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CIN : U85110KA1995PTC017100



ISO 9001 - 2008,
ISO14001-2004
COMPANY

भारतीय रिज़र्व बैंक
नोट मुद्रण (प्रा.) लिमिटेड

(भारतीय रिज़र्व बैंक की संपूर्ण स्वामित्ववाली सहायक कम्पनी)
नोट मुद्रण नगर, मैसूर - 570 003.

**BHARATIYA RESERVE BANK
NOTE MUDRAN (P) LIMITED**

(Wholly owned subsidiary of Reserve Bank of India)
NOTE MUDRAN NAGAR, MYSORE - 570 003.

Security Classification: Non Security Items

Tender Document for Co-processing of Ink Sludge from BRBNMPL, Mysuru

Tender No: 129/MYS/CIVIL/2017-18

This tender document contains: 30 pages

The tender document is sold to:

M/s. _____
Address _____

Details of Contact person in BRBNMPL regarding this tender:

Name: Shri Pradip Kumar
Designation:-Asst. General Manager
Address: BRBNMPL, Note Mudran Nagar, Mysuru-570 003.
Phone: 0821-2469 008 /2469 029
Fax: 0821-2582 099

Email: pradipkumar@brbnmpl.co.in

Note: All Official correspondences related to above tender are to be address to the head of Unit along with tender reference No. as follows:

Address for Correspondences:

The General Manager,
BRBNMPL, Note Mudran Nagar,
Mysuru-570 003

CONTENTS OF THIS TENDER ENQUIRY: (In SBD Format)

Tender Clause / Section Reference	Tender Clause Description	Remarks
Section I	Notice Inviting Tender (NIT)	Enclosed
Section II	General Instructions for Tenderer (GIT)	To be downloaded from website: www.brbnmpl.co.in under 'Downloads' Section.
Section III	Special Instructions to Tenderers (SIT)	Enclosed
Section IV	General Conditions of Contract (GCC)	To be downloaded from website: www.brbnmpl.co.in under 'Downloads' Section
Section V	Special Conditions of Contract (SCC)	Enclosed
Section VI	List of Requirements	Enclosed
Section VII	Technical Specification	Enclosed
Section VIII	Quality Control Requirements /Compliance Statement by Tenderer	Enclosed
Section IX	Qualification/Eligibility Criteria	Enclosed
Section X	Tender form	Enclosed
Section XI	Price Schedule (Price Bid)	Enclosed
Section XII	Questionnaire /Checklist	Enclosed
Section XIII	Bank Guarantee Form for EMD	<i>Not Applicable to this tender.</i> In place of BG, Required Demand Draft/Banker's Cheque/Fixed Deposit along with authorization form enclosed in Annexure B (subject to encashment) is to be submitted for EMD as mentioned in section-I (Notice for Inviting Tender-NIT)
Section XIV	Manufacturer's Authorization Form	Enclosed
Section XV	Bank Guarantee Form for Performance Security / SD	Enclosed
Section XVI	Contract Form	Enclosed
Section XVII	Letter of Authority for attending a Bid Opening	Enclosed
Section XVIII	Shipping arrangement for liner cargo-	<i>Not applicable to this tender</i>
Section XIX	Proforma of Bills for Payments	Enclosed
Section XX	Proforma for Financial Turnover for last 03 years certified by CA	Enclosed
Section XXI	Pre contact integrity Pact	Enclosed
Annexure-A	No claim and No-due Certificate	Enclosed
Annexure-B	Authorization for encashment of fixed deposit	Enclosed

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CIN : U85110KA1995PTC017100

SECTION- I: NOTICE FOR INVITING TENDER (NIT)

BNM No. / (M) 20.04.05/2017-18

March 24, 2018

M/s

TENDER NO: 129/MYS/CIVIL/2017-18

Sub: Tender Document for Co-processing of Ink Sludge from BRBNMPL, Mysuru.

Dear Sir/Madam,

Sealed tenders in TWO parts (Part-I - Technical and Part-II Commercial (Price) bid) are invited for the “**Co-processing of Ink Sludge from BRBNMPL, Mysuru**”.

Schedule No.	Brief Description of Goods / Services	Quantity (with unit)	Earnest Money Deposit	Remarks
1	Co-processing of Ink Sludge from BRBNMPL, Mysuru As per Bill of quantities and scope of work mentioned at Section-VI, VII, & XI.	As per BOQ	₹ 34,000 /- (Rupees Thirty Four Thousand Only)	Estimate Value: ₹ 16.52,000/- (Rupees Sixteen Lakhs Fifty Two Thousand Only)

SALIENT FEATURES OF TENDER

S1. No.	Description	Details
1	Tender No.	TENDER NO: 129/MYS/CIVIL/2017-18
2	Tender Date	March 24, 2018
3	Name of the Work	Tender Document for Co-processing of Ink Sludge from BRBNMPL, Mysuru
4	Estimated Value	₹16,52,000/- (Rupees Sixteen Lakhs Fifty Two Thousand Only)
5	Earnest Money deposit	₹34,000/- (Rupees Thirty Four Thousand Only) in the form of DD favoring Bharatiya Reserve Bank Note Mudran Pvt. Ltd, Mysuru Payable at Mysuru
6	Cost of Tender Form	₹500/- (Rupees Five Hundred Only.) in the form of DD favoring Bharatiya Reserve Bank Note Mudran Pvt. Ltd, Mysuru Payable at Mysuru
7	Last date of sale of tender forms	One day before the date of submission and closing up to 14.00 Hrs. (Incuse holiday falls on that day - it shall be last working day).
8	Last date of submission/ closing of the tenders	14.30 hrs. on April 25, 2018
9	Nominated Person / Designation to Receive Bulky Tender (Clause 21.21.1 of GIT)	Shri. Pradip Kumar, AGM (Civil Maint.)
10	Date of opening of Pre-Qualification Bid (Bid-I)	15.00 hrs. on April 25, 2018
11	Date of opening of Technical Bid & Price Bid	Shall be communicated to the eligible bidders.
12	Validity of tender	120 days from the date of opening of the tender which can be further extended for another 30 days.
13	Date of Commencement	As mentioned in LOI/Work Order/Agreement or as advised by the in-charge officials
14	Tenure	Total tenure shall be three years. Initially, the Annual Maintenance Contract shall be awarded for a period of one year. At the end of tenure, on satisfactory performance of the contract, the contract may be renewed on yearly basis for further period up to a maximum of two years.
15	Liquidated Damages	At the rate of 0.5% (half percent) of the contract value per week of delay, up to maximum of 10% (Ten percent) of the contract value after which the contract stands rescinded.
16	Defect Liability Period	02 months
17	Performance Security deposit/Bond to be deposited within 21 days after the issue of notification of award of contract by BRBNMPL	Successful Bidders has to submit B.G. as performance security for 10% (Ten percent) of the W.O. value less Earnest Money Deposit (EMD) in the prescribed format mentioned at Section: XV.

