full payment shall be made after satisfactory completion of work. Please note that no advance payment will be made on any account.

7. **Work Order:** Within the validity period of the tender, the Employer shall issue a work order/letter of acceptance of tender by registered post or otherwise dispatching at the address of the consultant as given in the tender to enter into a contract for execution of the work as per the terms of the tender. The work order shall constitute a binding contract between the Employer and the Consultant.

8. **Contract Document:** On receipt of work order from the Employer, the successful tenderer shall be bound to implement the contract, and within seven days thereof, he shall sign an agreement on a non-judicial stamp paper of appropriate value. The firm shall be furnished, one certified copy of the contract documents together with all drawings as may be forming part of the tender papers. None of these documents shall be used for any purpose other than that of this contract.

9. **Language:** The language in which the contract documents shall be drawn, shall be English.

10. **Liquidated Damages:** If the firm fails to maintain the required progress as per the stipulated time period or to complete the work and clear the site on or before the schedule date of completion, he shall, without prejudice to any other right or remedy available under the law, to the Employer on account of such breach, pay as agreed compensation, the amount calculated at the rate of 0.25% of the contract amount per week subject to a maximum of 5% of the contract amount. The amount of compensation may be adjusted or set off against any sum payable to the firm under this contract with the Employer.

11. **Escalation:** No escalation and payment due to increase in prices / wages will be made to the firm. The rates quoted by the firm shall remain firm throughout till completion of the work and nothing extra beyond unit rates shall be paid on account of any reason whatsoever.

12. **Materials, Appliances and Employees:** The firm shall, at his own expense, provide all material, appliances and employees required for carrying out the works and no material required for carrying out the work shall be supplied by the Employer.

13. **Agency to supply tools & plants etc.:** The firm shall provide at his own cost all materials, plant, tools, appliances, implements, ladders, scaffolding, and temporary works required for the proper execution of the work.

14. **Protection of works and property:** The firm shall continuously maintain adequate protection of all his work from damage and shall protect the Employer's properties from injury or loss arising in connection with the contract. He shall make good any such damage, injury, loss resulting due to his fault or negligence except due to causes beyond his control. He shall take adequate care and steps for protection of the other floors and adjacent properties. The firm shall take all precautions for safety and protection of his employees on the works and shall comply with all applicable provisions of Government and local bodies safety laws and building codes to prevent accidents, or injuries to persons or property in or adjacent to his place of work.

15. Assignment and subletting: The whole of work included in the contract shall be executed by the firm and he shall not directly entrust and engage or indirectly transfer assign or sublet the contract or any part or share thereof or interest therein.

16. Firm's superintendence: The firm shall give necessary personal superintendence during the works. The firm shall depute necessary technical staff for execution of the work.

17. Quantities: The rates quoted for various items shall remain valid for variation of quantity (either upwards or downwards) against individual item to any extent. The payment to the firm shall be made as per the actual work executed and quoted unit rates for individual items. The quantities in the BOQ are only indicative and may increase or decrease, however the rate quoted shall remain firm. However, increase in quantity, if any, shall, be affected (and eligible for payment) only with prior written approval of the Employer.

18. Works to be measured: The Bank's Representative shall, except as otherwise provided, ascertain, and determine by measurement the value in accordance with the contract. Recording of measurements of any item of work in the measurement book and / or its payment in the interim, on account or final bill shall not be considered as conclusive evidence as to the sufficiency of any work or material to which it relates, nor shall it relieve the firm from liabilities.

19. Removal of debris: Debris/waste material shall be disposed of by the firm outside the NABARD premises at the area approved by the Municipal Corporation.

20. Local Laws, Acts, Regulations: The firm shall strictly adhere to all prevailing labour laws inclusive of Contract Labour (Regulation and Abolition Act of 1970) and other safety regulations. The firm shall comply with the provisions of all labour legislations including the latest requirements of all the Acts, laws, and any other regulations that are applicable to the execution of the project.

21. Time for completion: Time is the essence of the contract and shall be strictly observed by the firm. The entire work shall be completed within a period of **30 days** from the date of issue of work order. The firm shall furnish a certificate declaring completion of the entire work and the Employer will issue 'virtual completion certificate' if the work is found to be satisfactorily executed.

22. Extension of Time:

- a) If the work(s) be delayed by:
- i. Force majeure, or
 - ii. Abnormally bad weather, or
 - iii. Serious loss or damage by fire, or
 - iv. Civil commotion, location commotion of workmen, strike, or lockout, affecting any of the trades employed on the work, or
 - v. Any other causes which, in the absolute discretion of the Employer is beyond the Consultant's control.

Then upon the happening of any such event causing delay, the firm shall immediately give notice thereof in writing (within 7 days of happening of the event) to the Employer but shall nevertheless use constantly his best efforts to prevent or make

good the delay and shall do all that may be reasonably required to the satisfaction of the Employer to proceed with the works.

b) Request for extension of time, to be eligible for consideration, shall be made by the firm in writing within two days of the happening of the event causing delay. The firm may indicate in such a request the period for which extension is desired.

c) In any such case, the Employer on the basis of recommendations of the Bank's Representative, will give a fair and reasonable extension of time for completion of work. Such extension shall be communicated to the firm by the Employer in writing. Non application by the firm for extension of time shall not be a bar for giving a fair and reasonable extension by the Employer and this shall be binding on the firm.

23. When Contract can be terminated: Subject to other provisions contained in this clause, the Employer may, without prejudice to his any other right or remedy against the firm in respect of any delay, inferior workmanship, any claims for damages and / or any other provisions of this contract or otherwise, and whether the date of completion has or has not elapsed, by 10 days' notice in writing absolutely terminate the contract in any of the cases.

24. Suspension of work: The firm shall, on receipt of the order in writing of the Employer (whose decision shall be final and binding on the firm) suspend the progress of works or any part thereof for such time and in such manner as the Employer / firm may consider necessary so as not cause any damage or injury to the work already done or endanger the safety thereof for any of following reasons.

- a) On account of any default on the part of the firm, or
- b) For safety of the works or part thereof.

The firm shall, during such suspension, properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Employer .

