



BERHAMPUR UNIVERSITY

BHANJA BIHAR, BERHAMPUR-7, GANJAM, ODISHA-760007

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No. 1387 /Purchase/BU/2023

Date 22.02.2023

QUOTATION CALL NOTICE FOR SUPPLY, INSTALLATION AND COMMISSIONING OF BIOMETRIC SYSTEMS

Sealed Quotations from registered firms/authorized suppliers/ dealers having IT, PAN and up-to-date GSTN registration towards supply and installation of **Biometric Based Attendance Monitoring System (05 nos.)** in Berhampur University with Cloud Management System for 500 Employees in the firm's pad by **Speed Post/ Registered Post** which should reach the office of the Registrar, Berhampur University on or before **Dt-15.03.2023**.

The specification details and terms & conditions of the **Online Biometric Based Attendance Monitoring System** can be obtained from the **University Website: www.buodisha.edu.in** from **Dt-23.02.2023**.


22.02.2023

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Prakash

Memo No. 1388 (8) /Purchase/BU/2023

Date 22.02.2023

Copy to:

1. The Comptroller of Finance// The Officer-in-Charge, Central Stores// The Secretary to the Vice-Chancellor// The P.A. to Registrar, Berhampur University for information.
2. The Assistant Registrar, Berhampur University for information with a request to take steps for publication of **Quotation Call Notice** in daily Odia Newspaper "**Prameya**" in All Odisha Edition and in daily English Newspaper "**Times of India**" in All Odisha Edition in one issue only in 8 Pt letter at I & PR Department Government of Odisha **on or before Dt-23.02.2023**.
3. The Web Administrator, University Website, Dept. of Computer Science, Berhampur University with a request to upload the **Quotation Call Notice along with enclosures** in the **University Website: www.buodisha.edu.in** **on or before Dt-23.02.2023** for information of all concerned.
4. Nodal Officer, Biometric Attendance System, Berhampur University for information with reference to letter no. 70/Biometric/BU/2023 dtd-30.01.2023.
5. University Notice Board.


22.02.2023

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Terms/ Conditions Details:

1. An amount (Non-refundable) of ₹2,000/- towards cost of RFP (Request for proposal) be deposited in the shape of SBI DD drawn in favour of the Comptroller of Finance, Berhampur University payable at **State Bank of India, Bhanjabihar (2107)**.
2. Deposit of **EMD @2% (Refundable)** of the estimated value of the goods in the shape of Demand Draft drawn in favour of the **Comptroller of Finance, Berhampur University payable at State Bank of India, Bhanjabihar (2107)**.
3. The firm shall quote both the **Technical Bid** consisting of all technical details along with commercial terms & condition and **Financial Bid** indicating item-wise price per unit as per our specification including all Taxes, Transportation and installation. **Technical Bid** and **Financial Bid** should place in separate sealed covers duly super scribed each and send the same in a sealed cover super scribed with the '**Quotation Call Notice**' through **Speed Post / Registered Post only addressed to 'Registrar, Berhampur University, Bhanjabihar, Berhampur-07, Dist- Ganjam, Odisha-760007'**. Technical bid shall be opened on the same day at **4:00 P.M.**
4. The bidders will have to show presentation for the Online Based Biometric System on the intimated date (after opening of the technical bids) in the Berhampur University. The technical bid shall be evaluated on the basis of the presentation and other requirement as per advertisement. The Financial Bids of qualified firms only shall be opened after evaluation of Technical Bid and presentation of the bidders.
5. These quotations shall remain in force for the Financial Year 2022-23.
6. Materials in good condition should be delivered at the Central Stores, Berhampur University, Bhanjabihar, Berhampur-760007.
7. In case of imported articles, the selected firm will take necessary steps for exemption of Custom Duty etc. at its own risk.
8. The firm should supply the articles within two weeks from the date of issue of Purchase/ Supply Order. This can be extended for further four weeks in view of the gravity of the situation.
9. Copy of IT of previous three financial years, PAN CARD, valid & up-to-date GST Registration Certificate and Audited Financial Statement of previous three financial years must be enclosed with Quotation/ Tender paper.
10. Quotation/ Tender, incomplete in any respect, is liable for rejection.
11. The University reserves all the rights to modify the contents of the RFP, extension of last date of receipt of Quotation and to accept or reject any /all Quotation in full or in part without assigning any reason thereof.
12. Legal Dispute, if any, shall be within the Jurisdiction of Civil Court, Berhampur, Dist.- Ganjam, Odisha.
13. Depending on the urgency of the situation, penalty shall be imposed in case of delay in delivery of goods and services.
14. Payment shall be made after necessary verification and successful installation of the equipment. Goods and Service providers cannot claim any penalty or interest in case of delay in Payment caused due to verification of the quality and quantity of the Goods by the competent Technical person of the University.
15. Any query relating to the **Online Biometric Based Attendance Monitoring System**, please contact Officer-in-Charge, Purchase Section, Berhampur University via Mail ID: skp.mba@buodisha.edu.in .

