

## **Annexure – A: Pre-Contract Integrity Pact Format**

(To be submitted on a stamp paper of Rs. 500/ signed by authorized signatory)

### **General:**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on..... day of the month of .....2024, between, on one hand, the Life Insurance Corporation of India (hereinafter referred to as “LIC”) a statutory Corporation established under section 3 of Life Insurance Corporation Act 1956 (Act 31 of 1956) and having its Central Office at “Yogakshema” Jeevan Bima Marg, Mumbai 400021. (herein after called the “BUYER” which expression shall mean and include, unless the context otherwise requires, his successors in office assigns) of the First part. And M/s.....represented by Shri..... (Hereinafter called the “BIDDER /SELLER/SERVICE PROVIDER” which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the BUYER proposes to procure RFP for Implementation and Maintenance of Two Factor Fingerprint Biometric Authentication (Name of the Stores/ Equipment/ Item/ Service) and the BIDDER/ Seller/ Service Provider is willing to offer/ has offered the stores/ services and WHEREAS the BIDDER/ Seller/ Service Provider is a private company/public company/ Government undertaking/ partnership/ registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is performing its function under the LIC Act, 1956.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/ equipment/ item/service at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and Enabling BIDDERS/ Sellers/ Service Providers to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:-

### **1. Commitments of the BUYER**

- 1.1. The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting on implementation process related to the contract.
- 1.2. The BUYER will, during the pre-contract stage/evaluation stage, treat all BIDDERS alike and will provide to all BIDDERS the same information and will not provide any such information to any

particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

- 1.3. All the officials of the BUYER will report to the “Chief Vigilance Officer” of the Buyer any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

### **Commitments of BIDDERS**

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-
  - 3.1. The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
  - 3.2. The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract of any other contract with the government for showing or forbearing to show favour or disfavour to any person in relation to the contract of any other contract with the Government.
  - 3.3. Foreign BIDDERS shall disclose the name and address of their Indian agents and representatives in India, and Indian BIDDERS shall disclose their foreign BUYERS or associates.
  - 3.4. BIDDERS shall disclose the payments to be made by them to their agents/brokers or any other intermediary, in connection with this bid/contract.
  - 3.5. The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/integrator/authorized agent of the stores/equipment/items and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
  - 3.6. The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries, including officials of the BUYER or their family

members, if any, in connection with the contract and the details of services agreed upon for such payments.

- 3.7. The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 3.8. The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.9. The BIDDER/Contractor will not commit any offence under the relevant Indian Penal Code (IPC)/Prevention of corruption (PC) act. Further, the bidder will not use improperly, for purposes of competition or personal gain, pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.
- 3.10. The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 3.11. The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
- 3.12. If the Bidder or any of the key personnel of the bidder, actively involved in the project is a relative of any of the actively involved personnel of the Buyer, the same should be disclosed. The term 'relative' for this purpose would be as defined in section 2(77) of the Companies Act, 2013.
- 3.13. The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee or the BUYER.
- 3.14. The Bidder(s) / Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

#### **4. Previous Transgression**

- 4.1. The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify; BIDDER's exclusion from the tender process.
- 4.2. The BIDDER agrees that if it makes an incorrect statement on this subject, or committed a transgression through a violation of any of the clauses of the commitments of bidder, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

#### **5. Sanctions for Violations:**

- 5.1. Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:-

- (i) To immediately call off the pre contract negotiations without assigning any reason or giving any; compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
  - (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
  - (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
  - (iv) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
  - (v) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/recession and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
  - (vi) To debar the BIDDER from participating in the future bidding processes of LIC for a minimum period of five years which may be further extended at the discretion of the BUYER.
  - (vii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
  - (viii) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this pact.
- 5.2. The BUYER will be entitled to take all or any of the actions mentioned at para 5.1(i) to (viii) of this pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in chapter IX of the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.
- 5.3. The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes this Pact.

## **6. Fall Clause :**

The Bidder undertakes that it has not supplied/is not supplying similar product/systems/items or subsystems having same scope of work, payment terms and all other applicable terms and conditions, at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage of Bidding process that similar product/systems or sub systems/items was supplied by the Bidder to any other Ministry/Department of the Government of India or PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the Bidder to the Buyer, if the contract has already been concluded.

## **7. Independent Monitors:**

- 7.1. The BUYER has appointed (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission.

**Name address of the Monitor(s):**

Shri Arun Chandra Verma, IPS (Retd.)  
Flat No. C – 1204, Amrapali Platinum Complex,  
Sector - 119, NOIDA, Uttar Pradesh  
Email address: [acverma1@gmail.com](mailto:acverma1@gmail.com)  
Mobile No. – (+91) 8130386387

- 7.2. The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 7.3. The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently. It will be obligatory for him to treat the information & documents of the Bidder as confidential.
- 7.4. Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- 7.5. As soon as the Monitor notices, or has reason to believe, a violation of this pact, he will so inform the Executive Director (E&OS), LIC.
- 7.6. The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.
- 7.7. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform CEO & MD, LIC and recues himself / herself from that case.
- 7.8. The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.
- 7.9. The Monitor will submit a written report to the CEO & MD, LIC within 8 to 10 weeks from the date of reference or intimation to him by the BUYER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.
- 7.10. If the Monitor has reported to the CEO & MD, LIC, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the CEO & MD LIC has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

**8. Facilitation of Investigation:**

In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of

Accounts of the BIDDER. The BIDDER shall provide necessary information and documents in English and shall extend all possible help of the purpose of such examination/inspection.

**9. Law and Place of Jurisdiction:**

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

**10. Other Legal Actions:**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extent law in force relating to any civil or criminal proceedings.

If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members. Changes and supplements as well as termination notices need to be made in writing

**11. Validity:**

11.1. The validity of this Integrity Pact shall be from date of its signing and extend up to 12 months after the last payment under the contract. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

11.2. Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

12. The parties hereby sign this Integrity Pact at.....on.....

**BUYER**

**BIDDER**

Executive Director (IT/Digital Transformation)  
Life Insurance Corporation of India

CEO

Witness

Witness

1.

1.

2.

2.

(Note: Bidder/Seller/Service Provider/Stores/equipment/item/service Bidding process/ bid evaluation/process of availing services.

All pages must be signed and numbered.

Appropriate word may be used where ever applicable without altering the purpose /desired intention of the clause. )

**Annexure – I Bid Response Covering Letter  
(To be submitted on Bidder’s Letterhead)**

To,

Executive Director, (IT/Digital Transformation),  
Life Insurance Corporation of India,  
Central Office, IT – Digital Transformation,  
2nd Floor, South Wing, "Jeevan Seva Annexe",  
Santacruz (W), S.V.Road,  
Mumbai – 400054.

