

NIT

[NOTICE INVITING TENDER]



Tender

FOR SUBSCRIPTION & MAINTENANCE

OF

AI driven Facial Recognition

Based Attendance Application

Zilla parishad Gadchiroli

NOTICE INVITING TENDER

Tenders are invited by chief executive officer zilla parishad gadchiroli from the bonafide Dealers/ Original Equipment Manufacturers/Application Integrator (SI)/Traders/ Registered SSI Units/ Industrial Undertakings/Organizations own and managed by Govt. based on Medium and Large Scale units for **Subscription & Maintenance of AI driven Facial Recognition Based Attendance Application at all offices under zilla parishad gadchiroli.**

The detailed tender document can be downloaded from <https://www.zpgadchiroli.in> Bidder has to submit their bid correctly duly digitally signed at zilla parishad gadchiroli.

Name of Work	Subscription & Maintenance of AI driven Facial Recognition Based Attendance Application at all offices under zilla parishad gadchiroli
Quantity	Approx. 8000 Nos.
Estimated Cost	Approx. Rs.8.0 lakh only.
Tender fees	Rs.2000 /- (Rupees 2000/- Thousand) only through Demand Draft in favour of deputy executive officer (gen) Zilla parishad gadchiroli No alternative will be accepted.
Earnest Money Deposit	Rs.8,000/- (Rupees Eight Thousand) only through Demand Draft in favour of deputy executive officer (gen) Zilla parishad gadchiroli No alternative will be accepted.
Date of Uploading of NIT Documents (Publishing Date)	29.11.2023
Pre-Bid meeting Date & Time	04.12.2023 11.00 hrs on wards to 18.00 hrs
Form submission Start Date & Time (offline)	29.11.2023 at 15.00hrs.
Form submission Closing Date (offline)	06.12.2023 till 17.00 hrs
Technical Bid opening Date & Time	To be intimated later.
Type of Bid: Two bid Applications	Technical and Financial envelop to be submitted separately. Financial Bid of only technically qualified bid address shall be opened.
Delivery Period	08 Days from the date of issuance of Work/ Subscription Order.
Validity of Offers	180 Days from the date of opening of Commercial Bid
Tender Opening Location	Office of chief executive officer, zilla parishad gadchiroli
Contact Details— Respective Offices on any working day during office hours (10:00hrs. to 17:30hrs.)	<ul style="list-style-type: none"> • Tender Section, General Administration Department, Z. P. Gadchiroli. • E-mail ID- zpgadmail@gmail.com • For Tender Procedure Query-Ph..07132-297463

Bidders are requested to read the instruction care fully before submission of Tender. Defective Tender related Documents Bids are reliable to be cancelled.

I. **DEFINITIONS**

- i) **“Bidder”** means a bidder/ firm/agency who has responded to this Tender Document by submitting his Technical and Financial Proposal.
- ii) **“Contract”** means the contract signed between the Zilla Parishad Gadchiroli and the successful bidder pursuant to the tender document herein.
- iii) **“Contract Price”** means the price to be paid to the Contractor for providing the intended solution, in accordance with the Contract.
- iv) **“Contractor”** means the successful Bidder whose bid to perform the Contract has been accepted by Zilla Parishad Gadchiroli and is named as such in the Letter of Intent (LoI)/ Letter of Acceptance (LoA).
- v) **‘Services’** means the work to be performed by the contractor including the Subscription related, insurance, customization, commissioning, training, technical support, maintenance, repair, and other services necessary for proper operation of the intended equipment to be provided by the contractor and as specified in the Contract.

II. **SCOPE OF WORK**

Zilla Parishad Gadchiroli intends to introduce a new field of technology came to notice in the form of AI driven Facial Recognition Based Attendance Application at different strategic points for Attendance with facerecognition

For timely and effective investigation, the Face recognition Application should have the following features:

- Integration of existing Employee data base with AI driven Facial Recognition Based Attendance Application.

