

**HIGH COURT OF JUDICATURE AT BOMBAY**  
**BENCH AT AURANGABAD**

**No. N/Cash/1209/2025.**

**Date:- 21/01/2025.**

**TENDER NOTICE**

The High Court of Judicature at Bombay, Bench at Aurangabad invites sealed tenders through a two-part bidding system (Technical and Financial) from authorized dealers for the supply of Biometric Attendance Machines, for the use of High Court of Bombay, Bench at Aurangabad. The specifications for the Biometric Attendance Machines required by this office is provided in **Annexure-A**.

[1] The sealed tenders should be addressed to “ The Registrar (Admn.), High Court of Bombay, Bench at Aurangabad, Jalna Road, N-3, Cidco, Chhatrapati Sambhajinagar – 431009.

[2] The sealed tenders should be superscribed with “Tenders for supply of Biometric Attendance Machines” and same must be submitted reached to the office of Registrar (Admn.) High Court of Bombay, Bench at Aurangabad, on or before **29/01/2025 by 5.00 PM**.

[3] The interested Bidders should submit the photocopies of all documents, Demand Drafts, etc., in “Technical Envelope” serially as per details mentioned in **Annexure “C”**. Rates of Biometric Attendance Machines in separate Envelope, as mentioned in **Annexure- “B”**. Only those financial bid will be opened, eligible who are eligible in the Technical bid.

[4] The bidders should submit a **Tender Fee for Rs.1800/- [Non-refundable]** and EMD for **Rs.9,000/-** by Demand Drafts of any Nationalized Bank drawn in favor of Registrar (Admn.), High Court of Bombay, Bench at Aurangabad, payable at Chhatrapati Sambhajinagar with the Tender. The Tender without Tender Fee and EMD Shall be summarily rejected.

[5] **Performance Bank Guarantee**

I) The successful bidder shall, at their own cost, submit an **unconditional and irrevocable Performance Bank Guarantee for 3% of the total purchase value (as per Annexure-D)** to the Tender Issuing Authority, upon delivery of the Biometric Attendance Machines.

II) The Performance Bank Guarantee will be returned to the successful bidder, without interest, after the satisfactory completion of the contract period. However, in the event of a breach of any terms and conditions, or failure to provide satisfactory services, the Performance Bank Guarantee will be forfeited by the Registry.

[6] The bidders/suppliers/distributors must be Authorized Dealers/Registered Suppliers/Distributors of Matrix Cosmec for the supply of Original Biometric Attendance Machines and should submit an Authorized Certificate from the company.

[7] The Technical cover will be opened as per the schedule mentioned in the Tender Document. The Financial covers of only those bidders whose bids are found to be technically qualified by the Evaluation

Committee will be opened later, according to the schedule determined by the High Court Registry.

[8] The decision of the Evaluation Committee regarding the evaluation of bids shall be final. No correspondence will be entertained outside the process of negotiation or discussion with the Committee.

[9] The Bidder shall quote price per Unit (Including or Excluding GST Freight, etc., as applicable) and Total amount for individual items and valid for the period of 180 days from the date of submission of tender.

[10] The selected vendor should supply required quantity of Biometric Attendance Machines, as per purchase order at the office of Registrar (Administration), High Court of Bombay, Bench at Aurangabad. No transportation or any other additional charges will be paid to the vendor. Quantity mentioned in the tender may vary, subject to availability of funds.

**[11] System Compatibility and Biometric Machine Supply:**

It is the responsibility of the successful bidder to supply new Biometric Attendance Machines compatible as per existing Biometric Machines already installed, including the license and software currently available with the High Court of Bombay, Bench at Aurangabad. These specifications are critical for ensuring system compatibility at the High Court. Bidders are required to visit the office to inspect and verify the compatibility of the Biometric Attendance Machine with the existing system infrastructure at the High Court of Bombay, Bench at Aurangabad,

before submitting their bids. Failure to verify compatibility may result in disqualification or non-consideration of the bid.

[12] All Biometric Attendance Machines shall covers with a 3-year warranty/guarantee. The successful bidder shall provide on-site support and warranty services at the location where the Biometric Attendance Machines are to be installed.

[13] During the Warranty period, the successful bidder is obligated to provide local on-site premises support within 4 hours from receiving a complaint. Failing which, the successful bidder shall liable for disqualification from bidding for any contract with this Registry for a period of Three years from the date of disqualification.

