

WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LIMITED
“PROTITI”, 23, Abanindranath Tagore Sarani (Camac Street), Kolkata-700 017

TENDER DOCUMENT

FOR

“Supply and Installation of Bio-metric Attendance System” at “Shilap Sadan”
4, Camac Street, Kolkata-700 016

2018 - 2019

NOTICE

WBIDC/Per/158/04/III/5A/Part-III

14/11/2018

West Bengal Industrial Development Corporation Limited invites sealed quotations for “Supply and Installation of Bio-metric Attendance System” at “Shilap Sadan” 4, Camac Street, Kolkata-700 016 from interested and reputed agencies. The offers should be submitted in sealed envelope super-scribing “Supply and Installation of Bio-metric Attendance System” at “Shilap Sadan” 4, Camac Street, Kolkata-700 016 duly addressed to The Managing Director, WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LIMITED, Kolkata on any working day between 10.00 hrs to 16.00 hrs from 14/11/2018 to 22/11/2018. The quotation should be submitted in a sealed cover either in person or by post without any overwriting tampering and duly signed at the bottom of each folio, by the Bidder or his / their authorized representative and it shall reach at “Protiti” 23, Abanindranath Tagore Sarani (Camac Street), Kolkata-700 017 on or before 22/11/2018 on or before 15.00 hrs.

The bidders are required to go through terms & conditions before submitting their quotations given as **Annexure-A**, and submit sealed quotations as per format given at **Annexure-B**.

Schedule of Quotation Process:

Submission of quotations	From 14/11/2018 To 22/11/2018
Pre-Bid Meeting	19/11/2018 at 15.00 hrs
Last date for quotation Submission	22/11/2018 at 15.00 hrs
Opening of Bid	22/11/2018 at 15.30 hrs

For query contact at: 033-22553726

WBIDC reserves the right to amend or withdraw any of the terms and conditions contained in the Notice before accepting the quotation or to reject any or all the quotations without giving any notice or assigning any reason. The decision of WBIDC in this regard shall be final and binding on all.

(P. Kamalakanth)
Executive Director

General Terms & Conditions

1. All the correspondence regarding this quotation should be addressed to the Managing Director, West Bengal Industrial Development Corporation Limited.
2. The quotation should be submitted in a sealed cover either in person or by post without any overwriting tampering.
3. Each folio of the quotation should be duly signed at the bottom by the Bidder or his / their authorized representative and it shall reach at “Protiti” 23, Abanindranath Tagore Sarani (Camac Street), Kolkata-700 017 on or 22/11/2018 on or before 15.00 hrs.
4. The supplier should be able to supply the material within 07 days from the date of receiving the supply order.
5. The supplier is required to visit the site and be well accustomed with the locations where the Bio-metric machines are to be installed before submitting quotations.
6. The cost of laying wire and connection points will be at cost in addition to the cost of the Bio-metric machines subject to certification from the bidder.
7. The supplier may be asked to submit a sample of the product, which will be evaluated.
8. The bidder should provide onsite warranty and support within 24 hours.
9. Becoming (L1) will not be the criteria for awarding of supply order unless the technical specifications and rates are matched as per our requirements.
10. The minimum technical requirements of the Bio-metric machine to suit the purpose are detailed below:
 - Fingerprints Templates : Minimum 10,000,
 - Transaction Storage Capacity : 1,00,000,
 - Card Capacity : 10,000,
 - Card Reader facility
 - Display : At-least 3" TFT Screen
11. Quotations erased, overwriting or written in pencil will not be accepted.
12. The firm should be authorized dealer of the Bio-metric machines and have a local office at Kolkata.

13. WBIDC reserves the right to amend or withdraw any of the terms and conditions contained in the Notice before accepting the quotation or to reject any or all the quotations without giving any notice or assigning any reason.

14. The decision of WBIDC in this regard shall be final and binding on all.

15. Quantity of the Bio-metric machines will be as per requirement.

For query contact at: 033-22553726.

(P. Kamalakanth)
Executive Director

Annexure-B

To,
The Managing Director
WBIDC Ltd.
23, A B N Tagore Sarani (Camac Street)
Kolkata-700 017

Subject: Quotation for “Supply and Installation of 11 (Eleven) Nos. Bio-metric Attendance System” at “Shilap Sadan” 4, Camac Street, Kolkata-700 016

Sir,

I am submitting herewith the best rates for “Supply and Installation of 11 (Eleven) Nos. Bio-metric Attendance System for “Shilap Sadan” 4, Camac Street, Kolkata-700 016 with technical specifications, alongwith peripherals/accessories required for installation:

Sl. No.	Item	Specification	Rate quoted Per Pc. (Inclusive all)
1.			

Tax _____% (specify)

Total amount for: Rs. _____(inclusive of GST)

Date : _____

Signature _____

Place : _____

Name _____

Designation _____

Seal of the Company / Agency