

Expression of Interest

for

Selection of System Integrator for

centralized access and attendance control system

implementation at C-DOT Delhi Campus

Ref No. – C-DOT/EOI/Admin/Access Control/2024-25/01

Centre for Development of Telematics

C-DOT Campus, Mandi Road, Mehrauli

New Delhi – 110030

Expression of Interest for selection of contractors for centralized access and attendance control system implementation at C-DOT Delhi Campus

1.0 Introduction:

The Centre for Development of Telematics (C-DOT) is a premier telecom technology center of the Department of Telecommunications, Government of India. C-DOT has over three decades of R&D expertise in the indigenous design, development, and production of telecom products especially suited to the Indian landscape.

The C-DOT Delhi campus accommodates a workforce of approximately 1500 employees who contribute their expertise and commitment towards pioneering initiatives and technological advancements.

2.0 Objective:

C-DOT intends to install access control system for strengthening the security of the organization.

The implementation of an access control system at C-DOT is imperative to safeguard sensitive research data, proprietary technology, and infrastructure. This system ensures that only authorized personnel have entry to designated areas, thus preventing unauthorized access, potential security breaches, and protecting intellectual property rights. Moreover, it helps maintain confidentiality, integrity, and accountability within the organization, aligning with regulatory compliance standards and enhancing overall security measures.

Through this EOI C-DOT intends to select suitable system integrator who shall be responsible for integration, testing, implementation and further maintenance of the access control system solution.

The holistic access control system will include the following –

1. RFID Gates at each block and main entrance/exit.
2. Biometric based Authentication system (Fingerprint & Face).
3. CCTV Cameras to cover the whole campus (inside building and outside periphery).
4. Automated boom barriers for entry/exit of vehicles based on RFID.
5. Vehicle recognition through RFID tags / Automatic Number Plate Recognition (ANPR)
6. RFID based ID Cards for staffs and visitors.
7. Asset movement tracking through RFID tags.
8. Attendance management system.

The access control system mentioned above can utilize various technologies, with RFID provided merely as an example.

The solution providers will provide a complete solution based on the requirements given above. If required the solution providers can conduct a site inspection regarding the same.

Solution providers will be selected in two stages –

1. Shortlisting of suitable solution providers through this EOI Process.
2. Selection of solution providers system integrator through limited RFP Process in the overall implementation of the access control system solution.

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3.0 Scope of Work:

1. The scope of work includes Design, supply, assembly, installation, testing, software integration, training, performance testing and commissioning of the complete Access Control System (ACS).
2. The SI will have to carry out detail engineering, preparation and submission of documents regarding their solution which will be implemented at C-DOT Delhi campus.
3. The SI shall supply and install all the necessary accessories as required for the satisfactory operation of the system of the system along with any other devices and components for completion of the system.
4. The SI shall inform day-to-day progress of the work to the person in charge/ authorized representative from C-DOT Delhi.
5. All the cabling, conduit of new system shall have separate permanent identification markers/cable tags with clear marking for easy identification.
6. All the cabling, conduit and installation shall be laid as per relevant standards or practice in vogue and shall have aesthetic look.
7. Mounting and installation of Servers, Readers, Controllers, Switches, Racks and connecting to network.
8. Installation and configuration of Core Switch, Access Switch, etc.
9. Integrating the whole system for optimum performance.
10. Erection and commissioning of networking, e.g., cables, network panels, etc.
11. Any additional equipment, components and/or change in design of equipment to fulfil the operational requirements, even though not explicitly mentioned shall be under the scope of the bidder.
12. Electrical cabling of the system will be under scope of the supplier.
13. The power is to be tapped from source as per instruction of Electrical Section of C-DOT Delhi.
14. Any civil works involved to meet the system requirements would be under the scope of the SI and also after consultation with the Campus Group of C-DOT Delhi.
15. The SI has to repair any damage caused to civil structure, etc. during the execution of the work without any additional cost.
16. Cables shall be laid in underground trenches, ducts, channels, tunnels, on racks, trays, in HDPE pipes along structures or buildings as per the site conditions.
17. All cables shall be tested for proper continuity and insulation as per the statutory standards/rules before laying.
18. Registration of all the existing staff members of C-DOT Delhi as on date (including DEOs, Consultants, Project Engineers, etc.) and all regular vehicles of C-DOT Delhi shall be done by the SI. Necessary training will be provided by the SI to concerned staffs of C-DOT Delhi.
19. All required power wiring, etc. from the Centralized UPS Room for the system and all electrical works for the same are under the scope of the supplier.

