



UTI INFRASTRUCTURE TECHNOLOGY AND SERVICES LIMITED

(FORMERLY KNOWN AS UTI TECHNOLOGY SERVICES LIMITED)

GLOBAL TENDER FOR SUPPLY OF PRE PRINTED CONTACTLESS SMARTCARD

General Instructions

1. Name of the Tender:

Global Two Bid Tender for Supply of Pre Printed Contactless Smartcard.

2. Date of Issue of Tender Documents/ Clarifications/ Modifications/ Alterations to the Tender Documents:

The Tender documents can be downloaded free of cost from the website www.utitsl.co.in after the press release up to last date of submission.

Any Bidder who wishes to have any clarifications on the tender documents can write to the email address – **nishant.gupta@utitsl.co.in** by 19th November' 2010. No emails or any other correspondence would be entertained after 19th November' 2010. All the queries should be raised preferably through the first email itself so that the replies could be given by UTI ITSL by 24th November' 2010.

UTI ITSL would not entertain any kind of personal meeting by any of the bidder until the tenders are opened.

Any modifications / alterations of the tender documents if required to be carried out will be notified only on the website of UTI ITSL at www.utitsl.co.in without any press notification. Therefore the bidders are advised to constantly update themselves through the website.

3. Last Date of receipt of sealed tender bids:

All bids should be received latest by 29th November' 2010 by 15:00 Hours.

4. Date of Opening:

On the last date of receipt of the bids at 3:00 pm the Technical Bid will be opened.

On the due date of opening, the Part-I (Eligibility & Technical Bid) shall be opened in the presence of bidders, who have quoted against the tender. Part-II (Commercial Bid) will be opened separately, for which intimation will be given only to the bidders who are found to be technically qualified as per the terms of the tender.

The commercial Bid should be clearly identified in a separate envelop and the format should be enclosed as per Annexure III.

5. Address for Submission of Bids :

The bids should be addressed to “Chief Technology Officer, UTI Infrastructure Technology and Services Limited, Plot 3, Sector 11, CBD Belapur, Navi Mumbai 400614” and deposited in the specified Tender Box at this address by the due date and time.

6. Earnest Money Deposit (EMD) and Scrutiny:

The tender should be accompanied by Earnest Money Deposit (non-interest bearing) of Rs.20 Lakhs (Rupees Twenty Lakhs Only) by way of Demand Draft / Pay Order in favour of “UTI Infrastructure Technology and Services Limited, Mumbai”. For unsuccessful bidders the same instrument may be returned unencashed. If the EMD is not enclosed then UTI ITSL reserves the right to reject the bid. The EMD may be forfeited if the bidder fails to honor the terms and conditions of work order placed on the basis of the tenders.

7. Performance Guarantee:

The successful bidder/s should provide a performance guarantee for 10% value of the work order or as otherwise decided by UTI ITSL will have to be given before the work order is placed within

the stipulated timelines. The EMD of successful bidder will be returned on the receipt of such Performance Guarantee.

8. Superscription:

The envelopes must be submitted as follows;

- A. Part -1 – Documents for Eligibility and Technical Qualification (super scribed with Tender No., Due Date, Nature of Bid- Eligibility & Technical Qualification Criteria Documents) enclosing Demand Draft/ Bankers pay order drawn on local bank as specified against tender.
- B. Part – II – Commercial Bid (super scribed with Tender No., Due date, Nature of Bid, Commercial Bid).

The two envelopes shall be put in a bigger envelope should super scribed as **“Global Tender for Supply of Pre Printed Contactless Smart Cards”**. be addressed as per point 5 of this tender document.

This will be also applicable to vendors who are downloading the tender documents from our website.

If the tender is not superscripted then there are chances of accidental opening and for liable rejection of the tender, therefore it is advised that the tender be superscripted as above and deposited in the tender box kept for the purpose at the address given.

9. Validity of the Bids:

Generally, the bids will be valid for a period of Ninety days (90 days) from the date of opening of the financial bid for acceptance. However, in case of rate contract, the rates will be valid for a period of **1 (one) year**. The agreement which would be entered into with the bidder / vendor or the work order which would be issued to the bidder / vendor would define the validity of the rates more specifically and that would be overriding this clause. As this is a case of rate contract, the Purchase Order will be issued as and when the requirement arises.

