Not Transferable
Security Classification: Non-Security

बैंक नोट पेपर मिल् इण्डिया प्रा. लिमिटेड
BANK NOTE PAPER MILL INDIA PVT LIMITED
JV of SPMCIL - A Govt. of India Enterprises & BRBNMPL - A Subsidiary of RBI

TENDER ENQUIRY FOR APPOINTMENT OF PERFORMANCE AUDITOR AT BNPM PLANT, MYSURU.

This tender document contains 23 Pages

Tender Enquiry No.	**BNPM/OTE/140/2026-27**
Tender issuing date	**17.07.2026**
Pre-bid meeting date & time	**NA**
Due date & time for bid submission	**31.07.2026 @ 11.00 Hours**
Due date & time for bid opening	**31.07.2026 @ 11.30 Hours**
Mode of bid submission	**Online**
Type of tender	**Open Tender Enquiry**
Tender Processing Fee	**Rs 250/- + Taxes**
Details of contact person	**Deputy General Manager (SCM)** **0821-2401111/173/180**

Registered & Corporate Office:

Administrative Building
Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru – 570 003
Telephone No. 0821 – 2401 111

e-mail: scm.tender@bnpmindia.com

website: www.bnpmindia.com

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SECTION I – NOTICE INVITING TENDER

E-tenders are invited from eligible and qualified tenderers for providing following service:

Schedule No.	Brief Description of Services	Required Quantity (UoM)	EMD* (INR)
1.	Appointment of performance auditor at BNPM, Mysore	As per scope of work	2000/- (Rs. Two Thousand only)

***For MSE Bidders**:* Submission of EMD is exempted for **Micro and Small Enterprises (MSEs)** as per the Public Procurement Policy for MSEs Order, 2012. MSEs should be registered and also continue to remain registered during the tender validity period with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or Directorate of Handicrafts and Handlooms or UDYAM Registered or Any other body specified by Ministry of MSME.

For Start-up Bidders: Submission of EMD is exempted for Start-up bidders recognized by DPIIT as per the Office Memorandum No. F/20/2/2014-PPD(Pt.) of Ministry of Finance dated 25.07.2017. Start-ups should be registered with Department for Promotion of Industry and Internal Trade (DPIIT).

Documents:
For **MSE bidders**: Valid NSIC / KVIC / KVIB / DIC / UDYAM Registration certificate.
For **Start-up Bidders:** Valid Certificate of recognition issued by DPIIT.
Bid Security Declaration as per **Annexure-C** is to be submitted by bidders claiming EMD exemption.

For **Non-MSE/Non-Start-up bidders**: EMD is to be submitted.

Note for MSME's:

a) Micro and Small Enterprises (MSEs) having major activity as **"Manufacturers"** and **"Service Providers"** as per UDYAM certificate are eligible for claiming EMD exemption. EMD exemption can be claimed irrespective of NIC code specified in UDYAM certificate.
b) An enterprise re-classified to **"Medium"** as per UDYAM Certificate may continue to avail EMD exemption from the enterprise type it was in before the re-classification (i.e. Small/Micro), for a period of three years from the date of such re-classification. An enterprise classified continuously as "Medium" beyond three cannot claim EMD exemption.
c) MSME's having major activity as **"Trading"** for availing benefits of Priority Sector Lending (PSL) only as per UDYAM certificate are excluded from claiming EMD exemption. Such bidders are required to submit EMD as per tender, else their bid will be considered ineligible/unresponsive and will be ignored.

EMD may be exempted for registered bidders of BNPM, Mysore for the Performance audit/Internal audit/Statutory audit/Concurrence audit at BNPM, Mysore. Bidders registered with BNPM have to submit a declaration in company's letter head (Refer Annexure D enclosed herewith) declaring them as registered successful bidders with BNPM mentioning Vendor Code as provided by BNPM (as mentioned in the purchase orders / work orders issued /any other document by BNPM) seeking EMD exemption.

1. Aspiring Bidders/Contractors who have not registered in e-tendering should register through the website E – Tendering (www.tenderwizard.com/BNP) for participating in the Online Tenders. The registration charges will be Rs. 500/- plus applicable taxes (per year) which needs to be paid through electronic mode only.
2. For details, registration and e-payment, please visit e-tendering website www.tenderwizard.com/BNP or contact **KEONICS help desk at 080-40482000/08951906455.**
3. The NIT Form with standard tender documents will be accessible in the e-Tendering website (viz www.tenderwizard.com/BNP).

