



Bank Note Paper Mill India Private Limited
Corporate Office, Gate 1 Administrative Building, Paper Mill Compound
Note Mudran Nagar, Mysuru, 5700003 Karnataka, India
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NOTICE OF EXPRESSION OF INTEREST (EOI) FOR APPOINTMENT OF CONSULTANT FOR PREPARATION OF PROCUREMENT MANUAL, BANK NOTE PAPER MILL, MYSORE, KARNATAKA.

EOI No. : BNPM/EOI/PM/ 85/2017-18 DATED 06.11.2017

Bank Note Paper Mill India Private Limited (BNPM) is a joint venture company of Security Printing and Minting Corporation of India Ltd (SPMCIL) a Government of India Enterprise, and Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL), a subsidiary of Reserve Bank of India, **invites Expression of Interest** from, competent and resourceful Professional (Individual/Trust/Society/partnership firm/LLP/Company) for appointment as consultant for preparation of Procurement Manual to meet its procurement requirement (for procurement of material and services domestically as also globally) The Company voluntarily follows public procurement guidelines including CVC guidelines.

The vendors fulfilling the eligibility criteria as given in Annexure 3 are requested to express their interest in providing services in the specimen given in Annexure 4 to this expression of interest. The Expression of Interest must be submitted with the brief profile of the Consultant (Individual/Trust/Society/Partnership firm/LLP/Company), total experience in the field of providing services in preparation of Procurement Manual, their past performance in similar type of assignment for any of the public sector undertakings/Government Organisation/Joint sector Companies/large reputed Private sector Companies. The Expression of Interest must be sent to the following address:

The Managing Director
Bank Note Paper Mill India Private Limited
Corporate Office,
Gate 1 Administrative Building, Paper Mill Compound
Note Mudra Nagar, Mysuru -570 003
Karnataka, India

Response to EOI shall be sent on or before 1500 hours on 06 December 2017



Steps in the process:

1. Receipt and Evaluation of EOI
2. Presentation by bidders on past performance & proposed scope of assignment.
3. Issue of tender document to short listed firms..
4. Pre-bid meeting with intending bidders.(if so required)
5. Receipt and evaluation of bids
6. Discussion/negotiations of terms and conditions, if so required
7. Finalisation and award of work

Details of Annexures:

1. Brief background of company and promoters - Annexure 1
2. Brief scope of work - Annexure 2
3. Eligibility Criteria - Annexure 3
4. Specimen Response letter to EOI as Annexure 4

For and behalf of Bank Note Paper Mill India Private Limited

Alok Kumar
(Assistant General Manger)

Note: The Company reserves the right to accept/reject any application at its sole discretion and/or cancel the entire exercise. Mere fulfilling the minimum eligibility criteria will not confer any right on the applicant to be called for discussion/ selection.



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Background of the company and promoters and objective of EOI

Bank Note Paper Mill India Private Limited (BNPM) (www.bnpmindia.com) is a 50:50 Joint Venture Company promoted by Security Printing and Minting Corporation of India Ltd (SPMCIL) (www.spmcil.com), and Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL) (www.brbnmpl.co.in). BNPM registered office and the factory is at Mysore. The company has set up a green field banknote paper mill with a production capacity of 12000 metric ton per annum. This is a continuous process industry and the product is unique of its kind having fiduciary value more than its intrinsic worth. The project has been commissioned in April 2016 and is working on its rated capacity.

SPMCIL is a Mini-Ratna Category – I CPSE and a wholly owned schedule ‘A’ Company of Government of India and is under the administrative control of Department of Economic Affairs, Ministry of Finance, Government of India. It is engaged in sovereign function of printing of bank notes and minting of coins besides printing of many other security documents.

BRBNMPL is the wholly owned subsidiary of Reserve Bank of India, established with a view to augment the production of bank notes in India and to bridge the gap between supply and demand for bank notes in the country. The company is engaged in sovereign function of printing and supplying of bank notes.

The BNPM factory is situated at Note Mudran Nagar Mysore, Karnataka, and its Registered and Corporate Office is also situated at the same premises.

The Company voluntarily follows Public Procurement guidelines including Central Vigilance Commissioner Guidelines in its procurement of goods and services domestically as also globally.

It intends to have in place a comprehensive procurement manual duly aligned with public procurement guidelines and compliant with commercial laws and practices as prevalent in India and abroad for global procurement as a good governance practice. Keeping the objective in view, the Expression of Interest (EOI) is issued.



