



Bank Note Paper Mill India Private Limited
Registered & Corporate office: Administrative Building,
Paper Mill Compound, Note Mudran Nagar,
Mysuru- 570003, Karnataka, India

Standard Biding Document (SBD)

Not Transferable

Tender Document for supply and installation of floor mats at BNPM – Mysore Site.

Tender No. BNPM/CO/ Floor Mats / 224 /2016-17; Dated
29.09.2017 The Tender Document contains Pages

The Tender Document is sold to

Details of Contact person in BNPM regarding this tender

Name: Alok Kumar

Designation: Deputy General Manager

Address **Administrative Building,**
Paper Mill Compound,
Note Mudran Nagar, Mysuru- 570003, Karnataka, India
Phone 0821-2401111 ; Fax 0821-2581154
Email info@bnpmindia.com
Website: www.bnpmindia.com



BNPM/CO/floor mats/ /2017-18 dated 29/09/2017.	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: Index
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MASTER INDEX

TO

STANDARD BIDDING DOCUMENT

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED, MYSURU



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NIT

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED

SECTION: I

NOTICE INVITING TENDER

SHEET 1 OF 3

**BANK NOTE PAPER MILL INDIA PRIVATE LIMITED
Administrative Building, Paper Mill Compound,
Note Mudran Nagar, Mysuru- 570003, Karnataka, India
Phone 0821-2401 111/ 186; Fax 0821-2581154**

Email info@bnpmindia.com, website: www.bnpmindia.com

(Name, address, telephone no., Fax, e-mail, website etc. of the Unit)

BNPM/CO/Floor mats/ 224/2017-18, dated: 29.09.2017

1. Bidders satisfying the technical and commercial conditions specified in the bid and ready to supply the mentioned products in conformity with the Scope of work and Technical specification provided in NIT and terms and conditions stipulated herein may submit their commercial quotes as specified in the format of the document.
2. Tenders are invited in two parts (Techno-commercial & Financial) from eligible and qualified tenderers for supply of following Goods:



SI No	Description	Unit	Estimated Quantity	EMD
1	Providing, supplying, Installation of 3M 7150 heavy duty loop Mat of Size 4*40 feet of required colour and approved make and brand including necessary material which are essential for completion of job to lay on the floors in direction of Engineer the rate quoted shall include labour charges, transportation charges, installation Charges, cutting, finishing etc. Services Tax, GST etc.	Roll	9	EMD –Rs 20000.00/- The amount may be payable through DD or Electronic transfer.



NIT**BANK NOTE PAPER MILL INDIA PRIVATE LIMITED**

SECTION: I

NOTICE INVITING TENDER

SHEET 3 OF 3

Tender Number	BNPM/CO/ Floor mats/224/2017-18 Dated: 29-09-2017
Type of Tender (Two Bid/PQB/EOI Etc.)	One Bid
Tender fee	Rs 1,000/-
Last date for bidders to request for clarification	10/10/2017.
Closing date and time for receipt of tenders	25-10-2017, 1500 hours.
Place of receipt of tenders.	Bank Note Paper Mill India Pvt. Ltd. Administrative Building, Entry gate No 01, Note Mudran Nagar, Mysore- 570003
Time and date of opening of Techno-commercial bid	25-10-2017, 1530 hours.
EMD	₹ 20,000/- (Rupees Twenty thousand Only)
Place of opening of tenders	Bank Note Paper Mill India Pvt. Ltd. Administrative Building, Note Mudran Nagar, Mysore- 570003
Nominated Person/ Designation to receive the Bulky Tender (Clause 21.1 Of GIT)	Shri Alok Kumar, DGM

- Interested tenderers may obtain further information about this requirement from the above office selling the documents.
- Tender documents may be purchased on payment of non-refundable fee of Rs.1000/- per set in the form of account payee demand draft drawn on a scheduled commercial bank in India, in favour of Bank Note Paper Mill India Private Limited payable at Mysore.
- If requested, the tender documents will be mailed by Registered Post/ Speed Post to the domestic tenderers, for which extra expenditure per set will be Rs.200/- for domestic post. The tenderer is to add the applicable postage cost to the non-refundable fee mentioned in Para 3 above.