Sir/Madam,

Reg.: Request for Proposal for Implementation & Maintenance of Two Factor Fingerprint Biometric Authentication  
Ref: LIC/CO/IT-DT/2FA/RFP/2024-25, Dated: 20/09/2024

Having examined The Referenced tender document Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, on behalf of <name of the company>, offer to implement and maintain Two Factor Fingerprint Biometric Authentication in conformity with the referenced RFP and at the L 1 prices discovered through commercial bid evaluation / online reverse auction and is made part of the bid.

We undertake, if our Bid is accepted, offer to implement and maintain Two Factor Fingerprint Biometric Authentication solution in accordance with the scope, specifications and delivery schedule specified in the RFP. We also undertake to abide by all terms and conditions specified in the RFP.

If our Bid is accepted, we will obtain the guarantee of a scheduled Bank for the due performance of the Contract, as per the RFP. If our bid is accepted we will obtain and submit to LIC the guarantee of the bank in the form prescribed by LIC for sum equivalent to 10% of the total contract value for the due performance of the contract.

We agree to abide by the Bid and the rates quoted therein for the contract/order awarded by LIC upto five years period from date of contract/Service Level Agreement, which will remain binding upon us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act, 1988”.

We understand that LIC is not bound to accept any Bid that may be received.

We also certify that we have not been blacklisted by LIC, any PSU, any Bank/IBA/RBI/IRDAI, Government of India, State Government and its subsidiaries during the last five years.

Dated this..... day of..... 2024

(Signature) (Name) (In the capacity of)

Duly authorized to sign Bid for and on behalf of .....

## Annexure II – Minimum Eligibility Criteria and Bidder Details

Ref: LIC/CO/IT-DT/2FA/RFP/2024-25, Dated: 20/09/2024

S.No	Bidder's details		Bidder's response	Support Document required	Reference Page No.
1	Name of the company			Copy of Certificate of Incorporation issued by Registrar of Companies, with full address of the Registered Office of the entity	
2	Type of the Company [ Govt/PSU/Pub.Ltd/Pvt ltd/ JV etc .]				
3	Address of Registered Office				
4	Year of Incorporation				
5	PAN No. of the Company			Copy of PAN Card	
6	GSTIN registration number and date of registration			Copy of GSTIN Certificate	
7	The Bidder should have registered an annual standalone revenue of at least Rs.20 crores in each of the three accounting years preceding the date of release of this RFP.	Year	(Rupees Crores)	Statement of standalone revenue for the last three accounting years signed by the practising Chartered Accountant or authorised signatory duly supported by copy of Audited Balance Sheet and Profit and Loss account	
		2021-			
		2022-			
		2023-2024			
8	The bidder has registered net profit (after tax) in the three accounting years preceding the date of release of this RFP.	Year	(Rupees Crores)	Statement of profit/loss after tax for the last three accounting years signed by practising Chartered Accountant or authorized signatory duly supported by copy of Audited Balance Sheet and Profit and Loss account	
		2021-			
		2022-			
		2023-2024			



9	The bidder should have positive net worth in each of the last three financial years ((2021-22; 2022-23 and 2023-24)	Year	(Rupees Crores)	CA/ CFO/CS certificate or Documentary evidence to the satisfaction of LIC, to prove positive net worth during last three financial years ( 2021-22,2022-23 and 2023-24).	
		2021-2022			
		2022-2023			
		2023-2024			
10	The bidder should have implemented the proposed 2FA Solution (authentication engine, deduplication engine, etc.) which supports minimum 5,000 fingerprint devices in any three Indian BFSI or PSU or Government departments/ autonomous bodies in last five years prior to the date of this RFP.	Year	Details	Bidder to submit customer credentials, copies of purchase orders, completion/go live certificate etc. The sites should be referenceable. The Purchase Order and implementation with Go Live/Completion date should be within the period of five years from the date of this RFP.	
11	The bidder must provide at least 5 technically qualified personnel in integration and implementation of proposed 2FA Solution (authentication engine, deduplication engine, etc.) with existing devices namely Cogent CSD200/200i , Mantra MFS 100, Precision PB510 and other future procurement of fingerprint devices.			The bidder in their company's letter head shall provide undertaking to this effect.	
12	The biometric authentication engine should support minimum 150 authentications per second.			Benchmark or Certificate from the biometric authentication engine OEM with configuration details	
14	In case, the Bidder is not the OEM for 2FA solution, the bidder should have a back- to-back agreement with the respective OEM to provide support / replacements/ maintenance / up-grades during the period of contract with LIC.			Bidder to submit a letter of authorization from the OEM of the 2FA solution	
19	Details of EMD	EMD of Rs. 10,00,000/-(By Bank Guarantee only)			
	Amount				

	Bank Guarantee No.			
	Name and address of the issuing Bank:			
20	Whether the bidder has been barred from participating in bids by LIC for breach of ethical conduct or fraudulent practices as on the date of release of this			
21	Official Web Site (URL) :			
22	Authorized signatory details			
	Name		Copy of the Board resolution authorising the person as a signatory on company's behalf	
	Designation			
	Address for			
	Phone No. (Office)			
	Fax No. (Office)			
	Mobile No.			
	Email ID			
23	Bidder's contact persons details			
	Name		Details of the contact person on Company's letter head , signed thereoff	
	Designation			
	Address for			
	Phone No. (Office)			
	Mobile No.			
	Email ID			
24	Whether details of auhorized signatory submitted (Yes/NO)?			
25	Whether the bidder has submitted annexure IX (on bidder's letterhead) ?			
26	Whether the bidder has submitted annexure IV (on bidder's letterhead) ?			
27	Any other relevant information bidder would like to submit, which is not covered in the above points:			

28	The bidder should have valid ISO 9001 series certification for information		Copy of ISO 9001 certificate valid as on	
29	The Bidder should not be blacklisted on the date of bid submission by any		Certificate from Authorised Signatory of the bidder.	
30	The bidder (including its OEM, if any)		Certificate of Make in	
31	Bidder should not have any litigation against LIC or any organization which may		Undertaking signed by the Authorized Signatory	
32	Power of Attorney		Duly executed Power of Attorney by the	

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature of Bidder/Bidder's**

**Stamp and Seal**

**Date:**

### Annexure III - Bank Guarantee

This Deed of Guarantee executed by the \_\_\_\_\_ (Bank name) (hereinafter referred to as "the Bank") in favour of Life Insurance Corporation of India, having its Central Office at "Yogakshema", Jeevan Bima Marg, Mumbai – 400021 (hereinafter referred to as "LIC") for an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) at the request of (Vendor's Name & Address) \_\_\_\_\_ (hereinafter referred to as the "Vendor").

Therefore, we hereby affirm that we Guarantee and are responsible to you on behalf of the Vendor, up to a total amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) and we undertake to pay you, upon your first written demand, without cavil or argument, any sum or sums as specified by you within the limit of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

Whereas M/S \_\_\_\_\_ incorporated under Companies Act, 1956, having its registered office at \_\_\_\_\_ is participating in the RFP Ref: LIC/CO/IT-DT/2FA/RFP/2024-25, dated 20/09/2024 for Implementation & Maintenance of Two Factor Fingerprint Biometric Authentication Solution and is submitting this guarantee as required under the Terms and Conditions of the said RFP.