1. **Solution Introduction:**

AI driven Facial Recognition Based Attendance Application:- Number of Subscription Mentioned Below (approx.)

Zilla Parishad Gadchiroli head quarters	363
Gadchiroli Block	780
Armori block	803
Kurkheda block	1219
Korchi block	559
Desaiganj block	315
Dhanora block	838
Chamorshi block	1713
Mulchera block	327
Aheri block	604
Bhamragad block	657
Ettapalli block	688
Sironcha Block	470

***Note:-** Above Figures are approximate and may vary at later stage. the payment will be paid accordingly.

1. Company Registration:

The responding Bidder should be registered under statutes of India. The organization should be of repute and be incorporated/ registered in Maharashtra.

2. Undertaking Regarding Black listing:

- a) The bidder should not have been black listed by any Central/ State Government/ Public Sector Undertaking for the tendered item and/or any other item. An undertaking in this regard should be submitted by the bidder in the form of affidavit, otherwise the bid shall be summarily rejected.
- b) If the selected firm is found/detected Black listed by any Central/State Government/Public Sector Undertaking (for the tendered item or any other item) at any stage of tender process, the acceptance of the selected firm and/or the Subscription order etc., if issued would be treated as cancelled and the contract in whole will be terminated with immediate effect without any intimation to the concerned firm.
- c) In this case the EMD/SD will be forfeited and the Chief Executive Officer Zilla Parishad Gadchiroli reserves the right to initiate the proceedings against the selected vendor. In this regard, the Chief Executive Officer Zilla Parishad Gadchiroli serves their right to select the lowest (L2) vendor for Subscription of the tendered. The decision taken by Zilla Parishad Gadchiroli authority in the matter will be treated as full & final in this regard.
[An undertaking to be submitted in the form of Affidavit to the effect that the company was not black listed by GOI/State Government during last 5 years.]

3. Partnership Firm (if applicable):

- a) Bidder or in case of any partnership firm, any one of the partners should not be insolvent, in receiver ship, bank rupt or being wound up, their affairs are not being administered by the Court or a judicial officer, their business activities have not been suspended and should not be the subject of legal proceeding of any of the foregoing.
- b) Bidder or in case of any partnership firm, any one of the partners should not have been convicted of any criminal offence related to professional conduct or the making of false statement or misrepresentation as to their qualifications.
- c) Where this contract is made with a firm, the act of any partner in the firm whether in breach or performance of the contract, shall be binding on the firm.

4. Annual Turnover :

The bidder is desirable to have had an Annual Turnover of Rs.50 Lakhs only for the last two financial years. A certificate from Chartered Accountant should be attached stating the annual turnover. Further StartUps registered under the DIPP scheme of Ministry of Commerce and Industry. Gov. of India, Shall be exempt from the same.

5. Work Experience:

The Bidder is desirable to have experience in the relevant field for at least last 3 (three) consecutive years. 2 (Two) consecutive years for DIPP registered StartUps.

6. PAN No. :

The bidder should have in its name PAN (Permanent Account Number) with Income Tax authority in India.

7. Goods & Services Tax (GST) :

The bidder should have its name in Goods & Services Tax Identification Number (GST IN) in India.

8. Capability of Bidder:

The bidders should have sufficient no. of technically qualified support staff on their roles. A certificate in this respect has to be submitted.

III. INFORMATION FOR THE BIDDER**1. Responsibility:**

It is the responsibility of the Bidders submitting the bid in the formats given and as per the terms & conditions of the tender documents. In the event of any doubt regarding the terms & conditions/ formats, the bidder concerned may seek clarifications from the authorized office of Zilla Parishad Gadchiroli mentioned on page 2 of this document. If required Zilla Parishad Gadchiroli may issue corrigendum during this tender period.

2. Offline Tender Address:

Zilla parishad gadchiroli Headquarters, It should be superscripted "Tender for Subscription & Maintenance of All driven Facial Recognition based attendance Application at different location points of Zilla Parishad Gadchiroli."

