

(HANS RAJ COLLEGE)

HANS RAJ COLLEGE- LIBRARY

TENDER NOTICE NO: (HANS RAJ COLLEGE)/CL/2016/Dated: 28-05-2016.

TENDER DOCUMENT FOR SUPPLY, TESTING AND INSTALLATION OF RADIO FREQUENCY IDENTIFICATION (RFID) BASED LIBRARY SYSTEM INTEGRATED WITH A LIBRARY MANAGEMENT SOFTWARE.

LAST DATE FOR RECEIPT OF TENDER: 9th June, 2016, upto 2:00 PM

DATE & TIME OF OPENING: 9th June, 2016, at 3:30 PM

A handwritten signature in blue ink, appearing to read 'Rame' followed by a date '28/5/16'.

Hans Raj College LIBRARY

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TENDER DOCUMENT FOR SUPPLY, TESTING AND INSTALLATION OF RADIO FREQUENCY IDENTIFICATION (RFID) BASED LIBRARY SYSTEM INTEGRATED WITH A LIBRARY MANAGEMENT SOFTWARE.

TENDER NOTICE NO: Hans Raj College/CL/2016/ Dated: 28-05-2016.

DUE DATE:

DATE AND TIME OF OPENING BID:

NAME AND ADDRESS OF TENDERER	
TELEPHONE NUMBER	
FAX NO:	
E-MAIL ADDRESS	

The Tender document is available on the website of the college.

Demand Draft No. _____ Dated _____

BID PROCESSING FEE & EARNEST MONEY DETAILS:

The bidder will have to submit Non Refundable Bid Processing fee of Rs. **1000/-**.

The bidder should send along with and Earnest Money Deposit (EMD) of **2%** of total cost (inclusive of all taxes) of the articles tendered for. Both the amount must be paid by the demand draft must in favor of Principal, Hans Raj College.

Demand Draft No. _____ Dated _____

Demand Draft No. _____ Dated _____

For further details, terms and condition please visit our website www.hansrajcollege.co.in or contact the librarian.

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SECTION – I

INVITATION FOR BIDS

The College Library, Hans Raj College invites sealed bids from bidders having experience for supply, testing and installation of Complete RFID based library System (All the RFID components chosen for complete solution must conform to ISO 15693/18000-3 compliant) in accordance with the equipment and works listed below.

Procedures for Submission of Bids & Important Dates

- A. Separate bids are required to be submitted in separate sealed envelopes for Technical Bid and Financial Bid (place both these envelopes in another envelope). The envelope should be super scribed with Tender subject. Tender Notice No. and Due Date otherwise the bid will be rejected.
- B. Technical Bid should be submitted in the proformas as mentioned in the **Section II** duly signed by Authorized Signatory and should include all the documents as per check list.
- C. Financial Bid should be submitted in the proformas as mentioned in the **Section IV** duly signed by Authorized Signatory.
- D. The rates quoted should preferably be net, inclusive of all taxes and duties, packing, forwarding, freight, Insurance and all other incidental

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charged and include delivery at College Library, Hans Raj College. In case these charges are quoted extra in addition to the quoted rates. The amount there must be specified.

- E. Bids should be valid for a minimum period of 180 days after the due date.
- F. The responsibility and requirements if any from Hans Raj College must be mentioned clearly.
- G. All the bid documents being submitted to be signed and sequentially numbered.
- H. Interested eligible Bidders may obtain further information from the office of the: Principal, Hans Raj College.
- I. The bidding document may be obtained from the office, from 9:30 AM to 5.00 PM on all working days or can be Downloaded from www.hansrajcollege.co.in
- J. Bids will be opened in the presence of Bidder's representatives who choose to attend on the specified date and time.
- K. In the event of the date specified for bid receipt and opening being declared as a Closed holiday for purchaser's office, the due date for

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submission of bids and Opening of bids will be the following working day at the appointed times.

L. The bidder will have to submit bid processing fees of Rs 1000/- and Earnest Money Deposit(EMD) of 2% of total cost(inclusive of all taxes)of the articles tendered for is to be submitted through Demand draft/ Bankers Cheque from a scheduled commercial bank, drawn in favor of **Principal, Hans Raj College.**

M. The drafts for EMD should be submitted along within the technical bid. In case of absence of EMD, the technical bid will not be evaluated further.

N. Unsuccessful bidder's EMD will be returned as promptly as possible but not later than 15 days after the expiration of the period of bid validity OR upon the successful bidder signing the contract.