LIC need not prove or show grounds or reasons for the demand of a part or the full amount of guarantee.

This Bank Guarantee will be valid for a period up to \_\_\_\_\_ (for a period of \_\_\_\_\_ months from the date of submission of this guarantee)

The Bank hereby covenants and declares that the guarantee hereby given is an unconditional irrevocable one and shall not be revoked by a Notice or otherwise.

This Guarantee shall not be affected by any change in the Constitution of the Bank or the Vendor.

We hereby confirm that we have the powers to issue this guarantee in your favour under the Constitution and business procedure of the bank and the undersigned is/are the recipient of authority by express delegation of powers and has/have full powers to execute this performance bank guarantee.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Sealed & Signed by the Bank

## Annexure IV - Self Declaration Format

Ref: LIC/CO/IT-DT/2FA/RFP/2024-25, Dated: 20/09/2024

S.No.	Description of declaration	Signature with Remark(if any)
1.	We hereby confirm that we have the solution for providing solution to implement Finger Print Biometric Authentication (Recognition of Finger) for Login and / or authentication of transaction.	
2.	We hereby confirm that we have not been barred/ blacklisted from participating in bids by Govt/Semi Govt/PSU for any reason as on the date of release of this RFP.	
3.	We hereby confirm that we have experience of minimum three years in providing the service/ solution.	
4.	We hereby confirm that we will provide at least 5 technically qualified personnel in the area of integration or implementation of 2FA Finger Print Biometric Solution (authentication engine, de-duplication engine, etc.) for 5,000 or more fingerprint devices.	
5.	We hereby confirm that there is no pending litigation which will materially affect our ability to provide the Services under this RFP.	

### Details of Litigation

A	Details of litigation(s) the Bidder is currently involved in, or has been involved in for the last three years:	
	1) Party in dispute with :	
	2) Year of initiation of dispute:	
	3) Detailed description of dispute:	
	4) Resolution / Arrangement arrived at ( if concluded ) :	
B	Under debarment/blacklist period for breach of contract/ fraud/corrupt practices by any Public Sector Undertaking / State or Central Government or their agencies/departments on the date of submission of bid.	Yes/No

Place :

Date :

**Signature of Authorised person with Company seal**

## Annexure V- Project Citation Details

**RFP Ref : LIC/CO/IT-DT/2FA/2024-25 Dated:20/09/2024**

### Format for relevant experience (Project Citation Format)

It is mandatory to provide details for the entire project to be evaluated under the **Minimum Eligibility Criteria** and **Technical Evaluation Criteria** in the following Format.

**Important:** Bidders are required to provide details of relevant experiences in the format give below, highlighting experience of designing & implementing a similar project. Use separate sheet for each citation

**Approximate Value of the Project must be indicated where the exact value can't be disclosed due to NDA with client. (Example Project Value may be indicated as > 25 Lacs, or > 50 Lacs).**

#	Particulars	Details	
1.	Citation Serial Number		
2.	Name of Fingerprint Biometric Project		
3.	Name of the Prime Bidder for the Project		
4.	Role of the Bidder in the project		
5.	Name of Client		
6.	Address of Client		
7.	Contact Person's Name, Mobile/Tel No and Email-id of the Client		
8.	Total Contract Value ( Rupees)		
9.	Project Start Date:	End/Go Live Date:	PO Date:
10.	Project Timelines/Duration(in Weeks)/ No of Staff months of the assignment		
11.	Outcomes of the Project assignment / Whether completed or ongoing		
12.	Whether Project is Live		
13.	Whether Site is referenceable		

<b>14.</b>	Location of site	
<b>15.</b>	a) Type of Customer b) Type of business/company c) Annual turnover of the company	
<b>16.</b>	a) Name of the Fingerprint Biometric Solution b) Name & contact details of OEM c) Matching speed per second d) Concurrent users handled e) No. of active sessions handled	
<b>17.</b>	Hardware & software infrastructure implemented in the project.	
<b>18.</b>	Architecture adopted for this project	
<b>19.</b>	Brief narrative description of Project	
<b>20.</b>	Projects undertaken by the bidder that is relevant to current project (Similar Nature of Work).	
<b>21.</b>	Learnings, pain-areas, implementation hurdles, etc. w.r.t this project	
<b>22.</b>	Does the project involved :	(YES/NO and provide brief Note)
	(i) Implementation of 2F (fingerprint) authentication software solution	
	(ii) Program /Project Management Services for Implementation.	
<b>23.</b>	Other relevant Information	

**Attach Work orders/ Purchase Order/ Certificates specifying "completion" OR "satisfactory work in progress" along with Bill of Material (BOM) and Bill of Quantity (BOQ)**

Authorized Signature (In full and initials):

Name and Title of Signatory:

Name of Firm:

Address:

Location:

Date:

<Seal of the company>

## ANNEXURE VI – BILL OF QUANTITY

**RFP Ref : LIC/CO/IT-DT/2FA/2024-25 Dated:20/09/2024**

**Name of the Bidder** \_\_\_\_\_

The description should also contain software license details for the solution. The software license includes: Operating Systems, Database, Applications running on the proposed Hardware.

S.No.	Item Number	Item Description	Quantity	Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				



## **Annexure – VII : Non-Disclosure Agreement**

**(No deviations in wordings permitted)**

**(To be executed over Rs.500 Stamp/Franked paper & notarized)**

This Non-disclosure Agreement (“NDA”) is made and entered into this \_\_\_ day of \_\_\_\_\_ in the year Two Thousand and twenty four (2024)

BY AND BETWEEN

Life Insurance Corporation of India (hereinafter referred to as “LIC”), a statutory corporation established under section 3 of Life Insurance Corporation Act 1956 (Act 31 of 1956) and having its Central Office at “Yogakshema”, Jeevan Bima Marg, Mumbai –400021

AND

<Company Name> a company incorporated under the laws of Indian Companies Act, 1956 and having its principal place of business at < Company Name & Address> shall be referred to herein as a “Respondent”.

LIC and the Respondent shall individually be referred to as “Party” and collectively referred to as “Parties”.

WHEREAS, the Respondent is aware that while responding to LIC’s Request For Proposal (RFP) Ref: LIC/CO/IT-DT/2FA/RFP/2024-25 Dated: \_\_\_\_\_, the Respondent may be gathering information on LIC’s Business/ Operations, certain proprietary information such as Technically and commercially detailed information regarding the respective products & service offerings, Organization, decision processes, technical infrastructure, working processes and delegation of responsibilities, project management and planning methods, reports, plans and status including but not limited to technical manuals, specifications, product features, customer list, specializations, documents, financial statements and business/development plans etc., (“Proprietary Information”) indicated as confidential by LIC and made available to the Respondent while responding to the RFP, is privileged and strictly confidential to and / or proprietary of LIC.

