
REQUEST FOR PROPOSAL

For providing

INTEGRATED HARDWARE & SOFTWARE SOLUTIONS

AT

DISTILLERIES , BOTTLING PLANTS AND BREWERIES

Excise & Taxation Department,Punjab

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1. DATA SHEET

Tender Inviting Authority	Excise & Taxation Commissioner, Punjab
Name of the Work	Installation of CCTV Cameras, Boom Barriers with Integrated Hardware & Software Solutions for Distilleries, Bottling Plants and Breweries
Date and Time of Pre-Bid Conference, if necessary	27.05.2014 at 11.30 A.M.
Last Date and Time for submission of Bids	09.06.2014 upto 4.00 PM
Opening of Technical Bids	12.06.2014 at 11.30 A.M.
Opening and evaluation of Financial Bids	12.06.2014 at 3.00 P.M.
Place of Opening of Technical and Financial Bids	O/o Excise & Taxation Commissioner, Punjab, Room No. 13, 17-Bays Building, Sector 17-D, Chandigarh.
Earnest Money Deposit(EMD)(Rs. 10.00 Lac
Mode of EMD Deposit	Bankers Cheque/Draft
Contact Person and Designation	Deputy Excise & Taxation Commissioner (Distilleries), Punjab. Mobile No. 98729-10050 E-Mail: detcdho@yahoo.co.in
Address for Communication	Deputy Excise & Taxation Commissioner(Distilleries) O/o Excise & Taxation Commissioner, Bhupindera Road, Patiala, Punjab.
Other Important criteria specified by the Tender Inviting Authority:	
<ol style="list-style-type: none"> 1. Detailed Eligibility Criteria is given in the Tender Document 2. Tender received after due date and time will be summarily rejected 	

2. INVITATION FOR PROPOSALS

2.1 BACKGROUND

The Excise & Taxation Department looks after the Excise Administration in the State of Punjab and is responsible for implementing the Punjab Excise Act/Rules and other related Acts/Rules. The department is headed by the Excise & Taxation Commissioner.

2.2 INVITATION

- a. Through this Request for Proposal (RFP), it is intended to invite Proposals for selection of a vendor for “Installation of CCTV Cameras, Boom Barriers with Integrated Hardware and Software Solutions at Distilleries, Bottling Plants and Breweries” including, Bio-metric access solution along with CC camera unit.
- b. The RFP document can also be downloaded from the website **www. pextax.com** or can be obtained from O/o Deputy Excise & Taxation Commissioner(D), Bhupindera Road, Patiala.
- c. The Department may, at its own discretion, extend the date for submission of proposals. In such a case, all rights and obligations of the department and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- d. All Bankers Cheque or Demand Draft should be in denomination of Indian Rupee and from any of the Nationalized Bank **or a Bank recognized by RBI** in favor of “ Excise & Taxation Commissioner, Punjab” payable at Patiala.

3. INSTRUCTIONS TO BIDDERS

3.1 DEFINITION

- a. Unless the context otherwise requires, the following terms whenever used in this RFP and Contract have the following meanings:
- b. “Committee” means committee constituted for evaluation of Proposals.
- c. “Successful Bidder” means an individual, the firm, company registered under Indian Company Act or consortium partner selected through competitive tendering in pursuance of this RFP, for providing the Implementation services under the contract. In case of

consortium each partners will be jointly and severally responsible for the performance of the contract irrespective of his share in the consortium.

- d. "Contract" means the Contract entered into by the parties for providing Implementation services specified in the RFP.
- e. "Department" means Department of Excise and Taxation, Punjab
- f. "Personnel" means professional and support staff provided by the Bidder to perform services to execute an assignment and any part thereof.
- g. "Proposals" means proposal submitted by bidders in response to the RFP issued by the Department for selection of Implementation Bidder.
- h. "Services" means the work to be performed by the Bidder pursuant to this RFP and to the contract to be signed by the parties in pursuance of any specific assignment awarded by the Department.
- i. "SOW" means Scope of Work for the Implementation by the vendor.

3.2 PROCEDURE FOR SUBMISSION OF BIDS

In order to participate in the bidding process, bidders should follow the procedure described below for submitting their bids. A failure to do so may result in the bid being eliminated at the examination stage as non-responsive. The bidder shall submit one sealed cover containing two separate sealed covers for pre-qualification bid, the technical bid and the commercial bid in the following manner:

OUTER COVER

The outer cover will contain two sealed covers marked as Cover – I: Prequalification Bid and Technical Bid and Cover – II: Commercial Bid. The outer cover should be sealed and the address of the bidder should be written on the cover

3.2.1 COVER I: PREQUALIFICATION BID AND TECHNICAL BID

One hard copy of the pre-qualification and Technical bid shall be submitted comprising of a letter describing the pre-qualifying technical competence and experience of the bidder and also certifying the period of validity of bids for *90 days* from the last date of submission of the bid along with information required by Excise and Taxation Department. Each page of the prequalification bid should be sealed and signed. The hard copy of the prequalification bid shall be a complete document, bound as a volume and placed in separate sealed envelopes super-scribing

Cover I: Prequalification and Technical Bid for Installation of CCTV Cameras, Boom Barriers with Integrated Hardware and Software Solution at Distillery, Bottling Plant and Breweries.

3.2.2 TECHNICAL BID

One hard copy and one soft copy of the technical bid shall be submitted. Each page of the technical bid should be sealed and signed. The technical bid shall be prepared in the form and format given in the RFP. However the bidders may use free flow description of the solution architecture, etc. They should ensure that adequate information is given in the technical response to evaluate the bid document

3.2.3 COVER II: COMMERCIAL BID

One hard copy of the commercial bid shall be submitted. The commercial bid shall be submitted as per the format given in the RFP. The hard copy of the commercial bid should be placed in a separate sealed envelope super-scribing

Cover II: Commercial Bid

The outer sealed cover containing two sealed covers mentioned above should be submitted to Excise and Taxation Department, Punjab at the address given below:

Sub: Bid for Installation of CCTV Cameras, Boom Barriers with Integrated Hardware & Software Solution at Distillery, Bottling Plant and Brewery.

**Commissioner,
Excise and Taxation Department, Pb.
Room No. 13, 17-Bays Building, Sector 17-D, Chandigarh**

3.2.4 ELIGIBILITY TO BID

This invitation for bids will be open to all individuals, firms, Companies registered under Indian Companies Act, 1956 or consortium partners who fulfill prequalification criteria as specified in this RFP. In case of consortium partner, each partner will be jointly and severally responsible for the performance of the contract, if selected, irrespective of his share in the consortium.

3.2.5 COST OF TENDER

The Bidder shall bear all costs associated with the preparation and submission of its Bid, including cost of presentation for the purposes of clarification of the bid, if so desired by the Department and the Department will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

3.2.6 CONTENT OF TENDER DOCUMENT

The Bidder is expected to examine all instructions, forms, terms and specifications in the Tender Document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender Document in every respect will be at the Bidder's risk and may result in the rejection of the bid.

