

**ELECTRONICS CORPORATION OF INDIA LIMITED
HYDERABAD**

**SETTING UP OF BMDC & CARRY OUT BIOMETRIC
ENROLMENT OF USUAL RESIDENTS IN MEGHALAYA
STATE**

REQUEST FOR PROPOSAL

04 JUNE 2015

Reference No: ECIL/CD/NPR/PUR/39-5599/J/MEG

Enquiry Ref: ECIL/CD/NPR/PUR/39-5599/J/MEG **DT:** 04-06-2015

To

Sir,

**Sub: Request for Proposal for Appointment of Service Providers for
Setting up BMDC and NPR Biometric Enrollment activity in
Meghalaya State.**

Consortium of Central Public Sector Undertakings (CPSUs) consisting of Bharat Electronics Limited (BEL), Electronics Corporation of India Limited (ECIL) and ITI Limited (ITI) is implementing Creation of National Population Register (NPR) in the Country for the Office of Registrar General India, Ministry of Home Affairs, Govt. of India.

As part of the project, ECIL is planning to appoint Service Providers for setting up BMDC and carry out NPR Biometric Enrolment in Meghalaya State. The tender will be processed in TWO BID System (Eligibility cum Technical Bid and Price bid).

The interested bidders who are satisfying the Eligibility cum Technical Bid can participate in the tender process.

Bid Schedule

RFP release	04-06-2015
Last date for receipt of request for clarifications from bidders	12-06-2015
Publication of reply to clarification from ECIL	17-06-2015
Due date for submission of bid at RCD, CD, ECIL, Hyderabad	24-06-2015 14.00 hrs
Eligibility cum Technical Bid opening	24-06-2015 14.30 hrs
Reference No.	ECIL/CD/NPR/PUR/39-5599/J/MEG

Interested bidders are advised to study this RFQ document carefully before submitting their bids. Submission of a bid in response to this RFQ shall be deemed to have been done after careful study and examination of this document with full understanding of its Scope, Specifications, Terms, conditions & Implications.

Bidders shall submit their bid at the address mentioned below on or before the due date and time specified.

In case of any clarifications please contact the undersigned

Thanking you,

Yours Faithfully
for Electronics Corporation of India Limited

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1.00 Project Background - National Population Register (NPR)

The Government of India has initiated the creation of National Population Register (NPR) of all usual residents in the country based on Census 2011. The NPR is a comprehensive identity database to be maintained by the Registrar General & Census Commissioner, India, Ministry of Home Affairs, Government of India. The objective of creation of the NPR is to help in better targeting of the benefits and services under the government schemes, improve planning, improve security and prevent identity fraud.

NPR Process

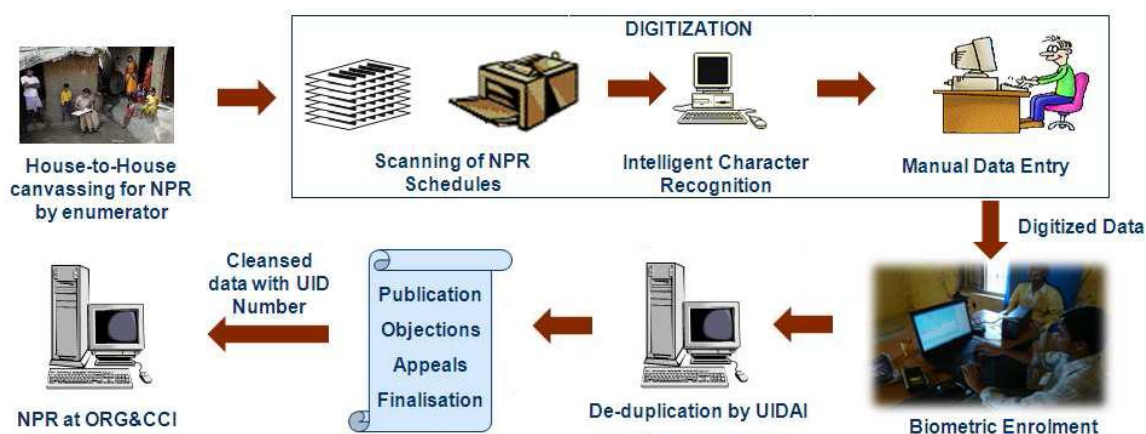
In the NPR process, following details were gathered by designated enumerators by visiting each and every household:

- i. Name of the person
- ii. Name of the person as should appear in National Population Register
- iii. Relationship to Head
- iv. Sex
- v. Date of Birth
- vi. Marital Status
- vii. Educational Qualification
- viii. Occupation/Activity
- ix. Name(s) of father, mother and spouse in full
- x. Place of Birth
- xi. Nationality as declared
- xii. Present address of usual residence
- xiii. Duration of stay at present address
- xiv. Permanent residential address

The data thus collected was then digitized in the local language of the States as well as in English. This digitization involves the scanning of the forms (NPR Schedules) and validating the data using an Intelligent Character Recognition Software (ICR). For this purpose, RGI has established a number of scanning centers across the country. The data thus scanned in the form of TIFF images are digitized to form the demographic database.

Based on the demographic database created, the biometric enrollment (capture of Photograph, 10 Finger Prints and Iris scan of both eyes) will be carried out for all persons aged 5 years and above by arranging enrollment camps in every village / town. UIDAI's biometric enrollment process will be followed. The information thus collected will then be sent to the UIDAI for de-duplication and issue of Unique Identification (UID) Numbers. The cleaned database along with the UID Number will then be sent back to the Office of the Registrar General and Census Commissioner, India (RG&CC,I) and would form the National Population Register. The data collected along with Aadhaar number will be printed in the form of LRUR

(Local Register of Usual Residents) and displayed at prominent places within the village and ward for inviting claims / objections from the public. Each of these claims/ objections will then be enquired into by the Local Registrar (local Revenue Official) and disposed off through a set process as per instructions of the Office of RGI. Once this process is over, the lists will be placed before the Gram Sabha in villages and the Ward Committee in towns for vetting the list of usual residents. Once the list is cleared, the same would be authenticated by the District Collector/ Magistrate. Corrections/ modifications in the LRUR would then be carried out.



2.00 Role of Consortium of Central Public Sector Undertakings (CPSUs) in NPR Project

Consortium of Central Public Sector Undertakings (CPSUs) consisting of Bharat Electronics Limited (BEL), Electronics Corporation of India Limited (ECIL) and ITI Limited (ITI) is implementing Creation of National Population Register (NPR) for Office of Registrar General India, Ministry of Home Affairs, Govt. of India.

ECIL will undertake the following activities on behalf of the ORGI to enable Creation of the National Population Register for the residents in the State of Meghalaya:

- Set up of BMDC and Carry out NPR Biometric Enrolment activity in Meghalaya State.
- Biometric Enrollment of the residents aged 5 years and above.
- Uploading of biometric data to CIDR (UIDAI's Central Identity Data Repository)
- Consolidation and Delivery of data consisting of demographic and biometric fields, integrating Aadhaar No. to ORGI for further action.

ECIL is looking for appointing Service Providers for setting up BMDC and carry out NPR Biometric Enrolment activity in Meghalaya State.

DEFINITIONS

- 3.01 **“CPSUs”** - means Consortium of Central Public Sector Undertakings consisting of Bharat Electronics Limited (BEL), Electronics Corporation India Limited (ECIL) and Indian Telephone Industries Limited (ITI).
- 3.02 **“BME”** – Biometric Enrollment
- 3.03 **“EMD”** - Earnest Money Deposit
- 3.04 **“Letter of Intent (LoI)”** - means a letter issued by the Tendering Agency indicating his intention to place Purchase Order on the successful bidder.
- 3.05 **“CIDR”** - Central Identity Data Repository
- 3.06 **“NDA”** - Non Disclosure Agreement
- 3.07 **“UIDAI”** - means Unique Identity Authority of India.
- 3.08 **“NPR”** - National Population Register
- 3.09 **“PBG”** - Performance Bank Guarantee
- 3.10 **“RFP”** - Request for Proposal.
- 3.11 **“RGCR,I”** - Registrar General of Citizen Registration, India.
- 3.12 **“Tendering Agency”** - means the agency which has released the Request for Quotation, i.e., ECIL, ECIL Post, Cherlapally, Hyderabad, Telangana, India.
- 3.13 **“The Bidder”** – means company participating in this bidding process.
- 3.14 **“The Purchase Order”** - means the order placed by ECIL on the service provider for the required services as per the RFP. This shall be deemed as “Contract”.
- 3.15 **“The Service Provider”** - means company, who is successful bidder and on whom ECIL has placed a Letter of Intent / Purchase Order for rendering the services as per the RFP.

4.00 SCOPE OF WORK

Scope of work shall include the following:

Establishment of Biometric Data Centre (BMDC)

- 4.01 Service Provider has to setup their own BMDC of capacity not less than 5 data entry seats for verifying Digitized demographic data on sample basis, preparation of CSV (Comma Separated Value) files for proceeding with Biometric Enrollment, consolidation and storage of BME packets, and uploading of qualified CIDR packets to CIDR server.
- 4.02 Biometric enrollment shall be done for the residents who are enumerated earlier and whose data entry has been completed in the

data entry centers. In the event of name/s not present in the pre loaded data base for the biometric enrollment, enumerator (present in the camp) along with such persons shall fill NPR form. Duly signed NPR forms will be issued to the Service Provider after authentication from competent authority to carry out direct data entry. Such person's biometric enrollment will be done during the second round. Direct data entry can be to the extent of 10%.

The software required for the data entry module along with language tools and the database used for storing the data on the Server will be provided by ECIL.

- 4.03 The required hardware such as BMDC Server, PCs, UPS, LAN connectivity within the Center including cabling, switches etc shall be the scope of service provider. Service provider has to deploy and maintain infrastructure for BMDC such as Air conditioning, back-up power (including Generator), furniture, Biometric access control, secure Storage of data etc. The IT hardware suggested for the BMDC with specification is given at the **Annexure "A" & "A1"**. Hardware shall meet ECIL specifications, inspected and approved by ECIL before commencement of activities of BMDC.
- 4.04 Pre enrollment data preparation (CSV generation) for biometric enrollment shall be done by the service provider using the software provided by ECIL. The transfer of data from the BMDC to the Laptop for the BME shall be the responsibility of the Service Provider.
- 4.05 Daily back up of data and storage will be the responsibility of the service provider under ECIL supervision. The storage media will be the scope of the Service Provider. The Service Provider shall make their own arrangements for data back up and storage.
- 4.06 BMDC shall have space for storage of documents like newly filled NPR forms, acknowledgement slip, KYR + forms etc .

Biometric Enrolment (BME)-

- 4.07 The biometric enrolment shall strictly be as per the UIDAI norms including continuous updates as and when released by UIDAI. Biometric enrolment includes, capture of Photograph, 10 Finger prints and Iris of both eyes and collection of KYR+ data for all usual residents of age 5 years and above. The Biometric enrollment shall be conducted through a camp approach covering every village/Ward. Number of Enrolment Centers (Camps)/ Enrolment Stations will be finalized based on the population in consultation with the local administration.

