Government of Rajasthan
Board of Revenue for Rajasthan, Ajmer

No. BR/LR/NLRMP/F-107/Bid doc/2015/1908   Dated : 8-12-16

Work Order

Asstt. Vice President
IL&FS Technologies Limited
3rd Floor, Ambience Corporate Tower
Ambience Mall Ambience Island
N.H-8, Gurgaon – 122002

        Sub : Reg. Establishment of Modern Record Room in tehsils
        Ref : Your BID No. BR/LR/WORKS/78.5Crore/OCB/2015/2 Dt. 27.07.2015
              and contract No. BR/LR/nlrmp/f-107/Bid/13076 Dt. 04.11.2015

With reference to the above cited subject the Board hereby place the work-order for Establishment of Modern Record Room at Tehsil locations of one district of Rajasthan as per the table given below:-

Sr. No	District	Tehsil Name
1.	Sri Ganganagar	Sri Karanpur
2.		Ghadsana

Total Estimated Cost of above 2 locations @ Rs.25 Lacs/Tehsil is Rs. 50 Lakh.

1. The maximum ceiling for each tehsil location is Rs. 25 Lakhs.
2. In the civil work only renovation and minor maintenance work will be done by the firm. No construction related work (except flooring/plastering/POP/Painting) will be done by the firm.
3. The Electrical work will be done by the firm as per actual requirements.
4. The items installed at each modern record room of Tehsil by the firm is as per Annexure –A attached by this work order.
5. All terms and conditions of RTPP Act 2012 & RTPP Rules 2013, the tender (RFP) and agreement shall be applicable for this work order.
6. The project should be completed within 9 Months from the date of Work order.
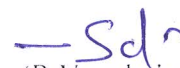
(Vinita Srivastava)
Registrar
Board of Revenue for Rajasthan
Ajmer

No. F.44/   Dated :
Copy to :
1. PS to Chairman BOR, Ajmer
2. Secretary Revenue Govt. of Rajasthan, Secretorate Jaipur .
3. Joint Secretary Revenue (Group-2) Govt. of Rajasthan Secretorate Jaipur
4. Commissioner Settlement Rajasthan Jaipur.
5. District Collectors/ Nodal officer DILRMP Jodhpur.
6. Addl. Registrar (F&A) BOR, Ajmer
9. PSA NIC, Coordinator DILRMP, Central cell NIC, Jaipur.
10. Tehsildar..

—Sd-
(R.Varadrajan)
OIC (DILRMP)
Board of Revenue for Rajasthaan
Ajmer

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Sr. No.	Item Description	Unit	* App. Qty/RR	Make
	Tentative List of Items to be installed at each of the Tehsil location			
1	All Civil work, renovating the existing record room in the existing tehsil building	Per square feet Carpet area	1000 sq. ft.	V. Tiles – Swastik / Asian
2	Aluminum and Glass partition	Per Square Feet	Wherever required	Jindal & Modi Guard
3	False Ceiling	Per Square Feet	Wherever required	Reputed
4	Cubicle format modular computer workstation excluding chair.	Per set	4 Nos.	Vinar
5	Computer Chair with arms & rollers	Per unit	4 Nos.	Vinar
6	Modular work station For administrative officer excluding chair.	Per set	1 No.	Vinar
7	Office chair with arms & rollers for administrative Officer	Per unit	1 No.	Vinar
8	Chair waiting personnel (Each unit with seating capacity of 4 people)	Per unit	2 Nos.	Vinar
9	2 Ton Split Air Conditioner.	Per unit	1 Nos.	Voltas
10	Entire electrification	Per unit	As per required	Maxem/Bajaj/ Indo Asian
11	Electrically operated Water Dispenser having both cold & hot water facility including water container	Per unit	1 No.	Voltas
12	Access control system (Including biometric fingerprint authentication unit at door).	Per unit	2 Nos.	CP Plus
13	Pest, insects, rodent and rat repellent systems.	1 set per room	2 Nos.	Star Safety Concept
14	Fire and Smoke – Detection and Prevention System.	Per set serving a carpet area of 500sqft. or part thereof	1 No.	Agani & Gunnebo
15	Map Cabinet with tray type storage area (with minimum height 1900mm and with minimum tray size 900mm wide and 650mm deep).	Per Unit	1 No.	Kompress
16	Modular Compactor Type D2A Comprising of 1 Single Static. 1 Twin Mobile and 1 Single Last Units (Minimum dimensions As per Annexure IV).	Per Unit	1 No.	Kompress
17	Additional Twin Mobile Unit for Compactor Type D2A.	Per Unit	Number of Units based on the requirement and space available	Kompress
18	Modular Compactor Type D3A Comprising of 1 Single Static. 1 Twin Mobile and 1 Single Last Units (Minimum dimensions As per Annexure IV).	Per Unit	1 No.	Kompress
19	Additional Twin Mobile Unit for Compactor Type D3A	Per Unit	Number of Units based on the requirement and space available	Kompress
20	Modular Compactor Type D4A Comprising of 1 Single Static. 1 Twin Mobile and 1 Single Last Units (Minimum dimensions As per Annexure IV).	Per Unit	1 No.	Kompress
21	Additional Twin Mobile Unit for Compactor Type D4A	Per Unit	Number of Units based on the requirement and space available	Kompress
22	Modular Slotted Angle Racks for hard copy document storage with minimum 4 adjustable horizontal partitions giving 5 loading levels of following size: Minimum Height 1900mm Width as per the record room size with 900mm Minimum Depth 380mm	Per meter width	6 Nos.	Kompress

