

NOTICE INVITING TENDER

Tender No.: T-1641

Dated: 22.04.2019

Sealed Tenders are invited from reputed Vendors for the following:

Name of Work	:	DIGITAL ARCHIVING OF OUR OLD JOURNALS (FROM 1921 TO 2012) AND OTHER OLD MONOGRAPHS AND BOOKS
Scope of Work	:	<p>Digital conversion and creation of full-text searchable digital archive of the articles in IEI journals and old books and monographs published by IEI (Conversion of Print into PDF version). Applying Digital object Identifier (DOI) for all the archival articles of Journals to enhance search, citation and impact factor. Development of a hosting platform (in the name of www.ieilibrary.org or www.ieilibrary.net) for searching and access management of archival content. The digital contents will be stored in content master. The contents will be arranged subject wise. Available contents of each subject will be arranged in tree structure classified in a parent-child manner. Design, development and implementation of Journal Portal on Online Journal Management System. Users can see abstract and key words of the papers without paying any charges. In order to download the full text of those digital contents user have to pay download charge through Credit/Debit card or online transfer.</p>
Time allowed for Completion	:	6 months from the date of issue of Work Order from IEI.
Obtaining tender documents	:	To be downloaded from www.ieindia.org for which parties would be required to enclosed a separate DD for Rs.1,000/- in favour of “The Institution of Engineers (India)” payable at Kolkata or may be obtained from Executive (S&P) of IEI, on payment of Rs 1,000/- in cash.
Earnest Money Deposit	:	Rs.35,000/- by demand draft in favour of “The Institution of Engineers (India)” payable at Kolkata . EMD will be refunded to unsuccessful bidders after execution of contract with successful bidder. EMD of the successful bidder will be adjusted against 10 % Security Deposit. If the successful bidder fails to start the work after placing the work order, IEI may take action for terminating the contract with forfeiting the EMD.
Security Deposit	:	The successful bidder has to deposit 10% of his bid value as Security Deposit within 7 working days of issuance of work order. Security Deposit will be released after 1 year of completion of work. If the work is not carried out due to any decision by IEI, the entire security money along with EMD will be returned to the successful bidder.

Qualification Required Eligibility Criteria for Participation in the EoI	: Bidder should be registered under Indian Companies Act for at least three years (Give details). Kindly attach the following documents :- 1. Certificate of Incorporation 2. GST Registration Certificate 3. PAN Number Company should have average Annual Turnover of 10 Crore from IT/ITeS business in last 3 years. Vendor should have credential with proper completion certificate of at least three Similar work taken together of value minimum Rs.20,00,000/- under Govt., Semi-Govt., PSU or reputed private companies during last 3 years. (self-certified copies of work orders and completion certificate / final bill payment certificate have to be attached) Bidder must have valid ISO 9001:2008 / 9001:2015 certification. (documents to be attached). Should have at least 10 IT Professionals on company payroll.
Last date of Issue of Tender	: 30 April 2019
Last date and time of submission of tenders	: 4.00 P.M. of 03 May 2019
Address at which the tenders are to be submitted	: Executive (S&P), The Institution of Engineers (India) 2 nd floor, 8 Gokhale Road, Kolkata -700020
Defects Liability Period	: One year after completion.
Validity of offer	: 5 months from the last date of submission of tender

The tender shall be in two parts viz. Technical Part - (**Envelope- '1'**) and Financial bids (**Envelope '2'**). Envelopes '1' and '2' with the content shall be clearly marked on the top of the envelopes separately).

Envelope 1 (Technical Part) shall comprise of:

1. Forwarding letter
2. Notice Inviting Tender
3. General terms and Conditions
4. Signed copies of all aforesaid credential including balance sheet and income tax return for last three financial years and statutory documents with company seal (mentioned under Eligibility of the Vendor),
5. Earnest Money in required form

Envelope 2 (Price Bid) shall comprise of:

Price Bid duly filled and signed. (The price bids will be considered together for evaluation of tender)

Both Envelopes - A and B shall be put in a third envelope, sealed and submitted within the prescribed date & time and with signature of the tender applicant over it.