4. Class III Digital Signature Certificate (DSC) is mandatory to participate in e-Tenders. Participating bidders/Contractors have to make sure that they have the valid DSC. If not, they can procure from any of the firm as approved by CCA.
5. The tenderer shall satisfy BNPMIPL that they are competent and authorized to submit tender and/or to enter into a legally binding contract with the BNPMIPL. To this effect, any person giving a tender shall render documentary evidence that his signature on the tender submitted by him is legally binding upon himself, his firm or company as the case may be.
6. For those tenderers whose technical bids do not satisfy the eligibility criteria, their financial Bids will not be opened.
7. In the event of any of the above-mentioned dates being declared as a holiday/ closed day for the purchase organization, the tenders will be sold / received / opened on the next working day at the appointed time.
8. BNPM reserves the right to cancel the tender at any stage without assigning the reasons thereof.
9. The tender documents are not transferable.
10. Bid should signed by the competent authority / official authorised by the competent authority (board resolution or power of attorney or Authorisation letter on company letter head etc.)
11. Against receipt of the following notification through email from tender wizard, bidder must resubmit the bid even if the bidder have already submitted the bid through tender wizard.

    Notification: If you have already submitted the tender, then ensure that you re-submit the tender. Else, your bid may be liable to be auto disqualified by the system and service provider holds no responsibility for the same. In case, you are yet to submit the tender, then please ensure that you submit it before the tender closing time.

12. Submission / resubmission of the bid is the responsibility of the bidders only. Bidder should check and confirm at their end regarding the submission/ resubmission of their bid till the due date & time of bid submission. BNPM/KEONICS/Tender wizard will not be responsible for non-submission/ non resubmission of any bid.

Yours faithfully,
For and on behalf of BNPMIPL
--sd--
General Manager

SECTION II – TERMS & CONDITIONS

1. Tenders are to be uploaded on e-tendering portal www.tenderwizard.com/BNP only in single stage, two bid system.

2. **Uploading of Bid:**
   a) **Part-I – Prequalification Bid & Techno-commercial Bid:** Scanned copy of techno commercial offer, Certificate of Incorporation/Partnership Deed (as applicable), GST, PAN, Bank details, UDYAM certificate, Start-up certificate (as applicable), acceptance to terms & conditions and scope of work of tender etc., along with all sections & annexures of this tender shall be furnished through e-portal only.
   b) **Part II – Price Bid:** Price shall be furnished through e-portal in **.xlsm** format only. Price offer submitted in any other format/place will be liable for rejection.

3. **Payment terms**:
   a) 100% amount of the total contract value (year wise) shall be released within 30 days after satisfactory completion of the contract against he provided completion schedule and submission of report. along with original invoice and on compliance of all the tender conditions stipulated. Statutory deductions shall be made at source as per rule.
   b) Payment will be released in electronic from and in INR only.

4. **Contract period**:
   Initially the contract period shall be for one year from the date of issuance of the contract/order/appointment letter whichever is issued earlier and extendable for another two years subject to satisfactory performance on yearly extension basis with same quoted yearly prices, scope of work and terms & conditions. Appointment of the performance auditor shall be subject to the recommendation by audit committee and approval by the Board.

5. **Completion Schedule:**
   Year wise contracts are to be completed within 60 days of issuance of the contract/order/appointment letter whichever is issued earlier.

6. **Liquidated Damages: Liquidated Damages:**
   BNPMIPL reserves the right to recover any loss sustained due to delayed performance against completion schedule (as referred in Sr No. 5 above) by way of liquidated damages. Failure to complete the service within the stipulated period shall entitle BNPM to impose liquidated damages without assigning any reasons @ 0.5% (Half Percent) of the delivered price of the delayed Services for each week of delay or part thereof until actual delivery subject to a maximum deduction of 5% (Five Percent) of the total contract value of the delayed Services which the successful bidder unconditionally and expressly agree to unless extension is obtained from BNPM without imposition of LD, without price escalation along with any other denial conditions (if applicable) on valid ground before expiry of delivery period. In case of inordinate delay (Inexcusable delays of more than one-fourth (25%) of the total completion schedule shall be treated as inordinate delays) this maximum deduction shall be 10% of the total contract value of the delayed Services.

7. **Warranty:**
   Not applicable.

8. Country of origin of offered services must be clearly specified. Whether organization is large scale industry or small-scale industry is to be specified and if the bidder registered with NSIC/MSE/MSI/DGS&D Certificate, then UDYAM certificate is to be enclosed.

9. **Contract Price:**
   The year wise contract prices as quoted for different financial years in the price bid shall be fixed & firm upto the respective contract periods with same scope of work and terms & conditions.

10. **Bid validity:**
    Price quoted should be net and valid for **a minimum period of 120 (One twenty) days** from the date of opening of the quotation.

