

**E-TENDER
FOR
SUPPLY AND INSTALLATION OF BIOMETRIC DEVICES
FOR UID ENROLLMENT**



**Haryana State Electronics Development Corporation Limited
U00000CH1982SGC004963**

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INDEX

IMPORTANT INFORMATION	3
SECTION 1	4
1. INSTRUCTIONS TO BIDDER ON ELECTRONIC TENDERING SYSTEM	4
SECTION 2	8
1. SCOPE OF WORK	8
2. ELIGIBILITY CRITERIA FOR BIDDERS:	8
3. Relaxations to Micro Small and medium Enterprise registered in Haryana: -	11
4. MINIMUM TECHNICAL SPECIFICATIONS	13
5. SCHEDULE OF TENDER:.....	14
6. PROCEDURE FOR SUBMISSION OF BID:	14
7. EVALUATION OF BIDS:	15
8. RIGHT TO NEGOTIATE:.....	15
9. RELEASE OF ORDER:.....	15
SECTION 3	16
TERMS AND CONDITION OF THE CONTRACT	16
Format 1	19
1. PRE QUALIFICATION-CUM-TECHNICAL BID	19
Format 2	22
2. COMMERCIAL BID	22
Annexure 1	24
BIDDING DOCUMENT ACKNOWLEDGEMENT FORM.....	24
Annexure 2	25
SELF-DECLARATION ON NOT BEING BLACKLISTED	25
STATUTORY UNDERTAKING.....	26
Annexure 4	27
TECHNICAL COMPLIANCE	27
Annexure 5	29
CERTIFICATE OF DEALERSHIP/AUTHORIZATION LETTER/WARRANTY.....	29
Annexure 6	30
UNDERTAKING FOR HONORING WARRANTY	30
Annexure 7	31
CHECKLIST TO BE ENCLOSED WITH TECHNICAL BID	31
Annexure 8	35
AFTER SALES SERVICE CERTIFICATE.....	35
Annexure 9	36
UNDERTAKING OF RATES	36
Annexure 10	37
FORMAT FOR RELAXATIONS TO HARYANA BASED MANUFACTURING MICRO & SMALL ENTERPRISES (MSEs)	37
Annexure 11	38
FORMAT FOR RELAXATIONS TO HARYANA BASED MANUFACTURING MEDIUM ENTERPRISE.....	38
APPENDIX 1	39
REQUEST FOR CLARIFICATION.....	39

IMPORTANT INFORMATION

1.	Tender Inviting Authority Designation and Address	Haryana State Electronics Development Corporation Limited Regd. Office:- SCO 111-113, Sector-17/B, Chandigarh Pkl Office:- HARTRON Bhawan, Bays no. 73-76, Sector-2, Panchkula
2.	Name of the Work	e-Tender for Supply & Installation of Biometric Devices for UID Enrollment
	Tender reference	e-Tender/Hartron /Proc/ 2016-17/49-R
	Place of Execution	O/o Throughout, Haryana
3.	a) Tender document availability	Tender document is available at http://haryanaeprocurement.gov.in and www.hartron.org
	b) Processing Fee for Tender	The Payment for Tender Document Fee Rs. 5000/- (Rupees five Thousand Only) and eService Fee Rs. 1000/- (Rupees one thousand only (Non refundable) can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts. (Total fee of Rs. 6000/- to be deposited in one transaction)
	c) Earnest Money Deposit (EMD)	The Payment for EMD of ₹2,00,000/- (Rupees two lacs only) can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
4.	Publication of Tender Notice	17.03.2017 from 4.00 PM onwards
5.	Last date and time for submission of e-Tender	12.04.2017 by 2:30 PM
6.	Last date and time to receive the pre-bid clarifications	22.03.2017 upto 1.00 PM through e-mail
7.	Email address for communication for any queries/clarifications	md@hartron.org , agmprocurement@gmail.com
8.	Pre-bid conference	22.03.2017 at 3:00 P.M in the conference room of Hartron Bhawan, Bay 73-76, Sector-2, Panchkula. Note: - No queries/clarifications will be entertained after the Pre-bid conference.
9.	Date and Time of Opening of Technical Bids	12.04.2017 at 3:00 PM
10.	Last date for submission of hard copy of technical bid to HARTRON.	12.04.2017 by 4.00 PM (hard Copy of Technical bid as uploaded on e-procurement portal by the respective bidder must be submitted by bidder in the O/o AGM (Procurement), HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana)
11.	Date and Time of Opening of Commercial Bids	To be intimated later on
	i. Eligibility Criteria: Please refer to the Section 2 of the Tender Document. ii. Two Bid System i.e. Stage-1 Prequalification cum Technical Bid; Stage-2 Commercial Bid. iii. Tenders received after due date and time will be summarily rejected. iv. Any Bid not conforming to the format will be summarily rejected.	

Further for any clarification on process for e-tendering, the bidders are requested to contact the service provider at the following:-

M/s Next Tender (India) Pvt. Ltd.
O/o DS&D Haryana, SCO-9, IInd Floor,
Sector-16, Panchkula - 134108
E-mail: chandigarh@nexttender.com

Helpdesk No. 1800 180 2097 (Toll free), 0172-2582008, 0172- 2582009

SECTION 1

1. INSTRUCTIONS TO BIDDER ON ELECTRONIC TENDERING SYSTEM

These conditions will over-rule the conditions stated in the tender document, wherever relevant and applicable.

1.1 Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders processed online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. "Please visit the website for more details".

1.2 Obtaining a Digital Certificate:

- 1.2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 1.2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website - <https://haryanaeprocurement.gov.in>.
- 1.2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from:
- 1.2.4 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during of bid preparation stage. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 1.2.5 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 1.2.6 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 1.2.7 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

1.3 Opening of an Electronic Payment Account:

For purchasing the tender documents online, bidders are required to pay the tender documents fees online using the electronic payments gateway service shall be integrated with the system. For online payments guidelines, please refer to the Home page of the e-tendering Portal <https://haryanaeprocurement.gov.in>.

1.4 Pre-requisites for online bidding:

In order to bid online on the portal <https://haryanaeprocurement.gov.in> , the user machine must be updated with the latest Java & DC setup. The link for downloading latest java applet & DC setup are available on the Home page of the e-tendering Portal.

1.5 Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://haryanaeprocurement.gov.in>

1.6 Download of Tender Documents:

The tender documents can be downloaded free of cost from the e-Procurement portal <https://haryanaeprocurement.gov.in> and Hartron website www.hartron.org. However the bidders are required to submit the non refundable tender document cost as per the clause 1.8 below.

1.7 Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

1.8 Bid Preparation (Qualification & Financial) Online Payment of Tender Document Fee, eService fee, EMD fees of online Bids:

- 1.8.1 The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS / NEFT.
- 1.8.2 The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.
- 1.8.3 The bidders shall upload their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid).
- 1.8.4 The bidders shall quote the prices in price bid format.
- 1.8.5 If bidder fails to complete the Online Bid Preparation & Submission stage on the stipulated date and time, his/hers bid will be considered as bid not submitted, and hence not appear during tender opening stage.
- 1.8.6 Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.
- 1.8.7 For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to .. ?' to download the file.