3.2.7 CLARIFICATION OF TENDER DOCUMENT

- A prospective Bidder requiring any clarification of the bidding documents may notify the Tendering Authority in writing at the Tendering Authority's address.
- The Tendering Authority will respond to any request for the clarification of any bidding documents, which it receives three days prior to deadline for submission of bids prescribed by the Tendering Authority.
- Bidders may also seek clarification on the document or about any condition of the Bid in the Pre bid meeting fixed for this purpose. In the event of any clarification required and issued in writing, it shall form the part of the Tender document.

3.2.8 PRE-BID CONFERENCE

The Bidders' designated representatives will be invited to attend the Pre-Bid Conference at their own cost, which will be held at the venue and time stipulated in the data sheet. The purpose of the meetings will be to clarify issues and to answer questions on any matter that may be raised at that stage. It may not be practicable at the Pre-Bid Conference to answer questions received late, but questions and responses will be communicated to the prospective bidders through appropriate means. However, it will be bidder's responsibility that they collect all responses and in case the clarifications have not reached the bidders, they can download the same from Department's internet site which will be notified at the time of bidders' conference. Non-attendance at the Pre-Bid Conference will not be a cause for disqualification of a Bidder

3.2.9 AMENDMENT OF TENDER DOCUMENT

- At any time prior to the last date of receipt of bids, the Department, may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by an amendment.

This amendment will be notified in writing or by publishing corrigendum to all prospective Bidders who have received the Tender Document and will be binding on them. This will be made available on Department's website also.

- In order to afford prospective Bidders a reasonable time to take the amendment into account in preparing their bids, the Department may, at its discretion, extend the last date for the receipt of bids.

3.3 PREPARATION OF PROPOSALS

3.3.1 LANGUAGE OF PROPOSAL

The proposal prepared by the Bidders and all correspondence and documents relating to the bids exchanged by the Bidder and the Department, shall be written in the English language, provided that any printed literature furnished by the Bidder may be written in another language so long as accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

3.3.2 FORMAT OF THE BIDS

The Bidder shall submit the documents comprising the Proposal as described in this RFP document. In addition, the Bidder shall submit hard and soft copies of the Proposal. Further, in the event of discrepancy between the hard copy and the soft copy, the hard copy shall prevail. The original and all hard copies of the Proposal shall be typed (in the case of hard copies) and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder.

All pages of the Proposal, where entries or amendments have been made, shall be initialed by the person or persons signing the Proposal. The Proposal shall contain no alterations, omissions, or additions, unless such corrections are initialed by the person or persons signing the Proposal. If the Proposal is made by a firm/company, it shall be signed by a representative authorized for signing the Proposal. If the Proposal is submitted by a group, the same shall be signed by the prime bidder, with an authorization from others for the same.

All pages of Proposal, except for unamended printed literature, shall be initialed by person(s) signing the Proposal.

3.3.3 DOCUMENTS COMPRISING THE PROPOSAL

The Proposal prepared by the Bidders shall comprise of following components:-

A. Pre-Qualification Bid

- Bidder's Description (Annexure-1) duly filled in and signed and complete in all respects by Lead Bidder.
- Copy of the Registration certificate from ROC along with MOA and AOA by Lead Bidder in case of companies only.
- EMD of **Rs 10 Lac** in the form of Banker Cheque/Demand Draft in favour of Excise & Taxation Commissioner, Punjab payable at Patiala.
- Copy of the audited profit and loss account of the company showing turnover of the company for last three years including F.Y. 2012-13.
- Permanent Account Number (PAN), Legal Agreement with Consortium partners, if any, with clearly defined roles and responsibilities of each partner.
- Details of Bidder's / Consortium partner's offices in India.
- Letter by bidder certifying that the period of validity of bids is **90 days** from the last date of submission of bid.
- Parties who have submitted the RFP In consortium cannot change the consortium members.

Technical Bid

S. No.	Particulars	Documents to be provided
1.	Overall organization profile (incorporation, employees, expertise, turnover)	Bidder's Profile
2.	Experience in Software/application design, development & implementation during last two financial years (including financial year ending 31 March 2013). Platform – open source, order value, go-live duration	Refer Experience form in Annexure 3
3.	Understanding of the proposed scope of work as in RFP (Approach, based on the bid document and Technical presentation)	
4.	Experience in area of development of customized applications integrating various Technologies	Refer Experience form in Annexure 3
5.	Experience in providing security services	Refer Experience form in Annexure 3
6.	Project Methodology	

B. Commercial Bid

- Bid prices duly filled, signed and complete as per the Financial Proposal Submission Form (Annexure 2).
- Project Overview to submit commercial proposal (Refer Table given in Section 5.1).

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- All the prices (even for taxes) are to be entered in Indian Rupees only (%age value not allowed)
 - The Bidder shall indicate the firm prices as per Scope of work and the Terms of Reference
 - It is mandatory to provide net price including all taxes, duties, cesses and levies wherever applicable and/or payable. The successful bidder shall be responsible to pay taxes, duties, cesses & levies which are of direct or indirect in nature etc. as applicable.

3.3.4 FIRM PRICES

Prices quoted must be firm and final and shall remain constant throughout the period of the contract. The Bidder shall, indicate, in the bid proposal sheets, the Total Bid Price. The Bid prices shall be indicated in Indian Rupees only. The charges quoted shall be inclusive of transportation charges and all other expenses related with the visits of Vendor's Personnel in connection with Contracted work as per the Terms of Reference. The Bid Price shall separately indicate all hardware and software hiring charges etc., if any, for use by the Vendor or by the Department for the completion of any or all modules of the work

3.3.5 PAYMENT

In consideration of the Services performed by the Bidder under this Contract, the Department shall make to the Bidder such payments and in such manner as provided in the RFP.

The payments made during the Contract shall be on account payments only. The adjustments of advance payment against final payment due to the Bidder will be subject to the fulfillment by the Bidder of all its liabilities and obligations under the Contract. In case of consortium the payment shall be made only to the Escrow Account given by the Consortium members at the time of signing of the agreement.

3.3.6 TERMS OF PAYMENT

The payment to the Bidder for this project to be provided under the Contract after the implementation & testing (with test data) of each phase.

- *The payment will be made on BOT model. The bidder may calculate his cost on the basis of number of locations provided in the RFP and shall give consolidated price for all the locations. The bid price shall be given for a period of two years. Since the existing infrastructure including CCTV Camera, boom barriers and other hardware items will be available for use by the successful bidder, so the intending bidders shall take into the account cost of the existing available infrastructure before submitting their bid.*
- The successful bidder shall raise the monthly bill by dividing the total bid price by total number of months of contractual period and shall submit the same to DETC(D) by 15th of the following month and the DETC(D) shall ensure the timely payment of the same.
- In case any new distillery/bottling plant/ brewery becomes operational during the contractual period, the installation cost of that unit will be determined by dividing total bid

money with number of locations for which bid is tendered. The same criteria shall be followed for determining the installation cost at more than one site in a distillery/bottling plant/brewery.

