



RAJIV GANDHI UNIVERSITY OF KNOWLEDGE

TECHNOLOGIES

BASAR,

Nirmal District, Telangana- 504107

www.rgukt.ac.in

procurement@rgukt.ac.in

**Tender for Customized Software Application
Development of Integrated Visitor Management
Solution and Student Outpass Management
Application along with the Supply, Installation
and Maintenance of Kiosks**

Time Schedule:

Bid calling date	25.10.2018
Bid Document fee (Non refundable)	Rs. 1,000/- (By way of DD from any Scheduled Bank in favour of Director, RGUKT, Basar, payable at Basar)
Last date for submission of bids along with required documents	30.10.2018 by 03:00PM
Pre-qualification & Technical Bid opening date/time	31.10.2018 at 04:00 PM.
Price Bid opening date/time	01.11.2018 at 3:00 PM
Contact person	Director, RGUKT, Basar.
Reference No	

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<p>For any clarification and further details on the above tender, please contact procurement@rgukt.ac.in</p>	

TENDER SCHEDULE

RGUKT-Basar is a fully residential campus having 6000 plus students on rolls and would need to avail outpass for the campus exit and return purposes. There are few thousands of visitors entering and exiting on daily basis. University intend to automate the manual process and develop an Integrated Software Application bundled with Necessary Infrastructure comprising of Kiosks and relevant components .

SECTION - A (Important Dates)

Bid calling date	25.10.2018
Bid Document fee (Non refundable)	Rs. 1,000/- (By way of DD from any Scheduled Bank in favour of Director, RGUKT, Basar, payable at Basar)
Last date for submission of bids along with required documents	30.10.2018 by 03:00PM
Pre-qualification & Technical Bid opening date/time	31.10.2018 at 04:00 PM.
Price Bid opening date/time	01.11.2018 at 3:00 PM

SECTION-B

STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

Item	Description
Bid Document fee (Non Refundable)	Rs. 1,000/- (by way of Demand Draft in favor of “the Director, RGUKT, Basar”, payable at Basar from any Scheduled Bank).
EMD	Rs.20,000/- (by way of Demand Draft from any Nationalised/Scheduled Bank payable at Basar)
Bid Validity Period	90 days from the date of bid closing.
Technical Evaluation Process	Mandatory demonstration of the proposed application with the relevant hardware kiosks
Period for signing the order Acceptance	Within 1 week from date of receipt of Letter of Intent.

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SECTION-C

1. PREAMBLE:

RGUKT-Basar is a fully residential campus having 6000 plus students on rolls and would need to avail outpass for the campus exit and return purposes. There are few thousands of visitors entering and exiting on daily basis. University intend to automate the manual process and develop an Integrated Application bundled with Necessary Infrastructure comprising of Kiosks and relevant components .

Interested bidders are requested to quote for a comprehensive framework which can create policies of the entry rules while capturing the time stamp of the visitors entry and exit timings and also maintain the database of their data for future retrieval. The student outpass management and the approval framework (web and mobile app based solution) also has to be developed as an independent module and bundled with the necessary hardware equipment and components.

2. SCOPE OF WORK:

The Proposed RGUKT Integrated Visitor Management Solution herewith referred as IVMS should be powered by a self-operating kiosk (wall mounted and stand based device) which shall replace the traditional and manually operated log book process.

The System being proposed should be able to digitally capture the visitor information and should allow employees to pre-invite a visitor and generate an Online appointment.

The proposed solution should ensure the data captured is authentic with time-stamped records, verified phone numbers and also capture the photo of each visitor through a self operated kiosk, validates and store the data in a high secured enterprise cloud environment.

The system can generate instant weekly or monthly reports, which can be further consolidated by only authorized users for compliance reasons, on demand internal audit.

System should be able to generate bulk invites to a specified guest list with every invitee getting a unique QR code.

