



The Kangra Central Co-operative Bank Ltd.

Dharamshala

Sehkar Jyoti Building, Civil Lines, Dharamshala,
Tehsil Dharamshala, Distt. Kangra, Himachal Pradesh, 176215.

EXPRESSION OF INTEREST

EOI Notice No. KCCB/IT/2025-1

Supply, Installation, Implementation, Configuration, Integration,
Testing, Commissioning and Maintenance of Biometric
Attendance System at Head Office and various Branch locations

1. Introduction

1.1 Introduction

The Kangra Central Co-Operative Bank Limited, Dharamshala is a DCCB currently operating in five districts of Himachal Pradesh viz Kangra, Hamirpur, Una, Kullu and Lahaul & Spiti with its Head office at Dharamshala and a network of 18 Zonal Offices, 216 Branches and 11 Extension Counters. The Bank has its own Data Center at Dharamshala and Disaster Recovery Site at Bengaluru. The Bank is a direct member of National Financial Switch since 2014. The Bank is fully computerized and networked in order to achieve the effective and efficient customer services and back-office operations.

1.2 Objectives

The objective of this request for EOI is to identify the eligible applicants who have relevant experience in biometric attendance solutions and are interested for “Supply, Installation, Implementation, Configuration, Integration, Testing, Commissioning and Maintenance of Biometric Attendance System at Head Office and various Branch locations” of the Bank. Provided solutions will be integrated with desktop computer systems for login, CBS application (Bancslink) of the Bank for 2FA authentication and with HRMS of the Bank. The objectives for implementation of such a system are:

- To facilitate the marking of attendance through biometric devices at all Branch Offices, Zonal offices, Extension counters and Head Office.
- To monitor attendance of all employees of the Bank from a centralised location i.e. Head Office and generate customized attendance reports on a single click for record as per Bank requirement.
- To authenticate user login in CBS and desktop computer systems.

2. Schedule of EOI

| Sr no. | Description | Schedule |
|--------|---|--|
| 2.1 | EOI inviting authority Designation and address | The Managing Director The Kangra Central Co-operative Bank Limited., Head Office Dharamshala, HP, Pin-176215, Phone: 01892- 224969/223280/229346 Fax: 01892-222386/225600 Email: it@kccb.in Website: https://www.kccb.in |

| Sr no. | Description | Schedule |
|--------|---|--|
| 2.2 | EOI document availability date and time | From 11:30AM on 28/01/2025 Proposal document can be downloaded from the Bank website https://www.kccb.in |
| 2.3 | Cost of EOI | Rs. 5,000/- |
| 2.4 | EOI submission | Response completed in all respects must be submitted by hand or by post on address given above as per the specified date and time. Proposals received after the due date and time will be summarily rejected. |
| 2.5 | Last date and time for EOI submission | On or before 01:00PM, 18/02/2025 |
| 2.6 | Date and time for opening of EOI | On 03:00PM, 18/02/2025 |
| 2.7 | Presentation by shortlisted Bidders | The presentation is scheduled to be held at 11:00AM on 04/03/2025. The purpose of the presentation is to understand and clarify issues and to answer questions on any matter that may be raised upto that stage. A maximum of 2 (two) representatives of each prospective Bidder will be permitted to attend it. |
| 2.8 | Presentation / Demo of proof of concept (POC) | After examining the EOI, the Bank may ask the participants to make presentation/Demo of proof of concept (POC)/ visit live sites at the cost of the Bidder(s). |

3. Detailed Scope of Work:

The scope of the work is to “Supply, Installation, Implementation, Configuration, Integration, Testing, Commissioning and Maintenance of :

Wall mounted biometric attendance devices:

- Robust equipment/ device hardware, which are resistant to damages from heat, dust, moisture, rough handling and poor storage conditions, and STQC certified biometric scanners (face and fingerprint and/or Iris).
- Should be integrated with HRMS of the Bank.
- Should be integrated for Aadhaar Enabled biometric authentication in future.