Important Dates

Date of sale of tender Document: 30TH May,2016 to 9th June,2016.

Date of receiving of tender paper: 9th June, 2016 upto 2:00 PM.

Date of Opening of tender: 9th,June,2016 3:30PM.

SECTION – II

Scope of Work & Technical Details

The following items/equipment and services need to be provided to the Institute.

TECHNICAL SPECIFICATIONS&SCOPE OF WORK

Item No.	<u>Product Specifications</u>
1	<p><u>Self Adhesive RFID Tags(For Books)</u></p> <ul style="list-style-type: none">a) The RFID chip used in the tag should have been designed specifically for Library use with lockable, re-write and multi-read features.b) Operating Frequency: 13.56 MHzc) Tag size should be 80mm x 50 mm with at least 1024 bits memory, multi-read and inbuilt antitheft bit.d) Security function (EAS) for item anti-theft (which can be activated and deactivated)e) Tag size should be appropriate for books, loose periodicals /magazines etc.f) Distance for detection from pedestal upto 1mtrs (approx).g) Tags should be fully ISO 15693/18000-3 compliant.h) Detection rate of the systems should be above 95% consistently regardless of the number of items that are in the field.i) Warranty of Tags: Minimum 20 years for logic circuits and replacement of defective tags if found during the first time tagging.j) RFID Tags Mechanical Dimension<ul style="list-style-type: none">(i) Transponder coil size 76 x 47 mm # 9.5mmk) RFID Tags Electrical characteristics<ul style="list-style-type: none">(i) Integrated Circuit (IC): Philips I- Code-SLi, SL21CS20(ii) IC's protocol/anti-collision: ISO 15693 /18000-3(iii) Memory: 1024 bits R/W EEPROMl) General characteristics of transponder<ul style="list-style-type: none">(i) Bending diameter (D) :> 50 mm, tension less than 10 N.(ii) Static pressure (P): > 10 MPa (10 N/mm2).
2	<p><u>Institutional Labels: Good quality self adhesive labels of following specification</u></p> <ul style="list-style-type: none">a) Good Quality, smooth faceb) Label printed with preset instructionsc) Size: Minimum half inch larger on all sides than the RFID tagd) Strong permanent adhesive, which does not leach in to the paper of the book

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Library Staff Station

Library staff station with the following specifications

- a) Preferably should be a single unit consisting of reader & antenna and immune to metallic desks and electronic interferences.
- b) Read/Write/Anti-theft programming should be done in one single operation.
- c) Read/Write distance of around 25 cm and programming time of 1 second.
- d) Should be fully compliant to ISO/IEC 14443A, ISO 15693 and ISO 18000-3 standards.
- e) The programming station should interface with the existing Integrated Library Management Software.
- f) The proposed system must be able to mount in, on, or under the work surface of library's circulation counter.
- g) The proposed system readers must be able to process entry of new tags, issue & return of books and display the information thereon.
- h) The proposed system must simultaneously process multiple RFID-tagged items for check-in/out.
- i) The proposed system should have hot keys & must not require mouse activations to process most operations. (Exceptions made for configuration changes, error handling, or tag reprogramming situations).
- j) Integrated with reader for patron ID Card based ISO/IEC 14443A Mifare for personalization of data into the ISO/IEC 14443A Mifare passive contactless 1Kb smart card in the pre-define location in the memory. The details of memory location in smart card will be provided at appropriate time.
- k) NCIP compliance software interface/ integrated with integrated library management software for all operations like patron card personalization, check-in, checkout, renew, etc. of library circulation
- l) Reader Specifications
 - (i) Power Supply: 5/12 Volts. DC
 - (ii) Operating Frequency Reader Compatibility: 13.56 MHz
 - (iii) RF Input Power: 1-1.2W
 - (iv) Operative Temperature: 0 to 55C
 - (v) Storage Temperature: 25 to +60C
- m) Client Software should support following features and is to be integrated with Integrated Library Management Software (ILMS).
 - (i) Tagging / Retagging after proper online validation of the title/member records in ILMS database.
 - (ii) Tag monitoring by accessing item record from ILMS data bases.
 - (iii) Patron Smart Card personalization monitoring by accessing patron ID from ILMS database.
 - (iv) Check out / Check in / Renewal
 - (v) Provision for display of member photograph along with member details while

