



Ministry of Culture
Government of India



साहित्य अकादेमी

(राष्ट्रीय साहित्य संस्थान)

संस्कृति मंत्रालय, भारत सरकार की स्वायत्तशासी संस्था

Sahitya Akademi

(National Academy of Letters)

An Autonomous Organisation of Ministry of Culture, Government of India

SA.37/Admin./HO/ 20889

04 August 2026

E-TENDER for

Engagement of Agency for implementation of Radio Frequency Identification (RFID)-reg.

Sahitya Akademi is an autonomous organization under Ministry of Culture, Govt. of India is working actively for promotion of Indian Literature among the masses in India and abroad invites proposals from eligible agencies for installing the Radio Frequency Identification (RFID) system in its Library at Sahitya Akademi, Rabindra Bhawan, 35, Ferozeshah Road, New Delhi-110 001.

Who can participate

Any agency/ firm/ Company who is having experience in Installation of RFID Technology can participate in the tender process. Preference will be given to the Government Organizations. **The tender will necessarily have to be uploaded on ecpp Portal and in absence of uploading of the tender on ecpp Portal; the bid will not be considered for opening or liable for rejection without opening.**

Scope of Work

Approximately 1,00,000 (one lakh) library books are proposed to be covered under Phase I of the RFID implementation project. The details of e-tender are as under:

Particulars	Date & Time
Last Date to submit the Tender	5:00 p.m. on 20 August 2026
Pre – Bid Meeting	11:00 a.m. on 10 August 2026
Opening of Technical Bid	11:00 a.m. on 24 August 2026
Opening of Financial Bid	11:00 a.m. on 25 August 2026

Sahitya Akademi

(an autonomous organization under Ministry of Culture, Govt. of India)

35 Ferozeshah Road, Rabindra Bhawan, New Delhi-110 001

Phone No. 011-23386626-28

Email: secretary@sahitya-akademi.gov.in

Website: <http://www.sahitya-akademi.gov.in>

(N. Suresh Babu)

Deputy Secretary (Admin. i/c.)

Technical Specification for RFID components

Item No. 1: Security Gate:			
Item Minimum Specifications	Qty	Matched/ Not Matched	Deviation, If any
Security gate should include two theft detection pedestals. Two separate antennas for large detection field range of 100 cm (minimum) between two pedestals. It is planned to install these pedestals at a single location in the library. The system should have suitable number of I/O ports for Standard electronic counter, web cam trigger, integrated LED display, CCTV, locking gates etc. The offer must be complete in all respects with CCTV integration and must include all the components required for the functional of the system Library security gate. It should also have multi line infrared motion sensors to detect library foot falls and in-out numbers.	1		
Specifications:			
Parameter			
Technical Specs			
Operating Frequency			
Power Supply			
Power consumption			
Transmitting Power			
Read Range			
Communication Interface			
Supported Transponders			
Operating Temperature			
Communication Parameters			
Weight			
Housing Material			

Item No. 2: Staff Workstation			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Remarks (If any)
Read/Write/Anti-theft programming should be done in one single operation	1		
Read/Write distance of Up to 25 cm and programming time of 1 second			
Should be fully ISO/IEC 14443A, 15693 and ISO 18000:3 compliant			
The programming station should interface with the Library Management Software using NCIP V2.0 protocol			



Integrated with reader for patron ID Card based ISO/IEC 14443A Mifare Plus for personalization of data and read for circulation into the ISO/IEC 14443A/B Mifare Plus passive contact less 1Kb smart card in the pre-defined location in the memory. The details of memory location in smart card will be provided at appropriate time			
SIP2/NCIP V2.0 compliance software interface integrated with integrated library management software for all operations like patron card personalization, check-in. check-out, renew, reserve etc of library circulation.			
Check-in/Check-out Read Range: upto six books of average size (Approx. 250 mm).			
Specifications			
Parameter	Technical Specs		
Operating Frequency	13.56 MHz		
Power Supply	5V to 12V		
Power Consumption	1.2W minimum		
Transmitting Power	1W minimum		
Read Range	Up to 30 cm		
Antenna	Internal		
Communication Interface	USB/RS232/Ethernet		
Supported Transponders	ISO 15693, ISO 14443A/B and ISO 18000:3		
Indicators	LED / Buzzer for power, read verification etc.		
Operating Temperature	-10°C to +70°C		
Housing Material	ABS or Similar		