[14] The High Court of Bombay, Bench at Aurangabad, reserves the right to conduct a demonstration of the quoted product before finalizing the vendor. Additionally, the High Court may enter into negotiations with the shortlisted vendors to ensure the best terms and conditions, including price, quality, and delivery timelines, before making the final selection

[15] The Successful bidder will be informed orally the date, place and time for negotiations/clarifications, through offline method, if required. The Representatives conducting negotiations on behalf of the bidder must have a written authority to negotiate and conclude a contract.

[16] The Successful bidder shall confirm in writing his participation in negotiations and ability to adhere to its Financial Proposals within five (05) days of receiving the notice in accordance with relevant clauses.

[17] Placement of order shall be subject to availability of Budget/Funds. The payment will be made after deducting necessary taxes, penalties etc., if applicable as per Govt. Rules and after the satisfactory complacence of purchase order and receipt of original Invoice / bill, subject to availability of Budget and passing bill from Treasury. However, it is provided that, if there is a delay in making payment of the bill, then the Aurangabad Bench shall not be liable to any interest charges to the bidder.

[18] **Right to Cancel Bidding Process:** In tendering process, if the received L1 value of Biometric Attendance machine including three years on-site premises support (warranty) is on the higher side than the approved amount, then the Registry reserves the right to cancel the bidding process at any stage.

[19] The Bidder should not be a party in any legal proceedings before the Hon'ble High Court of Bombay.

[20] Tender received after due date, incomplete in any respect or not accompanied by required documents is liable to be rejected. Tender sent by Fax/ e-mail will not be accepted and the same shall be liable for rejection. No correspondence will be entertained in this regards after submission of tender.

[21] The selected Dealer/ Supplier should not indulge in corrupt or fraudulent practices during the execution of contract. In such case the Registrar (Administration) High Court of Bombay, Bench at Aurangabad, reserves the right to terminate the contract by giving due notice.

[22] The Registry reserves the right to accept or reject any Tender as also to verify, modify or change any of the terms and conditions or cancel the tendering process at any stage without assigning any reason thereof.

[23] Arbitration :- In the event of any dispute or difference arising out or touching upon any of the terms and conditions of this contract and / or in relation to the implementation or interpretation thereof, the same shall be resolved initially by mutual discussion and conciliation but in the event of failure thereof, the same shall be referred to the sole arbitrator appointed by High Court Registry. The arbitration shall be at Chhatrapati Sambhajingar and the Arbitrator shall give his award in accordance with “The Arbitration and Conciliation Act, 1996”. The decision of the Arbitrator shall be final and binding upon the parties.

[24] Legal dispute if any, shall be subject to the jurisdiction of Aurangabad Court in Maharashtra State Only.

Date:- 21/01/2025.

Sd/-  
Registrar (Admn.)  
High Court of Bombay  
Bench at Aurangabad.

**ANNEXURE “A”**  
**Biometric Attendance Machine Product Details**

	<b>Parameters</b>	<b>Technical Details</b>	<b>Compliance (Y/N)</b>	<b>Remarks if any</b>
GENERAL	Credential Support	Finger, Card, PIN and Bluetooth		
	User Capacity	50,000		
	IP65	Verified		
	Type of Card	EM Prox/ HID Prox/HID iClass/Mifare/Desfire (Appropriate Card Module Required)		
DISPLAY	Display	3.5" TFT Display with Capacitive Touch Panel		
	Display Size	320 x 240		
CAPACITY	Cards Per User	2		
	Template Per User	Up to 10 (Single Template per Finger Mode)		
		Up to 5 (Dual Template per Finger Mode)		
	Events Buffer	5,00,000		
Template Storage Capacity	9600 in 1:N Mode and 1 lakh in 1:1 Mode			
COMMUNICATION	Mobile Broadband	Yes (3G/4G/LTE Support)		
	Ethernet	Yes (10/100 Mbps on Ethernet)		
	Wi-Fi	Yes (802.11 b/g/n)		
	Bluetooth	Yes (8m range)		
	PoE	Yes (IEEE 802.3 af)		
INTERFACES	Exit Switch	Yes		
	Door Status Sense	Programmable NO, NC, Supervised		
	Door Lock Relay	Yes (30VDC @ 1A, Dry Contacts NO/NC/COM)		
	Aux-IN	Yes		
	Aux-OUT	Yes		
	Reader Interface types	RS 232, and Wiegand IN/OUT		
	USB	1 USB Port (for Data Transfer and for 2G-		