6. Submission of tender shall be as follows-

The tender shall contain two sealed envelopes each of whose contents shall be as follows.

- a) Sealed envelope super-scribed Envelope-1, shall contain
- i) Bid forwarding letter.
 - ii) Cost of bidding document in the form of crossed Demand draft in a separate envelope (Applicable for bidders who have downloaded the bids from BNPM's website)
 - iii) Earnest Money Deposit – in separate envelope
 - iv) Deviations from GCC, SCC, SIT, GIT (if any)
 - v) Schedule of deviations to technical specifications separately, if any
 - vi) Technical details/ documents specified in technical part
 - vii) Blank copy (Without price) of **Schedule of price** duly signed & stamped on each page

The envelope shall be superscribed as- "ENVELOPE-1- Technical Bid" along with the name of work.

- b) Sealed envelope super-scribed Envelope-2, shall contain.
- i) Schedule of Prices duly filled in (Annexure- 2).

The envelope shall be super scribed as- "ENVELOPE-2- Financial Bid" along with the name of work

7. The two sealed envelopes shall be put in a separate sealed envelope super-scribed as Tender No. BNPM/CO/Floor mats/224/2017-18 for providing Floor mats as per enclosed data sheets and documents. Both envelope 1 and envelope 2 shall be opened on the same day.
8. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped in the tender box located at the address given below on or before the closing date and time indicated in the Para 1 above, failing which the tenders will be treated as late and rejected.

Address: **Bank Note Paper Mill India Private Limited
Administrative Building,
Note Mudran Nagar,
Mysore- 570003.**

9. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organisation, the tenders will be sold/ received/ opened on the next working day at the appointed time. The tender documents are not transferable.

Yours Faithfully,

(Alok Kumar)
Deputy General Manager

GIT	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: II
	GENERAL INSTRUCTIONS TO TENDERERS	SHEET 1 OF 1

Kindly refer <http://bnpmindia.com/events.php> for further details (GIT contains 26 pages)



The following Special Instructions to Tenderers will apply for this tender. These special instructions will modify/ substitute/ supplement the corresponding General Instructions to Tenderers (GIT) incorporated in tender. The corresponding GIT clause numbers have also been indicated in the text below: In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

SI No	GIT Clause No	Topic	Substitution / Replaced by
1	12.5 and 12.6	Tender Prices	2.0
2	19.1	Tender Validity	4.0
3	35.0	Evaluation Criteria	5.0

1. IMPORTANT DATES TO BE NOTED:

- 1.1 Issue of Tender : 29-09-2017.
 1.2 Last date for bidders to request for Clarification: 10-10-2017.
 1.3 Last date for submission of Tender : 25-10-2017, 1500 hrs.
 1.4 Opening of Envelope-1 & 2 "Technical Bid" : 25-10-2017, 1530 hrs.
 1.5 Place of Receiving/opening the tender : BNPMIPL
 Administrative Building
 Note Mudran Nagar,
 Mysore-570003.

2. TENDER PRICES:

Tenderer shall quote strictly in INR and as per the attached price schedule. The quoted prices should be inclusive of all taxes & duties FOR to Mysore site.

3. TENDER VALIDITY:

Bids shall remain valid for a period of 2 months for acceptance from the date of tender opening. For any extension in validity required, purchaser shall seek in writing, the same from the bidder.

4. EVALUATION CRITERIA:

- i) Techno-commercial bid of parties shall be opened and scrutinised 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 technically acceptable offers as decided in the 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.
- ii) The method of evaluation of bidder for awarding the contract shall be on overall total L-1 offered price for delivery up to BNPM, Mysore.