Item No. 3: Self Adhesive RFID Tags (for Book)			
Item Minimum Specifications	Qty	Matched/ Not Matched	Deviation, If any
The RFID chip used in the tag should have been designed specifically for Library use. i.e. it should have three sections • Lockable section for item identification • Re-writable section for library specific use • Security function (EAS) for item anti-theft (which can be activated and deactivated), • The RFID chip should have multi read function, i.e. several tags can be read at the same time	1 Lakh (Approx.)		
Tag size should be 80mm x 50mm with at least 2048 bits memory, multi-read and antitheft			

Distance for detection from pedestal should be minimum of 92 cms
Tags should be fully ISO 15693/18000-3 compliant
Other features: "Tag Talks First" (TTF) feature, tamper proof, detection rate of the system should be above 95% consistently regardless of the number of items that are in the field
Rewritable and lifetime warranty for logic circuits and replacement of defective tags if found during first time tagging.
Mechanical Dimension • Transponder coil size 80X50 mm $\pm$ 0.5mm • Transponder die-cut size 80 x 50 mm 0.2 mm • Thickness of the IC 150 micrometer $\pm$ 10% • Overall thickness of transponder package (excluding IC and siliconized paper) 200 micro meter $\pm$ 10% • Thickness of the siliconized wafer 56 micro meter
Electrical characteristics • Integrated Circuit (IC) Philips i-Code-SLI X. • ICS protocol /anti-collision ISO 15693/18000-3 • Operating frequency 13.56 MHz • Unloaded resonance frequency 14.15 MHz $\pm$0.30 MHz • Memory 2048 bits R/W EEPROM
General characteristics of transponder • Operating temperature (electronics parts): -20°C to *85°C • ESD voltage immunity +12 kV peak. HBM • Bending diameter (D) > 50 mm. tension less than 10 N • Static pressure (P) < 10 MPa (10 N/mm²)

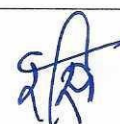
Item No. 4: RFID Tagging work			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
RFID Tag & Sticker to be pasted in the same process	1 Lakh (Approx.)		
ISO 28560 standard followed for tagging			
Minimum 2000 books to be completed in a day			
Registration of books / DVDs to be done in single process			
Data validation/editing required for Classification, Preparation of Subject Heading, Data entry in MARC21 format, Verification etc Including Retrieving the Book from the shelf and returning the same to the Specific shelf after processing as per Library standards for all Book entries.			
To paste the spine label wherever it is found missing			

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Item No. 5: Organization logo/Labels			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
Good quality self adhesive labels of following specification:	1 Lakh (Approx.)		
Good quality smooth face			
Label printed with Name and logo (design to be approved by Department)			
Size: Minimum half-inch larger on all sides than the RFID tag			
Strong permanent adhesive, which does not leach into the paper of the book			

Item No. 6 : Smart Entry/ QR based user registration			
Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation, If any
Software for Smart Entry required	1		
Customisation provision/ modification required as per Library requirement			
Integration with VTLS/ ILMS software for fetching membership data of SAL			
Entry through Biometric/ QR Code/ Smart Card			
Statistics should be generated and report generation on exact footfall of Library readers/ users			
Real-time attendance tracking			
Secure authentication to avoid unauthorised access to Library			
Power backup			

Item No. 7: RFID Handheld Portable Reader			
Item Minimum Specifications	Qty.	Matched/ Not attached	Deviation, If any
The portable handheld reader (Wand) and the required accessories must be a cordless, one-piece design, to be held in one hand.	1		
The portable handheld reader must feature sound battery backup.			
The total weight of the portable handheld reader must be less than 1 Kg., including battery, RFID reader, antenna and computing unit, and any other components that must be carried by the user.			
The portable handheld reader must be easily set down on a library shelf or cart when necessary to free the user's hands.			
The portable handheld reader must incorporate an ergonomic design, to aid user in reading shelves at all levels easy to use and be relatively non-stressful to wrist, arm, shoulder and elbow.			
The portable handheld reader battery life must allow the user to work for at least 4 hours before recharging.			



The portable handheld reader must use an anti-collision algorithm that does not limit the number of tags, which can be simultaneously identified and read.

The portable handheld reader must have the capacity to download at least 1 million items from library's automation system onto the portable handheld reader memory medium.

The proposed portable handheld reader must accommodate data collection simultaneously with other functions.