Desktop compatible fingerprint scanning devices:

- The device should be integrated with Desktop computer systems, Core Banking System (Bancslink) for 2 Factor Authentication, HRMS or any other application as per bank requirement.
- It will be bidder responsibility to integrate the proposed device with Bank's applications without additional cost to the Bank.
- The devices are required to be in conformity with UIDAI notification No. K11020/44/2012-UIDAI dated 25.01.2017 and UIDAI notification No. K11020/44/2012-UIDAI(Auth-I) dated 24.05.2017 specifications and subsequent updates in device specification.
- Client machines are accessing Core Banking Solution (CBS), other integrated applications e.g. HRMS, etc where the finger print devices will be used.
- These devices need to be delivered and integrated across various locations of Bank.
- Devices supplied to Bank should also include drivers/packages/setup required to be loaded in Branches in order to use Biometric Devices. There should not be any application level dependency at the branch apart from biometric device connectivity. It should not clash with the other solutions /devices installed and used on machines.
- There should be functionality to make the attendance for the consultants / advisors and the employees who are on deputation for short interval of time.
- There should be provision to mark the attendance in case of the system/ network failure with Maker / Checker functionality and reason to mark attendance by this channel.
- There should be provision of capturing the figure prints of the new employees and the images should be stored in the existing biometric engine in the current format.
- The complete MIS should be available as per MIS reports below.
- The system of capturing the attendance of employees with disability/ where biometric cannot be captured needs to be ascertained from the vendor.
- Monitoring of Check In and Check Out timings of the officials of the organization at all Bank Offices/ Head Office along with provision to make attendance by shifts.
- Search of employee in any branch office/ Head Office based on multiple parameters like employee name, department, section etc.
- Any other aspects concerning the same may also be taken up with the vendor.

MIS Reports: The system should support integrated powerful MIS with minimum following Reports branch wise, Zone wise and Bank as a whole.

- Daily Attendance Report
- Attendance Register
- Machine wise Attendance Report
- Branch / Salary code wise Attendance Report
- Leave status report of employee
- Daily Checkout report
- Employee Check-in and Check-out Log Report
- Summary of Late coming employees
- Summary report of punctual Employees for a specified period
- Attendance Summary Report etc.
- User-based access to various attendance reports.
- Generation of periodic attendance reports for Head Office as well as for branch Offices and branches.
- Tracking of late-coming, special duty, overtime etc. of employees across the branch Offices.

4. Eligibility Criteria:

| Sr. No. | Criteria | Documents to be submitted |
|---------|--|--|
| 1 | The Bidder(s) should be a registered company in India under Companies Act 1956 and should have been in operation for at least 5 years as on date of EOI. | Copy of the Certificate of Incorporation should be enclosed as EG – 1 . |
| 2 | The Bidder(s) should not have been blacklisted / debarred by the Government of India or their undertakings, any State Governments, or their undertakings during last 3 years. In such cases the bid will be summarily rejected and no correspondence in this matter shall be replied to by the Bank. | Undertakings from the Bidder(s) in this regard should be enclosed as EG – 2 . |
| 3 | The Bidder(s) must have valid GST and PAN numbers allotted by the respective authorities. | Copies of all the relevant certificates should be enclosed as EG – 3 . |
| 4 | The Bidder(s) must either be an OEM(s) or their authorized business partners of repute as evidenced by | The bidder should submit Manufacturers Authorization |

| | | |
|---|--|---|
| | copies of relevant certificates. | Certificate (MAF) as EG - 4. |
| 5 | The proposed solutions should have been supplied & managed by the bidder in at least three Public Sector Banks/Private Sector Banks/ Cooperative Banks/Regional Rural Banks during the last 2 years and be currently running in India. | Copy of Purchase Orders, or Contracts or Letters of Appreciation should be enclosed as Annexure EG-5. |
| 6 | The Bidder(s)/OEM should have at least an aggregated turnover of more than ₹ 25 Crore during last 3 audited financial years from their India Operations (accept the global turnover). | Copies of the audited balance sheets and profit and loss account for last 3 financial years should be enclosed as Annexure EG-6. |
| 7 | The Bidder(s) should have been posting profits in two of the financial years during last 3 years and should have a net positive worth. | Duly certified and signed statement by the authorized CA be enclosed as Annexure EG-7 indicating that the firm is having positive net worth. |

5. Earnest Money Deposit (EMD)

1. Earnest Money @ Rs. 2,00,000/- (Rupees Two Lakhs Only) should be submitted along with the EOI in the form of Demand Draft payable in favour of the Managing Director, The Kangra Central Cooperative Bank Limited at Dharamshala. EOIs without Earnest Money shall be out rightly rejected.
2. The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.

