



KERALA BOOKS AND PUBLICATIONS SOCIETY

(An undertaking of the Government of Kerala)
Kakkanad P.O. Kochi-682 030, Kerala



GST No. 32AAATK2642L1ZR

No. P1-3359 A/2025/ 3589

Date: 15/09/2025

Quotation Notice

Sealed quotations are invited for the supply of the following stores/spares/Equipment

Sl. No.	Brief Description/specification of the item	Quantity
1.	Biometric Digital attendance punching machine with software synchronized (Specification attached as Annexure A)	1 No.

Terms and Conditions

1. The envelopes sealed in four sides and middle by using lacquer seal containing the quotation should bear the superscription "Quotation for Punching Machine due on 03/10/2025" and should be addressed to the Managing Director, Kerala Books and Publications Society, Kakkanad P.O., Kochi - 30.
2. Intending parties may submit the quotations on their own letter head in attached quotation format.
3. Payment will be made only after the satisfactory receipt of the item in good condition. Offers with advance payment request will be rejected outright.
4. The parties are requested to specify their GST No., PAN No. and HSN code of the item.
5. **Last date for the receipt of quotations is at 4.00 pm on 03/10/2025.** Late quotations will not be accepted. **The quotations will be opened at 3.00 pm on 04/10/2025** in the presence of such of the parties or their authorized representatives who may be present at that time.
6. Parties/contractors who have defaulted in executing any purchase order/contract with KBPS or whose purchase order/contract were terminated by KBPS are not eligible to participate in this Quotation.
7. The near relatives of employees of KBPS are not eligible to participate in the quotation. The relationship for the purpose will be as specified in Annexure 21 of Stores Purchase Manual of Kerala (extract given as Annexure A). In addition to this mother's sister's son/daughter shall also deemed to be a relative. The declaration (annexure B) in this regard, duly filled and signed should be submitted with the offer.
8. All the rights to accept or reject whole or part of the Quotation without assigning any reason thereof is reserved by the Managing Director. The decision of Managing Director will be final and binding on the party.
9. Details of the requirement and the conditions governing the supply can be obtained free on requisite from the office of the Managing Director, Kerala Books and Publications Society, Kakkanad, Kochi 30.
10. All rules and regulations of the quotation shall be in accordance with the Stores Purchase Manual of the Government of Kerala.


Manager

(Personnel and Administration)

To: Venders through e-mail/Notice board/

IT section for publishing in web site

M.D.Office: 0484-2422243 M.P.A.,C.F.A. 0484-2422245

Office: 0484-2422343 P.M.(Mobile): 92880 01403

E-mail: books.kbps@gmail.com , Website: www.kbps.kerala.gov.in

Annexure A

Biometric Digital Attendance Punching Machine - Technical Specification

Specification for biometric digital attendance punching machine with software synchronized for recording attendance of the staff members.

Hardware & Software Specification		
Sl.No.	Component	Specification
1.	Biometric Sensor and Extractor	500 DPI Optical Sensor.
2.	Processor	32-bit, ARM-9/x86 equivalent or higher, 400 MHz or higher frequency.
3.	Memory	RAM 128 MB or higher, FLASH 256 MB or higher Memory capacity to store finger prints>=1000 Memory capacity to store transaction logs>=1,00,000 Memory Capacity to store device operation logs>=1,00,000.
4.	Add on Memory	Micro SD Slot Minimum 4 GB or more (optional).
5.	Ports	USB 2.0 or higher-1 or more nose, RJ45/(Ethernet)/Wi-fi.
6.	Connectivity	Two channels of connectivity. TCP/IP, USB-host, etc.
7.	Battery Backup	12 hour battery backup, Inbuild battery backup.
8.	Support	Complete cover support with breakage replacement for a period of three years.
9.	Security	2048-bit PKI, 256-bit AES, Base 64
10.	Finger prints/ Card Capacity	800
11.	Transaction Storage	80,000
12.	Authentication Client	Authentication client application shall have latest standard functionalities including Authentication of finger printers, Attendance transaction logs to be stored internally, etc.
13.	Reports	All standard reports should be generated at the device level mainly Daily/Weekly/Monthly wise attendance report, Batch wise/staff wise attendance report & other Standard customized reports.