Item No. 8: Middleware software Features (If required)

Item Minimum Specifications	Qty.	Matched/ Not Matched	Deviation , if any
Client Software should support the following features and is to be integrated with the existing VTLS-Library Management software	1		
Tagging / Re-tagging after proper online validation of the title/member records in the LMS database			
Tag monitoring by accessing the item record from the ILMS database			
Patron Smart Card personalization monitoring by accessing the patron ID from ILMS database			
Send SMS & Email for circulation and registration transactions, which can be selected for specific users.			
NCIP V2.0 compliance			
Retagging option for re-registration of books & patrons			
Sorting by accessing the Title record from ILMS			
Check out /Check-in/Renewal			
Provision to display the reservations done by a member along with the sequence and date of collection			
Provision of an enquiry of checkouts against a member and its due date			
Provision for details of fine against a member			
Provision of slip printing containing the details of a transaction			
Reserved titles shall get highlighted while checking in			
Designing of the Library web page for providing various services through the internet, including WebOPAC and giving link to the information website.			

1. The terms and conditions & the Bidding Process of the e-tender would be as under:

- The vendor shall have to depute a resident engineer for at least half a day for 03 months after installation to ensure smooth implementation and avoid any technical slag.
- Installation of hardware and tags on books to be carried out by the vendor and their trained staff.
- The vendor shall provide post-purchase support and maintenance service to ensure smooth and uninterrupted functioning.

- d. Bank guarantee @ 10% of contract value by the vendor shall be submitted which may be released only after satisfactory performance and service review.
- e. Annual Maintenance Contract (AMC) charges shall be non-negotiable. In case of unsatisfactory service by the vendor, AMC may be deducted as penalty.
- f. The vendor must have to provide a warranty on hardware equipment for at least 03 years, i.e. standard warranty of 02 years with an additional year of extended comprehensive warranty.
- g. The vendor shall furnish an undertaking ensuring a minimum downtime of maximum 24 hours. The troubleshooting of the issue must be provided 24X7 to ensure uninterrupted service to the library.
- h. The successful vendor is necessarily give Technical training to the library staff to be provided by the vendor on tagging and processing books.
- i. **RFID tags supplied under the contract shall carry a lifetime warranty.** Any tags damaged due to manufacturing defects, tampering, or wear and tear shall be replaced by the vendor without additional cost or at his own cost.
- j. Period and terms of Delivery: Work should be handed over to the vendor immediately after completion of formalities. The work should be completed within 90 days' time and failure to do so will entitle the Akademi to impose a penalty of Rs.10,000 per day till the completion of work on the vendor which shall be recovered from any amount payable to the vendor.
- k. The Bidder must submit Bids in two bid system i.e. Technical Bid and Financial Bid. All the Bidder should upload the tender document at ecpp portal on or before **20/08/2026 by 5:00 p.m.** In absence of submission of e-tender at ecpp portal, the tender will not be considered or will be liable for rejection.

2. The Technical Bid must contain the following:

(i)	Profile of the Agency/Company	ATTACHED	YES	NO
(ii)	Details of in — house Technical Manpower/Staff	ATTACHED	YES	NO
(iii)	Track record/detail of similar events handled/executed	ATTACHED	YES	NO
(iv)	Specify experience relating to implementation of RFID	ATTACHED	YES	NO
(v)	Undertaking that the tenderer has never been blacklisted by any Government of India Ministry/Department/ State Govt./UT Govt./ Authority/Organization/Agency etc.	ATTACHED	YES	NO
(vi)	Certified financial statement for the last 3 years i.e. 2023-24, 2024-25 and 2025-26.	ATTACHED	YES	NO
(vii)	Latest Income Tax Clearance Certificate / Copy of ITR and PAN.	ATTACHED	YES	NO
(viii)	Tender Fee of Rs.2000/- (Rs. Two Thousand Only) by demand draft payable in favour of Secretary, Sahitya Akademi, New Delhi. Exemption will be allowed on submission of documents.	ATTACHED	YES	NO

(ix)	EMD of (3%) Rs. 90,000/- (Rupees Ninety Thousand Only) in the form of ONLY demand draft payable in favour of Secretary, Sahitya Akademi, New Delhi. Exemption will be allowed on submission of documents.	ATTACHED	YES	NO
(x)	GST Registration Certificate issued by the competent authority	ATTACHED	YES	NO
The EMD will be returned to the unsuccessful bidders at the earliest within a month after the award of the work. The total cost of the project including all taxes will not be more than 30 Lakhs.				