- 4.08 It is expected to enroll a minimum of 80 Residents per day per enrolment station.
- 4.09 All KYR+ data shall be entered into the data base using relevant software exactly as per the filled KYR+ Application form.
- 4.10 During the BME, Operator/Supervisor shall ask the question on bank details and information sharing consent from each resident before saving the enrolled data.
- 4.11 BME shall be carried out in two rounds mandatorily for every enumeration block and the target of BME to be achieved shall be 100% after two rounds. The duration of first round camp will be for a minimum of 3 days and for second round camp will be for minimum of 2 days. In case the Service Provider is not able to achieve 100% coverage even after second day of 2nd round, the second round camp duration shall be extended or third round will be scheduled in consultation with ECIL, DCO and State/Districts administration.
- 4.12** Any correction required by the resident on the already digitized demographic data shall be carried out during the BME by the Operator/Supervisor after due approval from the enumerator.
- 4.13** Any correction after the Biometric enrollment (After the generation of Acknowledgement slip) shall be carried out by the service provider as per UIDAI norms.
- 4.14** The required hardware for BME such as Laptop, Web Camera, Fingerprint device, Iris camera, will be provided by ECIL on returnable basis. These items have to be used with proper care and the same have to be returned in working condition after completion of the job. ECIL will send all the hardware by paying the freight charges (i.e. on freight “Pre-Paid basis”) and after completion the Service Provider has to return the Hardware to ECIL by paying freight charges (i.e. Freight “Pre-Paid basis”). The hardware has to be properly packed before sending it back to ECIL. The hardware is to be sent through reputed courier companies. In case of Loss/theft/ damage of ECIL supplied hardware, the purchase value of the same will be with-held from payables until service provider replenishes it with same or higher model in working condition.

4.15 Mandatory requirements for Enrolment Centers/Camps

1	Laptop available
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2	UIDAI software installed, tested, configured, registered with CIDR as per installation and configuration manual
3	Pre enrollment data for biometric enrollment shall be loaded on the laptop
4	Iris capturing device available(record Make & Model)
5	Fingerprint capturing device available(record Make & Model)
6	Digital Camera(record Make & Model)
7	White back ground screen(standee) available for taking photographs
8	Extra monitor for residents to verify their data (15-16" with a resolution above 1024x768)
9	All devices as per UIDAI standards
10	Working of all equipments at every station tested
11	Data backup device (4 GB pen drive sufficient for 1 centre/day i.e. ~5 stations. Enrolment Centre should maintain a stock of 20 days)
12	Printer (A4 laser printer; must print photo with good quality receipt), individual printer for each station. Printer sharing is NOT allowed.
13	Printer Paper GSM 75(Inventory for 5 stations for 10 days ~ 20 rims) and printer cartridge inventory to be maintained.
14	GPS Receiver (USB) – Service Provider shall provide the same.
15	Anti Virus / Anti Spyware checks
16	Data Card /Internet connectivity for Enrolment Client to be online every 24-48 hrs
17	All Operators and Supervisors enrolled into AADHAAR and registered with CIDR
18	If Registrar has additional fields to be captured , then the KYR+ software for capturing the KYR+ fields is configured and tested
19	Backup power supply (generator) of 2 KVA capacity for every five enrolment stations kept in a camp
20	Fuel to run the generators
21	Printed enrolment forms for filling data available in sufficient numbers
22	Adequate lighting, fans & power points for plugging various biometric devices available
23	Local authorities informed of enrolment schedule
24	Banner for the Enrolment Centre placed at entrance
25	Posters depicting enrolment process in English & the local language present in visible places
26	Grievance handling Helpline Number and other important numbers displayed prominently inside/outside the enrolment centre
27	The User Manual of the software available for ready reference & operators aware of the same
28	Sponge for wetting and hand-cleaning cloth available
29	Material required for a separate enclosure to enroll “Purdah-nasheen” women

4.16 Service provider shall also deploy infrastructure including but not limited to the following for Biometric enrollment as per UIDAI norms.

- a. Camp will be generally arranged at the premises of government buildings like schools etc, however if the building is not available, the Bidder has to arrange the shelter for the camp.
- b. The furniture required for the camp.
- c. Light used for capture of facial image should be white in color (CFL, 25-34 watt).
- d. No electricity will be provided at the site. Service Provider has to provide Back-up power (Generator) for the functioning of camp which includes proper lighting for photo capture, printing of acknowledgement slip. For every camp, Generator availability at the venue is mandatory.
- e. The fuel required for the Generator to provide uninterrupted power supply at the camp shall be arranged by the Bidder. Adequate fuel with proper fire safety measures should be stored in each venue.
- f. Power / extension distribution boards with sufficient cable length.
- g. Maintenance and repair of Laptop, Camera, F.P. device and Iris will be the responsibility of the Service Provider. ECIL will provide the details of the Original Equipment Manufacturers (OEM). For repair /service of any of the equipments, the Bidder shall take up with the OEM for on site repair/ service under intimation to ECIL coordinator. Ensuring utilization of resources above 90% per day, is the responsibility of the Bidder.
- h. Daily status of equipment utilization shall be sent by the Bidder to ECIL.
- i. White standard portable background screen of minimum size 1m width*3m height (with Stand/frame) for photography.
Fixing of white cloth on walls with nails, pins, white sheets etc. are not permitted.
- j. Tissue papers / wet papers shall be provided for cleaning the finger print device after every use.
- k. BME camp should have drinking water facility and other basic amenities like fan, light etc, if not available.
- l. Other logistical requirements including the movement of personnel, transportation of Generator to the camps for the smooth flow of the work. Minimum one vehicle shall be provided for every camp.
- m. Hardware, consumables and stationary including A4 paper (75 GSM), cartridge etc for printing the acknowledgement slip as per UIDAI norms is the scope of the Service Provider. Acknowledgement slip and Consent slip should be printed on an A4 sheet (should be legible) immediately after the enrollment and signed by Operator/Supervisor and enrollee respectively.

Acknowledgement slip shall be handed over to the enrollee immediately and consent slip is retained with EA. No hand written acknowledgement slip should be given to the enrollee.

- n. One 15-16" Monitor with a resolution above 1024x768, printer, UPS etc as per UIDAI norm is the scope of the Service Provider.
- o. Each Biometric station/Kit should have independent printer, dedicated for acknowledgement/Consent slip printing. **Sharing of printer and use of network printer is not allowed in BME camps.**
- p. GPS receiver (USB) shall be provided for each BME kit and it is the scope of the Service Provider.

4.17 Latest version of UIDAI's Aadhaar client at the time of BME shall be used for BME and the application software for entry of KYR + data, which will be provided by the ECIL. In case the resident is already enrolled by other Registrar's of UID, his/her EID or Aadhaar No is to be captured in the enrolment camps by using separate software provided by ECIL. The percentage of such residents could be negligible in the state under the scope of this RFQ.

4.18 The Biometric data packets after the capture have to be moved to the BMDC with the help of suitable media (DVD/ USB Hard Disk) by the Service Provider. Responsibility of providing storage media for transportation of data shall be under service provider's scope. The Biometric data packets backup must be taken in external media on a daily basis. The Biometric data packets have to be transferred to the BMDC once in 3 days or after the completion of every village / town which consists of nearly 30 to 50 Enumeration Blocks. Biometric data packets need to be stored village / ward wise in structured manner like State-District-tehsil-town/village-ward-EB.

4.19 The service provider shall ensure that the laptop used for BME at the field is synchronized with UIDAI server, using the current version of Aadhaar client mandatorily once in three days.

Activities at BMDC after BME and before uploading to CIDR

4.20 The data packet verification w.r.t CIDR, Registrar and KYR+ packets (Quantity verification) shall be the responsibility of Service Provider. The application software for segregation of CIDR packets shall be provided by ECIL.

4.21 The uploading of the CIDR Packets to the UIDAI after clearance from ECIL shall be the scope of the Service Provider.

General

- 4.22** The BMDC operators must possess minimum 10th standard pass qualification & with typing knowledge in English and local language. Proficiency in computers for data entry & Verification of biometric packets is preferred.
- 4.23** Service Provider shall ensure that UIDAI Certified Biometric operators/supervisor/Tech-support/Master-trainers are active on their respective Enrollment Agency's Portal and they should not be blacklisted/suspended/deactivated etc by UIDAI. It is preferable to have at least one lady operator in each enrollment camp.
- 4.24** Service Provider should have certified master trainer for every district for training the operators/supervisors/tech_support on UIDAI/ ECIL Software and other requirements.
- 4.25** The deployment of operators/supervisors/tech support (DBA)/helper should be in the ratio of 5:1:1:1 per enrollment camp. Number of Certified enrolment Operators shall be more than number of enrolment stations for job rotation & avoiding operator fatigue. In case the kits deployed are less than 5 in an enrollment camp, the Service Provider shall maintain other resources (supervisors/tech support (DBA)/helper) at 1:1:1 ratio.
- 4.26** Service Provider shall appoint a separate State Nodal Officer. Service Provider shall establish one Project Management Team for each BMDC, headed by a project manager who should in turn report to the Service Provider state Nodal officer. For each district under the BMDC, there will be a District Coordinator. Service Provider's State nodal officer shall report to the ECIL State nodal officer.
- 4.27** It is recommended to have the qualification and experience for all the persons involved in the project as given below

The Service Provider shall hire manpower to operate the enrolment station/center as per the guidelines prescribed by UIDAI.

Operator: The service provider shall hire manpower (operator) to execute enrolment at the enrolment stations as per the criteria provided below

- a) The operator should have passed Matriculation

- b) The operator should have a basic understanding of operating a computer and should be comfortable in using the computer.
- c) The operator should have undergone training on the various BME equipments.
- d) The operator should have passed the Operator test for UID enrolment and certified from a testing and certifying agency authorized by UIDAI.

Supervisor: The service provider shall hire Supervisors to supervise enrolment at the enrolment centers as per the criteria provided below

- a) The supervisor shall be a graduate
- b) The supervisor shall have a good understanding and experience in using a computer.
- c) The supervisor should have undergone training on the various BME equipments.
- d) The Supervisor should have passed the Supervisor test and certified from a testing and certifying agency authorized by UIDAI.

Technical personnel : The service provider shall hire Technical personnel to provide technical support during enrolment at the enrolment centers as per the criteria provided below

- a) The Technical personnel shall be a Graduate and have a certification/experience on hardware/software trouble shooting and maintenance
- b) The Technical personnel shall have a good understanding and experience in using a computer.
- c) The Technical personnel should have undergone training on the various BME equipments.
- d) The Technical personnel should have passed the Technical personnel test and certified from a testing and certifying agency authorized by UIDAI.

Designation	Qualification	Experience (Similar projects)	Remarks
State Nodal Officer	Graduate	5 years(Min)	
Project Manager	Graduate	3 years(Min)	
District Coordinator	Graduate	1 year(Min)	
System & Database Administrator	Engineering Graduate	1 year	One / center / shift
BME Tech Support	UID Certified		
BME Supervisor			Min. one per five team
BME Operator			Min. one per team

Induction training: After hiring the personnel as described above, the service provider should impart induction training on the various activities involved in the enrolment process to enable them to understand and adjust to the local situation. The induction training is to be given just before actual deployment of the personnel for enrolment operations and shall be compulsory. The period of induction training shall be from 10 to 15 days.

In case the Service Provider does not appoint above mentioned manpower with the stated qualification and experience or if the performance is not satisfactory ECIL reserves the right to reject any or all the manpower even after deployment. In such case, suitable & immediate substitutes shall be provided by Service Provider.

4.28 Training of Manpower:

The service provider may also opt to identify resources to employ in the Enrolment operations, get them trained and certified and then deploy them on the enrolment stations. Service providers may opt for engaging specialized training agencies (only those who have been empanelled with UIDAI) for providing training to its enrollment personnel. However the Service providers may also train their own manpower subject to certain conditions as prescribed below.