10. Authorized Signatory:

The bid can be forwarded by owner or owner's representative. Representative will have to enclose the Letter of Authority/ the Power of Attorney along with this offer, otherwise the offer will be considered null and void at any stage as per the decision of UTI ITSL.

11. Conditions for Tenders sent by post:

The tenders may also be sent by post to reach before the scheduled date and time as indicated above. The following are essential conditions to be followed for the tender sent by post, failing which the tender may not be opened and not considered or may be treated invalid:

- A. Tender should be sent by Speed Post or Registered Post or by depositing in the specified Tender Box only. Tenders sent through any other means may not be considered at all.
- B. Tender should be sent only to the address as given above in the name of the person specified i.e. **“Chief Technology Officer, UTI Infrastructure Technology and Services Ltd, Plot 3, Sector 11, CBD Belapur, Navi Mumbai 400614”**.
- C. Acknowledgement will be given to Department of Post only for tender sent by Speed Post and Registered Post.
- D. Tender should be super scribed as advised above (in para 8 above). The Bidder has to necessarily super scribe the envelope, failing which the tender may not be considered and may remain unopened or may be accidentally opened before due date rendering it to be treated invalid as per the discretion of UTI ITSL.
- E. UTI ITSL takes no responsibility for any tender not reaching in time.
- F. UTI ITSL takes no responsibility for tender not reaching at all.

- G. UTI ITSL takes no responsibility for tenders received in torn, opened or mutilated conditions. Such tenders may not be accepted at all and could be liable for rejection.
- H. In case of tenders sent by post, the role of UTI ITSL is limited and restricted to put in the appropriate tender box if the aforesaid tenders are received in time as stipulated in the conditions laid out.
- I. It is, therefore, advised that prospective bidders should deposit the tender directly in the tender box to avoid any delay in submission of the tender or to avoid any tearing / accidental opening during sending by post.
- J. Tenders, which are not super scribed, may not be considered.
- K. Tenders, which are not addressed properly, may not be considered.

12. Delivery:

The printed cards will have to be delivered to UTI ITSL offices at CBD Belapur, Navi Mumbai/ Rajendra Place, New Delhi/ 29, N.S. Road, Kolkata / Rajaji Salai, Chennai/ Ulsoor Road, Bangalore/Bank Street Koti, Hyderabad/ Kingsway, Nagpur office (or any such location as instructed by UTI ITSL) and the bidders quote would be inclusive of the loading, transportation, insurance and unloading of such goods.

13. Taxes, Cess, Duty, VAT, Excise, Sales Tax, WCT, Service Tax and other taxes:

The bid should be inclusive of all the applicable taxes/ Cess and any other outgoing by any name payable to any authority. The rates should be inclusive of any other present or future outgo (for the period of contract) by whatever name called. The Service Tax, if applicable now, or if made applicable in future, would be on account of the bidder/vendor.

14. Central Excise Payments (if Applicable):

The bidder/ vendor merely by filling the tender form confirms that the payment to the central excise would be on his account and that if required under the tender, they would get registered with Central Excise. Merely by filling in the tender, the bidder indemnifies UTI ITSL of any liability from Central Excise by virtue of this contract.

15. Insurance:

All the required insurances would have to be taken by the bidder. UTI ITSL may at its discretion take insurance policy and deduct the amount from the payment to the bidder/vendor. However, this does not absolve the bidder of his responsibility of not taking the requisite insurance policy.

16. Agreement:

A suitable agreement for a period of one year would have to be entered into with UTI ITSL, failing which the EMD/ the Performance Guarantee given may be forfeited or the work order would not be issued. If the terms and conditions of the agreement are not acceptable to the Vendor, then UTI ITSL reserves the right to reject the tenders and forfeit the EMD.

17. Right of Rejection:

UTI ITSL reserves the right to change / reject all / any quotations without assigning any reasons.

18. Right to Place the Orders in Parts:

UTI ITSL reserves the right to place the orders in parts with more than one vendor at L-1 rates without assigning any reason whatsoever to anyone for the distribution of the work. The decision of UTI ITSL will be final in the quantum of distribution/location of distribution.

19. Testing:

UTI ITSL reserves the right to get the material tested at the cost of the vendor/bidder as per details given in Annexure I.