25. Settlement of Disputes and Arbitration: All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution thereof of this contract or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination foreclosure or breach of the contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Employer hereinafter mentioned be referred for adjudication as per arbitration and reconciliation Act 1996.

26. Force Majeure:

- a) Neither the firm nor NABARD shall be considered in default in performance of their obligations if such performance is prevented or delayed by events such as war, hostilities, revolution, riots, civil commotion, strikes, lockout, conflagrations, epidemics, accidents, fire, storms, floods, droughts, earthquakes or ordinances or any act of God or for any other cause beyond the reasonable control of the party affected or prevented or delayed. However, a notice is required to be given within 7 days from the happening of the event with complete details, to the other party to the

contract, if it is not possible to serve a notice, within the shortest possible period without delay.

b) Should one or both parties be prevented from fulfilling the contractual obligations by a state of force majeure lasting to a period of 6 months or more, the two parties shall mutually decide regarding the future execution of this contract.

27. Accidents: The firm shall immediately on occurrence of any accident at or about the site or in connection with the execution of the work report such accident to the Employer. The firm shall also report such accident immediately to the Competent Authority whenever such report is required to be lodged by the law and take appropriate actions thereof.

28. Work and Services to be provided by the Employer: The Employer will provide electric power and water at one point in the building for proper execution of the work. The Employer depending on the availability will provide one lockable storage space. However, the security of the materials and equipment brought to site by the firm shall be the responsibility of the consultant as stipulated elsewhere in these conditions of contract. Also, accommodation required for the contract labour shall be arranged by the firm himself outside the NABARD premises.

29. Price Escalation: The accepted price of the successful tenderer shall be firm and free from any variation till the completion of the work in all respects and handing over to the Employer.

30. The Contractor shall have whole/ sole responsibility for any damage / loss of life and property of NABARD on the part of any employee engaged by the Contractor resulting in any loss to NABARD or any of its clients. The contractor shall take suitable insurance to counter the same and fully compensate NABARD for such damage/loss. The decision of NABARD in this regard shall be final and binding.

31. Installation and Commissioning The whole project will be carried out directly under the supervision of OEM's / Authorized representative's technical team. Installation & Commissioning shall be treated as complete after installation of all the systems and sub-systems and issuance of FAT certificate.

32. Training

The contractor shall impart training to NABARD Staff / Security personnel at site for complete operation of the equipment and software.

33. TDS/Income Tax/GST-TDS: Applicable TDS/ Income Tax/GST TDS of value of work shall be deducted from the final bill.

34. Penalty Clause

a) Non-rectification of the faults coming under the scope of work and terms and conditions of the contract will entitle the Bank to get the job done from any other vendor at the risk and cost of the successful tenderer. The decision of NABARD in this regard will be final and binding on the contractor.

b) In case of non-compliance of contract obligations and also in case of any damages, breakage and loss or theft to the building fittings, assets and equipment attributable to staff or labour deployed by the contractor, the contractor will be responsible for repairing / replacing the same at his cost failing which the actual

cost incurred towards repair/ replacement with suitable penalty shall be imposed on the contractor by the bank.

c) In the event of any accident/ damage etc. caused due to negligence of staff deployed will be debited to the inefficiency of the contractor and he has to make good the loss.

d) All the workmen deployed under the contract should have valid Identity Card issued by the Agency and should be in proper uniform having Agency/Firm/ Company's Name & Logo, embossed/embroidered on it.

e) In the event of contractor not attending to a specific item of work required under the contract, pro-rata amount will be deducted from contractor's bills. If such specific item is not critical to the operations of the Access Control System, If the specific item is critical, then NABARD reserves the right to deny payment at its sole discretion.

Signature of the Tenderer _____

Address

SPECIAL CONDITIONS OF CONTRACT

1. NABARD takes no responsibility for delay / loss in non-receipt of Tender Documents.
2. All bid papers annexed along with the “**Technical/PQ Bid**” document should be **serially numbered on the top right-hand corner** of every page.
3. All pages of the PQ/Technical bid document should be duly signed and stamped by the authorised signatory of the applicant. The applicant should submit all requisite documents in support of information furnished in the Technical/PQ Bid document and should be attested by an authority competent to attest the documents. Failure to attach attested copies may lead to disqualification of the bidder.
4. The tender is to be submitted in **3 sealed Envelopes**. **Envelope-1** will contain the duly signed & stamped Part-I of the tender document along with documents related to prequalification criteria, and EMD details. **Envelope-2** will contain only the Price Bid/Bill of Quantities (**as per relevant annexure**). Both the Envelope-1 and Envelope-2 are to be put in bigger **Envelope-3**, which should also be sealed and duly superscribed as “installation of Access Control system in NABARD’s office building at Ranchi, 834009” with details of firm name.

NOTE: The Technical / PQ bid, and Financial Bid should be put in separate envelopes superscribed as technical and financial bid respectively and sealed. The Financial Bid of only those tenderers who qualify technical bid / PQ Bid in terms of eligibility criteria will be opened.

5. Tenders should be on the specified form (Non-transferable) which may be either downloaded from our website www.nabard.org or from CPPP portal **by 02 April 2024 till 02 PM** and the completed document should be submitted along with necessary papers in prescribed proforma **by 02 April 2024 till 02.00 PM** to, Chief General Manager, NABARD, Ranchi. Tenders should be submitted super-scribed with the name of the work, date and time of opening on the envelope and will be opened on **02 April 2024 at 03.00 PM** in the presence of bidders who choose to be present.
6. The Employer (NABARD) does not bind itself to accept the lowest or any TENDER and reserves its right of accepting the whole or any part of the TENDER and the Bidder shall be bound to perform the same at the rate quoted.
7. The Bidder shall quote rates both in figures and words. On check if there are differences between the rates quoted by the Bidder in words and in figures, the rates in words will be considered as final.
8. Before quoting, the Bidder shall inspect the site, to fully acquaint himself about the condition regarding accessibility of the site, working condition of site and locality including installations of tools and plants (T&P) etc., conditions affecting accommodations and movement of personnel etc. required for the satisfactory execution

of the work contract. No claim whatsoever on such account shall be entertained by the Employer in any circumstances.