1. The training schedule and content shall be as prescribed by UIDAI on its website.
2. The Service providers may prefer to have master trainers onboard. Master trainers shall be identified by the Service providers from its pool of trainers and get them trained by ECIL / its representative as per its schedule. Master trainers shall train the trainers.
3. The Service providers shall have the requisite number of trainers for training their personnel. Trainers have to be trained by the Master trainers and should have passed the certification exam.
4. The training and enrolment operations shall be separate activities.
5. Duration of the training will vary depending on the category/ level of the participant.
6. The Service providers involved in training shall translate the training material into local language and hand it over to the course participants.
7. The Service providers shall ensure the availability of the requisite infrastructure for imparting training which shall include
 - a) Availability of at least two sets of the BME equipments & accessories

- b) Certified trainers
8. The size of a batch for training shall not exceed 40.
 9. The manpower trained by the Service providers /Empanelled training agency shall be considered qualified only after passing the Certifying test conducted by a Testing and Certifying Agency authorized by UIDAI. Therefore the agency shall coordinate with the testing agency for testing and certifying its trainees.
 10. The agency shall be subject to process audits for training from time to time by CPSU.
- 4.29 Service Provider shall issue Company ID badge with Photo for all their field Personnel (Including District Coordinator)
- 4.30 Service Provider shall issue an appointment letter providing the personnel details of their persons, as required by the district authorities/Security agencies for verification and security clearance within 10 days of the LOI/order placement. Only Indian Nationals should be appointed.
- 4.31 Master Trainers from the Service Provider shall be trained on the installation, operation and Data back-up activities at ECIL premises. Service Provider shall organize mass training program for all the operators prior to deployment for biometric capture. Trained and certified operators shall only be deployed.
- 4.32 The Service Provider shall deploy operators for Biometric enrolment only after getting training and certification from the UIDAI's certified agency. The Service Provider shall submit details of all the Manpower before commencement of work.
- 4.33 Service Provider shall deploy qualified tech support personnel who should be Database Administrator (DBA). This DBA/Tech Support person should be responsible for providing the back up to ECIL.
- 4.34 Service Provider shall prepare the BME schedule (deployment plan) in consultation with state/district administration, DCO and ECIL.
- 4.35 The BME Site shall be inspected by Service Provider 3 days before commencement of BME. Same shall be communicated to ECIL representative immediately.
- 4.36 Setting up of BME Camp as per UIDAI norms should be completed at least one day before the commencement of the BME.

- 4.37 Service Provider shall ensure that camp starts at 9.00 AM every day and shall be operational for a minimum of 8 hours.
- 4.38 Service Provider shall ensure that arrangements are made for transportation of Operators and Hardware to the BME camp.
- 4.39 Service Provider shall ensure by internal audit teams, physical verification of camps for compliance, as per UIDAI norms. The report of verification should be submitted to ECIL State Nodal Officer.
- 4.40 The Service Provider shall ensure that Biometric exceptions captured are genuine and not resort to any malpractices such as fake Biometric exception. Any Biometric exceptions to be reported to ECIL for further verification on a daily basis.
- 4.41 If Operators/Supervisor/Technical Staff are found to be demanding / collecting money for enrollment shall be immediately terminated and recommended for Blacklisting.
- 4.42 The Service Provider shall ensure that the biometrics for physically challenged, aged, sick persons who cannot reach the camp are also captured either by bringing them to camp or taking the camp to their places. Preference to be given for persons with above physical disability who are coming to the enrollment camps.
- 4.43 Service Provider shall support the State / District Administration in improving the publicity to get the people to the BME camps.
- 4.44 Daily report on the status of the activities carried out should be submitted as per ECIL requirement (web/email) without fail within 24 hours.
- 4.45 Service Provider shall comply with Document Management System (DMS) requirements as per UIDAI norms and report to ECIL on monthly basis.
- 4.46 Service Provider shall work in liaison with designated ECIL personnel, District authorities and staff from ORGI/DCO for smooth execution of the project.
- 4.47 The operator / supervisor in the BME camp shall approach the enrollee with a smile and proper salutation. The friendly and polite appearance, courtesy and a few well chosen words from the BME team can put the enrollee at ease and in a right state of mind for

enrollment. This will make the enrollment process easier, interesting and error free.

- 4.48 The job awarded cannot be sublet/subcontracted to any other third party in any kind of arrangement.

5.00 ELIGIBILITY CUM TECHNICAL BID (The bidder has to submit all relevant documents / Copies as proof for Qualifying)

- 5.01 The bidder shall have an average turnover of Rs. 50 Lakhs for the last three financial years (2012-13, 2013-14 and 2014-15) i.e. sum of turnover for the last three years divided by three shall be minimum Rs. 50 Lakhs. Copies of audited statement or balance sheet certified by their appointed statutory auditor must be provided.
- 5.02 The bidders shall have minimum 50 certified operators to start with under their EA code.
- 5.03 The Bidders are eligible to quote if they have carried out Biometric enrollment minimum 5000 records in any of the 7 North East States as per UIDAI norms, for either NPR or UIDAI (AADHAAR)

OR

The Bidders have done NPR/UIDAI (AADHAAR) BME 5 Lakhs records across the country and have an enrolment experience such as SECC/ PDS/ RSBY/EPIC enrollment projects in any one of the 7 North Eastern States. [Documentary evidences supporting the job order (Work Order/Purchase Order) and job execution certificate obtained from the customer to be submitted in original]. If the work executed by the bidder is based on the Purchase Order / Contract issued by Project Implementation agency as stated above, then the necessary supporting documents shall be enclosed to prove that such agency is appointed by Central Government or State Government or Public Sector Undertaking.

ECIL reserves the right to verify the above declarations / statements if needed.

- 5.04 The Bidder shall attach Service Tax Registration no, IT Permanent Account No. (PAN), PF and ESI registration No., Sales Tax Registration No. with relevant certificates as applicable.
- 5.05 The bidder is permitted to quote for all 8 districts of the state, but allocation (distribution) of Districts will be in the ratio of 3:2:2:1 i.e., L1 will be getting 3 districts, L2 will be getting 2 districts, L3 will be

getting 2 districts & L4 will be getting 1 district at L1 rate. The discretion of distribution of districts to Vendors will lie with ECIL.

- 5.06 The bidder must submit an EMD in the form of DD drawn in favour of M/s. Electronics Corporation of India Ltd, Hyderabad from any nationalized / scheduled bank in the eligibility bid. The EMD value is Rs. 2 Lakhs.
- 5.07 With an intention to ensure fair and wider base of participation & execution by the bidders across the country:
- a) There shall be ONE bid only from any company / firm / individual / society etc falling under the same Management.
 - b) Partnership firm / LLP (Limited Liability Partnership) in which any director or his relatives are interested shall submit ONE bid only.
 - c) Proprietary concerns among the family members shall submit ONE bid only.
 - d) All bidders are required to furnish the information sought as per **Annexure E**
- 5.08 The authorization for signing the Bid document shall be indicated by a written power of attorney (in a legally valid Rs. 100/- stamp paper duly notarized from the competent authority accompanying the bid.
- 5.09 The Bidder should not be blacklisted / suspended by any Ministry or Department of the Central Government including UIDAI, or by any of the State Governments/UT or any of Public sector companies as on last date of bid submission / before placement of Purchase Order. Declaration in this regard shall be submitted by the duly authorized signatory.
- 5.10 Bidder shall not have any litigation/arbitration/court cases pending with any of the CPSU members (M/s BEL, M/s ECIL & M/s ITI). Declaration in this regard shall be submitted by the authorized signatory.
- 5.11 The Bidder shall submit a clause-wise compliance statement confirming the acceptance of all the Clauses and sub-Clauses of the tender document.
- 5.12 The bid received from all the bidders will be analyzed by a committee to assess the credentials of the bidder vis-à-vis the experience with ECIL's Projects wherever applicable. The committee can disentitle the bidder after such deliberations and credentials irrespective of the technical criteria suitability of the bidder. The committee will also consider and analyze all the information received till the bid issue date about the bidders from all sources including non-payment issues in the field.
- 5.13 The bidder shall submit an undertaking on a legally valid stamp paper of Rs. 100/- value as per **Annexure-D**.

- 5.14 The bidder shall sign an Integrity Pact – Format attached as **Annexure-F**. The signed integrity format shall be submitted as part of the Eligibility cum Technical Bid. The successful bidder shall be required to execute the Integrity Pact (IP) in a legally valid stamp paper and also submit Integrity Pact Bank Guarantee (IPBG) (as per clause 8.0 of the IP) with ECIL immediately after receipt of LOI.
- 5.15 Validity of the bid shall be 180 days from the date of bid submission.
- 5.16 Documentary evidences for all the Eligibility cum Technical Bid are required to be submitted as part of the Eligibility cum Technical Bid. Non-compliance with one or more of the requirements covered under Eligibility Criteria, will lead to summarily rejection of the bid.
- 5.17 The Bidder shall submit duly filled questionnaire/eligibility/document check list as per **Annexure B**

6.00 SPECIFICATION OF FACE PHOTO CAPTURE

Key Decisions	Summary of Decisions
Enrollment	
Image capture	Full frontal, 24 bit colour
Digital / Photographic requirements	Per ISO 19794-5 Section 7.3, 7.4, 8.3 and 8.4 with Section 8.3 of Technical Corrigendum 2. Inter-eye distance – minimum 120 pixels.
Pose	Per ISO 19794-5 Section 7.2.2
Expression	Neutral expression. Specified as best practices.
Illumination	Per ISO 19794-5 Section 7.2.7
Eye Glasses	Per ISO 19794-5 Section 7.2.11
Accessories	Permissible for medical reasons only.
Multiple samples of face	Yes. Recommended for automatic face recognition.
Operational	Per ISO 19794-5 Section 7.2.4 – 7.2.10
Assistance	Yes. Specified as best practices.
Segmentation and feature extraction	Recommended for automatic face recognition
Quality check	Yes. Specified as best practice.
Storage and compression	Uncompressed image strongly recommended. For legacy reasons, lossless JPEG 2000 colour accepted.
Authentication	
Image capture	Same as enrollment
Compression	JPEG 2000 colour compression recommended. Compression ratio to be less than 10:1
Number of Images	One full frontal image

7.00 SPECIFICATION OF FINGER PRINT CAPTURE.

Key Decisions	Summary of Decisions
Enrollment	
Image capture	
Plain or rolled	Plain, live scan
Number of fingers	Ten
Device characteristics	Setting level 31 or above, EFTS/F certified
Quality check	Yes – Specified as best practice. Avoid NFIQ quality 4 and 5 level fingerprints.