20. Eligibility:

The bidder should adhere to the eligibility criteria, as specified. In any case, they should have prior experience of carrying out such work/rendering such services/supplying such materials to other organizations of repute and UTI ITSL reserves the right to check their credentials with the organizations they have been associated with.

21. Availability of requisite permissions and licenses and compliance with the statutory provisions:

The agency/contractor is required to follow all the statutory acts as may be applicable for such type of assignment, which may also involve manpower. The bidder merely by filling the tender confirms that the bidder has all the requisite permissions and licenses to carry out all the assignments as stipulated by this tender and subsequent work orders. Further, merely by filling the tenders, the bidder reconfirms that the bidder has complied with all the statutory provisions of the central, state, local and municipal laws in force. The bidder also confirms merely by filling the tenders, to comply with any future laws that may be enforced upon by the statute.

Agencies which do not have requisite permissions / licenses or who do not comply with the statutory provisions are requested to fill in the tenders only if they are eligible in this respect. Valid registrations viz., Sales Tax / VAT / Central Excise and with any other authorities as per requirement should be available with the vendor and be produced as and when required. If it is found at a later date that the contents of this paragraph are not complied with, then the assignment is liable to be revoked at the discretion of UTI ITSL.

22. Blacklisting/Debarring:

The bidder merely by filling the tender confirms that the bidder has not been blacklisted / debarred by any Government department / agency, Reserve Bank of India, Nationalized bank, or any Public Sector Unit, World Bank or body.

If it is found at a later date that the contents of this paragraph are not complied with, then the assignment is liable to be revoked at the discretion of UTI ITSL.

23. False Information:

In case if it is found that the vendor has not given the correct information and flouted any condition or the vendor does not have all the appropriate licenses and all the statutory permissions, whatsoever required, to carry out the activity as required in these tenders and allied works then UTI ITSL reserves the rights to cancel the work order issued to him and award his quantum of work in the manner as deemed fit. This can be done at any stage. This is especially applicable to the permissions required for smart cards and allied works.

If it is found at a later date that the contents of this paragraph are not complied with, then the assignment is liable to be revoked at the discretion of UTI ITSL.

24. Indemnity:

Further, by submitting this bid, the vendor/bidder indemnifies UTI ITSL for any of the consequences arising out of non availability of any of the requisite permissions/ licenses / any other statutory permission whatsoever required carrying out this assignment. Also by submitting this bid, the vendor/bidder indemnifies UTI ITSL for any of the consequences arising out of non-compliance of any of the conditions laid by the statute for vendors/bidders or their representatives/ officials in carrying out this work.

25. Claim for increase in rates:

Any claim for increase in rates on account of any reason whatsoever will not be entertained for the period as stipulated in the agreement. After the period of expiry, the agreement can be extended on mutual consent for a further period as stipulated by UTI ITSL. However this option can be exercised solely at the discretion of UTI ITSL.

26. Readiness:

The Agency should ensure that the manpower/ machine/materials are procured well in time to ensure quality of work and adherence to the time period and the assignment is not interrupted / delayed irrespective of volume of work.

27. Delay:

If the agency does not start the work or if it is felt at UTI ITSL that the pace of work is slow and is likely to delay the work/ service / supply, UTI ITSL reserves the right to terminate the contract, levy the penalty and also reserves the right apart from legal remedies available, to carry out such work / service / supply at the risk and cost of the contractor / bidder.

28. Right to reject the work/ service which is not as per the specifications or the terms:

UTI ITSL has right to reject the work/ services / supply if they are not found to meet the specifications laid out or are not as per the terms. No Charges will be paid for the defective assignment. UTI ITSL reserves the right to reject the items of brand / specifications other than specified.

29. Penalty:

UTI ITSL reserves the right to levy penalty at its discretion for the delay in execution of the work/ delay in supply/ delay in service. The penalty amount would be one percent of the amount put to tender per week subject to a ceiling. This penalty would be more clearly specified in the agreement to be entered into.

30. Termination of Contract:

In case it is found that the work/supply/service is not as per requirement / standards, time lines, or the frequency of corrective measures required is high then UTI ITSL retains the right to terminate the Contract with the selected vendor and in such case, the Vendor will not be entitled to claim any damages from UTI ITSL or make any claim for fees in respect of such unsatisfactory / substandard services / supply / work.