Annexure B

EXTRACT FROM THE STORES PURCHASE MANUAL OF KERALA

Meaning of “Relative”

A person shall be deemed to be a relative of another if, and only if,

- a) they are members of Hindu undivided family or;**
- b) they are husband and wife; or**
- c) the one is related to the other in the manner indicated in Schedule 1-A**

Schedule 1 A List of Relatives

- | | |
|---------------------------------------|-----------------------------------|
| 1) Father | 2) Mother (including step-mother) |
| 3) Son (including step-son) | 4) Son's wife |
| 5) Daughter (including step-daughter) | 6) Father's father |
| 7) Father's mother | 8) Mother's mother |
| 9) Mother's father | 10) Son's son |
| 11) Son's son's wife | 12) Son's daughter |
| 13) Son's daughter's husband | 14) Daughter's husband |
| 15) Daughter's son | 16) Daughter's son's wife |
| 17) Daughter's daughter | 18) Daughter's daughter's husband |
| 19) Brother (including step-brother) | 20) Brother's wife |
| 21) Sister (including step-sister) | 22) Sister's husband |
| 23) Husband's father | 24) Husband's mother |
| 25) Husband's sister | 26) Wife's father |
| 27) Wife's mother | 28) Wife's brother |
| 29) Wife's sister | 30) Wife's sister's husband |
| 31) Father's brother | 32) Father's sister |
| 33) Mother's brother | 34) Mother's sister |
| 35) Father's sister's husband | 36) Father's brother's wife |
| 37) Mother's brother's wife | 38) Mother's sister's husband |
| 39) Brother's son | 40) Brother's son's wife |
| 41) Brother's daughter | 42) Sister's son |
| 43) Sister's daughter | 44) Father's brother's son |
| 45) Father's brother's daughter | 46) Father's sister's son |
| 47) Father's sister's daughter | 48) Mother's brother's son |
| 49) Mother's brother's daughter | |

Annexure C
DECLARATION

FOR NO NEAR RELATIVE (S) OF THE CONTRACTOR WORKING IN KBPS

I.....S/O Sri.....

Hereby certify that none of my relative(s) as defined in the tender notice are employed in KBPS as per detail given below. In case at any stage, it is found that the information given by me is false/incorrect, Managing Director, KBPS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The relationship for the purpose of rule will be as specified in Stores Purchase Manual of Kerala (extract given as Annexure B).

In case of proprietorship firm, certificate will be given by the proprietor, and in case of Partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Place:
Date:

Signature of tenderer/Authorized Signatory

Name of the Tenderer

Seal of the Tenderer

QUOTATION FORMAT
(To be submitted in own letter head)

Ref: Quotation Notice No. P1-3359 A/2025/3589 dated 15/09/2025 for Punching Machine

Sl.No.	Item Description	Rate/Details
1.	Name of Party	
2.	Communication Address	
3.	Contact Number	
4.	e-mail ID	
5.	GST Number	
6.	PAN Number	
7.	Enclosed sealed & signed Annexure B Declaration	Yes/No
8.	Enclosed Technical Specification Compliance	Yes/No
9.	Validity of Offer (in weeks)	
10.	Payment Condition	After the satisfactory receipt of the item in good condition
11.	Delivery time	
12.	Item Description	
13.	Brand	
14.	Onsite Warranty (in years)	
15.	HSN Code	
16.	Quantity	1 No.
17.	Basic Rate in ₹	
18.	Total Amount excluding GST in ₹	
19.	GST if any (in percentage)	
20.	GST Amount in ₹	
21.	Total Amount including GST in ₹	
22.	Any other charges (specify)	
23.	Total Amount in ₹	

Name Seal and Signature

Biometric Punching Machine Technical Specification Compliance

(To be submitted in own letter head)

Sl.No.	Specification		Compliance (Complied/Not Complied)
1.	Biometric Sensor and Extractor	500 DPI Optical Sensor.	
2.	Processor	32-bit, ARM-9/x86 equivalent or higher, 400 MHz or higher frequency.	
3.	Memory	RAM 128 MB or higher, FLASH 256 MB or higher Memory capacity to store finger prints>=1000 Memory capacity to store transaction logs>=1,00,000 Memory Capacity to store device operation logs>= 1,00,000.	
4.	Add on Memory	Micro SD Slot Minimum 4 GB or more (optional).	
5.	Ports	USB 2.0 or higher-1 or more nose, RJ45/(Ethernet)/Wi-fi.	
6.	Connectivity	Two channels of connectivity. TCP/IP, USB-host, etc.	
7.	Battery Backup	12 hour battery backup, Inbuild battery backup.	
8.	Support	Complete cover support with breakage replacement for a period of three years.	
9.	Security	2048-bit PKI, 256-bit AES, Base 64	
10.	Finger prints/ Card Capacity	800	
11.	Transaction Storage	80,000	
12.	Authentication Client	Authentication client application shall have latest standard functionalities including Authentication of finger printers, Attendance transaction logs to be stored internally, etc.	
13.	Reports	All standard reports should be generated at the device level mainly Daily/Weekly/ Monthly wise attendance report, Batch wise/staff wise attendance report & other Standard customized reports.	

Name Seal and Signature