

Name of Work: Implementation of Mobile Attendance Application with Face Recognition (Geo/Selfie) for HSCC India Limited

Price Quotation

Name of Agency: - _____

Address & Phone no. of agency: _____

S. No.	Work/Item Description	Unit Price Per User (Rs.)	Quantity	Total Cost (Rs. Incl. GST)
1.	Unit Price Per Annum for Time and Attendance Solution including leave management module (Incl. GST)		125	
2.	Base Price, if any		1	
3.	One Time Cost for Setup, training sessions and onboarding support, if any		1	
4.	One Time Cost for API Access & Support for Integration with HSCC's existing ERP System, if any		1	
Total				
5.	Per Man Days cost for additional customization, if any			

Terms and Conditions

1. Quotation to be submit in physical form in sealed envelope dully signed and stamp on company's latter head at HSCC (I) ltd, E (6), Sector- 1, Noida by 15:30 pm of 20/05/2024.
2. The Quoted rate should be including of GST. These rates shall be firm till completion of the service and no escalation or change in rate will be acceptable by HSCC.
3. The acceptance of quotation will rest with HSCC and it reserves the right to reject any or all the quotations received without assigning any reason thereof.
4. **Time Schedule:** The work shall be completed within a time period of ten (10) days after the confirmation of order.

5. Scope of Work:

a) Mobile App for Admin & Employee (Android & IOS)

- Web Portal for Admin
- Geo/Selfie-Attendance
- Leave Management
- Geo-fencing
- Employee Database
- Attendance Report (in Excel format)

b) Support:

- Setup and Support will be done by agency
- Continuous Support will be provided by agency
- Training will be provided by agency

c) Data Security:

Agency should have deployed state of the art software solutions and practices to safeguard unauthorized access to their systems, fair usage, monitoring etc.

Listing some of the key elements of security for reference: -

- Firewall level security
- Application Layer Security for usage restrictions and monitoring
- API Gateway Configured for fair usage, throttling, denial of service attacks etc.
- One Way Encrypted storage of user specific information
- Access Level Security for Databases

Agency should have hosted the proposed application in the MeitY empaneled cloud service provider (submit the relevant document).

Agency should have provision to further customize the security framework for any custom requirements of Enterprises in case.

6. **Payment:** The following shall be the payment mode:-

(a) The Quarterly/Half Yearly advance payment for Sr. No. 1 above shall be released upon confirmation of order and against the submission of demand note/proforma invoice for which Agency shall intimate the details of Agency's bank A/C No., Bank details along with RTGS No. of the Bank etc., Transaction charges levied, if any, shall be borne by Agency. For Sr. Nos. 2, 3 and 4, 100% advance payment shall be made. The price quoted in Sr. No. 5 shall be optional and will be paid, if as & when required against number of man days spent to customize the system as per HSCC's requirement for any major change.

Additional charges, if any, will be applicable for customization requested beyond the current scope of software requirements. Feasibility of modifications will be assessed, and number of man-days shall be disclosed accordingly.

(b) Agency shall provide a valid original GST Tax Invoice as per GST Law along with copy of cancel cheque and MSME certificate (if any).

(c) The agency is responsible for all statutory compliance if any within his quoted rate.

(d) Necessary TDS deduction shall be made from bill as per Government rule.

7. Agency shall sign the NDA (Non-Disclosure Agreement) for the HSCC's data.

8. Audit trail data shall be provided as & when required.

9. **Cancellation Policy:** Cancellation policy shall be extended for a period of 15 days from the delivery of the order. Orders shall not be cancelled or refunded after this time-frame has elapsed.

10. **Support Timing:** Support services shall be at least accessible from Monday to Saturday, between 10:00 AM and 7:30 PM IST.

11. The contract agreement shall be valid initially for 1st year of service. However, same shall be extended further for the period of 2 years based of the requirement of HSCC & performance of the agency at the mutually agreed terms & conditions.