Key Decisions	Summary of Decisions
Operational	
Assistance	Yes – Specified as best practice
Corrective measure	Yes – Specified as best practice
Storage and transmission Compression	Uncompressed image strongly recommended. For legacy reasons, JPEG 2000 or WSQ compression accepted.
Storage format	Per ISO Section 8.3 No deviation necessary
Minutiae format	Per ISO Section 8.3. No deviation necessary
Multi-finger fusion algorithm	Recommended. Application dependent.
Authentication	
Image capture	
Number of fingers	No minimum, no maximum. Application dependent. Recommended as best practice
Any finger option	Yes. Recommended as best practice
Retry	Maximum 5. Recommended as best practice.
Device characteristics	Setting level 28 or above
Transmission format	Per ISO. No tailoring necessary
Compression	JPEG 2000 compression recommended. Compression ratio to be less than 15:1
Minutiae format	Per ISO 19794-2. No tailoring necessary

8.00 SPECIFICATION OF IRIS CAPTURE

Key Decisions	Summary of Decisions
Enrollment	
Image	Two eyes, > 140 pixel image diameter (170 pixel preferred), image margin 50% left and right, 25% top and bottom of iris diameter
Device Characteristics	Tethered, autofocus, continuous image capture, exposure < 33 mille-second, distance >300 mm for operator control, > 100mm Enrollee control
Operational	Operator controlled strongly preferred. No direct natural or artificial light reflection in the eye, capture location: indoor.
Segmentation	Non-linear segmentation algorithm
Quality Assessment	Per IREX II recommendations
Compression	ISO 19794-6 (2010) data format standard as tailored in Section

and Storage	11 JPEG 2000 or PNG lossless compression, KIND_VGA of Table A.1 of ISO 19794-6 (2010)
Authentication	Same as enrollment except One and / or two eyes JPEG 2000

9.00 Detailed Guidelines for Collecting Biometric Data

9.01 FINGERPRINT CAPTURE

- a. **Left Hand Fingerprints:** The Enrollee should be requested to place all four fingers of the **left hand** to platen of the fingerprint scanner for the four-finger capture to ensure good contact and maximize the area of the captured fingerprints.
- b. If **automatic** capture does not happen, the operator should force the capture through option available in the enrollment software. The capture software will allow forced capture only after at least one attempted automatic capture for that Enrollee.
- c. The operator should visually check the image for quality and for typical problems. In case there are problems go back to steps above to retry the capture.

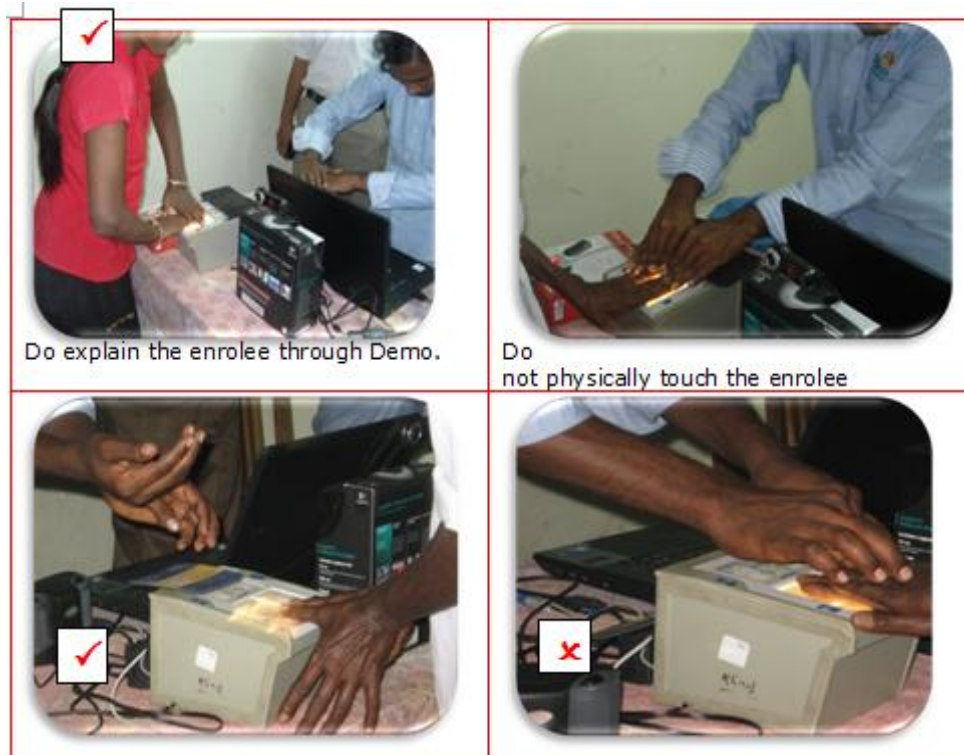


If capture is still not possible, move on to the next step to capture the fingerprints of the right hand.

- d. **Right Hand Fingerprints:** The Enrollee should be requested to place all four fingers of the **Right Hand** to platen of the fingerprint scanner for the four-finger capture to ensure good contact and maximize the area of the captured fingerprints.
- e. If **automatic** capture does not happen, the operator should force the capture through option available in the enrollment software. The capture software will allow forced capture only after at least one attempted automatic capture for that Enrollee.
- f. Visually check the image for quality and for typical problems. In case there are problems go back to steps above to retry the capture.



- g. If capture is still not possible, move on to the next step to capture the fingerprints of the two thumbs.
- h **Two Thumbs:** The Enrollee should be requested to place **Two Thumbs** to platen of the fingerprint scanner for the capture to ensure good contact and maximize the area of the captured fingerprints.
- i. If **automatic** capture does not happen, the operator should force the capture through option available in the enrollment software. The capture software will allow forced capture only after at least one attempted automatic capture for that Enrollee.
- j. Visually check the image for quality and for typical problems. In case there are problems go back to steps above to retry the capture.



9.02 FACIAL PHOTO CAPTURE

- a. **Enrollee Position:** For capturing facial image, it is advisable for the operator to adjust the camera instead of the Enrollee to position herself/himself at the right distance or in the right posture.
- b. **Focus:** The capture device should use auto focus and auto-capture functions. The output image should not suffer from motion blur, over or under exposure, unnatural colored lighting, and radial distortion. Interlaced video frames are not allowed.
- c. **Expression:** Expression strongly affects the performance of automatic face recognition and also affects accurate visual inspection by humans. It is strongly recommended that the face should be captured with neutral (non-



smiling) expression, teeth closed and both eyes open.

- d. **Illumination:** Poor illumination has a high impact on the performance of face recognition. It is difficult for human operators to analyze and recognize face images with poor illumination. Proper and equally distributed lighting mechanism should be used such that there are no shadows over the face, no shadows in eye sockets, and no hot spots.
- e. **Eye Glasses:** If the person normally wears glasses, it is recommended that the photograph be taken with glasses. However, the glasses should be clear and transparent so that pupils and iris are visible. If the glasses are with tint, then direct and background lighting sources should be tuned accordingly.
- f. **Accessories:** Use of accessories that cover any region of the face is not permitted.
- g. However, accessories like eye patches are allowed due to medical reasons.
- h. Further, accessories like turban are also allowed as religious practices.
- i. Operators need to be trained to obtain the best possible face images that satisfy requirements.

9.03 IRIS CAPTURE

- a. Iris pattern of each eye is not correlated, and gives two independent biometric feature sets. It assures correct assignment of left and right eyes and allows for more accurate estimation of roll angle.
- b. In order to obtain good quality template, the iris image diameter should be a minimum of 170 native pixels.
- c. In order to retain sufficient image surrounding the iris for the purpose of identifying the left or right eye as well as for a more accurate iris segmentation, the margins around the iris portion of the image need to be at least 50% of the iris diameter on the left and right sides of the image, and a least 25% of the iris diameter on the top and bottom of the image.
- d. The capture device should be more than 300 mm away from the Enrollee to be considered non-intrusive.
- e. The capture device should use auto focus and auto-capture functions.
- f. In special circumstances where the Enrollee has to position herself or himself, the capture device should be more than 100mm away but the



device should use a visor or other mechanical alignment aid to enable the Enrollee to position themselves.

- g. In order to provide an acceptable level of usability and ease of alignment, the camera must allow for some variability in the position of the iris centre relative to the camera. This variability is defined by position tolerances in the horizontal, vertical, and axial dimensions that together define a volume (the “capture volume”) within which the centre of the iris must be located in order to enable image capture.
- h. For two eye capture devices, the capture volume dimensions for devices without mechanical alignment aids are 19 mm wide, 14 mm high, and 20 mm deep, and for devices with such aids, 19 mm wide, 14 mm high, and 12 mm deep.
- i. The iris image capture device must be capable of capturing light in the range of 700 to 900 nanometers. The cameras near infrared illuminator(s) must have a controlled spectral content, such that the overall spectral imaging sensitivity, including the sensor characteristics, transfers at least 35% of the power per any 100 nm-wide sub-band of the 700 to 900 nm range.
- j. The iris image capture sensor shall use progressive scanning.
- k. Illumination shall be compliant with illumination standard IEC 825-1 and safety specification ISO 60825-1.
- l. In order to achieve acceptable recognition accuracy, the iris acquisition sensor must achieve a signal-to-noise ration of at least 36dB.
- m. Within the frequency range of interest, 700 to 900 nm, the iris sensor shall generate images with at least 8 bits per pixel.
- n. The operator and not the Enrollee will handle the capture device.
- o. The Enrollee will be required to sit (or stand) in a fixed position, like taking a portrait photograph.
- p. The iris capture device or the connected computer would be able to measure the iris image quality. An initial image quality assessment would be done to provide feedback to the operator during the capture process. The device alerts the operator if the captured iris image is of insufficient quality.
- q. The iris capture process is sensitive to ambient light. No direct or artificial light should directly reflect off Enrollee’s eyes.

9.04 Handling of Exceptions

There would be instances where the enrollee would not be in a position to give complete set of biometrics as required by the UIDAI owing to reasons such as injury, amputation of the fingers / hands and similar problems with the eyes. The following sets of guidelines are to be borne in mind while handling such exceptions.

i. Exceptions in capturing Facial Image capture

S.No	Problem	Suggestions
a.	Unable to capture image due to poor light:	<ul style="list-style-type: none"> i. No flash is to be used. ii. Improve the ambient light. iii. If there is inadequate lighting because of low voltage, use the generator backup to improve the lighting. iv. Consider moving the enrollment station to a location in the room with better light. v. The non-capture could be because of bright light behind the backdrop. The backdrop should be preferably placed against an opaque wall/partition.
b.	Unable to crop image because of turban / head scarf:	<ul style="list-style-type: none"> i. If it is strict religious attire, choose the manual capture option. ii. If the headgear can be removed this may be requested politely by the operator. iii. In the case of lady enrollees, it would be advisable for a lady operator, or volunteer to undertake this process.
c.	Enrollee unable to keep head / torso still and vertical:	Assistance may be provided to the enrollee. In case of lady enrollees, assistance is to be provided by the lady operators or volunteers.

ii. Exceptions in handling Fingerprint Image capture

S.No	Problem	Suggestions
a.	Missing / amputated / bandaged fingers	<ul style="list-style-type: none"> i. The same is noted in the data as provided in the software ii. The fingerprints of remaining fingers are captured by the operator
b.	Fingerprint captured is not of the requisite quality	<ul style="list-style-type: none"> i. If standard image of the finger prints are not possible for an enrollee despite repeated attempts, the operator should politely ask the enrollee to wash his hands. The operator can provide a wet sponge or towel available in the centre. ii. The operator can request the enrolled to apply pressure on the platen to increase the area of contact and thereby obtain image of the requisite quality. iii. For applying pressure he would firstly rely on efforts of the enrollee. If not successful, the operator can take the permission of the enrollee and assist her/him in applying the pressure to capture the image. iv. It has to be ensured that assistance to women enrollees has to be provided by women operators / volunteers.

S.No	Problem	Suggestions
		v. The operator would make a reasonable number of attempts to capture the biometrics of the resident. The number of attempts that can be made is built into the software.
c.	Inability to flatten fingers	i. The operator with due permission from the enrollee may assist the enrollee in order to attempt capture of the fingerprints. ii. In case this is not successful, the operator may try to obtain fingerprints to the extent that the enrollee is able to flatten and place her / his fingers on the platen. iii. The enrollee can then be made to move to the next set of fingerprints of the other hand or the two thumbs.
d.	Worn out ridges or hands blackened through mehendi or any other substance	i. Attempt a manual capture. ii. Proceed to capture fingerprints of fingers which are not blackened or without worn out ridges.

iii) Exceptions in handling Iris Image capture

If capturing Iris image is not possible due to non-existence of one or both eyes or bandage across one or both eyes / any other deformity or disease the same has to be recorded in the system.