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20. All the gaps (between nearest wall and installed structure) after installation of Gates have to be covered with MS Grill so that access can be made only through the ACS System. All civil works for the same is under the scope of the SI.
21. LAN management like switch configuration, (if required) will be under the scope of the supplier.
22. The proposed system shall be a secure and fail-proof layer in the overall security system employing an industry-standard and internationally acceptable encryption mechanism.
23. The SI shall bear full responsibility for all kinds of maintenance which include periodic maintenance as well as attending to all break-down and emergency calls at short notice whenever called during the warranty period.
24. All the software supplied shall be licensed software. Renewable or subscription-based license shall not be used. The SI shall ensure that updates and upgrades to the application software are provided and applied without any cost implication and that upgrades are compatible to the customization of ACS including interfaces. The software should be licensed to C-DOT Delhi.
25. Providing application software OEM copies along with license keys and passwords.
26. The warranty period will start only after issue of Final Acceptance Certificate. Final Acceptance will be based upon its acceptance by C-DOT and not the delivery by the SI. The Final Acceptance Certificate will be issued only once the solution is up and running smoothly and the same is accepted by C-DOT.
27. ACS (Access Control System) shall be designated to be adaptable/confirming to prevailing International/Indian standard (e.g., ISO/IEC, UID) and based on open standards platform. The system shall be inter-operable.
28. The supplier has to provide the SDK (Software Development Kit), API Documentation along with the proposed system without any additional cost.
29. The system shall adhere to a centralized architecture, with centrally located application.
30. Supplier shall provide at least two servers 1st Primary Server and 2nd Secondary Server. Secondary server will be a Hot Standby of Primary Server that will act as a Primary Server in case of unavailability (due to any reason) of Primary Server.
31. ACS should have different access levels which should be configurable through centralized application at Reader/Gate level and have facility to create zone involving one or more gates.
32. ACS shall store all access records including all the transaction history associated with them for at least 3 years.
33. Security check point shall have a panic switch to be used in emergency/duress situation with a control for allowing free passage (all doors unlocked) in case of emergency evacuation.
34. Network connectivity shall be built by the vendor with consultation with the CSG Group of C-DOT Delhi to match the system requirements.
35. The report generated by the ACS should be customizable based on the requirements of C-DOT Delhi. Report shall be exported in both Excel and PDF.
36. The system shall monitor attempted unauthorized entry and other incidents and alarm and report/log those for alarm notification and further action.

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37. The existing facial recognition-based attendance system along with the leave management system present in C-DOT campus shall be integrated with the proposed access control management system.
38. The proposed vehicle recognition system should be integrated with the existing C-DOT's CCSP (C-DOT Common Service Platform) IoT Platform which is based on Automatic Number Plate Recognition (ANPR) System.
39. Authentication at all gates should be with both biometric and identity card.
40. Access can be given for a certain period interval and access should automatically be disabled after the expiry of such period.
41. All the elements of the systems shall sync time with a central server. No manual setting / regular work to be done for the regular date and time sync. All necessary items and work required for a central date and time server will be in the scope of the supplier.
42. Vendor shall ensure that all the elements of ACS System shall take date and time from the central date and time server configured by the vendor as part of the system. There should be option to configure auto time sync to all active elements of the system.
43. The electronic systems used in the system shall be of solid-state fail-safe design and be provided with proper coating having resistance to humidity and corrosion, which enables the operation from being impaired by dust and dirt.
44. The system shall have flexibility for upgradation and expansion in all respects depending on future requirements with standard modules.
45. The system shall also integrate with the already existing CCTV cameras installed at our campus.