		3G Dongle)		
	Reader Types	1 Port for Card Reader / Finger Reader / Card Finger Combo Reader / Third Party Wiegand reader		
AUDIO-VISUAL	Buzzer	Yes		
CONFIGURATION	CPU	800 MHz ARM Cortex A8 based Processor		
	Flash Memory	256 MB Flash		
	RAM Memory	512 MB DDR3 RAM		
	Micro SD Card	Yes (16 GB)		
ELECTRICAL	Input Power	12 VDC @ 2A		
	Reader Power Output	Internal 12 VDC @ 0.5 A or External		
	Backup Battery	No		
ENVIRONMENTAL	Humidity	5% to 95% RH Non-Condensing		
	Operating Temperature	0°C to + 45°C (32°F to 113°F)		
OTHERS	System Integration	Software API for Software Integration		
	Operational Mode	Server mode(with or without Site Controller) with the proposed On premise/Cloud software Standalone mode with Standalone Site Controller		
	Tamper Detection	Yes		
	Certification	RoHS, CE, BIS, FCC		
	Real Time Clock	Rechargeable RTC with NTP Server/ GPS Clock		
	Mounting	Wall Mount		
SENSOR SPECIFICATIONS	Sensing Area	15.9mm x 17.9mm (0.62" x 0.70")		
	Sensor Technology	Suprema Optical Sensor		
	Image Resolution in DPI	500		
	Water-proof	IP65, Scratch Resistance		
Card Support	CPM EM Prox	EM Proximity		

	CPM Mifare Smart	Mifare/Desfire		
	CPM HID I Class	HID Prox, HID i-class & Mifare/Desfire		

**Note: Bidders are advised to visit the High Court of Bombay, Bench at Aurangabad, to inspect and verify the compatibility of the quoted product with the existing system.**

Date:

Signature of the Vendor/supplier  
Name Seal.

**ANNEXURE- "B"**  
**PRICE BID FOR ORIGINAL MATRIX BIOMETRIC  
ATTENDANCE MACHINE**

<b>Sr. No.</b>	<b>Items</b>	<b>Req. Qty.</b>	<b>Rates Per Qty. (Excluding GST in Rs.)</b>	<b>Rates Per Qty. (Including GST in Rs.)</b>	<b>Total Rates Including GST, Delivery Charges &amp; etc., ( in Rs.)</b>
1	<b>BIOMETRIC ATTENDANCE MACHINE</b>	6			

Date:

Signature of the Vendor/supplier  
Name Seal.

**ANNEXURE “C”**  
**HIGH COURT OF JUDICATURE AT BOMBAY**  
**BENCH AT AURANGABAD**  
 [Prescribed form which will be attached with the Tender]

Name & Address of the Tenderer/ organization/Agency	
Contract No.	

**Note:** The agencies shall attached the following photocopies of documents/certificates serially with the Tender.

Sr. No.	Particulars	Attached Copy Yes/No
1	Shop Act Registration.	
2	Authorization Certificate	
3	The Bidder should have a minimum aggregate turnover of Rs.25 Lakhs in support service only, during last three years. [CA Certificate]	
3	GST Registration Certificate	
4	IT Returns/ Certificate	
5	PAN Card	
6	Terms and conditions (each page must be signed and sealed)	
7	Demand Draft No. _____ dtd. _____ for Rs.1800/- as tender fee	
8	Demand Draft No. _____ dtd. _____ for Rs.9000/- as EMD	
9	Biometric Attendance Machine filled (Annexure ‘C’) attached	

**Undertaking**

1)We M/s. \_\_\_\_\_, do hereby undertake that, I/We have read and understood all the terms and conditions of tender notice and agree to abide by them.

2)We M/s. \_\_\_\_\_ Company/agency hereby undertake(s) that, the above mentioned information is true and correct and my company/firm is/are not black listed by The Central/State Government, Corporations or Government Undertakings.

Seal & Sign of Company/agency/firm

**ANNEXURE - D**  
**PERFORMANCE SECURITY FORM**

To,  
The Registrar (Admn.)  
High Court of Judicature at Bombay,  
Bench at Aurangabad.

WHEREAS \_\_\_\_\_ (Name of Contractor) has undertaken the Contract, as per Tender No. \_\_\_\_\_ dated, \_\_\_\_\_ to provide **Biometric Attendance Machine** (Description of goods and Services) hereinafter called "the Contract".

AND WHEREAS it has been stipulated by you in the said Contract that the Tenderer shall furnish you with a Bank Guarantee by a recognized Bank for the sum specified therein as security for compliance with the Tenderer's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Tenderer a guarantee:-

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Tenderer, up to a total of Rs. \_\_\_\_\_ (amount of the guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Tenderer to be in default under the Contract and without cavil or argument, any sum or sums within the limit of \_\_\_\_\_ as aforesaid, without your needing to prove or to show the grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Signature and  
Seal of Guarantors \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date:- \_\_\_\_\_

Address: \_\_\_\_\_