



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

National Institute of Technology Agartala

AGARTALA - 799 046 (TRIPURA)

No.F.NITA.22(216-PUR)/2025

~~895-100~~ . 901

Date: 24/10/2025

Limited Tender Enquiry

IMPORTANT INFORMATION

Name of the Institute : NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

GST Number of the Institute : 16AAAGN0550K1ZG

PAN of the Institute : AAAGN0550K

TAN of the Institute : SHLN00719F

DSIR No. : TU/V/RG-CDE(1053)/2017 dated 15/03/2018

Institute Bank A/C No. : 030936141729 (IFSC: SBIN0011491) under SBI, NIT Agartala Branch.

Name of Department / Branch : NIT Agartala

Enquiry / Reference Number : No.F.NITA.22(216-PUR)/2025

Some important/Critical dates:

Uploading on Institute Website	Date: 28/10/2025	Time: 5:00 PM
Bid submission start date	Date: 28/10/2025	Time: 5:00 PM
Bid submission end date	Date: 20/11/2025	Time: 3:00 PM
Opening of bid	Date: 21/11/2025	Time: 3:30 PM



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Scope of Work:

Supply and Installation of Aadhaar Based Biometric Attendance System with all accessories (minimum 18 location of NIT Agartala) with 02 (two) years warranty and 03 (three) years comprehensive Maintenance beyond the normal warranty period (details as per Annexure-A).

Yours sincerely,



Registrar

National Institute of Technology
Agartala – 799 046, Tripura

Encl :

- (1) Schedule of requirement, specifications, dates etc.
- (2) Bid document containing detail terms and conditions.



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a. Schedule of requirements

Sl. No.	Description of Work/Service	Quantity
01	Supply, Installation of Aadhaar Based Biometric Attendance Monitoring System with 02 (two) years Warranty and 03 (three) years comprehensive maintenance after completion of standard warranty term. (Details as per list at Annexure-A)	a. For employee of NITA - 15 Nos. b. For outsourcing workers - 03 nos.

b. Specifications and allied Technical Details

Supply, Installation of Aadhaar Based Biometric Attendance Monitoring System with 02 (two) years Warranty and 03 (three) years comprehensive maintenance after completion of standard warranty period including onsite hardware & end to end software support" at NIT Agartala
(Details as per list at Annexure-A)

c. Estimated Cost

₹ 5.70 lakh

- Quotations should be valid for a period of **180** days from the opening date of the technical bid.
- Bid Security or EMD: 2% of the estimated cost of the tender **or** Bidders should submit "**Bid Security Declaration Form**" on company letter head as per annexure-D of this tender document.
- Performance Security: The amount of the Performance Security shall be 3% (three percent) (not applicable for consumable item(s)) of the Purchase Order / Contract value, valid up to 60 days after the date of completion of contract obligations including warranty obligations.
- Delivery & Installation: within 30 (thirty) days after receipt of the purchase/work order(s).
- Please go through the enclosed "bid document" carefully for other bidding instructions.
- For any technical details, you may contact through email-id: buycon20.nit.tr@gembuyer.in.

1. Instructions to the bidders:

- 1.1 Bids are invited through Limited tender enquiry on behalf of the National Institute of Technology Agartala, Tripura, Agartala-799046 from the intending bidders for supply, Installation of Aadhaar Based Biometric Attendance Monitoring System with 3 years Comprehensive Warranty" at NIT Agartala as detailed in the enquiry letter.
- 1.2 The bidders should quote their rates in clear terms without ambiguity. The quotation should be only in Indian Rupees.
- 1.3 The last date & time for submission of the bid is marked in the enquiry.
- 1.4 The bidder/agency should submit the bid on or before the last date & time of submission specified in tender document .
- 1.5 Bids received after the deadline of receipt indicated in para 1.4 above, shall not be taken into consideration.
- 1.6 Each bidder shall submit only one bid **against one enquiry**. A bidder, who submits more than one bid against single enquiry, shall be disqualified and considered non-responsive.