11. **Evaluation Criteria:**

a) The techno commercial bids shall be opened in the first instance and these bids shall be scrutinized and evaluated by the competent committee/ authority with reference to the parameters prescribed in the tender document. Subsequently, in the second stage the financial bids of only techno commercially acceptable offers as decided in first stage shall be opened for further scrutiny and evaluation. Intimation regarding opening of financial bids shall be given to acceptable tenderers to enable them to attend the financial bid opening, if they so desire.

b) **Method of Price Evaluation:**

Price evaluation to determine **L-1** status will be carried out on the basis of comparing **average present value of total effective price (i.e without GST) quoted for three years.** Prices quoted for second and third year will be converted to present value prices for evaluation and average of three years will be considered for evaluation. However initial order will be placed for one year only.

Formula for Present Value Calculation:

$PV_n = Q_n / (1+r)^{n-1}$

Where,

PV_n: Present Value

Q_n: Quoted Price (i.e price quoted for 1st year, 2nd year, 3rd year)

r: Rate of interest – To be considered as 8.7% i.e 0.087. (Present MCLR of SBI)

n: No of year (i.e 1 for 1st year, 2 for 2nd year, 3 for 3rd year)

NPV for 3 years $= PV_1 + PV_2 + PV_3$

Average of 3 years $= (PV_1 + PV_2 + PV_3)/3$

However, BNPM reserves the right to reject any offer including the lowest one if the same is not conforming to its norms. Bidder should be eligible to pass on the input credit which shall be deducted from total price to arrive at effective price for price evaluation purpose. Bidder shall note that no extra cost will be considered over and above the price quoted in the price bid and hence bidder shall ensure that price submitted in the price bid is quoted considering the complete scope of work as defined in the tender document.

c) **Price Tie:**

In case of a price tie at L-1 price for two or more bidders, after application of purchase preference (against claim of purchase preference by bidder in techno commercial bid with applicable NIC) if it is observed that one of the L1 bidder is MSE, then an order shall be placed on such MSE bidder.

In all other scenarios, the order shall be placed on the L1 bidder having a higher turnover in the previous financial year (i.e in FY 24-25). In case there is a tie at the lowest bid (L-1) position between only startup bidders and none of them has past turnover, the order will be placed on the startup that was registered earlier with the department of industrial promotion and policy.

d) All responsive tenderers shall be evaluated as per the terms & conditions of the tender. The basis for arriving at the lowest responsive bidder shall be as per the price quoted for providing the services at Mysuru including GST, transportation, fooding, lodging and any other charges etc. and input credit shall be deducted to arrive at the effective price.

e) Bidder has to mention appropriate HSN/SAC code and quote GST rate provided in Price Schedule. In case of any mismatch in HSN/SAC code with respect to offered service, same shall be decided in consultation with L1 bidder.

f) All tenderers should be registered under GST. They should be eligible to pass on input credit. Bid will be evaluated all-inclusive though input credit will be deducted to arrive at the effective cost.

g) Mere meeting the qualification and / or submission of application will not confer any right for selection. Acceptance / rejection of any application will be at the sole discretion of the Management.

h) The evaluation of tender for three categories of GST registration is provided below:

Particulars	Registered	Composite	Unregistered*
Basic Price	xxx	xxx	xxx
Add: GST	X	-	X
Add: Cess on GST	xx	-	Xx
Less Input Credit	X	-	X
Total price	Xxx + X + xx - X	xxx	xxx + X + xx - X

*If the bidders participated in a tender is unregistered, the GST shall be payable by the purchaser under reverse charge and shall be added to the quoted rate to arrive at the Gross price and input credit, if any shall be deducted from the total landed cost to arrive at the net comparable price.

12. Payment of GST is primarily the responsibility of the successful bidder (Auditor) and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding GST is recorded in the quotation, the GST will be considered as included. All statutory deduction as applicable shall be deducted at source as per rules at prevailing rates, unless certificate, if any, for deduction at lesser rate or nil deduction is submitted by the Successful bidder from appropriate authority. The successful bidder (Auditor) shall provide accurate particulars of PAN number as required, under Section 206AA of Income Tax Act 1961. TDS against GST & Income tax as per respective acts shall be deducted.

13. **Delay in Auditor's performance/ non-performance:**
Time for and the date specified in the contract or as extended for the performance of the service shall be deemed to be the essence of the contract and the Auditor shall perform the services under the contract within the completion schedule specified by BNPM in the contract.

Any delay attributable to the Auditor in maintaining its contractual obligations towards performance of services as well as non-performance shall render the auditor liable to any or all the following sanctions besides any administrative action such as (a) Imposition of liquidity damages; (b) Termination of contract for default; (c) Debarment.

14. **Extension of Time:**
If the contract is delayed in the progress of work by changes ordered in the contract, or any clause which BNPM shall decide to justify the delay, then the time of completion shall be extended by a reasonable time.

If at any time during the currency of contract, the Auditor encounters conditions hindering timely performance of services, the Auditor shall promptly inform BNPM in writing about the same and its likely duration and make a request to BNPM for extension of the delivery schedule accordingly. On receiving the Auditor's communication, BNPM shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of auditor's contractual obligations by issuing an amendment to the contract.

