

**GOVERNMENT OF ARUNACHAL PRADESH
OFFICE OF THE DIRECTOR GENERAL OF POLICE
POLICE HEADQUARTERS::ITANAGAR**

No. PHQ (Prov)-39/2023-24

Dated Itanagar the 16th May, 2024.

LIMITED TENDER NOTICE

1. Director General of Police, Police Headquarters, Itanagar, Arunachal Pradesh invites sealed tender on plain paper under two Bid systems (Technical & Financial Bid) from the authorized agents, dealers and manufacturers of reputed firms for entering into contract for CCTV Coverage, Biometric Authentication, Automated Height & Chest measurement, Device for digitally capturing/storing record of PET, project integration, eRecruitment software, data processing of different stages etc. for ensuing PST/PET for HC(T/RT/Dvr) and CT(Dvr) for Arunachal Pradesh Police during 2024-25.

2.

| Sl.No. | Description of items to be Used | Approx. Cost of tender | Earnest money required | Tender Fee (Non-refundable) |
|--------|--|------------------------|------------------------|--------------------------------|
| 1. | Contract for CCTV Coverage, Biometric Authentication, Automated Height & Chest measurement, Device for digitally capturing/storing record of PET, project integration, eRecruitment software, data processing of different stages etc. for ensuing PST/PET for HC(T/RT/Dvr) and CT(Dvr) for Arunachal Pradesh Police during 2024-25. | Rs. 26,69,000/- | Rs. 55,000/- | Rs. 1,000/- |

3. **Critical date sheet.**

| Sl.No. | Particulars | Date | Time |
|--------|--|---|----------|
| 1. | Date of floating Tender | 16/05/2024 | --- |
| 2. | Bid submission start date | From the date of floating tender onward | --- |
| 3. | Last date of receipt of tender documents | 22/05/2024 | 1100 hrs |
| 4. | Date of Technical bid opening | 22/05/2024 | 1130 hrs |



4. The Name of the Work / job required is as follows:

| SL No. | Name of Work / Item | Quantity | Rate Per Unit |
|--------|---|----------|---|
| 1. | Conduct of PST (Physical Standard Test) and PET (Physical Efficiency Test) for the post of HC (T/RT/DVR) and CT(D) in the department Home and Fire & Emergency Services , Govt. of Arunachal Pradesh by using technology for automation such as computerized registration of candidates, Image capturing, Biometric capture and verification, Height-Chest Measurement through Automated PST Machines, RFID System for 100 Mtr / 800 Mtr and 1500 Mtr Race, BIB Number and RFID Chip distribution. Data Entry for Long Jump, High Jump and CCTV Camera at all events point for covering activities. All web Application and Software development. All Result and Report generation i.e. Attendance Report, Marshall Report, Result Report and Day end report. | All sets | Rate be quoted ₹..... /- plus IGST per attending Candidates only. |

A. PHYSICAL STANDARDS TEST (PST) i.e. Height & Chest

(i) FOR HEAD-CONSTABLE (Telecom) / (Radio Technician)

| Sl No. | Item | Male | | | Female | |
|--------|---------------------------------------|----------|---------|---|---|---------|
| | | APST | General | Tirap / Changlang & Longding Districts (Male & Female) | APST | General |
| 1. | Height | 160 Cms | 165 Cms | 152 Cms | 152 Cms | 157 Cms |
| 2. | Chest (For male category only) | Normal | | | Note: i. The minimum expansion ability should not be less than 5 Cms for Male. ii. No Chest measurement for Female. | |
| | | 79 Cms | 79 Cms | 79 Cms | | |
| | | Expanded | | | | |
| | | 84 Cms | 84 Cms | 84 Cms | | |

(ii) FOR HEAD-CONSTABLE (Driver) of F& ES

| SL No. | Item | Male | | Female | |
|--------|---------------------------------------|----------|---------|--|-----|
| | | APST | General | Nil | Nil |
| 1 | Height | 160 Cms | 165 Cms | Nil | Nil |
| 2. | Chest (For male category only) | Normal | | Note: i. The minimum expansion ability should not be less than 5 Cms for Male. ii. No Chest measurement for Female | |
| | | 79 Cms | 79 Cms | | |
| | | Expanded | | | |
| | | 84 Cms | 84 Cms | | |

B. PHYSICAL EFFICIENCY TEST (PET) i.e. Running, High Jump, Long Jump and Chin up

(i) FOR HEAD-CONSTABLE (Telecom) / (Radio Technician)

| Male | Qualifying standard | Female | Qualifying standard |
|-----------------|----------------------------|----------------|---------------------------|
| 1500 Meters Run | 8 Minutes | 800 Meters Run | 5 Minutes |
| 100 Meters Run | 16 seconds | 100 Meters | 19 seconds |
| High Jump | 120 Cms (in 3 attempts) | High Jump | 90 Cms (in 3 attempts) |
| Long Jump | 13 ft (in 3 attempts) | Long Jump | 9 ft (in 3 attempt) |
| Chin up | 6 times | Nil | Nil |