18	Release of security deposit / RM	After expiry of defects liability Period/Completion of contractual obligations including warranty obligations.
19	Period of submitting the final bill by contractor	Maximum period of two months from the date of completion.
20	Terms of contract and specifications	As per schedule.
21	Terms of contract and specifications	As per schedule.

2. Interested tenderers may obtain further information about this requirement from the above office selling the documents. They may also visit our website <https://www.brbnmpl.co.in> for further details. Any corrigendum/addendum or amendment, change in dates as and when required will be published in Company web site only.
3. Cost of Tender Form: Cost of Tender Form is ₹ 500/-. Tender Documents can be purchased from our office up to one day before the last date of submission of the tender up to 14.00 hrs. during working hours against payment of ₹ 500/- by Demand Draft /Pay Order/Banker's Cheque in favour of BRBNMPL, Mysuru on any scheduled bank payable at Mysuru. The tender document can also be downloaded from our website (www.brbnmpl.co.in) in which case the cost of the tender form in the form of DD should be submitted in the envelope containing Earnest Money Deposit. The offer of the bidders who do not submit the cost of the Tender Document downloaded from the website shall be liable for rejection.
4. 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.
5. 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.
6. The tender documents are not transferable.

For and on behalf of BRBNMPL,

(Pradip Kumar)
Assistant General Manager

IMPORTANT TENDER CONDITIONS AT A GLANCE FOR ATTENTION OF BIDDERS:

1. **Tender Form Price:** Tender Documents can be purchased from our office up to 14.00 Hrs. One day before the last date of submission (In case holiday falls on that day, it shall be last working day) against payment of ₹ 500/- by Demand Draft /Pay Order/Banker's Cheque in favour of BRBNMPL, Mysuru on any scheduled bank payable at Mysuru. The tender document can also be downloaded from our website (www.brbnmpl.co.in) in which case the cost of the tender form in the form of DD/Pay Order/Bankers Cheque should be submitted in the envelope containing Earnest Money Deposit. The offer of the tenderers who do not submit the cost of the Tender Document downloaded from the website shall be liable to be rejected. Issuance of tender paper shall not automatically be construed qualification of bidder for award of work, which will actually be determined during bid evaluation.
2. **Validity of Tender:** The quoted rates shall be valid for a period of 120 days from the date of opening of the tenders, however in case of any delay due to genuine reasons. The validity period may be extended further for additional period of 30 days. If any tenderer withdraws his tender before the said period or makes any modification in the Price Bid or terms and conditions of the tender then, employer, without prejudice to any other right or remedy will be at liberty to forfeit the whole of the earnest money.
3. **Tenure of Contract:** The work should be completed as per the time period mentioned in the tender form. Time is essence of this Contract. Any extension of completion period with valid reason shall be submitted at least two weeks before schedule date of completion citing the reasons for delay.
4. **E.M.D:** An EMD of ₹ **34,000/- (Rupees Thirty Four Thousand Only)** is payable in the form of Demand Draft/Banker's Cheque/Fixed Deposit along with authorization form enclosed in Annexure B (subject to encashment) drawn in favour of Bharatiya Reserve Bank Note Mudran Pvt. Ltd., Mysuru drawn from any scheduled Commercial Bank in India, payable at Mysuru. Please refer GIT Clause 18 under Section II, In case E.M.D is not submitted along with the tender (Technical Bid Part – I), the offer will be liable for rejection. However, please note DGS&D / NSIC, New Delhi registered firms are exempted from submission of requisite EMD.
5. Please send your competitive bidding in sealed cover super scribed as **“Tender Document for “Co-processing of Ink Sludge from BRBNMPL, Mysuru”** against Tender Enquiry No. 129/MYS/CIVIL/2018-18 dated March 24, 2018 to reach us on or before 14.30 hrs. on April 25, 2018 at BRBNMPL, Mysore with the following separate sealed covers:
 - a. The First sealed cover super scribed as Technical Bid (part I) against **Tender Enquiry No. 129/MYS/CIVIL/2017-18 dated March 24, 2018** should contain all the documents in support of Quality Control Requirements / Compliance statement by Tenderer Section VIII, documents in support of Qualification / Eligibility criteria (Section IX), Section X: Tender Form, Section XII: Questionnaire, Section XIV: Manufacturer's authorization form (if applicable), brochure and product details etc., of the item being offered. Qualification / Eligibility criteria (Section IX). No information regarding price should be mentioned in this part. Cost of Tender Form and EMD amount. No information regarding price should be mentioned in this part
 - b. The second sealed cover super scribed as PRICE BID (part II) against Tender Enquiry No. **129/MYS/CIVIL/2017-18 dated March 24, 2018** should contain only Section XI – Price Schedule exactly as per proforma duly filled and signed. The Price Quoted as per Price Bid (Section-XI) should match Price Break-up (Annexure-A).
 - c. BIDS submitted not in accordance with above guidelines will be liable to be rejected.
 - d. If the sealed tenders are sent by post or courier service, the tenderers shall ensure that the tenders are posted or dispatched sufficiently early so that the tenders are received by the BRBNMPL within the stipulated date and time. BRBNMPL will not be responsible for any delay in post or courier. If the tenders are to be delivered in person at the above address, the sealed tenders shall be deposited before the stipulated date and time, at the aforesaid office. BRBNMPL

shall not accept responsibility for late receipt of tenders if delivered in person or sent by post or courier service.

6. The Technical (Part I) tenders will be opened at **15.00 hrs. on April 25, 2018** in the presence of available tenderers or their authorized representatives. Subsequently agencies who have qualified in technical bid shall be intimated of the opening of the Price Bid. In the second stage, the financial bids of only the technically acceptable offers shall be opened for further scrutiny and evaluation. Other financial bids would be returned unopened to the respective bidders under Registered AD/ Reliable Courier or any other mode with proof of delivery.
7. **Optional Quantity/Additional Work order:** Quantities mentioned in the schedule of items are approximate and may vary as per actual work done/ site requirement; contractor shall not claim any extra rate on this account. BRBNMPL may extend the Work order/place additional work order at a later date at the quoted rates.

8. Price:

- a. The contractor has to quote his most competitive price considering all the factors involved in the **“Co-processing of Ink Sludge from BRBNMPL, Mysuru”** and the price shall be all-inclusive except GST, which shall be shown separately at the prevailing rate. The Price shall be firm & binding, no escalation on above on any account shall be admissible during the currency of contract period, except for the service tax/GST for which documentary proof should be attached for claiming escalation, if any.
- b. The contract price should be based on the scope of work, manpower required if any, depreciation, repair & maintenance cost of equipment deployed for mechanized housekeeping etc., Work Contract Tax/GST & all other charges & overheads for captioned services with reference to the Scope of work at Section – VI & VII.