3. Submission of Tender:

3.1 The Financial Bid must contain the following:

(i)	Must contain the total cost of the project including all aspects by maintaining bifurcation of each product and its cost.	ATTACHED	YES	NO
(ii)	The contractors should quote in figures as well as in words the rates and amount in the financial	ATTACHED	YES	NO
(iii)	The rates quoted in the financial bid shall be inclusive of all taxes, GST, levies etc. as applicable from time to time.	ATTACHED	YES	NO
(iv)	Nothing extra shall be payable over and above the Tendered /accepted rate as per the Price Schedule mentioned in the Financial Bid.			

- 3.2 A pre-bid meeting to clarify any queries regarding the tender will be held at Sahitya Akademi's Conference Hall on 3rd Floor on 10/08/2026.
- 3.3 Any person interested in submitting bids can come for the pre bid discussion.
- 3.4 The Technical Bid will be opened on 24/08/2026 in the presence of the bidders or their authorized representatives in the Sahitya Akademi's Conference Hall at the 3rd Floor.
- 3.5 The Committee shall evaluate the ability of the agencies to carry out the requisite quality work, profile and experience in the specific work.
- 3.6 After RFID PPT presentation, the softcopy must be submitted in Pen Drive/External Hard Disk.
- 3.7 The Technical Bid would be considered only of those bidders who fulfil the eligibility criteria and have submitted all the documents.
- 3.8 The bids would be first evaluated technically as specified in the evaluation para. Financial Bid of only those bidders whose Technical Bid qualify would be opened.

- 3.9 The decision of the Secretary, Sahitya Akademi, who is the Competent Authority in Sahitya Akademi, shall be final and abiding.
- 3.10 The Financial Bids will be opened on 25/08/2026.
- 3.11 The Bids (Technical/Financial) shall be valid for a period of 90 days from the date of award of the tender.
- 3.12 The tender document may be downloaded from Sahitya Akademi's website <http://sahitya-akademi.gov.in>

4. Evaluation Criteria:

4.1 The Technical Bids and the Financial Bids will be evaluated individually.

- 80% Weightage for Technical Bid
- 20% Weightage for Financial Bid

4.2 The criteria for Technical Evaluation is as under:

Sl. No.	Criteria	Marks
1	Organizational strength of the company and its experience in executing such works at national and international level.	30
2	Overall Concept and implementation of the RFID as per presentation and hard copy submitted.	50
	Product quality specifications	30
	Effective & Innovative idea	10
	Annual Maintenance contract free of cost, if any	10
3	Experience and expertise of key personnel handling the project	20

4.3 Financial Bids will be opened only those who gets minimum 70 marks to qualify technically.

4.4 The bids of bidders who have cleared the Minimum Qualification Score shall be ranked on

the basis of the Technical cum Creative Bid marks (TTBM and declared "Technically Qualified Bids". The Technical Bid Score "TS" of the bidder shall be derived as under:

1	X HM/TTBM)
2	TS (Technical Bid score)
3	HM (Highest marks amongst all evaluated bid)
4	TTBM (Total Technical Bids Marks)

4.5 The Financial Bids of those will only be opened whose technical bids are qualified. The Lowest financial bid will be given 20 Marks and the higher bids will be evaluated Proportionately.

4.6 Combined Evaluation of Technical and Financial Bids. The total score of the bidder will be determined as under:

1	CS = (80% x TS) ± (20% x FS)
2	TS (Technical Score)
3	FS (Financial Score)

- 4.7 The Bid obtains the highest CES, will be rated as the Best Bid and will be awarded the work.
- 4.8 In the event of a tie, the bid with the Highest Technical Score (TS) will be rated as the best bid. Beyond that, the decision of the Secretary, Sahitya Akademi will be abiding.
5. No advance payment(s) will be made. Payment will be made through PFMS (Public Financial Management System) on submission of the bill on successful completion of the work,
6. Tenderers shall not be permitted to withdraw offer or modify the terms and conditions thereof at any time during the process of finalizing the award of work/contract/job. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of EARNEST MONEY DEPOSIT (EMD) will stand forfeited to Sahitya Akademi. No claim shall lay against Sahitya Akademi in respect of erosion in value or interest on Earnest Money Deposit.
7. The successful bidder will be liable to deposit within 3 days from the date of issue of work order a Performance Security equivalent 3% of the value of work/contract/job reduced by amount of EMD by a demand draft in favour of Secretary, Sahitya Akademi, New Delhi.
- 7.1 In the event of breach of contract or negligence or non-observance of any condition of contract or for unsatisfactory performance i.e. contrary to the contract, performance security can be forfeited on the approval of the Competent Authority in the Sahitya Akademi.
- 7.2 On expiry of the contract, such portion of the said security deposit as may be considered by the Competent Authority of Sahitya Akademi sufficient to cover any incorrect or excess payments made on the bills to the firm shall be retained until the final report of the Committee on account of firm's bill has been received and examined.
8. **Period and terms of Delivery :**
- The RFID instruments / Gadgets/Software/Hardware would be handed over to Sahitya Akademi Library 90 days.**
9. **Penalty :** In case of delay, a penalty @ Rs. 10,000/- per day would be imposed by the Competent Authority in the Sahitya Akademi and the same would be deducted from the amount payable to the contract.
10. **Force Majeure :** If at any time during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries so resumed or not shall be final and conclusive. Further, that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event, either party may at lists option, terminate the contract.