WHEREAS, Respondent agrees to receive the Proprietary Information or other information from LIC and treat all such information as confidential information and to safeguard LIC’s confidential information, property, information systems, network, databases and other data.

NOW, THEREFORE, in consideration of the recitals set forth above and the covenants set forth herein, the Respondent agrees that:

Respondent agrees to hold all Confidential Information received from LIC in confidence. Respondent will use such Confidential Information only for the purpose of developing the Response to the said RFP; restrict disclosure of such Confidential Information to its employees and employees of its affiliated or partner companies with a need to know and inform such employees of the obligations assumed herein. Respondent will not disclose such Confidential Information to any third party without the prior written approval of LIC.

The Confidential Information means information which may be in any form including but not limited to oral, written or printed information or Information in electronic form, data, studies, consultants reports, trade secrets, proformas and other financial and trade/commercial information, computer models and programs, contracts, plant designs and configurations, plant performance data or other material of any kind or nature in whatever form. Wherever, information is given orally, within 48 hours, the receiving party should receive the information in writing along with the confidentiality statement from the other party. It may be noted that all the information shared as a part of said RFP in the form of project documents, discussions on system architecture, data shared for the sole purpose of evaluating and finalizing the system configurations onsite shall be the sole property of LIC and shall be treated with the same degree of confidentiality as that of the respondent. Respondent will ensure that no

breach of confidentiality occurs at its own premises as well as during and after the onsite engagement as a part of this project engagement.

Without the prior written consent of LIC or except as otherwise provided herein, the Respondent will not:

- Distribute or disclose to any other person any of the Confidential Information;
- Permit any other person to have access to the Confidential Information;
- Use the Confidential Information for any purpose other than the Permitted Use; or disclose to any other person.

That discussions, investigations or negotiations are taking place concerning a possible transaction between the Parties, or the terms, conditions, status or other facts regarding a possible transaction between the Parties, or that Respondent has received Confidential Information from LIC. Notwithstanding the above, Respondent may disclose the Confidential Information, and portions thereof to its directors, officers, employees and representatives of its advisors (collectively, "Representatives") who need to know such Confidential Information for the purpose of evaluating a possible transaction between the Parties. It is understood that the Respondent will inform their respective Representatives of the confidential nature of the Confidential Information and will require its Representatives to be bound by this Agreement and not to disclose the Confidential Information to any other person.

Without the written consent of LIC the Respondent or any of his consortium partners should not make public announcements/comments on any website/or issues any media statements about the LIC, RFP or RFP process.

The Respondent agrees to be responsible for any breach of this Agreement by its Representatives.

Respondent agrees to protect the Confidential Information received from LIC with the same degree of care as it normally exercises to protect its own proprietary information of a similar nature. Respondent agrees to promptly inform LIC of any unauthorized disclosure of LIC's Confidential Information.

The Respondent shall ensure that in no case its employees or representative uses any USB or connectivity device in the hardware systems of LIC without the permission from LIC.

The Respondent shall ensure that their employees will not disclose any information of LIC even after they cease to be the employees of the Respondent. The Respondent shall ensure this by its own internal agreements.

Confidential Information does not include information that Respondent can reasonably prove, falls within any of the following:

- Information that either is legally in either party's possession or publicly available to either party prior to the disclosure of such information hereunder;
- Information that, subsequent to its disclosure hereunder, becomes publicly available to either party without any violation of this Agreement by either party;
- Information that becomes legally available to either party on a non-confidential basis from any third party, the disclosure of which to either party does not, to either party's knowledge, violate any contractual or legal obligation such third party has to either party with respect to such information ;
- Information that is independently acquired or developed by either party which can be evidenced by written records; or information that is explicitly approved for release by written authorization of LIC.

In the event that Respondent is required by law in any judicial or governmental proceeding to disclose any Confidential Information, the Respondent will give LIC prompt written notice of such request so that LIC may seek a protective order or appropriate remedy. If, in the absence of a protective order, Respondent determines, upon the advice of counsel, that it is required to disclose such Confidential Information, it may disclose such Confidential

Information only to the extent compelled to do so; provided, however, that the Respondent gives LIC written notice of the portion of Confidential Information to be disclosed as far in advance of the disclosure as is practicable and uses its best efforts, at its own expense, to obtain assurances that confidential treatment will be accorded to such Confidential Information.

No license expressed or implied in the Confidential Information is granted to Respondent other than to use the information in the manner as is permitted in RFP or by LIC.

Respondent agrees that Confidential Information is and shall at all times remain the property of LIC. Respondent acknowledges that the Confidential Information is confidential and material to the interests, business and affairs of LIC and that the disclosure thereof (other than as permitted under this Agreement) would be detrimental to the interests, business and affairs of LIC. No use of such Confidential Information is permitted except as otherwise provided herein and no grant under any of the party's intellectual property rights is hereby given or intended, including any license (implied or otherwise). All information shall remain the property of LIC and shall be returned upon written request or upon the Respondent's determination that it no longer has a need for such information. Use of such property or licenses without the permission of LIC is strictly prohibited and the respondent will ensure that any of its employees or representatives does not violate this condition, and even in the case when they cease to have any relationship with respondent.

No license to the Respondent, under any trade secret or any other intellectual property right, is either granted or implied by the disclosure of information to the Respondent. None of the information which may be disclosed or exchanged by LIC shall constitute any representation, warranty, assurance, guarantee, or inducement by Respondent to LIC of any kind, and in particular, with respect to the non-infringement of trademarks, patents, copyrights, mask work rights, or any other intellectual property rights, or other rights of third persons or of LIC.

There are no warranties expressed or implied by this Agreement. Without limiting the foregoing, neither LIC makes any representations nor extends any warranties, express or implied, as to the adequacy or accuracy of Confidential Proprietary Information or any other information or data related thereto, or with respect to the use thereof by Respondent.

Neither this NDA nor the disclosure or receipt of information from LIC to the Respondent, shall constitute or imply any promise or intention to pursue any business opportunity described in the Confidential Information or make any purchase of products or services by LIC or its affiliated companies or any commitment by LIC or its affiliated companies with respect to the present or future transaction between the parties.

Respondent shall not modify or erase the logos, trademarks etc., of LIC or any third party present on the Confidential Information. The Respondent shall not use or display the logos, trademarks etc., of LIC in any advertisement, press etc., without the prior written consent of LIC.

Upon the request of LIC, the Respondent, will within 7 days of receipt of such request, return or destroy all Confidential Information and any notes, correspondence, analyses, documents or other records containing Confidential Information, including all copies thereof, then in the possession of Respondent or its Representatives and shall certify the fact of having destroyed the Confidential Information in writing to LIC. Such return, however, does not abrogate the continuing obligations of Respondent under this Agreement.