(ii) FOR HEAD-CONSTABLE (DRIVER) of F& ES

| Male | Qualifying standard |
|-----------------|----------------------------|
| 800 Meters Run | 4 minutes |
| 100 Meters Race | 16 seconds |
| High Jump | 1.2 meters (in 3 attempts) |
| Long Jump | 3.5 meters (in 3 attempts) |

C. COMPILATION AND PREPARATION OF MERIT LIST BY USING E-RECRUITMENT SOFTWARE

| Items / Service | Description of Service | Quantity |
|------------------------------------|---|----------|
| 1. Compilation of trade test marks | 1. Compilation and preparation of merit list by using e-Recruitment Software. | |

D. COMPILATION OF RESULTS

| Item / Service | Description of Service | Quantity |
|---------------------------|--|----------|
| 1. e-recruitment software | 1. Data collection, collation, processing of different stages and preparation of Final selection list by using e-Recruitment Software. | |

E. LOCATION OF THE CENTRES / VENUES WHERE SERVICES ARE TO BE PROVIDED

(Tentative and subject to change)

| SL No. | Posts | Approximate number of candidates ($\pm 10\%$) | Exam location | Bio-metric Authentication (1 location) | CCTV Coverage | Automated Height & Chest Measurement | Digital recording device for PET |
|--------|----------------------|--|---|---|---------------|--------------------------------------|----------------------------------|
| 1. | APST / General posts | | i.PTC, Banderdewa ii.AAPBn Ground Chimpu, Itanagar | 2 (Two) Nos. Required | Required | Required | Required |

5. Scope of Work: Sealed bids in this tender document have been invited for the supply of the services listed below:

- i. Providing a robust Recruitment Application Software and driving the entire recruitment process following TRP principles and enforcing strict principles of transparency and ensuring absolute accuracy and integrity of the data.
- ii. Printing of OMR based application forms, the scanning of filled-in application forms and preparation of database.
- iii. Biometric identification, authentication and registration of all candidates; approximately 9,500 (number subject to change).
- iv. Use of technology for the accurate measurement of heights, chest and weight of candidates.
- v. **Use of RFID Technology** for accurate measurement of running, High Jump, and Long Jump events in Police recruitment:
a) Run: 1500 meters Run in 8 mins and 100 meters Race in 16 seconds for HC (T/RT) and 800 meters Run in 4 mins and 100 meters Race in 16 seconds for HC (D) for male candidates) / (800 meters Run in 5 mins and 100 meters Race in 19 seconds for Female candidates);
b) High Jump: 120 Cms in three attempts for HC(T/RT) and HC (D) male candidates; and 90 Cms in three attempts for Female candidates);
c) Long Jump: 13 feet in three attempts for HC(T/RT) and 3.5 meters in three attempts for HC(D) for male candidates and 9 feet in three attempts for female candidates).
- vi. Daily PET / PST data shall be made available in both hard and soft copy. Soft copy of the daily PET / PST data shall be provided only in PDF format and not in excel or any other editable format.
- vii. Collation and processing of data / marks at the time of PET / PST / Written Examination (only for compassionate ground recruitment)/ Trade Test.
- viii. CCTV coverage and control room for CCTV Surveillance.
- ix. Printing of OMR Sheets, multiple choices written examination papers. Evaluation of answer scripts by way of scanning.