1.9 Guideline for Online Payments in e-tendering

- 1.9.1 Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- i. Debit Card
- ii. Net Banking
- iii. RTGS/NEFT

1.9.2 Operative Procedures for Bidder Payments

A) Debit Card

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal

- (viii) The status of the payment is displayed as “successful” in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows:

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on “Continue” button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with “successful” or “failure” message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as “successful” in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

D) List of Net banking banks

Sr.no	Name of the bank	Sr.no	Name of the bank
I.	Allahabad Bank	II.	Axis Bank
III.	Bank of Bahrain and Kuwait	IV.	Bank of Baroda
V.	Bank of India	VI.	Bank of Maharashtra
VII.	Canara Bank	VIII.	City Union Bank
IX.	Central Bank of India	X.	Catholic Syrian Bank
XI.	Corporation Bank	XII.	Deutsche Bank

XIII.	Development Credit Bank	XIV.	Dhanlaxmi Bank
XV.	Federal Bank	XVI.	HDFC Bank
XVII.	ICICI Bank	XVIII.	IDBI Bank
XIX.	Indian Bank	XX.	Indian Overseas Bank
XXI.	Indusind Bank	XXII.	ING Vysya Bank
XXIII.	J and K Bank	XXIV.	Karnataka Bank
XXV.	Kotak Mahindra Bank	XXVI.	Karur Vysya Bank
XXVII.	Punjab National Bank	XXVIII.	Oriental Bank of Commerce
XXIX.	South Indian Bank	XXX.	Standard Chartered Bank
XXXI.	State Bank of Bikaner and Jaipur	XXXII.	State Bank of Hyderabad
XXXIII.	State Bank of India	XXXIV.	State Bank of Mysore
XXXV.	State Bank of Travencore	XXXVI.	State Bank Of Patiala
XXXVII.	Tamilnad Mercantile Bank	XXXVIII.	Union Bank of India
XXXIX.	United Bank of India	XL.	Vijaya Bank
XLI.	Yes Bank		

1.10 PAYMENT OF TENDER DOCUMENT FEE AND EMD

- 1.10.1 The Bidders shall have to pay for the Tender documents, EMD Fees & eService Fee of Rs.1000/- online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks.
- 1.10.2 The Payment for Tender Document Fee and eService Fee can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts. The Payment for EMD can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- 1.10.3 The Bidders can submit their tender documents (Online) as per the dates mentioned in the Section Important Information:-
- 1.10.4 The bidders have to complete 'Bid Preparation & Submission' stage on scheduled time as mentioned above. If any bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her bid status will be considered as 'bids not submitted'.
- 1.10.5 Bidder must confirm & check his/her bid status after completion of his/her all activities for e-bidding.
- 1.10.6 Bidder can rework on his/her bids even after completion of 'Bid Preparation & submission stage' (Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Bidder Stage.

SECTION 2

1. SCOPE OF WORK

Haryana State Electronics Development Corporation Ltd. (HARTRON), a State Govt. undertaking invites sealed bids from the manufacturers/their authorized distributors/Dealers on behalf of **STATE UID, Registrar, Haryana** for supply & Installation of Biometric Devices as per the technical specification given in section 2 under clause no. 3 and as per the terms & condition of this tender document. The warranty for these **equipments is for 3 years from the date of installation/acceptance at site.**

2. ELIGIBILITY CRITERIA FOR BIDDERS:

a. Bidder's General Qualifications:

- i. This tender is open to all firms/companies from within India, who are eligible to do business under relevant Indian laws as in force at the time of bidding.
- ii. Firm/company declared by Govt. of Haryana (GoH) to be ineligible to participate for corrupt, fraudulent or any other unethical business practices shall not be eligible during the period for which such ineligibility is declared.
- iii. Breach of general or specific instructions for bidding, general and special conditions of contract with GoH may attract a proceeding to declare a firm/company ineligible for a certain period or certain number of consecutive tender calls.

b. Minimum Eligibility Criteria:

S#	Clause	Documents Required
1.	Processing fee for Tender Document should have been submitted.	The Payment for Tender Document Fee Rs. 5000/- (Rupees five Thousand Only) and eService Fee Rs. 1000/- (Rupees one thousand only (Non refundable) can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts. (Total fee of Rs. 6000/- to be deposited in one transaction)
2.	EMD should have been submitted.	The Payment for EMD of ₹2,00,000/- (Rupees two lacs only) can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
3.	The Signatory signing the Bid on behalf of the Bidder should be duly authorized by the Board of Directors of the Bidding Company to sign the Bid on their behalf.	A Certificate from the Company Secretary of the Bidder certifying that the Bid signatory is authorized by the Board of Directors of the Company to do so, with acceptance of board resolution, resolution number and date.
4.	The bidder should be an OEM. However, in case, OEM is not participating in the tenders directly then the OEM can authorize any Indian firm/distributor/dealer etc. Bidder can also be a startup as defined by Govt. of India.	Copy of Certificate of Incorporation of OEM or Certificate of dealership/authorization letter as per the Annexure-V.
5.	The bidder must be registered in India under the Indian Companies Act, 1956/ Partnership Act 1932/sole proprietorship (with VAT & Service Tax registration) firm and should be in existence in India for at least the last 3 years, as on date of submission of bid.	Copy of Certificate of Incorporation self-certified by the Authorized Signatory of the company.

6.	The OEM and Bidder should be in the business of supplying, installing, and maintaining of Biometric Devices in India for last 2 years as on date of submission of bid.	Copies of work orders and contracts specifying the same.
7.	The Turn-over of the OEM company must be minimum ₹16.00 Crore in the last three financial years i.e. FY 13-14, FY 14-15 and FY 15-16.	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 13-14, FY-14-15 & FY 15-16).
8.	The OEM should have executed orders of 200% of estimated tender value or supplied at least 200% of tender quantity in last 3 financial years. The orders should be executed on behalf of State/Central Govt./ PSU/ Registered Companies/ Registered Educational Institutions in India.	Copies of work orders and contracts along with completions report specifying the same.
9.	The OEM should have positive net worth (measured as paid-up capital plus free reserves) for two years in last three audited financial years (FY 13-14, FY-14-15 & FY 15-16).	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 13-14, FY-14-15 & FY 15-16). Certificate duly signed by Statutory Auditor of the Bidder confirming the net-worth and profit after Tax for each of the specified years.
10.	The Turn-over of the bidding company must be minimum ₹1.6 Crore in the last three financial years i.e. FY 13-14, FY 14-15 and FY 15-16. The bidder should have positive net worth (measured as paid-up capital plus free reserves) for two years in last three audited financial years (FY 13-14, FY-14-15 & FY 15-16).	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 13-14, FY-14-15 & FY 15-16).
11.	The Bidder must have successfully executed one order of supplying, commissioning and maintaining Biometric Devices of minimum value of INR 64.00 lacs in last 3 years as on the date of submission of Bid. The orders should be executed on behalf of State/Central Govt./ PSU/ Registered Companies/ Registered Educational Institutions in India.	A certified letter from the concerned Client confirming the total amount, date of engagement and successful completion of order.
12.	Should not have been black listed by any Government or quasi-Government entity in India (Centre / State / Local Bodies, UIDAI, NIC, STQC etc.) for breach of any applicable law or violation of regulatory prescriptions or breach of agreement as on date of submission of Bid.	An affidavit on stamp paper as per the Annexure-2 to be submitted by bidder.
13.	In case Bidder is not an OEM then an authorized undertaking will be required from the OEM stating that OEM will discharge all responsibilities under warranty for the period indicated in the contract, in case the Bidder fails to do the same for any reason.	Authorized undertaking from the OEM as per the Annexure-VI.

14.	ISO 9001:2008 Certificate issued in the name of OEM for Manufacturing Process and ISO 14001 Certificate issued in the name of OEM for handling of hazardous items in the manufacturing process. ISO 14001 will not be applicable for the OEM Software developer	Copies of valid ISO certificate required issued by the Govt. Certifying authority.
15.	For Electronics & IT products, BIS certification is must. In addition to BIS, the certification related to Energy saving, Environmental standards, Hazardous Substances protection will also required.	Copies of valid certification required issued by the Govt. Certifying authority.
16.	Bidder/OEM shall have office in Tricity/Haryana/NCR.	Existence proof is required
17.	The Bidder should have all necessary licenses, permissions, consents, NOCs, approvals as required under law for carrying out its business. The Bidder should have currently valid Sales tax/Service Tax Registration Certificate and PAN No.	Copies of Sales Tax, Service Tax Certificate & PAN No.
18.	The Biometric Devices proposed should meet the minimum specifications of indicated in the RFP.	A self-certified document indicating compliance to minimum specifications as per the Annexure-IV.

Any Bid failing to meet the above stated Qualification criteria shall be summarily rejected and will not be considered for Financial Evaluation.