15. **Risk Purchase Clause:** If the Auditor fails to abide by the terms and conditions of the agreement arising out of this enquiry (or) fails to perform service as per the completion schedule or any time repudiates the contract, BNPM will have the right to,
   a) Render service from other agencies at the risk and cost of the Auditor. The cost difference between the alternative arrangement and existing contract value where the default has been made, will be recovered from the Auditor along with the other incidental charges.
   b) In case of procurement through alternative sources, if procurement price is lower than the existing contract value wherein default has been made, in such case no benefit on this account will be passed on to the auditor.

16. **Force Majeure:**
In the event of any unforeseen event directly interfering with the performance of service arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Auditor shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Unless otherwise directed by BNPM in writing, the Auditor shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.

17. **Obligations by bidders:**
All bidders are obliged under the CIPP (Code of integrity of public procurement) to suo moto proactively declare any conflict of interest (coming under the definition as mentioned in conflict-of-interest clause below, pre-existing or as and as soon as these arise at any stage) in any procurement process or execution of contract. Failure to do so would amount to violation of this Code of Integrity; and
Any bidder must declare, whether asked or not in a bid document, any previous transgressions of such a Code of Integrity with any entity in any country during the last 3 (three) year or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity.

18. **Conflict of Interest:**
Bidders having a conflict of interest shall not be eligible to participate in the tender process unless the conflict stemming from such relationship has been resolved in a manner acceptable to BNPM throughout the Tender process and execution of the Contract (Code of Integrity for Public Procurement). The bidder shall be considered to have a conflict of interest in this tender process and execution of the resultant contract in the following situations:
    a) If its personnel have a close personal, financial, or business relationship with any personnel of the procuring entity who are directly or indirectly related to the procurement or execution process of the contract, which can affect the decision of the procuring entity directly or indirectly;
    b) The bidder (or his allied firm as defined by DOE, MOF, GOI) provided services for the need assessment/procurement planning of the Tender process in which it is participating;
    c) A bidder participates in more than one bid in this tender process. Participation in any capacity by a Bidder (including the participation of a Bidder as a partner/ JV member or sub-contractor in another bid or vice-versa) in more than one bid shall result in the disqualification of all bids in which he is a party. However, this does not limit the participation of an entity as a sub-contractor in more than one bid if he is not bidding independently in his own name or as a member of a JV.

19. Counter conditions (if any on technical & commercial terms) shall be reviewed by BNPM and acceptance of the same shall be at sole discretion of BNPM.

20. Bidders are advised to write the page number on each page of the Techno Commercial Bid documents submitted.

21. **Divisibility & split-ability of contract:** The tender is **non-divisible & non-splitable**.

22. **Settlement of Disputes through Arbitration:** All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the work or after their completion except accepted matters shall be settled through arbitration process as per the Arbitration & Conciliation Act, 1996. The venue of arbitration shall be Mysuru, Karnataka.

While processing a case for dispute resolution/ litigation/ arbitration, BNPM is to take legal advice at appropriate stages.

a) Adjudication
b) Mediation
c) Arbitration

23. **Excepted Matters:**
Matters for which provision has been made in any clause of the contract shall be deemed as 'excepted matters' (matters not disputable/ arbitrable), and decisions of BNPM, thereon, shall be final and binding on the contractor.

24. **Legal Jurisdiction:** The Courts of Mysuru (Karnataka State) shall alone have jurisdiction to decide on any legal matter of dispute whatsoever arising out or in respect of the contract.

25. **Rights of Rejection:** BNPM reserves the right to reject any or all the applied bids without assigning any reason whatsoever. The enquiry can be rejected on national security grounds.

26. **Preference for Micro and Small Enterprises (*MSEs):** Public procurement policy for Micro and Small Enterprises (MSEs) order, 2012 as notified by Govt of India (GOI) along with its amendments as available in www.msme.gov.in shall be applicable to this tender.
a) Micro and Small Enterprises (MSEs) should have valid UDYAM Registration Certificate to avail purchase preference under preference for Micro and Small Enterprises (*MSEs).
b) MSMEs having major activity as "Trading" for availing benefits of Priority Sector Lending (PSL) only are excluded from the purview of the policy. Any other benefits, including provisions of delayed payments as per MSMED ACT 2006 are excluded.
c) Tenderer's applying for purchase preference benefit has to claim the same at the appropriate place provided in this tender document.
d) Purchase Preference benefit will be given to those bidders, who are registered under tendered item group (Applicable NIC Code).