9. Bidder should attach required proofs (Photocopies) for the eligibility in support of works of similar nature, for a minimum value as indicated in Technical Bid should also be submitted.
10. All tender paper annexed along with the “Bid” should be serially numbered on the top right-hand corner of every page. All pages of the tender document should be duly signed and stamped by the authorized signatory of the applicant. The tender document should be submitted in original. Tender document not submitted in original will be treated as invalid and rejected. The applicant should submit complete set of documents in support of information furnished in the Bid document.
11. **“JVs/ Consortiums/ MOUs shall not be considered.”**
12. Canvassing in connection with the Tenders is prohibited and the Tenders submitted by the consultant who resorts to canvassing are liable for rejection.
13. The Audit reports in hard copy should be submitted in hard.
14. This tender is not an offer by National Bank for Agriculture and Rural Development (NABARD), but an invitation to receive offer from bidders/firm/agency etc. No contractual obligation whatsoever shall arise from this tender process unless and until a formal contract is signed and executed by duly authorized officers of NABARD, Jharkhand RO with the selected bidder/firm/agency.
15. The rates quoted by the firm shall be all inclusive of all rates, taxes, levies etc.

16. Security

16.1 The contractor should scrupulously conform to the safety and security norms as stipulated by NABARD while working in the security area.

16.2 All the products used in the system needs to be malware/Bug free and declaration certificate needs to be provided by the firm at the time of supply.

17. Final Acceptance and Certificates :

17.1 Complete Supply and Installation as per specification and scope.

17.2 Complete documentation and license and media handover.

17.3 Checking of all features under working condition.

17.4 Completion of work after following all standard safety and environment norms.

17.5 All the relevant certificates to specified standard is to be provided.

18. Warranty & Comprehensive Annual Maintenance Contract :

18.1 Complete system and its all components will be under warranty for 03 years from date of issue of final acceptance certificate including all consumables.

18.2 Bidder/OEM has to give undertaking that after expiry of warranty period, it will provide CAMC Service for the system at mutually agreed price. The firm has to quote CAMC rate for the first three years. CAMC charges would be made half yearly/quarterly .

18.3 During Warranty and CAMC, Bidder shall maintain the system so that it is operational and running round the clock.

18.4 Workmanship and operation of all the equipment, accessories etc. supplied by the contractor shall be under warranty for a period of minimum 36 months from the date of taking over the system / issue of acceptance certificate of the system by the NABARD at the site as mentioned in specifications. Contractor shall also provide the total maintenance of the equipment / systems during warranty and CAMC.

18.5 It shall be obligatory on the part of contractor to modify and/or replace any hardware and the operating, application, and diagnostics software free of cost, in case of any malfunction is revealed during operation after taking over within the warranty and CAMC period. The contractor will also undertake corrections and up gradation of the software during warranty and CAMC.

18.6 Supplier / Contractor shall periodically carry out Routine Preventive maintenance (Preventive Maintenance after every 3 months) during the entire warranty and CAMC starting from date of final acceptance. The service personnel so deputed shall be qualified and fully conversant with the operation and maintenance aspect of the system and sub-systems Report of periodic maintenance is to be submitted with NABARD officials.

18.7 Any breakdown of the system or part of the system shall be attended immediately and resolved within a period of 24 hours for major equipment failure and 72 hours for minor equipment failure. Holiday shall not be considered for calculating the hours.

18.8 In case of non-fulfilment of obligations, penalty @ Rs. 250/- per day per equipment failure, @ Rs. 500/- per day for major failure will be imposed and will be deducted from the Security Deposit.

18.9 During warranty and CAMC Period, Defective HDD i.e., Hard Disk is to be changed with working one on non-replacement basis. Defective HDDs will be kept with NABARD.

18.10 The Bidder (in case of non-OEM) shall maintain back-to-back agreement with the OEM's for proper maintenance of systems. The agreement shall remain valid during the warranty and CAMC Period. Copy of Such Agreement to be provided to NABARD.

19. Documentation :

The documentation shall necessarily cover the following:

1. User, operation, administration, and maintenance manuals.
2. Installation drawings, wiring charts, layout of cables etc.
3. Detailed Engineering Diagram, signal flow / cabling diagram indicating the complete cable routing and integration of the various equipment blocks, in the system.
4. User and technical manuals of the items.
5. System test plan, preventive maintenance charts etc.

ARTICLES OF AGREEMENT

Articles of Agreement made this ___day of _____ 2024 between the _ hereinafter called the EMPLOYER, which expression shall include its successors and assigns and persons for the time being of the management of the Employer of the one part and _____ hereinafter called the consultant which expression shall include his / their respective Heirs, successors, executors, administrators and assigns of the other part.

Whereas the Employer is desirous of installing Access control system in its office building, near PHED water tank, Bariatu – Booty Road, Ranchi-834009 has caused specifications describing the work to be done.

And whereas the tendered rates as submitted by the firm were accepted by the Employer, on the terms and conditions hereinafter agreed at:

And whereas the said specifications and the schedule of quantities have been signed by or on behalf of the parties hereto.

And whereas the firm has agreed to supply and install access control system in NABARD's Jharkhand Regional office , near PHED water tank , Bariatu-Booty Road, Ranchi-834009 and subject to the conditions set forth herein and to the conditions set forth in the invitation to tender, Instructions to bidders, general and special Conditions of the tender, scope of work, schedule of quantities (all contained in the bid document of which are collectively hereinafter referred to as the said conditions), the works described in the said schedule of quantities at the respective rates herein set forth amounting to the sum as therein arrived at or such other sum as shall become payable there under (hereinafter referred to as “the said contract amount”).

NOW IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERE TO FOLLOWS:

In consideration of the said Contract amount to be paid at the time and in the manner set forth in the said conditions, execute and complete the work shown upon the drawings and described in the said specifications and the schedule of quantities.

The Employer shall pay the firm the said Contract amount or such other sum shall become payable at the times and in the manner hereinafter specified in the said conditions.

The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement, and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained.

