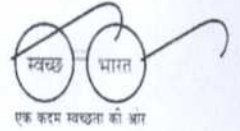




OFFICE OF THE DIRECTOR
INFORMATION TECHNOLOGY DEPARTMENT
SOUTH DELHI MUNICIPAL CORPORATION
SPM CIVIC CENTRE, NEW DELHI - 110002



No. F-/SDMC/DIT/ 2020-21/D- 1058

Dated :- 24.03.2021

Subject:- Reply to pre-bid queries regarding NIT No. DIT/SDMC/2020-21/19/D-966 dated 08/03/2021 for supply graphic quality PVC Identity Cards customised printing at both sides with QR code for employees of South DMC and North DMC.

The Pre-bid Conference was held on 15.03.2021 in conference hall 6th floor, Dr. SPM Civic Center, JLN Marg, New Delhi-110002 regarding above mentioned subject. The conference was attended by representatives of 04 prospective bidders who were requested to send their queries on the official email ID of SDMC specified in the NIT.

All pre-bid queries received till the last date specified in RFP were examined in the light of the overall objectives of the RFP. The following point-wise clarifications are published for knowledge of the prospective bidders.

All prospective bidders are advised to read and understand the replies to the pre-bid queries in entirety before submitting their bids.

This issues with the approval of Competent Authority.

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24.03.21
AC (IT)

Urvashi Sangwan
(ITS)
Assistant Commissioner (IT)
24th Floor, Dr. SPM Civic Centre
New Delhi-110002

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S.N O	Bidding Document Reference(s)(section number/page)	Content of RFP requiring Clarification.	Points of clarification Required	Response
M/s Siepmann's Card Systems Pvt. Ltd.				
1	Scope of work		The approx. qty of supply and printing PVC ID Cards mentioned is 1 Lac ID cards, pls clarify how the card holder details would be shared with the vendor. Is it once weekly or monthly basis?	The master data and photo will be provided to successful bidder in lot wise.
2	Specifications		What would generally be the size of card holder data shared, lot wise. Pls define the minimum and maximum of the lot size.	Initially lot size of minimum 5000 data will be provided to Successful bidder for printing. Later lot size will be provided as per requirement.
3			In which format will photo of card holder be provided?	Master data will be provided in excel format and photo in JPEG format.
4			Will the Master data + photographs be emailed or to be physically collected?	Emailed.
5			Should the 1 lacs Lanyard + Card holder be supplied one time?	Lot wise.

Urvashi
Urvashi Sangwan
(ITS)
Assistant Commissioner (IT)

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6			What shall be delivery location/address for all the items?	Will be shared after award of contract.
7			What is generally the time taken for payment realisation upon submission of invoice.	30 days after receiving of invoice.
8			If the bidder is a 'small scale' industry category, would then the company be exempted from submitting Document cost, EMD and Performance security?	Not exempted.
9			Does the PVC Card manufacturer required to have an ISO 9001 for quality standards and ISO 27001 for data security, required as a qualification criteria?	No change, tender conditions prevail.
M/s ID Tech Solutions Pvt. Ltd.				
10		b) Each Card should contain the following field; xii. QR Code xiii. Hologram	1) In QR- code is the data static or variable? 2) Will the hologram be laminated or the holographic sticker will be pasted on the card. Can you please specify the dimension of the hologram?	1. In QR code the data is variable. 2. Holographic sticker will be Pasted on the Card. The dimension of the hologram is round, colour-Golden and size 25mm/0.7 inches.

Urvashi
Urvashi Sangwan
(ITS)
Assistant Commissioner (IT)
CPM Civic Centre

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11		e) QR Codes will be generated by successful bidder. f) Master Data in excel sheet format and Photo will be provided to successful bidder.	Can you please elaborate how the data will be given to us for variable printing?	Master data will be provided in excel format and photo in JPEG format. Through email or electronic method.

M/s e-Cartes Technology Pvt. Ltd.

12		The bidder should have a minimum Average annual turnover of Rs. 10 lakhs in the last three financial years i.e FY 2017-18, FY 2018-19 and 2019-20. The Bidder/supplier should have done a minimum business of at least 5 lakh per year for the Last	Request 1: This is requested to kindly provide relaxation to MSME Bidder in terms of minimum business of at least 5 lakh per year for the Last 5 years exclusively for printing. Please revise this for MSME bidders as printing work was executed in last 5 years.	Not exempted.
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Urvashi
Urvashi Sangwan
(ITS)
Assistant Commissioner (IT)
CPM Civic Centre

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		5 years exclusively for printing. Copies of Audited Financial Statement (Balance sheet and Profit and Loss statement for the previous three financial years i.e FY 2017-18, FY 2018-19 and 2019-20.		
13		The electronic version of the tender document is freely available free of cost to all interested Bidders. Intending eligible bidders are required to upload signed & scanned copy of a demand draft for the cost of tender and Earnest Money Deposit (EMD) on any nationalized bank, payable at Delhi in favour of Commissioner,	Request 2: This is requested to kindly EMD exempted for MSME Bidder as per Govt. norms.	Not exempted.

Urvashi
Urvashi Sangwan
(ITS)
Assistant Commissioner (IT)
Dr. SPM Civic Centre
110002

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		South Delhi Municipal Corporation.		
14		Each Card should contain the following field: i. Photo ii. Name of the Employee iii. Designation iv. Date of Birth v. Employee code vi. Blood Group vii. Sign of Authorize Signatory viii. Mobile No. ix. Contact number in case the Emergency x. Residential Address xi. Department Name xii. QR Code xiii. Hologram	Request 3: This is requested to kindly clarify about QR Code and Hologram sample design, and to approve designing time should define at least and approved design will application for whole contract period.	<ol style="list-style-type: none">1. In QR code the data is variable.2. Holographic sticker will be Pasted on the Card. <p>The dimension of the hologram is round, colour-Golden and size 25mm/0.7 inches.</p> <p>The approval of design will be provided later.</p>
15		Master Data in excel sheet format and Photo will be provided to successful bidder.	Request 4: This is requested to kindly clarify about Master Data will provide as monthly or any other periodic time and minimum quantity should define.	<p>The master data and photo will be provided to successful bidder in lot wise.</p> <p>Initially lot size of minimum 5000 data will be provided to Successful bidder for</p>

Urvashi
Urvashi Sangwan
(ITS)
In-charge (IT)

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				printing. Later lot size will be provided as per requirement.
16			Fix the size of the hologram on the front side of the card.	The dimension of the hologram is round, colour-Golden and size 25mm/0.7 inches.

Urvashi

Urvashi Sangwan
(ITS)
Assistant Commissioner (IT)
24th Floor, Dr. SPM Civic Centre
New Delhi-110002