SIT	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: III
	SPECIAL INSTRUCTIONS TO TENDERERS	SHEET 2 OF 2

5. TDS as applicable shall be deducted at source as prevailing guiding rules.
6. Corrigendum/ Addendum, if any, including clarifications provided during pre-bid meeting shall be hosted on Company's website (www.bnpmindia.com) only.
7. The Company discourages the engagement of agents for brokering contracts and hence intending bidders are requested to take note of the above that engagement of agents for brokering contracts may result in dis-qualification.
8. EMD amount Rs.20000.00/- to be paid through DD/ Electronic fund transfer in favour of & payable at Bank Note Paper Mill India Private limited, payable at Mysore. The bank details as:

Account Name: Bank Note Paper Mill India Private Limited

Account Name: 05230350002465

IFSC Code : HDFC0000523

Branch : Richmond Road Bangalore

9. The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period with DGS&D or with National Small Industries Corporation, New Delhi /MSME are exempted from payment of earnest money. In case the tenderer falls in these categories, it should furnish certified copy of its valid registration details (with DGS&D or NSIC or MSME as the case may be).



GCC	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: IV
	GENERAL CONDITIONS OF CONTRACT	SHEET 1 OF 1

Kindly refer <http://bnpmindia.com/events.php> for further details
(GCC contains 26 pages)



The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below. These Special Conditions will Modify/substitute/supplement the corresponding (GCC) clauses.

Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

(Clauses of GCC listed below include a possibility for variation in their provisions Through SCC. There could be other clauses in SCC as deemed fit)

Sl No	GCC Clause No	Topic	Substitution/ Replaced by
1.	6.1	Performance Bond/ Security	1.
2.	10	Terms of Delivery or work completion	2.
3.	22, 22.1, 22.2, 22.3, 22.4, 22.6	Terms and Mode of Payments	3.

1. Performance Bond/ Security:

10 % of the bill value shall be retained as Security deposit till the defect liability period of 06 months from the date of installation.

2. Terms of Delivery/completion of work:

The entire work should be completed within 15 days from the date of issue of Work Order. However work is required to be completed at the earliest. Time is essence of this project.

3. Terms and Mode of Payments

The payment shall be made against delivery at site (FOR destination) as per the following:

- (i) 90% amount of the invoiced value shall be released within 30 days after installation/ completion of work at site and on production of all required documents by the supplier.
- (ii) 10% shall be released after completion of warranty period i.e. 06 months from the date of installation of floor mats.
- (iii) Payment will be made only if the supplied consignment meets the specifications & quality criteria mentioned in the Technical Specifications.

Payments to suppliers shall be made by account payee cheque or through ECS in INR only.

4. Price:

Bidder should quote the price taking into consideration GST. Supplier shall be entirely responsible for transportation charges etc. incurred until delivery of the supplier goods to BNPM, Mysore site.



SCC	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: V
	SPECIAL CONDITIONS OF CONTRACT	SHEET 2 OF 2

5. Risk Purchase Clause:

If the Seller fails to abide by the terms and conditions of this agreement, or fails to supply the material as per the delivery schedule or any time repudiates the contract, the purchaser will have the right to

- a) The cost difference between the alternative arrangement and seller's tendered value will be recovered from the seller along with the other incidental charges.

In case of procurement through alternative sources, and if procurement price is lower, no benefit on this account will be passed on to the seller.

EMD shall be released on completion of work.



LOR	BANK NOTE PAPER MILL PRIVATE LIMITED	SECTION: VI
	LIST OF REQUIREMENTS	SHEET 1 OF 1

As mentioned in Annexure-1

Providing, supplying, installation of **3M 7150 heavy duty loop Mat** of size **4*40 feet** of required colour and approved make and brand including necessary material which are essential for completion of job to lay on the floors etc. as per the direction of engineer the rate quoted shall include labour charges, transportation charges, installation charges, cutting, finishing etc. service tax, GST etc.

Place of Work:

Bank Note Paper Mill India Private Limited

Administrative Building,

Entry gate No 01,

Note Mudran Nagar

Mysore- 570 003.



1. Technical Specification:**Technical Data**

Property	Heavy Duty
Thickness(mm) (ASTM D.418)	Minimum:14.0
Weight(kg/sq.m) ASTM D.418-68	Minimum:4.1
Microbiological properties ASTM G-21-90	Inhibiting to fungal growth
Flammability GB11785	B1
Colours	Grey
Warranty	Limited warranty 6 months

Note:

A material test certificate should be submitted along with the supply.

