Notification No.NLSIU-44044/1/2022-Prmt   01.02.2022

NOTICE INVITING QUOTATIONS

The National Law School of India, Bangalore ("**NLSIU**") invites sealed quotations for the provision of **RFID-based Smart Card Digital ID Solutions System** from eligible Bidders by the undersigned, subject to the terms and conditions enumerated hereunder.

Date of Issue of Quotation	01.02.2022
Last Date for Submission	Up to 5.00 pm 11.02.2022
Quotation Opening Date	12.02.2022
Time for Completion	Supply, testing and installation of Complete RFID based solutions Smart Card System contract will be completed within one month from the date of award of contract.

Terms and Conditions: -

1. The intending Bidder shall quote its rate as per the specifications provided in **Annexure 1**, and the Bidder or its Authorised Representative shall sign the Quote Sheet at **Annexure 2** on each page and affix the seal of the firm alongside.
2. The sealed envelope should clearly super scribe "**Quotation for RFID-based Smart Card Digital ID Solutions System**" and shall be addressed to "**The Finance Department, National Law School of India University, Gnana Bharathi Main Rd, Opp NAAC, Nagarbhavi, Bengaluru, Karnataka – 560072**". The sealed envelope shall be sent to reach this office on or before the due date mentioned, either in person or by Registered Post.
3. The quotations received after the due date will not be entertained.
4. Rates quoted by the bidders shall be inclusive of GST and all applicable taxes.
5. The GST Registration number and PAN number of the Bidder shall be mentioned in the quotation. Quotation without this information will not be accepted.
6. Faxed or e-mailed quotations will not be accepted.
7. Bidder's quoted Rates/Prices for executing the Work shall remain firm till completion of the entire work & shall not attract any escalation under any circumstances whatsoever.
8. The University shall not bind itself to accept the lowest quoted rate. The University shall accept the quotation that is in best interests of the University, as determined by the University authorities. The University reserves the right to not accept any of the Quotations submitted during this process.
9. The University may require Bidders to make a presentation in order to further assess technical capabilities, details for which will be notified to the Bidders ahead of time.

10. The University shall issue a Work Order to the successful Bidder ("**Selected Bidder**") within 90 days and enter into a binding contract.
11. Date of start of work shall be reckoned from the date of the issue of the work order.
12. The University shall issue payment to the Selected Bidder for the Work as follows:
    a. **For installation and setup services,** the University shall issue the payment on tax invoices raised against the following milestones by the Selected Bidder:
        i. 25% on issuance of Work Order
        ii. 25% on installation of Hardware
        iii. 25% on commissioning of the RFID Smart Card based solution.
        iv. 25% of the amount on successful integration of RFID and IT system.
    b. **For ongoing support and maintenance services,** the University shall issue payment on quarterly invoices raised in advance by the Selected Bidder.
13. Any damage to NLSIU property will be made good at Selected Bidder's risk and cost.
14. Selected Bidder will not hold NLSIU responsible for payment of any compensation to the Labourers engaged. Selected Bidder will pay all compensations including accident compensations due to its Labourers.
15. Selected Bidder shall follow all safety rules and security procedure that are in force and applicable during execution of work.
16. Selected Bidder shall comply with applicable provisions of all acts, statutes, rules and regulations of Central & State Governments, as the case may be.
17. **Penalty**: In case of non-compliance of any terms & conditions mentioned in the Work Order or delay in completion of work, penalty may be imposed up to 10% of billing amount.
18. The Bidder should provide a Defect Liability Period (DLP) of minimum 1 year for the work carried out in the installation of Smart Card RFID Digital ID based System.
19. Retention Amount at the rate of 3.5% of the cost of installation work done for each milestone will be deducted. The Retention amount will be released to Selected Bidder after completion the defects liability period of 365 days. The retention amount shall not bear any interest whatsoever.
20. Bidders are subjected to be disqualified, even though they meet the qualifying criteria if they:
    a. Provide misleading or false information in the request, statements and attachments submitted in proof of qualification requirement including withholding information.
    b. Have a record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in competition, litigation history or financial failures, requesting for claims not admissible under the contract conditions etc.
21. The University retains the discretion to relax any of the conditions mentioned in this Notice Inviting Quotations and or enhance the shortlisting criteria during scrutiny of Quotations.
22. This University reserves the right to cancel this enquiry at any time without assigning any reason.
23. The terms and conditions stipulated in this Notice Inviting Quotations are binding on the Bidder.

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Functional Specifications

1. The students and the employees will be provided with smart cards on the date of joining.

2. The user categories and the prioritization of implementation are defined below. These numbers shall be used by the bidder for preparing the commercial proposal.