3. Relaxations to Micro Small and medium Enterprise registered in Haryana:-

A. Concessions/benefits Micro Small:-

S#	Area as part of qualifying requirements	Concession benefits allowed to MSEs.	Eligibility
1.	Tender Fee	Exemption on the payment of Tender Fee subject to fulfillment of conditions as per eligibility	Manufacturing Micro & Small Enterprises(MSEs) (Including Khadi & village Industries/ Units) who have filed Entrepreneur Memorandum in Haryana in respect of the quoted items, participate directly in tender and not through any intermediaries (their dealers/ agents/ distributors), will not subcontract to any other firm and to carry the entire manufacturing at their enterprise. <i>Concerned MSE will be required to submit the copy of Entrepreneurs Memorandum in respect of its category of Micro/Small issued to the firm by the Industries Department Haryana as part of Technical Bid.</i>
2.	Earnest Money Deposit (EMD)	Exemption on the payment of Earnest Money deposit (EMD) subject to fulfillment of condition a per eligibility.	
3.	Performance Security	90% concession on Performance Security as applicable to other Haryana based firms subject to fulfillment of condition as per eligibility	
4.	Turnover	a. Micro Enterprises: Concession of 80% on Turnover condition imposed as qualifying criteria. b. Small Enterprises: Turnover condition imposed as qualifying	
5.	Past Performance & Experience	Exempted in respect of Past Performance & Experience as part of qualifying Requirement of the tender subject to fulfillment of condition as per eligibility	Manufacturing Micro & Small Enterprises (MSEs) (including Khadi & village Industries/ Units) who have filled Entrepreneur Memorandum in Haryana and Further: Those MSEs have Qualified Certification of ISI/ISO/AgMark//Quality Mark issued from competent authority in State or Central Govt. in respect of the item/ Goods mentioned in the tender.
6.	Purchase Preference	50% of the total tendered quantity provided quoting price within band of L-1+15% by bringing down their price to L-1and subject to condition that it agrees to fulfillment of other terms & conditions of the tender and further subject to fulfillment of conditions as per eligibility	OR/AND Those who are registered with DGS&D/ NSIC /GOI Department/ State Govt. Department/GOI PSUs/State Govt. PSUs in respect of the item/goods mentioned in the tender. The firm will be required to submit the detailed information in respect of above through an affidavit as per the format enclosed as Annexure-X.

B. Concessions/benefits to Medium Enterprises:-

S#	Area as part of qualifying Requirements	Concessions/benefits allowed to medium enterprises	Eligibility
i.	Past Performance & Experience	Exemption on Qualifying Requirement of Past Performance & Experience as part of Qualifying Requirements of the tender subject to the tender subject to fulfillments of conditions as per eligibility.	Manufacturing Medium Enterprises of the State that have filed Entrepreneur Memorandum for quoted items in Haryana, Participate directly in tender and not through any intermediaries (their dealers/agents/ Distributors), and will not subcontract to any other firm and to carry the entire manufacturing at their enterprise. This concession will be applicable only for one year to newly registered Medium Enterprises or Medium Enterprises of State who are not eligible in State Public Procurement due to eligibility criteria of past performance & Experience. The Firm will be required to submit the detailed information in respect of above through an affidavit as per the format enclosed as Annexure-XI.
ii.	Purchase Preference	10% of the total tendered quality provided quoting price within band of L-1+15% by bringing down their price to L-1 and subject to condition that it agrees to fulfillment of other term & conditions of the tender and further subject to fulfillment of conditions as per eligibility.	

4. MINIMUM TECHNICAL SPECIFICATIONS

Please note that the specifications given below are the minimum specifications. Bidders are free to propose any specification over and above the minimum indicated.

A. Iris Scanner:-

Item Description	Proposed Configuration
Make & model	(to be mentioned by bidders)
Device Model	Hand-held (Operator operates and holds the camera and the subject is stationary)
Iris Diameter (In pixel)	> 210
Spatial Resolution Pixel Resolution	> 60% @ 4.0 Lp/mm > 16 Pixels/mm
# of simultaneous captured eyes	2 (Considered simultaneous if second eye is captured within 2 seconds of first eye done without moving the device.)
Viewfinder	Internal
Capture distance	> 50 mm
Capture volume (width/height/depth)	> 20x15x12mm
Exposure time	< 33 ms
Imaging wavelength	700-900 nm
Spectral Spread	Power in any 100nm band > 35% of total power
Scan type	Progressive
Image margins	Left & right: 0.50x iris diameter, Top & bottom: 0.25x iris diameter
Pixel depth	> 8 bits/pixel
Image evaluation frame rate	> 5 frames/sec, continuous image capture
Capture mode	Auto capture with built-in quality check (incorporates NIST quality considerations)
Sensor signal to noise ratio	> 36 DB
Connectivity	USB 2.0, USB-IF certified (Total of 1 USB port available for connectivity and power)
OS Supported	Microsoft Windows 7 Professional 32 bit
Power	Through USB (common interface through single port)
Weight	< 1 kg
Dimension	< 220x200x100mm
Operating temperature	0-49C
Humidity	10 - 90% non-condensing
Durability/Shock	IP54
Safety Standard	Exempt Group per IEC 62471:2006-07
Standards	FCC Class A, RoHS
Certification	UIDAI-STQC Biometric Device Certification
Software API	Compliant with UIDAI Device Capture API specification V1.0 RC 3

B. Finger prints Scanner:

Item	Proposed Configuration
Capture mode	Plain live scan capture
Scanner Model	Slap Capture/ Flat bed
Image Acquisition Requirements	Setting level 31 or higher (Section 9.1 of Biometric Design Standards for UID Applications V1.0)
Image evaluation frame rate	> 3 frames/sec, continuous image capture
Capture mode	Auto capture with built-in quality check (incorporates NIST quality considerations)
Capture area	> 76mm x 80mm
Connectivity	USB 2, USB-IF certified (Total of 1 USB port available for connectivity and power)
Power	Through USB (common interface through single port)
Dimension (W X H X D)	< 160mm x 160mm x 160mm
Weight	Maximum 2.5 Kg.
Operating temperature	0 - 50 C
Humidity	10 - 90% non-condensing
Durability/Shock	IP 54
OS Supported	Microsoft Windows 7 Professional 32 bit
Standards	UL certified (if applicable). Meets ISO 19794-4:2005 Section 7 and Annex A certification requirements (IAFIS Appendix F certified).
Certification	UIDAI-STQC Biometric Device Certification
Software API	Compliant with UIDAI Device Capture API specification V1.0 RC 3

5. SCHEDULE OF TENDER:

- Availability of Bid Document:** The tender document is available at <http://haryanaeprocurement.gov.in>, and Hartron website i.e. www.hartron.org.
- Amendment of Tender Document:** The amendments in any of the Terms and Conditions of this Tender Document shall be uploaded on Hartron website i.e. www.hartron.org and all prospective bidders are advised to check Hartron website from time to time for any updates.
- Submission of Bids:** Bids should be submitted online at <http://haryanaeprocurement.gov.in> as per the date mentioned in the Section Important Information.
- Advice to the Bidders:**
Bidders are advised to study this tender document carefully before participating. It shall be deemed that submission of Bid by the bidder have been done after their careful study and examination of the tender Document with full understanding to its implications.
- Period of Validity of Offer:** Offer should remain valid for 180 days after the date of opening of the Pre-qualification cum technical bids as prescribed by the Corporation. If the validity of the offer is extended, the validity of EMD will also have to be extended. An offer valid for a shorter period may be rejected by Hartron as non-responsive.
- Language of the Bid Proposal:** The Language of the bid proposal as prepared by the Bidders shall be English and all further correspondence and documents related to the bid proposal exchange with the corporation shall be English.

6. PROCEDURE FOR SUBMISSION OF BID:

The Bids should be submitted in two parts i.e. Technical Bid and Commercial Bid.

- Technical bid (Stage1):-** The Technical Bid format as given in the Tender shall be filled, signed and stamped on all pages. Errors if any shall be attested by the Bidders. The Technical Bid shall not contain any indications of the Price otherwise the Bid will be summarily rejected. The bidders shall

- submit the details of make and model of the items offered against the tender requirement.
- b. **Price Bid Form (Stage 2):**-All the Price items as asked in the Tender shall be filled in the Price Bid Format as given in the Tender. The Prices quoted shall be only in INDIAN RUPEES (INR) only. The tender is liable for rejection if Price Bid contains conditional offers.
 - c. **Mode of Submission of Bids:**- The Bids shall be submitted electronically on Haryana Govt. e-procurement portal strictly as specified in the Tender document. The Bids will not be received personally.
 - d. **Rejection of Bid:**- Bids submitted other than the electronic form on e procurement portal of Haryana Government shall not be entertained.