In campus Students should be able to generate request for out-pass and the request should be reaching the approver hierarchy with approval / rejection policies based on which the student exit and re-entry into campus timestamps should be generated for future retrieval and the violations if any have to be highlighted along with the time spent off the campus. Kiosks with the stand provision should be provided at the main entry . Students out pass module should be provisioned in Seperate App based Kiosks along with Web based option to facilitate students to raise requests from designated locations including the main entry gate of the campus and also from their laptops. Hardware need to be configured and access to given accordingly.

Support should be minimum of 1 year which includes hardware and software.

One time Customization if any should be included during the project deployment phase as per the mutually agreed framework. Software License & Hardware AMC charges for the following two years need to be specified separately.

The project scope of work is mentioned in short brief for the understanding of the bidders and does not limit the solution being proposed. However its expected that the Bidders need to have the experience of developing similar projects and should demonstrate the comprehensive functionalities of the desired solution as proposed by the University during the Technical Evaluation. Only technically successful bidders as approved by the committee would be entitled for financial bid opening.

PERIOD OF CONTRACT:

I n i t i a l l y , the contract will be for a period of one year and can be extendable upto 5 years on yearly basis with the software license extension as per the proposed cost based on the satisfactory performance.

Note: Year means one calendar year which includes all the holidays/vacation.

4. EARNEST MONEY DEPOSIT / BID SECURITY DEPOSIT:

4.1 The tenders should be accompanied by Earnest Money Deposit (EMD) of Rs. 20,000/- by way of crossed Demand Draft drawn from any

Nationalized/Scheduled Bank in favor of "The Director, RGUKT, Basar" payable at Basar.

Tenders received without EMD (which should be in Cover „A“) will be summarily rejected.

Forfeiture of the EMD will be made in the following events:

4.1.1 Withdrawal of bid during the bid validity period.

4.1.2 In case of successful bidder, fails to sign the contract in time or fails to submit performance guarantee.

Note: The EMD of the successful bidder will be converted into Performance Security Deposit, and will be retained by the University till the completion of Contract.

5 PERFORMANCE SECURITY:

5.1 The EMD of the successful bidder will be converted in to performance security deposit.

5.2 The Performance Security Deposit will be retained for the period of contract in force and will be returned after expiry of the contract period, after deducting the outstanding liabilities if any.

5.3 The Performance Security Deposit shall not carry any interest.

5.4 The security deposit is liable to be forfeited wholly or partially if:-

- 5.4.1 Any damage is caused to the building/equipments and other installations belonging to the University.
- 5.4.2 The bidder declines to render services at the item wise rates agreed upon, due to escalation in prices of raw materials or for any other reasons.

NOTICE INVITING QUOTATIONS

Description : **Customized Application Development of IVMS (Integrated Visitor Management Solution) & Students Outpass Software Application along with the Supply, Installation & Maintenance of Self operated Kiosks**

NIQ No : **RGUKT-B/Proc/IVMS /2018**
Last date for submission : **30.10.2018 by 03:00PM**

1. Rajiv Gandhi University of Knowledge Technologies (RGUKT), Basar, invites sealed Quotations (Technical & Financial Bids) for supply, installation of Visitor Management Solution based Kiosks and Software Application (Web and Mobile app based)
2. RGUKT-Basar is a fully residential campus having 6000 students on rolls. There are few thousands of visitors entering and exiting on daily basis. Interested bidders are requested to quote for a comprehensive framework which can create policies of the entry rules while capturing the time stamp of the visitors entry and exit timings and also maintain the database of their data for future retrieval. The student outpass management and the approval framework (web and mobile app based solution) also has to be developed as an independent module.
3. The quotations must be accompanied with the following:
 - a. Bidder information sheet (Annexure-I)
 - b. Brief understanding of the Solution / Proposed Technical Framework (Annexure – II)
 - c. Commercial Offer (ANNEXURE – III)
 - d. OEM / Manufacturer Authorization Letter (OEM / Bidder need to be ISO 9001:2015 & ISO 14001:2015)
 - e. Non refundable Processing fee of **Rs.1000/- (Rupees One Thousand Only)** in the form of DD from any Nationalized Bank, drawn in favour of The Director, RGUKT, Basar, payable at Basar.