6. Refund of Earnest Money

The Earnest Money of unsuccessful bidder shall be refunded soon after short listing of the qualified bidder/bidders.

7. Forfeiture of EMD

EMD may be forfeited:

1. If a bidder withdraws its bid during the period of bid validity.

8. General Terms & Conditions

1. Minimum validity of the Bid must be 180 days from the date of opening of the EOI.
2. Bidders participation is on their own risk & cost and nothing can be accounted for against the Bank.

3. Software/ hardware services offered should be capable of being fully integrated with the existing system of the Bank.
4. The Bidders are required not to impose their own terms and conditions to the EOI.
5. The Bidder should cooperate with Bank or any other agency which has been entrusted with or involved in the work of providing and managing other components of the CBS project of the Bank.
6. To ensure efficient and effective rollout of the project as well as to ensure smooth operations of the complete system during the entire project life, the prospective Bidders will be required to work in collaboration from the beginning of the project with any agency providing services to the Bank.
7. The Bidder shall ensure that the entire IT infrastructure to be provided as part of this EOI shall be in conformity with the requirements of applicable ISO standards, applicable provisions of Information Technology Act, 2000, Reserve Bank of India guidelines and other statutory and regulatory authorities. The Bidders shall specifically mention and attach the various guidelines of GOI/RBI/NABARD etc which are being complied.
8. The Bidder shall attend to and put forth the best efforts to rectify any problem to the supplied components irrespective of the holidays.
9. The Bidder shall adhere to all IT Governance rules, IT securities policies implemented by the Bank and to be implemented in future.
- 10. With this EOI the Bank intends to explore the practical feasibility of these modules in the operational area of the Bank and the Bank is not bound to continue the process. Any decision in this regard shall be final, conclusive and binding on the Bidders.**
11. The Bank in its best interest reserves the right to accept or reject any technology / make proposed by the Bidder without assigning any reason thereof.
12. The Bank reserves the right to accept or reject any bid in part/full or annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason, without thereby incurring any liability to the affected Bidder's or any obligation to inform the affected Bidder's of the ground for its action. Any decision of the Bank in this regard shall be final, conclusive and binding on the Bidders.
13. The Bank reserves the right to re-issue the EOI and or any part thereof without assigning any reason whatsoever, at the sole discretion of the Bank. Any decision in this regard shall be final, conclusive and binding on the Bidders.
14. The Bids prepared by the Bidder and all correspondence and documents relating to the Bids

exchanged by the Bidder and the Bank, shall be written in the English Language.

15. The Bidder shall bear all costs associated with the preparation and submission of its Bid, including cost of presentation for the purposes of clarification of the Bid, if so desired by the Bank and the Bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding Process.
16. The bid submitted may be withdrawn or resubmitted before the expiry of the last date of submission by making a request in writing to the Managing Director of the Bank to this effect. No Bidder shall be allowed to withdraw the bid after the deadline for submission of bids.
17. It is implicit that the Bidder has guaranteed that all the equipment supplied are original & new including all its components and as per the technical specifications. All the hardware and software supplied is licensed and legally obtained in the name of the Bank.
18. The Bidders required to submit detail of Hardware and software prerequisites as follow :-
 1. As per ANNEXURE – II for Wall mounted biometric attendance devices
 2. As per ANNEXURE – III for Desktop compatible fingerprint scanning devices.
 3. As per ANNEXURE - IV for any other additional Hardware / Software requirement.

9. Submission of EOI

1. All pages of the response to EOI shall be initialed and stamped by the authorized signatory.
2. The sealed envelope containing complete set of hard copy of EOI (the response to EOI along with the required documents, EMD) and cost of EOI document shall be superscribed on the top of the envelope “EOI for Supply, Installation, Implementation, Configuration, Integration, Testing, Commissioning and Maintenance of Biometric Attendance System at Head Office and various Branch locations” in response to EOI/KCCB/IT/2025-1 dated 28/01/2025”. The EOI response should be deposited on or before 1:00PM, at 18/02/2025 at:
The Kangra Central Co-operative Bank Limited.,
Head Office Dharamshala, HP,
Pin-176215, Phone: 01892-224969/223280/229346
3. The Bank will not be responsible for proposals misplaced, lost or premature opening, if the outer envelope is not sealed and/or marked/superscribed as stipulated. This circumstance may be a cause for rejection of proposal and no communication will be entertained in this regard.
4. EOI with any one or more of the following conditions will be summarily rejected and shall not be entertained for further examination for fulfillment of Eligibility Criteria as mentioned

at point No. 4 above :

- i. Bids found in unsealed cover, unsigned bids, bids not signed by authorized person and unsigned corrections in the bids.
- ii. Bid proposal received after the last date and time specified in this document.
- iii. Bids without document fee.
- iv. The submission of more than one bid under different names by one Bidder. If the same is found at any stage, all the bids by that Bidder will be rejected.