7. EVALUATION OF BIDS:

An evaluation committee consisting of officials from HARTRON and indenting Department will evaluate the bids of all the bidders both technically and commercially as per the following schedule/pattern.

- i) Only Technical bid shall be opened on the day of opening of the bids at 3.00 pm.
- ii) Conditional bids shall be summarily rejected.
- iii) The Technical bids:-The documents furnished by each bidder with its Technical Bid and will be examined to see whether the qualifications and specific requirements mentioned in the tender document are fulfilled.
- iv) Under evaluation of commercial bid VAT50% benefit of the VAT accrued to the State on account of Haryana billing would be applicable for deciding L1 rates in the short term enquiry/ e-Tenders issued to the empanelled vendors.
- v) The Commercial Bids of those bidders who satisfy the parameters laid out in the Pre-Qualification cum Technical Bid will only be opened. The place, date and time of the opening of the Commercial Bids shall be notified separately.

8. RIGHT TO NEGOTIATE:

The Hartron and indenting Department jointly or the evaluation committee reserves the right for negotiation with the bidders as per the prevailing purchase procedures/policy of the State. The negotiation if required shall be carried out with the technically qualified lowest bidder/bidders in 5% range of L1 by the Hartron and indenting Department Jointly/any other competent authority as per the procedure/policy of the Haryana Govt. prevailing at that point of time.

Hartron also reserves the right to chose part or whole of the technically acceptable bids at individual costs quoted in the commercial bids.

Note: - The Iris Scanner and Finger Print Scanners are to be procured as per UIDAI approved standards for bio-metric devices from a single vendor to avoid the compatibility issue and for smooth functioning and proper after sale service of the UIDAI kits to be procured. Accordingly, the L1 bidder will be declared on the basis of total unit cost of Iris Scanner and Fingerprint Scanner".

9. RELEASE OF ORDER:

After Acceptance of a Bid Proposal either by HARTRON and indenting Department or by High Power Purchase Committee of Haryana Govt., as the case may be, HARTRON on behalf of indenting Department will release the formal purchase order in favour of the successful bidder.

The bidder is expected to examine all the instructions, forms, terms & conditions and specifications in the indenting document. Further to furnish all the information required by the indenting document or submission of a bid in every respect will be at bidders risk and may result in rejection of the bid.

Read and accepted

Signature on behalf of

M/s-----

SECTION 3

TERMS AND CONDITION OF THE CONTRACT

1. FOR Destination

Prices quoted should be FOR destination inclusive of current excise duty, freight, insurance, Sales Tax / VAT etc and are to be quoted in Indian Rupees only.

2. Delivery Period:-

Supply of the equipment as mentioned in the tender shall be completed in all respect within **12 weeks** from the date of placement of the order at the designated site.

3. Penalty:-

If the successful bidder fails to complete the task within the delivery period, After expiry of delivery period, a penalty @ 0.5% per week for the delay of first two weeks and 1% penalty for the delay of next 3 weeks upto a maximum cap of 4% penalty for 5 weeks delay, would be applicable. Thereafter, HARTRON might cancel the order in consultation with Indenting Department/Organization and suitable action might be taken against the defaulter firm. However, in case Purchasing Departments/Organizations opts for accepting the Items beyond 5 weeks delay, then 1% penalty per week would be continued for unjustified delay.

4. Comprehensive Warranty Period and Maintenance Services:

- i. The successful bidder will be responsible for the comprehensive maintenance of the supplied equipment and its related accessories free of charge during the **comprehensive warranty period of 3 years.**
- ii. The said comprehensive warranty shall be deemed to commence from the date of issue of the letter for successful installation of equipment by the indenting department.
- iii. It shall be the responsibility of the successful bidder to keep the equipment in good working condition the necessary repairs/maintenance of during the comprehensive warranty period; otherwise it shall be treated as a non performance on the part of the vendor for penalty.
- iv. The comprehensive warranty shall cover repair/replacement of all defective parts, if any, with the same or equivalent make for any part removed. Maintenance will be provided at site. Limited/carry in comprehensive warranty will not be accepted. The successful bidder will provide after sale service during the comprehensive warranty period from Chandigarh as per the after sales certificate attached at Annexure 8.
- v. 10% bank guarantee submitted against 10% balance payment shall be kept by HARTRON as a security against the comprehensive warranty period.

5. Price Fall Clause:

- i. The prices charged for the Items/Services supplied under the contract by the successful bidder shall in no event exceed the lowest price at which the successful bidder sells the Goods or offers to sell Items of identical description to any persons/organizations including the HARTRON, Department of the Central or State Government or any Statutory undertaking of the central or State Government, as the case may be, till the signing of the contract.
- ii. If, at any time during the period the successful bidder reduces the sale price, sells, or offers to sell such goods to any person/ organization including HARTRON or any Department/ Organization of State or Central Government or any statutory Undertaking of the Central or State Government as the case may be, at a price lower than the price chargeable under the contract, the successful bidder shall forthwith notify such reduction, or sale or offer to sell to the purchaser and the price payable under the contract for the supply of material after the date of coming into force of such reduction or sale or offer to sell shall stand correspondingly reduced.

6. Inspection of the Items/Equipments

- i. The inspection of the supplied items should be done by the Joint Committee of Indenting department, HARTRON and Technical expert from NIC/PEC University/NTTTR Chandigarh/CDAC Mohali etc. per their availability. The quorum of the at least 3 member for inspection committee.
- ii. The successful bidder shall not be paid for supplies rejected as specified at part 'i' of clause no. 6.
- iii. The successful bidder shall neither claim nor be entitled to payment for any damage that rejected supplies may suffer from any harm whatsoever incidental to a full and proper examination and test of such supplies.

- iv. HARTRON and indenting Department shall be under no liability whatsoever for rejected item and the same will be at the successful bidder's risk
- v. Rejected supplied shall be removed by the successful bidder at his own expense within 10 days after notice has been issued to him of such rejection, and failing such removal of rejected goods will at vendor's risk and HARTRON on behalf of and consultation with indenting Department may charges the successful bidder the market rent for the space occupied by such rejected goods.
- vi. Super inspection of already inspected equipments may be carried out at the discretion of indenting Department after installation, such officer as may be authorized by him. The provision of condition mentioned at part (i) of clause no. 6 also apply to the super inspection.

7. Condition of Items Supplied:

- i. This is subject to the condition that the materials are securely packed by the successful bidder in sound containers and the consignment is accepted by the carriers without any adverse remarks as to the packing or the condition of the containers. In case of any adverse remarks, the responsibility for the losses in transit will rest with the successful bidder.
- ii. The successful bidder will not be entitled to charge or be paid for supplies broken, lost or damaged in transit. Such supplies shall be removed by the successful bidder at his own expense. The decision in this regard taken by HARTRON in consultation with Indenting Department shall be binding and final.

8. Payment schedule:

- i. No payment shall be made in advance for any supplies made under this order.
- ii. 90% of payment shall be released after delivery and inspection of supplied items.
- iii. The balance 10% payment shall be released after installation and acceptance and one month from the date of acceptance of the stores by the Indenting Department and submission of Bank Guarantee equivalent to the balance 10% payment, which shall be released after expiry of comprehensive warranty period of three years. The BG Should be valid for 37 months from the date of final acceptance of supplied item from the indenting Department
- iv. The EMD of the successful bidder shall be refunded along with balance 10% payment.

9. Forfeiture of Earnest Money:

- i. If the Bidder withdraws his bid before the expiry of validity or after the acceptance of the bid, the Earnest Money Deposited by the bidder will be forfeited.
- ii. If the Bidder fails to comply with any of the terms, conditions or requirement of order and the technical specifications of the tender document. The Earnest Money deposited by the Bidder will be forfeited.
- iii. In case successful bidder fails to comply with the delivery period as specified the earnest money deposit will be forfeited.