3.4 PRE-QUALIFICATION CRITERIA

Below is the list of Pre-qualification criteria that would be followed to short list bidders

- ***In case the Bidder is a company, it should be registered under Indian Companies Act 1956.***
- Bidder should have been in operation for at least 3 years as of 31st Mar'2013.
- Bidder should have average turnover of Min. Rs. 10 Crore for the last 3 financial years i.e. aggregate of 30 crores in three years with a workforce of minimum of 50 employees. In case of consortium, consolidated turnover of all the partners and strength of employees of all the partners can be considered.
- The Bidder should furnish, as part of its bid an EMD of Indian Rs. 10.00 Lac Only.
- Successful Bidder should have local office in Punjab or in Chandigarh.
- The Bidder should have sufficient technical skilled manpower having requisite experience to develop and implement customized I.T. applications integrating Various Technologies
- Bidder should not have been blacklisted by any Govt. or Govt. owned institution in India.
- The bidder should have no direct or indirect interest in retail or wholesale or manufacturing of liquor in the State of Punjab.
- The Bidder should have proven experience in the area of development of customized applications integrating various Technologies.

All above criteria should be fulfilled by the Lead Bidder or any member of the consortium severally or jointly.

The Department reserves the right to carry out the capability assessment of the Bidder and the Department's decision shall be final in this regard.

3.5 EARNEST MONEY DEPOSIT (EMD)

- The Bidder shall furnish as parts of its bid, Earnest Money Deposit (EMD) of Indian **Rs 10 lac** in form of DD/Bankers cheque in favour of Excise & Taxation Commissioner, Punjab payable at Patiala.
- The EMD is required to protect the Department against the risk of Bidder's conduct which would warrant the security's forfeiture.
- Unsuccessful Bidder's EMD will be discharged/returned as promptly as possible.
- Successful Bidder's EMD will be discharged upon the Bidder signing of the Contract and furnishing the performance security.
- No interest will be payable by the Department on the amount of EMD.
- The EMD may be forfeited:

-
- (a) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder in the bid; or
 - (b) In the case of a successful Bidder, if the Bidder fails to sign the contract.

3.6 PERIOD OF VALIDITY OF BIDS

- Bids shall remain valid for 90 days after the date of opening of Technical Bids prescribed by the Department. A bid valid for a shorter period may be rejected by the Department as non-responsive.
- In exceptional circumstances, the Department may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The validity of EMD provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its EMD. However, in case of extension of period of validity of bids, a Bidder will not be allowed to modify his bid.

3.7 FORMAT AND SIGNING OF BID

- The Bidder shall prepare the Technical Bid and Commercial Bid, as appropriate in accordance with the guidelines in the RFP.
- The bids (both Technical and Commercial) shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The latter's authorization shall be indicated by written power-of-attorney accompanying the bid. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

3.8 REVELATION OF PRICES

Prices in any form or by any reason in Technical Bid or before opening the Commercial Bid should not be revealed, failing which the offer shall be liable to be rejected.

3.9 INCOME TAX CERTIFICATE

The Bidder, if assessed under the Indian Income-tax Act, shall enclose with the Tender, a valid copy of Income Tax Certificate in original issued by the appropriate Income-Tax Officer under his seal or last financial year income tax return. Without this, the Tender is liable to be rejected.

3.10 TERMS AND CONDITIONS OF TENDERING FIRMS

Printed terms and conditions of the Bidders shall not be considered as forming part of their tenders. In case terms and conditions of the contract applicable to this invitation to tender are not acceptable to any Bidder, he should clearly specify deviation in its tender.

3.11 SUBMISSION OF BIDS

3.11.1 SEALING AND MARKING OF BIDS

- The Bidders shall seal and mark “Technical Bid” and “Commercial Bid” in accordance with the guidelines given in the RFP.
- If the outer cover of the bid is not sealed and marked as required, the Department will assume no responsibility for the bids misplacement or premature opening.

3.11.2 LAST DATE FOR RECEIPT OF BIDS

- Bids must be received by the Department at the address specified not later than the time and date specified in the data sheet. In the event of the specified date for the receipt of bids being declared a holiday for the Department, the bids will be received up to the appointed time on the next working day.
- The Department may, at its discretion, extend this last date for the receipt of bids by amending the Bidder Document

3.12 LATE BIDS

Bids received by the Department after the stipulated time on last date prescribed for receipt of bids by the Department, will be rejected and/or returned unopened to the Bidder.

3.13 MODIFICATIONS AND WITHDRAWAL OF BIDS

- The Bidder may modify or withdraw its bid after the submission of bid, provided that written notice of the modification or withdrawal is received by the Department prior to the stipulated time on last date prescribed for the receipt of bids.
- The modification or withdrawal notice in respect of a Bidder shall be prepared, sealed, marked, and dispatched to address mentioned for communication.
- No bid may be modified subsequent to the last date for receipt of bids.
- No bid may be withdrawn in the interval between the last date for receipt of bids and the expiry of the bid validity period specified by the Bidder in the Bid. Withdrawal of a bid during this interval shall result in forfeiture of the Bidder’s EMD.

3.14 ADDRESS FOR CORRESPONDENCE

The Bidder shall designate the official mailing address and place to which all correspondence shall be sent by the Department.

3.15 OPENING OF BIDS BY THE DEPARTMENT

- The Department will open the Technical Bid of the Bidders, in the presence of their authorized representatives who choose to attend, at 11.30 A.M. on 24.02.2014 at the following location:

O/o Excise & Taxation Commissioner, Punjab,
Room No. 13, 17-Bays Building, Sector 17-D, Chandigarh.

- The Bidders' names, modification, bid withdrawals and the presence or absence of the requisite EMD and such other details, as the Department, at its discretion, may consider appropriate will be announced at the opening of Technical Bid.

3.16 CLARIFICATIONS

When deemed necessary, the Department may seek clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the tender submitted or price quoted. The Department, may, if so desired, ask the Bidder to give presentation for the purpose of clarification of the tender. All expenses for this purpose, as also for the preparation of documents and other meetings, shall be borne by the Bidders. The department will in no case be responsible or liable for those costs regardless of the conduct of the outcome of the tendering process.

3.17 PRELIMINARY EXAMINATION

- The Department will examine the bids to determine whether they are complete, whether any computation errors have been made, whether required EMD has been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, its bid will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.
- A bid determined as not substantially responsive will be rejected by the Department and cannot subsequently be made responsive by the Bidder by correction of the non-conformity.
- The Department may waive any minor infirmity or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

3.18 EVALUATION OF BIDS

Technical and commercial bid shall be evaluated on the basis of criteria given in the RFP.

3.18.1 EVALUATION OF TECHNICAL BID

The evaluation of the Technical bids will be carried out in the following manner:

- I. Each Technical Bid will be assessed for technical score on a scale of 1 (minimum) to 100 (maximum) points
- II. Only the bidders, who score a total Technical score of 70 (Seventy) or more, will qualify for the evaluation of their commercial bids.
- III. Department will evaluate the information submitted by the Bidder with regard to Bidder's proposed team.
- IV. Following distribution of evaluation parameter, and weightage will be adopted for technical evaluation of bids.