The agreement and documents mentioned herein shall form the basis of this and the decision of the Employer as mentioned in the said conditions, in reference to all matters of dispute be final and binding on all parties.



This contract is neither a fixed lump sum contract nor a piece work contract but is a contract to carry out the work in respect of the entire buildings to be paid for according to schedule of rates and probable quantities or as provided in the said conditions.

In all matters of co-ordination, the Employer's decision shall be final and binding on all parties.

The Employer reserves to itself the right of altering nature of the work, adding to or omitting any item of work from the contract or having a portion of the same carried out through other agencies without prejudice to this contract.

Time shall be considered as the essence of this agreement and the firm hereby agrees to commence the work soon after the site is handed over to him or from the date of issue of formal work order as provided for in the said conditions and to complete the entire work within 30 days from the date of issue of work order, nevertheless to the provisions for extension of time.

The firm will attend to the complaints / breakdowns in the system during the warranty period free of cost. The firm will provide CAMC(comprehensive annual maintenance contract) service after expiry of warranty period at the rates approved by NABARD.

The firm will replace the ACS cards as and when it becomes defective at the rate approved by NABARD. The firm will update the software time to time for smooth functioning of the system.

In case of shifting of NABARD Office, the firm will make arrangements to shift the entire installation to the new location at mutually agreed rates.

All payments by the Employer under this contract shall be made only at Ranchi. Further all disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in Ranchi and only courts in Ranchi shall have jurisdiction to entertain and determine the same.

The several parts of this contract have been read by us and fully understood by us.

In witness thereof the parties hereto have set their respective hands on the day and the year in above written

Signed by the Employer

Signed by the contractor.

In the presence of:

Witness 1:

Name:

Address:

Witness 2:

Name:

Address:



UNDERTAKING

The Chief General Manager,
NABARD,
Near PHED water Tank
Bariatu-Booty Road
Ranchi-835009

I/We-----
have read the various conditions of the bid attached here to and hereby agree to abide by the said conditions.

I/We offer to do this work of “installation of access control system in NABARD’s office building , near PHED water tank, Bariatu-booty Road, Ranchi-834009” **as detailed under scope of work** in the event we are pre-qualified for the purpose and hereby bind myself/ ourselves to complete the work in all respects.

We agree to the condition that our Financial Bid will be opened only if we qualify as per the stipulations in the PQ/Technical bid document.

I/We also hereby agree to abide by the General Condition of Contract, Special Conditions of Contract ,scope of work, specifications of the work, bill of quantities etc. of the bid as laid down by NABARD.

Signature of the bidder/s

Address with telephone Number
(Complete postal address to be given)

Dated:

Basic Information

I / We am / are desirous of participating in the PQ/Technical bid for the work of installation of access control system in NABARD's office building , near PHED water tank , Bariatu-Booty Road , Ranchi-834009 as detailed under scope of work, and hereby apply for the same. I/we give the following details for your consideration:

Sl. No.	Item	Information to be filled in by applicant	
1.	Name of the firm		
2.	Full Address		
3.	Telephone Number: Office / Residence		
	Mobile Number :		
	Fax No.		
	E-Mail address		
4.	Month and year in which the firm / company was formed / incorporated in present name		
5.	i. Number of years in the Business (Enclose relevant Registration certificate/Proof)		
	ii. Constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		
6.	Enclose copy of partnership deed, Articles of Association or Affidavit / Registration of sole proprietorship		
7.	i. Annual Turn Over for last Three Years (enclose Audited Balance Sheets to support figures)	Financial Year	Annual Turn-over (In Rs lakh)
		2020-2021	
		2021-2022	
		2022-2023	
	ii. Evidence or proof to be enclosed to support the amounts of yearly turnover	Certificate enclosed for Assessment years	

8.	Full particulars about similar works completed (i.e. work-orders from Organizations / PSUs / Institutes / Banks).	
9.	Whether all documents has been submitted as per tender	
10.	Any other information the applicant might like to give.	
11	Civil suit / litigation, if any	

ANNEXURE A

Other Details of the applicant / Particulars of registration

Particulars	Information to be filled in by applicant
Name of the Firm/ Agency/Contractor	
Category (Individual/partnership/pro prietor/company etc.)	
Name of the Account Holder	
Registered Address of the Firm	
Name of the Bank's branch and Address	
Bank's Code and Branch's Code	
IFSC Code of the Bank's Branch	
Type of Account(Current/Saving/Cas h credit)	
Account Number	
PAN	



Service Tax Registration Number	
GSTIN	
TAN Number	
Other details if any	

Please enclose:

- i. A self-attested copy of cancelled cheque of the bank account,
- ii. A self-attested copy of PAN.
- iii. A self-attested copy of GSTIN.

Place:

Date:

(Signature and Full Name of the authorized person with seal
on behalf of Firm/Agency/Contractor)



DECLARATION

I/We agree to notify the Officer of National Bank for Agriculture and Rural Development, accepting this application, of any changes in the foregoing particulars as and when they occur and to verify and confirm these.

I / We understand and agree that the competent authority of National Bank for Agriculture and Rural Development has the right as he may decide, not to issue PQ/Technical bid form in any particular case and also to suspend, remove or blacklist my / our name from National Bank for Agriculture and Rural Development's list of contractors in the event of my / our submitting non-bonafide PQ/Technical bids, or for technical or other delinquency in regard to which the decision of competent authority of National Bank for Agriculture and Rural Development shall be final and conclusive.

I / We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I / We fail to notify the fact of my / our subsequent amalgamation with another firm, the National Bank for Agriculture and Rural Development may remove my / our name from the list of firms and any contract that I/We may be holding at the time may be rescinded.