10. Cancellation of Order:

- i. In the event of the successful bidder failing duly and properly to fulfill the order or committing breach of any of the terms and conditions of this order or repeatedly supplying goods liable to rejection hereunder or failing, declining, neglecting or delay to comply with any demand or requisition or otherwise not executing the same in accordance with terms of this contract or if the bidder or his agent or servants being guilty of fraud in respect of this contract or any of his partners or representatives found directing, giving, promising or offering any bribes, gratuity, gift loan, perquisite, reward or advantage pecuniary or otherwise to any person in the employment of Government in any way relating to such officers or person or persons, officer or employment or if the bidder or any of his partners become insolvent or apply for relief as insolvent debtor or commence any insolvency proceedings or make any composition with his/their creditors or attempts to do so, then without prejudice to HARTRON's as well as Indenting Department rights and remedies otherwise, HARTRON on behalf of and in consultation with Indenting Department shall be entitled to cancellation of order forth with and to blacklist the bidder and may claim back all or part of the money already paid to the bidder.
- ii. If during the currency of execution of order, the successful bidder becomes bankrupt or otherwise insolvent or is likely to become insolvent or bankrupt, HARTRON on behalf of and in consultation with Indenting Department may, at any time, cancel the order by giving written notice to the successful bidder. Notwithstanding the above, such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to HARTRON and Indenting Department.

11. Consequences of Cancellation of Order:

- i. Upon cancellation of order, the successful bidder shall deliver or cause to be delivered all works carried out for and on account of the indenting department and all data and records required from or on account of the Indenting Department.
- ii. Cancellation of order shall not affect any continuing obligations of the successful bidder under the Contract Agreement, which, either expressly or by necessary implication, are to survive its expiry or termination such as confidentiality obligations of the successful bidder.
- iii. Upon cancellation of order for any reason whatsoever, the successful bidder shall return to the Indenting Department any and all confidential information and any other property of the Indenting Department.
- iv. HARTRON on behalf of and in consultation with Indenting Department may procure services similar to those undelivered, upon such terms and in such manner, as it deems appropriate, at the risk and responsibility of the successful bidder and the successful bidder shall be liable for any additional costs for such services.
- v. The successful bidder shall continue the performance of the order to the extent not terminated.
- vi. Upon cancellation of order for whatsoever, HARTRON on behalf of and in consultation with Indenting Department shall have the right to perform the following penalties:-
 - Forfeiture of earnest money
 - Imposition of liquidated damage.
 - Black listing of the successful bidder.

12. Arbitration:

- i. In the case of dispute arising upon or in relation to or in connection with the contract between the Purchaser and the Supplier, which has not been settled amicably, any party can refer the dispute for Arbitration under (Indian) Arbitration and Conciliation Act, 1996. Such disputes shall be referred to an Arbitral Tribunal consisting of 1 (one) arbitrator i.e. Administrative Secretary, Department of E&IT, Haryana.
- ii. Arbitration proceedings shall be held at Chandigarh and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- iii. The decision of the arbitrator shall be final and binding upon both parties. The expenses of the arbitrators as determined by the arbitrators shall be shared equally by the Purchaser and the Supplier. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself. All arbitration awards shall be in writing and shall state the reasons for the award.

Format 1

1. PRE QUALIFICATION-CUM-TECHNICAL BID

(To be submitted on its Letter head by the bidder)

To,

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana

Dear Sir,

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

- 1) Having examined the Tender document, I/We [name of the bidder (s)], the undersigned, herewith submit our response to your Tender Notification dated _____ for selection of vendor for the **supply and installation of Biometrics devices (iris scanner & finger print scanner)** _____ in full conformity with the said tender document no _____.
- 2) I/We have read the provisions of the Tender document and confirm that these are acceptable to us. Hence, we are hereby submitting our Bid.
- 3) I/We agree to abide by this Tender, consisting of this letter, financial bid and all attachments, for a period of 180 days from the closing date fixed for submission of bid as stipulated in the Tender document.
- 4) I/We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption, in force in India.
- 5) I/We understand that Hartron/Department is not bound to accept/annul any bid received in response to this Tender.
- 6) In case I/We are engaged by Hartron/Department as service provider, I/We shall provide all assistance/cooperation required by Hartron/ Department appointed auditing agencies officials for performing their auditing and inspection functions. I/We understand that our non-cooperation for the same shall be grounds for termination of service.
- 7) In case I/We are engaged as a vendor, we agree to abide by all the terms & conditions of the Contract and Guidelines issued by Hartron/Department from time to time.
- 8) I/ We have submitted requisite fee and EMD as per procedure laid in the Tender. All other required documents (details given in summary table below) as per the stated Qualification Criteria
- 9) Our Entity's profile is as under:-

S#	Required Details	Remarks
1.	Legal Name of Entity	
2.	Type of Business	<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Other
3.	Company Identification No. (CIN)	
4.	Business Address: City District State Zip code Telephone Nos.: Contact email:	
5.	Registered Address of the Company: Address: City	

S#	Required Details	Remarks
	District State Zip code Contact Person: Telephone Nos.: Contact email: Company Website URL	
6.	PAN No. of bidder TAN No. of bidder VAT or CST of bidder	
7.	Has the firm transacted business under any other previous names? If yes, under which name business transacted	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.	Ownership of the Company/Firm: Whether Company owned or controlled by parent Company? If yes, complete the following: Legal name of the parent company Full address of parent company Street City District State Zip/Pin	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Relationship with the parent company	<input type="checkbox"/> Subsidiary <input type="checkbox"/> Division
10.	Date of ownership	
11.	Shareholding pattern of Parent Company:	
	Percentage of shares held by the parent company	
	Other majority shareholders in the Indian Company	
	Details of Board of Directors	
12.	Name of Bid and Contract Signing Authority - I Name Designation Contact No. Email: Power Of Attorney or resolution of Board of Directors through which authorized as signatory Authority - II Name Designation Contact No. Email: Power Of Attorney or resolution of Board of Directors through which authorized as signatory	
13.	Memorandum of Association and Articles of Association of the company Bye Laws and certificates of registration (in case of registered firm)	
14.	Whether MOA of Bidding Company allows entering into the bid of respective services? If yes, indicate the relevant clause.	

10) Our Entity's Financial Details is given as under:-

S#	Required Details	Remarks
1.	Authorized Capital of the Indian Company	
2.	Paid up Capital of the Company	
3.	Turnover of the Indian company for last three years	
4.	Net worth of the Indian company for last three years	
5.	Profit of the Indian company for last three years	
6.	Customer references	
7.	Past 1-3 year supply record	
8.	Quality certificates received, if any	
9.	Customer approval letters if any	
10.	Awards and recognition received , if any	
11.	After sales support mechanism	

11) Our entity's Legal Details

S#	Required Details	Remarks
1.	Whether In the past five years prior to the date of this application, has this entity or any principal of the entity has been deemed to be in default on any contract, or been forcefully terminated from any contract of any Organisation ? If yes, state the names of the entity, relationship to firm and the circumstances.	<input type="checkbox"/> Yes <input type="checkbox"/> No.
2.	Whether an undertaking (Affidavit) submitted that the bidder has not been blacklisted/debarred by any central/state Government department/organization	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	Whether an undertaking submitted to the effect that there has been no litigation with any Government department/organization on account of similar services	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	Whether the entity has undergone legal proceedings in the past three years. If yes, Submit details	<input type="checkbox"/> Yes <input type="checkbox"/> No

Technical part

I/We hereby tender for the _____ and provision of services during the warranty period, as per the specifications given in this Tender document within the time specified and in accordance with the specifications and instructions

S#	Item Description	Qty.	Make	Model
1.	Iris Scanner	500*		
2.	Finger Print Scanner	500*		

*The quantity can be increased or decreased.

Yours Sincerely,

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (Affix the Official Seal of the Bidding Company)

Format 2

2. COMMERCIAL BID

(To be submitted by the bidder on its letter head)

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

I/We hereby tender for the _____ and provision of services during the warranty period, as per the specifications given in this Tender document within the time specified and in accordance with the specifications and instructions. Mentioned below are the rates quoted in the prescribed format are FOR destination inclusive of all taxes:-

Particulars		Unit Price of Iris Scanner with 3 year warranty	Unit Price of Finger Print Scanner with 3 year warranty
(a) Price per item in INR (Exclusive of all taxes)*			
(b)Applicable Taxes/ Duties/ Cess etc. at current rates (Please provide breakup for each tax / duty / cess etc.).	Tax/Duty/Cess 1		
	Tax/Duty/Cess 2		
 Etc		
Price per item in INR (inclusive of all taxes at current rates) in figures			
Price per item in INR (inclusive of all taxes at current rates) in words			
CAMC rates for 4 th year			
CAMC rates for 4 th year			

Note:-CAMC Rates will not be considered for L1 declaration and will be negotiated separately.