3. Brochures:

Scan copy Brochure soft he item(s) must be Submit in the Envelop **Any attempt of canvassing on the part of a bidder will render his tender liable to rejection summarily.**

4. Earnest Money Deposit (EMD):

Intending bidder has to deposit the Earnest Money Rs.8000/- (Rupees Eight Thousand) only and Tender fees 2000/-Rupees Two Thousand only) through only through Demand Draft in favour of Deputy executive officer (gen) Zilla parishad gadchiroli No alternative will be accepted. **Annexure-II** may be referred for this purpose. Refund of EMD through NEFT/RTGS

5. EMD Exemption:

Firms registered as a Small Scale Industry/MSME/NSIC with the C&S.S.I. Department may, however, be exempted from depositing Earnest Money on production of satisfactory documents in support of their claim.

6. Taxes & Other Clearance Certificates:

- a) All bidders shall have to submit copy of the valid **Trade License, GST IN and Professional Tax** along with tender Trough envelop **Tenders received without such certificates will not be considered.**
- b) Any claim of GST or any other prevalent Taxes & Duties, if applicable, should be clearly mention ed against ther ate of Subscription. The amount of such taxes & duties, if required should be shown separately.

Pre-Bid Meeting :

Pre-bid Meeting will be held on 04.12.2023 10.00 onwards in Zilla Parishad Gadchiroli Head quarters before the Tender Committee prior to selection of item/equipment. Bidder can send their queries through e-mail (zpgad@gmail.com) to Tender Section, KPD. Participation in the Pre-Bid Meeting, if arranged, will be limited to two persons per bidder along with valid authorization.

7. Submission of Bids :

Bidders shall have to submit the rate as per requirement in Qoutation manner with The **base price (rate per unit (subscription))** shall be quoted in the space earmarked for the same. **Tax and duties separately shall have to be mentioned in the columns provided for the purpose.**

8. Type of Bid :

- a) The tender shall comprise of two bid Applications - (i) **Technical Bid** & (ii) **Financial Bid**. Bidder has to submit in general administration dept zilla parishad gadchiroli before closing date as mentioned in page no 2.
- b) The Technical Bid will be opened first and if it is found technically suitable and/or feasible, only then the Financial Bid will be considered. Otherwise the entire Bids (Technical, Financial and Earnest Money) will be treated as cancelled. Technical Bids shall be evaluated by Technical Committee and the over all performance of the bidder comprising Technical & Financial evaluation shall be done by the Tender Committee constituted for that purpose which will be informed to the bidders who found eligible to participate in the tender.
- c) Technically qualified bidders who have fulfilled eligibility criteria on the basis of technical evaluation by the tendering authority shall qualify for financial evaluation.
- d) Lowest out of valid financial bids shall be selected for issuance of contract.

9. Evaluation Process :**A) Opening of Technical Proposal-**

- a) A Committee comprises of senior officers of Zilla Parishad Gadchiroli will open and assess the Technical document of the Tender.
- b) Cover (folder) for Statutory Documents and cover (folder) for Non-Statutory Documents will be opened. Decrypted (transformed in to readable formats) documents will be downloaded & handed over to the "Tender Evaluation Committee". If there is any deficiency in the documents the tender will summarily

be rejected.

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- c) Bidders are requested to submit the hard copy of their technical bids personally on the day of opening of Technical Bid. Bidders must ensure that the Technical Bid submitted online is identical to the hard copy of the Technical Bid submitted at the time of opening of Technical Bid. Technical Bid may be rejected in case any representatives of the Bidders are not present at the time of opening of Technical Bid. Participation in the Technical Bid Meeting will be limited to two persons per bidder along with valid authorization.
 - d) During evaluation the committee may summon of the bidders & seek clarification/information or additional documents or original hard copy of any of the documents already submitted.
 - e) If any bidder fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the "Tender Evaluation Committee" within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the bidder and action may be referred to the appropriate authority for prosecution as per relevant Act.
- e) **Summary list of technically qualified bidders will be uploaded on www.zpgadchiroli.in.**

Opening of Financial Proposal-

The Financial bids of only those bidders who have fulfilled eligibility criteria on the basis of technical evaluation by the tendering authority will be considered for financial bid evaluation. Lowest commercial bid will be designated as L1. Second lowest as L2 and soon. Participation in the Financial Bid Meeting will be limited to two persons per bidder along with valid authorization.