27. JV/Consortium /agents are not allowed.

28. Sub-contracting /assignment/sub-letting are not allowed.

29. The appointment of the Auditor will stand cancelled forthwith without any prejudice to all available legal or any other remedy / recourse to the company in the following cases:

a) If the Firm (successful bidder/auditor) obtains the appointment on the basis of false information / mis - statement.
b) If the Firm (successful bidder/auditor) does not take up audit in terms of appointment letter/ work order.
c) If the Firm (successful bidder/auditor) fails to maintain / honour confidentiality and secrecy of the Company's (BNPM) internal data, internal statements and internal information.
d) If the Firm (successful bidder/auditor) fails to comply with any of the conditions given eligibility criteria, terms and conditions.
e) In any of the above cases, action will be taken as per the best judgment by the company (BNPM).

30. **Power of Attorney**:
For Ltd or Pvt Ltd companies: Power of attorney in applicable stamp paper as per State Specific Stamp Act / Board Resolution is to be submitted duly authorized by competent authority authorizing the signing authority of the bid document.
For Partnership companies: Partnership deed is to be submitted and the bid is to be signed by the partner having authority to sign bid document as per deed. Else Power of attorney in in applicable stamp paper as per State Specific Stamp Act / Board Resolution is to be submitted duly authorized by competent Partner authorizing the signing authority of the bid document.

For proprietorship companies: Proprietor to sign the bid documents and submit declaration. Else Power of attorney in applicable stamp paper as per State Specific Stamp Act / Board Resolution is to be submitted duly authorized by proprietor authorizing the signing authority of the bid document.

31. Clarification if any required may be sought by the prospective bidders prior to 7 days from the bid submission due date.

I/we engage to perform the services at BNPM, Mysore and comply the following:

1. Tender schedule and technical specification indicated.
2. Item/tender specific conditions for this tender.
3. Terms and conditions of this tender.
4. I/we confirm that set off for the GST, etc. paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST, etc.
5. This offer is **valid** for **120 (One Twenty) days** from the date of opening of the tender.
6. That, we have not been debarred by BNPMIPL/BRBNMPL/SPMCIL and any other Government/ Undertakings (Annexure-B enclosed).
7. Whether bidder is registered with Ministry of MSME? If yes, enterprise type as per UDYAM [Tick as applicable]

   ☐ Manufacturing

   ☐ Services

   ☐ Trading
8. Whether bidder has claimed Purchase preference? [Tick as applicable]

   ☐ YES [NIC Code as per UDYAM: ________________]

   ☒ NO
9. Start-up detail: DPIIT Certificate No: ________________

   Validity: _____________
10. Whether Bidder has claimed EMD waiver against:

    MSE : YES / NO

    Start-Up : YES/NO

    Registered Bidder (Vide Annexure D): YES/NO

Place & Date:		Name of Authorized Signatory:	
Signature & Seal:		Tel. No/Fax. No/Mobile No:	
Address:		Email Id:	

SECTION III – SCOPE OF WORK & COMPLIANCE

Scope of work Performance Audit

About the company:

This company has been established as an SPV (Special Purpose Vehicle) of Govt. of India to manufacture the Bank Note/Currency Paper with an intention to reduce/prevent import and to act as an anti-counterfeiting measure. As directed by The Ministry of Finance, Govt. of India, a new company was established as a 50:50 Joint Venture between Security Printing & Minting Corporation of India Limited (A Govt. of India Enterprise) and Bharatiya Reserve Bank Note Mudran Private Limited (A wholly owned subsidiary of Reserve Bank of India).

The company has been incorporated in October 2010 as a standalone private limited company as per the provisions of the Companies Act, 1956 with a registered and corporate office at Administrative Building, Paper Mill Compound, Note Mudran Nagar, Mysuru, Karnataka-570003 India. It has an independent board of directors nominated equally by the JV partners. The Board of Directors headed by a non- Executive Chairman nominated by SPMCIL oversees the overall affairs of the Company. The Managing Director is the whole time Chief Executive of the Company and is also a member of the Board nominated by another JV partner BRBNMPL.

Company is solely engaged in sovereign function of manufacturing of CWBN currency paper only for Indian Bank Note and there is no by-product generated out of manufacturing process. Company has one plant at Mysuru with two manufacturing lines each having a rated capacity of production 6000MT per year. It is a continuous process plant and both the manufacturing lines are fully automated and designed to run continuously 24X7. The BNPMIL has already put in place an effective Quality Management System as embodied in the ISO 9001 – 2015, Environmental Management systems ISO 14001: 2015 and also Occupational Health and Safety Management System ISO 45001:2018 (OHSMS).

The authorized share capital of the company is Rs 1,000 Crore and the paid-up capital of the company is 800 Crore. Total Income for the FY 2025-26 was Rs 1336.54 Crore (P.Y Rs 1401.91 Crore) and the Profit of the company after tax for the FY 2025-26 was Rs 237.83 Crore (P.Y Rs 234.28 Crore).

The company is subject to C & AG audit and the Statutory Auditor of the company is appointed by C & AG under section 139(5) & 139(7) of the Companies Act, 2013.

