



**INDIAN INSTITUTE OF TECHNOLOGY KANPUR
P. K. KELKAR LIBRARY**

BID SUBMISSION END DATE- 25/03/2019

TENDER DOCUMENTS FOR

“Supply, installation, testing and commissioning of RFID (Radio Frequency Identification) System Integrated with Koha Software in the P. K. Kelkar Library”

BID DOCUMENT

Online bids (Technical & Financial) from eligible bidders which are valid for a period of 120 days from the date of Technical Bid opening (i.e. **26/03/2019**) are invited for and on behalf of the Joint Registrar, IIT, Kanpur for **“Supply, installation, testing and commissioning of RFID (Radio Frequency Identification) System Integrated with Koha Software in the P. K. Kelkar Library”**.

<i>Name of Work</i>	Supply, installation, testing and commissioning of RFID (Radio Frequency Identification) System Integrated with Koha Software in the P. K. Kelkar Library
<i>Estimated Cost</i>	Rs.25000000/-
<i>Date of Publishing</i>	13/02/2019 (17:00 PM)
<i>Clarification Start Date and Time</i>	13/02/2019 (17:00 PM)
<i>Clarification End Date and Time</i>	25/03/2019 (04:00 PM)
<i>Queries (if any)</i>	<i>No queries will be entertained after clarification end date and time</i>
<i>Bid Submission Start Date</i>	13/02/2019 (17:00 PM)
<i>Last Date and time of uploading of Bids</i>	25/03/2019 (04:00 PM)
<i>EMD Amount</i>	Rs. 500000/-
<i>EMD Submission (mode of payment)</i>	Draft/NEFT
<i>Date and time of opening of Technical Bids</i>	26/03/2019 (04:00 PM)
<i>Date and time of opening of Financial Bids</i>	<i>Will be separately notified for Technically shortlisted/qualified bidders</i>

Interested parties may view and download the tender document containing the detailed terms & conditions from the website <http://eprocure.gov.in/eprocure/app> and IIT Kanpur website.

(The bids have to be submitted online in electronic form on www.eprocure.gov.in only. No physical bids will be accepted.)

INSTRUCTION FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal i.e. <http://eprocure.gov.in/eprocure/app> , using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

REGISTRATION

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online Bidder Enrollment” option available on the home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) During enrolment/ registration, the bidders should provide the correct/ true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors/ bidders through email-id provided.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iv) For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from SIFY /nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/ SmartCard.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their userID/ password and the password of the DSC/ eToken.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords, etc., to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

- (i) For preparation of bid Bidders shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids.
After selecting the tender document same shall be moved to the 'My favourite' folder of bidders account from where bidder can view all the details of the tender document.
- (ii) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (iii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.
- (iv) Bidders should get ready in advance the bid documents in the required format (PDF/xls/rar/dwf/jpg formats) to be submitted as indicated in the tender document/schedule. **Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**
- (v) Bidders can update well in advance, the documents such as experience certificates, annual report, PAN, EPF & other details etc., under "My Space/ Other Important Document" option, which can be submitted as per tender requirements. This will facilitate the bid submission process faster by reducing upload time of bids.

SUBMISSION OF BIDS:

- (i) Bidder should log into the site well in advance for bid submission so that he/ she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay.
- (ii) Bidder should prepare the EMD as per the instructions specified in the NIT/ tender document. The details of the DD/BC/BG/ others physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- (iii) While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accepts the same in order to proceed further to submit their bid.
- (iv) Bidders shall select the payment option as offline to pay the EMD and enter details of the DD/BC/BG/others.
- (v) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- (vi) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- (vii) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- (viii) **If price quotes are required in XLS format, utmost care shall be taken for uploading Schedule of quantities & Prices and any change/ modification of the price schedule shall render it unfit for bidding.**
Bidders shall download the Schedule of Quantities & Prices i.e. Schedule-A, in XLS format and save it without changing the name of the file. Bidder shall quote their rate in figures in the appropriate cells, thereafter save and upload the file in financial bid cover (Price bid) only.

The bidders are cautioned that uploading of financial bid elsewhere i.e. other than in cover 2 will result in rejection of the tender.

- (ix) Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). **The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.**
- (x) After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the bidders shall **take print out of system generated acknowledgement** number and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.
- (xi) Bidders should follow the server time being displayed on bidder’s dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system.
- (xii) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.

