



भारतीय उष्णदेशीय मौसम विज्ञान संस्थान
(पृथ्वी विज्ञान मंत्रालय, भारत सरकार का एक स्वायत्त संस्थान)
डॉ. होमी भाभा मार्ग पाषाण, पुणे- ४११ ००८

INDIAN INSTITUTE OF TROPICAL METEOROLOGY
(An Autonomous Institute of the Ministry of Earth Sciences, Govt. of India)
Dr. Homi Bhabha Road, Pashan, Pune - 411 008. India



Ordinary Post

सं. / No. PWS/141/2016/09

दिनांक / Date:

मेसर्स./ M/s.

प्रिय महोदय / Dear Sirs,

“दिनांक _____ की पूछताछ से _____ की अनुकिया में दिनांक _____ की नवोदित दर सूची,” लिफाफे पर लिखे मुहरबंद निवोदित दर सूची निम्नलिखित भण्डारों की आपूर्ति के लिए संस्थान दिनांक _____ के 12.00 घंटों तक निमंत्रित है जिन्हे उसी दिन 15.00 घंटों तक खोला जाएगा।

Quotation in sealed cover superscripted there on quotation due on **14th June 2016** response to **Enquiry No. PWS/141/2016/09** dated **20th May 2016** is invited for **Comprehensive Annual Maintenance Contract of Access Control System** so as to reach this Institute latest by **12:00 Hrs.** on **14th June 2016** which will be opened on the same day at **15:00 Hrs.** on **14th June 2016**.

यह जांच पत्र इस संस्थान के सम संख्यक जांच पत्र दिनांक 22/04/2016 के निरंतरता में जारी किया जाता है और दरसूची / बोली जमा करने की अंतिम तिथि दिनांक 17/05/2016 से 14/06/2016 दोपहर 12:00 बजे तक के लिए बढ़ा दी गई है। निविदाएँ उसी दिन 15:00 बजे खोली जाएंगी।

This enquiry letter is issued in continuation to this Institute's even no. enquiry letter dated 22/04/2016 & last date of submission of quotation / bid is **extended** from 17/05/2016 to 14/06/2016 up to 12:00 hrs. Bids will be opened on the same day at 15:00 hrs.

The quotation shall normally remain valid for a minimum period of 90 days from the date of opening

इस पत्र की दूसरी और छपे अनुदेशों को ध्यान में रख कर निवोदित दरसूची भरी जाएगी।

The quotation shall be filled in with the consideration to the instruction printed overleaf.

Sr. No.	Description	Unit	Quantity
01.	Comprehensive Annual Maintenance Contract for Access Control System which includes Hardware, Software, Warranty and Call base Support. Enclosure: All items to be covered under CAMC.	Job	One

एस.टी./सी.एस.टी./आदि के लिए संस्थान कोई रियाती फार्म नहीं दे सकता।
This Institute is unable to furnish any Concessional form for S.T / C.S.T. / etc.

भवदिय / Yours faithfully


(V.R. Mali)
Scientific Officer Gr-II
for Director

Encl: Annexure I & II

1. Indian Institute of Tropical Meteorology, Pune intends to enter into **“Comprehensive Maintenance Contract of Access Control System, for items mentioned in Annexure II.”**
2. Tenders/Quotations addressed to the Director, Indian Institute of Tropical Meteorology, Dr. Homi Bhabha Road, Pashan, Pune – 411008, must be submitted in sealed cover superscripting **“Quotation for Comprehensive Maintenance Contract of Access Control System“ Due date 14th June 2016”**.
3. Last Date for the receipt of completed quotation is up to **12:00 Hrs. of 14th June 2016**.
4. The Quotation must be valid for a period of 90 days from the date of opening.
5. System can be inspected on any working days (Monday to Friday) between 10:00 hrs. To 17:00 hrs.
6. Vendor should have at least 5 year proven experience in the relevant field.
7. The contractor would carry out preventive maintenance once in every three months.
8. The contract is comprehensive and covers free replacement of all defective parts.
9. The contractor shall not further sublet of the CAMC under any circumstances to a third party/sub-contractor for the maintenance.
10. In case of any additional accessories or devices are to be added to this configuration later, its installation / maintenance should be done free of cost.
11. The Contract shall cover both Preventive as well as Corrective maintenance of all equipment for all the working days and (holidays as and when required) the maintenance (both Preventive as well Corrective) shall cover services for rectification of fault, if any and replacement/repairs of specified components.
12. The Hardware and software problems will be reported to the contractor and will be attended by them based on priority indicated by IITM. On the some occasions such complaints may be given directly by the IITM on non-working days/ off duty hours or in emergency telephonically.

13. Payment Terms:

- a. No Advance payment.
- b. Quarterly payment on completion of each quarter after satisfactory performance certification from concern division.
- c. TDS will be deducted as per government rules.

14. Security Deposit

- a. The Successful firm/contractor has to make agreement on Rs. 100.00 stamp paper in prescribed format.
- b. The successful firm/contractor, within a period of 10 days, shall furnish a Bank Guarantee from nationalized bank for 10% of the total cost of CAMC, valid till the end of the contract period towards security for smooth performance of the CAMC in prescribed format.

15. Contract Period


- a. The contract will be valid for the period of 1 year. Institute may terminate the CAMC if found performance is not satisfactory.
- b. The contract may be terminated by either party by giving one month's notice in writing.
- c. The maintenance service should be available from Monday to Friday from 9:30 to 18:00 hours.
- d. The vendor should give SLA for 24X7 supports valid for 1 year with 2 hours response time and same day resolution.
- e. The successful bidder will be based on lowest quotation.
- f. The Director, IITM reserves the right to reject any or all tenders without assigning any reason.
- g. In case of any dispute regarding maintenance, The Director IITM, Pune will be final authority to decide appropriate action and it will be binding on the vendor.

16. Penalty Clause

Penalty shall be imposed for not meeting the SLA i.e. if not responded within 2 hours (on any working day 8X5) at the rate of Rs. 500.00 (Rs. Five hundred only) for delay of every 2 hours and maximum up to 10% of the total contract value.

Specification for Access Control System

Sr. No.	Item Details	Qty
1	2-Door / 2 Reader Panel (Upgradable up to 4 Reader In/Out connectivity thru EXIT RDR Interface Module), 5000 Card Holders, 8 Outputs & 8 Inputs with Cabinet, Linear Power Supply & battery Charger and 1 No. RS232 & 1 No. RS485 Communication.	1
2	4 Door / 4 Reader Panel Reader-In/Out connectivity thru EXIT RDR interface module), 5000 card holders, 8 outputs & 8 Inputs with cabinet, linear power supply & battery charger and 1 no. RS232 and RS485 communication.	1
3	Access Control Software	1
4	Time Attendance Module	1
5	Biometric Finger Printer System	6
6	Smart Card Read/Write Reader with USB o/p for PC based	1
7	LAN Interface Module (TCP/IP) (10/100 MB, RS 232 and RS485)	2
8	Proximity Reader Reading Range 4"-5.5"	7
9	Exit Reader Interface Module	7
10	Door Lock: Door Lock System	7
11	Computer System: Quadcore 2 Ghz, 2 GB, 500 GB, DVD, Win XP, SQL, 17" TFT	1
12	Card Printer for Contactless Card	1
13	Software : Photo ID Badging Module Software	1


(V.R. Mali)
Scientific Officer Gr-II
for Director