

This notice is being published only as an abundant precaution and is not an open invitation to quote in the Tender. Participation in this tender is by invitation only and is limited to the selected BRBNMPL's Registered Bidders for the item, who have been sent this Tender by Post/ Courier. Unsolicited offer are liable to be ignored.

## **LIMITED TENDER**

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LTD  
NOTE MUDRAN NAGAR  
MYSURU -570003**

Phone: 0821 – 2582905,2582915,2582925,2582935,2582945

Fax : 0821 – 2582099, E-Mail: [mysorepress@brbnmpl.co.in](mailto:mysorepress@brbnmpl.co.in)

Website : [www.brbnmpl.co.in](http://www.brbnmpl.co.in)

**Not Transferable**

**Security Classification: Non-Security**

**TENDER FOR “UNLOADING AND SHIFTING OF NUMBERING MACHINE AT  
BRBNMPL, MYSORE”**

Tender No: **24/MYS/MAINT(P)/2017-18 , dated 13/06/2017**

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: M.P.Vishwanatha      Designation: ASST. GENERAL MANAGER

**Address: As above**

**Phone : 0821 – 2469009, Fax : 0821-2582885**

**Email: [mpvishwanath@brbnmpl.co.in](mailto:mpvishwanath@brbnmpl.co.in)**

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Website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in)

**Section I: Notice Inviting Tender (NIT)**

**Tender No.:24/MYS/MAINT(P)/2017-18**

Date: 13/06/2017.

1. Sealed tenders are invited from eligible and qualified tenderers for supply of following goods & services:

Schedule No.	Brief Description of Goods / Services	Quantity (with unit)	Earnest Money (in Rs.)	Remarks
1	<b>Tender for “UNLOADING AND SHIFTING OF NUMBERING MACHINE AT BRBNMPL , MYSORE”</b>	One set	Rs. 33,000/- (Rupees Thirty Three Thousand only)	

Type of Tender (Two Bid / PQB / EOI / RC / Development / Indigenization / Disposal of Scrap / Security item etc.	<b>Two Bid</b>
Date of Sale of tender documents	From 13/06/2017 to 04/07/2017 during office hours
Price of the Tender Document	Rs. 500.00
Closing date and time for receipt of tenders	14:30 Hrs on 05/07/2017
Place of receipt of tenders	Admin Building, BRBNMPL, Mysuru
Time and date of opening of tenders	15:00 Hrs on 05/07/2017
Place of opening of tenders	Admin Building, BRBNMPL, Mysuru
Nominated Person / Designation to Receive Bulky Tender (Clause 21.21.1 of GIT)	Shri. Yogesh Kumar Joshi , Manager

2. Interested tenderers may obtain further information about this requirement from the above office selling the documents. They may also visit our website mentioned above for further details.
3. Tender documents may be purchased on payment of non-refundable fee of Rs.500.00 (Rupees five hundred only) per set in the form of account payee demand draft/ cashier's cheque / certified cheque, drawn on a scheduled commercial bank in India, in favour of BRBNMPL, Mysuru, payable at Mysuru.
4. If requested, the tender documents will be mailed by registered post/ speed post to the domestic tenderers and by international air-mail to the foreign tenderers, for which extra expenditure per set will be Rs. 100.00 ( Rupees hundred only) for domestic post. The tenderer is to add the

applicable postage cost in the non-refundable fee mentioned in Para 3 above.

5. Tenderer may also download the tender documents from the web site and submit its tender by utilizing the downloaded document, along with the required non-refundable fee as mentioned in Para 3 above.
6. 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.
7. 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.
8. The sealed tender offer superscribed as **Tender for “Unloading & Shifting of Numbering Machine at BRBNMPL, Mysore” against Tender No. 24 /MYS/MAINT(P)/2017-18 dated 13/06/2017** should be addressed to **“The General Manager”, BRBNMPL, Mysuru – 570 003** so as to reach us on or before **14.30 Hrs on 05/07/2017.** **Tender Offers not superscribed as above are liable for rejection.**
  - a. Copy of each page of Tender documents should be duly signed & seal affixed and submitted along with the Techno-commercial bid as a token of acceptance of tender conditions.
  - b. The first cover should contain i) DD for **Rs. 500/-** towards cost of tender document ii) EMD amount of **Rs. 33,000 /-** as detailed in clause 18 of General instruction to Tenderer (GIT) and superscribed as **“Tender fee/EMD against “TENDER No: 24/MYS/MAINT(P)/2017-18 dated 13/06/2017”.**
  - c. The second sealed cover should have signed tender documents, along with Techno-commercial bid as per Section XII and superscribed as **“Techo- Commercial bid against TenderNo. 24/MYS/MAINT(P)/2017-18, dated 13/06/2017”.**
  - d. The third cover should have price bid as per Section X and XI with superscription **“Price BID – Tender No.24/MYS/MAINT(P)/2017-18, dated 13/06/2017”**
  - e. The above three covers should be put in single cover ,sealed and properly superscribed as **“Unloading & Shifting of Numbering Machine at BRBNMPL, Mysore “against Tender No. 24/MYS/MAINT(P)/2017-18 dated 13/06/2017”.** On opening of Main sealed envelope, in case envelope containing Tender fee and EMD is not found by tender opening committee, the other envelopes shall not be opened and tender shall be rejected summarily.
  - f. The tender offer may be sent by Regd. Post/ Courier. Parties desirous of handing over Tender Offer by hand should drop the Tender Cover in the Tender Box kept in the Administration Building ground floor, after recording the offer details in the register kept on the tender box.
9. The tender documents are not transferable.