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Broad Scope of Work

1. Study of the existing manual to determine adequacy/ inadequacy/ gap etc. so that the proposed manual is taking care of.
2. Preparation of Procurement Manual for procurement of Goods and Services from Global/Domestic Market through Competitive bidding. .The scope also include preparation of Standard Bidding Document.
3. The Purchase Manual should comply the following laws/regulation/Guidelines.
 - A) Indian Contract Act 1872 from the tender stage..
 - B) Sales of Goods Act 1930
 - C) Arbitration and Reconciliation Act 1996 as also International Arbitration.
 - D) Competition Act 2002 as amended (Amendment Act) 2007
 - E) GST Act 2017
 - G) Government Financial Rule (GFR) as may be applicable.
 - H) Public Procurement Policy, Government of India.
 - I) Any other law regulation/Government Guidelines relevant to the procurement of goods and service.
 - J) Risk assessment & Risk mitigation guidelines in the procurement of goods and services.



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Eligibility Criteria

Status:

1. The applicant should be either an individual professional or a company registered under the Companies Act 1956 or a Limited Liability Partnership registered under the Limited Liability Partnership Act 2008 or a Partnership firm registered under the Partnership Act 1932 or Co-operative Society formed under the Co-operative Societies Act, 1912 or Trust registered under the Trust Act 1882. The main business/profession of the applicant should include inter-alia providing of consultancy /Professional services in the preparation of Procurement Manual for procurement of goods and services besides other professional services. (Documentary proof to be submitted)

Experience:

2. The applicant should have completed similar type of assignment for at-least one public sector undertakings/Government Organisation/Joint sector Companies/large reputed Private sector Companies; during last five years ending on 30 April 2017. (Documentary proof to be submitted). Similar assignment means the Preparation of Purchase Manual for procurement of goods and services through Global/National competitive bidding.

Others:

Financial Standing

- i) Bidder Firms should have average annual turnover of not less than Rs. 1.5 cr. from consultancy services of similar nature and should be financially sound and should have not suffered any financial loss for more than one year during the last three years period ending 31.03.2017
- ii) The net worth of the firm should not have eroded by more than 30% in the last three years period ending 31.03.2017.

The copy of audited balance sheet and Profit and loss accounts for last three financial years is to be submitted along with the proposal

3. The applicant should have valid Service Tax registration/GST Registration / and PAN (Documentary proof to be submitted)
4. The applicant firm should have qualified and resource person in the field of public sector procurement, Laws and international trade, commerce either in their roll or as an associate (details to be furnished)



Specimen Response letter for EOI

Date:

The Managing Director
Bank Note Paper Mill India Private Limited
Corporate Office,
Gate 1 Administrative Building, Paper Mill Compound
Note Mudra Nagar, Mysuru -570 003
Karnataka

Sub: EOI NO.: BNPM/EOI/PM/ 85 /2017-18 Dated 06.11.2017

Dear Sir,

We have gone through the above referred EOI and understood your requirements with respect to preparation of Procurement Manual

We fulfil the eligibility criteria and undertake that;

1. We have noted, understood and agreed to all the terms and conditions of the EOI. In token of our acceptance we have signed and enclosed the EOI duly signed by the authorized representative.
2. I/we am/are _____ and I/We have enclosed the registration certificate issued under the Companies Act 1956/Limited Liability Partnership Act 2008/Partnership Act 1932/Co-operative Society Act 1912/Trust Act 1882 Service Tax laws/Professional Tax registration certificate as documentary evidence.
3. I/We have completed ____ no. of assignment for _____ during the year _____. I/we have enclosed the work order/completion certificate issued by _____ as documentary evidence.
4. We have the total experience of ____ years in the related field as on 30 April 2017.
5. The average annual turnover in 3 financial years i.e. 2016-17, 2015-16, 2014-15 is Rs.____. I/We have enclosed the annual report/statements of accounts (preferably audited) and a statement of average annual turnover of last 3 years duly authenticated by an authorised official of the Company/firm.
6. I/we have enclosed the PAN Card copy and the registration certificate or as empanelled retainer.



7. We also enclose our brief profile and list of our major clients for your consideration and a few brief samples cases of our earlier assignments
8. We will be interested to present our proposal and demonstrate our past performance before you at a meeting at your convenience.

For _____

(Name and designation of officer)

Encl:

1. Duly signed EOI
2. Registration certificates
3. Work order or completion certificate
4. Annual report/income tax return and a statement of average annual turnover of last 3 years.
5. PAN Card copy and copy of Service Tax/GST registration certificate
6. Brief profile and list of major clients