ASSISTANCE TO BIDDERS:

- (i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender. The contact number for the helpdesk is 0512-2596055/2597334 between 10:00 hrs to 17:00 hrs.
- (ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP Portal Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002 and 0120-4001005. The helpdesk email id is support-eproc@nic.in

INSTRUCTION FOR e-PROCUREMENT

1. PREPARATION AND SUBMISSION OF BIDS :

- a. The detailed tender documents may be downloaded from <http://eprocure.gov.in/eprocure/app> & www.iitk.ac.in till the last date of submission of tender. The Tender may be submitted online through CPP Portal <http://eprocure.gov.in/eprocure/app> and www.iitk.ac.in
- b. The bidder should submit the bid online in two parts viz. Technical Bid and Financial Bid. Technical Bid should be upload online in cover-1and Financial Bid in “.Xls” should be upload online in cover-2

2. **SUBMISSION OF THE BID** :

All interested eligible bidders are requested to submit their bids online on CPP Portal: <http://eprocure.gov.in/eprocure/app> as per the criteria given in this document:

- a. Technical Bid should be upload online in cover-1.
- b. Financial Bid should be upload online in cover-2

Both Technical and Financial Bid covers should be placed online on the CPP Portal (<http://eprocure.gov.in/eprocure/app>).

3. **TECHNICAL BID**: Signed and Scanned copies of the Technical bid documents as under must be submitted online on CPP Portal: <http://eprocure.gov.in/eprocure/app> .

List of Documents to be scanned and uploaded (Under Cover-1) within the period of bid submission:-

- i. Scanned copy of Bank account details.
- ii. Scanned copy of work experience.
- iii. Scanned copy of certificate of GST.
- iv. Scanned copy tender acceptance letter.
- v. Scanned copy of full Technical details of the product along with Manual (if any).
- vi. Scanned copy of technical compliance as given in tender document

Please note that no indication of the rates/amounts be made in any of the documents submitted with the TC-BID.

4. **Financial Bid**

- a. The currency of all quoted rates shall be Indian Rupees. All payment shall be made in Indian Rupees.
- b. In preparing the financial bids, bidders are expected to take into account the requirements and conditions laid down in this Tender document. The financial bids should be uploaded online as per the specified “.Xls” format i.e. Price Bid Excel sheet attached as ‘.Xls’ with the tender and based on the scope of work, service conditions and other terms of the Tender document. It should include all costs associated with the Terms of Reference/Scope of Work of the assignment.
- c. The Financial Proposal should be inclusive of all applicable taxes, duties, fees, levies, and other charges imposed under the applicable laws. The rates quoted in the Tender are inclusive of all applicable taxes, duties etc.

5. **Last Date for Submission of Tender:**

- a. Online bids complete in all respects, must be submitted on or before the last date and time specified in the schedule of events.
- b. The IIT Kanpur may, at its own discretion, alter/extend the last date for submission of tenders.

6. Bid Validity

- a. All the Bids must be valid for a period of 120 days from the last date of submission of the tender for execution of Contract. However, the quoted rates should be valid for the initial/extended period of the Contract from the effective date of the Contract. No request will be considered for price revision during the original Contract period.
- b. A bid valid for a shorter period shall be declared as non-responsive.
- c. In exceptional circumstances, prior to expiry of the original time limit, the IIT may request the bidders to extend the period of validity for a specified additional period beyond the original validity of 120 days. The request and the bidders' responses shall be made in writing. The bidders, not agreeing for such extensions will be allowed to withdraw their bids without forfeiture of their Bid Security.

7. Modification / Substitution/ Withdrawal of bids:

- a. No Bid shall be modified, substituted or withdrawn by the Bidder after the Bid 's due Date.
- b. Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid's due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

8. Rejection of the Bid: The bid submitted shall become invalid and tender fee shall not be refunded if:-

- a. The bidder is found ineligible.
- b. The bidder does not upload all the documents as stipulated in the bid document.



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E-TENDER DOCUMENT

Name of the E-Tender: Supply, installation, Testing and Commissioning of RFID (Radio Frequency Identification) System Integrated with Koha Software in the P. K. Kelkar Library, IIT Kanpur

Notice Inviting E-Tender

E -Tender No. IITK/LIB/RFID/2019/01

Dated: 13.02.2019

P. K. Kelkar Library, Indian Institute of Technology Kanpur is one of the best technical libraries in the nation housed in a four-story building with a collection of nearly 4,50,000 volumes. The Library invites online quotations through e-procurement system to implement RFID Technology compatible with the existing KOHA Library Management Software system (KLMS) to meet our requirements like inventory management, inventory monitoring, stock verification, RFID enabled security system, shelf management for the arrangement of books, self-issue/return with necessary equipment, accessories, and software.