31. Volume of work:

Volume is only indicative and the same may/will vary as per the requirement of UTI ITSL.

32. Confidentiality:

The Agency shall maintain strict confidentiality of all the documents, information, data coming in possession of the Agency as a result of awarding the contract and also any oral, written or other information disclosed for evaluation or for any other purposes shall be considered as confidential information passed on to the Agency.

The Agency should certify in writing that the design / colour scheme being printed/ processed for UTI ITSL is not used / shall not be used by the Agency for any other Organization / Entity under any circumstances. Any violation of the same will be liable for action under the law which shall entitle UTI ITSL to claim damages apart from taking action under the appropriate Law.

If any data is provided to the agency / generated by the agency due to this assignment, then the agency would delete the data on daily basis, once the same is not legally required further. In short, no data / document of UTI ITSL should be with the agency once the work is over on a daily basis.

33. Usage of Data / Documents / Information:

The Agency shall ensure that the documents, data, information etc are / is not used or permitted to be used in any manner (directly or indirectly) incompatible or inconsistent with that authorized by

UTI ITSL. The confidential information will be safeguarded and the Agency shall take all necessary actions to protect UTI ITSL's, its customers, and Government of India's interest against misuse, loss, destruction, alterations or deletions thereof. Any violation of the same will be liable for action under the law which shall entitle UTI ITSL to claim damages from the vendor apart from taking action under the appropriate Law. This is an irrevocable condition and it will continue to be in force even if the agreement between the vendor / bidder/agency is terminated with UTI ITSL.

34. Breach of Clause:

In the event of any breach or threatened breach of any clause by the Agency and/or individual assigned by the Agency for the performance of the services, the Agency shall be liable to pay damages as may be quantified by UTI ITSL. Apart from the above, UTI ITSL shall have the right to proceed against the Agency and/or its assigned person/s under appropriate law.

35. Time is the Essence of Contract:

The Vendor shall carry out the work / provide the services/ complete the supply as per the specifications and standards laid out within the stipulated time. Hence provision of services / supply / goods as per quality in time is the essence of the contract. Not adhering to the time shall entail UTI ITSL to rescind the contract and forfeit the security deposit and in which case, there shall not be any claims for damages against UTI ITSL by the Vendor. Further the UTI ITSL shall have the right to get the unfinished services or supplies, if any by virtue of the said revocation of the contract, through other sources and the expenses incurred thereof shall be borne by the Vendor in default recoverable any dues payable to him. The Vendor shall also indemnify UTI ITSL against any loss, damage, expenses, costs etc, incurred by UTI ITSL as a result of the said delay in timely completion of the said services / jobs, by the Vendor.

36. Jurisdiction:

All matters pertaining to the present bid / tender / quote, shall be subject to the jurisdiction of the courts in Mumbai only.

37. Submission of Bills:

The Vendor shall submit the bills correct/accurate in all respects with required challans / receipts and any relevant documents as specified by UTI ITSL from time to time, by 10th of every month for the work carried out / services rendered / material supplied in the previous month and the same shall be settled by UTI ITSL by the end of the month. Applicable TDS, Taxes, etc. will be deducted at source as per rules.

38. Inspection:

UTI ITSL reserves the right without any obligation to depute its Officers, Auditors, Income Tax Officials etc. to visit the office / commercial / manufacturing site/s of the selected vendor/s for checking their infrastructure, man power and other related documents mentioned and for checking stock records, quality controls, work processes without advance intimation and the vendor/s will have to provide the necessary documents etc to UTI ITSL to help UTI ITSL ensure presence of appropriate and adequate controls on various processes. Inspection will be done, as decided by UTI ITSL on periodic basis also.

39. Nomenclature:

In the said tender, the bidder or the agency or the vendors or the contractor or the supplier have the same meanings with reference to the context.

40. Corrections:

All the corrections made anywhere in the tender form will have to be authenticated. The corrections without authentication will be liable to be rejected.

41. Unit Rate:

In the Bid Form where quantity has not been specified, the vendors are advised to quote the rates per unit.

