

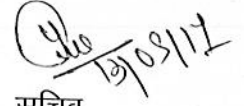
बिहार कर्मचारी चयन आयोग, पटना
पो0-वेटनरी कॉलेज, पटना-14

निविदा सूचना

ज्ञाप संख्या-2634/HT/आ0

दिनांक-13-9-17

बिहार कर्मचारी चयन आयोग, पटना द्वारा आयोजित की जाने वाली परीक्षाओं के परीक्षा केन्द्रों में अभ्यर्थियों के फोटोग्राफ, अंगूठे का निशान एवं बारकोड capture करने एवं परीक्षोपरान्त आवश्यकतानुसार यथा काउन्सेलिंग के समय परीक्षा केन्द्रों पर अभ्यर्थियों के लिए गये फोटोग्राफ एवं अंगूठे के निशान का मिलान करने हेतु बायोमेट्रिक मशीन को स्थापित करने के लिए संबंधित संस्थाओं से निविदाएँ आमंत्रित की जाती है। निविदा बंद लिफाफे में निबंधित डाक/स्पीड पोस्ट डाक से दिनांक-12.10.2017 को अपराह्न 2.00 बजे तक स्वीकार की जाएगी। निविदा की विस्तृत जानकारी आयोग के वेबसाईट <http://bssc.bih.nic.in> पर उपलब्ध है।



सचिव

बिहार कर्मचारी चयन आयोग, पटना।

BIHAR STAFF SELECTION COMMISSION
VETERINARY COLLEGE CAMPUS
P.O. B.V. COLLEGE, PATNA, BIHAR
Website: <http://bssc.bih.nic.in>
e-mail: secybssc@gmail.com

TENDER NO. –BSSC-2017/03/BIOMETRIC Date :- 11-09-2017

DETAIL NOTICE INVITING TENDER

1. About BSSC

Bihar Staff Selection Commission herein after referred to as Commission or BSSC has been constituted under the Bihar Staff Selection Commission Act, 2002. The Commission after receiving requisitions from appointing authorities conducts examinations every year for appointment to various non-gazetted posts in different departments of the Govt. of Bihar.

Sealed Tenders (Two Bids Packet) in two parts, i.e., Part I - Technical Bid and Part II - Financial Bid are invited by the Secretary, Bihar Staff Selection Commission Patna from eligible Agencies with adequate experience and credentials in the concerned fields of work for all the items mentioned below for entering into a contract to meet the Bihar Staff Selection Commission's requirements for a period of one year, extendable for another one year on satisfactory performance, from the date of award of work:-

Item	Scope of Works
A.	Installation of Biometric Machines on turn key basis for capturing thumb impressions, Barcodes and Photographs of candidates present at various examination centres & Installation of Biometric Machines on turn key basis for verification of thumb impressions captured at centres and capturing of thumb impressions, if required, during counselling of candidates present at places to be decided by the BSSC.

Interested Agencies possessing adequate knowledge and experience in the concerned field of work may obtain Tender Documents from the Office of the Bihar Staff Selection Commission, Patna on all working days till 09.10.2017 (upto 12:00 noon) on payment of ₹5,000/- (Rupees Five Thousand) only by way of Demand Draft drawn in favour of the “**Secretary, Bihar Staff Selection Commission**” payable at “**Patna**”. Alternatively, agencies may download documents from the Commission's website <http://bssc.bih.nic.in> and pay Tender fees ₹5,000/- (Rupees Five Thousand) only in Demand Draft as applicable. The Bidders who submit their Tenders on documents downloaded from BSSC website <http://bssc.bih.nic.in> will have to submit a Demand Draft of ₹5,000/- (Rupees Five Thousand) in favour of the “**Secretary, Bihar Staff Selection Commission**” payable at “**Patna**” towards the cost of Tender documents, failing which the Tender will be summarily rejected.