4.0 Eligibility Criteria:

1. The applicant should be either proprietary firm / Limited Liability Partnership (LLP) / company / partnership / legal entity registered under relevant regulation. The applicant should be in business of similar work/technology/service
2. Relevant QMS and EMS Certification status of the company.
3. The applicant should have similar experience, i.e., successfully setting up of ACS across the country during the period of last five years ending on 31st March, 2024. The details for the same should be submitted along with documentary evidence.
4. The interested bidders should also submit along with EoI a list of parties for whom they have done similar type of work, i.e., supply and installation of Biometric based Access Control System and customer satisfaction report from their clients.
5. Applicant is competent and legally authorized to submit and/or to enable into legally binding contract.
6. The firm should confirm their annual services capacity for similar type of work.
7. Applicant will absolve the purchaser against any infringement of patent rights and other contract provisions.
8. The bidder firm should not have been blacklisted/debarred by Bank Note Paper Mill India Private Limited / Bharatiya Reserve Bank Note Mudran Private Limited / Security Printing and Minting Corporation of India Limited / Government of India for participation in tender as on the last date of submission of EoI.

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9. The bidder firm should comply with the conditions of Make in India initiative as per OM No. P-45021/2/2017-PP (BE-II)-Part(4)Vol.II published by the Ministry of Commerce and Industry dated 19th July 2024.

However, the criteria are not exhaustive and the tender document may clearly specify the conditions under which the vendors may be shortlisted to perform the work as per the scope of work laid down.

5.0 Evaluation Criteria:

Criteria for selecting the firms for empanelment will generally be based on technical capabilities in the related areas, prior work experience, proven credentials, project management capabilities, necessary skills, expertise on ACS Solution, and requisite financial strength.

6.0 Guideline for preparation of response to this EOI:

Applicants are requested to follow the below guidelines while preparing their responses to the EoI –

1. The response to the EoI along with the requisite documents to be submitted in soft copy in .pdf format as per the format given in Annexure – A. It shall be ensured that the response is properly indexed including all Annexures.
2. Any response not fulfilling the requirements mentioned in this document may be rejected. C-DOT shall shortlist the SI or 2nd level interactions based on an assessment of the submitted information.
3. Any queries relating to the EoI to be addressed to:
Shaswata Karmakar
Executive – Administration
Centre for Development of Telematics (C-DOT)
C-DOT Campus, Mandi Road, Mehrauli, New Delhi – 110030
Email: shaswata@cdot.in, Ph: 8011892464
4. Subsequent to submission of proposals, the Evaluation Committee of C-DOT may ask the intending partners to give a detailed technical presentation, covering the whole solution based on scope of work including tentative costing and specifications of the devices to be used for the whole ACS.

7.0 Amendment to EoI documents:

1. At any time prior to the deadline for submission of proposals, C-DOT may, for any reason of its own, modify the EoI document or even cancel the EoI.
2. The amendments to the EoI documents, if any, will be notified by release of corrigendum notice on C-DOT website. The intending partner to take into account any corrigendum published on C-DOT website regarding the EoI document before submitting their proposals.
3. C-DOT at its discretion may extend the deadline for the submission of proposals if it thinks necessary to do so or if the proposal document undergoes changes during the

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submission period, in order to give prospective partner time to take into consideration the amendments while preparing their proposals.

4. C-DOT reserves right to amend any terms and conditions of the EoI or cancel the entire EoI without assigning any reason whatsoever.