All pages of the Tender Document should have original signature with official seal of the tender applicant.

Sd/-
Director (Administration)

Specifications of Overhead Scanner

The scanner should have:

- a) Built In V Shape Cradle to scan tight bound books I Registers etc. with V shape Glass Plate (Optional) and
- b) Flat A2 Platen to scan Large Books which open 180 degree, Manuscripts, Magazines, Tabloids and Newspapers, large Maps and spiral bound books I files without unbinding.

Both the cradles should have Adjustable facility to adjust the bulge in spine of the old hard bound books.

The Scanner should meet the minimum technical specifications as given below :-

Minimum Technical Specifications

1	Book Cradle	Flat and V-mode (Automatic selection while scanning)
2	Capture technology	Linear CCD camera 22500 pixel and above True Line Camera and not Digital Camera/a mounted on a stand in V shape.
3	Optical resolution	600 x 400 dpl
4	Scan Resolution	600 x 600 dpl.
5	Scan Area	A20 or more
6	Color depth of Scanning	36 bit color 12 bit gray scale
7	Glass Plate	Option of Glass Plate in V Shape. Quote separately.
8	Profile detection	Laser assisted auto selection of the document in V shape or Flat or Folder Mode for paper detection and Height for auto focus.
9	Lamps	White LED lamps should be Cold lights, placed on Top side for better Illumination and should be certified I EC 60825-1 Class 1. Ultra Violet free and InfraRed radiation free with long life of > 40000 hours.
10	Light distribution	Uniform on entire A2 size
11	Autofocus	Laser controlled
12	Bookfold correction	Laser controlled
13	Folder mode	Two independent focus levels for Left and Right Side of File Folder to scan without removing loose pages from Folder, In flat cradle mode.
14	Output formats	JPEG, PNM, TIFF decompressed, TIFF G4, POP. POFI A (optional)
15	Control Panel	Touch Control Panel with Color display
Signature of the Tenderer with date and seal		



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16	Preview monitor	17" inch or more, flat monitor for preview of documents
17	USB ports	2 USB 2.0 ports to scan and save using touch panel
18	Gigabit Ethernet Connectivity	RJ45 for easy connectivity in LAN or PC
19	Plug and play / Printing	Scanner should be plug & play for Network and print directly to a network printer.
20	ECO standard	Should be Indian Standards Compliant.
21	Lamps & lights	Built In lamps/light for illumination should switch ON only during an actual scan.
22	Software Bundled	Licensed software Batch Scanning Software BSW with POF option and Production Scanning Software with Multi-Masking & POF / A.