The bid found in any other currency shall be summarily rejected.

No upward revision shall be allowed in the case of any fluctuation in the foreign currency

1. Period of Delivery: We do hereby undertake that in the event of acceptance of our bid, the supply of Biometric Devices for UID Enrollment will be completed within forty two days from the date of issues of purchase order unless otherwise specified in the purchase order.
2. Terms of Delivery: The landed prices quoted are inclusive of current Excise Duty, Freight, Insurance, Sales Tax, etc.
3. We agree to abide by our offer for a period of 180 days from the date fixed for opening of the "Pre-Qualification cum Technical bids" and that we shall remain bound by a communication of acceptance within that time.
4. We hereby certify that we have read and understood the terms and conditions applicable to the bidder and we do hereby undertake to supply as per these terms and conditions.
5. **Validity of commercial bid: should be 120 days from the date of opening of commercial offers**
6. A company and the person signing the bid/offer is the constituted attorney.

NOTE: Delete whatever is not applicable. All corrections/deletions should invariably be duly attested by the person authorized to sign the bid/offer document.

We do hereby undertake that until a formal Contract is prepared and executed, this bid, together with your written acceptance thereof and placement of letter of intent awarding the Contract shall constitute a binding Contract between us.

Yours Sincerely,

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ *(Affix the Official Seal of the Bidding Company)*

Annexure 1

Bidding Document Acknowledgement Form

(To be enclosed with technical bid)

To,

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

I/We hereby acknowledge we have downloaded a complete set of Bidding Document enclosed to the "Invitation for Bid" pertaining to tender Notification dated _____ along with corrigendum, if any, for the selection of vendor for the supply of Biometric Devices _____

I/We have noted that the closing date for receipt of this tender document by Hartron is _____ at 2:30 PM.

I/We guarantee that the contents of the above said Bidding Documents will be kept confidential within our organization and text of the said documents shall remain the property of Hartron and that the said documents are to be used only for the purpose intended by Hartron. **Duly signed and stamped copy of tender document is also enclosed.**

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ *(Affix the Official Seal of the Bidding Company)*

Annexure 2**Self-Declaration on not being blacklisted**

(To be enclosed with Technical bid)

Date: _____

Self-Declaration on not being blacklisted

(To be enclosed with Technical bid)

Date: _____

AFFIDAVIT**Subject: e-Tender/Hartron /Proc/ 2016-17/49-R**

From

To

**The Managing Director,
Haryana State Electronics Development Corporation
HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana**

I, _____ son of Sh. _____
resident of _____ do hereby solemnly
affirm and declare as under:-

That we M/s _____ hereby confirm
that we M/s _____ has not been
blacklisted by any State Government/ Central Government/ Public Sector Undertakings during
the last three years and further confirm that our EMD/SD/Performance bank guarantee has not
been forfeited by any State Government / Central Government / Public Sector Undertakings
during the last three years due to our non-performance, non-compliance with the tender
conditions etc.

That we M/s _____ hereby declare
that all the particulars furnished by us in this Tender are true to the best of my/our knowledge
and I/We understand and accept that if at any stage, the information furnished is found to be
incorrect or false, I/We am/ are liable for disqualification from this tender and also are liable
for any penal action that may arise due to the above.

That we M/s _____ certify that
no refurbished components are used in the manufacturing and supply of Quoted Items and its
related accessories / tendered items.

That in case of violation of any of the conditions above, We M/s _____
understand that We M/s _____ are liable to be blacklisted by Hartron for a
period of three years from participating any tender published by Haryana Government.

DEPONENT

Verification:

Verified that the contents of the above affidavit of mine are true and correct to the best of my knowledge
and nothing has been concealed therein.

DEPONENT

Annexure 3

Statutory Undertaking
(To be enclosed with Technical bid)

Date: _____

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

I/We (Name of the Bidder) having registered office at (Address of the registered office) and local office at (Address of the local office), hereby declare and confirm that-

- 1) The contents of the Tender have been carefully gone through and we undertake to fully comply with the terms and conditions specified in the tender document including addendum, if any thereof.
- 2) I/We are not engaged into litigation as of date with any Government Department/ PSU/ Autonomous body on account of similar services for indulging in corrupt or fraudulent practices. We also confirm that we are not determined non-performing by any of the entities specified above.
- 3) Neither the Bidder nor any of its Directors are the subject of criminal or civil proceedings that could be expected to adversely affect its business or its ability to Bid in the present tender.
- 4) We understand that the technical Bid, if found incomplete in any respect and/or if found with conditional compliance or not accompanied with the requisite Bid Security/ Earnest Money Deposit, shall be summarily rejected.
- 5) We understand that if at any time, any averments made or information furnished as part of this Bid is found incorrect, then its Bid and the contract if awarded on the basis of such Bid shall be cancelled.
- 6) We offer to execute the work in accordance with the Terms of Reference and Conditions of Contract of this Tender.
- 7) The information provided in the technical proposal (including the attachments) is true, accurate and complete to the best of my knowledge & belief.

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (Affix the Official Seal of the Bidding Company)

Annexure 4

Technical Compliance
(To be enclosed with Technical bid)

Dated: _____

Managing Director**Haryana State Electronics Development Corporation Limited (HARTRON)****HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana****Subject: e-Tender/Hartron /Proc/ 2016-17/49-R**

I/We M/S----- having registered office at (Address of the registered office) and local office at (Address of the local office), hereby declare and confirm that the specifications of the items offered match/exceed the ones quantified as minimum requirements in the Tender document.

I/ We, M/S----- further undertake that following equipments to be supplied by us hereunder shall be brand new, free from all encumbrances, defects and faults in material, workmanship and manufacture shall be of the highest grade and quality and consistent with the established and generally accepted standards for materials of the type ordered shall be in full conformity with the specifications, drawings or samples, if any, and shall operate properly

A. Iris Scanner:-

S#	Parameter	Minimum Technical Specification	Compliance (Yes/NO)
1.	Make & Model		
2.	Device Model	Hand-held (Operator operates and holds the camera and the subject is stationary)	
3.	Iris Diameter (In pixel)	> 210	
4.	Spatial Resolution Pixel Resolution	> 60% @ 4.0 Lp/mm > 16 Pixels/mm	
5.	# of simultaneous captured eyes	2 (Considered simultaneous if second eye is captured within 2 seconds of first eye done without moving the device.)	
6.	Viewfinder	Internal	
7.	Capture distance	> 50 mm	
8.	Capture volume (width/height/depth)	> 20x15x12mm	
9.	Exposure time	< 33 ms	
10.	Imaging wavelength	700-900 nm	
11.	Spectral Spread	Power in any 100nm band > 35% of total power	
12.	Scan type	Progressive	
13.	Image margins	Left & right: 0.50x iris diameter, Top & bottom: 0.25x iris diameter	
14.	Pixel depth	> 8 bits/pixel	
15.	Image evaluation frame rate	> 5 frames/sec, continuous image capture	
16.	Capture mode	Auto capture with built-in quality check (incorporates NIST quality considerations)	
17.	Sensor signal to noise ratio	> 36 DB	
18.	Connectivity	USB 2.0, USB-IF certified (Total of 1 USB port available for connectivity and power)	
19.	OS Supported	Microsoft Windows 7 Professional 32 bit	
20.	Power	Through USB (common interface through single port)	

S#	Parameter	Minimum Technical Specification	Compliance (Yes/NO)
21.	Weight	< 1 kg	
22.	Dimension	< 220x200x100mm	
23.	Operating temperature	0-49C	
24.	Humidity	10 - 90% non-condensing	
25.	Durability/Shock	IP54	
26.	Safety Standard	Exempt Group per IEC 62471:2006-07	
27.	Standards	FCC Class A, RoHS	
28.	Certification	UIDAI-STQC Biometric Device Certification	
29.	Software API	Compliant with UIDAI Device Capture API specification V1.0 RC 3	