9. Payment Terms:

Payment shall be made on monthly / quarterly basis only on satisfactory compliance of all the tender/work order/agreement conditions stipulated and performance of the job satisfactorily. The successful tenderers shall raise monthly bill in the 1st week of succeeding month for releasing payment after fulfilling all the necessary statutory requirements.

Deductions: Statutory deductions shall be made at source as per rule

- a. On receipt of the material, Form 10 - Hazardous Waste Manifest for disposal of hazardous waste shall be issued to BRBNMPL. It will be the sole responsibility of agency to use the material as per CPCB/KSPCB norms. The responsibility of BRBNMPL for disposal of ink sludge ceases on issue of Form 10
- b. BRBNMPL will make available for the hazardous waste for disposal on free of cost basis at plant site
- c. Transportation of material / hazardous waste will be under the scope of BRBNMPL and shall be arranged by BRBNMPL. Freight charges for transportation will not be paid extra.

10. Compensation for Delay:

The work shall be taken up strictly as per the terms & conditions of the contract. For any delay beyond the time specified for any particular works, without any valid reason, compensation for delay/liquidated damages @ 0.5% of the value equivalent to one month contract price shall be levied per week of delay, subject to a maximum of 10% of monthly contract charges.

The Contractor's co-ordination with other agencies appointed by BRBNMPL is essential to maintain smooth progress of the work and any delay, which in the opinion of BRBNMPL if due to non-co-ordination and inefficient management of the contractor will not be entertained.

11. **Notification of Award:** BRBNMPL will issue Notification of award / LOI to the successful bidders who qualify and become lowest bidder by post or by fax/email (to be confirmed by post) that its tender for Captioned Subject, has been accepted, briefly indicating therein the essential details of work and corresponding prices accepted. The successful tenderer/Contractor shall mobilize all men required for timely performance of the captioned services involving various activities and start the work from the date

mentioned in Notification of Award. Contractor should return back the duplicate copy of Notification of Award duly signed and stamped in each page as acceptance.

12. **Security Deposit/Performance Bond:** Within twenty-one days after the issue of notification of award by BRBNMPL, the supplier shall furnish Security Deposit to BRBNMPL for an amount equal to 10% of the Order Value by way of DD/BG, valid up to Sixty days after date of completion of all contractual obligations, including warranty period. (Please refer GCC Clause 6 under Section IV.). Failure of the successful tenderer in providing performance security within 21 days of receipt of notification of award and / or returning of duplicate copy of Notification of Award/ LOI duly signed shall make the tenderer liable for forfeiture of its EMD and, also, for further sanctions by BRBNMPL against it
13. **Contract Agreement:** A formal agreement has to be executed between the contractor and BRBNMPL on ₹ 100/- Non-judicial stamp paper purchased by the contractor within two weeks of receipt of Security Deposit/Performance Bond as per the format given in SECTION-XVI. In case Contractor fails to complete the formalities for execution of agreement, Work Order shall be cancelled. In such case, EMD / SD of the contractor shall be forfeited and BRBNMPL may initiate appropriate action as deemed fit.
14. **Liquidated Damages:** If the supplier fails to deliver any or all of the goods within the time frame (s) [delivery schedule] incorporated in the contract, BRBNMPL shall, under the contract deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% of the delivered price of the delayed goods [value of quality for which delivery is delayed] for each week of delay or part thereof until actual delivery, subject to a maximum deduction of 10%. [Please refer GCC Clause 24 under Section IV].
15. Parties who have been black listed /debarred by BRBNMPL or any PSU or any Government Departments are not eligible for submission of this tender.
16. BRBNMPL does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting/rejecting the whole or any part of the tender or portion of the quantity tendered without assigning any reason thereof.
17. If the tenderer is registered under DGS&D/NSIC, New Delhi they have to clearly mention and submit a copy of supporting documents. In absence of any such declaration, tenderer shall be considered as not registered under DGS&D/NSIC, New Delhi. Tenderer registered with NSIC/DGS&D are eligible for exemption of only EMD. As regarding SD, the tenderer who are registered with DGS&D /NSIC should submit an undertaking for payment of SD in case they become L1 firm in bid process and this undertaking letter should be attached to the Technical Bid-part-I.
18. Copies of Certificates / Documents related to GST Registration, PAN and Professional Tax Registration Certificate etc., to be provided along with the Technical Bid-part-I.
19. **Other Instructions:**
 - a. A tenderer should quote the tender in figures as well as in word rate(s). The amount for each item should be worked out and the requisite totals given. Special care shall be taken to write rates in figures as well as in words and the amounts in figures only in such a way that interpolation is not possible. The Rates and total amounts should be rounded off to nearest Rupees value. In case of discrepancy between the rates in words and figures the rate quoted by the tender in words shall be taken as correct.
 - b. The tender document should be signed on each page by the tenderer or his duly authorized representative. Tender document should be accompanied by a certified true copy of an absolute power of Attorney in favour of signatory to the documents.
 - c. Any discrepancies, omissions, ambiguities or conflicts in or among contract documents or any doubt as to their meaning should be called to the attention of The Asst. General Manager, Civil Maint. Contact ph. 0821-2469008 within three (3) days of issue of tender. Where information sought is not clearly indicated or specified, the company will issue a clarifying bulletin to all tenderers, which will become part of the contract. Any oral instructions will not form any part of contract.
 - d. The use of whitener / eraser in this tender is prohibited. If any correction becomes of necessary, the same should be done by striking off originally written rates & figures etc. and then rewritten should be done under initials of person filling the tender.

- e. Please note that the contractors who have worked earlier with BRBNMPL, Mysore and their performance was not found satisfactory for any of the jobs awarded to them, their tenders shall not be opened during technical bid stage and their offers shall be considered as invalid and shall be rejected.
- f. Agencies those who are not empanelled with BRBNMPL, Mysore are requested to kindly download the agency registration form from the website and submit the same along with registration fees of ` 500/- before submitting the tender documents.

20. No counter conditions shall be accepted.

21. Rights of the Company:

- a) The Company is not bound to accept the lowest or any tender or to assign any reason for such non-acceptance.
- b) If the successful bidder refuses to accept the work order or take up the job or leave the job half way after opening the quotation and becoming lowest party, BRBNMPL reserve the right to terminate the contract and forfeit the EMD / Security Deposit and no correspondence will be entertained and decision of the BRBNMPL will be final. In such case Company reserve the right to take necessary action as deemed fit against the contractor and assign another agency for completion of the leftover job and the additional cost incurred thus shall be recovered from the original contractor.

22. All terms & conditions of this NIQ shall be treated as part & parcel of the contract.

Section II: General Instructions to Tenderer (GIT)

For Part-I Please refer our website www.brbnmpl.co.in, under “Downloads”
A copy of the same to be printed, duly signed and enclosed with the tender documents.