10. Demonstration:

The demonstration of the Application etc., if required, will have to be arranged within 7 days by the bidder before the Tender committee during technical evaluation. If Application are not found suitable and/or up to the mark by the members of the Tender Committee, the same shall be liable to be rejected even after having lowest rate. The decision of Tender Committee and/or any other Committee constituted for the purpose will be taken as final. The bidder is liable for the cost of application of demonstration and concerned committee will never accept the demonstrated items for his own purpose at the time of delivery.

11. Tender Acceptance & Rejection:

The following considerations shall be taken in to account while valuating the bids-

Whether Application offered are as per the requisite tender specifications in the document.

Whether the bidder has submitted all the information/ documents as required to be submitted along with the Technical Bid.

- i) Bidders with variance/ contradiction between Technical Bid and Financial Bid will be liable for rejection.
- ii) Bidders submitting in complete information, subjective and conditional offers as well as partial offers will be liable for rejection.
- iii) Tenders with the Technical Bid not containing EMD amount/ EMD exemption certificates will be summarily rejected.
- iv) Tenders without the signed copy of the Tender Documents will be summarily rejected.
- v) In addition to the above rejection criteria, if there is non-compliance of any of the other clauses of this Tender Document, the tender is liable for rejection.
- x) Chief executive officer reserves the right to revise the application as per requirement and/or availability of fund within the validity period of tender which is 1 (one) year.
- xi) Chief executive officer reserves the right to cancel the tender or agreement at any time during the process without any intimation.

Maintenance:

The successful bidder must furnish comprehensive technical support for onsite maintenance and support during a warranty period of minimum 1 (One) years from the date of acceptance of the supplied Application.

12. Training & Technical Support:

The after Application training, technical support during comprehensive warranty for the tendered Application should be done by the selected bidder "Free of Cost". An Undertaking

- Provide on-the-ground support and training during the initial on boarding process.
- Multilingual call center support in on boarding.
- A dedicated support agent will be assigned to resolve queries quickly.
- 24*7 chatbot support.
- Ticketing system and IVR support.

13. Delivery:

The delivery period shall in no case exceed a period of **30 Days of the** issuance of Work Order. The Chief Executive officer z p gadchiroli reserve the right to extend the delivery period against any satisfactory reason thereafter.

14. Payment :

The mode of payments to be made in consideration of the work to be performed by the bidder shall be as follows:

- ☐ **50% of the total project cost On Subscription of Application.**
- ☐ **40% of the total project cost After 3 months of successful completion of project.**
- ☐ **10% of the total project cost After 01 (One) year of successful completion of project.**

15. Grounds for Blacklisting :

a) At the stage of competitive bidding- on the ground of:

- i) Submitting false documents as far as the eligibility criteria are concerned,
- ii) Submission of bid which involves concealment/ suppression off acts in the bids in order to influence the outcome of eligibility screening or any other stage of open bidding.
- iii) Unauthorized use of one's name or the name of any other firm for the purpose of bidding,
- iv) Withdrawal of a bid, or refusal to accept an award, or enter the contract with the Govt. without justifiable cause, after he had been adjudged as having submitted the lowest responsive bid,
- v) Refusal or failure to post the required performance security within the prescribed time, as indicated in the detailed tender notice.
- vi) Refusal to clarify in writing its Bid during post qualification within the prescribed period as contained in the detailed tender notice from receipt of the request for clarification.
- vii) Any documented unsolicited attempt to unduly influence the outcome of bidding in his favour,
- viii) All other acts that tend to defeat the purpose of competitive bidding which is contrary to financial rules of the Government e.g. habitual with drawing from bidding except valid reasons, not complying with the requirements during bid evaluation.