S.No	Problem	Suggestions
a.	Squint / disoriented eye	i. If the capture of both eyes at a time is not possible, the single eye iris scan device may be used ii. In case the single eye iris device is not available, the operator can make use of the dual eye device to capture one of the irises correctly
b.	Inability to open the eyes properly	i. Guide the enrollee to open the eyes wide to enable the capture ii. Manually assist the enrollee to open the eyes with the help of his own hands so that the iris can be scanned.

iv) General exceptions

The enrollee may not be in a position to keep herself / himself in correct posture for reaching biometric instruments or for photograph due to old age or sickness. In such cases the operator should arrange to take the biometric data by moving the equipment close to the enrollee.

10.00 QUALITY CHECK FOR BIOMETRIC DATA CAPTURE

10.01 As per UIDAI norms and standards.

10.02 After biometric enrollment the Registrar, CIDR, KYR+, NPR_UID_linker packets and correction packets shall be submitted to BMDC.

10.02.01 Based on clearance uploading of CIDR packets to UIDAI data centre using SFTP / personally submitting data in a USB hard disk to UIDAI –CIDR, Bangalore.

11.00 EARNEST MONEY DEPOSIT (EMD)

11.01 The bidder must submit an EMD in the form of DD drawn in favour of M/s. Electronics Corporation of India Ltd, Hyderabad from any nationalized / scheduled bank with the eligibility cum Technical bid. The EMD value is Rs.2 Lakh.

11.02 EMD DD shall be submitted along with Eligibility cum Technical Bid. In case EMD submitted is less than the required amount, then the bid will be summarily rejected.

11.03 The EMD of unsuccessful bidder in the Eligibility cum Technical bid will be returned within 30 days from the date of bid opening. The EMD of unsuccessful bidders on price bid will be returned after finalization of the price bid. The EMD of successful Bidders will be returned after receipt of PBG as per **clause 16.00**

11.04 EMD of the bidder will be forfeited if the bidder fails to submit the performance bank guarantee as per clause 16.00. The total EMD of the L1 bidder will be forfeited if the bidder fails to accept any of the LoI / Purchase Orders issued based on the L1 status.

12.00 INSTRUCTION TO THE BIDDERS

12.01 The tender will be processed in a TWO BID SYSTEM (Eligibility cum Technical Bid, and Price Bid)

12.02 The Eligibility cum Technical bids shall be submitted in a separate sealed envelope superscribing “Eligibility cum Technical bid” indicating our enquiry reference and due date. The cover marked Eligibility cum Technical Bid shall have all necessary documents and proof to support the Eligibility Criteria in **clause 5.00**.

12.03 The Price bids shall be prepared as per the Price bid format at **Annexure-C** and shall be submitted in a separate sealed envelope superscribing “Price bid” indicating our enquiry reference and due

date. The cost details (**Annexure-C1**) shall be enclosed with the Price Bid **Annexure-C**. **Absence of this detailed cost estimation Annexure-C1 will lead to rejection of the PRICE BID even after Price bid opening.**

12.04 The price bid shall be submitted exactly as per the format given. Any deviation will lead to rejection of whole price bid.

12.05 All two sealed bids (Eligibility cum Technical bid and Price bid) shall be submitted in an outer cover and sealed. The outer cover and the inner cover / envelopes shall bear the details of the RFQ reference, due date, bidders address and to be addressed to ECIL at the following address:

Dy. General Manager, Purchase,
NPR & SECC Division,
RCD Building, CD,
Electronics Corporation of India Ltd,
ECIL Post, Cherlapalli,
Hyderabad-500 062
Telangana, INDIA
Phone No: +91 040 27182248
Fax No. +91 040 27120288
Email: nprpurchase@ecil.co.in

12.06 Time schedule for various Bid related events:

RFQ release	04-06-2015
Last date for receipt of request for clarifications from bidders	12-06-2015
Publication of reply to clarification from ECIL	17-06-2015
Due date for submission of bid at ECIL, Hyderabad	24-06-2015 14.00 hrs
Eligibility Bid opening	24-06-2015 14.30 hrs
Reference No.	ECIL/CD/NPR/PUR/39-5599/J/MEG

12.07 Any bid received at M/s. ECIL, Hyderabad after the deadline for submission of bids prescribed by ECIL, will be rejected. ECIL assumes no responsibility of Bids delivered to any other address other than mentioned delivery address, it will be the bidder's responsibility to ensure that the bids are submitted at the correct delivery address and before the bid closing time. Any Bid submitted not in line with the **clause 12.02 to 12.07**, will be summarily rejected.

12.08 ECIL will open first the Eligibility cum Technical Bids and the Bidders who fulfill the Eligibility Criteria will be short listed. The evaluation of the bids will be carried out by the committee of ECIL to assess and finalize the acceptability of the bids. The Price bids of qualified

Bidders only will be considered for further processing. Price bid opening date will be informed to the qualified Bidders before price bid opening.

12.09 Clarification of Bids

Prospective bidders requiring any clarification of the bidding documents may notify ECIL in writing to the address provided above. ECIL will respond in writing to any request for clarification of the bidding documents. Requests for clarification on telephone will not be entertained. Reply to clarifications / amendments / addendum if any will be published in the Website of the tendering agency as corrigendum to RFQ.

12.10 Period of Validity

Bids shall remain valid for 180 days after the due date of bid submission. ECIL shall reject a bid as non-responsive if the bid is submitted with a shorter validity period.

12.11 Format and Signing of Bids

The bid shall be signed by the authorized person or persons. The authorization for signing the Bid document shall be indicated by a written power of attorney (in a legally valid Rs. 100/- stamp paper) duly notarized from the competent authority accompanying the eligibility bid.

Bid should be bound securely before submitting.

12.12 The bidders shall submit the methodology of arriving at their quote as per the **Annexure – C1**. The Price bid will be summarily rejected if Price bid (**Annexure – C**) is not accompanied with **Annexure – C1**.

13.00 PAYMENT TERMS

Service Providers will be paid per record basis. Service Providers are required to submit their bills once in a month to ECIL. The bills shall be certified by ECIL center in charge/rep. Based on certification the Service Providers will be paid as follows:

13.01 Biometric Enrolment: The following process should be followed before submitting the bills for Biometric enrolment to ECIL.

(i) Consolidation of all the packets from the Enrollment Camps and submission in the BMDC. The Data submitted shall include

- a. Registrar Packet
 - b. Correction Packet, if any
 - c. KYR+ Packet
 - d. CIDR Packet
- (ii) ECIL shall decrypt the Registrar, KYR+ packets and Correction packets.
- (iii) Segregation of packets by ECIL representatives.
- (iv) Uploading of CIDR packets by Service Providers to UIDAI data center.
- (v) Download the CIDR packet upload report from UIDAI web portal. The Service Providers shall submit CIDR packet upload report along with the bills. Based on the certification, the Service Providers will be paid as follows:
 - (i) Biometric enrolment (finger print, photograph, iris and KYR+): 30% of the payment will be made, within one week of submission of the bills, for the records for which respective CIDR packets are uploaded to UIDAI Data center after deductions of penalties if any due to non adherence to the Service Level agreements referred in this RFQ.
 - (ii) Next 60% payment will be made for the records for which Aadhaar number is received from UIDAI by ECIL (Sub-Registrars). After deductions of penalties, if any, due to non adherence to the Service Level agreements referred in this RFQ. Any excess payment made during release of 30% payment, will be adjusted / recovered during this milestone of payment. However, if BME operation is already over, value of unreturned kits provided by ECIL will be with-held from this payment.
 - (iii) Final 10% payment will be made on the packets for which Aadhaar number is received after completion of the project and acceptance by end customer.

14.00 TERMS AND CONDITIONS

14.01 **Time Bound Implementation:** The total time period of the project is 3 months from the date of LOI including the Biometric Data Center establishment.

Service providers are expected to deploy adequate number of enrolment stations and expedite the enrollment of the residents. The enrolment targets envisaged by ECIL of the population to be enrolled. (Population as per the LOI/Order) If a service provider has not met the enrolment targets specified by ECIL, ECIL reserves the right to take further decision on whether to continue or short close the order without any liabilities to the ECIL.

- 14.02 Minimum one UID certified operator is required to be deployed on each Biometric team.
- 14.03 The bidder who is having a Turnover / Net worth of Rs 50 Lakhs. is eligible.
- 14.04 Four orders for the State will be at the L1 rate. If other than L1 Bidders fail to accept the offered L1 rate, ECIL reserve the right to distribute the orders among other qualified bidders.
- 14.05 The allocation of Districts within the State will be in the ratio of 3:2:2:1 (L1,L2,L3,L4).
- 14.06 Decision of ECIL will be final in allocation of Districts & Purchase Order quantities.
- 14.07 Availability of sufficient and qualified manpower and the Bidder managing their service for timely completion are of major importance in this people centric project. Bidder shall strictly comply with all statutory rules and regulations regarding Bidders staff (Like Minimum wages, PF, ESI etc.) as per applicable law. Bidder shall be solely responsible for payment of wages or any other remuneration or compensation or claims or expenses of whatsoever nature of its employees on regular basis. If any dues are reported to ECIL, ECIL may at its sole discretion withhold from the bills of the successful Bidder such amount, which will be released only after such disputes are settled amicably. It is clearly understood that ECIL shall not have any responsibility or liability whatsoever towards the employees of Bidder.
- The successful Bidder shall indemnify ECIL in respect of any costs, claims or liabilities whatsoever arising from death or injuries to employees of Bidder and all damage to property, death or personal injuries whatsoever, caused by negligent acts or omissions of such employees during their presence in the project premises in connection with this Agreement.
- 14.08 ECIL reserves the right to change the operators if the progress / quality of the work are not satisfactory. Bidder is responsible for immediate replacement of these personnel.
- 14.09 No price escalation will be entertained during entire project duration.
- 14.10 The Bidder shall not assign, in whole or in parts, its obligations to perform under the contract to third party.

- 14.11 ECIL reserves the right to accept or reject any or all bids without assigning any reasons. Bids may be accepted or rejected in total or in any part thereof. Any bids not containing sufficient information in view of the ECIL, to permit a thorough analysis, may be rejected.
- 14.12 ECIL reserves the right to verify the validity of bid information, and to reject any bids where the contents appear to be incorrect, inaccurate or inappropriate from ECIL estimation.
- 14.13 ECIL shall have the right to cancel the RFQ process at any time prior to award of contract without thereby incurring any liability to the affected bidder or bidders.
- 14.14 ECIL reserves the right to cancel the order without any liability to the ECIL account if the progress is not satisfactory in terms of quality, quantity, time and then ECIL reserves the right to award the contract to any other agency to complete the work in time.
- 14.15 Data storing/keeping a copy in an unauthorized way and utilizing the data/BME hardware for any other purpose will attract serious legal/criminal proceedings. Such act will lead to cancellation of contract with penalties and such bidders will be banned and blacklisted by ECIL.
- 14.16 Vendor will be paid on no. of enrolments for which Aadhaar number gets generated. If clearance for undertaking BME job is not provided either by State/Central Government or ORGI/DCO for any reasons whatsoever, the successful bidder will not be compensated for any expenditure made by them for preparation/pursuance of BME works at any stage during execution of the job.
- 14.17 Along with PO acceptance, Bidder should submit detailed quality plan for each stage of process. ECIL will conduct surprise audit to ensure compliance to the process with reference to quality plan.