Tentative List of Items to be installed at each of the Tehsil location

Sr. No.	Item Description	Unit	* App. Qty/RR	Make
23	Server including Server OS and Antivirus /Antispyware software	Per unit	1 No.	HP
24	5 KVA Online UPS with Battery giving 1 hours battery backup	Per set	1 No.	R S Power
25	Desktop Computer including OS and Antivirus/Antispyware Software	Per unit	3 Nos.	Acer M200 H81
26	All-in-one B/W A3 Laser Printer (MFP)	Per unit	1 No.	Canon
27	Barcode Reader	Per unit	2 Nos.	TVSE
28	Barcode Printer	Per unit	1 No.	TVSE
29	Biometric Finger print Authentication Device	Per unit	4 Nos.	3M Cogent
30	LAN with all accessories including 24 port Manageable Switch, LAN cabling, cable casing etc.	Per location	1	D-Link
31	External Hard Disk 1 TB	Per Unit	2 Nos.	Seagate/WD
32	CCTV Camera & DVR	Per Location	6 Cameras & 1 DVR	CP Plus
33	Indexing, Barcode tagging of hard copies of records (Any size) and populating into the database	Per document	5,000 documents	NA
34	Scanning, post scanning treatment, metadata (keywords) creation (A4 Size) and populating into the database	Per sheet	50,000 sheets	NA
35	Scanning, post scanning treatment, metadata (keywords) creation (A3 Size) and populating into the database	Per sheet	10,000 sheets	NA
36	Scanning, post scanning treatment, metadata (keywords) creation (A2 Size) and populating into the database	Per sheet	1,000 sheets	NA
37	Scanning, post scanning treatment, metadata (keywords) creation (A1 Size) and populating into the database	Per sheet	500 sheets	NA
38	Scanning, post scanning treatment, metadata (keywords) creation (A0 Size) and populating into the database	Per sheet	250 sheets	NA
39	Data entry (Hindi(Unicode) / English)	Per 1,000 character including white (spaces)	1,00,000 characters	NA
40	Design, development, testing, implementation, commissioning and warranty services for 5 years for a Document Management System software to facilitate easy management of the storage, easy retrieval of the records. Cost includes supply, configuration implementation and hardware of and database software and all other software components required by the solution over and above the software and hardware components listed as part of other items in this BID DOCUMENT. Cost also includes training as detailed in this BID DOCUMENT	Consolidated bid for all 314 locations	1	In House

*   The quantity of respective items may vary from location to location based on availability of space and requirements.

For compactors the firm shall provide the drawings and specs as per the need of each Tehsil to the Board before installation to get the formal approval.