Part II: Additional General Instructions Applicable to Specific Types of Tenders:

1. Compliance Of Security Norms:

- a) Bharatiya Reserve Bank Note Mudran Pvt. Limited, Mysuru is a security organization and its premises have been declared as 'PROTECTED AREA' by the Govt. of Karnataka. Hence the bidder shall have to abide by the prevailing security Norms. Any of the bidder's employee/workman/labour deployed at site found by the Company as having doubtful integrity, shall be removed from the premises at the risk and cost.
- b) The bidder shall provide security provisions to check infiltration, and safeguard of the works till the complete work is handed over. Nothing, extra shall be paid to the bidder by the BRBNMPL on this account.

2. Safety & Security Measures:

- a) The bidder should scrupulously conform to the safety and security norms and stipulations while working in the security area. The bidder should maintain site clearance during the progress of the work and also after the completion of the work.
- b) Adequate safety gadgets shall be provided by the contractor to the workmen as per norms.
- c) It shall be the sole responsibility of the contractor to ensure safety to all his workers. The contractor shall take all the precaution during execution of work against any hazards, personnel injury or any damage to the property. The contractor shall provide adequate safety gadgets to the workmen as per norms.
- d) In respect of all labour, directly or indirectly employed on the works for the performance and execution of the contractor's work under the contract, the contractor shall at his own expense arrange for all the safety provisions as listed in (i) safety code forming part of the contract documents (ii) Indian Standards Regulations, Rules and orders made there under and such other acts as applicable.
- e) Precautions as stated in the safety clause are the minimum necessary and shall not preclude the Contractor taking additional safety precautions as may be warranted for the particular type of work or situations. Also mere observance of these precautions shall not absolve the contractor of his liability in case of loss or damage to property or injury to any person including the contractor's labour, the BRBNMPL representatives or any member of the public or resulting in the death of any of these.
- f) Protective gear such as safety masks/goggles/helmets, boots, belts etc. shall be provided by the contractor at his own cost to all his manpower at site. The Contractor shall impose such requirements on all sub-contractors also. It shall be the responsibility of the contractor to ensure that such protective gear is worn at all times by all personnel working at site. BRBNMPL shall have the right to stop any person not wearing such protective gear from working on the site.
- g) In case the contractor fails to make arrangements and provide necessary facilities as aforesaid, the BRBNMPL shall be entitled to do so and recover the costs thereof from the contractor. The decision of the BRBNMPL in this regard shall be final and binding on the contractor.
- h) The contractor shall obtain valid license under the Contract Labour (R & A) Act 1970 and the Contract Labour (Regulation and abolition) Central Rules 1971 and under any other applicable rules before the commencement of the work and continue to have a valid license until the completion of the work.
- i) Contractor shall indemnify BRBNMPL against any liability, cost/claimed damage involvement due to any untoward incident arising out of improper supervision or inadequate safety measures and these will be the sole responsibility of the contractor. The Contractor shall conform to all the Labour Laws and shall remain solely responsible for the obligation under the relevant statutory provisions.

- j) BRBNMPL is a security organization and the Govt. of Karnataka declares the premise as Prohibited Area. Hence the contractor has to abide by the security rules of the Company. The contractor has to ensure the character and antecedent of the persons deployed. The contractor must be in a position to produce such documents whenever he is asked to do so. Details shall be furnished as per format when called for. The contractor has to issue printed photo identity card to its workers duly authenticated by the designated security officer of the Company. Contractor should apply for Gate Pass for labours, welding permission and material entry pass etc. as per approved format only, well in advance to avoid any delay in issue of Gate passes.
- k) Contractor must ensure that the number of labours/masons or any other type of workers engaged for carrying out the work and requested for issue of gate pass are coming for the job awarded. In case any of the workers is not coming for which gate pass was requested/issued, the name of such persons should be brought to the notice of the concerned officer as well as to the Security section and surrender the pass issued immediately.
- l) Gate passes for all the workers shall be applied in the prescribed Gate pass Format, contractor must enclose copy of address proof (Voters ID card or ration card or driving license or passport etc., for all the workers for which gate pass has been requested. The details shall be submitted in the prescribed format as given below.

Sl No	Name of Person	Father name	Age	Present Address	Permanent Address	Identification Mark	Signature of the Individual
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The following statement also has to be signed by the Contractor.

“It is certified that I know personally the person for whom the entry pass is required and there is nothing adverse report or Police cases against them to debar their entry. I take the responsibility for all those mentioned in the list who acts detrimental to the security and safety of BRBNMPL and other property of the undertaking as also violation of any provision of law & rules framed there under and instruction of Director, GM, DGM and any Executive of the company. It is also to be certified that the persons mentioned above are not holding any photo pass for the requested period.”

The Format may be collected for applying the Gate pass from the concerned Section.

3. The contractor shall make their own arrangement for providing working lunch/dinner to their employees.
4. All compensation or other sums of money payable by the Contractor to the employer under the terms of this contract will be deducted from the earnest Money deposit/Security Deposit or any other process or recovery of such dues.
5. The calculations made by the tenderer should be based upon probable quantities of several items of work which are furnished for the tenderer's convenience in the schedule of probable quantities but it must be clearly understood that the contract is not a lump sum contract.
6. The successful tenderer is bound to carry out any items of work necessary for the completion of the job though such items as are not included in the quantities and rates with the written approval of the employer.

Section III: Special Instructions to Tenderers (SIT)

The following Special Instructions to Tenderers will apply for this purchase. These special instructions will modify/ substitute/ supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II. 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.

(Clauses of GIT listed below include a possibility for variation in their provisions through SIT. There could be other clauses in SIT as deemed fit.)

SI. No.	GIT Clause No.	Topic	SIT Provision
1	4	Eligible Goods and Services (Origin of Goods)	No provision
2	8	Pre bid Conference	No provision
3	9	Time Limit for receiving request for clarification of Tender Documents	No provision
4	11.2	Tender Currency	No provision (INR)
5	12.1	Applicability of Octroi and Local taxes	No provision
6	14	PVC Clause & Formula	Not applicable
7	19	Tender Validity	120 days from date of opening of Tender, with extension of 30 days, if required.
8	20.4	Number of Copies of Tenders to be submitted	One
9	20.9	E-Procurement	Not applicable
10	35.2	Additional Factors for Evaluation of Offers	Supplement with the following: Prospective bidders should meet our tender conditions and items being supplied should be strictly as per given specification without counter conditions.
11	43	Parallel Contracts	Not applicable
12	50.1, 50.3	Tender For rate Contracts	Not applicable
13	51.1, 51.2	PQB Tenders	Not Applicable
14	52.1, 52.3, 52.5	Tenders involving Purchaser's and Pre-Production Samples	Not applicable
15	53.4, 53.5, 53.7	EOI Tenders	Not applicable
16	54.3.1, 54.5.2	Tenders for Disposal of Scrap	Not applicable
17	55.2, 55.3, 55.7, 55.8	Development/ Indigenization Tenders	Not applicable

Section IV: General Conditions of Contract (GCC)

Please refer our website www.brbnmpl.co.in, under “Downloads”
A copy of the same to be printed, duly signed and enclosed with the tender documents.