8.0 General Terms & Conditions:

1. The issue of this EoI does not imply that C-DOT is bound to select any or all of the firms. Even after selecting the suitable firm, C-DOT is not bound to proceed ahead with the firm and in no case be responsible or liable for any commercial and consequential liabilities in any manner whatsoever.
2. Selection of firm will be done by a committee nominated to evaluate the responses based on criteria, as decided by the committee. Committee's decision in this regard shall be final and binding on all firms who submitted responses.
3. C-DOT shall incur no liability under any law, statute, rules and regulations as to accuracy, reliability or completeness of this EoI Document.
4. The firms shall bear all cost associated with the preparation, technical discussion/presentation and submission of responses of this EoI. C-DOT shall in no manner be responsible or liable for these costs regardless of the conduct or outcome of the EoI process.
5. C-DOT reserves the right to accept or reject any or all of EoI received against this EoI without assigning any reasons and without prejudice.

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Annexure – A

Cover Letter

(on Firm's Letterhead)

To
Manager Administration
Centre for Development of Telematics (C-DOT)
C-DOT Campus, Mandi Road, Mehrauli
New Delhi – 110030

Date: _____

Subject – Submission of EoI for selection of contractors for centralized access and attendance control system implementation at C-DOT Delhi Campus

Dear Sir,

Having read the EoI document bearing the reference number C-DOT/EOI/ADMIN/Access Control/2024-25/01 released by C-DOT, we the undersigned, hereby acknowledge the receipt of the same and offer to provide Access Control System in conformity with the said EOI.

If our offer is accepted, we undertake to abide by all the terms and conditions mentioned in the said EoI and intend to participate in the subsequent exercise, in case of being shortlisted.

We hereby declare that all the information and supporting documents furnished as a part of our response to the said EoI, are true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us, our EoI is liable to be Rejected.

Please find enclosed herewith the below listed documents, as required –

1. Authorization Letter (**Annexure – B**)
2. Organization Details, as follows
 - a. General Details (**Annexure – C**)
 - b. Work Experience and Credentials of Organization (**Annexure – D**)
 - c. Financial Data of Organization (**Annexure – E**)
3. Declaration for Near Relation (**Annexure – F**)
4. Declaration for Non-Blacklisting by PSU/Government agency in the past 3 years (**Annexure – G**)
5. Make in India certificate as per the Government guidelines.
6. Clause by clause compliance of EoI with supporting documents, wherever asked in EoI.

Signature of the Authorized Representative of the Firm

Date:

Full Name:

Place:

Designation:

Official Seal of the Firm:

Ref No. – C-DOT/EOI/Admin/Access Control/2024-25/01

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Annexure – B

Authorization Letter

Reference No. – C-DOT/EOI/Admin/Access Control/2024-25/01

Date: _____

To
Manager Administration
Centre for Development of Telematics (C-DOT)
C-DOT Campus, Mandi Road, Mehrauli
New Delhi – 110030

Dear Sir,

We, M/s _____ (Name of the solution provider firm) having registered office at _____ (Address of the intending partner) herewith submit our proposal against the aforementioned EoI Document.

Mr./Ms. _____ (Name and designation of the signatory), whose signature is appended below, is authorized to sign and submit the proposal documents on behalf of _____ (Name of the solution provider firm) against the said EoI Document.

Specimen Signature:

The undersigned is authorized to issue such authorization on behalf of us.