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	<p>transactions.</p> <p>(vi) Provision for details of fine against a member</p> <p>(vii) Provision of sending sms, email, slip printing containing the details of a transaction.</p>
4.	<p><u>Self Check In Check-Out Kiosks Stations</u></p> <p>It should consist of:</p> <ul style="list-style-type: none">a) Integrated Long range RFID Reader and Antenna with multiple Read/Write facility.b) High Speed Thermal Slip Printerc) LCD Touch Screen Monitor (Capacitive Technology)d) Multi protocol firmware ISO/IEC 14443A, 15693 and ISO 18000 compliante) Communication interface – USBf) The Self Checkout station client software should interface with existing ILMS Software giving following features:<ul style="list-style-type: none">(i) Check out / Renewal / Check In(ii) Transaction status(iii) Transaction Print, sms & email provision.(iv) Read/Write operation on Patron Cardsg) Intelligent system for automatic judgment of nature of transactionh) Provision for display of member photograph along with welcome message before performing any transactions.i) Provision of enquiry of checkouts against a user and its due date.j) Provision for enquiry of fines against users.k) Customized wood enclosure finishes with international standard kiosks dimensions.l) Elegant, state-of-the-art and sleek look with proper combination of color and materials.
5.	<p><u>Portable Shelf Management Reader / Inventory System</u></p> <ul style="list-style-type: none">a) Ergonomically designed Cordless PDA based Wi-Fi Handheld Inventory Reader integrated with chargeable battery (minimum 4 Hours life).b) The proposed system shall be fully compliant with ISO 15693/ISO 18000-3 Mode-1 standards & supplied tags.c) Software Components: Client software for PDA. Also supply of compatible software for laptop & PC.d) Features: Long lightweight handheld; performs stock-checking, re-shelving, and also locates specific items, sorting and monitoring of library material on shelf along with locating misplaced documents. To locate items that is out place on the shelves.
6.	<p><u>Two EAS Pedestal Library Security Gate</u></p> <p>Security gate should include two theft detection pedestals, which are interdependent of each other and also have an overlapping protection zones providing additional security. It is planned to install these pedestals at a single location in the library. The system should have suitable number of I/O ports for Standard electronic counter, web cam, trigger, CCTV, Locking gates, etc. The offer must be complete in all respects and must include all the components required for the</p>

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	<p>functional of the system. Library security gate with following specifications.</p> <ol style="list-style-type: none">Can be configured to detect different chip type simultaneously.Specific version include Ethernet interface, (No need to be linked to the library database) If EAS on detected, chip type, ID number, date and time are stored.A pedestal including 1 antenna set (2 antennas) for large detection field with electronic counter to count people with 1 electronic unit (controller) integrated into the pedestals bottom.Powerful DSP (Digital Signal Processor)Chip Compatibility:ISO15693-3/ISO 18000-3Detection and Security corridors must be in compliance with relevant ADA requirements for wheel chair clearance and reach range standards.Detection Range: Upto 1 mtr (approx) between two pedestals (application dependent)Security Modes Alarms: EAS & AFI lights and buzzer located both the pedestals.People Counter: Counts in/out traffic located at the bottom of the pedestal.Communication interface: RS232/RS422/RS485 or EthernetCasing: High quality plasticOperating Temperature: 0° to 55°C Required Features:The proposed system should read the tag in all three orientations between the gates i.e. for EAS bit and/or AFI bit with ALL or ANY as configurable option.The proposed system must use 13.56 MHz ISO 15693-3/ISO 18000-3 mode1 RFID technology.Tags with theft or security bits that are “on” must immediately trigger an alarm.The proposed system must provide item security even when the Library Management System or network is off-line or not functioning.The proposed system must be aesthetically suited to current library décor.
7.	<p><u>SMART Cards For ID Cards</u></p> <ol style="list-style-type: none">The smart cards should be pre printed smart cards that can be used as common campus ID cards.ISO/IEC 14443A Mifare passive contactless 1 Kb memory with the offered RFID system for membership/patron using standard protocol of NCIP for Read/Write/Rewrite.Must be for multipurpose use.
8.	<p><u>RFID Book Return Station</u></p> <ol style="list-style-type: none">24 hrs operation should be possibleMinimum 100 books bin to be providedReal time check in should be processedHigh Speed Thermal Slip Printer15” or higher LCD/LED Touch Screen Monitor using Capacitive Technology
9.	<p><u>Hands-on-Training (On-Site) with Manuals/Guide</u></p> <ol style="list-style-type: none">Comprehensive in-house operational training for all equipments and front end interface.Training for Handling of RFID Tagging on documents and registration of Smart ID Cards.