10. Opening of EOI

The EOI will be opened on 18/02/2025 at 3:00PM at Conference Hall of The Kangra Central Cooperative Bank Limited, Head Office Dharamshala. The applicant's representative may or may not be present during the bid opening at our office address mentioned above well in time along with the authorization letter from the company, if they are interested to attend. The applicants may note that no further notice in this regard will be given. Further, if the date of submission of EOI turn out to be nonworking day, then the EOI will be accepted up to 01.00PM on the immediate next working day and EOIs will be opened at 3:00PM at the same venue on the same day. The response not received in conformity with the above will not be evaluated.

11. Evaluation of EOI

1. All the applications received in response to the notice for EOI will be scrutinized for orderly submission of EOI in accordance with point No. 2.
2. Only EOI found to be submitted in accordance with point No. 4 will be evaluated for their eligibility based on qualifying criteria.
3. Those proposals who meet qualifying criteria, will be considered for next stage of the EOI and proposals which do not meet the qualifying criteria will be rejected, forthwith, or at any stage of detection.
4. The Bank shall undertake technical evaluation based on the proposal submitted and feedback received from various clients through informal channels. **The decision taken by the Bank shall be final and no representation or correspondence shall be entertained in this matter.**
5. The bidders qualifying Technical evaluation may be invited to participate in next stage of commercial bidding process. Decision in this regard will rests to the Bank only.
6. This is first stage of a multistage procurement process.
7. **The Expression of Interest is not an offer by the Bank but an invitation to get the response from the interested bidders for the implementation of proposed solution. No**

contractual obligations whatsoever shall arise from the Expression of Interest process.



ANNEXURE-I

BID COVERING LETTER

Reference No.

Date:

To

The Managing Director,
The Kangra Central Cooperative Bank Limited,
Head Office Dharamshala. H.P.
Pin - 176215.

Dear Sir,

Supply, Installation, Implementation, Configuration, Integration, Testing, Commissioning and Maintenance of Biometric Attendance System at Head Office and various Branch locations in response to EOI Notice No. KCCB/IT/2025-1

Terms and conditions

1. I / We, the undersigned Bidder(s), having read and examined in detail the EOI document and all bidding documents in respect of this EOI do hereby propose to provide goods and services as specified in the EOI document.
2. I / We, the undersigned Bidder(s), having submitted the qualifying data as required in your EOI, do hereby bind ourselves to the conditions of your EOI. In case any further information/documentary proof in this regard before evaluation of our bid is required, I / We agree to furnish the same on demand to your satisfaction.

3. All terms and conditions of this proposal are valid for a period of 180 days from the date of opening of the bid. I / We further declare that our proposal is in accordance with your terms and conditions in the bidding document.
4. I/We have studied the Clauses relating to Indian Income Tax Act and hereby declare that if any Income Tax, surcharge on Income Tax and any other Corporate Tax is altered under the law, I/we shall pay the same.

Cost of EOI

I / We have enclosed the cost of EOI document as required in Clause No. 3 of the EOI Document.

Earnest Money

I / We have enclosed the earnest money as required in Clause No. 5 of the EOI Document. In case of default it is liable to be forfeited in accordance with the provisions enumerated therein. I / We will not claim any type of interest / accrued interest for the period for which EMD remains with the Bank.

Details of cost of RFP Document and EMD:

| | |
|---------------------------------------|--|
| Value | |
| Demand Draft /Cash Deposit/EFT Detail | |
| Value Name and Branch of the Bank | |

Declaration

I / We hereby declare that my / our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of my / our knowledge and belief and nothing has been concealed there from.

Thanking you,

Yours faithfully,

(Signatures)

Date :

Place:

Name:

Designation:

Seal

The Kangra Central Co-operative Bank Ltd.