10.1 Provided also that if the contract is terminated under this clause, Sahitya Akademi shall be at liberty to take over from the supplier at a price to be fixed by the Competent Authority of Sahitya Akademi, which shall be final all unused undamaged and acceptable materials, bought out components and stores during the course of manufacture which may be in possession of the contractor at the time of such termination or such portion thereof as the Competent Authority of the Sahitya Akademi may deem fit, except such materials, bought out components and stores, the contractor may with the concurrence of the Competent Authority of Sahitya Akademi elect to retain.

11. **Insolvency etc.:** In the event of the firm being adjudged insolvent or having a Receiver appointed for it by a court or any other order under the insolvency Act made against them or in the case of a company passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified by the Competent Authority of the Sahitya Akademi shall have the power to terminate the contract without previous notice.
12. **Breach of Terms and Condition:** In case of breach of any of terms and conditions mentioned above, the Competent Authority of Sahitya Akademi will have the right to cancel the work order without assigning any reason therefor and nothing will be payable by Sahitya Akademi in that event and the security deposit shall also stand forfeited.
13. **Subletting of work:** The tender is not transferrable. The firm shall not assign or sublet the work/job or any part of it to any other person or party. Only one tender shall be submitted by one bidder.
14. **Right to call upon information regarding status of work:** The Competent Authority of Sahitya Akademi will have the right to call upon information regarding status of work/job at any point of time after having awarded the contract.
15. **Disclaimer:** The employees of the Sahitya Akademi and their relatives are prohibited from participation in this tender. The near relatives for this purpose are defined as:
 - (a) Members of a Hindu Undivided Family
 - (b) Their spouses
 - (c) The one related to the other in the manner as father, son(s), son's wife, daughters & daughter's husband, brothers and brother's wife, sister and sister's husband.
16. **Arbitration:** If any difference arises concerning this Agreement, its interpretation on the payment to be made there under, the same shall be settled by mutual consultations and negotiations. If attempts for conciliation do not yield any results within a period of 30 days, either of the parties may make a request to the other party for submission of the dispute for decision by an arbitral tribunal containing Sole Arbitrator to be appointed by the President, Sahitya Akademi. Such request shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner *from* among the panel of three persons to be submitted by the claimant. The arbitration proceedings shall take place at New Delhi and shall be conducted in English. The provisions of Arbitration and Conciliation Act and the rules framed there under and in force shall be applicable to such proceedings.



17. No compensation shall be payable to the contractor for any damage caused by the lightening, wind storm, flood, tornado, earthquakes or other natural calamity during the execution of work. He shall make good all such damage at his own cost and no claim on this account will be entertained.
18. **Legal jurisdiction:** The agreement shall be deemed to have been concluded in the National Capital Territory of Delhi and all obligations hereunder shall be deemed to be located at the NCT of Delhi and the Court within NCT of Delhi will have jurisdiction to the exclusion of all other Courts.



(N Suresh Babu)
Deputy Secretary (Admin. i/c)

For uploading on Sahitya Akademi website

ANNEXURE – I

To,

The Secretary,
Sahitya Akademi
New Delhi – 110001

Subject: Technical Bid

Dear Sir,

In response to the e-Tender notice, I/We submit our Technical Bid for Implementation of RFID Technology in Sahitya Akademi, Library, Rabindra Bhawan, 35, Ferozeshah Road, New Delhi – 110001. and enclosed the following documents duly signed and stamped.