Respondent agrees and acknowledges that monetary damages would not be a sufficient remedy for a breach of this Agreement and that LIC shall be entitled to specific performance or any other injunctive relief as a remedy in equity for any such breach of this Agreement. Any remedy shall not be deemed to be exclusive or all-inclusive and shall be in addition to any and all other remedies which may be available to LIC in law or equity.

Confidential Information provided to the Respondent does not and is not intended to represent an inducement by LIC or a commitment by LIC to enter into any business relationship with the Respondent or with any other entity.

If the parties desire to pursue business opportunities, the parties will execute a separate written agreement to govern such business relationship.

Respondent agrees that all of its obligations undertaken herein as the Respondent shall survive and continue for the period of the existence of this NDA and a period of three years thereafter regardless of any prior termination of this NDA.

This NDA constitutes the entire understanding between the Parties hereto as to the information and merges all prior discussions between them relating thereto.

No amendment or modification of this NDA shall be valid or binding on the Parties unless made in writing and signed on behalf of each of the Parties by their respective authorized officers or representatives.

The Respondent understands and agrees that no failure or delay by LIC in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

The Respondent herein agrees and undertakes to indemnify and hold LIC harmless from any loss, damage, claims, liabilities, charges, costs, or expense (including reasonable attorneys' fees), that may arise or be caused or result from or be paid/incurred/suffered or caused to be paid/incurred/ suffered by reason of any breach, failure, delay, impropriety or irregularity on its part to honour, observe, adhere to, abide by or comply with any of the terms and conditions of this Agreement.

This Agreement shall be governed and construed in accordance with the laws of India.

In the event that any of the provisions of this Agreement shall be held by a court or other tribunal of competent jurisdiction to be unenforceable, the remaining portions hereof shall remain in full force and effect.

Respondent agrees not to assign this Agreement or any interest herein without express prior written consent of LIC.

Nothing in this agreement and no action taken by the Respondent pursuant to this agreement shall constitute, or be deemed to constitute, a partnership, association, joint venture or other co-operative entity or arrangement. This Agreement is entered into by the Parties on a Principal-to-Principal basis and no other meaning can be assigned in interpreting any of the terms contained herein.

Any dispute or claim arising out of or in connection herewith, or the breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the provisions of Procedure of the Indian Arbitration & Conciliation Act, 1996. The arbitration tribunal shall be composed of a sole arbitrator, and the Parties shall appoint such arbitrator with mutual consent. The place of arbitration shall be Mumbai, India and the arbitration proceedings shall take place in the English language. Any legal dispute will come under the sole jurisdiction of Mumbai High Court only.

IN WITNESS WHEREOF, the Respondent has caused this Agreement to be executed as of the date set forth above.

This NDA will be valid for a period of \_\_\_\_\_(Contract Period).

For and on behalf of <Respondent Company><Address of Respondent>

Authorized Signatory

Name:

Designation:

Office Seal:

Place:

## ANNEXURE VIII – PERSONNEL DEPLOYMENT- 2FA SOLUTION

Ref: LIC/CO/IT-DT/2FA/2024-25 Date : 20/09/2024

### 1. Resource Deployment by Bidder

<b>Sr. No.</b>	<b>Project Phase</b>	<b>Minimum Personnel to be provided by Bidder</b>
1	Business Requirement Definition	
2	Integration & User Acceptance Test	
3	Pilot Implementation	
4	Roll out phase	
5	Trainings	
6	Support during Go-Live	
7	Post Go- Live support	

Sr. No	Employee Name, with Designation & Company	Role in Project	Task Assigned	Age	To be posted in which phase	Years (relevant) Exp.	Years with the Company.	Prof & Edu. Quals.	Membership of any Recognized Institution	Relevant Key Clients & Role in the Project	Previous Employment Record
1	Mr. Name Surname - Country Manager, XYZ Pvt. Ltd.	Project Director	He will be in-charge of xxxxx	50	Pilot/UA T etc.	27	10	CA, CIA, ICWA, CS, CFA, BE, B.Tech, Mtech., MBA Finance, PGDBA from XYZ	123 Institute	XYZ Bank – Project Director – Solution Deployment ABC Bank - Senior Consultant - Development of Risk Models	GHI & Co. – Associate Director 1993 – 1997 JKL Consultants. – Risk Practice - 1982 – 1993
2											
3											

Please note that it is **MANDATORY TO FILL UP ALL THE ABOVE COLUMNS** for all the **Key proposed Positions**.

#### LIC's indicative requirement would be:

- The Project Director should have;
  - Minimum of 8 years of work experience in the similar field and should have
  - Been on the Bidder's payroll since the past 5 years.
  - Should have been a project director for a similar implementation.
- The Project Manager should have had at least 5 years of work experience and should have been on the Bidder's payroll for at least 1 year and should have experience in executing similar implementations.
- The Application Team Leaders & the Technical Team Leaders should have at least 3 years of work experience and should have been on the Bidder's payroll for at least 1 year and should have experience in executing similar implementations.
- Analysts, Developers, UI Designers, Test executives, Training and Change Management Experts should have a minimum of 2 years of experience and should have been on the Bidder's payroll for at least 1 year and should have experience in executing similar projects.

The successful bidder should provide profiles of resources who would be backups to key personnel like the Project Director and Project Manager.

For the Key people, the Bidder cannot replace the personnel without explicit consent of LIC. LIC also has the right to interview the key personnel proposed to be deployed on the Project.

The selected/successful Bidder should ensure that leave plans for resources in maintenance and support are duly approved by LIC and suitable substitutes as approved by LIC are provided for the duration of absence of the resource/s.

## ANNEXURE X - FUNCTIONAL AND TECHNICAL REQUIREMENTS

Ref: LIC/CO/IT-DT/2FA/2024-25 Date : 20/09/2024

(In case bidder's response to any of the questions given below in Annexure IV is "No" , the bidder will be treated as disqualified for the bid )

S.NO.	Description	Bidder's Response (Yes/No)	Bidder Comments	Ref. Page No.
1	Whether the proposed solution is a Single Interface, Applet less and Browser independent.			
2	Whether the proposed solution is compatible with the existing Cogent CSD 200/200i, Precision PB510 and Mantra MFS 100 devices.			
3	Whether the bidder will be able to migrate the existing database to the proposed solution.			
4	Whether the solution is based on premise development model.			
5	Whether the proposed solution has provision of automatic archiving of old data (i.e., data past its life time) to save on storage box and to optimize the solution.			
6	Whether the vendor proposes a clean sweep of the existing solution, including the matcher and de-duplication engine. The hardware and software components have to be procured by the vendor ensuring that they are the latest ones available in the year of the RFP.			
7	Whether the proposed solution includes automated process of de-duplication of all user enrollments done in LIC.			
8	Whether the proposed solution include centralized architecture for Fingerprint Scanner for enrollment, validation, matching, de-duplication and authentication of fingerprint data. This data has to be synchronized with central repository at regular intervals.			
9	Whether the proposed solution has two instances of setup, one at DC and another as DR at the site decided by LIC. The vendor shall also be required to setup UAT and Test & Development environments as part of the solution.			
10	Whether the proposed Database Servers are configured as an Active – Passive cluster at the primary site (DC) and the disaster Recovery (DR) Site with high availability network load balancing.			



<b>11</b>	Whether the proposed solution is customizable and configurable to support an architecture whereby multiple users share a common finger print device in the branch for authentication, as well as have provision for use of one device per user. This should be configurable at the server level whenever LIC desires so.			
<b>12</b>	Whether the proposed solution is Customizable application software and its integration can be done with the LIC's core insurance application and any other web application chosen by LIC. This has to be done by the bidder at no additional cost to the LIC.			
<b>13</b>	Whether the proposed 2FA solution will return the success/failure response to any login attempt within 3-5 seconds.			
<b>14</b>	Whether each record in the proposed solution will pertain to a single subject and will contain an image record (consisting of single view) for each of one or more fingers; multiple fingers (single image records).			
<b>15</b>	Whether the bidder ensures that the 2FA solution offered, accepted and implemented does not in any way disturb or degrade the performance of either the back-end or front-end functioning of the core insurance application or any other application of LIC.			
<b>16</b>	Whether the proposed solution is compatible with the client machines which could be desktops/AIOs/laptops currently working on all versions of RHEL 7 or above, Windows 10 and above which should be supported by the proposed solution.			
<b>17</b>	Whether the proposed solution is capable of providing various MIS and audit trail reports of login by users and transactions made using 2FA, as and when required by LIC/LIC's internal/External auditor, Regulatory authorities.			
<b>18</b>	Whether the bidder proposes to provide latest version of enterprise wide perpetual license for the 2FA application, with 80000 user license and DC/DR with high availability within LIC.			
<b>19</b>	Whether the proposed hardware is suitably sized for LIC to ensure smooth 2FA login and authentication with 150 concurrent authentications. Provision should be kept at the time of sizing for at least 10% growth in number of users over the next 5 years. In case, the Hardware specification or the software ability to handle the said load is found to be insufficient, the bidder will have to bear the cost of upgrade of the hardware or software.			
<b>20</b>	Whether the bidder has benchmarked & sized the requisite Hardware & software licenses involved in 2FA solution depending on the number of users and peak time of operations of LIC. The existing enterprise Licenses of RHEL and MySql will be made available to the vendor, if required. Any other licenses required for			

	development, UAT and deployment has to be factored and need to be procured by the vendor in favour of LIC.			
<b>21</b>	Whether the bidder has submitted details of hardware & software technical specifications (including system software/OS mentioning version nos.) purported to be used for the 2FA solution as per <b>Annexure XI</b> along with the technical bid.			
<b>22</b>	Whether the proposed solution ensures an uptime of 99.5%, calculated on a monthly basis and Hardware and Software have to be provisioned accordingly.			
<b>23</b>	Whether proper provision has been made in proposed 2FA solution to use LIC's existing network, which is based on MPLS or any other suitable networking technology/method adopted by the LIC. Bidder needs to clearly mention the network bandwidth requirements in their technical proposal.			
<b>24</b>	Whether the bidder guarantee the availability of resources at LIC from the initial phase until the completion of the project. The cost for this should be included in the implementation cost. Additionally, the bidder should ensure the presence of a minimum of two onsite resources in Mumbai and sufficient offsite resources post-implementation, to provide technical support for the 2FA solution during maintenance services (warranty/AMC/ATS). However, LIC reserves the right to increase the number of required resources at the location, and the bidder should be prepared to fulfill such requirements as necessary			
<b>25</b>	Whether the Onsite resource will pro-actively monitor the breakdown calls of solution / device and ensure that breakdown calls are closed in time as per SLAs and submit the monthly / quarterly breakdown call reports to LIC.			
<b>26</b>	Proposed solution should be integrated with windows AD for LDAP authentication.			
<b>27</b>	Whether the bidder will take into account compliance to all licensing, statutory and regulatory requirements while submitting their technical & commercial bids.			
<b>28</b>	Whether the bidder proposes to provide Project Planning and Management			
<b>29</b>	Whether the bidder proposes to provide System Study and Preparation of Functional Requirement Study Document, Systems Requirement Study document, data flow diagrams, data model, flow-charts, entity-relationship diagrams, etc.			
<b>30</b>	The vendor must propose a clean sweep of the existing solution including the matcher and de-duplication engine. All hardware and software components need to be procured by the vendor, ensuring they are the latest ones available in the year of the RFP. All the hardware of the			

	existing solution shall be decommissioned after the switch over to new system and shall not be available for use by the new solution			
31	Whether the bidder proposes to provide the Design of the security and information architecture for the proposed solution.			
32	The solution should provide muti-level Maker Checker facility at the time of enrolment process. E.g.: Branch, COs, ZOs, DOs or other offices. Application shall be developed in such a way that any change in LIC's Hierarchy shall be easily configured			
33	Customization of the application software and its integration with the LIC's core insurance application and any other web application chosen by LIC has to be done by the bidder at no additional cost to the LIC			
34	Whether the proposed solution supports virtualization at the application infrastructure level.			
35	The solution can be deployed on a container based approach.			
36	Whether bidder proposes to provide a robust & fool-proof backup & storage solution for storage, backup & retrieval of 2FA data.			
37	Whether the bidder proposes to provide Performance & Security testing, Unit Testing, User Acceptance Testing ,support .			
38	Whether the proposed solution allows horizontal and vertical scaling, to meet the load that may increase from time to time			
39	Whether the bidder proposes to provide OEM Training and OEM certified documentation to minimum 10 LIC employees involved in development of web-based applications in LIC and integration with 2FA solution for two factor authentication.			
40	Whether the bidder ensures Maintenance and onsite support for each software and hardware components procured through this RFP .			
41	Whether the bidder ensures for Knowledge transfer, system documentation and user manuals of the solution to LIC at the end of roll out sign off.			