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	<ul style="list-style-type: none">c) Troubleshooting trainingd) Complete Write-up/Manual/Guide for operation and handling of all RFID equipments.e) Training to be given to all Library Staff & Library Users.f) Shall depute technical personnel on site up to period of 1 month so as to support, train and resolve any issues that may arise due to the implementation of RFID system.
10.	<p><u>Tagging Job Work</u></p> <p>Job involves the following steps</p> <ul style="list-style-type: none">a) Coordinating with library for tagging of books, journals, loose issues/magazines, CDs, DVDs, etc.b) Removing the documents from Shelves.c) Verifications of following Bibliographic data from ILMS database and physical documents<ul style="list-style-type: none">(i) Accession Number(ii) Class Number(iii) Locationd) Tagging of RFID tags with the following parameters using ILMS database<ul style="list-style-type: none">(i) Primary data as Accession number mentioned on the book or barcode labels on the documents.(ii) Associated data to be fetched using ILMS like Class No. Location, Library Code, date of entry, etc.e) Fixing self-adhesive RFID tag & anti theft stickers at the designated place of in the documents.f) Verification of data stored in the RFID Tagsg) Generation of reports of currently tagged items.

SECTION III

INSTRUCTIONS TO THE BIDDERS

ELIGIBILITY CRITERIA FOR PARTICIPATING IN THE TENDER

(Valid & Up to date Documentary Evidence to be enclosed point wise)

1. The bidder must be an Original Equipment Manufacturer (OEM) of RFID hardware components or an Authorized Distributor of OEM of RFID hardware components or a System Integrator having experience in RFID Solutions. Bidder shall submit certificate of Authorization from the Principal Manufacturing Company and self declaration in case OEM is bidding for the tender.
2. Bidders shall ensure that proposed RFID system are compatible with ISO 28560, ISO 15693, ISO 14443A (Mifare standards) for smart card integration including future standards.
3. Bidder shall ensure that the proposed RFID System is compatible and should integrate with standard existing ILMS, Institute Management System, material management/delivery automated system and surveillance/security system using CCTV/Webcams to ensure possibility of expansion/modification in the operating environment in future.
4. Bidder having proven compatibility with proposed Library Management Software using global protocols would be preferred. Certificate to be submitted.
5. In view of the integration plans of the proposed ILMS as a Library module with the Institute Management System bidder shall provide evidence of

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having technical experience in implementing & integrating complete RFID based solutions with multiple ILMS in academic libraries.

6. The bidder or bidder's OEM must have supplied, installed, implemented, integrated and commissioned a complete RFID based library automation solution minimum in 3 academic libraries in India. The complete solution provided by the bidder must include supply and installation of RFID components, integration, development and operationalization of hardware & software components and RFID consumables in an integrated manner. Copies of Purchase Orders/Documentaries evidences to be provided.
7. Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices by the Bank / Recognized Government Body.
8. The registration number of the bidder along with the CST Number & TIN Number allotted by the Sales Tax Authorities must be given in the tender bid. (Enclose necessary documents).
9. Principal Manufacturer shall have a minimum of 5 years of business history, and shall have workforce stability with experience of supplying and servicing similar products in libraries. PAN details of the company to be mentioned.
10. Principal Manufacturer shall provide evidence of relevant technical experience and qualification as single supplier and manufacturer for RFID Systems.

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11. Bidder shall initially provide onsite RFID technical support personnel that are fully trained, factory authorized and certified by the manufacturer to reduce downtime. Remote support via email/fax/phone etc. should also be available as and when required free of cost.
12. Attested copies of Articles of Association (In case of registered firm) Byelaws & certificates of registration (In case of registered co-operative societies) partnership deed (In case of partnership Firm) should be submitted.
13. A self-certificate that the bidder hasn't been black listed by any institution of the Central/state government in the past three Years may be submitted.
14. The Bidders are requested to furnish document to establish their eligibility for each of the above clauses. Relevant portion, in the documents submitted in pursuance of eligibility criterion mentioned above, should be highlighted. If tender were not accompanied by all the above documents mentioned, the same would be rejected.
15. The bid submitted by any bidder not fulfilling the eligibility conditions/ criteria stipulated above, will not be considered.
16. The Institute reserves the right to seek fresh set of document or seek clarification on the already/ submitted documents. Upon verification, evaluation/ assessment, if in case any information furnished by the Bidder is found to be false/ incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained.