QC**BANK NOTE PAPER MILL INDIA PRIVATE LIMITED**

SECTION: IX

QUALIFICATION/ ELIGIBILITY CRITERIA

SHEET 1 OF 2

1. Minimum qualification: Parties who have been black listed /debarred by BNPMIPL/SPMCIL/ BNPMIPL or any PSU or any Government Departments are not eligible for submission of this tender.
2. The Vendor should be manufacturer/Dealer/Authorized partner/Authorized representative of manufacturer.
3. Eligibility Criteria: The prospective bidders should have the following eligibility criteria and should submit the documents as mentioned below:
 - b) Average Annual financial turnover during the last 3 years, ending 31st March 2017 should be at least Rs. 3 lakhs.
 - c) Net worth of the firm should not be eroded for more than 30% during last three years.
 - d) Firm should not suffered any financial loss in more than one year during last 3 years period ending 31st March 2017.
 - e) Registration with GST, PAN.



1. Documents to be submitted in support of Pre-qualification Criteria

The following documents should be submitted by the firm to prove the pre-qualification criteria.

1. Company's Profile including details along with copy of following documents:

- a) Certificate of Incorporation/ Registration
- b) Constitution of business, in case of business in individual name
- c) Partnership deed , in case of partnership
- d) Memorandum of Association and Articles of Association, in case of Limited company
- e) Memorandum of Association by corporate other than Limited company

2. In support of financial standing copies of audited balance sheets and Profit & Loss account of previous one year 2016-17 should be certified by authorised signatory. In case of unaudited balance sheet, same should be certified by certified accountant's e.g. Chartered Accounts (CA) in India and Certified Public Accountant/ Chartered Accountants of other countries.

In support of technical standing copy of purchase order/work order/agreement and/ or work completion certificate issued by competent authority of the customer duly certified by authorised signatory.

3. Declaration that the firm has not been blacklisted/ debarred by BNPMIPL/ BRBNMPL /SPMCIL or any Govt. Departments duly signed by authorised signatory.

4. Compliance Format

- a) Copies of PAN, GST to be submitted along with the bid.
- b) Any other relevant document the firm wishes to submit.
- c) Bidder to furnish stipulated documents in support of qualifying criteria. Non-submission or incomplete submission of documents may lead to rejection of offer.
- d) In case, the bidder is not manufacturer, manufactures authorization certificate shall be enclose along with the tender document.

PS

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED

SECTION: XI

PRICE SCHEDULE

SHEET 1 OF 3

To

Date _____

Bank Note Paper Mill India Private
Limited Administration Building,
Note Mudran Nagar,
Mysuru- 570003

Ref: Your Tender document No.....dated.....

We, the undersigned have examined the above mentioned tender enquiry document, including amendment No. -----, dated ----- (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver..... (description of goods and services) in conformity with your above referred document for the sum as shown in the price schedule(s), attached herewith and made part of this tender.

If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 6, read with modification, if any, in Section V- "Special Conditions of Contract", for due performance of the contract.

We agree to keep our tender valid for acceptance for a period up to month, as required in the GIT clause 19, read with modification, if any in Section-III -"Special Instructions to Tenderers" or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

(Signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

Bidder shall use this covering letter while submitting the offer.



PS

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED

SECTION: XI

PRICE SCHEDULE

SHEET 2 OF 3

Note:

Price Schedule should be as per format given in Annexure – 1 attached to this tender document.



QUEST	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: XII
	QUESTIONNAIRE	SHEET 1 OF 5

The tenderer should furnish specific answers to all the questions/ issues mentioned below. In case a question/ issue do not apply to a tenderer, the same should be answered with the remark "not applicable".

Wherever necessary and applicable, the tenderer shall enclose certified copy as documentary proof/ evidence to substantiate the corresponding statement.

In case a tenderer furnishes a wrong or evasive answer against any of the under mentioned question// issues, its tender will be liable to be ignored.