B. Finger prints Scanner:

S#	Item	Proposed Configuration	Compliance (Yes/No)
1.	Make & Model		
2.	Capture mode	Plain live scan capture	
3.	Scanner Model	Slap Capture/ Flat bed	
4.	Image Acquisition Requirements	Setting level 31 or higher (Section 9.1 of Biometric Design Standards for UID Applications V1.0)	
5.	Image evaluation frame rate	> 3 frames/sec, continuous image capture	
6.	Capture mode	Auto capture with built-in quality check (incorporates NIST quality considerations)	
7.	Capture area	> 76mm x 80mm	
8.	Connectivity	USB 2, USB-IF certified (Total of 1 USB port available for connectivity and power)	
9.	Power	Through USB (common interface through single port)	
10.	Dimension (W X H X D)	< 160mm x 160mm x 160mm	
11.	Weight	Maximum 2.5 Kg.	
12.	Operating temperature	0 - 50 C	
13.	Humidity	10 - 90% non-condensing	
14.	Durability/Shock	IP 54	
15.	OS Supported	Microsoft Windows 7 Professional 32 bit	
16.	Standards	UL certified (if applicable). Meets ISO 19794-4:2005 Section 7 and Annex A certification requirements (IAFIS Appendix F certified).	
17.	Certification	UIDAI-STQC Biometric Device Certification	
18.	Software API	Compliant with UIDAI Device Capture API specification V1.0 RC 3	

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (Affix the Official Seal of the Bidding Company)

Annexure 5**Certificate of Dealership/Authorization Letter/Warranty**

(To be provided by the OEMs of devices as mentioned in this tender document on their Letterhead) to be enclosed with Technical bid

Dated: _____

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

Sir,

This is to certify that I/We am/are the Original Equipment Manufacturer in respect of the products listed below. I/We confirm that

- <Name of Bidder> have due authorization from us to provide product(s) listed below and related services of warranty, licensing and maintenance
- We endorse the warranty, contracting and licensing terms provided by <Bidder> as per the requirement of this tender.
- We further undertake that we as an OEM of the below mentioned equipment will discharge all responsibilities under comprehensive warranty for the period indicated in the contract/purchase order, in case the Bidder fails to do the same for any reason.
- We also certify that the below mentioned product being supplied by the <Bidder> meets the minimum specifications given in the Tender document.

The authorization will remain valid till <Date of renewal of dealership>

Sr. No.	Product Name
1	<Fill Model number and Product name>
2	...

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (Affix the Official Seal of the Bidding Company)

Annexure 6**Undertaking for honoring warranty**

(To be enclosed with Technical bid and to be submitted by the bidder on its letter head)

Dated:-

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

HARTRON Bhawan, Bays No. 73-76, Sector-2, Panchkula, Haryana

Sub: Undertaking for honoring warranty for the period indicated in the contract

This bears reference to our quotation Ref. _____ Dated _____

We warrant that,

- 1) All Products supplied by us shall be brand new (purchased within 2 months of the date of supply), free from all defects and faults in material, workmanship and manufacture. They shall be of the highest grade and quality and shall be consistent with the established industry standards.
- 2) We shall provide the documentary proof for warranty and proof of purchase at the time of deployment of infrastructure
- 3) None of the components and sub-components are declared "End-of-sale" by the respective OEM in next Two (2) years as on date of submission of Bid.
- 4) If the infrastructure supplied by us is not-supported by the OEM during the period of contract for any reason, we will replace the product with a suitable higher alternate for which support is provided by the OEM at no additional cost to Hartron/Indenting department and without impacting the performance or timelines of this engagement
- 5) We would provide on-site maintenance of the installed system for a period of Two (2) years from the date of commissioning of the system within the price quoted by us in the Commercial Bid.

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ *(Affix the Official Seal of the Bidding Company)*

Annexure 7

Checklist to be enclosed with Technical bid

Dated:-

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

SCO 111-113 Sector 17 B, Chandigarh. 160017

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

We M/s _____ has enclosed documentary evidence for fulfilling the Eligibility in the Technical Bid and other requirement laid in the tender document.

S#	Clause	Documents Required	Document Attached Yes/No
1.	Processing fee for Tender Document should have been submitted.	The Payment for Tender Document Fee Rs. 5000/- (Rupees five Thousand Only) and eService Fee Rs. 1000/- (Rupees one thousand only (Non refundable) can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts. (Total fee of Rs. 6000/- to be deposited in one	
2.	EMD should have been submitted.	The Payment for EMD of ₹2,00,000/- (Rupees two lacs only) can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.	
3.	The Signatory signing the Bid on behalf of the Bidder should be duly authorized by the Board of Directors of the Bidding Company to sign the Bid on their behalf.	A Certificate from the Company Secretary of the Bidder certifying that the Bid signatory is authorized by the Board of Directors of the Company to do so, with acceptance of board resolution, resolution number and date.	
4.	The bidder should be an OEM. However, in case, OEM is not participating in the tenders directly then the OEM can authorize any Indian firm/distributor/dealer etc. Bidder can also be a startup as defined by Govt. of India.	Copy of Certificate of Incorporation of OEM or Certificate of dealership/authorization letter as per the Annexure-V.	

5.	The bidder must be registered in India under the Indian Companies Act, 1956/ Partnership Act 1932/sole proprietorship (with VAT & Service Tax registration) firm and should be in existence in India for at least the last 3 years, as on date of submission of bid.	Copy of Certificate of Incorporation self-certified by the Authorized Signatory of the company.	
6.	The OEM and Bidder should be in the business of supplying, installing, and maintaining of Biometric Devices in India for last 2 years as on date of submission of bid.	Copies of work orders and contracts specifying the same.	
7.	The Turn-over of the OEM company must be minimum ₹16.00 Crore in the last three financial years i.e. FY 13-14, FY 14-15 and FY 15-16.	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 13-14, FY-14-15 & FY 15-16).	
8.	The OEM should have executed orders of 200% of estimated tender value or supplied at least 200% of tender quantity in last 3 financial years. The orders should be executed on behalf of State/Central Govt./ PSU/ Registered Companies/ Registered Educational Institutions in India.	Copies of work orders and contracts along with completions report specifying the same.	
9.	The OEM should have positive net worth (measured as paid-up capital plus free reserves) for two years in last three audited financial years (FY 13-14, FY-14-15 & FY 15-16).	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 13-14, FY-14-15 & FY 15-16). Certificate duly signed by Statutory Auditor of the Bidder confirming the net-worth and profit after Tax for each of the specified years.	
10.	The Turn-over of the bidding company must be minimum ₹1.6 Crore in the last three financial years i.e. FY 13-14, FY 14-15 and FY 15-16.	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 13-14, FY-14-15 & FY 15-16).	

11.	The Bidder must have successfully executed one order of supplying, commissioning and maintaining Biometric Devices of minimum value of INR 64.00 lacs in last 3 years as on the date of submission of Bid. The orders should be executed on behalf of State/Central Govt./ PSU/ Registered Companies/ Registered Educational Institutions in India.	A certified letter from the concerned Client confirming the total amount, date of engagement and successful completion of order.	
12.	Should not have been black listed by any Government or quasi-Government entity in India (Centre / State / Local Bodies, UIDAI, NIC, STQC etc.) for breach of any applicable law or violation of regulatory prescriptions or breach of agreement as on date of submission of Bid.	An affidavit on stamp paper as per the Annexure-2 to be submitted by bidder.	
13.	In case Bidder is not an OEM then an authorized undertaking will be required from the OEM stating that OEM will discharge all responsibilities under warranty for the period indicated in the contract, in case the Bidder fails to do the same for any reason.	Authorized undertaking from the OEM as per the Annexure-VI.	
14.	ISO 9001:2008 Certificate issued in the name of OEM for Manufacturing Process and ISO 14001 Certificate issued in the name of OEM for handling of hazardous items in the manufacturing process. ISO 14001 will not be applicable for the OEM Software developer	Copies of valid ISO certificate required issued by the Govt. Certifying authority.	
15.	For Electronics & IT products, BIS certification is must. In addition to BIS, the certification related to Energy saving, Environmental standards, Hazardous Substances protection will also required.	Copies of valid certification required issued by the Govt. Certifying authority.	
16.	Bidder/OEM shall have office in Tricity/Haryana/NCR.	Existence proof is required	

17.	The Bidder should have all necessary licenses, permissions, consents, NOCs, approvals as required under law for carrying out its business. The Bidder should have currently valid Sales tax/Service Tax Registration Certificate and PAN No.	Copies of Sales Tax, Service Tax Certificate & PAN No.	
18.	The Biometric Devices proposed should meet the minimum specifications of indicated in the RFP.	A self-certified document indicating compliance to minimum specifications as per the Annexure-IV.	