- f. EMD : Rs. 20,000/- in form of Draft from any Nationalized Bank
- g. Bidder should have executed atleast one software order with a minimum order value of 35 lakhs in last two years.
- h. Empanelment Certificate issued to Bidder / OEM from any Telangana Govt. Technical Nodal Agency
- i. Copy of PAN card / GST Certificate

4. RGUKT reserves the right to reject any/all quotations (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.

5. Terms & Conditions of the Bid :

- a. The rates mentioned shall be valid for a period of 60 days.
- b. Bidder should be a Registered entity (Pvt. / Public / Proprietary Firm) & empanelled in any Govt. Technical Nodal Agency & registered with Udyog Aadhar Govt. of India possessing atleast 2 years of experience in IT field and should have developed any software application / provided services to the Govt. departments.
- c. **Manufacturer / Bidder should be ISO 9001:2015 & ISO 14001:2015 certified. Document to be furnished.**
- d. Technical Evaluation is mandatory. Bidders should provide the Kiosk / Device along with the Software Application and the solution has to be demonstrated to the Committee as part of the Evaluation Process at the university defined time schedule. Upon successful Technical evaluation, bidder would be entitled for Commercial Evaluation. Final discretion of the evaluation process & short listing of the bidders would be with the committee members.
- e. The items must be delivered within **10 days** from the date of award of the contract. Else late delivery charges as decided by the Committee would be applicable.
 - a. **Payment terms:** 95 % against delivery, installation and commissioning of the proposed solution. 5% upon successful demonstration of the complete solution. EMD would be converted as the Performance Bank Guarantee.
 - b. The prices should quote inclusive of all the transportation, loading & unloading and installation charges.
- c. The payment shall be made through RTGS transfer on receipt of triplicate invoice along with advance stamped receipt.
- d. All the supporting documents have to be self attested / stamped by Gazetted Authority.

6. Submission of the quotation will signify the acceptance of all the terms and conditions of the contract. It will not be obligatory for the institution to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any bidder.

7. **The quotations are to be addressed to** “the Director, RGUKT, Basar”. The covers should be super scribed as “**Quotation for Supply of Kiosk based IVMS Application** ”

8. **Address for sending of sealed quotations:**

Procurement Section,AB-3,
RGUKT- Basar,Nirmal District, Telangana -504107.
Call: 9492301704

Sd/-
Vice-Chancellor

**ANNEXURE 1
BIDDER
INFORMATION SHEET**

	Name of the organization	
	Year of establishment	
	Complete postal address	
	Contact Person / Authorized Signatory	
	Phone No.	
	Fax No.	
	Email	
	Bank Details of the Agency:	
	Bank Name	
	Bank Address	
	Bank Account Number	
	IFSC Code	

	PAN No.		
	GST No.		
	Udyog Aadhar Number		
	Bid Document Fee (Non refundable)		
Experience Details (Mandatory)			
	S.No.	Name of the Organization (along with contact details)	Software Order Details (min. Single order worth 35 lacs mandatory)
			Items Supplied
			Item value
	Details of certificates / Proof of Implementation to be enclosed.		

**ANNEXURE-II
PRICE OFFER**

(in separate cover on the bidder letter head)

Ref: RGUKT/Proc/IVMS/

S.No.	Item details	Qty	Price Without Taxes	GST & Other Duties etc. on Unit price	Unit price inclusive of taxes & duties (Rs.)	Total Price (Rs.)
1	2	3	4	5	6 (4+ 5)	
1	Customisable Visitor Management Software Application with Student Outpass Module (Web and Mobile app based) Bundled in Self Operated Kiosks / Devices with Wall mountable and Stand options with 1 year warranty and support	05				
2	Hardware AMC & Software License Renewal per year cost beyond the Standard Warranty & Support	01				

* The purchase quantity may vary.

Note:

- 1) The prices are to be quoted inclusive of all taxes, transportation, installation and configuration charges.
- 2) RGUKT has the right to procure all or some of the options mentioned above.

Signature of the Bidder with seal