S. No.	Technical Evaluation Criteria	Score
1.	Overall organization profile (incorporation, employees, expertise, turnover)	25
2.	Experience in Software/application design, development & implementation during last two financial years (including financial year ending 31 March 2013) Platform – open source, order value, go-live duration	25
3.	Understanding of the proposed scope of work as in RFP (Approach, based on the bid document and Technical presentation)	25
4.	Project Methodology & Presentation	25

3.18.2 EVALUATION OF COMMERCIAL BID

Commercial bids of those bidders who scores minimum 70 in Technical Evaluation will be opened and the final evaluation will be made on the basis of commercial bid only.

Correction of Errors: Proposals will be checked by the committee for any arithmetic errors during the evaluation of the commercial Proposal. Errors will be corrected as follows:

1. Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern; and
2. The amount stated in the Commercial proposal will be adjusted in accordance with the above procedure for the correction of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount of Commercial Proposal, its

Proposal will be rejected (and EMD forfeited) and the Bidder will be liable for other appropriate action as decided by committee

3.19 CONTACTING THE DEPARTMENT

- No Bidder shall contact the Department on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- Any effort by a Bidder to influence the Department's bid evaluation, bid comparison or contract award decisions may result in the rejection of the Bidder's Bid.

3.20 AWARD OF CONTRACT

The Department will award the contract to the successful Bidder whose bid has been determined to be substantially responsive, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily. *The Department shall however not bind itself to accept the lowest or any bid and reserves the right to reject all the bids without assigning any reasons and incurring any liability to the affected bidder or bidders.*

3.21 DEPARTMENT'S RIGHT TO VARY SCOPE OF CONTRACT AT THE TIME OF AWARD

- The Department may at any time, by a written order given to the vendor or successful Bidder can make changes within the general scope of contract.
- If any such change causes an increase or decrease in the cost of, or the time required for, the Successful Bidder's performance of any part of the work under the Contract when changed by the order, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Successful Bidder for adjustment under this para must be asserted within thirty (30) days from the date of the Bidder's receipt of the Department's changed order.

3.22 DEPARTMENT RIGHT TO REJECT ANY OR ALL BIDS.

The Department reserves the right to annul the Tender process and reject all bids at any time prior to the Award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Department's action.

3.23 NOTIFICATION OF AWARD

- Prior to the expiration of the period of bid validity, the Department will notify the successful Bidder in writing by registered letter or fax to be confirmed in writing by registered letter that its bid has been accepted.
- The Notification of Award will constitute the formation of the Contract.
- The Department will promptly notify each unsuccessful Bidder and will discharge its EMD

3.24 SIGNING OF THE CONTRACT

- At the same time as the Department notifies the successful Bidder that its bid has been accepted; the Department will send the Successful Bidder the Contract Form incorporating all agreements between the parties.
- Within 15 days of receipt of the Contract Form, the successful Bidder shall sign and date the Contract and return it to the Department.

3.25 CONFIDENTIALITY OF THE DOCUMENT

This Tender Document is confidential and the Bidder is required to furnish an undertaking that anything contained in this Tender Document shall not be disclosed in any manner whatsoever.

4. GENERAL CONDITIONS OF THE CONTRACT

4.1 APPLICABILITY

These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

4.2 STANDARD OF PERFORMANCE

The Successful Bidder shall perform the Services and carry out its obligations under the Contract with due diligence, efficiency and economy, in accordance with generally accepted techniques and practices used in the industry and with professional engineering and consulting standards recognized by international professional bodies and shall observe sound management, technical and engineering practices. It shall employ appropriate advanced technology and safe and effective equipment, machinery, material and methods. The Successful Bidder shall always act, in respect of any matter relating to this Contract, as faithful advisors to the Department and shall, at all times, support and safeguard the Department's legitimate interests in any dealings with Third parties.

4.3 USE OF CONTRACT DOCUMENTS AND INFORMATION

- The Successful Bidder shall not, without the Department's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Department in connection therewith, to any person other than a person employed by the Bidder in the performance of the 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 Bidder shall not without the department's prior written consent, make use of any document or information except for purposes of performance of the Contract.
- Any document, other than the Contract itself, shall remain the property of the Department and shall be returned (in all copies) to the Department on completion of the Bidder's performance under the Contract, if so required by the Department

4.4 PATENT RIGHTS

The Bidder/Vendor shall indemnify the Department against all third-party claims of infringement of patent, trademark/ copy right or industrial design rights arising from the use of the supplied Software and related services or any part thereof.

4.5 PERFORMANCE SECURITY

Rs 10 Lac Bank Guarantee till successful completion of work, The EMD will be released on receipt of Bank Guarantee.

4.6 TRAINING

The Successful Bidder shall provide advance training before start of the project on appropriate aspects of the Software to Operating Staff, Senior Executives of the department or such other persons nominated by the Department.

4.7 WARRANTY

- The Successful Bidder shall warrant that the Software developed and implemented under the Contract is specifically designed and developed for the Department and based on the most recent and current techniques.
- This warranty shall remain valid for **twenty four (24) months** after the successful implementation and acceptance of the Software by the Department.
- The Department shall promptly notify the Successful Bidder in writing of any claims arising under this warranty.
- Upon receipt of such notice, the Successful Bidder shall, with all reasonable speed, remove the defect(s), without prejudice to any other rights, which the Department may have against the Bidder under the Contract.
- If the Bidder, having been notified, fails to remedy the defect(s) within a reasonable period, in any case not more than one week, the Department may proceed to take such remedial action as may be necessary, at the Bidder's risk and expense and without prejudice to any other rights which the Department may have against the Bidder under the Contract.

4.8 CURRENCY OF PAYMENT

Payment shall be made in Indian Rupees only.

4.9 CHANGE IN THE SCOPE OF THE CONTRACT

- The Department may at any time, by a written order given to the Bidder, make changes within the general scope of the Contract.
- If any such change causes an increase or decrease in the cost of, or the time required for, the Bidder's performance of any part of the work under the contract, when changed by the

order, an equitable adjustment shall be made in the contract price or delivery schedule or both, and the contract shall accordingly be amended. Any claims by the Successful Bidder for adjustment under this clause must be asserted within thirty (30) days from the date of the Bidder's receipt of the department's changed order.

4.10 CONTRACT AMENDMENTS

No variation in or modification of the terms of the contract shall be made except by an amendment issued by the department.

4.11 ASSIGNMENT

The Successful Bidder shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Department's prior written consent.

4.12 SUBCONTRACTS

The Successful Bidder shall notify the department in writing of all subcontracts awarded under the contract if not already specified in his bid. Such notification, in his original bid or later, shall not relieve the Successful Bidder from any liability or obligation under the contract.