15.00 SIGNING OF CONTRACT

At the same time as ECIL notifies the successful bidder that its bid has been accepted, ECIL will send the contract form to the bidder incorporating all agreements between the parties. Immediately on the receipt of contract form, the successful bidder shall sign and date the contract and return it to ECIL.

16.00 PERFORMANCE BANK GUARANTEE (PBG)

Within one week of receipt of the order from ECIL, Bidder shall submit a PBG of 10% of the contract value/in the form of Bank Guarantee from any Nationalised /Scheduled Bank. The format for bank guarantee will be provided to the successful bidder by ECIL.

17.00 CHANGE ORDERS

ECIL may at any time by written order given to the supplier / Bidder, make changes within the general scope of contract.

18.00 CONTRACT AMENDMENTS

Subject to condition of contract clause 17.00 no variation in or modification of the terms of the contract shall be made except by amendment signed by both the parties.

19.00 TERMINATION

ECIL may, without prejudice to any other remedy, by written notice of termination sent to the Bidder, terminate the contract, in whole or part, without any liability to ECIL whatsoever, if:-

- a. There is abnormal high rate of biometric capture coupled with mistakes;
- b. There is misappropriation of data, duplication of records partly or fully, repetition of same data with special motives;
- c. The progress is not satisfactory in terms of quality, quantity and time;
- d. The Bidder fails to deliver any or all of the services within the periods specified in the contract, or within any extension thereof granted by ECIL pursuant to conditions of contract or if the Bidder fails to perform any other obligations under the contract;
- e. The Bidder becomes bankrupt or otherwise insolvent.
- f. In any of the above event, termination will be without compensation to the Bidder, and that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue hereafter to ECIL. The Bidder shall be responsible for the difference in prices of new contract for services and ECIL price up to a maximum of 5% of ECIL price for such services, purchased elsewhere.

20.0 NON DISCLOSURE AGREEMENT

20.01 The bidder (and his employees) shall not, disclose any part or whole of this RFQ document, or the proposal and/or any specification, plan, drawing, pattern, sample or information furnished by ECIL (including the users) in connection therewith to any person other than a person employed by the bidder in the performance of the proposal and/or

contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance. The employees or the third party such as security personnel, etc engaged by the bidder will maintain strict confidentiality.

20.02 The bidder, his / her employees and agents shall not make any use of any document or information given by user except for purposes of performing the contract award.

20.03 In case of breach, ECIL shall take such legal action as may be deemed fit.

21.00 FORCE MAJEURE

21.01 For purpose of this clause, Force majeure means an event beyond the control of the supplier/Bidder and not involving the supplier/Bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of ECIL either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

21.02 If a Force majeure situation arises, the supplier/Bidder shall promptly notify ECIL in writing of such conditions and the cause thereof. Unless otherwise directed by ECIL in writing, the supplier/Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force majeure event.

22.00 TERMINATION FOR INSOLVENCY

ECIL may at any time terminate the Contract by giving written notice to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent. In this event termination will be without compensation to the Bidder, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue hereafter to ECIL.

23.00 RESOLUTION OF DISPUTES AND ARBITRATION

23.01 All disputes arising between the Parties hereto out of or in connection with this contract shall be amicably settled between the Parties. Where the Parties hereto fail to settle the disputes amicably, within ninety (90) days of the written notice of its existence given by either Party to the other, then such dispute shall be settled by arbitration by a sole Arbitrator and the sole Arbitrator will be appointed by the Chairman & Managing Director of ECIL in accordance with the provision of Arbitration & Condition Act, 1996 and said Arbitration Rules. The arbitration proceedings shall be take place in Hyderabad.

23.02 The award may be entered into a court of competent jurisdiction for its execution forthwith.

24.00 SERVICE LEVEL AGREEMENT

Sl. No.	Activity	Required Service Level	Penalty on breach of Service Level
01	Completion of BMDC set up as per RFQ (except for Sever) including Positioning of qualified manpower at BMDC	Within 1 weeks from the date of LOI	0.1% of PO value per week for the delayed first two weeks. 0.25 % per week for the subsequent two weeks, 0.5% for the next two weeks. There after order will be cancelled.
02	Completion of BMDC setup including Server & obtaining approval from ECIL	Within 2 weeks from the date of LOI	Rs. 3000/- per week for the delayed period
04	Commencement of Biometric enrolment with minimum of 20% stations for that center	Within 2 weeks from the date of LOI	Rs.1000/day/team for the non deployed team after 3 rd Week
05	Achieving 30% of the total required deployment of BME stations for that center	Within 4 weeks from the date of LOI	Rs.1000/day/team for the non deployed team after 5 th Week
06	Achieving 60% of the total required deployment of BME stations for that center	Within 6 weeks from the date of LOI.	Rs.1000/day/team for the non deployed team after 7 th Week.
07	Achieving 100% of the total required deployment of BME stations for that center	Within 8 weeks from the date of LOI.	Rs.1000/day/team for the non deployed team after 9 th Week.
08	Uploading of Non complied CIDR packets	Not permitted.	Rs.100/- for every UIDAI rejection
09	Completion of Biometric Capture	After two rounds of Biometric	If the percentage of Biometric capture is less

		capture, minimum 85% of the targeted BME population need to be covered for EB	than the stipulated value, due to reasons attributable to the service provider, then the service provider shall arrange additional rounds to meet the target at their expense.
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Note: Reasons beyond services providers' control will be considered before imposing penalty.

25.00 SUMMARY OF BMDC FOR BIOMETRIC ENROLMENT

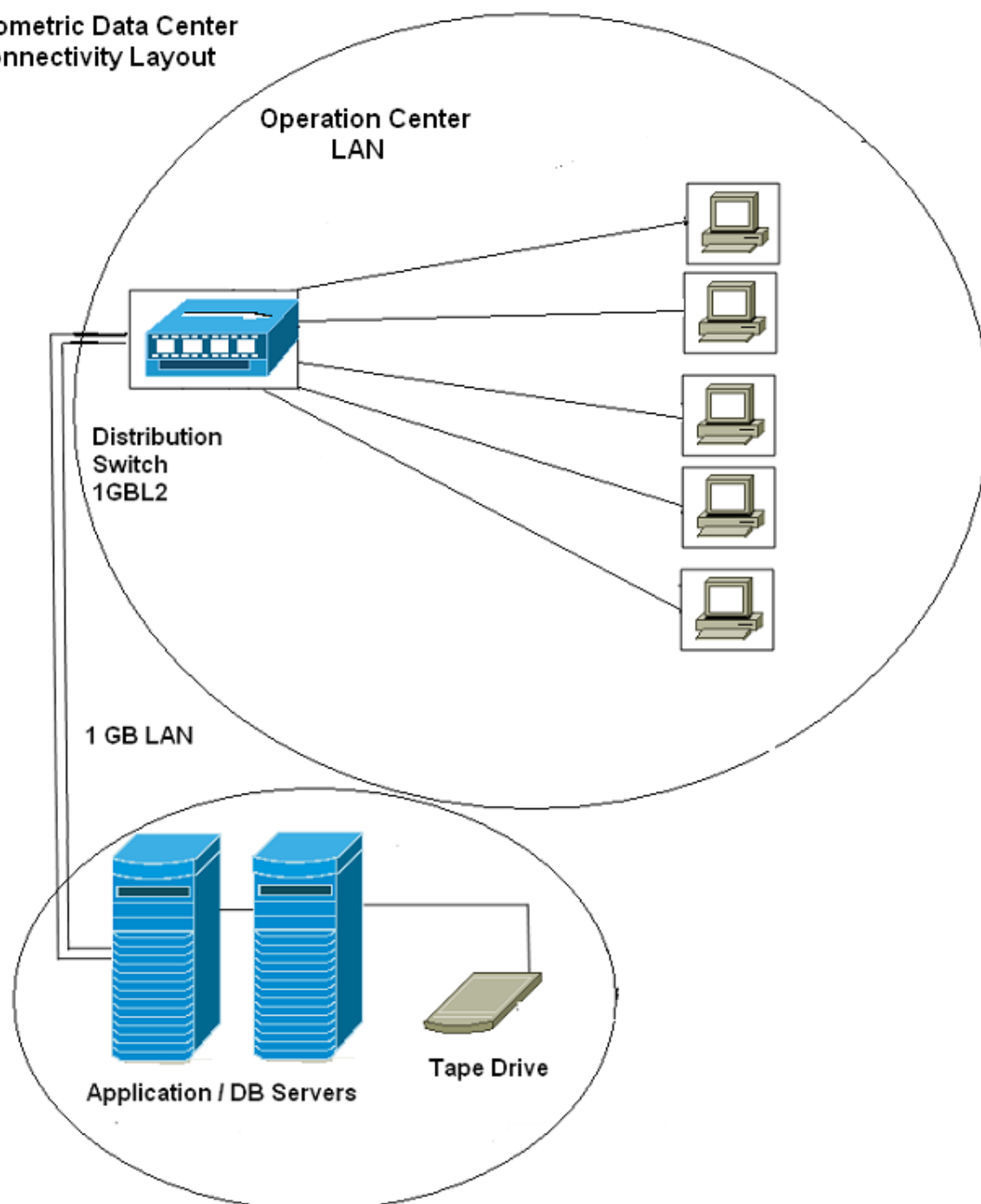
Sl. No.	Name of Districts	Projected Population	BME Population @ 90%
1	West Garo Hills	321645	289481
2	South West Garo Hills	321645	289481
3	East Garo Hills	158958	143062
4	North Garo Hills	158958	143062
5	South Garo Hills	142334	128101
6	East Khasi Hills	825922	743330
7	West Jaintia Hills	197562	177806
8	East Jaintia Hills	197562	177806
	Total	2324586	2092129

Note:-

- The BME population will be 90% of projected population. LOI/Purchase Orders will be in BME population and there may be variation of +/- 20% in the PO quantity.
- Four SPs for the State will be selected at the L1 rate. Allotment of Districts among L1, L2, L3 & L4 will be in the ratio of 3:2:2:1.
- Allocation of number of Districts is subject to Clauses 5.05, 14.04 to 14.07.
- ECIL reserves the right to change the no. of Districts per Service Provider.

HARDWARE AND CONNECTIVITY DETAILS

**Biometric Data Center
Connectivity Layout**



Minimum Hardware required for BMDC

Technical Specifications for Database Servers

Database Server Specifications			QTY
			1 No. per BMDC
CPU	Dual Intel XEON Six-Core E5 Series Processors/or equivalent with clock 2.5 GHz or higher, 15 MB L3 Cache per socket, 1333MHz/1600 MHz FSB. The Mother Board shall support Dual Sockets.		
Memory	64 GB DDR-3 RDIMM 1333 MHz, upgradable to 128 GB RDIMM		
Chipset	Intel Chipset or equivalent OEM chipset		
HDD Controller	a) Onboard support for RAID 0 & 1 on SAS, to connect 2 * 300 GB SAS drives (internal), b) Separate SATA controller to connect 3* 2TB/6*1TB SATA drives (internal), Supporting RAID 0,1,3,5 and 6. c) Separate SAS controller with external port to connect to Ultrium Tape Unit.		
Bays	Minimum 16 Hot Plug 2.5” Hard Disk bays + Internal/external DVD bay		
Internal HDD	2*300GB SAS, H/S, HDD's 10K rpm, 6 Gbps. 3*2TB/6*1TB SATA HDDs 7200 rpm, 3 Gbps.		
Ethernet ports	2* Dual port Gigabit NIC Cards with autosensing and on copper (total 4 ports).		
PCI Slots	Provision for 2 *PCI express / PCIe x4 / PCIe x8 Slots after populating all the controllers/adaptors asked for in this configuration, to accommodate additional cards if required.		
Graphics Adaptor	Standard video with 16MB memory.		
Optical Drive	DVD R/W, internal/external Drive with 12x speed		
I/O ports	2*USB front, 2*USB rear,1 VGA port, 1 external SAS for LTO tape unit.		
I/O device	22” LCD Monitor, Key board and mouse		
Redundant Power Supply & Fans	Redundant Power Supply 1+1, Redundant Fans		
Management	IPMI compliant. Remote management facility. PFA should be available for processor , memory vms, hdd, power supply and fans in conjunction with system management s/w. Server management s/w with device drivers.		
OS Certification	RHEL LINUX Version 5.6 and above, Windows server 2008		
Operating system	RHEL Media and License		
DVD Burn in S/W	DVD Burn in S/W (for the above OS platforms) should be bundled		

	Warranty	3 years Comprehensive	
	Model	Tower or Rack model If rack model then the vendor has to provide 24 U rack for server installation	
	NOTE: <ul style="list-style-type: none"> Installation and Commissioning of Servers, Database SW and OS at site is responsibility of the Service Provider. Details of Disk Partitioning will be provided by CPSUs. 		