PLACE:

DATE:

SIGNATURE & SEAL OF APPLICANT

Annexure B

LIST OF ACS WORKS COMPLETED DURING LAST FIVE YEARS

Sr. No.	Name & Location of work	Cost of work	Name of owner	Full address	Name of the contact person from owner's side for whom work was executed.	Contact no. of the contact person of the owner (Mandatory)	Email id of the contact person. (Mandatory)	Completion period		Whether the work was left incomplete (Reasons if any for delay in completion of work) or contract was terminated from either side (give full details)	Any other relevant information
								Stipulated	Actual		
1	2	3	4	5	6	7	8	9	10	11	12

NOTE: To enable us to process your application, please ensure that complete present Postal Address including Pin Code and latest Telephone Numbers / Email Address etc. are furnished under Column Nos. 2 above and “Completion Certificate” from client / owner for each work listed above has been enclosed, bearing above details.

SIGNATURE & SEAL OF CONSULTANT

Annexure C

List of technical personnel, giving the technical qualifications, experience, including that in the present organization

Sr. No.	Name	Qualification	Experience (year)	Nature of the work/ project handled	Name of the organisation employed including present organisation	Date of joining employment	Special experience	Remarks if any
1	2	3	4	5	6	7	8	9

SIGNATURE & SEAL OF APPLICANT

Scope of Work

NABARD Jharkhand RO, Ranchi is a Regional Office of National bank for Agriculture and Rural Development (NABARD) having its office at Bariatu-Booty Road, Near PHED Water tank, Ranchi-834009.

1. The office intends to install access control system in its above-mentioned office building. The firm will install two turnstiles at the 02 entrance gates (one at the main entrance to the building and another in the basement at designated areas). The firm will prepare and provide photo ACS cards for the employees and plain cards as per the format and design to be supplied by NABARD for visitors by means of which they will enter in and exit from the office. The access system shall be monitored by CGM secretariat in 7th floor. The access control shall have the compatibility to be integrated with the central attendance system, operated by NABARD's Head office at Mumbai. It shall be the responsibility of the firm to modify and adapt the OS/software to sync with the existing OS/software used by the Head Office. It shall further be incumbent upon the supplier to make any revisions that are necessary to facilitate synchronisation of the data in the event of any change in the OS of the system based in Head Office. The system should generate details of time of entry /exit of staff and visitors on every instance basis without being overwritten for each day and should be able to store data for a minimum period of 30 days. The firm will install the turnstile and all its associated civil etc. works, lay the electrical and data cables till the desired sources/ destination under the scope of work and provide all safety equipment for smooth operation of the system.
2. The scope of work includes Design, supply, installation, software integration, testing, commissioning of the complete Access control system and provide training to NABARD's staff for its operation.
3. The firm will submit working drawings indicating the location of all system equipment and components, power and data cables and conduit routing before execution of the work for NABARD's approval. The firm will submit ' as built drawings ' on completion of the work.
4. The work will entail providing necessary hardware, software, signal and power cabling, and all allied services. It is proposed that the system will be monitored from 7th floor and the server room is on the 5th floor.
5. Work shall be carried out in accordance with the specifications of CPWD, local rules, Indian Electricity rules 1956, as amended up to date and the rules issued thereunder, regulations of the Fire Insurance Company and Indian Standard Code of practice No. 732-1963 [revised].
6. Except where otherwise stated or permitted by the NABARD, all materials and workmanship shall conform to the latest Indian Standard Specification [hereinafter abbreviated to IS]. In absence of any IS Specifications, the work shall conform to the latest equivalent British or American Standard. However, in absence of the same, the decision of NABARD will be final. The access controllers, proximity card readers, will be UL certified. All workmanship shall be the best of its kind.

7. The firm will get the brand/samples of materials approved by NABARD before installation.
8. Insulation resistance test should be made before the installation is permanently connected to the electric supply. The insulation resistance is to be measured by using an approved portable hand operated insulation resistance tester reading directly in ohms. The voltage of this tester shall be about 500 volts. The insulation resistance to earth shall not be less than 1 mega ohm when measured with all fuse links in place, all switches closed, and all poles or phases of wires are electrically linked.

2. General Requirements

2.1 NABARD Regional Office, Jharkhand, Ranchi premises is accessed by its employees, vendors, contract employees, short-term contract personnel, long-term contract personnel, visitors, on daily basis.

2.2 All employees, contractual personnel and visitors, gaining access to facilities will have to use ACS card to gain entry / exit from the premises. All entry and exit details of the personnel shall be captured by the system.

2.3 System shall consist of Turnstile gates, Smart Card readers, Servers, PCs etc. and associated Ethernet cable, power cable to cover the gap and any other miscellaneous work to complete the system.

2.4 Genuineness/Authenticity certificate needs to be provided from OEM for all major component used in the system at the time of supply.

2.5 The proposed Access Control System should be integrated by the firm with existing HRMS of NABARD.

2.6 Access Control of Regular employee, Contract Employees & Suppliers/visitors.

2.7 The System is required to be fully operational round the clock on 24 x 7 basis.

2.8 Supplier & offered system must adhere to the IT provisions in place as per GoI.

2.9 The successful firm will have to give the escalation matrix for their service personnel.

2.10 Bidders are advised to visit the site before quoting in order to understand the scope, requirement & site condition.

2.11 The tender person/company shall demonstrate his competence with the equipment (software & hardware) which he is tendering:

2.12 The tender person/company shall obtain a certificate from OEM of ACS Software & Biometric Devices stating the name of the company and a statement that it has sufficient competence in Software and Hardware to install the tendered equipment.

2.13 Proof of Concept (POC): Bidder need to demonstrate below mentioned use cases at bidder site-

1) Features of Software such as but not limited to guard tour, audit trail, gates online monitor, record retention, backup, zone and access area, failover change, alarms, time and attendance, enrolment, and duplicate enrolment avoidance, fail safe and fail secure operation, anti-pass back etc.

2) Demonstration of authentication modes on reader and it's followed up action as per software configuration.

3) Demonstration of failsafe / opening of gate in case of fire by taking input from fire alarm system.

The purpose / objective of the POC shall be to determine that the end-to-end solution proposed by the bidder meets the actual functional & technical requirement of the project and to check capability of the bidder. Failing POC means, the firm is technically unsuitable. For POC, advance notice of 15 days will be given.

3. Working guidelines

3.1 The entire system will be operated from UPS supply. The equipments, structures etc. will be properly earthed for satisfactory operation of the system.