The Company is having a Board approved incentive scheme linked to the Company's annual performance. The performance of company is divided broadly in two segments, Financial Parameters & Non-financial parameters.

Scope of Performance Audit of the Company

Objective: Performance audit is an independent assurance on the Company's performance with regards to parameters approved by the Board. It assures the organization accomplish its targets in disciplined approach. The performance audit activity provides assurance that organizational goals and objectives are met as decided by the Board.

Performance parameters:

The performance target is set on the principles of balanced scorecards of integrated financial and non-financial measures. The parameters are bifurcated into Financial Parameters (Part A) and Non-Financial / Other parameters (Part B) with marks of 50 for each part, totalling to 100 marks.

SECTION III – SCOPE OF WORK & COMPLIANCE

The principal components of parameters for performance evaluation are as under:

Part –A - Financial Parameters

Sl no	Performance criteria	Marks
01	Revenue from operation	10
02	Operating Profit	20
03	Return on Capital Employed	20
	Total marks for Part -A	**50**

Part –B – Non -Financial / Other Parameters

Sl no	Performance criteria	Marks
01	Production efficiency parameters	12
02	Customer Quality Complaints Redressal	02
03	Resource Management	04
04	Adoption of industry best practice	08
05	Administrative, Finance & Governance matters	11
06	Measure taken to train and develop manpower resources	09
07	Environmental Management	04
	Total marks for Part – B	50

Review & Evaluation:

Performance will be reviewed and evaluated as per the Board approved guidelines after the end of year and on completion of Statutory & CAG supplementary Audit.

The financial parameters would be examined and verified based on audited financials and book records for the year. Assurance towards non-financial parameters would be verified based on the production MIS data, plant head declaration and HR head declaration.

Special Terms and Conditions

1. The firm so appointed shall commence performance parameter audit and submit Audit Report for the Company after completion of Statutory & CAG supplementary audit of the respective year. Audit should be conducted vide performance assessment, coverage and discussion of the draft report with the competent authority of BNPM.
2. Audit shall be conducted at Registered & Corporate Office situated in Mysore.
3. The audit team will work in strict confidentiality and will ensure that the Internal data, Internal statement and Internal information in respect of the operation of the location / work center / Company is dealt with in strict confidence and secrecy. A Certificate towards maintaining confidentiality is to be provided by the Auditor on receipt of appointment letter and before commencement of Audit.

SECTION III – SCOPE OF WORK & COMPLIANCE

COMMERCIAL COMPLIANCE STATEMENT

Sl. No.	Features	Requirements of BNPMIPL, Terms & conditions	Whether Agreed by the firm	Deviation, if any (Yes/No)
1.	Payment Terms	As mentioned in Section II	**Yes agreed**	
2.	Completion Schedule	As mentioned in Section II	**Yes agreed**	
3.	Contract Period	As mentioned in Section II	**Yes agreed**	
4.	Liquidated Damages	As mentioned in Section II	**Yes agreed**	
5.	Risk Purchase	As mentioned in Section II	**Yes agreed**	
6.	Scope of work & Compliance	As mentioned in Section III	**Yes agreed**	
7.	All other terms & conditions as mentioned in tender		**Yes agreed**	
8.	No. of pages	Total number of pages in Techno-Commercial Bid		

(To be signed & stamped MSDS and submitted along with Techno-commercial Bid Part –I)

SECTION IV – QUALIFICATION/ELIGIBILITY CRITERIA

S.No.	Category	Particulars	Mandatory documents to be submitted by the bidder
1.	**Experience**	a) The bidder shall be a firm of Chartered Accountants either partnership firm or LLP. b) The firm (bidder) should have at least 5 years of existence and continuous in practice of doing Statutory and/or Internal Audit of Companies / Firms and Institutions ending on 31st March, 2025. The firm/LLP should have at least 3 full time partners in practice. c) Out of all partners at least one partner will be fellow member of ICAI (FCA). d) The firm (bidder) must be empaneled with C & AG their empanelment should be valid on the date of application. Note: No relaxation for start-ups, MSE bidders.	a) Registration certificate of the firm issued by the Institute of Chartered accountants of India. b) Registration certificate of the firm issued by the Institute of Chartered accountants of India substantiating year of establishment of Head Office(s) & Branch office(s), addresses, details of partners with their membership nos. etc. c) Valid membership card of ICAI (FCA) of at least one partner. d) Supporting documents for empanelment issued by C&AG as on date of application to be submitted.
2.	**Past Performance**	The bidder should have conducted at least one "Performance Audit/ Internal Audit/ Statutory Audit/Concurrence Audit" in any company in last 5 years ending on 31.03.2026.	Order / Contract/ Appointment Letter issued by client OR Invoice & GSTR OR WCC issued by client
3	**Financial Standings**	The average annual turnover of the bidder shall not be less than Rs.20 lacs each in the last three financial year i.e. 2022-23, 2023-24 and 2024-25 as per audited accounts. Note: No relaxation for start-ups, MSE bidders.	Duly certified copies of relevant pages of audited financials of the firms/LLP in support of criteria to be attached.

