

Date: 07.01.2016

QUOTATION FOR SUPPLY, INSTALLATION AND MAINTENANCE OF BIOMETRIC MACHINES (4 IN NOS.)

Sealed quotations are invited for the supply, Installation, maintenance and management of new biometric (finger print) machines (4 in nos.) for recording the attendance of our College Staff. The new biometric machines should be replaced by the old machines and completely integrated with the system already implemented at the Office. The new Biometric machines are to be installed in such a way, so that they are connected to the database and data is transferred simultaneously on real time basis.

Biometric (finger print) time attendance system should have the following Hardware & Software specifications: -

1. Should be able to store more than 50000 transactions with user capacity more than 600.
2. Identification time should be less than or equal to 2 sec.
3. It should be AC/DC compatible and preferably have a button for in and out entry.
4. The reader should function and record attendance even in standalone mode when network fails.
5. Wall mount type reader unit.
6. Rugged construction, Casting of the Biometric Reader shall be weather proof, dust resistant and corrosion free and works well with dry, moist, or rough fingerprints.

The software shall provide facility for the following:-

1. Add, delete, edit location/ department, Provision to add, edit, activate, deactivate new shift. There should be provision to change permissible timings.
2. Provision for marking late and early departure and calculation of leave deduction, based on the rule.
3. Provision for leave, holidays and compensatory off's.
4. Provision to add/edit late arrivals and early departure.
5. Monitor transaction logs.
6. Report generation module to provide daily attendance report.
7. Late entry and early departure report.
8. Habitual late comes and early departures.


9. Continuous absentee report, location wise/ department wise attendance.
10. The software shall be password protected with multiple levels of security and should be upgradeable.
11. Should be capable to support more than one machine.
12. Employee should recognize through their finger prints anytime they check in or out.

BID FORMAT

S.No.	Particulars	Unit Cost	No. of Units	Total Cost (in Rs.)		
				1 st year	2 nd Year	Total
1.	Cost of Bio-metric machines (including one year warranty support)		4			
2.	Installation Charges		4			
3.	AMC support charges for the new Bio-metric machines after completion of one year of warranty support for two years		4			
Total						

The sealed quotation superscribed as "Quotation for Biometric Time Attendance System" must reach the office in the name of the Principal, Shivaji College, Ring Road, Raja Garden, New Delhi – 110027 latest by 21.01.2016 upto 03:00 p.m. The quotation should be net of all taxes except that service tax, if applicable, may be levied.

The College reserves the right to accept/reject the quotation in partial form or in total without assigning any reason thereof. Other terms & conditions shall be mutually decided with the lowest quotationer or accepted quotationer.


Dr. Shashi Nijhawan
Principal