6. Technical Specifications:

| Sl No. | Name of Items / Description of Service | Specification | Quantity |
|--------|--|---|----------|
| 1. | CCTV Coverage | <ol style="list-style-type: none"> 4 Mega Pixel IP camera Plus Night vision is essential. All the CCTV Cameras along-with wire will be installed on sufficient poles which will be arranged by the contractual firm. The contractual firm has to provide Operators in Control Rooms. The installation and commissioning of the Cameras shall be the sole responsibility of contractual firm. The contractual firm shall also be responsible for installation and maintenance of all power requirements of the CCTV cameras including any auxiliary or back-up power system to ensure un-interrupted operation of the CCTV system. The contractual firm shall be responsible for providing the recording of events in DVDs/Hard Disk within 24 hours of the elapse of said event. They shall also maintain the original recording till further orders or as per requirement of User Unit. The responsibility of damage/theft will be of the contractual firm. The contractual firm will depute his representative, who will remain present to ensure proper installation of CCTV Camera system along-with its accessories, till the completion of event. The contractual firm will provide name and mobile number of his representative to be detailed at the venue. The activities going on at the recruitment centre are to be video graphed by placing video/ CCTV cameras at all the venues (venues are subject to change within the state). The requirement of video/CCTV cameras as per table Sl No.11 above per venue. Adequate number of Display monitor shall be placed in the control room to enable the Board to monitor the entire activity. The camera, if required, may be reinstalled at another location to record an event on the request of the Board. The recording shall be stored in separate folders with proper headings of the events, date and time at periodical interval of every 1 hour for easy search and retrieval. A separate server shall be used for storing the recording of the video/CCTV and one copy of the recording should be handed over to the Board every day. The system should be tamperproof and the computer process should be in the protected mode. Locations where CCTV needs to be installed for PST/PET. <ol style="list-style-type: none"> Physical Measurement Area Running events (Starting and Finishing Points) Chin-up High Jump Long Jump Sufficient number of 32" Digital Colour High resolution LED panel for monitoring the CCTV feeds. | |
| 2. | Biometric Authentication | <ol style="list-style-type: none"> For Finger Print: GIF, PNG, JPEG, TIFF RGB24 bpp and face size at least 60 pixels between eyes and a sharp image. The ISO/IEC 19794-2 (FMR) and ISO/IEC 19794-4 (FIR) data formats are primarily adopted as national e-Governance and Aadhaar standards. For Facial: The accuracy for facial verification should be 99 percentage and Trained data set for facial verification should be at least 1 million. | |

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|----|--------------------------------------|--|--|
| | | <p>3. The firm has to execute the following instructions</p> <p>General Requirement:</p> <ul style="list-style-type: none"> Arunachal Pradesh intends to use Fingerprint Biometric Barcode Solutions for verification of identity of applicants/candidates in various process for matching of fingerprint on as & when required basis. The firm would be required to record finger print of candidates who qualifies in Physical measurement. The record should be merged in the database. The figure imprint capturing devise should have interface with the database and can display candidate's data and photograph (Pre-Loaded from scanning of the application forms) upon keying candidate id. The parent department required to provide the database mentioning required all the fields. It should have a well-defined buffer devise management system to ensure adequate back-up in the wake of any contingency. The firm at all the venues (venues are subject to change within the state) will engage his staffs for enrollment / authentication the finger print of all candidates. This data should be available to Enrollment/authenticate the candidates at various stages of recruitment process. Bar Code readers are to be deployed for Enrollment/authenticate the candidates at all venues at various stages of the recruitment process. Laptop: The minimum configuration of Laptop: Core i7, 8 GB RAM, 64 bits Operating system. Report: system should be able to generate statistical as well detailed reports of total numbers enrolled, verified and rejected. Device Features:The device should able to do 1:1, 1:N and N:N matching (de-duplication), biometric device should recognizes fingerprint when index finger is placed on the device. Fingerprint sensor should be optical having capability to plug & play with wet or dry capability. The device should have matching software, barcode reader & HD Web cam. Software Features: Login and Log out details. Scanning, storage and matching of Fingerprint record. Software should automatically integrate with bar code reader. Final data should be combined and then compiled in the server. FAR should be 0.001% or better (False Acceptance Rate) FRR should be 0.01% or better. (False Rejection Rate). UPS: The bidder should have sufficient numbers of UPS with at least 1½ back-up system. Certificate: The bidder should not have debarred/blacklisted by any Organization/Board/ Commission/University or any other Govt. Institutions/ Govt. Department/PSU etc. Pre-qualification criteria: <ol style="list-style-type: none"> The firm shall be registered under the Indian Companies Act 1956 or 2013 of Govt. of India and should be into existence in India for last 05-years on the day of bidding The bidder must have a valid certification of CMMi Level 3 or higher as on day of bidding. The bidder must have ISO 9001: 2015, ISO 14001: 2015 Certificate. The bidder must have at least 02-years' experience during the Last 05-years with any Govt. / Semi-Govt. / Commission / Railways / Army / Police Department etc. in the relevant field/work. | |
| 3. | Automated Height & Chest measurement | <ol style="list-style-type: none"> The machine shall have the heel sensor for correct measurement of height. The machine shall have digital monitor for the candidates to view his/her measurements and Manual reading which should match with digital reading. | |