4.13 DELAYS IN THE BIDDER'S PERFORMANCE

- Performance of the contract shall be made by the Successful Bidder in accordance with the time schedule specified by the department
- An unexcused delay by the Successful Bidder in the performance of its contract obligations shall render the Bidder liable to any or all of the following sanctions:
 - forfeiture of its EMD;
 - imposition of liquidated damages; and/or
 - Termination of the contract for default
- If at any time during performance of the contract, the Successful Bidder or its subcontractor(s) encounter conditions impeding timely completion of the services under the contract and performance of services, he shall promptly notify the department in writing of the fact of the delay, its likely duration and its causes. As soon as practicable, after receipt of the Successful Bidder's notice, the department shall evaluate the situation and may at its discretion extend the Successful Bidder's time for performance, in which case the extension shall be ratified by the parties by amendment of the contract.

4.14 TERMINATION FOR DEFAULT.

The department may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Successful Bidder, terminate the contract in whole or in part if:

- a. The Successful Bidder fails to deliver any or all of the obligations within the

Time period(s) specified in the contract, or any extension thereof granted by the department;

OR

- b. The Successful Bidder fails to perform any other obligation (s) under the Contract.

4.15 FORCE MAJEURE

- Notwithstanding the provisions of paras 4.13 and 4.14, the Successful Bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default , if and to the extent that, its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure.
- For purposes of this clause, “Force Majeure” means an event beyond the control of the Successful Bidder and not involving the Successful Bidder’s fault or negligence and not foreseeable . Such events may include, but are not restricted to, acts, of the department either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- If a Force Majeure situation arises, the Successful Bidder shall promptly notify the Department in writing of such conditions and the cause thereof. Unless otherwise directed by the department in writing, the Successful 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. The department may terminate this contract, by giving a written notice of minimum 30 days to the Successful Bidder, if as a result of Force Majeure the Successful Bidder being unable to perform a material portion of the services for a period of more than 60 days.

4.16 TERMINATION FOR INSOLVENCY

The department may at any time terminate the contract by giving written notice to the Successful Bidder, if the Successful Bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has occurred or will accrue thereafter to the department.

4.17 TERMINATION FOR CONVENIENCE

- The department may by written notice sent to the Successful Bidder, terminate the contract, in whole or in part at any time for its convenience The notice of termination shall specify that termination be for the department’s convenience, the extent to which performance of work under the contract is terminated and the date upon which such termination becomes effective.
- *Except for the solution that is complete in every respect and ready for implementation within 30 days after the receipt of a notice of the contract terms and prices, for the remaining applications, the department may elect:*

-
- a. To have any portion completed and delivered at the contract Terms and prices; And/or
 - b. To cancel the remainder and pay to the Bidder an agreed Amount for the partially completed software.

4.18 ARBITRATION

- The department and the Successful Bidder shall make every effort to resolve amicably by direct informal negotiations, any disagreement of disputes, arising between them under or in connection with the contract.
- If, after thirty (30) days from the commencement of such direct informal negotiations, the Department and the Successful Bidder have been unable to resolve amicably a contract dispute, either party may require that the dispute be referred for resolution to the mechanism specified above.
- In the case of a dispute or difference rising between the department and the Successful Bidder relating to any matter arising out of or connected with this contract, such dispute or difference shall be referred to the Excise & Taxation Commissioner, Punjab and his decision shall be final and binding on the parties.
- The Indian Arbitration Act 1940, the rules there under and any statutory modification or reenactments thereof, shall apply to the arbitration proceedings
- The venue of Arbitration shall be Patiala from where the contract is issued.
- The department may terminate this contract, by giving a written notice of termination of minimum 30 days, to the Successful Bidder, if the Bidder fails to comply with any decision reached consequent upon arbitration proceedings pursuant to clause **4.18**.
- In case of any dispute between the bidder and the Distilleries, Bottling Plants and Breweries regarding payment, the matter shall be referred to the Excise & Taxation Commissioner, Punjab whose decision shall be final.

4.19 GOVERNING LANGUAGE

The contract shall be written in the language of the bid, as specified by the department in the Instructions to Bidders. Language version of the contract shall govern its interpretation. All correspondence and other documents pertaining to the contract which are exchanged by the parties shall be written in that same language.

4.20 APPLICABLE LAW

The contract shall be interpreted in accordance with the Indian Laws.

4.21 NOTICES

Any notice by one party to the other pursuant to the contract, shall be sent in writing or by fax and confirmed in writing to the address specified for that purpose in the contract. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

4.22 DELIVERY

The Application/Solution Documentation and other deliverable items are required to be implemented and/ or supplied, installed and commissioned by the Successful Bidder within the period indicated in the contract.

4.23 DEDUCTIONS

Payments shall be subject to deductions of any amount for which the Successful Bidder is liable under the agreement against this tender.

4.24 "NO CLAIM" CERTIFICATE

The Successful Bidder shall not be entitled to make any claim, whatsoever against the Department, under or by virtue of or arising out of, this contract, nor shall the Department entertain or consider any such claim, if made by the Successful Bidder after he shall have signed a "No claim" certificate in favor of the Department in such forms as shall be required by the Department after the works are finally accepted.

4.25 SATISFACTORY COMPLEMENTARY PERFORMANCE

- Since many of the features of the Hardware (proposed to be owned by the Department, on which the software applications developed under this contract has been implemented) and the Application software would be exploited only after the application software shall be implemented on it and tuned to it, the Successful Bidder shall, notwithstanding anything stated in other clauses of this document, guarantee satisfactory performance of the software to the specification enumerated in the contract and further undertake to reimburse the Department or any agency nominated by the Department, all payments made in pursuance of this contract and such other costs as may be decided by mutual consent or by an arbitrator.
- The Successful Bidder will be bound by the decision of the third party, if so nominated by the Department for the evaluation of the completion of the project

4.26 DOCUMENTS PREPARED BY THE BIDDER TO BE THE PROPERTY OF THE DEPARTMENT

All application software, plans, specifications designs, reports and other documents prepared by the Successful Bidder in the execution of the contract shall become and remain the property of the Department, and before termination or expiration of this contract the Successful Bidder shall deliver all such documents to the Department, the application software so developed under this contract along with a detailed inventory thereof.

4.27 BIDDER'S PERSONNEL

The Successful Bidder shall employ and provide such qualified and experienced personnel as are required to perform the services under the contract.

4.28 CONSULTANCY PROJECT MANAGER

The Bidder shall ensure that at all times during the currency of the Contract, a Consultancy Project Manager, acceptable to the Department, shall take charge of the Performance of the Contract.

4.29 TIME LIMIT FOR THE COMPLETION OF TASK

- The Firm has to give the completion schedule.
- The above time is indicative and shall be decided in Consultation with the Successful Bidder at the time of award of contract.

5. TERMS OF REFERENCE

5.1 PROJECT OVERVIEW

As per the Excise Policy of the State, the Distilleries located in the State of Punjab are producing RS/ENA and supplying RS/ENA, Punjab Medium Liquor (PML) and Indian Made Foreign Liquor (IMFL) within and outside State on the basis of Excise Passes issued by the Excise staff posted at various distilleries. Bottling Plants are also supplying IMFL within and outside State on the basis of Excise Passes issued by the Excise Staff posted at various Bottling Plants. Similarly breweries are supplying beer within and outside the State of Punjab on the basis of excise passes issued by the department. As per the Excise Rules, no liquor can move out of the distillery, bottling plant and brewery without having a valid excise pass. However, in order to monitor that distilleries, bottling plants and breweries are issuing liquor strictly in accordance with the Excise Passes issued by the department, the present project is aimed to develop an integrated hardware and software solution for distilleries, bottling plants and breweries for monitoring the movement of liquor from these units. This will enable the Excise and Taxation department to enhance revenue by having better control on the functioning of Distilleries, Bottling Plants and breweries and to keep track on liquor movement out of distilleries, bottling plants and breweries thereby ensuring that all relevant taxes are being properly paid on the liquor.

The proposed system should provide CC camera unit with connectivity to a centralized location in Patiala and Chandigarh offices, Bio-metric solution for opening of Distillery, Bottling Plant and Brewery gates and Integrated control room/MIS so that Excise officials can view at control center the activities going on at distilleries, bottling plants and breweries for tracking the movement of liquor.

For providing commercial proposals for proposed Solution, The bidders are advised to cover the following in this project:

Total number of Distilleries	16
Total No. of Bottling Plants	22
Total No. of Breweries	3
Activity to be covered	<i>Movement of PML, IMFL, Beer, RS, ENA and any other excisable items.</i>

5.2 SCOPE OF WORK

Excise and Taxation Department intends to monitor movement of liquor from various distilleries, bottling plants and breweries located in Punjab. The scope of work can be divided into following broad categories:

- Provide Integrated Surveillance System (CCTV) to monitor movement of Liquor from Distilleries, Bottling Plants and Breweries.
- Installation, Operation and Maintenance of the BOOM barrier to be connected for automatic operation by computer Systems at Distilleries, Bottling Units and breweries Gates.
- To have a Centralized Control room at Excise Head Quarters, Patiala to monitor movement in real time as well as recording of the same.
- To define the proposed scope of the Application covering the following:
 - To develop, Deploy, operate and maintain the Application software with its integration of surveillance for generating e-Gate pass along with driver photos on e-pass with its complete MIS giving real time dispatches --viz a viz stock movement details on mobile on daily basis.
 - Generation of SMS enabling checking teams to verify the movement of liquor and genuineness of documents.
- To formulate in detail the implementation strategy of the proposed IT solution covering detailed scope of work for appointing TSP:
 - Setting of all IT infra—PCs, UPS, Printers at all locations of Distilleries, Bottling Units, Breweries and HO.
 - Hosting of Application software at HO and back up of video footage through NVR with storage of recordings for 3 months.

-
- Installation, operation and maintenance of Night Vision IP Camera unit (01 PTZ, 01 ANPR camera and 1 camera covering PTZ camera) for 24x7 coverage at all 16 Distilleries, 22 Bottling Plants and 3 breweries with its real time display at HO Patiala.
 - Operational and Maintenance manpower at all locations with provision of stand by operators.
 - Dedicated MPLS connectivity for display/monitoring of real time videos at HO of all the distilleries, bottling plants and breweries.
 - At least 24 hours power backup facility with SMS alert facility in case of power failure.
 - Training as required.

5.2.1 BIO-METRIC SOLUTION FOR DISTILLERY, BOTTLING PLANT & BREWERY GATES

The Department also intends to install Bio-metric solution for opening of distillery, bottling plant and brewery gates. The bio-metric gate opener should able to recognize up to 10 different users that can be replaced and deleted as necessary, finger-activated smart GATE should enable secure opening and closing of Distillery, Bottling Plant and Breweries gates that protect access to these units. The Bio-metric smart gate should control access by using biometric technology for access control, eliminating concerns over having to remember PIN numbers that could be shared, pirated, or forgotten.

The bio-metric system should abide to following specifications:

- ✓ The Bio-metric system should be able to respond in 10 seconds from the moment of a user using his finger print to the time the gate system receiving a pass/fail signal. This time includes reading a biometric signature and comparing that to the linked database. It also includes any time required to transmit or obtain information to/from a database.
- ✓ Bio-metric readers should have a False Acceptance rate (authenticate an improper credential/fingerprint) of less than 0.01% (i.e., false positives).
- ✓ The Bio-metric readers shall have a Mean-Time-Between-Failure (MTBF) rate of less than 4 major failures per year.
 - A minor failure is a failure to operate properly regarding any aspect of the device; but, is quickly returned to service by a reset, software reboot, or similar method. This shall occur no more than once per week. For purposes of calculating MTBF, four minor failures equal one major failure.
 - A major failure is any failure that requires repairs on-site or off-site taking longer than 15 minutes to repair.
- ✓ The Bio-metric readers shall have a Mean-Time-To-Repair of less than 72 hours. Major failures are used to calculate MTTR.

5.2.2 INSTALLATION, COMMISSIONING, MAINTENANCE, OPERATION AND MANAGEMENT OF SURVEILLANCE EQUIPMENTS PLANTS

The Bidder should install 01 PTZ camera, 01 ANPR cameras and one camera covering PTZ camera, boom barriers integrated with Hardware & Software Solutions at Distillery/Bottling Plant/ Brewery Gate in such manner that whenever Boom Barrier is opened it should trigger an event to camera unit which should take picture of the vehicle passing through the gate and also sends this image to central control room which Excise officials can use to verify the movement happening in Distilleries/Bottling Plants/Breweries during or after office hours i.e. 24x7 hours.

Camera unit should comply with following specifications:

PAN TILT ZOOM (PTZ) IP CAMERA SPECIFICATIONS:

TECHNICAL SPECIFICATION

Camera			
Image Sensor	1/3" CMOS		
Effective Pixels	(1600(H)x1200(V) i.e. atleast 2 mega pixel		
Scanning System	Progressive		
Electronic Shutter Speed	1/1~ 1/30,000s		
Min. Illumination	Color:0.05 Lux@F1.6, B/W:0.005 Lux@F1.6	Color: 0.5 Lux@F1.6	
S/N Ratio	More than 50db		
Video Output	BNC(1.0vp-p/75Q), PAL/NTSC		
Day/Night	Auto(ICR)/Color/B/W		
Backlight Compensation	BLC/HLC/DWDR(Digital WDR)	BLC/HLC/WDR	
White Balance	Auto, ATW, Indoor, Outdoor, Manual		
Gain Control	Auto/Manual		
Noise Reduction	Ultra DNR (2D/3D)		
Privacy Masking	Up to 24 areas		
Digital Zoom	16x	12x	
Defog	On/Off	N/A	
Lens			
Focal Length	4.7mm~ 94.0mm (20x Optical zoom)	4.7mm~94.0mm 20x Optical zoom)	
Max Aperture	F1.6~F3.5	F1.6~F3.5	
Focus Control	Auto/Manual	Auto/Manual	

Angle of View	H:55.4"~2.80"	H:55.4"~2.90"
Close Focus Distance	10mm~1000mm	10mm~800mm
Pan/Tilt Range	Pan:0"~360° endless; Tilt:2° ~ 90, auto flip 180°	
Manual Control Speed	Pan:0.1"~300°/s; Tilt:0.1° ~ 250°/s	
Preset Speed	Pan:400°/s; Tilt:300/s	
Preset	80 (DH-SD), 255 (Pelco-P/D)	
PTZ Mode	5 Pattern, 8 Tour, Auto Pan, Auto Scan	
Speed Setup	Human-oriented focal length/speed adaptation	
Power up Action	Auto restore to previous PTZ and lens status after power failure	
Idle motion	Activate Preset/Pan/Scan/Tour/Pattern if there is no command in the specified period	
Time Task	Auto activation on Preset/Pan/Scan/Tour/Pattern by preset-time	
Protocol	DH-SD, Pelco-P/D (Auto recognition)	
Video		
Compression	4.264MJPEG	
Housing		
Heater & Blower	Supported	
Protection Level	IP66	
Working Voltage	12V/24	
Certification	CE and UL	
Working Temperature	-20° C to 50° C	
Construction	Die cast aluminum construction, should be vandal proof and temper proof.	
Coating	Epoxy powder coating for corrosion resistance	

SPECIFICATIONS for ANPR Camera		
Video		
Image Sensor	1/3" Progressive Scan Megapixel CMOS Sensor	
Effective Pixels	1600(H)x1200(V) i.e. atleast 2 mega pixel	
Minimum Illumination	Color: 0.1lx, B/W: 0.005lx	Color: 0.1lx, B/W: 0.001lx
Day/Night	SDN	TDN
WDR	>80db	
S/N Ratio	≥50db	
Shutter Speed	1/25-1/100000sec, slow shutter 1/2, 1/4, 1/8, 1/12	
Digital Noise Reduction	ON/OFF	
OSD Overlay	Name / date/ stream information; Position adjustable	
Lens	DC Iris	
IP Specification		
Video Compression	H.264 Main Profile and Motion JPEG simultaneously	
Image Resolution	Main stream: 1920x1080@ 25/30fps Extra stream: 640x480, 320x240, 160x112 @ 25/30fps	

Bit Rate	32Kbps-16Mbps continuously adjustment; CBR/VBR
Audio Compression	G.711 ,G.726
Supported Protocol	TCP/IP, UDP, RTP, RTSP, RTCP, HTTP, DNS, DDNS, DHCP, FTP, NTP, PPPOE,
Data Storage	Video or Snapshot
Security	Password protection, IP address filtering, user access log
User	10 simultaneous users
API	SDK or ONVIF protocol
Lens	Auto iris Lens 5 to 50 MM or better
Housing	
Heater & Blower	Supported
Protection Level	IP66
Working Voltage	12V/24
Certification	CE and UL
Working Temperature	-20 ⁰ C to 50 ⁰ C
Construction	Die cast aluminum construction, should be vandal proof and temper proof.
Coating	Epoxy powder coating for corrosion resistance

- Another camera shall be installed which shall cover PTZ camera
 - ✓ Automatic Boom Barriers will be installed at gates of Distilleries, Bottling Plants and Breweries that will be integrated with Computer Systems. Already existing CCTV units and Boom Barriers will have to be utilized by the bidder.
 - ✓ All civil infrastructures for installation of BOOM Barrier/ Control Room would be created by distilleries/Bottling units/breweries at their own cost and TSP need to provide them the design and other relevant support.
 - ✓ The Night Vision IP Cameras integrated with Boom barrier installed at each Gate of Distillery, Bottling Plants and Breweries should provide coverage 24x7. Responsibility of providing adequate lighting during night hours will be that of the bidder.
 - ✓ The camera should be in a temper-proof casing and its uptime should be atleast 99.9%.
 - ✓ The System will have provision of real time recording of the vehicles passing.
 - ✓ The footage of each CCTV camera should be transmitted to a central location on real time basis. CCTV footage of all the cameras should be available at a central control room as well as on the mobiles of atleast 5 officers of the department e.g. FC(T), ETC, Jt.ETC(X), DETC(D) etc. The vendor should provide a software application so

that these officers should be able to select any distillery/bottling plant/brewery and see the footage of CCTV camera of that distillery/bottling plant/brewery on real time basis on their mobile phones. Similarly, the footage of a particular distillery/bottling plant/brewery should be available on the mobile phone of ETO and ETIs of that distillery/bottling plant/brewery. If there is any movement at the gate anytime after the working hours, the motion detector should activate an alarm and should send alert SMS to at least 5 departmental officers.

- ✓ The Distilleries, Bottling plants and Breweries will be connected with HO through MPLS connectivity of 2 Mbps.
- ✓ TSP will be responsible for management and maintenance of the equipments installed including repair and replacement for 24 X 7.
- ✓ The scope includes storage of Surveillance Camera captured images and other data for about 3 months through local storage at each distillery, bottling plants and breweries. This storage will be replicated at Head Office, Patiala.
- ✓ In case of ANPR camera and camera covering PTZ camera, the data footage shall be stored for 3 months at the respective units. In case of PTZ camera there shall be real time relay of the captured frames to the Head office.

A Other Specifications

- (i) System shall have combination of Digital CCD Colour video Cameras with individual IP address, Network Video recorders (NVR/CAMERA SERVER), Network attached storage (NAS) / Raid backup device for recording, Application software, Colour Video Monitors, Keyboards with Joystick controllers / Mouse-Keyboard, software based Video Matrix Switcher, workstation for System Administration / Management / Maintenance etc.
- (ii) The NVR / CAMERA SERVER can be embedded type or server based. The NVR / CAMERA SERVER software shall run on common off the shelf available servers (Camera server & Database server). Each NVR / Camera Server shall be able to handle 12 or more cameras.
- (iii) Network Video Recorder shall offer both video stream management and video stream storage management. Recording frame rate & resolution in respect of individual channel shall be programmable.
- (iv) System should ensure that once recorded, the video can not be altered, ensuring the audit trail is intact for evidential purposes.
- (v) System shall provide sufficient storage of all the camera recordings for a period of 90 days or more @ 25 FPS, at 4 CIF or better quality using necessary compression techniques for all cameras (extended capacity of cameras i.e. present capacity + 25 %).

-
- (vi) Sufficient power backup system shall be provided for 24 hours to ensure uninterrupted coverage/recording in case of power failure and SMS alert facility shall also be provided in case power failure remains for a longer duration of time than the period specified by the department.

5.2.3 APPLICATION SOFTWARE DEVELOPMENT, DEPLOYMENT, HOSTING, MAINTENANCE AND MANAGEMENT.

The Bidder will be responsible for Development and Deployment of Application Software with following provisions:

- ✓ The Application Software must consist of facility for generation of e-Gate pass.
- ✓ To have provision to trap the data such as photographs of driver and number on vehicle plate.
- ✓ Ability of integration with Web Services provided by Permit Generation System.
- ✓ Integration with Messaging Gateway so that checking team can receive and send messages and get details of Gate passes.
- ✓ Generation of various MIS reports such as:
 - Outward Gate Pass Report
 - Brand Wise Dispatch
 - Invoice Printing
 - Video Recording
 - Outstanding Report (Cross Tab)
 - Date wise Dispatch
 - Outstanding Report
 - Activity Report
 - Distillery wise Dispatch
 - Invoice Summary
 - Duplicate Gate Pass
 - Pass Report
 - Outward Gate Pass Report New
 - District Wise PML Report
 - Distillery wise/Party wise dispatch report.
 - Any other report which may be required by the department relating to movement of liquor.
- ✓ Provision of sending automatic email to defined email id's giving complete MIS consisting of distillery/bottling plant/breweries wise details of dispatches in state with a facility to drill down till e-gate pass/ truck.

5.3 ESTABLISHMENT OF CONTROL CENTER

The Successful bidders will integrate all the operations, namely bio-metric solution for distillery/bottling plant/breweries gate and CC TV cameras. On each day, the Management Information System (MIS) report will be generated indicating the number of passes issued on each day showing movement of liquor moved from each distillery/bottling plant/breweries. The data pertaining to this information will also be stored at the HO.

The entire operations of the solutions can be captured at the headquarters at Patiala and also the ETC office at Chandigarh. The data will be transmitted directly from the distilleries/bottling plants/breweries to these two offices on real time basis and the backup record of video footage shall be retained for 90 days. The bidder will also install flat TV screen of 81 centimeter sizes of good quality at these two locations, so that the operations at various distilleries/bottling plants/breweries can be viewed. The normal working hours of the distillery/bottling plant/brewery will be as per excise rules. This time can also be extended in exceptional circumstances. This would mean 24x7 support of software and hardware at all the distilleries/bottling plants/brewery.

5.4 MANPOWER DEPLOYMENT :

The successful bidder will be required to deploy the manpower at his cost at every distillery, bottling plant, brewery and Head Office to manage the scope of work 24x7 and must provide a Project Manager and Database Administrator cum Maintenance Engineer for overall monitoring of the project.

5.5 TRAINING

Training shall include users training for the understanding and operation of Application System. The Bidder is also responsible for training the officials, wherever required, on the use of ICT infrastructure implemented for this project. It will include training the officials/operations team on use of

1. Use of Bio-metric Access control for authorized access to Distillery, Bottling Plant and Breweries premises
2. Integrated control room application to keep track of relevant activities.
3. MIS on day to day basis.

The bidder is expected to submit all relevant documentation that can help official/operations team in smooth running of the system.

- Training is to be imparted to the concerned officers and the concerned support staff who would be assisting the implementation at the sites and responsible for the day-to-day operations.

-
- Detailed description of customized solution being implemented covering the functionality of the various components
 - Security, System administration and management of the system Installation, configuration and maintenance, Security management of the complete System in totality, How to recover in case of any disaster.

5.6 IMPLEMENTATION

The system should be in place with in three months from the date of issue of order.

5.7 SERVICE LEGAL AGREEMENT (SLA'S)

The successful bidder will sign a tripartite agreement with the department as well as the distillery, bottling plant and brewery management with respect to the execution of the job work as per condition laid down in the RFP. In the agreement the vendor will also ensure that:-

1. All liquor coming out of the distilleries, bottling plants and brewery is completely accounted for, is excise levies paid and released for supplies to various approved locations/L-13/L-1 in the State or outside the State as per the documents/passes issued by the excise authority of the concerned unit.
2. The video transfer to control room from all the distilleries, bottling plants and breweries will be on real time basis without any interruption and changes.

5.8 PENAL PROVISIONS

If there is any illegal movement of liquor which has passed through the software system installed by the vendor and resulting into duty evasion by the distillery, then penalty equivalent to 300% of excise duty evaded will be imposed in the 1st instance.

If the offence is repeated, then the contract will be terminated without any notice and excise duty will be recovered with a penalty of 300% and EMD will be forfeited.

6. ROLES & RESPONSIBILITIES

6.1 ROLES & RESPONSIBILITIES OF THE BIDDER

- Installation of the proposed solution components
- Design and development of the solution modifications as indicated in the response.
- Initial Testing of complete solution.
- Training of User and operators.

-
- The end-users will have functional domain knowledge of the applications, acquaintance with Keyboard/Mouse. The Bidder shall be responsible for providing adequate training in the use of Application software so that they are able to store/retrieve data/information independently. Bidder will also provide source code and all resources of the Application Software in working condition.
 - Integrated Control Room application.
 - Installation of Bio-metric Access controlled boom barriers and integrating the same with camera unit and to provide all necessary hardware for the project.

6.2 ROLES & RESPONSIBILITIES OF THE DEPARTMENT

- Bid processing
- To prepare the space for installation of the equipments.
- To provide the adequate electricity points/power at the site
- To provide appropriate environment conditions, necessary power facilities for the system, access to the premises, a secure equipment storage area, and suitable conditions for the vendors workers
- To provide timely data inputs from Excise Departments past records and approval for Appointment of Service Provider
- Approval of all project documents- design and development, Project Management etc. and Sign offs

7. ANNEXURE -1 – FIRM DESCRIPTION

Name of the Firm	
Year of Establishment	
Address of Office	
Tel. No	
Fax No.	
E-Mail Address	
Sector in which firm has provided <ul style="list-style-type: none"><input type="radio"/> Consultancy, covering Systems Analysis, Design<input type="radio"/> Development, Implementation	
No. of full time personnel	
Annual Turnover of company	

As of this date the information furnished in all parts of this form is accurate and true to the best of my knowledge.

Name:

Designation:

(Signature)

Date:

8. ANNEXURE 2: FINANCIAL PROPOSAL SUBMISSION FORM

8.1 IMPLEMENTATION FEE : (CONSOLIDATED BID FOR ALL LOCATIONS)

Rs. _____ including all taxes/duties/levies/cesses etc for performance of the contract i.e. installation of CCTV, Boom Barriers and Integrated Hardware & Software System for monitoring movement of PML, IMFL, Beer, RS and ENA from distilleries/Bottling Plants & Breweries located in Punjab, for a period of two years.

(Seal & Signature)

9. ANNEXURE 3: EXPERIENCE FORM

Client Details		
1.	Name of Client	
2.	Name of the contact person from the client organization who can act as a reference with contact coordinates: <ul style="list-style-type: none"> • Name • Designation • Address • Phone Number • Mobile Number • Email ID 	
Project Details		
3.	Project Title	
4.	Start Date (Month/Year)	
5.	Completion Date (Month/Year): Completion of Development Completion of Go-live Completion of Support & Maintenance	
6.	Current Status (In Progress/ Completed)	
7.	Approximate value of the project (INR in lakhs)	
8.	Narrative Description of the scope of project (Highlight the components/technology platform, services involved in the project that are related to the specific experience):	
	Attached proof (Work order, Client satisfactory certificate) to the proposal for the project	