Section V: Special Conditions of Contract (SCC)

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 GGC 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).

Si. No	GCC Clause No.	Topic	SCC Provision
1	8.2	Packing and Marking	No Change
2	11.2	Transportation of Domestic Goods	No Change
3	12.2	Insurance	No Change
4	14.1	Incidental Services	No Change
5	15	Distribution of Dispatch Documents for clearance / Receipt of Goods	Not applicable
6	16.2, 16.4	Warrantee Clause	Applicable
7	19.3	Option Clause	No change
8	20.1	Price Adjustment Clause	No change
9	21.2	Taxes and Duties	No change
10	22, 22.1, 22.2, 22.3, 22.4, 22.6	Terms and Mode of Payments	No change
11	24.1	Quantum of LD	No change
12	25.1	Bank Guarantee and Insurance for Material loaned to Contractor	No change
13	33.1	Resolution of Disputes	No change
14	36.3.2, 36.3.9	Disposal / Sale of Scrap by Tender	Not applicable

Section VI & VII: List of Requirements as per Scope of Work & Technical Specifications

- a. Scope: The Scope of work under this contract will broadly include the “**Co-processing of Ink Sludge from BRBNMPL, Mysuru**” as called for. The approximate quantity of generating of ink sludge varies below 600 – 700 MT/A which has to be co-incinerated.
- b. BRBNMPL shall transport the hazardous waste to be co-incinerated in the kiln. The necessary arrangements for unloading, proper storage and handling of hazardous waste ink sludge **as approved by KSPCB/CPCB** shall be the responsibility of the agency.
- c. The loading and transportation shall be the responsibility of BRBNMPL. The unloading and ultimate disposal shall be the responsibility of the agency.
- d. BRBNMPL shall provide all necessary test certificates of hazardous waste along with delivery as required for incineration in Kiln
- e. BRBNMPL shall transport hazardous waste from its generating sources upto Kiln by appropriate mode of transport and shall ensure compliance of guidelines and provisions laid down under various laws and rules. BRBNMPL shall ensure fulfilment of required documentation upto the delivery point.
- f. On receipt of the material, Form 10 - Hazardous Waste Manifest for disposal of hazardous waste shall be issued to BRBNMPL. It will be the sole responsibility of agency to use the material as per CPCB/KSPCB norms. The responsibility of BRBNMPL for disposal of ink sludge ceases on issue of Form 10.
- g. Statutory Compliance:
BRBNMPL shall ensure compliance of all applicable laws, guidelines rules and regulations including but not limited to the Motor Vehicles Act, Environment Protection Act, Hazardous Waste (Management, Handling and Transboundary Movement) Rules, and other rules, regulations, Notifications made / issued there under by Statutory authorities such as Central Pollution Control Board, Karnataka State Pollution Control Board etc.
BRBNMPL will ensure transportation carrier is accompanied by the following documents while transportation of Ink sludge / hazardous waste:
 - i. Manifest in Form-10.
 - ii. TREM (Transport Emergency Card) in prescribed format.
 - iii. Permission for transportation or any other document required.
 - iv. Any other documents whatsoever as may be statutorily required.The agency shall comply with all the norms laid out by the regulatory bodies from time to time with respect to the unloading, storage and disposal of ink sludge.
- h. Compliance with Safety Requisites:
The agency shall follow and comply with all safety requisites and general practices during handling of hazardous waste. In case any specific provisions are required to be complied with under any of the rules and regulations applicable, the same has to be complied by the agency. The agency shall follow & comply with all safety requisites SPCB norms for unloading and storage of ink sludge.

**Section VIII: Quality Control Requirements/Declaration by the tenderer -
Tender Enquiry No. - 129/MYS/CIVIL/2017-18**

Tender Document for Repainting works at BRBNMPL, Note Mudran Nagar, Mysuru

[Supplier/Bidders shall fill the following format and submit along with bid]

1. It is confirmed that I/We shall carry out the works as per Technical specification and tender conditions. Necessary warranty and test certificates for desired materials shall be submitted along with bills.
2. I /we, also confirm that No material without conforming to the Specifications in the Contract will be used for the Works without prior written approval and instruction of the BRBNMPL Officers in charge.
3. Price BID been submitted as per given format_(Section XI: Price Schedule -Part-III Bid) in separate sealed envelope.
4. DD for EMD amount, Cost of tender document, complete set of signed tender document & necessary proof documents for eligibility in tender participation are attached with Part-I Tender Form.
5. Payment terms are accepted as per tender conditions.
6. I have the proof of following mandatory documents and enclosed along with tender documents.
 - a) VAT /TIN No/ CST No
 - b) PAN No.
 - c) Service Tax No./ GST No.
 - d) Requisite work experience (work order copies and work completion certificates as per eligibility criteria)
 - e) Work credential with financial turnover required to participate in this tender as per eligibility criterion (certified by CA)
7. We have gone through the other tender conditions mentioned in Section-II: (General Instructions for Tenderer (GIT) & Section-IV General Conditions of Contract (GCC)) of this tender downloaded from BRBNMPL website (<https://www.brbnmpl.co.in>) & we abide to follow above sections as a part of this tender.
8. It is also confirmed that our firm is not black listed /debarred from tendering process from BRBNMPL or any PSU/Govt. departments.

Date: / / 2018

Place:

For and on behalf of

[Signature with Name & date]

Duly authorized to sign tender for and on behalf of

Company Seal

Section IX: Qualification/ Eligibility Criteria

Part-I: Technical Bid Criteria: (Section X: Tender Form –Part-I-Bid)

1. **Minimum qualification:** The cement plant (industries)/ agency* should have experience in similar nature of works. Also the bidder should be currently in business and in sound financial condition.
* Agency – Waste management consultants / contractors who are authorized by atleast two cement industries for management of hazardous waste
2. The Tenderer should never have been blacklisted from BRBNMPL.
3. The bidder should be currently in business and in sound financial condition.
4. The Tenderer should not have suffered financial loss for more than one year during the last 3 years ending 31/03/2017.
5. The Net Worth of the firm should not have eroded by more than 30% in the last 3 years ending 31/03/2017.
6. The prospective bidders should have the following eligibility criteria and should submit the documents as mentioned below.
 - a. **Company Profile :**
Documentary Evidence for Status of Company (Proprietary/Partnership/Private /NSIC) along with details of the contact person/(s) with mobile number, email address, fax numbers etc. and list of esteem clients.
 - b. **Financial Standing:**
 - i. Audited balance sheet & financial turnover **certified by CA** for previous THREE years i. e. for the financial year 2014-15, 2015-16 and 2016-17 ending on Mar 2015, Mar 2016 and Mar 2017.
 - ii. Proof of Average annual financial turnover of firm during the last 3 years ending 31.03.2017 should be 30% of estimated value [i.e. ₹ 5.00 lakhs] or more.
 - iii. CA certified turnover as per the format enclosed at Section XX – Proforma for financial certificate
 - iv. Proof of having successfully completed similar works along with the work orders / performance Certificate/ Completion Certificate indicating a) Name of Work, b) Name of Client, c) Value of work, d) Scheduled date of completion, e) Actual Value of works on completion f) Actual date of completion g) Any other information, during last 7 years ending last days of the month previous to the one in which tenders are invited as per either of the following:-