Bidders shall submit their bids in prescribed manner as mentioned in this Notice Inviting Tender for all of the above noted items on all working days till 2:00 p.m. on 12-10-2017 or before the closing date, to the office of the BSSC at the following address through Registered/Speed Post only. Submission by hand or courier or any other means is not acceptable.

To,

**The Secretary
Bihar Staff Selection Commission
Veterinary College Campus
P.O. B. V. College, Patna
BIHAR, PIN-800014
Ph: 0612-2227727**

1.1 IMPORTANT SCHEDULE:

A.	Start of Sale of NIT	18.09.2017
B.	Schedule of Pre bid meeting	12.30 p.m. on 22.09.2017
C.	Closing Date & Time of Submission of both Technical Bid & Financial Bid	2.00 p.m. on 12/10/2017
D.	Due Date & Time for opening of Technical Bid	4.00 p.m. on 12.10.2017
E.	Due Date & Time for opening of Financial Bid (only for those Bidders who qualify the scrutiny of the Technical Bids).	To be notified Later.

2. DETAIL SCOPE OF WORK:

2.1 Secretary, Bihar Staff Selection Commission invites Technical and Financial Bids from the authorised Service Provider(s) for installation of Biometric Machines on turn key basis for capturing thumb impression through integrated STQC thumb scanner, capturing Barcodes and Photographs of Candidates at Examination Centres to be allocated by the Chairman, BSSC for various Examinations on the day of examination and verifying the identity of such qualified candidates during counselling conducted by the BSSC, Patna as per the following requirement:

- i. Installation of Biometric Machines at each and every Examination centre at the time of examination conducted by the Bihar Staff Selection Commission, Patna in various districts of Bihar.
- ii. Capturing of thumb/finger impressions, barcodes and photographs using the Biometric Machines shall be done after the beginning of the examination and should be completed as soon

as possible without causing disturbance to the candidates and before conclusion of examination during the Examination at each and every examination centre across the districts of Bihar.

- iii. Capturing of thumb/finger impressions, barcodes & photographs by the Biometric Machines shall not be stopped on any ground and data capturing / identification work must be completed during the stipulated time period of the examination.
- iv. After the completion of capturing thumb/finger impression, barcodes and photographs of candidates at each and every examination centres across various districts of Bihar, the bidder will hand-over the entire captured data in a hard drive in a sealed cover superscribing Exam Name on the same day along with report and forwarding letter duly signed by the bidder to the Secretary BSSC, Patna. **No copy of the data is to be retained by the bidder in any form.**
- v. The bidder shall not be allowed to take away any data either in hard copy or soft copy and the work is to be carried out at the designated examination centres.
- vi. The bidder must verify the identity of the candidates from the captured data taken during the examination at the time of counselling for each and every candidate present in the counselling.
- vii. The bidder will have to ensure that the Biometric Machines remain functional and have captured thumb/finger impressions, barcodes & photographs of each and every candidate who has appeared in the examination at each centre.
- viii. If the examination is conducted in two or more shifts in a day at a centre, the biometric should be done separately in all shifts during the duration of examination.
- ix. The bidder has to submit work completion certificate along with the centre details as provided by the Secretary, Bihar Staff Selection Commission back to the office of the BSSC, Patna.

2.2 Technical requirement of Biometric Authenticating Agency:

- (i) The agency should be capable of deploying adequate number of biometric machines capable to capture thumb impression, barcodes and photographs and sufficient trained manpower. Proof of purchase with Model No. must be enclosed.
- (ii) The Agency will have to deploy at least one machine for every 100 candidates.
- (iii) The Agency will have to capture thumb / finger impressions, barcodes & photographs during the conduct of examination at each and every examination room of examination centres across various districts of Bihar.
- (iv) The Agency will have to do verification of candidate's captured data at the time of counselling with the data captured at Examination Centres in the manner provided by the Bihar Staff Selection Commission, Patna, Bihar.