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Biometric Based Attendance Monitoring System (BBAMS) in Berhampur University with Cloud Management System for 500 Employees.

REQUIREMENTS:

A. Biometric Hardware Device Specification:

i. Storage Capacity and Display:

1. Face Capacity: 3000.
2. Finger Print Capacity: 4000.
3. ID Capacity : 10000.
4. Transaction Capacity: 1,00,000.
5. Push Data: Yes.
6. Communication: TCP/IP, RS232/485, USB Host.
7. Display Size: 4.3" Touch Screen.

ii. Standard Function:

1. Automatic status switch, Self-service query, work code, and SMS.

iii. Optional Features:

1. Wi-Fi 3G, 2,000 MAHr Backup Battery.

iv. Power & Environment:

1. Power Supply: 12V, 3A.
2. Operating Temp: 0 degree to 45 Degree Celsius.
3. Operating Humidity: 20% to 80%.

v. Features:

1. Should support Multi Language.
2. High Verification Speed.
3. Advanced and User-Friendly UI (User Identification).
4. Chip Encryption for Firmware protection.
5. Optional built-in battery backup providing approx. 4 Hour of continuous operation.
6. Should have easy to extend functions and customization according to client requirements.
7. Should be able to detect whether the face is an actual face or Photo enhancing the security level of verification
8. USB Port to take Backup



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B. Software Features:

a) **Basic Features:**

1. Installation and configuration of Biometric Based Attendance Monitoring System (BBAMS) with cloud M S solution.
2. To deploy a full-fledged 'Time Attendance System' for all the employees using biometric Finger print & Face Recognition enrolment in desired buildings at Berhampur University Campus.
3. Impart training to manage the BBAMS and related software to the University personal at the institute premises should be provided by the vendor.
4. In order to maintain the time attendance records of the entire regular employees, contractual staff, CDLs etc. necessary biometric fingerprint & face detection need to be installed at desired locations. All the sensors will be used for monitoring the entry and exit time records of every employee.
5. The management application should be completely cloud based one with facility to access anytime and anywhere through internet.
6. The application must have data encryption features (like SSL Certification) enabled with it for data security.
7. Initially, the management application (Software) should have inbuilt features of Attendance management, Leave Management, Geo Fenced attendance, Device Management and provisions for additional modules of the software those could be added later on.
8. The application must have multi-level user management features.
9. It should have facility of multi division and the admin can create division wise admin (who can manage his assigned division) and central admin (who can manage all divisions).
10. All Biometric devices should be able to work in networked mode. In Network mode the device should be online with the Cloud Server on real time basis.
11. **Fingerprint Auto Sensor:** The device should have ability to sense fingerprint automatically without pressing any button and fire the fingerprint sensor for providing convenience to employee for faster authentication.
12. **Authentication Type:** The system should support various authentication media to configure by different security methods such as finger prints, Face Recognition, RF cards and / or their combinations for biometric devices.
13. All reports should be available for viewing as well as downloading for officials through the web portal.