| | | | |
|----|--|---|--|
| | | <p><u>The firm has to execute the following instructions:</u></p> <ul style="list-style-type: none"> • The firm would be required to provide sufficient automated digital machines for measurement of height, weight and chest for the candidates, which will input the data directly into the database of the candidate without the intervention of an operator/typist. To prevent any error in measurement, these machines should be calibrated everyday strictly as per the Bureau of Indian Standards before commencement of every PST. The firm will scan bar coded admit card of each candidate before taking his measurements for the PST and ensure his/her identity from the image saved in database and on the admit card to avoid any case of impersonation. The still photos taken during initial registration, of the candidates would be added to the database. • The firm should submit the certificate from Legal Metrology department of Arunachal Pradesh at the time of work execution, similar certificate from any Govt. Legal Metrology department to be submitted during filling of tender. • The record of PST should have interface with the database and can display candidate's data and photograph (<i>Pre-Loaded from scanning of the application forms</i>) upon keying candidate <i>id</i>. • The records once entered and validated should be tamperproof. • The firm at all the venues (venues are subject to change within the state) will engage his staff to record / store the PST data of the candidates. • The firm should ensure the accuracy of the Automated Digital Height and Chest measurement equipment and will be held responsible. • The data is the proprietary of Arunachal Pradesh Police. | |
| 4. | RFID Radio Frequency Identification Technology | <ol style="list-style-type: none"> 1. The Start Line/Finish Line should be at least 4 meters in width to facilitate group of runners to run with less interference. 2. The timing system devices should have inbuilt GSM unit with the GPRS, Quad band, EDGE capability in case data from the timing system needs to be accessed from the control room. 3. The timing system should work in any terrain and should support suppression of electromagnetic field interference. 4. The timing system shall have a capability to read any number of chips passing through the mats without any miss-failure with beep sound to make aware candidates for remembering their Lap. 5. The chips and timing system shall be weather proof and specifically water proof. The equipment shall be able to run even in rain-wet conditions. 6. The RFID tag-chip should be passive chip so that the chip is not dependent on internal Battery. 7. Data redundancy is must the data of the chips being captured has to be stored on the RFID timing system. 8. The RFID timing system shall have internal power back up up to 08 Hours and shall run even in a case where there is a breakdown in electric power supply. In such a case the data has to be stored on the RFID timing system. 9. The RFID chip shall be read exactly at the Start-Finish line and not before the start-Finish line. Distance between TX(Chip) and RFID should not be more than 05 cm. 10. The RFID timing system shall have a backup at the start/Finish line where both shall be operating area. 11. The main and the backup timing system should be two separate systems but must function in synchronized manner. 12. The timing system should support TBSC (Time between Same Chip) feature so that the same chip is not read within the specified interval of time. 13. The timing system should indicate any Electro Magnetic Interference within its operating area. | |

| | | | |
|----|--|---|--|
| | | <p><u>The firm has to execute the following instructions:</u></p> <ul style="list-style-type: none"> • The firm should ensure the reading time accuracy of the RFID Equipment and will be held responsible. • There are 02 types of running events which is 1500 / 800 meter for male candidates and 800 meter for female candidates and 100 meter race for male and female candidates. • The firm has to provide RFID timing equipments separately for 100 meter start and 100 meter finish, 1500/800 meter start and finish. • The firm has to ensure both (1500/800 meter and 100 meter) the running events should run parallelly. <p>14. The RFID timing system installed at Start Line/Finish Line should be 100% accurate.</p> <p>15. The result generated shall be a PDF document and not be in Excel or any other editable format.</p> | |
| 5. | eRecruitment software | <p><u>The firm has to execute the following instructions:</u></p> <ul style="list-style-type: none"> • Project integration, eRecruitment software, data collation, data processing of different stages and management, Data Entry for Manual Events i.e High Jump, Long Jump, running, Chin Up, Rope climbing etc. • The firm has to submit CMMI level-3 certificate. • The firm has to submit ISO 9001:2015, 27001:2013, 20000-1:2018 certificates. • The communication to the candidates will be taken care by the Department but the data and mail merge should be done by the firm to ease the communication. • The firm would be required to submit daily report in hard and soft copy to the Board regarding number of candidates appeared, timing of each candidates etc. as per the format provided by the Recruitment Board. • Similarly, the firm would also be required to submit compiled daily report of all recruitment venues in hard and soft copy to the police headquarters. • Use of e-Recruitment application software for entire processes from application to final merit list generation so as to facilitate accuracy, minimize cumbersome manual documentation and negate tampering. • The firm should be fully accessible throughout the process and there should be reliable co-ordination and communication with the department/ recruitment board/committee. | |
| 6. | Optical Mark Recognition (OMR) If required, only for department compassionate ground recruitment | <ol style="list-style-type: none"> 1. Designing the OMR Sheets 2. Printing the OMR Sheets as per the finalized design. 3. Packaging the sheets as per the venues provided. 4. Logistics from Printing press to PHQ (Police Headquarters). 5. Receiving the OMR sheets and scanning the sheets. 6. Scanning of OMR Sheet and copying OMR Image. 7. Preparing OMR Scanning Data file (Raw Data through scanning process) and submission to In-charge official at Scanning Room itself under CCTV surveillance. 8. Generating the Error list related to wrong bubbles filling in OMR Sheet and submission. 9. Correction of Error as per the direction of Officials and submission the Correction details report to the In-charge official. 10. Applying the Answer key given by the In-charge official. 11. Processing and verifying the result as per the final key. 12. Result generation and merit sheet as per the Master data and Criteria given by the Department. 13. Submission of all data in non-writable DVD with signature. Data Details - Row data file, OMR – Image, error findings and correction report, Merit List. All Data in Excel and PDF except Image File of OMR. | |