- 1.7 The bidder has to enclose a check list at per Annexure - C duly filled in along with all relevant/supporting documents while submitting technical bid.
- 1.8 Opening of Bids by the Purchaser will be done as per the scheduled of the bid document.
- 1.9 At any time prior to the due date for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.
- 1.10 All prospective bidders are expected to surf the website before formulating and submitting their bids to take cognizance of the amendments.
- 1.11 Custom Duty Exemption Certificate will be provided from the Institute for availing Custom Duty Exemption in trams of notification No. 51/96-Custom dated 23-07-1996, amended by notification No. 43/2017 dated 30-06-2017, further amended by notification No. 42/2022 dated 13-07-2022, as amended from time to time in case of imported items per OM No. F.4/1/2021-PPD dated 01-09-2021.

2. General Terms & Conditions:

- 2.1 **The rates quoted by the Supplier/Bidders should preferably be on basic price, Comprehensive warranty, Annual Maintenance Charges (if applicable), Installation, packing, forwarding, freight, Insurance, training and all other incidental charges including delivery of the Materials at National Institute of Technology, Agartala.**
- 2.2 **All taxes and duties will be paid extra and such amounts of mandatory/statutory taxes & duties shall be explicitly mentioned in Price bid while submitting of bid. If GST amount not quoted in the Price bid, the total cost will be treated as inclusive of GST.**
- 2.3 Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
- 2.4 **The bidders who are registered as a Micro or Small Enterprise as per latest definitions under MSME rules, Govt. of India for exemption of submitting EMD/Bid security must enclose relevant documentary proof of authentication of their firm's registered as a Micro or Small Enterprise as per latest definitions under MSME rules, Govt. of India.**
- 2.5 If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover /Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded with technical bid.
- 2.10 If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded with technical bid.



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- 2.11 National Institute of Technology, Agartala is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and subsequent amendments to the order. Accordingly preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself. A self-declaration as per Annexure- G should be enclosed in the technical bid.
- 2.12 The documentary evidence of the bidders qualification to perform the contract if the bid is accepted shall establish to the purchasers satisfaction that:

(a)	The bidder meets the qualification criteria listed in bidding documents, if any.
(b)	Bidder who doesn't manufacture the goods it offers to supply shall submit Manufacturers' Authorization Form using the form specified in the bidding document to demonstrate that it has been duly authorized by the manufacturer of the goods to quote and / or supply the goods/services.

2.13 On site Warranty & CMC:

- The successful bidder shall provide a Warranty for minimum period of 2 years (not applicable for consumable item(s)) after the installation and commissioning of the instrument / software/items and 3 years Comprehensive Maintenance beyond the normal warranty period. If within the warranty (after installation) and CMC period any such product or component is proven to be defective such product shall be repaired or replaced by the supplier/vendor. Such repair and replacement shall be sole obligation of supplier/vendor. Supplier / vendor shall be responsible for payment for all charges (to-and-fro) for repair/ replacement. Any design defects or installations deficiencies or any outer defects, if noticed during the warranty/ maintenance period, shall be rectified promptly by the successful bidder with no cost at all the places, which also includes the field installations.
- Down-time call attendance should be within 48 hrs.

In case the Equipment / System remains non-operational for more than 5 days then warranty period/CMC period will be extended for the equal period for which Equipment / System remained non-operational. Warranty extension in such case shall be done without prejudice to any other Term & condition of the contract.

- 2.14 The successful bidder has to furnish "Performance Guarantee/Security" (not applicable for consumable item(s)) for an amount specified in the enquiry by E-Payment System to NITA Account within 15(fifteen) days of intimation of contract/supply order.

Alternatively, "Performance Guarantee/Security" will be retained by the Institute from the billed amount of the contract/supply order which will be released two months after the completion of warranty period (not applicable for consumable item(s)).

2.15 Delivery Schedule: As per e-Tender.

The item(s)/goods are required to be delivered at the indenting Department of National Institute of Technology, Agartala, and must be dispatched within specified days from the date of placement of the supply/purchase/work order.