b) At the stage of contract implementation-on the ground of:

- i) Failure on the part of the firm to Subscription as per Subscription Order due solely to his fault or negligence with in the prescribed period as mentioned in the detailed tender notice.
- ii) Failure on the part of the firm/company to fully and faithfully comply with the contractual obligations without valid cause or failure to comply with any written lawful instruction of the procuring entity or its representative (s) pursuant to the implementation of the contract.
- iii) Any other reason, which the procuring entity deems it logical to include in the contract, dulyagreed by the selected bidder/firm.
- iv) Failure of Subscription with in the stipulated period of time to be mentioned in the Subscription order.

V. TECHNICAL SPECIFICATIONS

SL.No	Technical Specification:
1.	Face recognition
2.	Liveness
3.	Geolocation and Geo-fencing
4.	Ai Chatbot for ease of use and support
5.	Offline attendance marking
6.	Web Dashboard & Reports
7.	Feedback
8.	During onboarding the office details such as the name of the office and the latitude and longitude Should be capture and assign to a particular user
9.	Registered photos should be use by the app to match the photos during attendance marking.
10.	To mark the attendance, the user have to click on the mark attendance button and take a selfie.
11.	selfie should checked for liveness and matched with the registered photo.
12.	The geo coordinates of the user and the assigned office should be checked.
13.	There should be 3 conditions (Liveness, Face Match and location match) ground to be true, to mark attendance successfully.
14.	In and out time Should mandatory to calculate the working hours.
15.	.Application should work in low/offline internet connectivity
16.	Organization specific dashboard : Comprehensive overview of data from various points like users, offices, leaves etc. should useful for monitoring, measuring and analyzing relevant data in key areas.

*Note

Following contract signing for subscription, we will share access of the personal information of Z.P. employees. If agency will divulge or leak this information or any misuse of information, legal action will be taken against the agency.

i) **Statutory Cover Containing the following documents-**

i) NIT; ii) Any other documents if applicable; iii) Agreement Paper; iv) Check List.

ii) **Non-statutory Cover Containing the following documents-**

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	<ul style="list-style-type: none"> • GSTIN. • PAN. • PTax (Challan)(31 march 2024). • ITR for Assessment year 2021-2022 & 2022-23.
B.	Company Detail(s)	Company Detail	<ul style="list-style-type: none"> • Proprietor ship Firm(Trade License) • Partnership Firm (Partner ship Deed, Trade License) • Ltd. Company (Incorporation Certificate, Trade License) • Society (Society Registration Copy, Trade License) • Power of Attorney.
C.	Credential	Credential	Documents of Credential in the form of work completion certificates & payment certificates of executing similar nature of works done in any Govt. / Semi Govt. Organization or PSU /Corporation or Local Bodies not less than 50% of the estimated cost, which is applicable for Eligibility in this tender.

THE ABOVE STATED NON-STATUTORY/ TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER:

Sign/-
Deputy Executive Officer(Gen.)
Zilla Pairshad Gadchiroli

Sign/-
Chief Executive Officer
Zilla Pairshad Gadchiroli

VI. CHECK LIST TO BE SUBMITTED

NIT No.....
 NAME OF THE TENDER:.....
 NAME OF THE FIRM:.....
 FULL ADDRESS OF THE FIRM & BIDDER (FOR COMMUNICATION).....
 E-MAIL ADDRESS.....
 CONTACT PERSON RELATING TO THIS TENDER WITH MOBILE NO.....
 TENDERING AS: (STATUS OF THE FIRM SHOULD BE GIVEN).....