SECTION IV – QUALIFICATION/ELIGIBILITY CRITERIA

S.No.	Category	Particulars	Mandatory documents to be submitted by the bidder
4	**General**	a) As on the date of submission of bid against this tender, bidder should not be in the list of ineligible/ blacklisted/ banned/ debarred entity by SPMCIL/ BRBNMPL/ BNPMIPL/any Government Agency for participating in its tenders. b) The firm/partner (bidder) associated should not been penalized for any disciplinary proceedings and no disciplinary proceedings should be pending against them as on the date of application. c) The bidder should have valid PAN and GST Number. d) The bidder appointed as statutory auditor or internal auditor of BNPMIPL presently will not be eligible for participating in this tender. e) Firm Partners should disclose relationship, if any, to any director/KMP of the company. f) Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade). g) Bidder must have the head office/branch office in **Mysore**.	a) Declaration as per Annexure–B on company's letter head duly Signed & with company Stamp to be submitted. b) Self-declaration. c) Self-certified copy of relevant documents (i.e PAN & GST). d) Self-declaration e) Self-declaration f) Signed & Stamped Annexure – A on company's letter head. g) Registration certificate of the firm issued by the Institute of Chartered accountants of India substantiating address of Head Office(s) & Branch office(s).

SECTION IV – QUALIFICATION/ELIGIBILITY CRITERIA

Note:

1. ICAI means Institute of Chartered Accountants of India.
2. Procuring entity reserves the right to seek additional documents related to the documents submitted against qualification/ eligibility criteria and to verify all credentials submitted by bidders towards qualification/ eligibility criteria.
3. Demerged entities (by virtue of a corporate restructuring exercise, etc.) are not allowed to use the credentials of the original/parent entity to satisfy the Qualification/Eligibility criteria.
4. Doctrine of Substantial Compliance': The Qualification/Eligibility Criteria are for shortlisting of sources who are competent to perform the contract (if awarded) to ensure best value for money. This process is neither intended to bestow any entitlement upon nor to create any rights or privileges for the Bidders, by way of overly hair-splitting or viciously legalistic interpretations of these criteria, disregarding the very rationale of the Qualification/Eligibility Criteria. Keeping this caveat in view, interpretation by procuring entity would be based on common usage of terminologies and phrases in public procurement in accordance with the 'Doctrine of Substantial Compliance' and would be final.
5. Original Documents against all the submitted copies of the documents (i.e. bid documents) must be submitted for inspection, if so demanded.
6. The eligibility criteria shall have to be met up to the bid validity period and the successful bidder shall continue to meet the criteria throughout the currency of the agreement.

SECTION IV – QUALIFICATION/ELIGIBILITY CRITERIA

ANNEXURE –A

E-Tender No: BNPM/OTE/140/2026-27, dated 17.07.2026

(To be submitted on the letterhead)

I) *Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade).

II) Bidder means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms, or companies), every artificial judicial person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person participating in a procurement process.

III) "Bidder from a country which shares a land border with India" for the purpose of this order means: -

a) An entity incorporated, established or registered in such a country; or

b) A subsidiary controlled through entities incorporated, established or registered in such a country, or

c) An entity substantially controlled through entities incorporated, established or registered in such a country, or

d) An entity whose beneficial owner is situated in such a country; or

e) An India (or other) agent of such an entity; or

f) A natural person who is a citizen of such a country; or

g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

IV) The beneficial owner for the purpose of (iii) above will be as under: -

1) In case of a company or limited liability partnership, the beneficial owner is the natural person (s), who, whether acting alone or together, or through one or more judicial person, has a controlling ownership interest or who exercise control through other means.

Further explanation:

a) "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company;

b) "Control" shall include the right to appoint majority of the director or to control the management or policy decision including by virtue of their shareholding or management rights or shareholder agreements or voting agreements;

2) In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;

3) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

4) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

5) In case of a trust, the identification of beneficial owners(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

V) An agent is a person employed to do any act for any another, or to represent another in dealings with third persons.

VI) The successful bidder shall not be allowed to sub contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

VII) A bidder is permitted to procure raw material, components, sub-assemblies etc. from the vendors from countries which shares a land border with India. Such vendors will not be required to be registered with the competent authority, as it is not regarded as sub-contracting.

VIII) However, in case a bidder has proposed to supply finished goods procured directly/indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the competent authority.

IX) The registration shall be valid at the time of submission of bid and at the time of acceptance of bid.