If the supplier fails to Supply, Install and Commission the system/instrument as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5% of order value per week of delay subject to a maximum of



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10%, as the case may be, beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier. Any exemption towards delay without LD can be resolved through mutual consent under exceptional circumstances.

2.16 Force Majeure: Notwithstanding the provisions of clauses relating to Extension of Time, Penalty and Termination for Default the Supplier 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.

2.17 Evaluation of Bid: The Technical Bid shall be evaluated on the basis of technical and other parameters usually taken in to consideration. Financial bid shall be evaluated on the basis of financial parameters. Govt. of India rules shall be taken in to account for evaluating both technical and financial bids.

2.18 The successful bidder(s) may be required to execute a contract on the basis of evaluation as per annexure(s) (as applicable).

2.19 NIT Agartala will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

2.20 The bidder has to submit valid trade license, GST registration certificate, Last filled ITR and last filed GST return.

2.21 Payment: **100% will be made in INR (Indian National Rupees)** after successful organization of the event and duly certified by the concerned Department.

Note: All payments due under the contract shall be paid after deduction of statutory levies at source (like ESIC, IT (TDS), GST, LBT / Octroi etc.), wherever applicable.

2.22 In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Competent Authority, National Institute of Technology, Agartala shall be final.

2.23 The bid document/resultant contract will be interpreted under Indian Laws.

2.24 National Institute of Technology, Agartala will not take any responsibility for arranging road permit/way bill or clearance from tax department for delivery of goods. All such requirements should be completed by the bidder for delivery of goods at National Institute of Technology, Agartala. GST payment, if required, should be paid by successful bidder and if GST not paid, National Institute of Technology, Agartala will deduct the applicable amount from successful bidder's bills and pay the same to Tax Authority. If there is any mandatory tax(es) other than GST/other taxes mentioned in this tender document, imposed by State Govt., the same may also be deducted from the bills of the successful bidder, as applicable.

2.25 Competent Authority of National Institute of Technology, Agartala reserves the right to cancel the entire e-tendering process at any stage of the procurement process without mentioning any reason.

2.26 Legal disputes, if any with NIT Agartala will be restricted within the jurisdiction of Agartala only.

3. Special Terms & Conditions:



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- 3.1 Acceptance of Technical bid strictly depends on National Institute of Technology, Agartala's requirements credentials, quality control systems, past performance, financial background, commercial terms & conditions etc. of the supplier(s).
- 3.2 Detailed Specifications, brand, make, model & parts number, tolerance limit, resolution, corresponding ISO standard etc. should be mentioned with supported leaflet/catalogue/brochure and list of buyers for acceptance of bid.
- 3.3 Sealed bid document (both technical bid and the financial bid) should be sent through Speed/Registered post or any Courier service in favour of "**Registrar, NIT Agartala, Barjala, Jirania, West Tripura, PIN-799046**" on or before last date and time of the bid submission period or directly drop the tender box at "**Purchase Section, NIT Agartala, Barjala, Jirania, West Tripura, PIN-799046**". NIT Agartala will not take any responsibility for postal or Courier delay.
It may specifically be mentioned whether quotation is strictly as per terms and conditions of the tender. Deviation, if any, must be spelt out specifically in technical bid. In the absence of this, the quotation may be rejected.
- 3.4 The Quantity of each Item(s) may increase (as per Govt. Norms) or decrease at the time of issued of Purchase / Supply / Work Order. The Institute reserves right to purchase partly or not to purchase any item / cancel the entire process at any stage of procurement process.
- 3.5 Penalty: Penalty will be charged @ 0.5 % per week or part thereof for late delivery and Installation on total contract value.
- 3.6 Installation of the device: Device(s) should be installed within 15 days from the date of delivery of the device by the supplier.
 - a. The device to be enclosed in enclosure made of Acrylic/Plastic/fiber/metal and separate charging adapter.
 - b. Casing should be hard & sturdy for daily use and should not break if dropped from a height of 2 meter (approximate).
 - c. Casing should prevent misuse of the device.
- 3.7 **Attendance report generated through NIC server be converted to suitable format to enable integration with NITA payroll system.**
- 3.8 Arbitration: All disputes should be attempted to be resolve mutually between the National Institute of Technology, Agartala and the suppliers failing which jurisdiction of any Court of Agartala shall be applicable.
- 3.9 Items/Goods should be sent through Registered Transporter (preferably).
- 3.10 Bidders are required to upload a declaration on letter head stating that the bidder has not been black-listed & holiday listed by any Ministry/Department/Organization.
- 3.11 **Bidder(s) is/are required to upload a self-certificate as per applicability (Annexure- E or F) regarding offered item(s) as per Office Memorandum No. 6/18/2019-PPD dated 23-07-2022 & 24-07-2020 and Office Memorandum No. F.18/37/2020-PPD dated 8th February, 2021 issued by Department of Expenditure, Procurement Policy Division, Ministry of Finance, Govt. of India.**