ANNEXURE-II

Minimum technical specifications for wall mounted biometric attendance devices :

| Sr no. | Parameters | Specifications |
|--------|------------------------|---|
| 1 | Device Type : | Smart Facial Recognition & Fingerprint Terminal |
| 2 | Screen Size : | 5 inches, Full viewing angle, 170° IPS LCD screen, Resolution 720*1280 |
| 3 | Camera : | Dual Lens camera RGB+IR, Focal Length: 4.3mm±5%, with 2 million pixels |
| 4 | Operating System : | Android 9 or higher |
| 5 | Processor : | AMLOGIC, Quad Core ARM Cortex A-55, 1.60 GHZ + ARM G31 Mali for 3D Graphics |
| 6 | Interfaces | 3G / 4G : 2G (900/1800), 3G (B1/B8), 4G (B3/5/40) Wifi : IEEE 802.11b/g/n Bluetooth : Bluetooth 2.1 GPS : 16 Channel NMEA Compliant Ethernet : 10/100 Mbps USB : USB2.0 Type A and Micro USB OTG Supported Micro SD : 1x Micro SD Card Slot Support upto 32GB |
| 7 | Memory : | 8GB ROM |
| 8 | Lighting Environment : | White LED |
| 9 | Sensor : | Infrared |
| 10 | Card : | ISO 14443 Type A/B Mifare |
| 11 | Communication : | Ethernet, Bluetooth, WIFI |
| 12 | Distance : | Within 0.6 meter to 1 meter for best use case |
| 13 | AI Controller : | Built - in |
| 14 | User capacity | 25000 Users |
| 15 | Transactions : | 200000 Logs |
| 16 | Fingerprint Sensor : | 500 DPI Optical Fingerprint Sensor |
| 17 | Alive Finger detection | Detects Live Finger |
| 18 | Certifications | CE, ISO, FDA , STQC, IEC60950, IS13252 Part I, AADHAAR, UIDAI Certified |
| 19 | SD card | MicroSD Card (Supports up to 32GB) |
| 20 | Audio : | Digital Audio Speaker, Microphone |

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|----|---------------------|---|
| 21 | Language | Support Unicode Support for English and Hindi |
| 22 | Identification Time | Not greater than one second |
| 23 | Environment : | Operating Temperature:- 20 degree to +60 degree |
| | | Humidity:- 0 to 90 percentage Non-Condensing |

ANNEXURE-III

Minimum technical specifications for desktop compatible fingerprint devices :

| Sr no. | Parameters | Specifications |
|--------|----------------------------------|---|
| 1 | Sensors | Optical |
| 2 | Image Resolution | 500 dpi (H), 500 dpi (V) |
| 3 | Image Capture Area | 13.41 x 16.45(mm); 15.44 x 17.475 (mm) Optional |
| 4 | Platen Area | 16.5×19 (in mm) (HxV) |
| 5 | Scanner Output Image Size/Native | 264×324 pixel (HxV), 304 x 344 pixel (HxV) Optional |
| 6 | Gray Level | 8 bit/pixel, max 256 grayscales |
| 7 | Image Ratio of Length to Width | 1:1 |
| 8 | Scanner Interface Cable | USB 2.0 Interface (High Speed), Micro USB, Type-C |
| 9 | Power Supply | 1 Watt. Approx. (From USB port), (160 mA. Approx, Standby: 40mA) |
| 10 | Dimension | 80mm(L) x 41mm(M)x40mm(H) |
| 11 | Weight | 100g (approx) |
| 12 | Distortion | < 1% Meeting PIV specifications |
| 13 | Operating Temperature, ESD | -5 ~ 45 C, 10 KV |
| 14 | Certifications | Device as per MOSIP L1 and UIDAI L1 specs, having Pre-certified Renesas Controller. And STQC L1 certified |

Fingerprint devices should not capture finger images by removing any optics part, and Image injection should not be possible.

ANNEXURE-IV

Any other additional Hardware / Software requirement:

| Sr no. | Description | Specifications |
|--------|-------------|----------------|
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**ANNEXURE-V****1. PROFORMA for TECHNICAL BID**

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|--|--|
| 1. EOI's Proposal Notice No & Date | |
| 2. Bidder's Name and Address | |
| 3. Contact Person Designation Telephone Number Fax Number e-mail Address | |
| 4. Documents to fulfil eligibility criteria as per section 4 enclosed (Yes/No) | |

(Signatures)

Date:

Place:

Name:

Designation:

Seal