P. K. Kelkar Library is fully automated using KOHA Integrated Library Management (ILM) software. The Institute is intending to procure an RFID System on a turn-key basis in the line of supply and installation of various RFID components and supporting software/hardware (if any) for which online rate bids (in two bid system) are invited from the eligible manufacturers/their authorized dealers and specialized agencies who fulfill the eligibility criteria as mentioned. The proposed RFID system must be compatible with the latest 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, drop box for return of the issued items, etc. Details of terms and conditions, eligibility criteria, instructions to the bidders, etc. to the tenders are annexed hereto. The Technical Evaluation Committee (TEC) will shortlist the bidders. Indian Institute of Technology, Kanpur 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. All particulars furnished by the applicants shall be verified independently and confidentially.

For details please visit our website: www.iitk.ac.in and CPPP portal of NIC: <https://eprocure.gov.in/eprocure/app no.>

General Information for bidders

1. The bidders may submit price bid in specified PRICE–BID FORM.
2. The Goods shall be supplied on the basis of a one-off supply.
3. IITK does not guarantee any minimum level of business and IITK shall be under no obligation to buy any or all of the Goods and Associated Services exclusively from the selected vendors/ suppliers.

4. The Bid prices shall be quoted in <INR>. The Contract(s) under consideration shall be entered into with IITK. The Goods shall be delivered, as relevant, to a place of delivery to be specified by IITK.
5. Bidders should include in their Bid prices any and all costs associated in respect to the place of delivery, including but not limited to the delivery, unloading, insurance, storage, assistance in the actual customs clearance process, and loading of relevant cargo.
6. IITK reserves the right to accept or reject any Bid, and to annul, in whole or in part, or to suspend the bidding process and reject all Bids at any time and without reason prior to award, without thereby incurring any liability to the affected Bidder or Bidders.
7. The complete set of Bidding Documents can also be downloaded from <<http://iitk.ac.in/new/tenders-notice>> .
8. EMD should be submitted along with technical bid in form of Demand Draft/Electronically transfer slip followed by the confirmation form IIT Kanpur Account Department in favour of Registrar, IIT Kanpur payable at Kanpur / for **NEFT Account No. 10426002137, IFSC : SBIN0001161**
9. Bids Submitted through CPPP is only accepted. Off line or any other mode will not be entertained.
10. Bidders are requested to read and follow the instructions as specified in e- procurement bidding instructions.

ELIGIBILITY CRITERIA FOR PARTICIPATING IN THE TENDER

1. The bidder should be an original equipment manufacturer (OEM) or its authorized Indian agent.
2. The bidder must be well established in the area of RFID implementation.
3. The bidder should be authorized for providing maintenance, warranty and spare parts from OEM.
4. The bidder should have an annual turnover exceeding Rs. 1.00 crore during the last three financial years. The annual turnover for the OEMs should not be less than Rs. 1.5 Crore p.a. for the preceding three financial years.
5. The bidder should have successfully executed similar projects (RFID implementation with KOHA ILMS in major organizations like central/state government/autonomous bodies or government institutes) three projects totaling one crore, or one project of not less than Rs. 50 Lakhs during the last three financial years.
6. Letters of reference/completion certificates from past customers should be provided.
7. The bidder should provide a bank solvency certificate for Rs. 50 Lakh.
8. Consortiums and Joint Ventures will not be entertained.
9. It is desirable to have an ISO – 9000/9001/9002 certified company from the bidder.

Terms & Conditions

1. It is mandatory for the bidder to upload (technical compliance sheet/ details on delivery, payment, validity of quote, manufacturer authorization form, financial sheet, signature/stamp on documents required etc.) the complete details / information from his side at required pages in the tender document.
2. All the pages/documents to be duly signed and stamped by the authorized signatory before uploading.
3. Bidder must indicate installation and cables & connectors charges specifically, if applicable.
4. It is mandatory for the bidder to submit the cabling plan along with room sizes at the time of tender submission.
5. Any other information which cannot be submitted online may be submitted offline with the permission of IIT Kanpur.
7. Evaluation will be done on the basis of technical specifications as well as eligibility criteria.