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- 3.12 Bidders are requested to provide valid e-mail ID and phone number for further communication.
- 3.13 Bank A/C in the Exact Name of Bidder/Firm/Supplier with Name, A/C No., IFSC code must be furnished with technical bid.

Yours sincerely,

Registrar
National Institute of Technology
Agartala – 799 046, Tripura



ANNEXURE – A

SPECIFICATION OF THE ITEM

Sl. No.	Item Description	Qty: No(s).
1.	Aadhaar Based Bio-Metric Attendance Device: a. Finger Print Sensor: STQC and UDI Certified finger print and Face Scanner or Better. b. OS Version : Android 9 or better c. CPU Type : Quad core or better d. RAM : 2GB or Higher e. ROM : 32 GB or Higher f. Screen Size : Minimum 17.78cm or higher g. Screen Resolution : 1024X 600 or higher h. Wi-fi, Wi-fi Hotspot, Wi-fi direct : Required i. Lan Port, Bluetooth, GPS (4G/5G) : Required j. Camera (Front) : 5.0 MP or Higher h. Capacity to store 1000 users' data. i. Should be able to capture biometric data from STQC certified biometric fingerprint scanner for Aadhaar authentication. j. proven of intent battery to configure operation when there is no extend supply for at least two (02) hours. k. Response Time : < 5 Sec. l. Application: a. Time attendance b. Visitor Management c. Aadhaar Authentication d. Access Control e. Face Recognition. m. The device should be compatible with NIC, GOI attendance system.	18



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ANNEXURE – B

PRICE BID

Sl. No.	Name of the Items	Quantity	Basic Rate (Rs.)	GST (Rs.)	Total (Rs.)
1.	The Aadhaar Based Bio-Metric system is required for recording attendance of employee of NIT Agartala (as per annexure-A) with two years warranty .	15 Nos.			
2.	The Aadhaar Based Bio-Metric system is required with face recognition/detection for recording attendance of outsourced employees (as per annexure-A) with two years warranty .	03 Nos.			
3.	Installation and other applicable Charges with all accessories	18 Nos.			
4.	Three (03) years AMC charges beyond the normal warranty period.	18 Nos.			