For and on behalf of BRBNMPL, Mysuru

Sd/-

(M.P.Vishwantaha)  
Asst. General Manager

## Section II: General Instructions to Tenderer (GIT)

This Section-II shall be downloaded from website: [www.brbtnmpl.co.in](http://www.brbtnmpl.co.in) under the section 'Downloads' and signed & stamped and submitted along with the **Technical bid** as acceptance of terms & conditions. (*Offer without the copies of Section - II shall liable for rejection*)

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### 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 Special Instructions to Tenderer (SIT). There could be other clauses in SIT as deemed fit.)

SL. No.	GIT Clause No.	Topic	SIT Provision
1	1,2,3,4,5,6,7	PREAMBLE-Introduction, Language of Tender, Eligible Tenderers, Eligible Goods and Services (Origin of Goods), Tendering Expense, TENDER DOCUMENTS, Amendments to Tender Documents	No Change
2	8	Pre-bid Conference	Not applicable
3	9	Time Limit for receiving request for clarification of Tender Documents	No Change
4	10,11,12,13,14,15	Documents Comprising the Tender, Tender Currencies, Tender Prices, Indian Agent, PVC Clause & Formula, Alternative tenders	No Change
5	16	Documents Establishing Tenderer's Eligibility and Qualifications	No Change
6	17	Documents establishing Good's Conformity to Tender document	No Change
7	18	Earnest Money Deposit (EMD) Note: Bidders claiming exemption of EMD should submit the DGS&D (or) NSIC registration certificate without fail along with their techno-commercial offer.	No Change.
8	19	Tender Validity	No Change. <b>(120 days from date of opening of tender.)</b>
10	20	Signing and Sealing of Tender Note: The following SIT provision is made with respect the following clause 20.4. Number of Copies of Tenders to be submitted : One copy only (duplicate copy not required) 20.9 : E procurement : Not permitted.	No Change.
11	21,22,23	Submission of Tenders, Late Tender, Alteration and Withdrawal of Tender	No Change
12	24	Opening of tenders	

		Note: Please read the guidelines for filling up two part bid tender as mentioned in Page 5 above which is described in detail w.r.to clause 24.4	No Change
13	25	Basic Principle	No Change
14	26,27,28, 29,30,31, 32,33,34	Preliminary Scrutiny of Tenders, Minor Infirmary / Irregularity / Non-Conformity, Discrepancy in Prices, Discrepancy between original and copies of Tender, Clarification of Bids, Qualification / Eligibility Criteria, Conversion of tender currencies to Indian Rupees, Schedule-wise Evaluation, Comparison on CIF Destination Basis.	No Change
15	35 to 49	Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders, Tenderer's capability to perform the contract, Tenderer's capability to perform the contract, Cartel Formation / Pool Rates, Negotiations, Contacting BRBNMPL, AWARD OF CONTRACT, Award Criteria, Variation of Quantities at the Time of Award, Parallel Contracts, Serious Misdemeanors, Notification of Award, Issue of Contract, Non-receipt of Performance Security and Contract by BRBNMPL, Return of EMD, Publication of Tender Result.	No Change
16	50 to 55	Rate Contract Tenders, PQB Tenders, Tenders involving Purchaser's and Pre-Production Samples, EOI Tenders, tenders for Disposal of Scrap, Development / Indigenization Tenders	Not applicable to this tender

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

## **Section IV: General Conditions of Contract (GCC)**

This Section-IV shall be downloaded from website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in) under the section 'Downloads' and signed & stamped and submitted along with the **Technical Bid** as acceptance of terms & conditions. *(Offer without the copies of Section - IV shall liable for rejection)*