7. The tender is of Two Bids system:

- (i) Technical Bid
- (ii) Financial Bid

Note: The bids should be submitted in two separate sealed Covers and shall have boldly written details of the supplier / bidder, the tender call notice number. And further, both the sealed covers shall be put on single sealed cover address to Asstt. Inspector General of Police (E), PHQ, Itanagar and shall have boldly written details of the supplier / bidder, the last date for submission.

a) Cover 1 (Technical Bid): it shall contain original / scanned copies of eligibility information as under:

- a) **Tender Fee** of Rs. 1,000/- (in original)
- b) **Earnest Money Deposit (EMD)** of 2 % of the value of the estimated cost tendered has to be attached with technical bid (in original). EMD must be attached in form of Demand Draft/ TDR / FDR / NSC/ KVP etc. of any Nationalized Bank / Post offices duly pledged in favour of Asstt. Inspector General of Police (E), PHQ, Itanagar. EMD shall be returned immediately after the rejection of bid. The DD/ NSC/FDR/TDR etc., shall be returned in original with or without reserve endorsement as required for the refund. EMD of the successful bidders shall be retained by the purchaser till submission of Security Deposit. After that, it shall be returned in the same manner as in the case of un-successful bidders. No interest will be payable for the EMD and SD by the purchaser.
- c) Valid self-attested copy of Trading License / Company / Firm Registration Certificate issued by competent authority for the tendered items.
- d) Self-attested copy of firm GST Registration of the latest GSTR-3.
- e) Self-attested copy of PAN / TIN Card.
- f) Original letter of authority in respect of Authorized distributors / Dealership or Manufacturer certificate (**OEM**) etc.
- g) Technical bid along with its original specification leaflets, brochure, catalogue / literature, if any of each tendered item.
- h) Latest Financial soundness certificate / Bank Solvency Certificate of Rs. 50.00 Lakhs of last 6 months / certified copy of Chartered Accountant of turnover of Rs. 50.00 Lakhs cumulative turnover in the last 3 years.
- i) Self-attested copy of last three years Income tax return of the firms.
- j) Undertaking letter about non-blacklisting of the firm (Format at **annexure-I**).
- k) Experience of the firm. As proof of experience, the bidder should submit the details of similar projects executed by them of minimum of Rs. 10.00 Lakhs (Single or multiple orders) supplied by the bidder or its OEM to any Central Govt. / State Govt. Police Departments during last five years.

b) Cover II (Financial Bid). It shall contain documents on "Financial Bid / Price Bid".

- a) All the rates and amounts shall be quoted in Indian Rupees (INR) and shall be presumed to be Indian Rupees unless specifically permitted to be quoted otherwise in this tender document.
- b) Rates must be clearly written in figures as well as in word, showing GST separately.
- c) There should not be any cutting / over writing.
- d) Financial bids shall be opened only of those bidders who have been declared technically qualified by the committee.
- e) Price to be quoted in lump sum for all the items / total quantity inclusive of all Taxes.
- f) Unit cost along with break-up of each item to be submitted in a sealed cover along with the Bid document which is mandatory.
- g) Offers with such stipulation like "as applicable" will be treated as vague and are liable to be ignored.
- h) The criteria for eligibility and qualifications are to be met up by the bidders such as minimum level of experience, past performance, facilities and financial position etc.

8. The Vendor shall open a local office in Itanagar / Naharlagun during the duration of the recruitment process.

9. The Vendor should mobilize manpower, hardware, networking and integrated software at their own cost at all the designated venues. Accommodation for the operational staff of the vendor in the State in connection with recruitment and various processes associated with it and security will be provided by the State Police, on payment.

10. The Vendor should ensure the Security and protection of all recruitment data from online hacking threats like data breaches etc.

11. Penalty Clause:

11.1 Liquidated Damages: In case, the contractual firm failed to install the CCTV Camera system alongwith its accessories by scheduled date and time as per requirement and specifications, penalty @ 10% per day of contractual value of the site cost will be recovered from the bills of the firm besides action will be initiated for forfeiture of Security Money and blacklisting the firm.