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ANNEXURE – C

Documents for Comprising the Bid

Sr.No.	TENDER REQUIREMENT	COMPLIANCE	Document Submitted
1	Name of the Firm / Agency / Dealer / Supplier with full address including contact number and email id etc.	Yes / No	Yes / NA
2	Trade License issued by Government / Statutory Body or Company Registration on the item(s) related to this tender.	Yes / No	Yes / NA
3	GST Registration of the Supplier/Firm/Bidder.	Yes / No	Yes / NA
4	PAN Registration of the Supplier/Firm/Bidder	Yes / No	Yes / NA
5	Financial Solvency issued by Bank(as per RBI guidelines) (in case of estimated cost is Rs.25.00 lakhs and above).	Yes / No	Yes / NA
6	Up to date GST return / any other tax clearance certificate. (last filed GST return)	Yes / No	Yes / NA
7	Up to date Income Tax Return (Last filled ITR)	Yes / No	Yes / NA
8	“Bid Security Declaration form” on Company Letter Head	Yes / No	Yes / NA
9	Service Support details (if applicable)	Yes / No	Yes / NA
10	Certification of holiday and non-black listing (Self Certification)	Yes / No	Yes / NA
11	Manufacturers Authorization Form (MAF) (if applicable)	Yes / No	Yes / NA
12	Certificate under MSME, NSIC, Make-in-India & Startup as per Govt. of India Norms (if applicable).	Yes / No	Yes / NA
13	Experience, if any, with govt. sector /Public Undertaking /Private sector (if applicable) (May be relaxed for MSME, NSIC & Startup as per Govt. of India Norm)	Yes / No	Yes / NA
14	Any other criteria related to this tender.	Yes / No	Yes / NA
15	Supplier/Firm/Bidder should accept all Terms & Conditions and specification of the items given in the Tender Document.	Yes / No	

(Signature of the bidder)



Bid Securing Declaration Form

Date:..... Tender Ref. No: Tender ID:

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)



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Annexure-E

(Compliance to be submitted in the bidder's letterhead)
(as applicable)

Sub: Compliance to Government of India order OM No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020 and OM No. F.18/37/2020-PPD dated 8th February, 2021 regarding restrictions under Rule 144 (XI) of the General Financial Rules (GFRs), 2017.

Item Name:	
Enquiry No.:	

We M/s.(name of the bidder company) have read the clauses pertaining to the Department of Expenditure's (DoE) Public Procurement Division Order (Public procurement no 1,2 & 3 vide ref. F.No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020) regarding restrictions on procurement from a bidder of a country that shares a land border with India.

We hereby certify that **we are not from such a country** and eligible to be considered for this tender.

(Note: Non-compliance of above said GoI Order and its subsequent amendment, (if any), by any bidder(s) shall lead to commercial rejection of their bids by NIT-Agartala)

For and behalf of(Name of the bidder)

(Signature, date & seal of an authorized representative of the bidder)



Annexure-F

(Compliance to be submitted in the bidder's letterhead)
(as applicable)

Sub: Compliance to Government of India order OM No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020 and OM No. F.18/37/2020-PPD dated 8th February, 2021 regarding restrictions under Rule 144 (XI) of the General Financial Rules (GFRs), 2017.

Item Name:	
Enquiry No.:	

We M/s. (name of the bidder company) have read the clauses pertaining to the Department of Expenditure's (DoE) Public Procurement Division Order (Public procurement no 1,2 & 3 vide ref. F.No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020) regarding restrictions on procurement from a bidder of a country that shares a land border with India.

We are from such a country which shares a land border with India & have been registered with the Competent Authority as specified in the above-said order. We hereby certify that we fulfill all requirements in this regard and are eligible to be considered.

Evidence of valid registration by the Competent Authority is attached.

(Note: Non-compliance of above said GoI Order and its subsequent amendment, (if any), by any bidder(s) shall lead to commercial rejection of their bids by NIT-Agartala)

For and behalf of(Name of the bidder)

(Signature, date & seal of an authorized representative of the bidder)



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Annexure -G

Self-Certification on the letterhead of the company

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, P-45021/2/2017-PP (BE-II) dated 28.05.2018, P-45021/2/2017-PP (BE-II) dated 29.05.2019 and P-45021/2/2017-PP (BE-II) dated 16.09.2020,

we hereby certify that (Supplier name) are local supplier meeting requirement of minimum local content..... % defined in as above orders for the material against Enquiry / Tender No dated.....

Details of the location at which local value addition will be made are as follows:

.....
.....
.....
.....

We also understand false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permitted under law.

Date:
Place:

Signature:
Name and Designation:
Mobile no:
Office Telephone No:
Email ID: Office Seal