Work order completion certificate indicating Name of works, Work order no., date, Value of works order placed, actual value of work completed and the time period for the completion of the work (scheduled and actual) duly attested copies for each of the works should be submitted along-with the Tender Part – I. If required so the Bidder has to produce the original documents for verification by BRBNMPL, failing which the bidder will be disqualified. The originals of all the above-mentioned documents will be returned back after verification. The completion certificates of works issued by officers of rank below that of Executive Engineer or equivalent in case of CPWD/ PWD or any Government Department and Asst. General Manager or equivalent level of any commercial Bank would not be entertained. Total value of work done, date of completion of work and the nature of the work should be clearly mentioned in the completion certificate without which the application/tender will not be accepted.

Three similarly completed works each costing not less than the amount of value of 40% of estimated value i.e. ₹ 06.61 lakhs in the last 7 years up to 31.01.2018.

OR

Two similarly completed works each costing not less than the amount of value of 50% i.e. ₹ 08.26 lakhs of estimated value in the last 7 years up to 31.01.2018.

OR

One similarly completed works each costing not less than the amount of value of 80% i.e. ₹ 13.22 lakhs of estimated value in the last 7 years up to 31.01.2018.

Note:

Similar works means co-processing of hazardous wastes as per the stipulated rules and regulations

Waste Management Consultants.
Sub Contracted works will not be considered.

7. **Cost of Tender Form:** Cost of Tender Form is ₹ 500/-. Tender Documents can be purchased from our office up to one day before the last date of submission of the tender up to 14.00 hrs. during working hours against payment of ₹ 500/- by **Demand Draft /Pay Order/Banker's Cheque** in favour of BRBNMPL, Mysuru on any scheduled bank payable at Mysuru. The tender document can also be downloaded from our website (www.brbnmpl.co.in) in which case the cost of the tender form in the form of DD should be submitted in the envelope containing Earnest Money Deposit. **The offer of the bidders who do not submit the cost of the Tender Document downloaded from the website shall be liable for rejection.**
8. **Earnest Money Deposit (EMD):** The tender shall be accompanied by Earnest Money of value as mentioned in the tender form in the form of crossed Bank Draft/Banker's cheque/ Fixed deposit (Subject to encashment) only issue in favour of Bharatiya Reserve Bank Note Mudran Pvt. Ltd, Mysuru, Payable at Mysuru and should be valid for 90 days. The Bank draft may be taken from State Bank of India or a Nationalized Bank or any Scheduled Bank. On acceptance of the tender, the earnest money will be treated as part of the security deposit. The BRBNMPL will return the earnest money deposit, where applicable, to every unsuccessful tenderer.
9. Documentary Proof of Registration with works G S T, valid sales Tax, PAN and Service tax clearance certificate.
10. For tenderers registered with NSIC/DGS&D, a separate undertaking is to be furnished for payment of SD in case they become L1 firm in bidding process.
11. Details of the contact person/ (s) with mobile number, email address, fax numbers etc.
12. Filled in and authenticated Tender Form (Section – X).
13. All the Copies of documents mentioned in Technical Bid (Clause No.: 7 (b) of Section-I)
14. Copy of complete set of tender documents duly signed with seal affixed except price bid.
15. Documentary Evidence:
 - a. Copy of authorization for hazardous waste from KSPCB / CPCB
 - b. An affidavit on stamp paper of ₹ 100/-(Non – Judicial) stating **“In case any ambiguity is noticed in the Documents (list out documents) submitted at any stage, we will be entirely responsible and liable for any action as deemed fit under the Law”**.
 - c. Power of Attorney / Authorization with the seal of the company in the name of the person signing the Tender Documents.
 - d. Details of the contact person/ (s) with mobile number, email address, fax numbers etc.
 - e. History and Structure of firm name of director / partners / proprietor with technical staff along with proof of status of Firm (Partner/proprietor / limited etc.)
 - f. Detail of Civil and criminal cases and other legal dispute proceedings including arbitration proceedings, if any, pending against the tenderer or where the tenderer is involved and also closed cases during the last 5 years.

All the above certificates / documents shall be duly signed with seal by the Authorized person of the firm.

Part-II Commercial (Price) Bid:

The Commercial bid of the bidders who have qualified in Part-I only will be opened. The bid should contain the following: - Proforma of Price Bid (Section – XI) and Break-up of Cost for Price Bid.

Submission of Tenders shall be as under:

The Sealed envelope shall be submitted in the Tender Box kept at the Administrative Building, Note Mudran Nagar, Mysuru on or before the stipulated date and time. The tender should be marked as “**Repainting works BRBNMPL at Note Mudran Nagar, Mysuru**” with “**Tender No. 129/MYS/CIVIL/2017-18** dated **March 24, 2018**” and original due date of opening at the top of the envelope. Each & every page of the tender shall be signed & stamped by the authorized bidder as an acceptance of terms and conditions. The bidders must make the entry of the tender submitted in the Tender register kept for the purpose before dropping the same in the Box.

Important:

1. Please note that the contractors who have worked earlier with BRBNMPL, Mysuru and their performance was not found satisfactory for any of the jobs awarded to them, their tenders shall not be opened during technical bid stage and their offers shall be considered as invalid and shall be rejected.
2. Agencies those who are not empanelled with BRBNMPL, Mysuru are requested to kindly download the agency registration form from the website and submit the same along with registration fees of ₹ 500/- before submitting the tender documents.
3. **Submission of tender shall be as under.**
 - a. **Envelope – 1 containing Part-I Technical Bid :**
 - b. **Envelope – 2 containing Part-II: Commercial (Price) Bid :**

All the 2 sealed envelope should be put in a Third sealed cover super scribed with the name of the work and tender no. with due date of opening as mentioned in the tender form.

4. Tenders received after the below mentioned time and date, whether sent by post or delivered in person are liable to be rejected.
5. In case of any clarifications, **bidders may contact Civil maintenance section at 0821-2469008 / 2469029 (Direct) on any working days between 08:00 Hrs. – 17.00 hrs.**
6. **Dates:**
 - a. Last Date of submission of Tender: **April 25, 2018** at 14.30 hrs.
 - b. Date of opening of Tender: **April 25, 2018** at 15.00 hrs.
 - c. Date of opening of Price Bid (Part-II): To be communicated to the successful bidders in Technical Bid (Part-I).
 - d. Opening of Price bid: Shall be intimated to qualified bidders in due course.
7. Tender once submitted will be treated as property of BRBNMPL and Tenderer will not be allowed to make any change / modification in Tender or withdrawal of Tender. Claim for ignorance of Site condition will not be considered.