I have read the above clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I hereby certify that M/s ………………………………………………………………. is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s …………………………………………………………………………. fulfills all requirements in this regard and is eligible to be considered.” (where applicable, evidence of valid registration by the Competent Authority shall be attached)

I, the undersigned, declare that the item **Eccentric Bearings** Originate in ………………….., (Name of the country).

Signature: ______________________________

Name: ______________________________

Designation: ______________________________

Date: ______________________________

Stamp of the Organization:

ANNEXURE –B

E-Tender No: BNPM/OTE/140/2026-27, dated 17.07.2026

(To be submitted on the letterhead)

DECLARATION

We do hereby declare that,

h) As on the date of submission of bid against this tender, we are not in the list of ineligible/ blacklisted/ banned/ debarred entity by SPMCIL/ BRBNMPL/ BNPMIPL/any government agency for participating in its tenders.

Further, we agree, in case we got blacklisted/ banned/ debarred by SPMCIL/ BRBNMPL/ BNPMIPL/any Government Agency, any time prior to finalization of tender/ contract, our bid shall not be considered for further evaluation/ award of order.

i) We do hereby declare that we have read and understood all terms and conditions of tender document including Technical Specification, Quality Control Criteria and confirm to abide to those conditions without any counter conditions.

j) The director/proprietor of the bidding firm are not closely related to BNPMIPL.

In case, at any time the information furnished is found to be false, you may disqualify/ debar me/ us as deemed fit.

Signature: ______________________________

Name: ______________________________

Designation: ______________________________

Date: ______________________________

Stamp of the Organization:

ANNEXURE C

BID SECURITY DECLARATION

E-Tender No: BNPM/OTE/140/2026-27, dated 17.07.2026

(To be submitted on the letterhead)

We, the undersigned, declare that we will automatically be suspended from being eligible for bidding in any tender with Bank Paper Mill India Private Limited, Mysore for the period of 12 months, if we are withdrawing our Bid during the period of bid validity (or) fail / refuse to execute the contract, if awarded.

Signature: ____

Name: ____

Designation: ____

Date: ____

Stamp of the Organization:

ANNEXURE D

DECLARATION FROM REGISTERED BIDDER FOR EMD EXEMPTION

E-Tender No: BNPM/OTE/140/2026-27, dated 17.07.2026

(To be submitted on the letterhead)

We, the undersigned, declare that we are registered at BNPM, Mysore with proven track record for carrying out Performance audit/Internal audit/Statutory audit/Concurrence audit at BNPM, Mysore.

Our Vendor Code is …………………

We, hereby request to exempt submission of earnest money deposit for the captioned tender.

Signature: ____

Name: ____

Designation: ____

Date: ____

Stamp of the Organization:

SECTION VI – PRICE BID FORMAT

(TO BE FILLED ONLINE THROUGH E-TENDER PORTAL)

Dear Sir,

Sub: PRICE BID FOR APPOINTMENT OF PERFORMANCE AUDITOR AT BNPM, MYSURU.

E-Tender No: BNPM/OTE/140/2026-27, dated 17.07.2026

Sr No.(A)	Details of heads(B)	For Audit of FY 2025-2026 (INR) (C)	For Audit of FY 2026-2027 (INR)(D)	For Audit of FY 2027-2028 (INR)(E)
1.	Professional Fees for Performance Audit, submission of Report. including Out of pocket expenses/conveyance/ travelling/accommodation and all other charges (yearly effective price without GST)			
2.	GST (INR) (HSN/SAC: _______ GST Percentage: ________)			
3.	Yearly effective price (INR) (Without GST) (Converted to present value price as per Clause 11, Sec- II, Terms & Conditions)			
4.	Total Effective Price for 3 years (INR) (Without GST) {Sr No. 3(C)+3(D)+3(E)} (Converted to present value price as per Clause 11, Sec- II, Terms & Conditions)			
5.	Total Average Effective Price for 3 years (Without GST) {Sr No. 3(C)+3(D)+3(E)} /3 (Converted to present value price as per Clause 11, Sec- II, Terms & Conditions) (In Fig.)			
6.	Total Average Effective Price for 3 years (Without GST) {Sr No. 3(C)+3(D)+3(E)} /3 (Converted to present value price as per Clause 11, Sec- II, Terms & Conditions) (In words)			

SECTION VI – PRICE BID FORMAT

Price Discrepancy:

i. *If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless BNPM feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.*

ii. *If there is an error in a total price, which has been worked out through addition and/ or subtraction of subtotals, the subtotals shall prevail and the total corrected; and*

iii. *If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.*

iv. *If, as per the judgment of BNPM, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the tenderer by registered/speed post. If the tenderer does not agree to the observation of BNPM, the tender is liable to be ignored.*

Seal (   )

Name

Signature with Date

Note:

Price should be quoted exactly as per the format given above; Price bids with conditions / Counter conditions are liable for rejection.