



**Bharat Heavy Electricals Limited, Piping Centre, Chennai-17**  
**Pre-Qualification Criteria (POC) for the Biometric Smart Card based**  
**Attendance Recording System (BARS)**

**ENQUIRY REF. NO. BHEL: PC: BIOMETRIC dt. 20/06/2014**

**PRE-QUALIFICATION CRITERIA:**

‘Bidder’ means the Original Equipment Manufacturer / System Integrator who is offering the Biometric smart card system for this tender.

‘OEM’ means the Original Equipment Manufacturer whose equipment is being offered by the Bidder for this tender.

The Bidder shall fulfill the following qualification criteria, which shall be backed by necessary documents.

Sl No.	Description	Vendor Conformance (YES/NO)
1	<p><u>Equipment:</u> Bidder should be either Original Equipment Manufacturer or should be Authorized System Integrator partner having direct purchase and support agreement with the OEM for Biometric Smart Card Readers quoted for this tender.</p> <p>In case the bidder is a system Integration Partner of the Principal Manufacturer, a valid certificate from the Principal Manufacturer clearly stating the relationship with the Partner and authorization to the Partner to quote for this specific tender is to be furnished. <b>The Certificate / Authorization Letter specific to this tender must be enclosed by Authorized Representative of the OEM as per Annexure - 1.</b></p>	
2	<p>Bidder should have executed at least 3 projects in the past 2 years involving a supply of minimum 10 biometric attendance recording system to one reputed industrial firm. The complete project mentioned should be of total solution and infrastructure setup, training and support. <b>This data is to be provided as per Annexure – 2.</b> If more than 3 projects have been executed, the details of the same may also be provided.</p> <p>The work order should be on the name of the bidder. <b>The order copy of above mentioned projects and successful completion/performance certificate from the customer along with the offer is to be submitted.</b></p> <p>Vendor shall clearly mention all the customer references with number of equipments supplied and year of commissioning of Bio-metric attendance system operating anywhere in India such as : Name of the unit / company, Name of the contact person; Address/ e-mail id, Mobile and Office phone of contact person, Month &amp; year of commissioning of the attendance recording System, Capacity, Design, Configuration, System Guarantee, Service Support provided etc. for verification by BHEL, Piping Centre directly.</p>	
3	<p>The bidder should have turnover of at least 1.5 Crores per annum in past 3 financial years. <b>This data is to be given in Annexure – 3. Certificate from chartered accountant for Balance Sheet / P&amp;L account and IT return to this effect shall be submitted along with the offer.</b></p>	
4	<p>Bidder and OEM should have a clean track record, i.e. the Bidder / OEM / any group company should not have been blacklisted by any PSU/Govt./Quasi Govt/Govt. Undertaking companies in India during the last three years. <b>To this effect, a declaration should be given by the bidder.</b></p>	



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5	Bidder should have in-house software development team for application software development, customization & implementation. <b>List of such professionals along with their expertise area related to the said system to be submitted along with the offer.</b>	
6	The Bidder should have Registered and Incorporated office in India for last 3 years and branch /service office in Chennai. Alliance/liaison office in India shall not be accepted. <b>Supporting document to be submitted. Copy of Certificate of Registration also to be submitted.</b>	
7	All the Biometric smart card readers offered by the Bidder shall be from single OEM only.	
8	A bidder shall submit only one bid of a single OEM for Readers.	
9	The OEM should have support infrastructure in spares for the OEM components stocking, Technical support and logistics in India to provide quick after sales support. <b>Specify the OEM Spares locations in India with address.</b>	
10	The bidder shall sign a Non Disclosure Agreement (NDA) with BHEL-Piping Centre. By signing the NDA, the bidder agrees not to disclose any confidential information, business or proprietary, as covered by the agreement. <b>The proforma format for the Non Disclosure Agreement is attached in Annexure – 4.</b>	

**Relaxation of the above pre-qualification and eligibility criteria will not be entertained under any circumstances.**

**Note:**

- (1) The bidder shall fill up each of the above fields in “Yes” or “No” clearly.
- (2) Wherever supporting documents are sought, the same shall be attached along with this format.