DETAILS TO BE GIVEN

S LN O	ITEMS	PLEASE MARK		FOR USE OF THE BIDDERS (PROVIDE REGISTRATION NUMBERS WHERE APPLICABLE)	REMARK S(FOR OFFICE USE ONLY)
1	EMD IN FAVOUR OF THE CHIEF EXECUTIVE OFFICER ZILLA PARISHAD GADCHIROLI AS PER NIT	YES	NO		
2	COPY OF THE LATEST TRADE LICENCE	YES	NO		
3	COPY OF THE PARTNERSHIP DEED/ INCORPORATION CERTIFICATE/SOCIETY REGISTRATION COPY	YES	NO		
4	COPY OF LATEST PROFESSIONAL TAX CHALLAN	YES	NO		
5	COPY OF PAN CARD (PAN NO TO BE MENTIONED)	YES	NO		
6	COPY OF LATEST INCOME TAX RETURN AS DESIRED	YES	NO		
7	COPY OF GSTIN	YES	NO		
8	CREDENTIALS & OTHER PAPERS, IF ANY	YES	NO		
9	BALANCE SHEET OF LAST 3 YEARS	YES	NO		
10	PROFIT AND LOSS ACCOUNT OF LAST 3 YEARS	YES	NO		
11	SOLVENCY CERTIFICATE FROM BANK	YES	NO		
12	TURN OVER DULY CERTIFIED BY C.A. LAST ONE YEAR	YES	NO		
13	UNDERTAKING IN THE FORM OF AFFIDAVIT TO THE EFFECT THAT THE COMPANY WAS NOT BLACK LISTED BY G.O.I./ STATE GOVERNMENT DURING LAST 5 YEARS	YES	NO		

Note:

- 1) The bidders are requested to see that all of the above columns are marked.
- 2) If any of the information furnished above are found to be false, action as per tender rule will be initiated.

ANNEXURES

(To be submitted in following Format)

ANNEXURE-I**DECLARATIONS**

Sir,

Having examined the Bid Documents of **Tender for Subscription & Maintenance of AI Driven Face Recognition Application at different strategic points for use of Zilla Parishad Gadchiroli** for the use of Zilla Parishad Gadchiroli, We offer to Subscription and deliver the entire work in conformity with the Terms & Conditions laid down in the Tender Notice No. _____ and would abide by the same terms and conditions throughout the period of contract.

We, hereby also agree to execute a "Contractual Agreement with Zilla Parishad Gadchiroli based on all the terms & conditions laid down in the Tender Notice No. _____ dated _____ in the event of being selected as a successful Bidder.

We understand that you are not bound to accept the lowest or any bid you may receive.

We also understand that you have the right to revise the quantities and/or split the total order among the Bidders and/or procure the available and compatible items/ equipments under DGS & D Rate Contract.

Signature with date

Name in block letters

Seal of the Company

ANNEXURE-IV**Manufacturer's Authorization Letter (if applicable)**

TENDER NOTICE NO. _____

Date _____

To _____

WHEREAS _____ who are official producers of

_____ And having production facilities
at __________ Do here by
authorize _____ located at _____(here in after, the "Bidder") to submit a proposal of the following Products produced by us, for the
Subscription Requirements associated with the aboveTenderWhen resold by _____, these products are subject to our applicable
standardend user warranty terms.

We assure you that in the event of _____, not being able to fulfill its obligation as
our Service Provider in respect of our standard Warranty Terms we would continue to meet our
Warranty Terms through alternate arrangements and also provide spares in accordance with the
Tender for the period of **5 (five) years**.

Name _____

In the capacity of _____

Signed _____

Duly authorized to sign the authorization for and on be half of: _____

Dated on _____ day of _____, _____.

Note: This letter of authority must be on the letter head of the manufacturer, must be signed by a
authorized person of the organization who is competent and having the power of attorney to bind the
Producer, and must be included by the Bidder in its bid as specified in the Instructions to Bidders.