3.2 The work will include fixing of turnstile gates (as per site requirement) complete with required civil and fabrication works, creating backbone for the system by laying the required data and power cables, laying & termination/splicing of all cables, fixing of cable trays, conduits, installation, and commissioning of all items supplied under and shall have aesthetic look.

i. Mounting & installation of Servers, Readers, Controllers, Switch, Racks and connecting to network.

ii. Installation and configuration of Core Switch, Access Switch etc.

iii. Integrating the whole system for optimum performance.

iv. The firm shall bear full responsibility for all kinds of maintenance which include periodic maintenance as well as attending to all break-down and emergency calls at short notice whenever called during the Warranty and CAMC period.

v. All the software's supplied shall be licensed software's.

vi. Providing Application software OEM copies along with license keys and passwords.

vii. The Warranty period will start only after issue of virtual completion certificate /Final Acceptance Certificate.

viii. All flexible cables shall be laid in GI/PVC Casing Capping (Industrial) conduits/flexible PVC conduits with proper markings.

ix. Scope includes Erection and commissioning of all the associated interfaces.

x. Installation and configuration of all the software's e.g., ACS Software, Antivirus, Reader & Controller driver & software loading & configuration.

xi. Bidder shall supply and install the, necessary CAT6 interconnecting cables, patch cords, jacks, patch panels for Ethernet and OFC, trays, conduits, and other accessories as required for the satisfactory operation of the system along with any other devices and components for completion of the systems.

xii. The firm will have to Supply, install, test and commission Earthing system for the whole system.

xiii. The supplier shall inform day-to-day progress of the work to the Engineer in Charge /authorized representative from NABARD.

xiv. All the cabling of new system shall have separate markers/cables tags of permanent nature with clear marking for easy identification of the individual camera/zone/cabling.

xv. Any additional equipment, components, and/or changes in design of equipment to fulfil the operational requirements, even though not explicitly mentioned shall be under the scope of bidder.

xvi. Electrical cabling of system components, UPS, Supply Installation & commissioning of Distribution Boards, UPS DB loaded with MCB all under scope of supplier.

xvii. The supplier shall do fabrication/ modification work, if any, involving erection of cable supporting structures, welding/ gas cutting, etc. at site as per the actual requirements.

xviii. Preparation of ACS card and Registration of all the existing regular entrants of NABARD Jharkhand Regional Office as on date (employees and contract staff) shall be done by the vendor. Necessary training will be provided by the vendor to concerned staff of NABARD.

xix. Connecting of all the active elements with the proposed network through laying of network cable at one point in each location (CAT6 from ACS server) including all network provisions for TCP / IP with I/O Boxes. The ACS server may be kept in 7th floor or in the DIT room in 5th floor.

xx. All required power wiring etc. from the Centralized UPS room for the system is under the scope of supplier. All electrical works for the same is under the scope of supplier.

xxi. LAN Management like Switch configuration, router configuration (if required) will be under the scope of supplier.

4. System Design, requirement & detailed technical specifications:

4.1 The proposed system shall be a secure & fail-proof layer in the overall security system employing an industry- standard & internationally acceptable encryption mechanism of 256 bit or more.

4.2 ACS (Access Control System) shall be designated to be adaptable/confirming to prevailing International / Indian standard (e.g., ISO/IEC, UID) and based on open standards platform. The system shall be inter-operable.

4.3 The proposed system shall be scalable, and it should be possible to integrate the same with other security system such as Fire Alarm System and Perimeter Intrusion Detection System.

4.4 The Supplier has to provide the SDK (Software Development Kit)/ API Documentation along with the proposed system without any additional cost.

4.5 The system shall adhere to a centralized architecture, with centrally located application.

4.6 ACS shall have a centralized architecture with a centralized server hosted at ACS Server Room for NABARD Jharkhand RO, Ranchi. However, bidder has to ensure that all gate controllers shall work independently (i.e., all operation of gate shall continue to work during failure of communication between ACS server and Gate controller). It shall deploy a very high level of encryption technology, minimal points of failures, scalability,& Industry Standard redundant architecture, and an extremely essential conformance to a well-documented Failure- to- safety policy framework. The central location shall have a robust ACS server and a fail-over server, an appropriate data backup / archiving system.

4.7 Failover Method: Supplier shall provide at least two servers 1st Primary Server and 2nd Secondary Server. Secondary server will be a Hot Standby of Primary Server that will act as Primary Server in case of unavailability (due to any reason) of Primary Server. The primary application server should be in failover configuration. Secondary server should be active in case of primary server failure and provides uninterrupted service. All Database Instances, System Software, Communication System shall be in Cluster mode.

4.8 The System shall have **Anti-Pass Back** (Global Antipas back, Local Antipas back, Area Antipas back, Soft Antipas back) back feature.

4.9 ACS shall have different access levels which should be configurable through centralized application at Reader/Gate level and have facility to create zone involving one or more gates.

4.10 ACS system shall provide an archiving facility which can be used to archive old transactions of system.

4.11 Security check point shall have a panic switch (at three locations NABARD) to be used in emergency/duress situation with a control for allowing free passage (all doors unlock) in case of emergency evacuation.

4.12 Network connectivity shall be built by the vendor to match the system requirement.

4.13 The vendor shall deliver all required system and Application Software for a fully functioning system. The software provided by the vendor to operate the system shall be delivered in a ready-to-run form, including all necessary utility programs.

4.14 All software licenses shall be provided as required. Renewable or subscription licenses shall not be used. The vendor shall ensure that updates and upgrades to the application software are provided and applied without any cost implication and that upgrades are compatible to the customization of ACS including interfaces.

4.15 The vendor shall conduct training programs for NABARD staff, with the perspective of system administrator and application management.

4.16 All the software provided by the vendor should be licensed to NABARD.

4.17 All the customization as proposed by NABARD for the software supplied would be under the scope of supplier.

Common Features –

4.17.1 Anti-Pass back.

4.17.2 Door Held Open.

4.17.3 Custom Alarms

4.17.4 Setup Start and Expiry Date for Cardholders access.

4.18 Custom Reports – IN/OUT Report, Controller configuration change report, Audit trail report, Hours inside access area report, Work Duration Report, Readers Status Reports, Gates Status Report, Error Reports etc. Report shall be exported in EXCEL/PDF.