1	Tender has been submitted in the prescribed format duly signed	Attached	Not Attached
2	Certified copy of PAN	Attached	Not Attached
3	Certified copy of GST Registration	Attached	Not Attached
4	Documentary evidence for exemption from deposit of tender cost/ EMD	Attached	Not Attached
5	Tender cost deposited by demand draft	Attached	Not Attached
6	Earnest Money Deposit by demand draft	Attached	Not Attached
7	Certificate of firm not blacklisted	Attached	Not Attached
9	Certificate of authorized dealer/brand, if any	Attached	Not Attached
10	Certificate of rates validity period	Attached	Not Attached
11	Certificate of acceptance of terms & conditions	Attached	Not Attached
12	Name and e-mail /mobile number of the authorized person	Attached	Not Attached
13	List of orders executed during the last three years	Attached	Not Attached
14	Any Hard copy / soft copy	Attached	Not Attached
15	Details of technically competent personnel employed	Attached	Not Attached
16	Details of any ISO/or Electronics Certificate of Standard Products as per ISI standards .	Attached	Not Attached
17	The bid submitted by the tenders shall be valid for a period of 90 days computed from the date of opening of the bid	Attached	Not Attached
18	Certificate for completing the work within 90 days' time from the date of issue of work order.	Attached	Not Attached

Date.....

Signature of Bidder with Seal

(on the company letter head)

ANNEXURE –II

To,
The Secretary,
Sahitya Akademi
New Delhi – 110001

Subject: Financial Bid

Dear Sir,

In response to the e-Tender notice, I/We submit our Financial Bid Implementation of RFID Technology in Sahitya Akademi, Library, Rabindra Bhawan, 35, Ferozeshah Road, New Delhi – 110001 and enclosed the following documents duly signed and stamped.

1. Financial Bid Format / BOQ Structure

Use itemized BOQ so evaluation is apples-to-apples. Main heads:

S.No.	Item/Component	Qty	Unit Rate Rs.	GST %	Total Amount Rs.
1	Security Gate	01 Set			
2	Staff Workstation	01			
3	Self adhesive RFID Tags (for Book)	1 Lakh			
4	RFID Tagging work	1 Lakh			
5	Organization logo/Labels	1 Lakh			
6	Smart Entry Biometric Machine for Members / QR based user registration	Lumpsum			
7	RFID Handheld Portable Reader	01			
8	Middleware Software + Integration with VTLS/ILMS	Lumpsum			
9	03-Years hardware equipment warranty, i.e., Standard warranty of 02 years with an additional year of extended warranty	Lumpsum			

Grand Total = (Sum of all items + GST)

2. Key Financial Bid Terms to Include

A. Pricing Basis

1. **FOR Sahitya Akademi Library, Rabindra Bhawan, 35 Ferozeshah Road, New Delhi** - All rates inclusive of packing, freight, insurance, installation, testing, commissioning.
2. **GST:** Quote GST % separately. Sahitya Akademi is eligible for GST concession/concessional GST if applicable under Ministry of Culture - bidder to verify.
3. **Currency:** INR only. No foreign currency.

B. Validity & EMD/PBG

1. **Bid Validity:** 90 days from bid opening date.
2. **EMD:** 2% of estimated value, via DD/BG/GeM PBG. Exempt for MSME/Startup as per GFR.
3. **Performance Security/PBG:** 5% of contract value, valid 60 days beyond warranty + AMC period.
4. **Warranty:** Minimum 3 years comprehensive on-site warranty for all hardware. For RFID tags, Lifetime warranty.

C. Payment Terms - Standard for govt libraries:

1. **30% Advance** against submission of PBG + order acceptance - if allowed by Sahitya Akademi. If not, make it 0%.
2. **60%** on supply, installation, tagging of 100% collection, and successful UAT.
3. **10%** after 3 months of satisfactory operation + submission of final acceptance certificate.
4. **AMC:** Annual payment, after completion of each AMC year.

D. Other Mandatory Terms

1. **AMC Rates:** Quote year-wise AMC for 3 years post warranty. Should not exceed 8-10% of equipment cost/year.
2. **Spare Parts:** 10-year availability of spares to be undertaken.
3. **Taxes/Duties:** All levies, duties except GST to be included in unit rate.
4. **No Hidden Charges:** "No other charges shall be payable by Sahitya Akademi".
5. **Price Fall Clause:** If you supply same item at lower price to any govt dept during contract period, same benefit to pass on to Sahitya Akademi.

E. Commercial Conditions

1. **Liquidated Damages:** 0.5% per week delay, max 10% of delayed portion value.
2. **Penalty for Downtime:** >48 hours downtime - penalty per day as per RFP.
3. **Bidder to quote for full BOQ** - partial bids liable for rejection.

Signature