42. UTI ITSL reserves the right to give preference to Indian Public Sector Enterprises/ Indian Government Undertakings.

SUBMISSION OF BIDS / PROPOSALS:

UTI Infrastructure Technology and Services Limited seeks detailed proposal from global smartcard manufacturers, suppliers and distributors for the supply Pre Printed Contactless Smartcards in two bid system as per the eligibility and technical criteria as following;

SECTION A – ELIGIBILITY CRITERIA:

A) QUALIFYING CRITERIA:

- a. Minimum 5 years of experience in manufacturing, supply and printing of contactless smartcards.
- b. Bidder should present certifications / registration for their Smart card business. Manufacturing Experience of at least 5 years for smart cards and having successfully completed a minimum manufacturing and supply of 10,000,000 smart cards/Pre Lams using in house manufactured Inlays for AFC/Transport, other applications in the last 2 years.
- c. The bidder should have an Annual Turnover of not less than INR 250 Million / USD 5 Million in each of the last 3 financial years.
- d. The bidder should have a positive net worth of less than INR 50 Million / USD 1 Million in last financial year 2009-2010.
- e. The Manufacturer must have had an Indian office for minimum last 2 years. This is required so as to support card printing & customization needs of UTI ITSL during the card supply phase and post issuance support.

- f. The manufacture shall provide at least 2 letters of satisfactory performance of its supplies of exactly the same card as offered for minimum 2 years each. The following details are to be given:
- i. Name of Organization to whom supplied
 - ii. Customer contact Name, email and Phone Number
 - iii. Scope undertaken by bidder
 - iv. Total Quantity supplied.
 - v. ISO Standard for cards
 - vi. Financial Details.
 - vii. In satisfactory operational use, minimum for last 2 years, (with name of Project).
- g. A declaration that the bidder has not been blacklisted/debarred from any Government Agency.
- h. Bidders have to submit a declaration that the product being offered does not in any way infringe on international or any copyright regulations and is not bound with any restrictions whatsoever.

B) STANDARDS & CERTIFICATIONS

- i. Bidder should have ISO 9001 certified facility for smart card manufacturing and in- house Inlay Manufacturing. Also EMV certifications would be preferable.
- j. The complete base material for manufacturing the smart card including Inlay, outer layer and the card body must be PETG material.
- k. Card manufacturer must submit a valid Certificate of smart cards to ensure the quality, reliability and conformity of the

technology used. The detailed test report should also be submitted to prove the details of chip and inlays used in the certified cards.

1. The Bidder to produce recognized certifications to confirm through test or produce recognized laboratory certificates of the supplied cards meets following international standards.
 - i. Dimensional Specifications to comply with ISO14443-1
 - ii. Mechanical / Environmental test complying to ISO IEC 10373 as detailed in the acceptance test.
- m. Card Antennae: The construction of the contactless smart card antenna for the inlay should be made of copper wire and should be embedded copper type only.
- n. Bidder should have to submit ten numbers of Cards along with Tender for testing. Each card should have engraved serial number and manufacturer name.
- o. Further the Bidder to should be able to demonstrate compliance of these sample cards, to this tender specification at his manufacturing plant or any third party recognized test laboratory, if called for by UTI ITSL. All the above cost shall be borne by the Bidder for these tests. The testing guidelines are attached as Annexure I for your reference.

C) WARRANTY:

- p. Bidder Warranty should be for a period of seven years or 100,000 times of writing whichever is earlier.
- q. An initial batch of 200 cards shall undergo acceptance tests during first article inspection and operational tests for a

period of one month. Manufacturing for subsequent batches should be started only after successful passing of these tests.

- r. Random testing of card from various batches will be sent for third party recognized laboratories for testing and all these costs shall be borne by the bidder.
- s. Any manufacturing related malfunctioning of the cards (including chip inside) at any subsequent stage may result in the supplier having to the entire batch of cards free of cost and in the event of repeated failures the balance supply order is liable to be cancelled at any stage.
- t. Bidder should submit all documentary evidence of compliance to all the points in Section A as applicable.