4.19 The customized report for Integration with NABARD HRMS.

4.20 Backup & Restore: Fail proof and stable backup and restore system for the access control system application, data and configuration.

4.21 It shall be an intelligent & integrated security system, based on TCP/IP protocol that provides configurable and controlled access at ACS gates. The configuration scheme shall be under the secure control of the system Owner/designated super-user.

4.22 The system shall monitor attempted unauthorized entry & other incidents and alarm and report/log those for alarm notification & further action.

4.23 Authentication at Gates reader should be Only Card.

4.24 Access can be given for certain period interval and access should automatically be disabled after the expiry of such period.

4.25 In terms of the scope, the vendors shall design, supply, install, commission, and conduct performance tests of the Access control System.

4.26 All gate controllers/readers shall be connected through TCP/IP with servers at the central location.

4.27 Clock/Time Sync: All the elements of the system shall sync time with a central server. No manual setting/regular work to be done for the regular date & time sync. All necessary items & work required for a central date & time server will be in the scope of supplier. Vendor shall ensure that all the elements of ACS system shall take date & time from the central date & time server configured by the Vendor as part of the system. There should be option to configure periodic auto time sync to all active elements of the system.

4.28 System elements (Readers/Controllers/Servers etc.) shall have feature of auto date & time sync at a particular time (defined by user) every day.

4.29 The system shall provide future system expansion capability, through the use of scalable hardware and software solutions.

4.30 The power supply available to the electrical loads of the system is 230V, 50/60Hz, single phase supply AC.

4.31 The electronic circuits used in the system shall be of solid-state fail-safe design and be provided with proper coating to have resistance to humidity and corrosion which enables the operation from being impaired by dust and dirt.

4.32 The system shall have flexibility for up gradation and expansion in all respects depending on future requirements with standard modules.

5. System Hardening :

5.1 Implements data security, network security and physical security measures and best practices for securing the ACS Server and its software against cyber-attacks. This includes security considerations for the hardware and software of servers, clients, and network device components of Access Control System.

5.2 Incorporates standards-based and best-practice-based security and privacy controls and maps them to each hardening recommendation.

5.3 Apply appropriate measures from manufacturer's system hardening guide.

5.4 Remove all default, installer, or temporary user accounts and passwords used during installation that are not part of End-user's final operational requirements.

5.5 Assign new passwords that are substantially different from factory default passwords to user accounts that match factory-default user accounts.

5.6 "No Malicious Code" undertaking letter by OEM's Global HQ. the OEM must not be barred by any Global CERT organization for malicious code or security threats.

5.7 The quoted equipment should neither support any interconnection/ communication protocol, (such as the GB/T 28181 protocol), that requires sharing of information or data with any foreign government or agency. Documentary certification from OEM needs to be given.

5.8 MAC address of devices must be registered in the same name of OEM supplying the devices.

6. SAFETY CODE

1. There shall be maintained in a readily accessible place first aid appliances including adequate supply of sterilized dressings and cotton wool.
2. An injured person shall be taken to a public hospital without loss of time, in case where they injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.
4. No portable single ladder shall be over 8 meters in length. The width between the said rails shall not be less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.

The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.

5. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
6. Workers employed on mixing and handling material such as asphalt, cement, mortar or concrete and lime mortar shall be provided with protective footwear and rubber hand-gloves.
7. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.

(i) No paint containing lead or lead products shall be used except in the form of paste or readymade paint.

(ii) Suitable face masks be supplied for use by the workers when paint is applied in the forms of spray or surface having lead paint is being dry rubbed and scraped.

8. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the periods of cessation of work.
9. Hoisting machines and Tackle used in the works, including their attachments anchorage and supports shall be in perfect condition. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.

Technical Data Sheet- Compliance by the bidders

S No	Items	Specifications	Compliance (Yes/No)
1	Single lane turnstile SET for capturing ENTRY and EXIT entries	<p>Model- Bridge type Design and features-</p> <ol style="list-style-type: none"> 1) Simple and space efficient with compact design for internal installation 2) Bi-directional passage control 3) Inbuilt anti trailing design – when the tri arm rotates 60°, it locks automatically & avoids it rotating back 4) Steady and noiseless operation <p>Specifications-</p> <ol style="list-style-type: none"> 1) Drive type- Electromagnetic drive 2) Pass width- ≤ 550 mm 3) Unlock time- 0.2 sec 4) Operation- Single passage in set direction Bi-directional single passage Free passage in set direction Always free Always locked. 5) Material- Housing- Stainless steel AISI 304 or AISI 316 Barrier arms- Stainless steel 6) Finish- High quality powder coating finish 	
2	Card and finger based biometric device	<p>Card and finger based biometric device unit with</p> <ol style="list-style-type: none"> a) Multi credential support- fingerprint, card b) Multi connectivity options- Wi-fi, ethernet etc. c) Suitable for Access Control and Time attendance applications d) Finger template storage- 1: N Mode 	
3	Comprehensive Time Attendance and Visitor Management Software License	<p>GUI based user friendly interface based on client server technology for Windows NT environment. Software Database - MS SQL/Oracle. Password controlled Admin access for 3 plus 1. Full set up & programming of all door controller functions.</p> <p>Archival: Daily automatic archival based on defined time. All archived data to be held in monthly folders. Reports: User definable access reports with respect to time, date, and card. Daily attendance reports based on 1st IN and last OUT. Reports should also include archived data.</p>	

		<p>Roll Call: The software shall be able to provide the number and the list of card holders in the premises. It shall also be capable of locating a user based on the last transaction.</p> <p>All personnel visiting the buildings may be divided into categories such as Employees, Casual Visitors, Maintenance staff, Contractors, Regular visitors etc.</p> <p>PC Link Software: Access control management software should integrate Access Control System, and integrate various soft wares involved.</p> <p>Integration of Access Control System with HRMS of NABARD.</p> <p>Make: ESSL or equivalent</p>	
4	SITC of CAT 6 cable	SITC of CAT 6 cable with conduit laying up to nearby network switch; Make of CAT 6 : D Link or equivalent	
5	RFID Cards	<p>Of the compatible OEM</p> <p>1) Front and back side printed sticker as per NABARD requirement</p> <p>2) Of 5 type as Normal user, Visitor, Super user, Contractor & Maintenance staff</p> <p>3) Contact less smart card 13.56 MHz corresponding to ISO Standard 1433 A.</p> <p>4) CR 80 - vertical - standard size Lanyard with printed logo/name/card case as per requirement.</p>	
6	Installation, configuration, Testing, commissioning, and training charges as against turnstile barrier system along with other fitting charges	Lumpsum	

Note: (a) Genuineness/Authenticity certificate needs to be provided from OEM for all major component used in the system at the time of supply.