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b) Report Generation:

1. The Time Attendance reports should generate individual/department-wise report of employee's time and attendance details.
2. Should generate and present muster report to view muster of employee's attendance.
3. Should generate report which will be helpful to determine the number of employees available in the institute on a particular Date and Time.
4. In attendance segment it must have biometric attendance capturing, manual attendance posting, manual attendance approval, attendance blocking, attendance processing & re-processing, auto attendance processing, attendance freezing facility with it.
5. Should generate and present report which will be used to see arrival time of employees
6. Should generate and present report that will show details of employees who are late.
7. Should generate and present report that will show details of employee who have left early.
8. Should generate Overtime report which will be used to see overtime of employees.
9. Should generate report of the absent staff for the record of respective authorities.
10. Should generate and present details of employee who regularly come late.
11. Should generate and present details of employee who regularly go early
12. Should generate and present details of employee who are regularly absent without any application/notice.
13. Transaction from each device should be available with, date, time, machine/location number, etc. and the operator must able to know the online status of the biometric device in the software portal itself.
14. Download of employee details & reports should be possible in MS Excel format.
15. At a glance summary reports such as IN/OUT summary for whole month or period of each employee should be available.

c) Other Features:

1. The solution should be designed to work for multiple readers/sensors connected on LAN and should be web based.
2. All Enrolments should be with fingerprints and face detection mode.
3. It should be possible to mark all working days and holidays, in advance.
4. Any number of departments & designations should be possible to be created with features of designation hierarchical wise management features.
5. The system should be a Complete ONLINE system with immediate automatic updates of attendance logs without any manual interference or third-party application.
6. The Time attendance management module should have unique attendance capturing system that can do real-time integration with biometric fingerprint, and face detection with posting



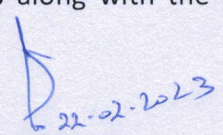
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through mobile app from outside of the campus and should have the feature of outdoor posting, Geo Fencing attendance, over time management, block attendance, week-off management, and attendance freezing.

7. Should have the provision of Geo Fencing attendance which should provide employee's geological position of its attendance.
8. Software should have provision of cloud-based access with biometric device control, automated attendance log fetching, automated user details transfer, auto creation of user in software, Biometric device user syncing, encrypted logs upload through USB & Device communication and controlling.
9. The application should have Employee Self Service (ESS) portal as well as Employee Self Service (ESS) Mobile App included with it.
10. The ESS portal and app must have facility of Out Door Attendance Posting, and Geo Fenced Attendance Posting.
11. The Auto information should be broadcasted to the seniors in designation hierarchical basis for all kind of required approvals.
12. **Warranty:** Both Hardware and Software should have warranty for 03 Years.
13. **Buyback:** Offer to buy back the **existing Biometric machines** along with the relevant **UPS units** be sought from the interested vendors.


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Compliance Table for Technical specification of Biometric Based Attendance Monitoring System (BBAMS) in Berhampur University with Cloud Management System.

Sl. No.	Specification	Yes	No	Remarks
1.	BIOMETRIC HARDWARE DEVICE SPECIFICATION			
	Storage Capacity and Display:			
	i. Face Capacity: 3000.			
	ii. Finger Print Capacity: 4000.			
	iii. ID Capacity : 10000.			
	iv. Transaction Capacity: 1,00,000.			
	v. Push Data.			
	vi. Communication: TCP/IP, RS232/485, USB Host.			
	vii. Display Size: 4.3" Touch Screen.			
	Standard Function:			
	Automatic status switch, Self-service query, work code, and SMS.			
	Optional Features:			
	Wi-Fi 3G, 2,000 MAHr Backup Battery.			
	Power & Environment:			
	i. Power Supply: 12V, 3A.			
	ii. Operating Temp: 0 degree to 45 Degree Celsius.			
	iii. Operating Humidity: 20% to 80%.			
	Features:			
	i. Should support Multi Language.			
	ii. High Verification Speed.			
iii. Advanced and User-Friendly UI (User Identification).				
iv. Chip Encryption for Firmware protection.				
v. Optional built-in battery backup providing approx. 4 Hour of continuous operation.				
vi. Should have easy to extend functions and customization according to client requirements.				
vii. Should be able to detect whether the face is an actual face or Photo enhancing the security level of verification.				
viii. USB Port to take Backup.				
2.	SOFTWARE FEATURES			
	Basic Features:			
	i. Installation and configuration of Biometric Based Attendance Monitoring System (BBAMS) with cloud M S solution.			
	ii. To deploy a full-fledged 'Time Attendance System' for all the employees using biometric Finger print & Face Recognition enrolment in desired buildings at Berhampur University Campus.			
	iii. Impart training to manage the BBAMS and related software to the University personal at the institute premises should be provided by the vendor.			
iv. In order to maintain the time attendance records of the entire regular employees, contractual staff, CDLs etc. necessary biometric fingerprint & face detection need to be installed at desired locations. All the sensors will be used for monitoring the entry and exit time records of every employee.				
v. The management application should be completely cloud based one with facility to access anytime and anywhere through internet.				

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Sl. No.	Specification	Yes	No	Remarks
	vi. The application must have data encryption features (like SSL Certification) enabled with it for data security.			
	vii. Initially, the management application (Software) should have inbuilt features of Attendance management, Leave Management, Geo Fenced attendance, Device Management and provisions for additional modules of the software those could be added later on.			
	viii. The application must have multi-level user management features.			
	ix. It should have facility of multi division and the admin can create division wise admin (who can manage his assigned division) and central admin (who can manage all divisions).			
	x. All Biometric devices should be able to work in networked mode. In Network mode the device should be online with the Cloud Server on real time basis.			
	xi. Fingerprint Auto Sensor: The device should have ability to sense fingerprint automatically without pressing any button and fire the fingerprint sensor for providing convenience to employee for faster authentication.			
	xii. Authentication Type: The system should support various authentication media to configure by different security methods such as finger prints, Face Recognition, RF cards and / or their combinations for biometric devices.			
	xiii. All reports should be available for viewing as well as downloading for officials through the web portal.			
	Report Generation:			
	i. The Time Attendance reports should generate individual/ department-wise report of employee's time and attendance details.			
	ii. Should generate and present muster report to view muster of employee's attendance.			
	iii. Should generate report which will be helpful to determine the number of employees available in the institute on a particular Date and Time.			
	iv. In attendance segment it must have biometric attendance capturing, manual attendance posting, manual attendance approval, attendance blocking, attendance processing & re-processing, auto attendance processing, attendance freezing facility with it.			
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Sl. No.	Specification	Yes	No	Remarks
	xiii. Transaction from each device should be available with, date, time, machine/location number, etc. and the operator must be able to know the online status of the biometric device in the software portal itself.			
	xiv. Download of employee details & reports should be possible in MS Excel format.			
	xv. At a glance summary reports such as IN/OUT summary for whole month or period of each employee should be available.			
	Other Features:			
	i. The solution should be designed to work for multiple readers/sensors connected on LAN and should be web based.			
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	v. The system should be a Complete ONLINE system with immediate automatic updates of attendance logs without any manual interference or third-party application.			
	vi. The Time attendance management module should have unique attendance capturing system that can do real-time integration with biometric fingerprint, and face detection with posting through mobile app from outside of the campus and should have the feature of outdoor posting, Geo Fencing attendance, over time management, block attendance, week-off management, and attendance freezing.			
	vii. Should have the provision of Geo Fencing attendance which should provide employee's geological position of its attendance.			
	viii. Software should have provision of cloud-based access with biometric device control, automated attendance log fetching, automated user details transfer, auto creation of user in software, Biometric device user syncing, encrypted logs upload through USB & Device communication and controlling.			
	ix. The application should have Employee Self Service (ESS) portal as well as Employee Self Service (ESS) Mobile App included with it.			
	x. The ESS portal and app must have facility of Out Door Attendance Posting, and Geo Fenced Attendance Posting.			
	xi. The Auto information should be broadcasted to the seniors in designation hierarchical basis for all kind of required approvals.			
	xii. Warranty: Both Hardware and Software should have warranty for 03 Years.			
	xiii. Buyback: Offer to buy back the existing Biometric machines along with the relevant UPS units be sought from the interested vendors.			


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