3. The numbers mentioned in the table below shall be used by the Bidders for preparing the commercial proposal.

Category of users	Approximate number of users	Phase of implementation
Full Time Students	1,000	Phase 1
Staff and Faculty	300	Phase 1
Remote Students	5,000	Phase 2
Visitors and Guests	100	Phase 2

4. The following are the university services planned under the smart cards. User based access to:-

    i. Entry/Exit at the 4 main entrances.

    ii. Entry/Exit into library (one main entrance) (UHF readers to be installed)

    iii. Entry/Exit into mess halls (number to be defined). (UHF readers to be installed)

    iv. Entry/Exit into hostels (number to be defined). (UHF readers to be installed)

    v. Entry/Exit into learning centre / training centre / health centre / Gym (UHF readers to be installed)

    vi. Managing purchases at mess halls.

    vii. Managing purchases at canteens.

    viii. Managing borrow/return of books at the library.

    ix. Managing Staff and Employee Attendance

    x. Managing Classroom Attendance

    xi. Managing Access to Other Areas on Campus including Sports Utilities

5. The smart card shall have the following functions –
    i. Display the basic information of the user and store the same within its memory.
    ii. Authenticate the user at the entry/exit points using any of the up-to-date near field communication technologies like RF, NFC etc.
    iii. Display the same information on the computer at the time of authentication.
    iv. Capture attendance of employees at the entry/exit points at the main entrances. In addition to capturing the earliest entry and last exit, basic rules of attendance like 'Present' or 'Absent' shall be calculated based on pre-defined rules of the university.
    v. Capture attendance of the students at the entry/exit points at the main entrances. This function is to ensure that the university is always aware of the students who are present at the university at any point of time.
    vi. Load the student and employee wallet with money. The user should be able to load the money through 2 channels. First, through a web portal using all popular payment methods. Second, through a human operator who shall collect cash and load the wallet on user's behalf. They should be able to see all the wallet transactions in addition to the overall balance.
    vii. Transact using the smart card for all monetary purposes. During the transaction, user shall be intimated by email / SMS about the transaction immediately. The same details can be accessed later through web portal.

6. Interfaces:
    i.   An authentication application running on cloud (an indicative example being AWS) / physical server.
    ii. Authentication application shall be used for security purposes and wallet related details will not be available.
    iii. Authentication application shows basic details on the computer that includes a photograph and other pre-defined identity markers.
    iv. Authentication device that uses any of the up-to-date near field communication technologies to read the information stored in the card.
    v.   POS device that allows payments using smart card from the user balance.
    vi. POS application that shows details of wallet balance to the POS operator.
    vii. POS device or application should be able to generate receipts that shall be provided to the user.
    viii. POS application should be able to send an email/SMS to the user providing details of the transaction.
    ix. POS application should be able to manage the wallet of the user that includes but not limited to opening balance, loading of the wallet, withdrawal of money from the wallet, record transactions.

7. Administration: The University should be able to –
    i.   Provide specific rights at a category level and at a user level.

ii.   Specify the rights as access only, access and transactions and other combinations.
iii. View the attendance reports, entry/exit reports and other similar reports on a real-time basis.
iv.   Enable or disable access cards on a real time basis.

8. System: The system(s) as part of this solution should –
   i.   Allow integration with other IT systems through web services / APIs. The vendor should develop these web services.
   ii. Allow customization of data fields that are displayed through various interfaces.

9. Additional terms & conditions

   i.   The Bidder must be an Original Equipment Manufacturer (OEM) of RFID hardware components or an Authorised Distributor of OEM of RFID hardware components or a System Integrator having experience in RFID Solutions. Bidder shall submit certificate of Authorization from the Principal Manufacturing Company and self-declaration in case OEM is bidding for the tender.
   ii. Bidder shall ensure that the proposed RFID system is compatible and should integrate with standard automated system and surveillance/ Security system using CCTV/webcams to ensure possibility of expansion, modification in the operating environment in future.
   iii. The complete solution provided by the bidder must include supply and installation of RFID components, integration, development and operationalization of hardware & software components and RFID consumables in an integrated manner with 2 years hardware warranty and complete software support.

Documents to be submitted by Bidders

1. Detailed Proposal for the functional specifications laid out in this Annexure
2. Firm/Company registration certificate as per existing norms
3. Copy of GST Registration Certificate
4. Copy of PAN Card
5. Copy of MSME certificate (if applicable)
6. Certified copies of audited financials for last three years ending on 31.03.2021.
7. Copy of address proof of office/premises from where the business is operated
8. Performance Certificates/Purchase Orders/Work Orders from at least 3 clients who have entrusted Digital ID card installation and support work in the last five years.

Annexure 2

Quote Sheet

S.No	Item	Specification/Description	Estimated Quantity	Unit Rate (Inclusive of Taxes)	Estimated Total Amount (Inclusive of Taxes)

Charges applicable for ongoing support and maintenance for a period of 3 years should also be indicated in the above table. The actual quantities required may vary based on the decision of the University. Estimated Quantity and Estimated Total Amount allows the University to have a preliminary understanding of the capabilities of the hardware and software proposed by the vendor. This column will not be exclusively used for the selection of vendor.

Signature of the Bidder / Authorised Representative
With the Seal of the Company