**Bidders to submit documentary evidence in support of their responses to above specifications.**

Place

Date

Signature of Authorised person with  
Company seal

## ANNEXURE XII – INDICATIVE COMMERCIAL BID DETAILS

Ref: LIC/CO/IT-DT/2FA/2024-25 Dated : 20/09/2024

S.No.	Details	Cost	No. of Units (DC+DR)	Total Cost
1.	Servers & other hardwares with 5 years onsite comprehensive replacement warranty alongwith SDK/API with 5 years onsite comprehensive replacement warranty			
2.	Operating and System Software Licences , RDBMS Software Licences with 1 year warranty and 4 years AMC (Total cost for 5 years)			
3.	Biometric Software Licenses including but not limited to Biometric Authentication, Matching, De-duplication with one year warranty and 4 years' AMC			
4.	Solution Implementation Cost			
5.	Onsite support cost per year (Total cost for 5 years)			

### Important Notice:

1. LIC will provide rack space and power only in its data centres or premises owned/hired by it. Rest, all costs should be borne by the bidder. Please refer to RFP and its clarification/corrigendum for deliverables and scope of work.
2. Bidder to quote best lowest price in his own interest.
3. All payments on pro-rata basis only.
4. Price quoted should be in INR and inclusive of all costs, duties, levies, taxes and all other applicable charges excluding GST.
5. All commercial cost to be quoted in the value comprises only upto 2 decimal places.
6. In case of discrepancy between figures and words, the amount in words shall prevail.
7. All bidders to submit complete bill of materials (BOM) alongwith the technical bid.

## Annexure XIII - MAF

### (To be submitted on Company (OEM)'s letterhead)

To,

The Executive Director (IT/Digital Transformation),  
LIC of India,  
IT/Digital Transformation Department,  
Central Office,  
2nd Floor, Jeevan Seva Annexe,  
Santacruz (W), S V Road,  
Mumbai - 400 054

Sir,

#### **Sub: Manufacturer's Authorization Form (MAF)**

We, M/s \_\_\_\_\_ who are established and reputed manufacturers of \_\_\_\_\_ having factories/Depot at \_\_\_\_\_ and \_\_\_\_\_ do hereby authorize M/s \_\_\_\_\_ (Name and address of bidder) to offer their quotation, negotiate and conclude the contract with you against the above invitation for the Bid.

We hereby extend our commitment/ standard guarantee and comprehensive warranty as per terms and conditions of RFP Ref: LIC/CO/IT-DT/2FA/RFP/2024-25, Dated: ....., RFP for Implementation & Maintenance of Two Factor Fingerprint Biometric Authentication Solution and the contract for our equipment quoted/services/software offered against this RFP.

We also extend our back to back service support and assurance for availability of our equipment, components and consumables for hardware and updates, patches, service packs, rollups for software as per terms and conditions of the RFP to M/s \_\_\_\_\_ for a period of the contract in the referred RFP.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20

Signature of the Company Secretary

Signature

Name:

Designation:

Name & Address of the company:

Seal of the Company:

# Annexure XIV – Make in India Certificate

**Ref: LIC/CO/IT-DT/2FA/RFP/2024-2025, Dated: 20/09/2024**

Bidder's Reference No. \_\_\_\_\_

Date .....

To,

Executive Director (IT/Digital Transformation),  
Life Insurance Corporation of India,  
Central Office, IT - Digital Transformation,  
2nd Floor, South Wing, "Jeevan Seva Annexe",  
Santacruz (W), S.V.Road, Mumbai – 400054.

## **Sub: RFP for Implementation & Maintenance of Two Factor Fingerprint Biometric Authentication**

Ref: LIC/CO/IT-DT/2FA/RFP/2024-25, Dated.....

Dear Sir/Madam,

*(To be certified by statutory auditor or cost auditor of the company (in the case companies) for a tender value above Rs.10 crores giving the percentage of local content)*

1. In line with Government Public Procurement Order No. P-45021/2/2017-PP (BE-II) dated 16.09.2020 and its amendments, we hereby certify that we M/s \_\_\_\_\_ are local supplier meeting the requirement of minimum local content i.e., \_\_\_\_\_% against LIC Tender No..... dated..... We qualify as a \_\_\_\_\_ (Class-I or Class II) local supplier. Details of location at which local value addition will be made as follows: \_\_\_\_\_.
2. We also understand, false declarations will be in breach of the code of integrity under rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.
3. We have submitted the details indicating total cost value of inputs used, total cost of inputs which are locally sourced and cost of inputs which are imported, directly or indirectly with the commercial proposal.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation

Seal

## Annexure XV

Ref: LIC/CO/IT-DT/2FA/RFP/2024-2025, Dated: 20/09/2024

### Template for Pre-Bid Queries

#	RFP Reference(s)(Section & Page Number)	Document & Page	Clause (in brief) of RFP requiring clarification(s)	Brief details/ Query in reference to the clause

## Annexure XVI – Online Tendering Guidelines

### Information and Instruction to the Bidders for using ONLINE ELECTRONIC TENDERING SYSTEM (e-TS)

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), Central Office, Mumbai as given in the subsequent pages will over-rule the conditions stated in the Bid documents, wherever relevant and applicable.

- **Registration of the Contractors/Bidders:** All the Contractors intending to participate in the Bids floated online using Electronic Tendering System (eTS) are required to get registered on the e-Tender Portal (website) <http://www.tenderwizard.com/LIC>. After successful Registration on the above mentioned portal, the bidder will get a User ID and Password to access the website.
- **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on online Electronic Tendering System (eTS) hereinafter referred as “e-Tendering System” through portal (website) at <http://www.tenderwizard.com/LIC>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through, they need to login on to the above portal and can download the tender documents of an e-Tender.
- **Key Dates:** The contractors/bidders can view the Online Scheduled dates of e-tendering System (time schedule) hereinafter referred as “Key Dates” for all the tenders floated using the online electronic tendering system on above mentioned portal (website) <http://www.tenderwizard.com/LIC>

The bidders are strictly advised to follow dates and time as mentioned in Key Dates of a particular Bid/tender. The date and time will be binding on all the bidders. The bidders are required to complete the stage within the stipulated time as per the schedule (Key Dates) to continue their participation in the Bid/tender. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and time of the stage as defined.

The bidder should ensure that the status of a particular stage should be shown as “Completed” before the expiry date and time of that particular stage and they should possess a copy of receipt of completion of each stage to be performed from their end which should match with the status with their offer on online portal. It will be the sole responsibility of the bidder if the status of a particular stage is “Pending” till the expiry date and time of that stage and he is not able to proceed further in the e-Tendering process. The Key dates are subject to change in case of any corrigendum / amendment in schedule due to any reason stated by the Department.

#### **Obtaining a Digital Certificate and its Usage:**

- On e - Tendering System, the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificate (DSC) has two keys i.e. Public Key and Private Key. The Public Key is used to Encrypt (code) the data and Private Key is used to decrypt (decode)



the data. The Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text. These Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.

