Re-quotation Notice for Purchase of Attendance Reporting Application

EMCH/QTN/GEN/16/2025   **08.08.2025**

Sealed quotations are invited from established Authorized suppliers/ dealers for the installation of Attendance Reporting Application in the Hospital.

Quotations should be in two sealed covers

• The technical cover, super scribed "Technical Cover," must incorporate the comprehensive technical specifications, detailed list of clients, profile of the quotationer etc.

• Second cover super scribed "Commercial cover " Should include commercial terms such as price, Warranty terms tax if any ,AMC for next 3 Years.

• Technical quotation will be scrutinized by a technical committee

• Technically qualified quotations will be only considered for the opening of Commercial quotations. L1, L2 and L3 will be considered for the further negotiations.

• Sealed quotations addressed to The General Manager, EMS Memorial Co-Operative Hospital, Perinthalmanna, must be submitted to the Administrative Office of the hospital no later than 5 PM on 16.08.2025.

General Manager

Specification for the Attendance Reporting Application

- ➢ The application report for the EMS Hospital should possess the functionality to generate daily attendance reports for individuals, specific departments, and the entire hospital staff.
- ➢ The attendance report can be accessed by entering the staff member's name and corresponding code number.
- ➢ The application must be designed to efficiently generate comprehensive reports concerning attendance discrepancies, including instances of missing in, missing out, early out, and late in.
- ➢ Some staff may have multiple punching in one day itself. so it also accessible in the application
- ➢ Application should designed to accommodate a minimum of 3500 employees at a time.
- ➢ Employees details should contain the following details
  - ○ Code No
  - ○ Name
  - ○ Address
  - ○ Educational Qualification
  - ○ Blood Group
  - ○ Phone No
  - ○ A/c No
  - ○ Designation
  - ○ Department
  - ○ Category (Permanent/Contract/Provisional/Contract/Temporary)
  - ○ Date of Joining
  - ○ Date of Resignation (Reason)
  - ○ Date of Retirement
- ➢ Application should have the multiple shift facility for the users
- ➢ Real-time updating to the software
- ➢ Holiday management
- ➢ Instant reporting with various filtering operations.
- ➢ Application should compatible with Biostation 3-APWB
- ➢ Report should generate in Excel, PDF formats
- ➢ Application accessible in the networked system.
- ➢ Upon the occurrence of multiple shift marks, it is imperative that the report generation be executed in accordance with those indicators.
- ➢ For in-and-out punching operations, we employ a dedicated punching machine and currently available Hardware for the Server specification given below.

Processor : Intel Core i7 12700
MotherBoard :Gigabyte Intel B760M DS3H DDR4
Ram :16GB
SSSD :250 GB
SMPS :650W
Windows Server :2012 Genuine
SQL Server :2019 Genuine