8. Price bid will be opened only for those technical bids that meet all eligibility criteria and technical specifications as per our tender notice.
9. Name and contact details of the persons/ library where similar services were rendered should be submitted. The committee may ask for the feedback from them.
10. Payment terms 50% after receipt of the material, 40% after installation, testing & commissioning and balance 10% after a three months (3 months) of commissioning (It will be retained as a Performance Guarantee) bidder must confirm the acceptance of payment terms.
11. Warranty/Guarantee should be clearly mentioned. The Warranty must start from the date of successful commissioning at IITK.
12. After mandatory warranty period, bidder should provide comprehensive AMC for at least 3 years. Longer period of AMC is preferable and will be considered if found yielding good VFM (value for money). Institute reserves the right to decrease the AMC period.
13. Installation, demonstration, and training-sessions at IIT Kanpur will have to be provided by the manufacturer or the vendor for the quoted system free of cost.
14. Bids should carry proper certifications like proprietary certificate, authorization certificate from manufacturer, etc.
15. Validity of bid should be at least for 120 days from the closing date of tender.
16. Institute is eligible for partial custom duty exemption (CD applicable to IIT Kanpur is 5.5%).
17. The delivery period should be specifically stated. Earlier delivery will be appreciated.
18. At any time prior to the deadline for submission of bid, the Institute may, for any reason, at its own initiative, modify the bid document by amendments. Such amendments shall be uploaded on the website and CPPP through corrigendum and shall form an integral part of bid document. The relevant clauses of the bid document shall be treated as amended accordingly. It shall be the sole responsibility of the prospective bidders to check the website and CPPP from time to time for any amendment in the tender document. The Institute shall not be responsible for bidder's failure to note the amendments.
19. The penalty @1% per week or part thereof subject to maximum 10% of the delivery price will be deducted from the balance payment, if supply, installation, testing, commissioning is not completed within permitted period.
20. Dispute if any will be settled in the jurisdiction of Kanpur only.
21. The institute reserves the right to reject any or all of the bids without assigning any reason.

Submission of the Bid shall closed by 4:00PM On dated 25/03/2019

DETAILS OF BIDDER

Sl. No.

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 attach the certificate of Registration.
9. If Authorized Dealer / Distributor – Pl. attach authorization certificate.

10. Document in support of financial turnover & profitability criterion such as audited balance sheets, profit & loss statement and auditor's report.
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 three years in the following format.

TECHNICAL COMPLIANCE / TECHNICAL SPECIFICATIONS

Sl. No.	SPECIFICATION	OEM Compliance (Yes/No) Please attach supporting documents	Certificate (Yes/No) Please attach supporting documents	Remarks (Clarification, if any)
1	RFID TAGS AND MAGNETIC SECURITY STRIPS			
1.1	Compliant with ISO standard 18000-3, ISO 15693 and ISO 28560			
1.2	Capable to store not less than 2048 bits memory or more			
1.3	The RFID tags should Operate at Frequency of 13.56 MHz (HF). (Tag data sheet to be provided)			
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 from the OEM to be provided)			
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 should have lifetime warranty			
1.8	Self-adhesive and should be in proper format to paste on Books and CDs/DVDs. The RFID tag should be a customized sticker with IIT Kanpur Logo and library name. (Tag sample to be provided)			
1.9	Two Magnetic security strips that offer protection for each library materials, including magnetic media, with a -quality adhesive that will not			

	<p>degrade library materials. Desensitizable completely to eliminate false alarms. Resensitizable to 100% signal strength for the highest level of security. Designed for hardcover and soft cover books. Strip is completely concealed.</p> <p>Magnetic security strips should be fixed one in the spine and one randomly inside the document.</p>			
1.10	Bidder must demonstrate the data both in graphical and numerical formats (Test report require)			
1.11	Bidder must publish and provide the tag data format which will help IIT Kanpur in future expansion with an independent choice of bidders/products (Data format from the OEM)			
1.12	Life time warranty on tags.			
2	SECURITY GATE			
2.1	Gates must be attractive and contemporary			
2.2	Include two theft detection pedestals, 2 antennas for large detection area (with wheelchair accessibility) which are independent of each other and also have an overlapping protection zones providing additional security.			
2.3	Operating frequency - 13.56 MHz must read multiple tags (>15) in all orientations			
2.4	Compliance with ISO standards 15693, ISO 18000-3 mode and ISO 28560-1			
2.5	Suitable various types of I/O ports for connecting external devices such as webcam, CCTV, Locking the doors etc.			