SECTION B – TECHNICAL CRITERIA:

The Contactless Smart Card must subscribe to the following basic technical requirements:

| Item | Description |
|------------------------------|---|
| 1.1 Physical Characteristics | |
| a). Card Geometry | Shape and Physical Dimensions (including thickness) to be compliant to ISO 14443-1 standard |
| b). Base material | The complete base material including card body and transparent outer layer should be high grade PET-G. The surface must be such that it is low sensitive to dust and moisture adherence |
| c). Card lifetime | Must be more than 7 years. Therefore during this lifetime, the card must not develop cracks, hole, printing fading, major surface imperfection etc due to aging. |

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| d). General characteristics | <p>Car+C8d must adhere to specifications covered in ISO IEC 10373-1-General characteristics (for following parameters):</p> <ul style="list-style-type: none"> . Resistance to dynamic bending stress . Torsion stress . Bending stiffness . Resistance to break . Flammability, Peel strength . Card war page . Resistance to chemicals . Adhesion . Card stability etc. . any other applicable parameter |
| 1.2 Electrical, Memory and Electronic Characteristics | |
| a). Distance of work | Card should work minimum distance of 10 cm between antenna, card and validator. |
| b) Baud Rate | 106Kbps (mandatory), up to 848 Kbps or higher (optional) |
| c) Memory Size and Structure | Size - 4Kbytes minimum, higher accepted Structure – Flexible File Structure |
| d) Interface Frequency | 13.56 Mega Hertz |
| e) Transport Protocol | ISO 14443-4, for full featured application |
| f) Crypto function supported | Triple DES (TDEA) |
| g) Command Set | Dependent on the Smart Card platform. ISO 7816-4 commands for simple data manipulation and proprietary commands expected in order to achieve faster transactions and transaction integrity |
| 1.3 Other Essential Characteristics | |
| | <ul style="list-style-type: none"> i) Read/write endurance (100,000 cycles) ii) Data retention (> 10 years), iii)The Inlay should be manufactured by the Bidder themselves |

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| | <p>iv) The Construction of the Card Antenna should be made of copper-wire and should be embedded type only for long durability and better readability. The Bidder should specify the technology used for embedding.</p> |
| 1.4 Certifications | <p>i) The supplied card should comply with all standards / specifications covered under ISO 14443 Type A standard for contactless smart cards.</p> <p>ii) Supplier to submit certificate that conforms to the following essential electrical parameters, protocols and characteristics of Type A contactless RF Card Chip :-</p> <p>Such parameters (but not limited to) include:</p> <ul style="list-style-type: none"> a) Antenna coil size, b) Card chip / antenna inlay design c) Communication frequency d) Operating field strength, Modulation e) Read/Write Time, Data transfer rate f) Security features such as Anti-tearing, Momentary power loss protection, Anti-collision, Data integrity (support mutual authentication with the reader), TripleDES encryption, EEPROM failure automatic detection, Transaction atomicity. |
| 1.5 Security features | |
| a). Transportation keys | Card manufacturer will encode cards with transportation keys prior to delivery to ensure security/integrity of the chip. |
| b). Unique serial number | <p>i) Card shall be issued with a Unique ID (serial number)</p> <p>ii) Unique engraved ID will be embossed on</p> |

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| | <p>the card Surface (laser engraved) in application issuer file.</p> <p>iii) Unique serial no. with padding digits for supplier identification to be used (to be decided by UTI ITSL). Each card will have a unique internal ID (7 bytes).</p> <p>iv) Engraved ID and corresponding Unique ID information for complete delivery should be available in recorded electronic media (CD etc) which will be securely delivered to UTI ITSL and receipt taken thereof.</p> |
| c) Card Tamper Protection | Card opening must not be possible without breaking the card itself and card must become useless. If card is opened, it should become unusable. |
| d) Hardware Security Certification | CC EAL 4+ for Hardware |
| 1.6 Environmental conditions parameters | |
| Physical card and embedded data should not be tampered in adverse utilization conditions. | |
| a) Resistance to environment | <p>Cards must resist up to environment stresses as:</p> <p>Temperature: +60°C</p> <p>Relative Humidity: 100 %</p> |
| b) Storage condition | <p>Temperature: -10, + 60°C</p> <p>Relative Humidity: 15 to 100 %</p> |
| c) Operating condition | <p>Temperature: -10, + 60°C</p> <p>Relative Humidity: 15 to 60 %</p> |
| 1.7 Design | |
| a) Artwork | <p>Artwork for each batch will be given by UTI ITSL approx. 15 days before delivery. Artwork to be approved by UTI ITSL before each delivery. Cards shall be printed on both sides with six color print process.</p> |

