AIDC/AMC(Sec)/Attendance/Software/2019/4638   Date: 01.10.2022

Short Notice Inviting Quotation (SNIQ)

Sealed quotations are invited from interested Companies/Firm/Developer having existing Pre Developed Android based Attendance system with Geo Fencing and Geo Tagged selfie image capture for capturing the attendance of the security personnel deployed in different locations under Assam Industrial Development Corporation Ltd.

SCOPE OF WORK

1. The attendance system should be android based and with Geo fencing and image capturing facility.
2. The photograph submitted in the attendance system should be Geo Tagged.
3. The attendance system should be ready to use software which is been already in existence and should be used by different organization for monitoring attendance of the staff for not less than 1 year atleast.
4. The attendance system should have an android application as well as a web application to access the admin services.
5. The admin services should include:
   i) Employee Master Database to include details of Employee i.e. Employee identity, Personal details, Organizational details, Bank details, Employee Exit (Resignation, clearance, full and final settlement),
   ii) Provision for Various reports i.e. Employee detail report, employee wise attendance report, location wise attendance report, daily basic attendance report, In- out activity report, Daily details attendance Report, Late coming report, early going report, half day report, absent report, weekly attendance report, monthly attendance report,
   iii) Shift Management with Roaster, Attendance Machine Integration option, Attendance through Mobile App with GPS Capture (with selfie), Submit Attendance through Excel Sheet including Full Day, LOP, CL, PL, Late LOP, Week off, Holiday, Overtime, Half day, etc.
6. To provide necessary training to admin users for operational use of the attendance system.
7. To provide minimum 3 (Three) numbers of admin user license to the Corporation.
8. To provide all technical support to address any technical issue related to attendance software.

9. The updated attendance app should be available in the play store for installation by any employee during the entire period of validity of contract.
10. To take up regular backup of data and to provide monthly data backup of the system to the Corporation.
11. The system should be hosted in the online cloud server complying the IT Policy of Govt of India & Govt of Assam and the data security aspect of the Corporations date. The attendance system and admin portal should be maintained by supplier only.
12. The attendance app should be kept updated always and all the recurring expenditure for maintaining and hosting of system for the entire period has to be borne by the supplier only.

Interested companies/Firm/developer with ready to use attendance system and requisite experience may submit their proposal quoting lump sum amount as Rate/employee (In Rs./employee) Annually for providing the system to the Corporation. Interested companies/ Firm/developer shall also submit the mode of payment/payment terms for providing the service to the Corporation.

Sealed Quotations addressed to the Managing Director, AIDC will be received in the office of the Corporation till 3.00 PM of 10.10.2022.Quotations received after the above mentioned time will not be accepted.

Managing Director, AIDC reserve the right to accept or reject any or all of the proposal without assigning any reason thereof.

Sd/-
Managing Director