11.2 Delay in the Suppliers performance: Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule specified by the User Unit **i.e Recruitment, Itanagar**. Delay by the Supplier in the performance of its Delivery or Service obligations shall render the Supplier liable to imposition of Liquidated Damages as mentioned above and thereafter, upon reaching the maximum deduction set out therein, to termination for default in accordance with Clause-5 below accompanied by forfeiture of Performance Security.

a. If the bidder fails to complete the work within the stipulated period, the purchaser reserves the right to get the work completed from open market and difference of bill, if any, will be recovered from the bills of the bidder.

b. If the quality of the installed CCTV camera along with it accessories are not found as per the desired specification, the supplier will have to replace the system as per desired specification within the stipulated period at his own cost. In case the supplier fails to replace the same as per desired specification, the security money will be forfeited as well as action for debarring/black listing the firm can also be taken prior to taking any legal action.

11.3 Termination for Default

- a. The Purchaser may without prejudice to any other remedy for breach of Contract, by Three (03) days written notice of default sent to the Supplier and upon the Supplier's failure and neglect to propose and/or execute any corrective action to cure the default, terminate this Contract in whole or in part:
 - i. If the Supplier fails to deliver any or all of the Stores within the time period(s) specified in the Contract; or
 - ii. If the Supplier fails to perform any other obligation(s) under the Contract.
- b. On termination of the Contract for default, the security deposit of the Supplier will be forfeited.
- c. On termination of the Contract for default, action will be taken to black list the Supplier.

11.4 Termination for Insolvency: The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

11.5 Termination for Convenience:

- a) The Purchaser shall have the right to terminate the Contract in whole or in part at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of work under the contract is terminated and the date upon which such termination becomes effective.
- b) Competent authority reserves the right to terminate or recall the tender at any time/stage due to administrative reason.
- c) Resolution of Disputes: In the case of dispute or difference arising between the Purchaser and the Supplier relating to any matter connected with this contract, the same shall be settled through amicable negotiations between a maximum of Two (2) officers nominated by the Competent Authority of Arunachal Pradesh Police and Two (2) employees nominated by the Supplier, failing which, the dispute shall be submitted to arbitration in accordance with the provisions of the Arbitration and Conciliation Act, and the Arbitrator's decision shall be final & binding. The language of arbitration shall be English. The venue of the conciliation and/or arbitration proceedings shall be in Itanagar, Arunachal Pradesh, India.



GENERAL CONDITIONS AND INSTRUCTION OF THE CONTRACT

Vendors shall qualify to bid for this requirement, subject to the fulfilment of the following terms and conditions:

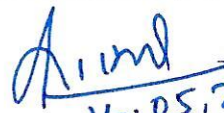
1. The tenders received after scheduled date & time will not be entertained. The tenderers or their representatives may remain present at the time of opening of tender documents.
2. The tenderer / firms who fail to fulfil the eligibility conditions will be summarily rejected.
3. The firms will have to submit all required documents (as mentioned in Cover-I, Technical Bids) including Tender Fees / EMD etc. in the office of the Asstt. Inspector General of Police (E), PHQ, Itanagar on/05/2024.
4. The Vendor would not be permitted to consortiums of joint ventures to execute the project. The Vendor shall have an unconditional accountability of the deliverables forming a part of the recruitment.
5. The Vendor should have the prior experience of measuring height / chest of candidates and using RFID equipment for measuring the timing of runners' simultaneously in 5 locations or more.
6. The Vendor should have prior experience within the previous two years of covering 15,000 candidates or more in a single-event. Additionally, the vendor should have prior experience of having successfully executed a minimum of two projects for the Police or Para-military forces, within the previous two years covering 15,000 candidates or more in a single written test.
7. The vendor should have prior experience of handling all the activities related to the recruitment of personnel, scrutiny of application forms, conduct of written test, evaluation of OMR answer sheets and preparation of result sheets and handling logistics & other related activities, if any.
8. The vendor should also have the experience in the use of biometric technology for Recruitment / Written Examination for preventing impersonation, during a minimum of 2(two) similar written tests, held concurrently in multiple locations.
9. The vendor should have a turnover a minimum **Rs. 50.00 Lakhs** or more during each of the two proceeding financial years; a copy of duly attested auditor's certificate (certificate to be provided by an auditor who is registered with ICAI) indicating the turnover details has to be enclosed along with the application.
10. The vendor should have the capacity of organizing comprehensive and integrated activities across the state of Arunachal Pradesh, covering simultaneously in many locations as specified in the tender document.
11. The vendor must be capable of organizing and mobilizing the resources- manpower, hardware, networking and integrated software for assisting in the conduct of recruitment at all the specified locations in the State of Arunachal Pradesh within a period of two weeks.
12. The Vendor / Bidders shall furnish an undertaking that they agree to conduct the activities of the TRP and mobilize the resources in all the designated venues where recruitment will be conducted.
13. The vendor is required to undertake the execution of the project with strict confidentiality.
14. The attested / original documents of work Completion Certificate issued by the authorities who have organized / conducted the recruitment events shall be enclosed in support of the claim.
15. The Tender Committee may at their discretion call for the original of the credentials for verification from the Tenderer or any clarification / confirmations on the contents of the documents submitted.
16. Interested vendors may apply for the Tender as a sole contractor.
17. The first stage of evaluation consists of fulfilling the eligibility criteria and successful demonstration of the proposed technology before the allotment of work.