1. Brief description of goods and services offered:
2. Offer is valid for acceptance up to
3. Your permanent income tax A/c no. as allotted by the Income Tax Authority of Government of India
(Please attach certified copy of your latest/ current Income Tax clearance certificate issued by the above authority)
4. Status:
 - a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D), New Delhi, and/ or the present BNPMIPL and/ or the Directorate of Industries of the concerned State Government for the goods quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit imposed on your registration.
 - b) Are you currently registered under the Indian Companies Act, 1956 or any other similar Act?
(Please attach certified copy (s) of your registration status etc. in case your answer (s) to above queries is in affirmative.
5. Please indicate name & full address of our Banker(s)
6. Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Dept of Government of India or by any State Govt.

.....

(Signature with date)

(Full name, Designation & address of the person duly authorised sign on behalf of the tenderer)

For and on behalf of

.....

(Name, address and stamp of the tendering firm)

ISSUE R0



MAF	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: XIV
	MANUFACTURER'S AUTHORIZATION FORM	SHEET 1 OF 1

APPLICABLE

To

Bank Note Paper Mill India Private Limited
 Administrative Building, Entry Gate 1,
 Paper Mill Compound,
 Note Mudran Nagar,
 Mysore - 570003

Dear Sirs,

Ref. Your Tender document No.....dated.....

We,, who are proven and reputable manufacturers of (name and description of the goods offered in the tender) having factories at.....hereby authorise Messrs (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above goods manufactured by us.

We also hereby extend our full warranty, as applicable as per clause 16 of the General Conditions of Contract read with modification, if any, in the Special Conditions of Contract for the goods and services offered for supply by the above firm against this tender document.

Yours faithfully,

[Signature with date, name and designation)

For and on behalf of Messrs

.....

[Name & address of the manufacturers]

Note: This letter of authorisation should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.



BG-PS	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: XV
	BANK GUARANTEE FORM FOR PERFORMANCE SECURITY	SHEET 1 OF 1

..... (Insert: Bank's Name, and Address of Issuing Branch or Office)

Beneficiary:

Bank Note Paper Mill India Private Limited
 Administrative Building, Paper Mill Compound,
 Note Mudran Nagar, Mysore- 570003.

Date:.....

Performance Guarantee No.:

WHEREAS (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of LOI (Letter of Intent) no..... dated to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said LOI that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the LOI;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand. We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

We undertake to pay Bank Note Paper Mill India Private Limited up to the above amount upon receipt of its first written demand, without Bank Note Paper Mill India Private Limited having to substantiate its demand.

This guarantee will remain in force upto and any demand in respect thereof should reach the Bank not later than the above date.

.....
 (Signature of the authorized officer of the Bank)
 Name, authorisation/ signature no. and designation of the officer
 Seal, name & address of the Bank and address of the Branch



	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED	SECTION: XVII
LOA	LETTER OF AUTHORITY FOR ATTENDING A BID OPENING	SHEET 1 OF 1

(Refer to clause 24.2 of GIT)

The General Manager
Address

Subject: Authorization for attending bid opening on----- (date) in the Tender of

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signatures
1.		
2.		
Alternate Representative		
Signature of Bidder or Officer authorised to sign the bid on behalf of Bidder		

Note:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not produced.



SA

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED

SECTION: XIX

SHIPPING ARRANGEMENT FOR LINER CARGOES

SHEET 1 OF 1

NOT APPLICABLE



APQ	BANK NOTE INDIA PAPER MILL PRIVATE LIMITED	ANNEXURE-II
	APPLICATION- PRE-QUALIFICATION- DECLARATION	SHEET 2 OF 2

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ANNEXURE 1

SI No	Description	Unit	QTY	Unit Rate	P&F and freight charges	GST @ ...%	Unit rate incl. P&F, freight and GST	Total incl. P&F, freight and GST
		a	b	c	d	e	f = c+d+e	g= b*f
1	Providing, supplying, installation of 3M 7150 heavy duty loop Mat of size 4*40 feet of required colour and approved make and brand including necessary material which are essential for completion of job to lay on the floors etc. as per the direction of engineer the rate quoted shall include labour charges, transportation charges, installation charges, cutting, finishing etc. service tax, GST etc.	Roll	9					
	Total – DAP, BNPM, Mysore including all taxes& duties In Rupees (In figures)							
	Total – DAP, BNPM, Mysore including all taxes& duties In Rupees (In figures)							



Signature of the Tenderer