Technical Specifications for Tape Drive

	Specifications	QTY
	TAPE BACKUP SYSTEM Consisting of:	1 no. per centre
1	External Single LTO 5 Ultrium Tape Drive with 3 Gbps SAS Connectivity, with Interface Cable, Power cord.	
2	Tape Cleaning Cartridge	1 no. per centre
3	Tape cartridge	15 Nos
4	Warranty : 3 year Comprehensive on site	

Technical Specifications for L2 Gigabit Switch

Sl. No.	Feature	Technical Specification	Qty. per BMDC
1	Architecture	Fixed Configuration Layer 2 Rack mountable Switch. Rackmount kit to be provided along with the switch	1 no.
	No. of Interfaces	Switch should have minimum 12 x 10/100/1000BaseT Ports	
	Performance	10 Gbps or more	
2	Layer 2 Features	Layer 2 switch ports and VLAN trunks	
		IEEE 802.1Q VLAN encapsulation	
		MSTP (IEEE 802.1s), RSTP (IEEE 802.1w)	
		Spanning Tree PortFast/equivalent	
		Spanning Tree Root Guard	
		Spanning Tree Bridge Assurance or STP Loop Guard feature	
		LACP: IEEE 802.3ad	
		Storm control (multicast, and broadcast)	
	Multicast	IGMP Snooping v2, v3	
3	Security Features	IEEE 802.1x to allow dynamic, port-based security, providing user authentication.	
		Port-based ACLs (PACLs) for Layer 2 interfaces to allow application of security	

		policies on individual switch ports.	
		Support for RADIUS authentication to enable centralized control of the switch and restrict unauthorized users from altering the configuration.	
		Should support DHCP snooping, DHCP Option 82, Dynamic ARP Inspection (DAI) and IP Source Guard	
		Multilevel security on console access to prevent unauthorized users from altering the switch configuration.	
		Should support a mechanism to prevent edge devices not in the network administrator's control from becoming Spanning Tree Protocol root nodes.	
		Remote port mirroring to remotely monitor ports in a Layer 2 switch network from any other switch in the same network.	
4	Management	SNMPv1, SNMPv2c, and SNMPv3	
5	IEEE Standards	Ethernet: IEEE 802.3x, 10BASE-T, 100BASE-TX, 1000BASE-T	
		Fast Ethernet: IEEE 802.3u, 100BASE-TX, 100BASE-FX	
		Gigabit Ethernet: IEEE 802.3z, IEEE 802.3ab, 1000BASE-X (mini-GBIC/SFP), 1000BASE-SX, 1000BASE-LX/LH	
		IEEE 802.1D Spanning-Tree Protocol	
		IEEE 802.1p CoS Prioritization	
		IEEE 802.3x Flow Control	
		IEEE 802.3ad Link Aggregation	

Technical Specification for PCs. (5 Nos. per BMDC)

Processor	Intel core 2 DUO E7500 Processor/equivalent.(2.93 Ghz. or more 3-MB L2 Cache 1066/1333 MHz FSB.
Memory	4 GB DDR3 SDRAM
Hard disk	320GB/500GB SATA Hard Drive
Optical Drive	DVD RW
Keyboard	OEM Standard and OEM Optical Mouse
I/O	Minimum 4 USB 2.0 ports , 1 Serial port 2RJ 45
Network Support	Gigabit Ethernet controller
Power Supply	300 watts or more
Form Factor	Macro tower
OS	Genuine Windows 7 preinstalled(with recovery CD/DVD)
OS License	Windows 7 enterprise / professional
Monitor	22" LCD Monitor
PCI	1 full height PCI slot,2PCI ExpressX1 slots/4 DIMM Slots
Warranty	2 years Comprehensive on site

ANNEXURE :B

QUESTIONNAIRE / ELIGIBILITY / DOCUMENT CHECK LIST- EVALUATION SHEET

(To be filled by the bidder)

1	Name and address of the Bidder	:			
2	Name, address, email id and mobile number of authorized contact person	:			
3	Turn over Details, clause 5.01	:	2012-13	2013-14	2014-15
4	Number of Certified operators in the State quoted with proof attached (clause 5.02)	:			
5	Number of NPR / UIDAI BME enrolments carried out by the bidder in the State quoted with proof attached (clause 5.03)	:			
6	Whether copies of service tax registration/PAN/PF/ESI is attached? (ref. clause 5.04)	:			
7	EMD Amount and details, clause 5.06	:			
8	Duly filled Annexure-E regarding the information sought on clause 5.07 is attached?	:	YES / NO		
10	Name of authorized signatory for signing the bid document along with Power of Attorney (ref. Clause 5.08)	:			
11	Whether the declaration (Black listing as per clause 5.09 is attached?)	:	YES / NO		
12	Whether the declaration (Litigation) as per clause 5.10 is attached?	:	YES / NO		
13	Whether Clause-wise compliance submitted in the Eligibility bid? (clause 5.11)?	:	YES/NO		
14	Undertaking as per Annexure-D is submitted in the eligibility bid? (clause 5.13)?	:			
15	Signed integrity format (Annexure- F) is attached (clause 5.14)?	:	YES / NO		

16	Whether Price bid format dully filled as per Annexure C and Cost estimate as per Annexure-C1 is attached in the price bid?	:	YES/NO
17	Validity of Bid document (180 days from the due date of bid submission)	:	YES / NO

We undertake that we fulfill the Eligibility Criteria, as per Clause 5. We agree to abide by this bid, for the bid validity period and it shall remain binding upon us and may be accepted at any time before the expiry of that period. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of the award shall constitute a binding contract between us.

Dated this.....day of.....2015.....

(Signature in the capacity of duly authorized to sign and on behalf of)

PRICE BID FORMAT

Sl. No.	State name	Projected BME Population in lakh “x”	Biometric Enrolment (Photo + 10 Finger Print+ 2 Iris) rate per record (in Rs.) “b”
1	Meghalaya	20.92	

Details of all Government Levies & Taxes should be mentioned separately.

- All statutory requirement of Bidders’ staff (like minimum wages, PF, ESI etc.) as per the local Government will be met by the Bidder.
- Supporting documents with detailed cost element to execute the project shall be provided along with the Price Bid.

For the Bidder’s Firm

(Authorized Signatory with Name and Stamp)

COST ESTIMATION

The bidder shall specify the details of cost build up for the following items. The bidder is advised to carefully go through the RFQ and ascertain and depict the costs for every phase / activity of setting up of Biometric Data Centre and Biometric Enrolment. All statutory requirement of bidders’ staff like, minimum wages, PF, ESI etc.) as per the State Government shall be met by the bidder. The cost heads may include but not be limited to: (Cost should be filled in by the Bidder)

Cost Item

<u>SL No.</u>	ITEM DETAILS	COST FOR ONE CENTER	<u>REMARKS</u>
<u>A</u>	BIOMETRIC DATA CENTER		
1	BMDC Center set up like facility, furniture etc.		
2	5 PCs and other network connectivity (pl. refer BMDC specification)		
3	Back up media –Tape		
4	Security arrangement		
5	Air conditioning		
6	Back up power including Generator and its fuel, UPS etc.		
7	Transportation cost		
8	Operators Cost		
9	Supervisor / Manager Salary		
10	Technical Person – System Administrator		
11	Others / Profit / Margin		
	A TOTAL		

<u>SL No.</u>	ITEM DETAILS	<u>COST FOR BIOMETRIC ENROLMENT</u>	<u>REMARKS</u>
B	BIOMETRIC ENROLMENT		
1	Furniture for Bio metric Camp set Up.		
2	Lighting arrangement, curtains etc		
3	Sponge, water etc		
4	GPS Receiver		
5	Printer and additional monitor		
6	Printing Cost including paper and consumables		
7	Back up media cost		
8	Logistics cost for DATA transportation		
9	Communication cost		
10	Back up power including Generator and its fuel		
11	Transportation cost		
12	Certified Operators Cost		
13	Supervisor / Manager Salary		
14	Technical Person – System Administrator		
15	Others / Profit / Margin		
	B TOTAL		
	A + B TOTAL		
	Rate per BME record		

Note:-

1. Please note all the cost should be within the purview of State Govt. Laws. (i.e Salaries shall comply with minimum wages act etc.)
2. The cost details (**Annexure “C1”**) shall be enclosed with the Price Bid **“Annexure C”**. Absence of this detailed cost structure **“Annexure C1”** will lead to rejection of the PRICE BID even after Price bid opening.

For the bidders' firm

(Authorised signatory with Name and Stamp)

Undertaking

(To be submitted along with Eligibility Bid on a legally valid stamp paper of Rs.100/-)

We, the undersigned hereby give our unconditional acceptance to all the Clause of Request for Quotation against the **enquiry ref: ECIL/CD/NPR/PUP/39-5599/J/MEG Dt.05.2015**

We unconditionally agree that ECIL have all the rights to evaluate the bids and the decision taken by ECIL is final and binding on us.

We agree that ECIL reserves the right to cancel the order without any liability to ECIL account if the progress is not satisfactory in terms of quality, quantity, time and then ECIL reserve the right to award the contract to any Bidder to complete the work.

Further, **we agree unconditionally** that in the event of our deviation from the tender conditions during the execution of the project which results in project delays or affects the quality of the outputs, **ECIL can terminate** the contract without assigning any reasons and we will not lodge any claims on ECIL for any liabilities.

For the Bidder's Firm

(Authorized Signatory with Name and Stamp)

ANNEXURE – “E”

Information sought as per clause 5.07

Sl. No.	Information required	To be filled by the bidder
1	Name of all the directors (direct or indirect) of the bidding company/firm	
2	Indicate if there are any related directors as per section 6 of Companies Act and nature of the relationship	
3	List all the private companies (with full postal address and contact details) in which any director/relatives of directors of the bidding company is a director/member	
4	List all the firms (with full postal address and contact details) in which any of the directors of the company is a partner	
5	List all the firms where in which any director/person along with his/her relatives are having majority shares	
6	List all the partnership/LLP(Limited Liability Partnership) firms where in any Partner or his/her relatives are interested	
7	List all subsidiaries, associates and joint venture the company and the lead bidder are investing party or venturer in respect of which the company is an subsidiary, associate or a joint venture	

Please note: Suppression of information, if any, will result in termination of the order

For Bidder's firm

(Authorised Signatory with name and stamp)

Integrity Pact

- 1.0 Whereas ECIL having its Factory at ECIL Post, Cherlapally, Hyderabad, Telangana, India-500 062 acting through its NPR Division, represented by Asst. General Manager (Head, NPR Division) hereinafter referred to as the **Principal** and the first party, proposes to award Purchase Order/Works Contract for
-and
M/s.....,
represented by, Chief Executive Officer (which term, unless expressly indicated by the contract, shall be deemed to include its successors and its assignee), hereinafter referred to as the **Bidder** and the second party, is willing to offer/ has offered the stores/services.
- 2.0 Whereas the Bidder is a private company/public company/partnership/ registered export agency, constituted in accordance with the relevant law in the matter and the Principal is a Public Sector Undertaking under Government of India.