SECTION IV

TERMS AND CONDITIONS

1. All expenses of packing, forwarding, and freight, insurance in connection with delivery, repairs and replacement made within the warranty period should be borne by the vendor.
2. Wherever packing cases are received in damaged condition, the vendor shall be responsible for any loss, damage, breakage etc. in transit and shortages.
3. Unloading of the items, un-skilled labour, which may be required at the time of installation of the items, should be borne by the vendor free of cost.
4. The bidder will have to provide samples of Tags, Anti Theft Labels and of Smart Cards to be supplied to Institute.
5. Installation, Integration, Implementation, Commissioning & Training of the proposed system shall be initiated immediately by the vendor within 30 days of receiving of firm order.
6. The warranty period shall be effective from the date of having completed successful Installation, Integration, Implementation, and Commissioning & Training on the system at the Institute premises.
7. Vendor will be fully responsible for standard integration using NCIPV2.0 protocol with existing ILMS and the performance of all components of

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the RFID materials and any malfunction/defective materials should be replaced free of cost during the warranty period.

8. Successful bidder shall fine tune all the components and overall RFID system during the warranty period with modularity, expandability and upgradeability in the overall system configuration without additional charge/cost. Free replacement of defective components during warranty period.
9. The supplier shall give a comprehensive warranty for 2 years after successful installation & commissioning of first year of warranty.
10. Successful bidder shall be willing to constantly work with the integrated library management system vendor to reduce and resolve any RFID-ILMS functionality problems.
11. The quantity of the above items may defer subject to the Institutes actual requirements.
12. All supplies shall be FOR Hans Raj College.
13. All systems shall be compatible with ISO standards & NISO recommendations adopted globally meant for implementation of RFID systems in libraries.
14. Overall system configuration shall be open in terms of Modularity, Expandability and Upgradeability for future expansion/requirements.

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15. The proposed system shall offer web-based remote monitoring and diagnostics which must include instant email notification, monitoring of check-in and out rates, web-based troubleshooting, and the ability to obtain statistics for each machine from any location.
16. All equipment required to be install/replace and maintain for smooth operation of the RFID System shall be available in India when required and shall be supplied by the vendor.
17. Supplied hardware shall have provision to upgrade their firmware online.
18. Bidders shall demonstrate that the resources (infrastructure) exist which are required to provide robust pre and post-sales support to RFID Materials Flow Management System.
19. Bidder shall clearly mention the responsibility and requirements if any from Library side.
20. Bidder should recommend an overall installation plan in co-ordination with the Library related with placement of hardware, accommodating network infrastructure, power and ventilation requirements, building restrictions, etc., so as to maximize the workflow and minimizing disruption of user's services including staff related daily work activities.
21. The total cost of the project will be computed as a single value.
22. (a) Delivery time: Installation of Hardware within one month.

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(b) Completion Time: Project implementation including training within 3 months.

23. Price should be quote as per SECTION V format.

24. Service & Sales tax will be clearly mentioned in price bid.

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SECTION V

BILL OF QUANTITY

No.	Description of Product/ Service	Make/Model	No. of Units	Amount
A	Hardware			
1.	Staff Station Reader		02	
2.	Gate Antenna System		01	
3.	RFID Handheld Reader		01	
4.	Self check In check out Kiosk		01	
5.	RFID TAGS – Books		1,00,000	
6.	Institutional Labels		1,00,000	
7.	RFID Smart Cards(Mifare)		6000	
8	RFID Book Drop Station		01	
9.	Tagging job work		1,00,000	
10.	Hands-On-Training (On Site)		01	
11.	Comprehensive AMC for 2 years		2 (Yrs)	
12.	Integration Charges		01	

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SECTION – VI

Technical Bid - Compliance Sheet

Bidder's Profile – Part A

1	Name of the Bidder	
2	Address of the Bidder	
3	Contact No.	
4	Fax No.	
5	Mobile No.	
6	E-Mail	
7	Name of Authorized Signatory	
8	Year of Establishment	
9	Name and address of Banker	
10	List of RFID clients (enclose list)	
11	EMD Details :	DD No.
		Date.
		Amount in Rs.
		Name of the Bank.
12	Bid Processing Fee Details:	DD No.
		Date
		Amount in Rs.
		Name of the Bank
13	Whether OEM or authorized distributor. In- case of distributor please attach authorization certificate.	

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(signature of authorized signatory)

Name: _____

Designation: _____

Full address: _____

Seal