Signature of the Tenderer with date and seal



GENERAL TERMS & CONDITIONS

1. The work should be completed within 6 months from the date of issue of the Letter of Intent / Work Order.
2. Time is the essence of the contract. In case of delay in the progress of work due to circumstances beyond their control, they shall have to apply in writing with proper justification for the delay to the IEI for extension of time of completion within 5 (five) days of such occurrence but before expiry of stipulated date of completion. The IEI on such application, may grant the extension of time. If they think it justified after proper enquiries. However, the finding of the IEI will be final and has to be abided by the Vendor.
3. Any extra work of the items not included in the Schedule scope of work with Bill of quantities will be done on extra item basis and the rate of payment for those extra item/items, if any, will be finalized mutually on the basis of the following analysis of rates as per prevailing market rates of labour and materials. Necessary documents are to be furnished by the Vendor in support of their rates. The proposal for extra work should be placed in writing well in advance for approval of the authority.
4. The Vendor shall be responsible for any injury that might occur to person/s and any damage that may cause towards any Company's property during the course of execution of the work and they will be liable to make good the same at their cost.
5. The work should be carried out as per the Indian Standard Code of Practice. The materials, which will be used in the work, should have prior approval of the IEI.
6. Income Tax and Service Tax deduction will be made at source as per laid down rules.
7. The Vendor shall have to comply with the provisions of all Labour Rules, Wages Act and 1948 Worker's Compensation Act, whichever is applicable.
8. The Vendor shall have to provide everything necessary for proper execution of the work including labour, tools & tackles and stores etc.
9. The rate quoted by the Vendor shall be firm throughout the tenure of the contract and shall be inclusive of all taxes, and other statutory payments and will not be subject to any fluctuation due to any increase in any effect.
10. The payment of bill will be made on actual measurement basis against R/A bills and Final Bill. Bills may be paid with part rate against individual items. However, part rates have to be certified by IEI.
11. The Security Deposit would be refunded back as per the schedule detailed in the notice inviting tender. However, the Vendor can submit Bank Guarantee as security deposit. Security Deposit will be forfeited in case of non-performance as per contract.
12. The Vendor shall make their own arrangement for storage space and godown for their materials, tools & tackles, Plant & Machinery etc.
13. The Vendor shall not, without the written consent and approval of the IEI, Sublet any portion of the work.
14. Rates of all items should be inclusive of supply of materials, labour charges hire charges of tools & tackles, scaffolding, plant & machinery any taxes and duties etc. In case of only labour involved items, supply of material will not be included.
15. Should the Vendor fail to complete the job as per the contract, the contract may be terminated by IEI on the ground of non-completion of work. The Security Deposit and EMD will be forfeited in that case.
16. Penalty due to delay: 3% of the bid value subject to a maximum of 15% of bid value will be deducted from the bill of the Vendor for delay of per week or part thereof attributed to the Vendor
17. No other terms and conditions are acceptable from their end if not stipulated in the work order or accepted.
18. No claim for idle labour will be entertained under any circumstances.
19. Delays in submission of any part arising out of the postal irregularities/or any other at any stage will not be considered. Also the IEI will not be responsible for damage in transit in case of Postal Delivery.
20. The authority reserves the right to accept or to reject any or all part of this tender without assigning any reason whatsoever.

Signature of the Tenderer with date and seal



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DIGITAL ARCHIVING OF OUR OLD JOURNALS (FROM 1921 TO 2018) AND OTHER OLD MONOGRAPHS AND BOOKS

PRICE BID

Part A and B

Part A: SCANNING & DIGITISATION

SI No.	Items	Unit	Quantity	Rate (INR)	GST
1	Scanning & Searchable PDF Conversion of Journal/ Book	per page	1,80,000		
2	Creation of Metadata of Each Journal / Book	per Journal	2500		
	Total				

PART B : SOFTWARE DEVELOPMENT, PORTAL DESIGNING & HOSTING

SI No.	Items	Unit	Quantity	Rate (INR)	GST
1	Installation, Configuration and Implementation of Software System Design & Development for Journal/ Book archival Management with one year support - One Time	LS	LS		
2	Payment Gateway Intermigration Domestic (ATOM & Bill desk or Paytm) International Paypal - onetime	LS	LS		
3	Setup fees for Payment Gateway Service Provider - one time	LS	LS		
4	Website/ Portal Designing & Development Charges - One time	LS	LS		
5	Domain Registration Charges - Per Year	LS	LS		
6	Cloud Windows Hosting Windows 2012 Server with SQL Server 2012 & .Net Framework 4.0 (Amazon / Hostgator/Microsoft Azure/ Google Cloud Service) - per year	LS	LS		
	Intel E3-1220v3 3.10 GHz Quad Core 4 GB Ram 1000 GB HDD in RAID1 1 TB Transfer/ Month Static IP 2				
	Total				

Total (Part A + B) : _____ .

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PART C

RECURRING EXPENDITURE FOR WEB BASED JOURNAL & BOOK ARCHIVAL MANAGEMENT WITH E-COMMERCE		
Description Of Job	Rate (INR) (% of Transaction Amount (will be deducted by Bank from the payment received))	GST (%), if applicable
TDR Charges to payment Gateway Service Provider for each Transaction		
AMC FOR WEB BASED JOURNAL & BOOK ARCHIVAL WITH E -COMMERCE		
Description Of Job	% of Development Cost	GST (%), if applicable
AMC for Web based Journal & Book Archival Management with E-Commerce		

TOTAL :

(Part A + B) :

Part C :

NOTE:

Rates and GST to be quoted separately.

Full time competent supervision will be provided during the work.

Signature:

Name of Company:

Address

Telephone No.:

Mobile No.

Email: