



Memo No – BSDH/ 2212

Dated - 19-06-26

Notice Inviting e-Tender for Supply, Installation, Repairing, Maintenance and Annual Service
Contract of Face Recognition Biometric Attendance System
(Through pre-qualification)
(Submission of Bid through e-portal)

e-Tenders are hereby invited from reputed, experienced and eligible agencies for Supply, Installation, Commissioning, Repairing, Maintenance and Annual Service Contract of Face Recognition Biometric Attendance System along with Network Infrastructure at Baruipur SD & SS Hospital, South 24 Parganas.

1. Name of Work - Supply, Installation, Commissioning, Repairing, Maintenance and Annual Service Contract of Face Recognition Biometric Attendance System including Network Cabling and Accessories.

2. Scope of Work - The selected agency shall be responsible for supply and install:

- a) Supply of Face Recognition Biometric Attendance Devices from reputed brand.
- b) Installation and Commissioning of Biometric Devices.
- c) Attendance Software Installation and Configuration.
- d) Integration with Attendance Management System.
- e) Supply and laying of CAT-6 Network Cable.
- f) OFC 2 Core Fiber.
- g) Media Convertor.
- h) Supply and installation of PVC Pipe/Casing-Capping.
- i) LAN Configuration and Network Connectivity.
- j) Preventive Maintenance and Breakdown Maintenance.
- k) Repairing and Replacement of Defective Components.
- l) Data Backup and Restoration Support.
- m) Technical Support and User Training.

3. Technical Specification - Face Recognition Attendance Device

SL No	Specification	Minimum Requirement
1.	Authentication Mode	Face Recognition with Fingerprint
2.	Face Capacity	Minimum 10,000 Faces
3.	Fingerprint Capacity	Minimum 10,000 Fingerprints
4.	Transaction Capacity	Minimum 5,00,000 Logs
5.	Night Vision	Night Vision Camera for Low Light Vision
6.	Display	Minimum 5-inch Colour Touch Screen
7.	Camera	Dual Camera with IR Sensor
8.	Recognition Speed	Less than 1 Second
9.	Face Recognition Accuracy	Minimum 99%
10.	Communication	TCP/IP, USB
11.	Anti-Spoofing Technology	Mandatory

[Signature]
SUPERINTENDENT
BARUIPUR SDH & SSH
SOUTH 24 PARGANAS

12.	Real-Time Attendance Synchronization	Required
13.	Web-Based Attendance Software	Required
14.	Data Backup Facility	Required
15.	Export Facility	Excel, PDF and CSV
16.	Minimum Data Backup	3 Months
17.	Manage Shifting Duty (24 x 7)	System must be supported
18.	Warranty Minimum	1 Year
19.	Attendance Software Installation Original Licence and Configuration with Integration Attendance Management System.	800 Employee minimum

4. **Estimated Tender Value** - ₹ 500,000 (Rupees Five Lakhs Only)

5. **Earnest Money Deposit (EMD)** - EMD shall be fixed at 2% of the estimated tender value in accordance with prevailing Finance Department, Government of West Bengal Rules.

Relevant Orders:

- o G.O. No. 3975-F(Y) dated 28.07.2016
- o G.O. No. 2365-F(Y) dated 12.04.2018
- o G.O. No. 5696-F(Y) dated 01.10.2019

5. **Security Deposit** - Security Deposit shall be fixed at 3% of the estimated tender value in accordance with prevailing Finance Department, Government of West Bengal Rules.

- o G.O. No. 796-F(Y) Dated 25.02.2022

6. **MSME / Cooperative Exemption** - MSME Units and Registered Cooperative Societies may claim exemption from EMD submission as per Government Rules subject to submission of valid certificates.

7. **Evaluation of Tender** (Technical Bid – Bid A)

Two-Bid System :- This tender shall follow a Two-Bid System —

- (i) Technical Bid and
- (ii) Financial Bid.

a) **Technical Bid – BID A**

SL. NO.	Category	Sub Category	Sub Category Description
A.	Certificate	Certificates	PAN Card of the Bidder/ Authorized Signatory (Digital Signatory Holder). In case of Partnership firm/Pvt.Ltd/Ltd. Co. PAN should be 'Name of the Company'.
			GST Registration Certificate (GSTIN) Acknowledgement filled (3B) upto March, 2026.
			In case of Partnership Firm : must have Registered Partnership deed & registration as per Partnership Act 1932


 SUPERINTENDENT
 BARUIPUR SDH & SSH
 SOUTH 24 PARGANAS

			In case of Ltd/ Pvt. Ltd./LLP Firm : must have MOA along with Incorporation Certificate from the authority.
B.	Company Details	Company	Trade Licence for last 3 years from competent authority in relation with any items of such articles.
C.	Credential	Certificate	Similar Works Order reflects financial involvement of 50,000 in a single work order OR two numbers of Rs. 25,000 [single work order] along with credential certificate of such work order(s) from same authority. within last three FY.
D.	No Conviction	Affidavit	An affidavit before the Notary public explaining no conviction within last three years from the date of publishing of NIT.
E.	Financial Info	ITR	ITR acknowledgement of last 1 FY year
		Balance Sheet	Audited Balance Sheet & Profit & Loss account for Last FY 2025-2026 with UDIN Number. [Minimum Turn over 5 Lakhs within last year 2025-26 FY]
F.	P. Tax	Certificate	A. Enrollment Certificate B. Paid Challan/ PTPC till 2025-2026

b) **FINANCIAL COVER : "BID-B" :**

Only technically qualified bidders shall be considered for opening of Financial Bid. The Lowest Responsive Bidder (L1) shall be considered for award of contract. Should be submitted in prescribed proforma : the Rate per Accounting Unit **exclusive of GST** to be quoted. (GST will be calculated as per HSN code at the time of work order issued).

8. Contract Period

The contract shall remain valid for:

- Installation & Warranty Period – 1 Year

9. Service Level Requirement

- Complaint Attendance within 24 Hours of call log from this institution.
- Resolve within 72 Hours.
- Quarterly Preventive Maintenance.
- As per the requirement of Change spare parts
- Software Support and Database Backup.
- Technical Support throughout Contract Period.

10. Delivery / Execution Condition

Supply installation, and user training must be completed within 10 (Ten) working days from issue of supply order.

11. General Terms & Conditions

- Rates shall remain valid for the entire contract period.


SUPERINTENDENT
BARUIPUR SDH & SSH
SOUTH 24 PARGANAS

- No escalation of rate shall be entertained.
- The authority reserves the right to accept or reject any tender without assigning any reason.
- Conditional tenders shall be rejected.
- The authority may increase or decrease quantity as per requirement.
- The successful bidder shall execute an agreement before commencement of work.
- All statutory taxes and deductions shall be made as per Government Rules.

12. Payment Terms - Payment shall be made after successful supply, installation, commissioning and verification by the authority, subject to availability of Government funds.

13. Penalty Clause - Failure to comply with tender terms & conditions may result in:

- Penalty as decided by the Authority.
- Cancellation of Work Order.
- Forfeiture of EMD/Security Deposit.
- Blacklisting as per Government Rules.

14. E-Tender Procedure

a) Login by Bidder :-

- b) A bidder desirous of taking part in a tender invited by a State Government office/PSU/ Autonomous Body/Local Body/PRIs etc. shall log-in to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.
- c) He will select the tender to bid and initiate payment of pre-defined EMD/Tender Fees for that tender by selecting from either of the following payment modes:
 - (i) Net banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway.
 - (ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

15. Payment Procedure :-

a. Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing an Unique ID) where he will select the Bank through which he wants to do the transaction.
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success /failure of the transaction.
- iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective pooling account of the State Government/PSU/Autonomous Body/Local Body/P.R.Is, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender fees.
- v. If the transaction is failed, the bidder will again try for payment by going back to the first step.

b. Payment through RTGS/NEFT

- i. On selection of RTGS/NEFT as the payment mode, the e-Procurement Portal will show a pre-filled challan having details to process RTGS/NEFT transaction.
- ii. The bidder will print the challan and use the prefilled information to make RTGS/NEFT payment using his bank account.
- iii. Once payment is made, the bidder will return to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- iv. If verification is successful, the amount will get credited to the respective Pooling Account of the State Government /PSU /Autonomous Body /Local Body /PRIs etc. maintained with the

**SUPERINTENDENT
BARUIPUR SDH & SSH
SOUTH 24 PARGANAS**

focal point branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender fees.

- v. Hereafter, the bidder will go to e-Procurement Portal for submission of the bid.
- vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's Account.

16. Refund Settlement Process: -

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- iii. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
- v. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal –
 - a. EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit head "8443-0 -103-001-07" through GRIPS along with the bank particulars of the L1 bidder.
 - b. EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies / Local Bodies / PRIs, etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.

- vi. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E-Procurement portal for update.
- vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head "0070-60-800-013-27" through GRIPS for Government tenders and to the respective linked bank accounts for State PSUs/Autonomous Bodies / Local Bodies / PRIs, etc. tenders.

All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.


SUPERINTENDENT
BARUIPUR SDH & SSH
SOUTH 24 PARGANAS

17. Withdrawal / Cancellation Policy –

The tender inviting authority reserves the right to:

- Withdraw any item from the tender
- Accept or reject any tender fully or partially
- Cancel or split the tender without assigning any reason
- Withdrawal or revision of tender by the bidder after submission will not be allowed.

18. Tender Schedule

Sl. No.	Particular	Date & Time
1	Date of publishing N.I.T. & other Documents online	22/06/2026, 18.00 hrs
2	Online documents download start date	22/06/2026, 18.00 hrs
3	Online download end date	06/07/2026, 18.00 hrs
4	Pre Bid meeting	24/06/2026, 13.00 hrs
5	Online Bid submission start date	22/06/2026, 18.00 hrs
6	Online Bid submission closing date	06/07/2026, 18.00 hrs
7	Online Bid opening date for Technical Bids	10/07/2026, 11.00 hrs
8	Online Bid opening date for Financial Bids	Notified later

19. Additional Information

All interested bidders are requested to visit:

- <https://wbtenders.gov.in>
- <https://www.wbhealth.gov.in>

For tender documents, corrigendum and updates.

For further information, contact: **8100820174**

20. Tender Notice Display Locations

The tender notice shall be displayed in the following places for wide circulation:

1. Notice Board of Baruipur SD & SS Hospital
2. Baruipur Railway Station Notice Board
3. Office of the SDO, Baruipur
4. Baruipur Police Station Notice Board
5. Baruipur Municipality Notice Board
6. Office of the Superintendent of Police
7. Post Office Notice Board
8. Office of the CMOH, South 24 Parganas and website
9. Local Newspaper

19-06-2026
Superintendent
Baruipur S.D. & S.S. Hospital
South 24 Parganas

Memo No – BSDH/ 2212/1(9)

Dated - 19-06-2016

Copy forwarded for information and necessary action to:

1. The Chief Medical Officer of Health, South 24 Parganas
2. The Superintendent of Police, Baruipur Police District
3. The Sub-Divisional Officer, Baruipur Sub-Division
4. The Chairman, Baruipur Municipality
5. The Post Master, Baruipur
6. The Station Master, Baruipur Railway Station
7. The IC, Baruipur Police Station
8. IT Cell, Swasthya Bhawan, Kolkata for uploading in www.wbhealth.gov.in
09. Office Copy

19-06-2016
Superintendent
Baruipur S.D. & S.S Hospital
South 24 Parganas

SUPERINTENDENT
BARUIPUR SDH & SSH
SOUTH 24 PARGANAS

List of items:-

SL No	Name	Quantity
1.	Face Recognition Biometric Attendance System with Installation and Commissioning of Biometric Devices. • Authentication Mode Face Recognition with Fingerprint • Face Capacity Minimum 10,000 Faces • Fingerprint Capacity Minimum 10,000 Fingerprints • Transaction Capacity Minimum 5,00,000 Logs • Night Vision Night Vision Camera for Low Light Vision • Display Minimum 5-inch Colour Touch Screen • Camera Dual Camera with IR Sensor • Recognition Speed Less than 1 Second • Face Recognition Accuracy Minimum 99% • Communication TCP/IP, USB • Anti-Spoofing Technology Mandatory • Real-Time Attendance Synchronization Required • Web-Based Attendance Software Required • Data Backup Facility Required • Export Facility Excel, PDF and CSV • Minimum Data Backup 3 Months • Manage Shifting Duty System must be supported • Warranty Minimum 1 Year • Biometric Attendance System from reputed brand • LAN Configuration and Network Connectivity. • Attendance Software Installation Original Licence and Configuration with Integration Attendance Management System.	Per Pc
2.	Supply and laying of CAT-6 Network Cable & Supply and installation of PVC Pipe/Casing-Capping	Per Meter
3.	OFC 2 Core Fiber	Per Meter
4.	Media Convector.	Per Pic


 SUPERINTENDENT
 BARUIPUR SDH & SSH
 SOUTH 24 PARGANAS