18. Only the vendors who have given successful demonstration shall be considered eligible for consideration to the next stage, which is the Opening of Financial Bid.
19. **PROCESS TO BE CONFIDENTIAL:** The nature of work is highly confidential and unique in nature. The methodology adopted; information processed in this work is to be maintained secret during the contract period and even after completion of work. The Tenders / Contractors should not disclose or communicate any of the information dealt in this contract to any individual or any private or semi-government / government agency or sell it out any information / data dealt in this work for any other work / purpose of his own or to others under any circumstances during the period of contract or even after completion of the contract, without getting authorization in writing from the Arunachal Police Department.
20. In the event of accident at work site on account of vendors negligence or the negligence of his men, penalty as deemed fit shall be imposed on the vendor and recovered from his / their bills. The decision of the Ground in-charge in this regard shall be final and binding on the vendor. Any damages / compensation arising out of such incident shall be borne by the vendor.
21. The tenders (also called bids), not submitted in prescribed format or in the prescribed manner, shall be rejected at the risk and responsibility of the bidder. Also, this tender document is non-transferable. Only the bidder to whom it has been provided / sold is eligible to submit a bid in response to the tender notice.
22. All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English.
23. There shall be no over-writing in the tender document and other papers submitted. All the additions, alternations, deletions and cutting should be initialled with rubber stamp (or seal) by the same person who signs the tender document. Failing so, the tender will be rejected.
24. The rates quoted shall be valid for a period of one year subject to extension of contract if the Department desires by entering MoU.
25. Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
26. For the companies and corporations making the bids; the tender document shall be signed by the Managing Director. If it otherwise, a letter or certificate of authorization to sign the tender paper on behalf of the company / corporation shall be enclosed. In case of partnership firm, it shall be signed by the active partner. In case of Proprietary Firm, the Tender document shall be signed by the Proprietor.
27. "Legal Status" of a bidder shall mean either proprietorship or partnership or private / public limited company or otherwise (to be specified) as the case may be. The bidder shall furnish an ink signed certificate of proprietorship along with the tender.
28. The Bidders shall submit a Declaration declaring that they will be using the latest gadgets and equipments during the conduct of the Recruitment activities. Catalogues and Literatures of the equipments and gadgets to be used must be furnished by the Bidders.
29. Bidder shall quote the latest model of the product and furnish a certificate to that effect.
30. The bidder may use separate sheet of paper, where the space provided in the format in this tender documents for submission of information is not sufficient. Any separate paper should be authenticated and page marked.
31. All the promotional and technical literature of the products intended to be supplied should be submitted for proper appreciation of the bid, whether or not, specially, called for in this Tender document. This literature should also be in English.
32. Submission of more than one competitive bid by the same firm in response to the Tender call Notice is prohibited. All such bids, except one, will be cancelled at the discretion of the authority calling the bids.
33. All the information submitted or supplied in the formats of this tender document shall be presumed to be true to the best of knowledge of the bidder.
34. The tenders or the bids can be sent by Regd. With A.D. Post or courier as well. However, the authorities shall not be responsible for the postal and other delays in receipts of bids.
35. If the openings date of the tender / bid turn out to be holiday or bandh call at Itanagar, it will automatically be extended to next working day at 1130 hrs.
36. The Tender Calling Authority shall make arrangement in his office for issuing a written acknowledgement, under proper seal and signature, of the filled-intenders, provided those are submitted on or before the due date. The acknowledgement receipt shall be issued even if tenders are required to be dropped in a sealed box. The acknowledgement receipt shall mention, among others, the tender call notice number.