For M/s _____ (Name of the solution provider firm)

Signature and Company Seal

Name:

Designation:

Email:

Mobile No.:

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Annexure – C

General Details of Organization

Reference No. – C-DOT/EOI/Admin/Access Control/2024-25/01

S No.	Information Heading	Details
1	Name of the Company/Firm (Please attach Certificate of Incorporation/Registration with Partnership Deed/Memorandum and Article of Association)	
2	Name, designation, e-mail and mobile number of the contact person	
3	Address of Head Office/Registered Office	
4	Details of Regional Offices, Branch Offices, if any	
5	List of clients where access control system is provided	
6	Any other relevant information (Quality assurance certificates, any certificate highlighting the capabilities of the organization)	
7	Litigation and arbitration history in past 5 years, if any (in brief)	
8	Year of establishment of the company	

Details of Single Point of Contact of the Firm (In capital letters) –

1. First Name:
2. Last Name:
3. Designation:
4. Company Name:
5. Official Address for Correspondence:
6. Contact Number (Office Landline):
7. Mobile Number:
8. Official Email ID:
9. GST No. (State wise) of Company/Firm:
10. PAN/TAN No.:

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Annexure – D

Experience and Credentials of the Organization

Reference No. – C-DOT/EOI/Admin/Access Control/2024-25/01

Date: _____

Experience of Organization in implementation of Access Control System –

S. No.	Description of Assignments/Projects during last five (05) years*	Sector Government/ Private/Foreign	Order Value in INR (Enclose copy of each order)	Mention the name of Client/Organization (Enclose completion certificate)
1.				
2.				
3.				
4.				

Decision of the Evaluating Committee of C-DOT, in ascertaining “similar nature”, will be final.

* Attach work orders, statement of completed scope & certificates specifying “satisfactory completion” along with Reference Details on the applicant’s letter head with contact details for reference. (PO / Work Orders from Central Govt. / State Govt. / PSUs / Municipal Corporations / other Govt. bodies in India would be given preferences)

Signature of the Applicant/Authorized Signatory

(Full Name of the Applicant/Authorized Signatory)

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Annexure – E

Financial Data of the Organization

Reference No. – C-DOT/EOI/Admin/Access Control/2024-25/01

Date: _____

Financial Data of the Organization –

S. No.	Financial Year	Overall Annual Turnover (in INR)	Annual Net Profit (in INR)	Whether Profitable Yes/No
1.				
2.				
3.				

Supported with –

1. Audited financial statements for the last three years (Consolidated Balance Sheet, Profit & Loss, and Cash Flow statements).
2. Proof of Credit Availability: A Letter from a Recognized Commercial Bank specifically stating credit availability of the company.
3. Copy of Income Tax Return for last 3 years.

Signature of the Applicant/Authorized Signatory

(Full Name of the Applicant/Authorized Signatory)

Stamp & Date

Ref No. – C-DOT/EOI/Admin/Access Control/2024-25/01

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Annexure – F
Relationship Certificate

Reference No. – C-DOT/EOI/Admin/Access Control/2024-25/01

Date:

To
Manager Administration
Centre for Development of Telematics (C-DOT)
C-DOT Campus, Mandi Road, Mehrauli
New Delhi – 110030

It is certified that I/We, the undersigned/or Board of Director/Top Management, do not have relationship with any of the employees working at Centre for Development of Telematics (C-DOT).

The above statement is true, and is submitted against the above referred EoI.

(Signature)

Name of the Company/Firm

Ref No. – C-DOT/EOI/Admin/Access Control/2024-25/01

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Annexure – G

Non-Blacklisting Certificate

Reference No. – C-DOT/EOI/Admin/Access Control/2024-25/01

Date:

To
Manager Administration
Centre for Development of Telematics (C-DOT)
C-DOT Campus, Mandi Road, Mehrauli
New Delhi – 110030

This is to testify you that our Firm/Company/Organization _____ (Name of the Firm/Company/Organization) intends to submit an EoI proposal in response to the above referred EoI for intending to be shortlisted for implementation of Access Control System at C-DOT Delhi Campus.

In accordance with the above we declare that –

1. We are not involved in any major litigation that may have any impact affecting or compromising the delivery of services as required under this EOI
2. We are not blacklisted by any Central/State Government/agency of Central/State Government of India or Public Sector Undertaking/any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Sincerely,

(For and on behalf of Name of the Company/Firm)

Name

Title

Signature