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| | The printing shall be Multi-lingual as provided by UTI ITSL and will vary across the regions. |
| b) Resistance | The printing shall be resistant to wear due to handling in the system, human storage and daily usage. |
| 1.8 Card Packaging, Labeling & Delivery | |
| a) Packaging | Cards will be packaged in suitable cardboard boxes containing 1000 cards each. |
| | Cards to be supplied in suitable cartons ensuring safe storage under environmental variables such as humidity, temperature etc. |
| | Further, the packing should prevent the cards from any accidental electrical or mechanical shock capable of inducing any operational / structural defect in the cards. |
| b) Labeling | On each box, a label will be set with following information. These indications must be readable when boxes are stacked. <ul style="list-style-type: none"> i) Company logo ii) Batch number iii) Number of the box iv) Number of cards v) Manufacturing date and manufacturer reference vi) Delivery location of cards vii) Weight of the box viii) Serial number of cards. |
| c) Delivery | Safe and insured supply of all lots. |
| | Supply to be done as per intimated date at employer's premises. |
| | CD containing engraved and unique IDs of cards shall be securely delivered with the batch. |
| | Transport key for the supplied batch shall also be securely delivered to UTI ITSL AFC Security Manager. |

The quantity of card required is given as mentioned in Annexure II.

SECTION C : Other Conditions Applicable to all the Options

1. UTI ITSL reserves the right to place the orders in parts with more than one vendor at L-1 rates without assigning any reason what so ever to anyone for the distribution of the work. The decision of UTI ITSL will be final in the quantum of distribution/location of distribution.
 - i. The bidder assigned the work will have to supply the cards at any of the 7 destinations.
 - ii. If one or more bidders have quoted the same rates and are their rates are L1, in such case of a tie, then the supply will be divided equally among all bidders with L1 rates.
 - iii. As also UTI ITSL reserve the right to assign the work to the bidders other than L1 bidder at L1 rates. The percentage of assignment would be decided by UTI ITSL. However it would be ensured that the cumulative total assignment to all the original L1 bidders (one if there is only one L1 bidder or more if there are more L1 bidders with same L1 rate quoted in their tenders) would not be less that 60% of the assignment.
2. UTI ITSL has right to reject the cards if they are not found to meet the specification and / or not in order. No Charges will be paid for the defective cards and UTI ITSL reserves the right to levy penalty.

3. In case it is found that the service is not as per requirement / standards, time lines, or the frequency of corrections required is high then UTI ITSL retains the right to terminate the Contract with the selected vendor and in such case, the Vendor will not be entitled to claim any damages from UTI ITSL or make any claim for fees in respect of such unsatisfactory / substandard services. Further in such cases (or failure of vendors/short supply of smartcards), due to continuous nature of requirement the order could be placed to other vendors at L1 rate as stipulated above or in exceptional circumstances to other vendors at other rates till such time the supply through the next tenders is available.

4. Volume is only indicative and the same may vary depending upon the applications received by UTI ITSL.

ANNEXURE I

TEST PARAMETERS

1. General
 - a. For specifications / parameters covered under suitable certification from recognized standard laboratory / Institute, separate tests may not be required until asked for by UTI ITSL. But contractor shall submit batch wise report for compliance. The cost for the test shall be borne by the vendor.
 - b. The tests which require to be conducted at suitable approved laboratories (national / international) shall be duly conducted and reports for the same to be submitted by the contractor. Contractor shall provide a suitable testing plan document to establish the specified parameters / tests.
 - i. Contractor to provide a standard sampling plan and acceptance criterion table for such tests as a function of the batch size as per accepted norms.
 - ii. Such tests to be conducted by the supplier in a suitable standard environment/laboratory using calibrated test equipments. UTI ITSL representative may also witness the tests.
 - iii. Test results shall be submitted for review of UTI ITSL after completion of tests.

First Article Inspection Tests (FAI) for first 200 cards:

This includes measures of several physical and functional characteristics of cards.