37. A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussion. Clarifications sought, if any, may be provided by them.
38. All or any of the tenders (or bids) submitted can be rejected without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss / damage suffered by the bidders on account of such rejections.
39. The bids shall be opened and scrutinized only in those cases, where the bidders have been found to have fulfilled all the prescribed criteria and conditions of this tender document other than technical specification of the products.
40. The bidder must submit in a separate paper mentioning compiled or not compiled against each column of the Technical Specifications given in tender document.
41. All the prices quoted (FOR) shall be for PTC, Banderdewa, / 1st APPBn, Chimpu, Itanagar Arunachal Pradesh which means that the prices shall include the cost of delivery at PTC Banderdewa, Arunachal Pradesh, if nothing otherwise is mentioned in the Special conditions of contract.
42. The Vendors / Bidders shall agree to provide the services in venue at the same rate.
43. Financial negotiations with firms other than the lowest bidder shall not be held without the prior approval of Government.
44. The order for supply may be placed on the successful bidder but the technical specification for the purpose of supply shall be those which were offered and accepted by the Technical Committee and not those specified in the tender documents.
45. All the transit risk shall be the responsibility of the supplier.
46. Terms and conditions of the tender documents cannot be negotiated for variations without obtaining the prior approval of Government.
47. The rates to be accepted are subject to recommendations of the Departmental Purchase Board.
48. Entire tender document duly filled in, shall be treated as part of the contract agreement for supplies in case of the successful bidders.
49. All the dispute shall subject to jurisdiction of Civil Court situated at Yupia.
50. The Bidders must ensure that all the device, gadgets, equipments, tools etc., which will be used for the purpose are of reputed brand and make and free from any defects. Certificate for the same must be submitted. The devices to be used for the Physical Measurement Test (PMT) to be calibrated uniformly throughout the venues.
51. Whenever, a tender quotes rate for particular brand, a certificate to the effect that the tenderer is an authorized agent is to be furnished by the manufacturer, should be enclosed by the tenderer.
52. **Rates of Security Deposit:**
- (a) Successful tenderers will be required to deposit 5% of the total value of the Contract price as performance security money "or" Performance Guarantee within 15 days from the date of issue of letter of acceptance of tender for one year period. The Performance Guarantee has to be drawn in the name of Asstt. Inspector General of Police (E), PHQ, Itanagar payable to SBI, Itanagar, O/o the Director General of Police, Arunachal Pradesh. The same Performance Guarantee will be returned only after completion of the one year Period.
- (b) In the event of the tenderer (s) to perform his / her part in the contract to the satisfaction of the department and disregarding terms and conditions of the tender notice or the contract agreement to the tenderer (s) will be liable to any or all of the following actions at the discretion of the Chairman, IGP (Admn), PHQ, Arunachal Pradesh, Itanagar.
- (i) Blacklisting of firm.
- (ii) Forfeiture of Security deposit in whole or part.
- (iii) Making good the loss caused to the government through the liability, neglect, delay in the complying with the demand.
- (iv) Cancellation of the contract without any prior notice to the service provider.

53. The Tender Document may be obtained from the Dy. Superintendent of Police (Provisioning), office of the Director General of Police, Police Headquarters, Itanagar on payment of Rs. 1,000/- (Non-refundable through a bank draft in favor of the Asstt. Inspector General of Police (E), PHQ, Itanagar payable at SBI, Itanagar between 1000 AM to 1630 PM on each working day during the period w.e.f. /05/2024 to /05/2024. Tender Document specification and requirements may also be downloaded from the website of Arunachal Pradesh Police i.e. **arunpol.nic.in**. The tenderers downloading the documents from website are also required to submit a Bank Draft of Rs. 1,000/- as tender fees (in original). No other mode of payment will be accepted.
54. Tenders should be addressed to the undersigned by designation and not by name.
55. Any breakage or loss of any item will be at the supplier's risk.
56. The Director General of Police, Arunachal Pradesh, Itanagar reserves the right to reject the lowest or all or any of the tenders without assigning any reason thereof.
57. The Director General of Police of Arunachal Pradesh, Itanagar shall have the right to ask the firms to demonstrate their items before the items are accepted.
58. Tenders will remain valid up to 31-03-2025.
59. The bidders should keep checking the website for any added / corrigendum to the notice / bidding documents till the date of submission of bids and bidder should incorporate the same in his bid documents.
60. Conditional bids and bids not meeting the qualifying criteria on the date of receipt of bids shall be summarily rejected.
61. Bids will be opened as per time & schedule date mentioned above.
62. In case of any query tenderers may contact at following phone no./mail ID.

| Officers | Telephone | E-mail ID |
|---|---------------------|--------------------------|
| Asstt. Inspector General of Police (E), PHQ, Itanagar | 9436040005 (Mobile) | arpolice@rediffmail.com. |
| Dy. Superintendent of Police (Prov), PHQ, Itanagar | 7085327618 (Mobile) | arpolice@rediffmail.com. |


 16.05.2024
 Asstt. Inspector General of Police (E)
 Police Head Quarter
 Itanagar
Asstt. Inspector General of Police (E)
Arunachal Pradesh
Itanagar

UNDERTAKING FOR NON BLACKLISTING

(To be submitted along with Technical Bid on a legally valid stamp paper of Rs. 100/- in an affidavit format)

1. Certified that this company has never been blacklisted/public sector agency/undertaking in India.
2. The service of this company has not been discontinued by the client for unsatisfactory performance in connection with recruitment process of any Govt/Public Sector Agency/Undertaking.
3. The Director/Employee of this Company has not been associated in any way to any company which has been blacklisted in the past.

For the vendor's Firm

(Signature and Stamp)