2.3 Technical features of Biometric Authenticating Agency:

- (i) The machine should have capability of capturing and authenticating finger print in both offline and online modes.
- (ii) The machine should have an integrated camera to take the photographs of the candidates. The quality of integrated camera should be of high resolution and should not be less than 5 Mega Pixel.
- (iii) The machine should have battery backup of at least 10 hours of continuous working.
- (iv) It should not be a laptop based solution.

3. INSTRUCTIONS TO BIDDERS, PRE-QUALIFICATION CRITERIA (PQ), SCOPE OF SUPPLY WITH SPECIFICATION, EVALUATION CRITERIA AND TERMS & CONDITIONS OF PRICE AGREEMENT

3.1 Sale of Tender documents:

Tender Documents may be obtained from the Office of the BSSC, Patna on all working days till 12:00 noon on the closing date of submission of Technical and Financial bids on payment of ₹5,000/- (Rupees Five Thousand) only by way of Demand Draft drawn in favour of the “**Secretary, Bihar Staff Selection Commission**” payable at "Patna". Alternatively, they may download from Commission's website <http://bssc.bih.nic.in> and pay Tender fees ₹5,000/- (Rupees Five Thousand) only in Demand Draft as applicable.

The Bidders who submit their Tender on documents downloaded from Commission's website <http://bssc.bih.nic.in> will have to submit a Demand Draft of ₹5,000/- (Rupees Five Thousand) in favour of the “**Secretary, Bihar Staff Selection Commission**” payable at “**Patna**” towards the cost of Tender documents along with the Technical Bid, failing which the Tender will be summarily rejected.

3.2 Submission of Tenders:

The Bidders shall submit the sealed bid containing two separate sealed envelopes as prescribed above mentioned address so that the same is received latest by 2:00 p.m. on 09.10.2017 or before the closing date for this purpose. The Secretary, BSSC will not be responsible for any delay in receipt of bids. Any bid received after the closing date and time shall not be entertained. In case, closing date of submission of bid happens to be a holiday due to some unforeseen circumstances, the bids will be received on the next working day at the same time. Only one tender should be sent in each envelope. Technical Bid and Financial Bid should be kept separately in sealed envelope inside the main sealed envelope of the Tender.

4. Part-I: Technical Bid: Pre-Qualification Eligibility Criteria and Mandatory Requirements:

4.1 The first sealed envelope should contain “Technical Bid” of the Tender along with Earnest Money Deposit by way of Demand Draft only. The envelope should be super scribed as :

“Technical Bid for Installation of Biometric Machines”.

4.2 The Bidder should satisfy the following criteria:

- (i) Form of organisation, whether partnership or proprietary or Limited company must be clearly mentioned in the tender. In case of partnership firm, the names & addresses of the partners and in case of Limited Company, the names and addresses of the Directors and Registration Number may be expressly stated.
- (ii) The Bidder's average turnover of the last 3 Financial Years should be as per the table of annexure- II in each year (*Supported by Financial statements, Balance Sheet duly certified by the Chartered Accountant*), etc., i.e., (2014-15, 2015-16 and 2016-17). The bids with annual turnover less than prescribed limit will not be considered for evaluation process and would be rejected without assigning any reason.
- (iii) Copies of Income Tax returns along with audited accounts of last three assessment years i.e. 2014-15, 2015-16 & 2016-17 and Copies of Current Return of Service Taxes/ Registration Certificate of VAT and Payment of Tax must be enclosed. Copies of Registration certificate GST / PAN Card must also be enclosed. Tax at source will be deducted at the rate applicable at the time of payment. The bidders failing to submit above documents will not be considered for evaluation process and would be rejected without assigning any reason.
- (iv) A list of similar work undertaken in the past 3 (Three) years for Installation of Biometric Machines to capture thumb / finger impressions, barcodes and photographs of the candidates during various examinations executed by the Bidder (Agency) such as UPSC, Public Service Commissions, Universities, CBSE, State Educational Boards, Government Departments, IITs, IIMs, Institute of Banking Personnel Selection, Railway Recruitment Boards and Central/State Public Sector Undertakings etc, Copies of Work Completion Certificate from at least 1(one) client/ clients must be enclosed during past 3 years, i.e., 2014-15, 2015-16 & 2016-17.
- (v) The Agency must have been registered under the Indian Companies Act, 2013/ the Partnership Act. 1932 and must possess valid Trade License & Registration Certificate of Professional Tax. Documentary evidence regarding this must be enclosed.
- (vi) The bidder should not have been debarred/ blacklisted by any Organization/ Board/ Council/ University/ Commission and any other Government/ Government undertaking organization in the last five years. Affidavit to this effect on stamp paper of ₹100/- must be enclosed.
- (vii) The Bidding Company must have adequate project resources of biometric devices. Proof of purchase with Model No. must be enclosed.
- (viii) Permission, if any, required, for the installation of the equipments at different places from the local authority/competent authority may be arranged by the awardee itself.

