

**UTTAR GUJARAT VIJ COMPANY LTD.****Registered Office, Visnagar Road, Mehsana-384001****Web Site : www.ugvcl.com E-mail : sp@ugvcl.com****Fax: 02762-236254 /223574****Phone : 02762-236256**

Tender Notice No. UGVCL/SP/IV/303/Employee Attendance Recording System (Fingerprint and Card Reader Access Control).

Chief Engineer (P&P) invites Physical Tenders for the following supplies. Tender Papers & Specifications may be down loaded from [UGVCL web site www.ugvcl.com](http://www.ugvcl.com) (For view & down load only). Tender fee may be paid along with submission of tender in EMD cover, for respective tender. "All the relevant documents of tenders to be submitted physically will be received only by Registered Post A.D. or Speed Post addressed to Chief Engineer (P&P), UTTAR GUJARAT VIJ COMPANY LTD., Corporate Office, Visnagar Road, Mehsana : 384 001 (NG). "NO COURIER SERVICE OR HAND DELIVERY" will be allowed.

1	Tender No.	UGVCL/SP/IV/303/ Employee Attendance Recording System
2	Description	Purchase of Employee Attendance Recording System (Fingerprint and Card Reader Access Control).
2	Estimated Cost	Rs. 52.35 Lacs
3	Cost of Tender Document (Non Refundable)	Rs.5000 /- Only
4	Earnest Money Deposit Amount	1% of the Estimated cost of tender
5	Last date of Submission of tender documents	Date: 11/07/2010 on OR before 15.00Hrs. (By registered post A.D.or speed post only)
6	Date of Opening of Technical Bid	Date: 12/07/2010 at 16.00 Hrs.

IMPORTANT:

(a) All the relevant documents as per requirement of the Tender also to be submitted physically along with the Tender Fee, EMD cover in sealed cover on OR before date 11/07/2010 and time 15.00 Hrs. All such documents should be strictly submitted by RPAD/speed post only. Otherwise the offer will not be considered and no any further communication in the matter will be entertained.

Any technical questions , information & clarification that may be required pertaining to this inquiry should be referred to Chief Engineer (P&P),Uttar Gujarat Vij Company Ltd. Regd. & Corporate Office , Visnagar Road Mehsana -384001

UGVCL reserves the right to reject any OR all tenders without assigning any reasons thereof..

Yours Faithfully

**Chief Engineer (P&P)
UGVCL: Mehsana**

Date:

Signature & Seal of the Tenderer

SCHEDULE - "A"

Sr.No.	Description of material	Tendered Quantity in Nos.	Consignee
1	Supply, Installtion, Commissioning of Employee Attendance Recording System (Fingerprint centralized Access Control) with 1years on site comprehensive warranty as per UGVCL Specification.	156	UGVCL RSO
2	Supply of contact less Smart card with filling of employee's details and photo.	7400	
3	Additional 2 years AMC charges as per percentage of cost of item 1 (above) after completion of 1 year on site comprehensive warranty of the machine and spare parts.	156	

IMPORTANT NOTE:

1.	The quantity to be purchased will be decided by UGVCL. The UGVCL reserve the right to reduce / enhance the tender quantity as per their requirement at the time of finalization of the tender.
2.	Seal and signature at Annexure – "Important Instruction "is MUST.
3.0	EMD COVER MUST CONTAIN THE FOLLOWING :
3.1	Details and document as per clause No. 11 (commercial terms and conditions) of the tender for EMD requirement.
3.2	Order executed list of last three years (including supplied made to UGVCL) for the tender items. Please attach Order copies.
3.3	Vendor registration certificate for the tendered item is relaxed.
<ul style="list-style-type: none"> In absence of any of the above, technical bid will not be opened / the opening of tender of the party will be at the discretion of the UGVCL. 	

4.	Bidder has to ensure that the offered quantity i.e. 25% or more of tender of each item should be commensurate with the UGVCL's delivery schedule otherwise offer is liable to be rejected out rightly. The quantity to be purchased will be decided by UGVCL.
5.	<p>Guarantee & Performance Bank Guarantee :</p> <p>The guarantee & performance Bank Guarantee is applicable as per Clause No. 46 & 47 of the commercial terms & conditions and this will be in line with the specifications.</p> <p>Performance guarantee for this tender should be partially (50%) in cash or by DD in favour of UTTAR GUJARAT VIJ COMPANY LIMITED on any schedule bank in Mehsana and balance 50% by bank guarantee from any schedule /nationalized banks in a standard format prescribed by UGVCL.</p> <p>"NO STAGewise BANK GUARANTEES WILL BE ACCEPTABLE IN ANY CASE."</p>
6	<p>Payment Terms:-</p> <p>Payment of supply items shall be made by UGVCL, either directly to you or to suppliers Banker for the materials supplied as per UGVCL standard payment terms and conditions i.e. 30% of Ex-Work price including 100% of F&I, Taxes & duties, on receipt of successful commissioning of software and instrument, Report received from concern circle office and TRC on verifying required documents as per A/T conditions and balance 70% within 60 days on receipt of S.R. Note from the consignee.</p>

	After successful completion of annual maintenance contract & receiving satisfactory report by concern circle & Corporate office through HR department of Corporate, payment of AMC to be made.
7	DELIVERY AND COMPLETION PERIOD:- After receipt of AT successful bidder have to supply, install and commission machine and software within two month(including one month commencement period) at various offices of UGVCL (156 offices-locations).
8	Maintenance: - If any system not working properly or malfunctioning, you have to replace/repair the system and software without any further cost within 24 Hrs, after receipt of complaint. To ensure the maintenance service/solving of complaint from any of quoted system within 48 hours of receipt of complaint otherwise penalty at the rate 0.5% of system cost/day up to 10% of ceiling is to be charged. Prompt and reliable service is to be given by bidder.
9	All Electrical and civil work, if necessary will be carried out by UGVCL.
10	In case UGVCL finds that there is an attempt of cartel in the prices, UGVCL reserves the right to consider or reject any or all the parties offer without assigning any reason thereof.
11	DELAYED AND LATE TENDERS :- NO TENDER AND SAMPLE SHALL BE ACCEPTED / OPENED IN ANY CASE WHICH ARE RECEIVED AFTER DUE DATE AND TIME OF THE RECEIPT OF TENDER IRRESPECTIVE OF DELAYED DUE TO POSTAL SERVICE OR ANY OTHER REASONS AND UGVCL SHALL NOT ASSUME ANY RESPONSIBILITY FOR LATE RECEIPT OF TENDER / SAMPLE. ANY CORRESPONDANCE IN THIS MATTER WILL NOT BE ENTERTAINED.
12	SUBMISSION OF OFFER :- The firm having single legal entity and having two or more works / factory and submit offers from two or more different works / factory, the UGVCL will consider only one lowest offer for allocation of quantity.
13	Clause No. 12 (Security Deposit) of commercial terms & conditions is not applicable to this tender.
14	All other Terms and conditions will be applied as per UGVCL standard commercial terms & conditions as attached herewith.

Yours Faithfully

**Chief Engineer (P&P)
UGVCL: Mehsana**

Date:	Signature & Seal of the Tenderer
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