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (Affix the Official Seal of the Bidding Company)

Annexure 8

(To be enclosed with Technical bid)

AFTER SALES SERVICE CERTIFICATE

Dated:-

Managing Director**Haryana State Electronics Development Corporation Limited (HARTRON)****HARTRON Bhawan, Bays no. 73-76, Sector-2, Panchkula****Subject: e-Tender/Hartron /Proc/ 2016-17/49-R**

Whereas, we M/s (Bidder Name) are established & reputable manufacturers/authorized dealer for sales & services of (Make of items) of [items name] having service offices at

Details are as under:

Sr.No.	Address of Service Centre	Phone No.	Number of Engineers

We do hereby confirm that:

Services including repair/replacement of defective parts will be done by us and fully backed by (name of the OEM). Replacement of defective Systems/parts will be done by equivalent or better systems/parts of the same make. We will attend all the complaints/service calls within 24 hours. Down time will not exceed beyond 48 hours. In case, down time exceeds 48 hours then we will extend the warranty period of that item(s) double of the down time.

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ *(Affix the Official Seal of the Bidding Company)*

Annexure 9**To be enclosed with the commercial bid
UNDERTAKING OF RATES**

Dated:-

Managing Director
Haryana State Electronics Development Corporation Limited (HARTRON)
HARTRON Bhawan, Bays no. 73-76, Sector-2, Panchkula

Subject: e-Tender/Hartron /Proc/ 2016-17/49-R

We M/s _____ do hereby confirm that:

The rates quoted against this offer are lowest possible and as on date we have not quoted less rates to any other customer than the rates quoted herein. In case, we quote less rates than this offer to any other customer within 1 month of the due date of this offer, then double of the difference in amount will be refunded to HARTRON. We also confirm that in case our Company/principal officially reduce the price before the delivery or within 15 days from the date of delivery, then the benefit for the same will be passed to HARTRON.

We M/s _____ further undertake that any price benefit on account of providing higher version of "Biometric Devices for UID Enrollment" than the required/specified in this offer shall not be claimed by us either from Hartron or from indenting Department.

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ *(Affix the Official Seal of the Bidding Company)*

Annexure 10**Format for Relaxations to Haryana based manufacturing Micro & Small Enterprises (MSEs)**

Format of Affidavit

(Seeking benefits/ concessions in Past performance/ Experience & Purchase Preference by Haryana based manufacturing Micro & Small Enterprises (MSEs) in the State Public Procurement)

(On non judicial paper of Rs. 10/-)

I _____ S/o _____ aged _____ residing _____ at _____
 _____ Proprietor/ Partner/ Director of _____
 M/s _____ do hereby solemnly affirm and declare that:-

1. My/our above noted enterprise M/s _____ (Name & Address) _____ has been issued Manufacturing Entrepreneurs Memorandum in Haryana by the District Industries Centre _____ under acknowledgement No. _____ of dated _____ (Self Certified Copy of the same is attached as **Annexure 'A'** with this affidavit) and has been issued for manufacture of the following items in **category Micro / Small Enterprise** (please tick the either) as under:-
 - i. _____
 - ii. _____
 - iii. _____
2. That the quoted item(s) in the tender _____ is one (or more) of the item for which my/our above noted enterprise has been issued Manufacturing Entrepreneurs Memorandum by the Industry Department Haryana as per details at para 1 above.
3. That my/our above mentioned manufacturing Micro/ Small Enterprises fulfils either or both of the below mentioned eligibility criteria:
 - i. That my/our above mentioned enterprise has been issued quality certification of ISI Mark/ ISO/ Ag. Mark/ any other quality mark _____ (**please tick either of the option**) by _____ (name of GOI/ State Govt. Agency/ institution authorized by GOI/ State Govt.) on _____ and the same is valid from _____ to _____ in respect of item/ good (give name of item/good) _____ mentioned in the tender (Self Certified Copy of the relevant certificate is attached as **Annexure 'A'** with this affidavit)
 - OR/AND**
 - ii. That my/our above mentioned enterprises has been registered with DGS&D, GOI/ NSIC/ Govt. of India Departments/ State Govt. Department/ Govt. of India Public Sector Undertakings (PSUs) or State Government Public Sector Undertakings (PSUs) (**Please tick one of the option as above**) in respect of Name of item/ goods/ work/ services _____ (**Name**) as mentioned in the tender for the corresponding period of time of this tender. A self certified Copy of the same attached as **Annexure 'B'** with this affidavit
4. That in case the Purchase Order of the quoted item is issued to me/us, it will not be outsourced or subcontracted to any other firm and the entire manufacturing of the order item shall be done in-house by our Enterprise based in Haryana (address mentioned as at Sr.No.1). Further, the billing will be done from Haryana.

Dated:

DEPONENT

VERIFICATION:

Verified that the contents of para no. 1 to 4 of the above are true and correct to my knowledge as per the official record and nothing has been concealed there in.

Dated:

DEPONENT

Annexure 11**Format for Relaxations to Haryana based manufacturing Medium Enterprise**

Format of Affidavit

(For seeking the benefits/ concessions by Haryana based manufacturing Medium Enterprises in Past Performance/ Experience & Purchase Preference in the State Public Procurement)

(On non judicial paper of Rs. 10/-)

I _____ S/o _____ aged _____ residing at _____
 _____ Proprietor/ Partner/ Director of
 M/s _____ do hereby solemnly affirm and declare that:-

1. My/our above noted enterprise M/s _____ (Name and Complete address) _____ has been issued Manufacturing Entrepreneurs Memorandum in Haryana by the District Industries Centre _____ under acknowledgement No. _____ of dated _____ (Self Certified Copy of the same be attached as **Annexure 'A'** with this affidavit) and has been issued for manufacture of the following items in **category Medium Enterprise** as under:-

- i. _____
- ii. _____
- iii. _____
- iv. _____

2. That my/our above mentioned manufacturing Medium Enterprises meet all the remaining terms & conditions of the tender except Past Performance/ Past Experience.
3. That my first purchase order under this benefit/ concession was issued by State Government Department/ State Government Agency (name of Deptt./Agency) _____ vide P.O. No. _____ of dated _____ for the supply of _____ (name of the item/ good/ work/ services) was successfully complied by above mentioned Enterprises. A self certified Copy of the same is attached as **Annexure 'B'** with this affidavit.
4. That in case the Purchase Order of the quoted item is issued to me/us, it will not be outsourced or subcontracted to any other firm and the entire manufacturing of the order item shall be done in-house by our Enterprise based in Haryana, (address mentioned as at Sr.No.1).
5. That we agree to the condition that this benefit/ concession to the Medium enterprises is valid for one year from the date of getting the first supply order under State Public Procurement.
6. That the billing will be done from Haryana.

Dated:**DEPONENT****VERIFICATION:**

Verified that the contents of para no. 1 to 6 of the above are true and correct to my knowledge as per the official record and nothing has been concealed there in.

Dated:**DEPONENT**

Appendix 1

Request for clarification

Bidders requiring specific points of clarification may communicate with the Hartron through email during the specified period using the following format.

Date: _____

To

Managing Director

Haryana State Electronics Development Corporation Limited (HARTRON)

SCO 111-113 Sector 17 B, Chandigarh. 160017

BIDDER'S REQUEST FOR CLARIFICATION			
<<Name of Bidder submitting query / request for clarification>>			
<<Full formal address of the Bidder>>			Tel:
			Fax:
			Email:
S. No	RFP Reference (Section No. / Page No.)	Content of RFP requiring clarification	Points of clarification required
1			
2			
3			
4			
5			
6			

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (Affix the Official Seal of the Company)