Objectives:

- 3.0 Now, therefore, the Principal and the Bidder agree to enter into this pre-contract agreement, hereinafter referred to as Integrity Pact, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence / unprejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:
- 3.1 Enabling the Principal to obtain the desired product at a competitive price in accordance with the specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and
- 3.2 Enabling bidder to abstain from bribing or any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also refrain from bribing and other corrupt practices and the Principal will commit to prevent corruption in any form by their officials by following transparent procedures.

Commitments of the Principal:

4.0 The Principal commits itself to the following:

- 4.1 The Principal undertakes that no official of the Principal, connected directly or indirectly with the contract, will demand,

take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the Bidder, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the Contract.

- 4.2 The Principal will, during the pre-contract stage, treat all Bidders alike, and will provide to all Bidders the same information and will not provide any such information to any particular Bidder which could afford an advantage to that particular bidder in comparison to other bidders.

All the officials of the Principal will report to the Management any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of contract, demand, take a promise for or accept, for self or third person, any material benefit which the person is not legally entitled to.

- 5.0 In case any such preceding misconduct on the part of such official (s) is reported by the Bidder to the Principal, with full and verifiable facts and the same is prima facie found to be correct by the Principal, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the Principal and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the Principal the proceedings under the contract would not be stalled.

Commitments of Bidder:

- 6.0 The Bidder commits himself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of his bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commits himself to the following:
- 6.1 The Bidder will not offer, directly or through intermediaries, any bribe, consideration, gift, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the principal, connected directly or indirectly with bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.

- 6.2 The Bidder further undertakes that he has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Principal or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the Contract or any other Contract with the Principal for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with respect to the Principal's Organization.
- 6.3 The Bidder will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.
- 6.4 The Bidder will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 6.5 The Bidder confirms and declares to the Principal that it has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the Principal, or any of its functionaries, whether officially or unofficially to the award of the contract to the Bidder; nor has any amount been paid, promised or intended to be paid to any such individual, firm or Company in respect of any such intercession, facilitation or recommendation.
- 6.6 The Bidder, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the Principal or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 6.7 The Bidder shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details; including information contained in any electronic data carrier. The Bidder also undertakes to exercise due and adequate care lest any such information is divulged.
- 6.8 The Bidder commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 6.9 The Bidder shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

7.0 Previous Transgression:

- 7.1 The Bidder declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged herein or with any Public Sector Enterprise in India or any Government Department in India, that could justify bidders' exclusion from the tender process.
- 7.2 If the Bidder makes incorrect statement on this subject, Bidder can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

8.0 Integrity Pact Bank Guarantee (IPBG)

- 8.1 Every Bidder, while submitting commercial bid, shall submit an Integrity Pact Bank Guarantee for an amount of #_____ in favour of the Principal in Indian Rupees only.

(i) Guarantee will be from an Indian Nationalized Bank / ICICI Bank Ltd/ axis Bank Ltd/ HDFC Bank Ltd, promising payment of the guaranteed sum to the principal, on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the principal shall be treated as conclusive proof for payment. A model Bank Guarantee format is enclosed.

The amount of Integrity Pact Bank Guarantee is Rs 5 Lakhs from 5 Cr. Up to 10 Cr., Rs. 10 Lakhs from 10 Cr. Up to 20 Cr., Rs. 20 Lakhs where the cost as estimated by principal is between Rs. 20 Cr. - Rs. 100 Cr., Rs. 1 Cr. for the cases between Rs. 100 Cr. – Rs. 300 Cr. and Rs. 3 Cr. if above Rs. 300 Cr.

- 8.2 The Integrity Pact Bank Guarantee (IPBG) shall be valid up to and including 45 days after the validity of commercial offer. However, Bidders will be required to extend the Integrity Pact Bank Guarantee, as and when required by the Principal. In the case of the successful Bidder, validity of the integrity Pact Bank Guarantee will be extended up to the satisfactory completion of the contract. Integrity Pact Bank Guarantee shall be returned promptly in case of unsuccessful Bidders.
- 8.3 In the case of successful Bidder a clause would also be incorporated in the Article pertaining to performance Bond in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the principal to forfeit the same without assigning any reason for imposing Sanction for violation of this Pact.
- 8.4 The provisions regarding sanctions for violation in Integrity Pact include forfeiture of Performance Bond in case of decision by the

Principal to forfeit the same without assigning any reason for imposing sanction for violation of Integrity Pact.

- 8.5 No interest shall be payable by the principal to the Bidder(s) on earnest Money/Security Deposit for the Period of its Currency.

9.0 Company Code of Conduct:

Bidders are also advised to have a company code of conduct (clearly rejecting the use of bribes and other unethical behavior) and a compliance program for the implementation of the code of conduct throughout the company.

10.0 Sanctions for Violation:

- 10.1 Any breach of the aforesaid provisions by the Bidder or any one employed by him or acting on the behalf (whether with or without the knowledge of the Bidder) or the commission of any offence by the Bidder or any one employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act 1988 or any other act enacted for the prevention of corruption shall entitle the Principal to take all or any one of the following action, wherever required:

- i. To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the Bidder and to impound any earnest money deposit, if made by the Bidder. However the proceedings with the other Bidder(s) would continue.
- ii. The Earnest Money / Security Deposit shall stand forfeited either fully or partially, as decided by the Principal and the Principal shall not be required to assign any reason therefore.
- iii. To immediately cancel the contract, if already signed without giving any compensation to the Bidder.
- iv. To recover all sums already paid by the Principal, and in case of an Indian Bidder with interest thereon at 2% higher than the prevailing Prime Lending Rate, while in case of a Bidder from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due by the Principal to the Bidder in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- v. To en cash the bank guarantee and performance bond/warranty bond, if furnished by the Bidder, in order to recover the payments, already made by the Principal, along with interest.

- vi. To cancel all or any other Contracts with the Bidder.
 - vii. To debar the Bidder from entering into any bid from the Principal for a minimum period of five years, which may be further extended at the discretion of the Buyer.
 - viii. To recover all sums paid in violation of this pact by the Bidder(s) to any middleman or agent or broker with a view to securing the contract.
 - ix. If the Bidder or any employee of the Bidder or any person acting on behalf of the Bidder, either directly or indirectly, is closely related to any of the officers of the principal, or alternatively, if any close relative of an officer of the Principal has financial interest/stake in the Bidder's firm, the same shall be disclosed by the Bidder at the time of filing of tender. Any failure to disclose the interest involved shall entitle the Principal to rescind the contract without payment of any compensation to the Bidder.
 - x. The term 'close relative' for this purpose would mean spouse whether residing with the Principal's employee or not, but not include a spouse separated from the Principal's employee by a decree or order of a competent court; son or daughter or step son or step daughter and wholly dependent upon Principal's employee, but does not include a child or step child who is no longer in any way dependent upon the Principal's employee or of whose custody the Principal's employee has been deprived of by or under any law; any other person related, whether by blood or marriage, to the Principal's employee or to the Principal's employee's wife or husband and wholly dependent upon Principal's employee.
 - xi. The Bidder shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the Principal, and if he does so, the Principal shall be entitled forthwith to rescind the contract and all other contracts with the Bidder. The Bidder shall be liable to pay compensation for any loss or damage to the principal resulting from such rescission and the Principal shall be entitled to deduct the amount so payable from the money(s) due to the Bidder.
 - xii. In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the Principal with the Bidder, the same shall not be opened.
- 10.2 The decision of the Principal or his nominee to the effect that the Bidder has committed breach of the provisions of this Integrity Pact shall be final and binding on the Bidder, however the Bidder can approach monitor (s) appointed for the purpose of this Pact as per Clause 10 of Pact agreement.

11.0 Fall clause:

The Bidder undertakes that he has not supplied/is not supplying the similar systems or subsystems at a price lower than that offered in the present bid in respect of any other Public Sector undertakings and if it is found at any stage that the similar system or subsystem was supplied by the Bidder to any other Public Sector undertakings at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the Bidder to the principal, if the contract has already been concluded.

12.0 Independent External Monitor (s):

- 12.1 The Principal can appoint Independent External Monitor for this Pact if required in consultation with Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He will convey his observations to the Chairman & Managing Director of ECIL.

- 12.2 The Bidder accepts that the Monitor has the right to access without restriction to all project documentation of the Principal including that provided by the Bidder. The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under obligation to treat the information and documents of the Bidder(s) / Contractor(s) / Subcontractor(s) with confidentiality.
- 12.3 As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action.
- 12.4 The Principal reserves the right to refer a particular case to any other approved Independent External Monitor(s) as and when felt necessary. In such an event, the IEM nominated as per Para 12.1 shall examine the case jointly with those whom the case is referred to as per this Para.

13.0 Examination of Books of Accounts:

In case of any allegation of violation of any provisions of this Integrity Pact to the satisfaction of the Principal, the Principal or

its agencies shall be entitled to examine / investigate the Books of Accounts of the Bidder and the Bidder shall provide necessary information of the relevant financial documents in English and shall extend all possible help for the purpose such examination / investigation.

14.0 Law and Place of Jurisdiction:

This Pact is subject to Indian Law. The place of performance and Jurisdiction is the Registered Office of the Principal at Hyderabad.

15.0 Other Legal Actions:

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

16.0 Validity:

16.1 The validity of this Integrity Pact shall be from date of its signing and extend till the complete execution of the contract to the satisfaction of both the Bidder and the principal.

16.2 Should one or several provisions of this Pact turn out to be invalid, the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

17.0 The Parties hereby sign this Integrity Pact at _____ on

ECIL
Addl. General Manager / Head
NPR Division
Electronics Corporation of India Ltd

BIDDER
Chief Executive Officer

Witness
1-----

Witness
1-----

2-----

2-----

Format of Integrity Pact Bank Guarantee (IPBG)

In consideration of M/s _____
having its registered office at _____ (herein
after called the Principal), on the first part and M/s. _____ -
of _____ (hereinafter referred to as Bidder) on the second part,
having agreed to accept a sum of Rs _____ (Rupees
_____) in the form of Bank Guarantee towards Integrity Pact for
the request for proposal for procurement of _____ we
_____ (Name of The Bank), (hereinafter referred to as the Bank),
do hereby undertaken to pay to the Principal on demand within 3 (three)
working days without any demur and without seeking any reasons
whatsoever, an amount not exceeding _____
(Rupees _____) and the guarantee will remain valid up to
and including 45 days after the validity of the commercial offer i.e.,
_____ (date). The Integrity Pact Bank Guarantee shall be
extended from time to time as required by the Principal.

We undertake not to revoke this guarantee during this period expect with
the previous consent of the Principal in writing and we further agree that
our liability under the Guarantee shall not be discharged by any variation in
the term of the commercial offer.

No interest shall be payable by the principal to the Bidder(s) on the
guarantee for the period of its currency.

Dated this _____ day of _____ 2015

For the bank of _____

(Agent/Manager)

For Bidder's firm

(Authorized Signatory with name and stamp)