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| Tests for Physical characteristic | All physical characteristic covered under ISO IEC 10373-1 standard (General characteristics tests). Physical specifications must be compliant as specified |
| Card Dimensions, Material | Should meet the required specification. |
| | Card must have no defect on its surface such as hole and any imperfection on the surface. |
| Tests for Security | Security features must be compliant to specification. |
| | Test on Opening of Card the result should be that the card/chip should break and become unusable. |
| Artwork Check | Card artwork shall meet the standard / quality of approved sample. Test for Artwork - Card artwork must resist to wear and tear. (Test conditions: Temperature: 60°C & Relative Humidity: 100 %) The printing must resist to loaded abrasive sliding against card. The base material must not be seen. |
| Tests for Environmental conditions | All parameters listed in environmental conditions should meet the required specifications. |
| Packaging defect | Packaging should be as specified. |

Operational Test (at UTI ITSL designated test set-up)

To demonstrate card compatibility with UTI ITSL AFC system, contractor shall conduct tests for:

| | |
|---|--|
| Reading distance | Card shall comply to all the specifications prescribed. |
| Compatibility with UTI ITSL software and equipment | Card should support working with UTI ITSL equipments and application software as decided by UTI ITSL from time to time. |
| Note: In case of any of the defect occurrence due to these parameters, the entire qualification will have to be made again from the beginning by card manufacturer. | |
| Factory Acceptance Tests (FAT) | All the tests on all production batches shall be also included in FAT. Inlay has to be manufactured by vendor in house and same has to inspected as per FAT. |

2. Sampling and Defect Classification (Subject to approvals from UTI ITSL from time to time)

- a. Each measure to be numbered and have its own sampling plan (size of the sampled lots and acceptance / rejection criteria). The sampling s must always be made on the whole batch; where $s = N \times B$; (N = number of sampled card in boxes; B = number of sampled boxes)
- b. The Sampling s is made with the following rules:
 - i) If the number of defective cards in the batch is equal or lower than the acceptance criterion, the batch is accepted

- ii) If the number of defective cards in the batch is greater than the acceptance criterion, the batch is rejected.

- c. The defects to be classified as:
 - i) Major defect: defect which causes problems in the normal use of the product and / or reduces its commercial value.

 - ii) Minor defect: defect, which does not influence the normal use of the product, but exhibits a non-compliant parameter.

In case of any type of defect occurrence in any of the specifications / parameters mentioned, the complete FAI / FAT must be made again.

ANNEXURE II

SCHEDULE AND QUANTITY SUPPLY

Total Quantity of Cards : 2,000,000 Cards

Delivery to be done in batches as mentioned below. Artwork for each batch will be given by UTITSL approx 15 days before delivery.

| S. No. | Item | Schedule |
|--------|-------------------------------------|---------------|
| 1. | Placement of firm purchase order. | Day 0 |
| 2. | Testing of cards (200 sample cards) | D0 + 1 months |
| 3. | Delivery of 4,00,000 cards | D0 + 2 months |
| 4. | Delivery of 4,00,000 cards | D0 + 3 months |
| 5. | Delivery of 4,00,000 cards | D0 + 4 months |
| 6. | Delivery of 4,00,000 cards | D0 + 6 months |
| 7. | Delivery of 4,00,000 cards | D0 + 7 months |



COMMERCIAL BID FORM

The Chief Technology Officer
UTI Infrastructure Technology and Services Limited,
Plot 3, Sector 11, CBD Belapur,
Navi Mumbai 400614

Date :

Sir,

Sub : Selection of Vendors for Supply of Pre Printed Contactless Smartcards

This is with reference to your tender due on 29th November' 2010. We are interested in getting our Company / firm empanelled in your organization for supply of Pre Printed Contactless 4K SmartCards.

We have read and understood the details as given in the tender information regarding the Scope of Work and Terms and Conditions for the selection of vendors for the supply of pre printed contactless smartcards and the same are acceptable to us. We have been given all the required information from UTI ITSL. We certify that we are eligible as per the said Terms. **The duly signed copies of the tender pages and EMD are attached herewith and enclosed in Eligibility and Technical Bid Envelope.**

The cards will be supplied as per the specification mentioned and the rates quoted by us are as per following details.

Rates Quoted

| |
|---|
| Price quoted for 20,00,000 cards till delivery as specified |
| Rs _____ (In figures) per card. |
| Rs _____ (In words) per card. |
| In case of the difference in the price quoted, the price in words will be taken as final. |

Thanking you,
Yours faithfully,
Authorized Signatory

Signature of Authorized person

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