**(VENDOR SIGNATURE & SEAL)**

**Name:**

**Designation:**

**Contact:**



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ANNEXURE 1

**FORMAT FOR "LETTER OF AUTHORITY"**

**Tender Enquiry Ref. No. : BHEL: PC: BIOMETRIC dt. 19/06/2014**

To,  
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Subject: **Letter of Authority**

Dear Sir,

We hereby authorize \_\_\_\_\_ who will fulfill the requirements of the tender enquiry ref. no. \_\_\_\_\_, dated \_\_\_/\_\_\_/\_\_\_\_\_ to quote/ negotiate and service the equipments as required in the above tender enquiry.

This authorization is valid only for the following equipments for which we are the OEM:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

The authorized agency would ensure reliable service during complete contract period. In case of any default alternative arrangement would be done by us on the same terms and conditions as negotiated and finalized in this tender enquiry.

(Authorized Signatory)

For \_\_\_\_\_

Place:

Date:

**Note: This 'Letter of Authority' should be issued on the letterhead of OEM.**



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ANNEXURE 2

**EXECUTED MAJOR ORDER DETAILS**  
***(As per Qualification Criteria)***

Tender Enquiry Ref. No. : BHEL: PC: BIOMETRIC dt. 19/06/2014

<b>S.No.</b>	<b>Organisation Name/ Contact Person details</b>	<b>Type of equipment supplied</b>	<b>Details of project</b>
<b>1</b>			
<b>2</b>			
<b>3</b>			

**Documents in support of the above are enclosed.**

Place:  
Date:

Signature with seal



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ANNEXURE 3

**ANNUAL TURNOVER OF BIDDER**

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<b>S.No.</b>	<b>Financial Year</b>	<b>Turnover (In Rs. Crores)</b>
<b>1</b>	<b>2011-2012</b>	
<b>2</b>	<b>2012-2013</b>	
<b>3</b>	<b>2013-2014</b>	

Documents in support of the above are enclosed.

Place:  
Date:

(Bidder Signature with seal)



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ANNEXURE 4

 <b>BHEL – Piping Centre, Chennai</b>	<p><b>THIRD PARTY NON-DISCLOSURE AGREEMENT</b></p>
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**THIRD PARTY NON-DISCLOSURE AGREEMENT**

I, \_\_\_\_\_, on behalf of the \_\_\_\_\_ (Name of Company), acknowledge that the information received or generated, directly or indirectly, while working with BHEL, Piping Centre, Chennai on contract is confidential and that the nature of the business of the BHEL, Piping Centre, Chennai is such that the following conditions are reasonable, and therefore:

I warrant and agree as follows:

I, or any other personnel employed or engaged by our company, agree not to disclose, directly or indirectly, any information related to the BHEL, Piping Centre, Chennai Without restricting the generality of the foregoing, it is agreed that we will not disclose such information consisting but not necessarily limited to:

- Technical information: Methods, drawings, processes, formulae, compositions, systems, techniques, inventions, computer programs/data/configuration and research projects.
- Business information: Customer lists, project schedules, pricing data, estimates, financial or marketing data,

On conclusion of contract, I, or any other personnel employed or engaged by our company shall return to BHEL, Piping Centre, Chennai all documents and property of BHEL, Piping Centre, Chennai, including: drawings, blueprints, reports, manuals, computer programs/data/configuration, and all other materials and all copies thereof relating in any way to BHEL, Piping Centre’s business, or in any way obtained by me during the course of contract. I further agree that I, or any others employed or engaged by our company shall not retain copies, notes or abstracts of the foregoing.

This obligation of confidence shall continue after the conclusion of the contract also.

I acknowledge that the aforesaid restrictions are necessary and fundamental to the business of the BHEL, Piping Centre, Chennai and are reasonable given the nature of the business carried on by the BHEL, Piping Centre, Chennai. I agree that this agreement shall be governed by and construed in accordance with the laws of country.

I enter into this agreement totally voluntarily, with full knowledge of its meaning, and without duress.

Dated at \_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Name

Company

Signature