The Bidders shall submit the Technical Bid in the format provided at Annexure-I.

(ix) The Bidding Company must be having adequate number of employees on its Pay Roll and must be registered with ESIC and EPFO as per Government regulations. Proof of Registration must be enclosed. Contractual labour deployment will not be permitted as job involves confidentiality and integrity.

5. **Part-II: Financial Bid:**

The second sealed envelope should contain:

The “Financial Bid” and a photocopy of the Demand Draft as Earnest Money must be deposited with the Technical Bid. The envelope should be super scribed as "**Financial Bid for Installation of Biometric Machines**". Refer to format at Annexure- II.

6. **Opening of Tender:**

Tenders will be opened in two stages. The “Technical Bid” shall be opened on the due date and time in the presence of Bidders and their representative/s, who desire to attend the Tender opening. The “Financial Bid” shall be opened on a date and time to be later decided after the corresponding Technical Bid of the Tenders are scrutinized and possible clarifications obtained from such Bidders as may be required, so as to bring the Tenders at par technically.

7. **Earnest Money Deposit (EMD):**

Earnest Money as per the table of Annexure- II for Installation of Biometric Machines on turn key basis for capturing thumb impressions, Bar Codes and Photographs of candidates during various examinations and Identity verification during counselling conducted by the BSSC, Patna shall be deposited in the form of a “Demand Draft” only drawn in favour of the “**Secretary, Bihar Staff Selection Commission**” payable at “**Patna**” with the Technical Bid. Any request to adjust Earnest Money Deposit out of the Bidders running bills or pending payments with BSSC will not be considered and the Tender will be treated as without Earnest Money Deposit and shall be rejected. Any Tender without Earnest Money Deposit in a manner other than what is mentioned above is liable to be rejected at the discretion of the Chairman, BSSC. However, Companies having SSI (Small Scale Industry) / NSIC registration in Bihar on similar/ relevant services shall be allowed EMD exemption upon enclosure of relevant Documents as per MSME Act.

The EMD shall be kept valid for a period of 120 days beyond Financial Bid validity period. If a bidder, for any reason whatsoever, withdraws or amends the Bid in any respect within the validity period or fails to enter into a contract for award of work, the entire amount of EMD will be forfeited.

8. **Refund of Earnest Money Deposit:**

Earnest Money Deposit will not carry any interest. Earnest Money so deposited by unsuccessful Bidders will be refunded as soon as possible. Earnest Money Deposit of successful Bidder will be refunded after the successful Bidder furnishes the Security Deposit cum Performance Guarantee.

9. Validity of Bids:

The Bidder shall keep the “Financial Bid” valid for acceptance for a minimum period of 120 days after the last date for receipt of the Bids.

10. Security Deposit- cum- Performance Guarantee:

Security Deposit for proper and timely fulfilment of the contract has to be furnished by the successful Bidder within 07 working days from the date of Agreement- cum- receipt of work order and also required to furnish a guarantee on a stamp paper of ` ₹100/- duly attested by an Executive Magistrate/ Notary Public to the effect that he shall maintain Secrecy and Confidentiality of the documents.

No exemption will be made in this regard.

The Security Deposit cum Performance Guarantee @ 10% of the value of Price Agreement by furnishing a Demand Draft or Fixed Deposit Receipt issued by a Nationalized Bank approved by RBI drawn in favour of the “**Secretary, Bihar Staff Selection Commission,**”, payable at “**Patna**”. The Security Deposit can also be made in the shape of Guarantee Bond executed by a Nationalized Bank as per Annexure-IV.

Security Deposit will be retained by the Secretary, BSSC till satisfactory completion of the work. It should be clearly understood that in the event of the contract not being executed and completed as per the quality and time schedule laid down, the same is liable to be forfeited. This will be in addition to the penalty, if any, which may be imposed as specified in the delivery schedule.

11. Scope of Supply, Delivery Schedule and Terms & Conditions:

11.1. Scope of Supply with specification:

Item	Description & Specification
A.	Installation of Biometric Machines on turn key basis for capturing thumbs impressions, Bar Codes and Photographs of candidates present at various examination centres & Installation of Biometric Machines on turn key basis for verification of thumb impressions captured at centres and capturing of thumb impressions, if required during counselling of candidates present at places to be decided by the BSSC.

**Note : (i) The quantities may vary from examination to examination.
(ii) Specification as mentioned in Scope of Work.**

11.2 Evaluation of Bids:

The Bidders shall quote rates which will be exclusive of all taxes of each item as mentioned separately in Price Schedule as per Annexure –II. The Price Schedule shall be kept in second sealed envelope, super scribed with words “**Financial Bid**”.

The Bidder shall quote rate for Installation of Biometric Machines on turn key basis for capturing thumb impressions, Bar Codes and Photographs of the candidates during various examinations and Identity Verification during Counselling conducted by the BSSC, Patna on various dates for the whole day (examination may be held in one Shift or more than one Shift per day) per candidate as mentioned in Annexure-II.

Bids will be evaluated by an Evaluation Committee to be decided by the Chairman, BSSC. The Evaluation Committee will determine the substantial responsiveness of each bid with respect to the bidding documents conforming to all the stipulated terms and conditions. If a bid is not substantially responsive, it will be rejected by the Evaluation Committee and may not subsequently be made responsive by the bidder by correction of non-conformity. The Evaluation Committee may waive any minor non- conformity or omission in the bid that does not constitute a material deviation.

The Evaluation Committee shall examine the Technical offer to confirm whether all documents and technical documentation have been submitted properly signed. The Technical documents namely Income Tax Return for the last 03 years and G.S.T. Registration are mandatory for enclosure. If these documents are not submitted/enclosed, the bid shall be rejected. Likewise, the Evaluation Committee shall examine whether all the documents requested have been provided with signature to determine the completeness of each document submitted.

11.3 Method of Selection:

First of all technical bids will be opened and evaluated. Only after the clearance of the minimum technical bench mark of the technical bids, the financial bids will be opened and after evaluation and scrutiny, responsive L1 bidder will be selected for each Sub-Group.

11.4 Delivery Schedule:

The bidder, whose bid is accepted, shall arrange to start the services after receipt of Letter of Acceptance / Work Order in a time bound manner to be indicated by the Secretary, BSSC for each counselling / job/ project/ examination. It may be kept in mind that time is the essence of this contract. Bidders may note that award of work will be on a project to project basis – one project being one examination. There may be overlapping of projects in which case the Bidder will have to ensure that there is neither shortage of Biometric machines and related accessories nor delay in respect of multiple examinations.

12. Penalty:

Penalties will be imposed by the Chairman, BSSC and an appropriate legal action including black listing will be initiated against the bidder in the event of the following failures by the latter to complete the work within time frame fixed by the Secretary, BSSC.

- i. If Biometric machine fails to function due to technical failure/ power failure etc. during the conduct of the examination at the Examination Centre.
- ii. If Biometric machines are not provided at all at an examination centre by the agency.
- iii. If any case, no data is captured of any candidate either knowingly or by mistake in examination halls at any examination centre during the period of conduct of examination.
- iv. If it is found that the bidder has connived and has not provided Biometric machines at all centres or has intentionally stopped the functions of the Biometric machines.
- v. If non-availability of the data of the candidate is found during the verification at the time of counselling.
- vi. If the bidder reneged on the agreement and failed to provide services, the BSSC will have the right to procure services from local agencies and the amount of difference if so incurred will be recovered from the agency through the PDR Act.

13. Payment Terms:

- a. No advance payment shall be made under any circumstances to the successful bidder.
- b. Rate quoted by the bidder shall be inclusive of all incidental cost of service provider including transportation, handling, installation.
- c. No extra costs shall be paid by Secretary, BSSC on any additional account to the successful bidder
- d. The payment shall be in Indian Rupees by ways of account payee cheque/draft and shall be paid only as per following terms of payment.
 - i) The payment of 50% of the total charges shall be based on the certification for proper working of Biometric machines by nominated official/ observer of BSSC at the examination centre and will be paid within 30 days of receipt of such certificate, along with Invoice, if complete in all respects.
 - ii) The rest 50% of the charges will be paid within 30 days of receipt of "no adverse report" from the end client with respect to non-occurrence of malpractices or incident of malfunctioning or non-functioning of Biometric machines.
- e. The successful bidder has to sign a detailed agreement within 7 days of receipt of 'Letter of Agreement' on non-judicial stamp paper which shall contain all clauses including those related to

- f. liquidated damages on account of delays, errors, cost and time over-run etc.
- g. Performance bank guarantee needs to be submitted by successful bidder before signing of agreement between The Secretary, BSSC and successful bidder.
- g. In case the bidder fails to execute the Agreement within 15 days from issue of 'Letter of Agreement', The Secretary BSSC shall have the liberty to rescind the award. The bidder will forfeit EMD.
- h. All payments shall be subject to deduction of applicable TDS.
- i. The rate quoted by the bidder should be firm.

14. Other Terms & Conditions:

- (i) Hypothetical and conditional Tenders will not be entertained and will be rejected summarily.
- (ii) The Chairman, BSSC reserves the right to accept or reject all or any of the Tenders without assigning any reason.
- (iii) There shall be no commitment of minimum quantity which can be ordered during currency of the contract. Supply orders shall be placed on the Agency against the Contract for such quantities as may be decided by the Secretary, BSSC, Patna.
- (iv) The contract shall be for a period of one year which may be extended for a further period of one year on the same terms & conditions at the option of The Chairman, BSSC on satisfactory performance.
- (v) The Chairman, BSSC reserves the right to terminate the contract at any time if s/he is satisfied that the Agency has failed to fulfil its obligations as per the terms & conditions contained in the Agreement. The decision of the Chairman, BSSC in this regard would be final and binding.
- (vi) The Commission will neither provide lodging, food and travels nor bear separate expenses on transportation of equipments. Agency will have to bear itself all such expenses.
- (vii) All unresolved disputes concerning in any way with this tender are subject to Patna High Court's Jurisdiction only.

15. INFORMATION IN A NUTSHELL

- ✓ Item No. of Tender : A & B
- ✓ Cost of Tender Document : ₹5000/- (Rupees Five Thousands) only,
To be submitted with the Technical Bid.
- ✓ Earnest Money Deposit : As per the table of annexure-II
To be submitted with the Technical Bid
- ✓ Security Deposit cum Performance Guarantee : 10 % of the value of the work awarded
- ✓ Undertaking by the Bidder : Refer Annexure – III of this Notice.
- Proforma for Security Deposit cum Performance Guarantee : Refer Annexure – IV of this Notice.

16. Arbitration:

In the event of any dispute or differences, the matter will be referred to the BSSC

Annexure – I

PROFORMA FOR TECHNICAL BID

(To be put inside the cover for Technical Bid)

1. Name and Address of the Firm:
2. Details of Earnest Money Deposit (EMD) enclosed:
(DD No., Date, Bank, Amount etc.)
3. Enclose relevant documentary proof in support of the documents required:
4. Details of similar jobs undertaken:
5. Income Tax Returns for the last 3 (three) years:
6. Sales Tax/VAT/Service Tax/GST Registration Certificates:
7. Validity of Offer:
8. Payment Terms:
9. Delivery Time:
10. The detailed specification of all equipments / Biometric machines in this regard:
11. Security arrangements during working time as well as off time:
12. Arrangements for maintaining secrecy:
13. Details of Skilled/Semi-skilled manpower made available exclusively for the job as per the Tender:
14. Details of the list of clients being handled by the firm along with work load/turnover of the similar jobs done during the last 3 (three) years.
15. Annual turn over for last 3 (three) years.

Signature:.....

Date:

Name of Tenderer:.....

Signature of the Bidder with Company Seal

Annexure – II

PROFORMA FOR FINANCIAL BID
(To be put inside the cover for Financial Bid)

For installation of Biometric Machines on turn key basis for capturing thumb impressions through integrated STQC thumb scanner, Bar Codes and Photographs of Candidates at Examination Centres to be allocated by Secretary, BSSC for various Examinations on the day of examination and Verify the identity of such qualified candidates during Counselling conducted by BSSC, Patna.

The installation of Biometric Machines should be done on scheduled date of examination and/or in such a way that the Biometric machines remain functional during the scheduled time of the examination. The Bidder should keep in mind that no candidate should get left during the process. It will be the responsibility of the Agency to organize required manpower to be provided by the Bidder only. At any point of time, no Biometric facility shall be interrupted due to any technical fault/power failure etc. and the Agency shall take due care of functioning of the process with adequate power backup/ buffer stock at each examination centre during the conduct of examination and as per the time period mentioned in the Work Order.

Details of the rate Quoted

Sl.	Item	Sub Group	Quantity	Earnest Money (in ₹)	Average annual turn over (in ₹)	Rate in ₹ Exclusive of All taxes (in figures)	Rate in ₹ Exclusive of All taxes (in words)
1.	Installation for Biometric Machine on turn key basis for capturing thumb impressions, Bar Codes and Photographs of the candidates present in each room of Designated Centres on the day of examination. & Installation of Biometric Machines on turn key basis for verification of thumb impressions capturing of thumb impressions, Barcodes if required during counselling of candidates present at places to be decided by the BSSC.	1 (a)	1 - 10,000	1,000	1,00,000		
		1 (b)	10,001 - 1,00,000	10,000	10,00,000		
		1 (c)	1,00,001- 5,00,000	50,000	50,00,000		
		1 (d)	5,00,001- 10,00,000	1,00,000	1,00,00,000		
		1 (e)	Above 10,00,000	2,00,000	2,00,00,000		

- Note:**
- (i) Rate should be quoted as exclusive of all taxes.**
 - (ii) Service Tax will be applicable as per Central / State Govt. rules / regulations.**
 - (iii) Rate should be inclusive of expenses likely to be incurred on lodging, food, travels and transportation of equipment.**
 - (iv) No separate bills will be acceptable on above mentioned charges.**

Date:

Place:

Signature of the Bidder with Company Seal

Annexure – III

Letter of undertaking

(ON THE LETTER HEAD OF THE BIDDER)

To,

**The Secretary
Bihar Staff Selection Commission
Veterinary College Campus
P.O. B. V. College, Patna
BIHAR, PIN-800014**

Sir,

Subject: Installation of Biometric machines on Turn Key Basis at Examination Centres during the Conduct of examinations

This bears reference to _____ dated _____ 2017. We, hereby, accept all the terms and conditions for submitting bid as mentioned in this Bid document.

We hereby certify that no terms and conditions have been stipulated by us in the Financial Bid.

We warrant that the services do not violate or infringe upon any patent, copyright, trade secret or other property right of any other person or other entity. We agree that we shall not prevent BSSC from any claim or demand, action or proceeding, directly or indirectly resulting from or arising out of any breach or alleged breach of any of the terms & conditions of bid document and contract.

The above document is executed on ___/___/2017 at (place) _____ and we accept that if anything out of the information provided by us is found wrong, our bid/ work order shall be liable for rejection.

Thanking you,

Yours faithfully,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Annexure – IV

PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT CUM

PERFORMANCE GUARANTEE

To,

**The Secretary
Bihar Staff Selection Commission
Veterinary College Campus
P.O. B. V. College, Patna
BIHAR, PIN-800014**

1. Against Price Agreement concluded by the advice acceptance of the Tender No. dated/...../20..... covering supply of (hereinafter called the said contract), entered between the Secretary, BSSC Board

And

..... (hereinafter called the “Agency”), this is to certify that at the request of the Agency, We (Bank) are holding in trust in favour of the Bihar Staff Selection Commission, Patna the amount of Rs. only (write the sum in words) to indemnify and keep indemnified the Secretary, BSSC against any loss or damage that may be caused to or suffered by the BSSC by reason of any breach by the Agency or any of the terms and conditions of the said contract and/or the performance thereof. We agree that the decision of the Chairman, BSSC whether any breach of any of the terms and conditions of the said contract and / or in the performance thereof has been committed by the Agency and the amount of loss or damage that has been caused or suffered by the Chairman, BSSC shall be final and binding on us and the amount of the said loss or damage shall be paid by us forthwith on demand and without demur to the Secretary BSSC, Patna

2. We, (Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for satisfactory performance and fulfilment in all respects of the said contract by the Agency, i.e., till (for a period of one year from date of Price agreement) hereinafter called the “said date” and that if any claim accrues or arises against us(Bank) by virtue of this guarantee before the said date, the same shall be enforceable against us (Bank) not with standing the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us..... (Bank) by the Secretary, BSSC before the said date. Payment under this letter of guarantee shall be made promptly upon receipt of notice of that effect from the Secretary, BSSC

3. It is fully understood that this guarantee is effective from the date of the said contract and that we..... (Bank) undertake not to revoke this guarantee during its currency without the consent in writing of the Secretary, BSSC.
4. We undertake to pay to the Government any money so demanded notwithstanding any dispute raised by the Agency in any suit or proceedings pending before any court of tribunal thereto, our liability under this present being absolute and unequivocal.
5. We(Bank) further agree that the Chairman, BSSC shall have the fullest liberty, without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend time of performance by the Agency from time to time or to postpone for any time or from time to time any of the powers exercisable by the Chairman, BSSC against the said contract and to forbear or enforce any of the terms and conditions relating to the said contract and we (Bank) shall not be released from our liability under this guarantee by reason of any such variation or extension being granted to the said Agency or for any forbearance and / or omission on the part of the Secretary, BSSC or any indulgence by the Secretary, BSSC to the said Agency or by any other matter or thin what-so-ever, which under the law relating us from our liability in the constitution of the bank or Agency.

Date :

Signature

Place :

Printed Name

(Designation)

(Bank's Common Seal)

Signature of the Bidder with Company Seal

SELF-DECLARATION - NON BLACKLISTING

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,

**The Secretary
Bihar Staff Selection Commission
Veterinary College Campus
P.O. B. V. College, Patna
BIHAR, PIN-800014**

Sir,

In response to the Bid _____ dated _____ 2017 for Hiring of Agency for installation of Biometric machines on Turn Key Basis in Examination Centres during the Conduct of Examinations, I/We hereby declare that presently our Company/Service provider _____ is having unblemished record and is not declared ineligible or black listed for corrupt & fraudulent practices either indefinitely or for a particular period of time by any **Central Govt/State Govt Department/ Semi-Govt/ PSU/ Universities/ Educational Institutions/ Organization/ or initiated by any of these Department or Court of Law or by CVC** on the date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our EMD may be forfeited in full and the bid if any, to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Signature of the Bidder with Company Seal