- The contractors may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in.or> may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):

<b>E-Tender helpdesk</b>	
Address	#24, Sudha Complex, 03rd Stage, 04th Block, Basaveshwaranagara, Bangalore - 560079.
Email	dscprocessingunit@yahoo.com

Help Desk Contact Details
E-mail& Mobile Numbers
<a href="mailto:sushant.sp@antaressystems.com">sushant.sp@antaressystems.com</a> +919731468511
<a href="mailto:lokesh.hr@antaressystems.com">lokesh.hr@antaressystems.com</a>
+91 9686115304

- The Bid (Online Offer) for a particular e Tender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular e-Tender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- In case of online Electronic Tendering, if the Digital Certificate issued to the authorized user of a firm is used for signing and submitting an online bid, it will be considered equivalent to a no-objection certificate/power of attorney to that User. The firm has to authorize a specific individual via an authorization certificate signed by all partners to use the Digital Certificate as per Indian Information Technology Act 2000 and its amendments. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of agency for LIC of India, Central Office, Mumbai as per Information Technology Act 2000 and its amendments. The Digital Signature of this authorized user will be binding on the firm. It shall be the responsibility of management / partners of the registered firms to inform the certifying authority or Sub Certifying Authority; in case of change of authorized user and that a fresh digital certificate is procured and issued an

“Authorization Certificate for the new user. The procedure for application of a Digital Certificate will remain the same for the new user.

The same procedure holds true for the authorized users in a private/ Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the e-Tendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- Submission of Bid Processing Fees: (When Applicable)
- Bidders, except Micro and Small Enterprises (MSEs) shall submit the Bid Price (nonrefundable) to Life Insurance Corporation of India using NEFT (“Bid Processing fee”). The Bidder shall upload a scanned copy of the receipt evidencing payment of the Bid processing fee to LIC at the time of e-submission of the Bid and send email to [dct.bid@licindia.com](mailto:dct.bid@licindia.com) on the date of remittance of Bid Processing fee with UTR transaction number, date of transaction through online/NEFT mode.
- The scanned copy of the receipt evidencing payment against Tender should be uploaded mandatorily during “Bid Hash Submission” stage (as per the due date mentioned in Key Dates) of e-Tender.
- If the tenders are cancelled or recalled on any grounds, the tender document fees will not be refunded to the agency

**Submission of Earnest Money Deposit: (When applicable)**

- Contractors have to deposit EMD of required amount in the form of BANK GUARANTEE of any of the Nationalized / Scheduled Banks drawn in the favour of the “Life Insurance Corporation of India” payable at “Mumbai” only, and not in the favour of any other Authority or Location.
- A scanned copy of Bank Guarantee against EMD should be uploaded mandatorily alongwith Bid submission stage (as per the Key Dates mentioned in e-Tender and Tender document) and original Bank Guarantee (B.G) should be submitted to the Executive Director (IT/Digital Transformation), Central office, Life Insurance Corporation of India, ‘Jeevan Seva Annexe’, 2<sup>nd</sup> Floor, S V Road, Santacruz West, Mumbai-400054 in the sealed envelope within the time & date as mentioned in Key Dates of e-Tender, otherwise your BID will not be evaluated / scrutinized.
- Refund of Earnest Money Deposit to the unsuccessful bidders will be made through RTGS/NEFT or Guarantee returned as applicable.

**Tender Download:**

- The Eligible Bidders can download the Tender Document online from above e-Tendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the e-Tender floated.

**Submission of online bids:**

(These may be clarified from M/s Antares (Tender wizard) as required

- The bidders are required to prepare their bids on online e-Tendering Portal as mentioned above. During bid preparation, the bidders have to send their Public Key of DSC hence they are advised to procure DSCs at earliest to participate in the e-Tender. They are required to upload the scanned copy of Bank Guarantee against EMD. Also, bidders are required to scan and upload any other documents related to their credentials and submit wherever asked online. The bidders have to prepare their commercial bid online during in this stage only and seal (Encrypt) and digital sign the online bid with their Digital Signature Certificates. The Bidders should take note of any corrigendum being issued on the web portal on a regular basis. They should view and note down or take a printout the Bid Hash submitted and ensure that it matches during "Re-Encryption of Bids" stage. The bidders will not be able to change their technical details and offer (rates) after expiry of due date and time on online portal.

**Generation of Super Hash:**

- After the time of submission of Bid Seal (Hash) by the Contractors/Bidders has lapsed, the bid round will be closed and a "Digitally signed tender Super-Hash" will be generated by concerned LIC Department official. This is equivalent to sealing the tender box.

**Re-Encryption of Bids:**

- Once the generation of Super Hash stage is completed the Contractors/bidders have to decrypt their bids as they are in encrypted mode by their DSC and re-encrypt with Department user's Public Key which will be included in the e-Tender. During this process they need use their DSC for decryption of Bids and signing of Bid Hash once again for security. The electronic bids of only those Contractors/bidders who have submitted their bid seals (hashes) within the stipulated time, as per the tender time schedule (Key Dates), will be accepted by the system. A Contractor who does not submit his bid seal (hash) within the stipulated time will not be allowed to submit his bid (Re-Encryption). This stage could be considered as transfer of control to LIC Department user.
- Pre-bid discussion with all applicants as per key dates to clarify doubts of potential bidders in respect of this RFP. Any prospective bidder may, in writing seek clarification in respect of the bidding documents, However, last date of submitting clarification request shall be 2 (two) days before the schedule Pre-bid meeting.

**Opening of Tender (Electronic offers):**

- (a) Eligibility and Technical Bid shall be opened on the mentioned dates.
- (b) The date of opening of Price Bid shall be intimated to the Eligible Bidders.

## Annexure XVII - Bid Securing Declaration

(Notarized on stamp paper of INR 500/-)

**Ref: LIC/CO/IT-DT/2FA/RFP/2024-2025, Dated: 20/09/2024**

To,  
The Executive Director (IT/Digital Transformation),  
LIC of India, Central Office,  
2nd Floor, Jeevan Seva Annexe,  
Santacruz (W), S V Road,  
Mumbai - 400 054

Sir,

I/We understand/declare that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
  - i. fail or refuse to execute the contract, if required, or
  - ii. fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of

- i. the receipt of your notification of the name of the successful Bidder; or
- ii. thirty days after the expiration of the validity of my/our Bid.

Signature of the Authorized Signatory

Name:

Designation:

Name & Address of the company:

Seal of the Company

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ 2024.



## Annexure XIX

### Land Border Declaration

The Executive Director (IT/Digital Transformation)  
Life Insurance Corporation of India  
IT Digital Transformation Department, Central Office  
"Jeevan Seva Annexe", 2<sup>nd</sup> Floor  
S.V.Road, Santacruz West,  
Mumbai – 400054

Dear Sir,

Re: RFP for Implementation and Maintenance of Two Factor Fingerprint Biometric Authentication  
RFP Ref: LIC/CO/IT-DT/2FA/RFP/2024-25 dated: \_\_/09/2024

I have read Office Memorandum F.No.6/18/2019-PPD dated 23.07.2020 issued by the Ministry of Finance, Department of Expenditure, Public Procurement Division inserting Rule 144 (xi) in GFRs 2017 which defines clauses regarding restrictions for procurement from a bidder from a country which shares a land border with India.

I certify that \_\_\_\_\_ (bidder) is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that \_\_\_\_\_ (bidder) fulfils all requirements in this regard and is eligible to be considered for this RFP.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

Authorised Signatory