BRBNMPL



## 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 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)

Sr. No.	GCC Clause No.	Topic	SCC Provision
1	1 to 15	Definitions: Interpretation and Abbreviations, Application, Use of contract documents and information, Patent Rights, Country of Origin, Performance Security, Technical Specifications and Standards, Packing and Marketing, Inspecting and Quality Control, terms of Delivery, Transportation of Goods, Insurance, Spare parts, Distribution of Dispatch Documents for Clearance/Receipt of Goods.	No Change
2	16	Warranty.	Not applicable
3	17& 18	Assignment, Sub Contracts	No Change
4	19	Modification of contract	No Change (Option clause is not applicable)
5	20 & 21	Prices, Taxes and Duties	No change
6	22	Terms and Mode of Payment Note: Bidder's attention is invited to refer GCC clause No.6 (Performance Security)	100% of total ordered value shall be made after completion of work. Contractor has to submit 10% of performance security Deposit or alternatively can submit Bank Guarantee.
7	23 to 35	Delay in the supplier's performance, Liquidated damages, Custody and Return of BRBNMPL's Materials/ Equipment/Documents loaned to Contractor, Termination for default, Termination for insolvency, Force Majeure, Termination for convenience, Governing language, Notices, Code of Ethics, Resolution of disputes, Applicable Law, Secrecy	No Change  Place of arbitration will be Mysuru
8	36	Disposal / Sale of Scrap by Tender	Not applicable to this tender

- 1) **Pre-Bid Orientation:** The bidders shall visit the Locations in BRBNMPL, Mysuru and shall have clear understanding about scope of work, volume of work, requirement of skill levels of workforce etc. and any doubt/clarification may be cleared/done before submitting their offers. Any claim of ignorance about the system or responsibility shall not be entertained in later stage.
- 2) **Earnest Money Deposit (EMD):**

You are required to furnish EMD along with techno commercial bid in the form of demand draft of Rs.33,000 (Rupees Thirty Three Thousand only) drawn in favor of “ Bharatiya Reserve Bank Note Mudran Private Limited”. Tender without EMD shall be liable for rejection. EMD shall be refund to unsuccessful bidder without any interest after finalization of the contract. It may be noted that no interest will be paid while returning EMD/Security deposited amount will be forfeited, if any of the bidder fails or refuses to take up job offer after opening the quotation and becoming the successful bidder due to any reason what so ever without any notice.
- 3) **Time schedule:** Entire work of Unloading, shifting and positioning of Numbering machine at the Installation area to be completed within 10 days after the arrival of consignment.
- 4) **Payment:** 100% payment will be made on completion of entire work and submission of bills( in duplicate).
- 5) **Security Deposit:** Bank Guarantee for 10% of the total Contract Value shall be furnished by the Contractor within 21 days of issue of LOI/WO which shall be valid for minimum of 90 days after the completion of the work.
- 6) **Compensation for delay:** For any delay beyond the time specified above without any valid reason, liquidated damages @ 0.5% of the value of the work shall be levied per week of delay, subject to a maximum of 10% of total value . Quantum of liquidated damages assessed and levied by BRBNMPL shall be final and not challengeable by the supplier / contractor. Contractor has to apply for extension with valid reasons at least 10 days prior to the completion date.
- 7) **Statutory Deductions:** Statutory deductions such as WCT, ST, VAT, Income Tax etc as applicable shall be effected while making payment.
- 8) **Counter Conditions/Deviations:** BIDS submitted not in accordance with the above guidelines & with counter conditions will be liable for rejection. BRBNMPL will examine the materiality/Significance of the deviation /variation if any and shall take its own decision to accept or reject the tender. BRBNMPL’s decision on acceptance /rejection shall be final without assigning any reason thereof. BIDS once submitted will not be allowed for revision without the approval of BRBNMPL. Any withdrawal of BID after submission of offer will result in forfeiture of EMD and blacklisting of vendor. Parties not interested to participate in the tender for any reason, may please intimate us.
- 9) **Incompletion/Discontinuation of work:** If the work is not completed in all aspects or delayed beyond reasonable time or contractor discontinues the work abruptly, then BRBNMPL reserves the rights to get the remaining work/uncompleted work done through any other agencies at the risk and cost of the contractor. In such cases, the pending claims and Security Deposit of the contractor shall be forfeited.

**10) Method of Evaluation:**

- a) BRBNMPL reserves the right of accepting the whole or any part of the tender or cancel the tender as a whole or any part without assigning any reasons. BRBNMPL shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties has been furnished, whether documents have been properly signed, whether the bids are generally in order.
- b) The evaluation of price bid shall be based normally on quoted price for the work as per scope of work & on L1 basis.