2.6	Gate must have an anti-collision algorithm that does not limit the number of tags which can be simultaneously identified and read			
2.7	Capable of generating footfall statistics (in-out both) of library			
2.8	Security gates should have both sound and light based Security Alarms. The alarm system has flexible light in different colours.			
2.9	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 movement is detected between the gates			
2.10	Gates must be attractive and contemporary.			
2.11	Gates must be capable of providing item security even when the ILM software or network is off-line or not functioning.			
2.12	Gates must support future expansion of multiple gates			
2.13	Gates must trigger the alarms even if a user exits with unissued tagged item(s) along with laptop and mobile.			
2.14	Auto generated alerts on system failure should be communicated to the system administrator.			
2.15	Alarm should trigger if either RFID tag or the Tattle Tape Security System indicates that the item is not issued.			
3	HANDHELD RFID READER			
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 (WiFi).			
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 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 & RFID labels.			
3.12	Reader should provide an effective read range of upto 10-30 cm.			
3.13	Reader battery life must allow the user to work for at least 4 hours before charging or changing of batteries is required.			
3.14	Compliant with ISO standards 18000-3 Mode 1, ISO 15693 and ISO 28560			
4	RFID STAFF STATION			
4.1	It should consist of an RFID-antenna, a RFID reader, a barcode scanner/reader, magnetization/demagnetization set up			
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 be compatible with Koha ILM Software and other ILM Software			
4.5	Station must have reader pad			
4.6	Staff station must have the capability 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 should extend facility to check dual authorization of patrons using RFID Smart Card with an option to Thumb Print validation.			
4.13	Staff Station must use an anti-collision algorithm that does not limit number of tags which can be simultaneously identified and read.			
4.14	Staff station must be attractive and contemporary			
4.15	Staff station's power to be supplied from PC via USB cable.			

4.16	Staff station should be capable to generate notifications for the barcodes (books) which are marked for Reservations (Hold), not for issues etc.			
4.17	Compliant with ISO 28560, 15693-3, 18000-3 Mode 1			
4.18	Should have the ability to enable/disable the magnetic security system when the book is returned/issued			
5	KIOSK (SELF CHECK IN- / CHECK-OUT STATION)			
5.1	The kiosk should be aesthetically designed and modular in nature.			
5.2	Kiosk must comply with 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 CDs and DVDs.			
5.12	The kiosk should come with an integrated side shelf made up of toughened 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 comply with necessary Safety and Security standards			
5.17	The Kiosk interface should support various languages such as Indian languages and English.			
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. 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	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.			
5.22	Compliant with ISO standards 18000-3 Mode 1, ISO 15693-3 and ISO 28560			
5.23	Should have the ability to enable/disable the magnetic security system when the book is returned/issued			
6	DROP BOX FOR BOOK RETURN			
6.1	The drop box should be aesthetically designed and must comply with internationally recognized standards for RFID based self-return system			
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 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 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 Indian norms and should have been verified and tested by third party testing agency. Self-Certification will not be accepted.			
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 switch 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.			
7	RFID SMART CARD SYSTEM			
7.1	Supplier should have the ability to integrate with the existing I-card, biometric data of the users of IIT Kanpur.			
8	TRAINING AND JOB WORK			
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	Timeline to complete the tagging of Books and other existing material in library and enabling existing smart cards of patrons should be provided			

	Number of Books & Other Materials: 200000(approximate)			
9	Software/ Hardware should allow real-time tracking of location of documents within different floors of library			
9.1	Integration with existing LMS (Koha) to show location on real-time basis reflect in the WebOPAC.			
10	Any other may please be added. This is for a comprehensive solution involving both RFID and magnetic security tagging. All requirements of power, space accessories (including any civil / electrical work should be specified)			

Estimated Bill of Quantity

Sl. No	Name of Item	Estimated Quantity	Basic Rate Per Unit			Custom Duty /any other charges	GST (%)	Total Cost
			4 th Yr	5 th Yr	6 th Yr			
1	SECURITY GATE	01 (One pair)						
2	RFID TAGS	200000						
3	MAGNETIC SECURITY STRIPS	400000						
4	RFID STAFF STATION with PC	07						
5	KIOSK (SELF CHECK IN- / CHECK-OUT STATION)	02						
6	HANDHELD RFID READER	08						
7	DROP BOX FOR BOOK RETURN	02						
8	SMART CARD INTEGRATION OF EXISTING I-CARD / BIOMETRIC AUTHENTICATION	8000						
9	MANPOWER, INSTALLATION, TRAINING & SUPPORT ETC.	200000						
10	SYSTEM FOR LIVE TRACKING OF BOOKS INSIDE THE LIBRARY							
11	COMPREHENSIVE MAINTENANCE CONTRACT (CMC)							
G. TOTAL								

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)