Section X: Tender Form

Tender Document for Co-processing of Ink Sludge from BRBNMPL, Mysuru

Company Name,

To:

The General Manager,
BRBNMPL, Note Mudran Nagar,
Mysuru - 570 003.

Dear Sir,

SUB: Tender Document for Co-processing of Ink Sludge from BRBNMPL, Mysuru

Ref: Your Tender Enquiry No: **TENDER NO: 129/MYS/CIVIL/2017-18**

With reference to your Tender enquiry cited above, we are pleased to enclose the following as our technical bid for your kind consideration.

1. Our company's profile
 - a. Name of the firm :
 - b. VAT No. (Enclose Copy):
 - c. Income Tax P.A.N. No. (Enclose Copy):
 - d. Service Tax / GST Reg. No. : (Enclose Copy)
2. We confirm that we have fulfilled eligibility criteria required by BRBNMPL and supported documents are enclosed herewith.
 - a. Proof of Eligibility criteria & Experience.
 - b. List of customers where similar kind of work has been done. Contact person name, designation & telephone no. work completion certificates etc.
 - c. Audited balance sheet for previous Three years i. e. for the financial year ending March 2015, March 2016 & March 2018.
3. We have enclosed a) in a separate envelope DD No.....datedof amount as mentioned in the tender form Payable at Mysuru towards the payment of EMD amount.
4. Cost of Tender form ₹ 500/- (if down loaded from web site) is also enclosed as per details DD No.dtd
5. We confirm that the Price bid is quoted exactly as per your format and is inclusive of material, labour and all statutory levies, duties, service tax & all other charges as per Scope of work. Price break up is given as per the format of BOQ (Bill of Quantities).
6. We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions. In case any counter condition is put the tender is liable to be rejected. As required, we enclose herewith the complete set of copy of tender documents (including terms & conditions) duly signed by us as a token of our acceptance along with EMD and tender form cost.
7. We also confirm that the undersigned is duly authorized and have the competence to sign the contract for and on behalf of the firm.
8. 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.
9. 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 and other tender conditions mentioned in Section-II :(General Instructions for Tenderer (GIT) & Section-IV General Conditions of Contract (GCC). (Please Refer website: <https://www.brbnmpl.co.in>)
10. We agree to keep our tender valid for acceptance for a period up to **120 days** extendable up to another 30 days 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.

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

Dated this _____ day of ____
For & on behalf of

(Signature with date)
(Name and designation)

Duly authorized to sign tender for and on behalf of

Thanking you,
Yours faithfully,

Seal

Signature with date
Name:

Note: Techno-commercial bid without Copies of documents mentioned above, EMD amount, Tender form cost & Copy of complete set of tender documents duly signed with seal affixed, is liable to be rejected.

Section XI: Price Schedule –Part-II Bid

Proforma of Price Bid cum Bill of Quantities (BOQ) for Tender Document for Co-processing of Ink Sludge from BRBNMPL, Mysuru

From:

.....
.....
.....

To:

The General Manager,
BRBNMPL,
MYSURU – 570 003.

Dear Sir,

SUB: Tender Notice for Co-processing of Ink Sludge from BRBNMPL, Mysuru

REF: Your Tender Enquiry No: **TENDER NO: 129/MYS/CIVIL/2017-18**

We received your tender enquiry cited and we are pleased to submit the following as our price bid for your kind consideration.

A. **Item wise Price bid :** Bill of quantities and scope of work:

Si. No	Description	Unit	Qty	Rate (₹)	Amount (₹)
1	Co-processing of Hazardous Waste –Ink Sludge from BRBNMPL, Mysuru (End disposal)	MT	700.00		
	Total				
	Add CGST @ %				
	Add SGST @ %				
	Grand Total				
	Grand Total Rounded Off to				
	Grand Total in Words				

NOTE:

1. We confirm that the quoted price is inclusive of all statutory levies, Service Tax, CGST & SGST, duties, packing, forwarding, freight, handling, loading, unloading & insurance charges is firm.
2. We confirm that there would not be any price escalation during the supply fixing period/ work order period at all heights & levels.
3. We confirm that we will abide by all the tender terms & conditions of tender, above scope of work and we do not have any counter conditions.
4. We confirm that tendered item will be supplied as per specification and tender conditions.
5. The vendors are advised to quote positive (+) or negative (-) values for the rates. Positive value indicates the amount to be paid by BRBNMPL to the vendor and negative means the vendor shall buy the mater and in turn pay BRBNMPL.

Thanking you,
Yours faithfully,

(.....)
Name & Signature with date

Seal

Firm:

Section XII: Questionnaire / Checklist

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.

Sl No	Item Description	Yes/ No	Deviation /Remarks
01.	Brief description of goods and services offered as per tender and scope of work?		
02	Offer is valid for acceptance up to 120 days after opening of tender		
03	A copy of Your Permanent Income Tax A/ C No (PAN) card attached (Please attach certified copy of your latest/ current Income Tax clearance certificate issued by the above authority)		
04	Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D), New Delhi, and/ or the National Small Industries Corporation (NSIC), New Delhi, 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.		
05	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.		
06	Please indicate name & full address of your Banker(s)		
07	Please state whether business dealings with you currently stand suspended/ banned by BRBNMPL/any Ministry / Dept. of Government of India or by any State Govt.		
08	Did you Enclosed following Documents/Attachments; (a) DD for EMD /Tender fee are attached with tender documents and proof of documents for eligibility in part-I bid envelope ? (b) Did you put price bid document in separate Third envelope and sealed properly ? (c) Did you put above three envelop into bigger size envelope written tender No, name of work, Addresses etc., ? (d) Did you attached copies of Work completion certifications and Audited balance sheet for last 03 years certified by CA as per eligibility criterion mentioned section Section-IX		

.....

(Signature with date)

(Full name, designation & address of the person duly authorized sign on behalf of the tenderer)

For and on behalf of

.....

(Name, address and stamp of the tendering firm)

SECTION XV: Bank Guarantee Form for Performance Security

_____ [Insert Bank's Name, and Address of Issuing Branch or Office]

Beneficiary _____ [Insert Name and Address of BRBNMPL]

Date: -----

Performance Guarantee No. _____

WHEREAS (name and address of the Contractor) (hereinafter called "the Contractor") has undertaken, in pursuance of contract no dated to construction (phase III boundary wall) (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the Contractor 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 contract:

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

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Contractor, 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 Contractor 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 me said debt from the Contractor 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 Contractor 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 BRBNMPL up to the above amount upon receipt of its first written demand, without BRBNMPL having to substantiate its demand.