(b) All the products used in system needs to be malware/Bug free and declaration certificate needs to be provided by the firm at the time of supply.



PRICE BID

Installation of access control system in NABARD's Office building, near PHED Water tank, Bariatu-Booty Road, Ranchi-834009, Jharkhand

We.....hereby certify that we are established firm of manufacturers/authorized agents of M/s.with factories atwhich are fitted with modern equipment and where the production methods, quality control and testing of all materials and parts manufactured or used by us are open to inspection by the representative of NABARD. We hereby offer to supply and install the following items at the prices indicated below: -

S No	Description of item	Quantity	Unit	Rate per unit (INR)	Total Amount (INR) in words and figures
1	2	3	4	5	6
01	Design, Manufacturing, Supply, Installation, Testing, and Commissioning of turnstiles including all associated civil work, card reader , electrical and data cabling works etc. work as per IS standards, complete in all respects as per scope of work and instruction of the Bank's representative.	02	No.		
02	Supply, Installation, Testing, and Commissioning of Access Control System Cum Attendance System software with networking for the system as per scope of work complete in all respects.	01	No.		
03	Preparing Access control cards with photographs for employees and visitor cards without photograph for entry/ exit through the turnstile	150	No.		



04	Supply , lying, testing and commissioning of Cat 6E cable in 19 mm PVC conduit/ casing-capping	100	Meter		
05	Supply , laying , testing, and commissioning of 1.5 sqmm PVC insulated , single core, 1100 grade, unarmoured copper cable, laying in PVC casing-capping/conduit	300	Meter		
06	8 port PoE Gigabyte switch- AE connect	01	No.		
07	2U rack- AE connect	01	No.		
08	Integration software to be used for integrating with central access control system being operated by NABARD's Head Office, Mumbai	01	No.		
09	Comprehensive annual maintenance contract(CAMC) of the entire access control system for a period of three years after expiry of the defect liability / warranty period of three years (@ same annual rates for three years) *	03	Per year		

Note- Additional/Defective cards will be purchased/replaced at the rate quoted for supply of cards above.

***The CAMC will be reviewed annually and will be continued subject to satisfactory performance**



Bank Guarantee Form for Performance Security
PROFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE
GUARANTEE BOND (ON BANK'S LETTERHEAD WITH ADHESIVE STAMP)

Ref Date
 Bank Guarantee No

To, **(Insert Name & Address of the Purchaser)**

Dear Sir,

1. Against contract vide Notification for Award of the Tender No dated covering supply of (hereinafter called the 'contract') entered into between the **(insert name of Purchaser)** (herein after called as the Purchaser) and M/s.,..... (here in after called the 'Contractor'), this is to certify that, at the request of the Contractor, we **(name of the bank)**, are holding in trust in favour of the Purchaser, the amount of Rs.50,000/-**Sum here in words**), to indemnify and keep indemnified the Purchaser, against any loss or damage that may be caused to, or suffered by the Purchaser, by reason of any breach by the Contractor of any of the terms and conditions of the said contract and/or in the performance thereof. We agree that the decision of the Purchaser, whether any breach of any of the terms and conditions of the said contract and/or in the performance thereof has been committed by the Contractor; and the amount of loss or damage that has been caused or suffered by the Purchaser, shall be final| and binding on us, and the amount of the said loss or damage shall be paid by us, forthwith on demand and without demur to the Purchaser.

2. We **(name of the bank)**, further agree that, the guarantee herein contained, shall remain in full force and effect, for sixty days after the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period whichever is later, i.e. till, (hereinafter called the 'said date') and that if any claim accrues or arises against us **(name of the bank)**, by virtue of this guarantee before the said date, the same shall be enforceable against us **(Name of the bank)**, notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us., **(name of the bank)**, by the Purchaser, before the said date. Payment under this bond of guarantee shall be made promptly, upon our receipt of notice to that effect, from the Purchaser.

3. It is fully understood that this guarantee is effective from the date of the said contract and that we **(Name of the bank)**, undertake not to revoke this guarantee during its currency, without the consent in writing of the Purchaser.

4. We undertake to pay to the Purchaser, any money so demanded, notwithstanding any dispute or disputes raised by the Contractor, in any suit or proceeding pending before any Court

or Tribunal, relating thereto, our liability under this present, being absolute and unequivocal. The payments so made by us under this bond, shall be a valid discharge of our liability for payment thereunder, and the Contractor shall have no claim against us, for making such payments.

5. We..... **(name of the bank)**, further agree that the Purchaser shall have the fullest liberty, without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said contract, or to extend time of performance by the Contractor, from time to time, or to postpone for any time or form, time to time, any of the powers exercisable by the Purchaser, against the said Contractor and to for bear or enforce any of the terms and conditions relating to the said contracts and we..... **(name of the bank)**, shall not be released from our liability under this guarantee, by reason of any such variation or extension being granted to the said Contractor, or for any forbearance and/or omission on the part of the Purchaser, or any indulgence by the Purchaser towards the said Contractor, or by any other matter or thing whatsoever, which under the law relating to sureties, would, but for this provision, have the effect of so releasing us from our liability under this guarantee.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor. Date Place Signature **(Printed Name) (Designation)** Witnesses **(Bank's Common Seal)**

Date
Place

Signature

Name
Designation

Witnesses

Bank Common Seal