This guarantee will remain in force for a period of sixty days after the period of tender validity 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 and designation of the officer
Seal, name & address of the Bank and address of the Branch

Name and designation of the officer
Seal, name & address of the Bank and address of the Branch.

Section XVI: Contract Form

(Address of BRBNMPL's office issuing the contract)

Contract No dated

This is in continuation to this office' Notification of Award No. dated

- 1. Name & address of the Supplier:
- 2. BRBNMPL's Tender document No. dated and subsequent Amendment No. dated (if any), issued by BRBNMPL
- 3. Supplier's Tender No. dated and subsequent communication(s) No..... dated (If any), exchanged between the supplier and BRBNMPL in connection with this tender
- 4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:
 - a. General Conditions of Contract;
 - b. Special Conditions of Contract;
 - c. List of Requirements;
 - d. Technical Specifications;
 - e. Quality Control Requirements;
 - f. Tender Form furnished by the supplier;
 - g. Price Schedule(s) furnished by the supplier in its tender;
 - h. Manufacturers' Authorisation Form (if applicable for this tender);
 - i. BRBNMPL's Notification of Award

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under Section - V - 'General Conditions of Contract' of BRBNMPL's Tender document shall also apply to this contract.

- 5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:
 - a. Brief particulars of the goods and services which shall be supplied / provided by the supplier are as under:

Schedule No.	Brief description of goods / services	Accounting unit	Quantity to be supplied	Unit Price (In Rs.)	Total price

Any other additional services (if applicable) and cost thereof:

- i. Total value (in figure) (In words)
- ii. Delivery schedule
- iii. Details of Performance Security
- iv. Quality Control
 - a. Mode(s), stage(s) and place(s) of conducting inspections and tests.
 - b. Designation and address of BRBNMPL's inspecting officer
- v. Destination and despatch instructions
- vi. Consignee, including port consignee, if any
- vii. Warranty clause
- viii. Payment terms
- ix. Paying authority

.....
(Signature, name and address of BRBNMPL's authorized official)
For and on behalf of

Received and accepted this contract

(Signature, name and address of the supplier's executive duly authorized to sign on behalf of the supplier)

For and on behalf of

(Name and address of the supplier)

.....

(Seal of the supplier)

Date:

Place:

Section XVII: Letter of Authority for attending a Bid Opening

(Refer to clause 24.2 of GIT)

The Director (Operations) / General Manager,

Note Mudran Nagar,

MYSURU- 570 003.

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 of _____ (Bidder) in order of preference given below:

Order of Preference	Name	Specimen Signatures
I.		
II.		
Alternate Representative		
Signature of Bidder or Officer authorized to sign the bid Documents on behalf of the 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.

Section XIX: Proforma of Bills for Payment

(To be submitted by contractor's on their letter Head)

Name and Address of the Firm:

Bill No: _____ Dated :.....

To:
The General Manager,
B.R.B.N.M. Pvt. Limited,
Note Mudran Nagar, Mysuru-570 003.

Sub: Submission of Bill for payment

Invoice / Bill No. & Date	
PAN No.	
TIN No.	
VAT No.	
Service Tax/GST Registration No.	

Sl. No.	Work Order No: & Date	Item Description	Quantity	Rate (₹)	Amount	Amount in Words
1						
Total (Including all taxes) - A separate Detail measurement sheet is to be attached along with this bill.						
2.	Work order amount: ₹					
3	Type of bill:					
4	Area of work:					
5	Starting date of work :					
6	Schedule date of completion:					
7	Actual date of completion:					
8	Reasons for delay:					
11	Liquidated damage (if any) : (For any delay beyond specified schedule time period)					
12	DLP Period:					
13	EMD :					
14	Security Deposit:					
15	Any other details/Remarks:					

I hereby certify that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

Signature and Stamp of Contractor

Section XX: Proforma of Financial Turnover Certificate

Certificate

(To be issued by practising Chartered Accountant with membership No. on the letter head)

To whom so ever concern

Dear Sir,

Sub: Certificate for turnover and others as per tender conditions.

This is to certify that M/s. _____ (Agency Name & Address) are in the business of contracts execution for last 03 completed years (considered upto 31st March 2017 of last financial year). Their performance report as required under tender conditions for the last 3 years is as follows.

Years	Annual Turnover	Profit / (-loss) for the year	Net worth as on year end
2014-15			
2015-16			
2016-17			
Total			

The above information is based on the audited accounts.

Place:

Date:

Seal

Signature of CA with Membership No.

ANNEXURE-A

NO CLAIM AND NO DUES CERTIFICATE

Work Order No. :

Name of Work :

The Final amount payable as per joint measurement taken for above referred work and rates in work order therein is full and final settlement of all the payments due to us for the above mention work order executed by us (Name of Contractor) under the contract agreement between us and BRBNMPL including all amounts payable to us as per the agreement. We hereby unconditionally and without any reservation whatsoever certify that with this payment, we shall have no claim whatsoever of any description, on any account whatsoever from BRBNMPL, against aforesaid job executed by us. We further declare unequivocally that after this payment we have received all the amounts payable to us and have no dispute of any description whatsoever regarding the amounts worked out as payable to us and that we shall be continued to be bound by the terms and conditions (including Defect Liability Period and Security Deposit) of the Work Order / agreement as regards performance of the contract.

We (Name of Contractor) further irrevocably agree to indemnify BRBNMPL against any liability and/or penalty arising out of any demand for or on behalf of our employees and/or persons engaged by us for execution of this contract, or payment to any other agencies / suppliers related to our dealing for execution of this contract, or on account of any fees or charges legally demandable under any Act of Parliament, or State Legislature instrument, rule or order or any regulation or Bye-law or any local authority or any statutory authorities in respect of the above work.

We (Name of Contractor) indemnify BRBNMPL against all claims of whatever nature arising as above during the course of execution of Contract

Name of the Contractor: _____

Signature: _____

Name & Stamp: _____

Date: _____

Place: _____

ANNEXURE :B: AUTHORIZATION FOR ENCASHMENT OF FIXED DEPOSIT

To,
The Branch Manager

Dear Sir,

Sub: Authorization for Encashment of Fixed Deposit.

Ref: Fixed Deposit Receipt No. _____, dated _____ for Rs. _____ as EMD.

I / We, _____ (**name of party as appearing in FD**) unconditionally authorize you to en cash the above referred FD and pay the amount to M/s Bharatiya Reserve Bank Note Mudran Pvt. Ltd., Mysore, if it is requested by them, without seeking our further advice whatsoever in this regard.

Yours faithfully

(Authorized Signature with Stamp)

Name:

Designation:

Contact No.:

Date:

Place:

CC: Branch Manager of Issuing Bank – For information and necessary action.