**11) Manpower :** You shall employ qualified and experienced personnel for the work. You shall be responsible for any damage that may be caused to the existing system due to (i) Lack of knowledge, (ii) Wrong operation, (iii) Mishandling, (iv) Sabotage etc.. In such cases, you will be responsible for compensating any damage/accident to men / material during execution of work as per prevailing labour rules.

**12) Safety & Insurance:** The contractor will insure all his employees against injury/death while on duty and will indemnify the BRBNMPL against any claim arising out of any accident, injury or death during the course of their duty. The BRBNMPL holds no liabilities in case of any accident or death during working in our premises. The contractor shall provide all the necessary safety gadgets to his workers against all risks related accidents while performing the above mentioned work. The contractors or his staffs are not eligible for any compensation from BRBNMPL in this regards. It shall be the sole liability of the contractor only.

**13) Security & Confidentiality:**

- a. Bharatiya Reserve Bank Note Mudran Pvt.Ltd, Mysore is a security organization and the Govt. OF Karnataka has declared its premises as “PROTECTED PLACE”. Hence contractor needs to abide by all the security norms of the company during execution of the job. The contractor has to ensure the character and antecedents of the person 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 cards to its workers duly authenticated by the designated security officer of the company.
- b. All the information, technical data, specification and drawings shared by BRBNMPL for the purpose of or in connection with this work are confidential documents of BRBNMPL and contractor shall maintain the confidentiality of those documents.

**14) Transport:** Transportation of man and material up to work site will be under the scope of this contract without any additional cost.

**15). Statuary Requirement:**

- a) The compliances of statutory obligation, as applicable as per Contract Labour (R&A) Act 1970, Employees Provident fund and Misc. Provision Act 1952, The employees State Insurance Act 1948, The Payment of Bonus Act 1965, Minimum wages Act (Minimum wage rates declared by Central or State Government authority, whichever is higher) or any other relevant Act/(s) will deem to be part of this contract. Since the area Salboni falls within the non-implemented area of ESI Corporation, in the absence of implementation of ESI by ESI Corporation it is advised to ensure that contractor should undertake a policy (workmen compensation insurance policy) to undertake the

liability of Workmen compensation Act, 1923. The sum insured per laborers is to be calculated as 'Monthly wages X 12' for a year. The contractor should also have to take an additional mediclaim policy within the 4.75% of wages of employer's contribution value to take care of mediclaim benefits of the laborers. The contractor shall be directly responsible to the authorities there under for compliance of the provisions and shall indemnify the employer (i.e. BRBNMPL) from any claim whatsoever on account of these statutory provisions.

- b) The contractor shall have to fulfill all the statutory requirements as per the provisions of law i.e. Factory Act, Contract Labour Act, etc and shall, by periodical substitution / rotation of manpower, indemnify BRBNMPL from any claims in future or due to any breach of the statutory requirements. The BRBNMPL, as a principal employer, shall enforce the provisions of these Acts.
- c) Contractor should possess Provident Fund Registration and it shall be intimated along with the tender.
- d) The Contractor shall ensure the timely payment of the provident fund to the workers under the provision of the prevailing laws and the statement/receipt shall be attached along with the monthly bills as evidence. It shall be the sole responsibility of the contractor to ensure safety to all his workers and also ensure all the safety norms are followed by the employees while working.
- e) Any untoward incident arising out of improper supervision or inadequate safety measures 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.
- f) The contractors should properly maintain all necessary first aid kits in the work area and ensure that all its employees are adequately trained in administering first aid in case of emergencies.
- g) The contractor should ensure that all his employees are adequately trained in the use of Firefighting equipment maintained in the work area.

**16) Co-ordinating Authority:** The Asst. General Manager (Maint) or the officer (Manager / Deputy Manager / Assistant Manager) authorized by him shall be the coordinating officer. The contractor has to report to such authority and perform the work in close coordination with such authority.

**17) Accommodation:** BRBNMPL will not provide residential accommodation , to the contractor

**18) Other Terms & Conditions:**

- a) Contractor will have to arrange for proper gate passes/challan for personnel and materials. Copy of Challan for tools & tackles and other equipments are to be made on returnable basis and submitted for obtaining gate entry.
- b) In the event of breach of any of the above mentioned conditions, incompetence, and breach of trust, misconduct or any other reason that is against the interest of BRBNMPL, BRBNMPL reserves the right to cancel the contract without any financial compensation or assigning any reason thereof.
- c) The BRBNMPL have privy of contract with you only and will give instructions to you and shall not be responsible for the conditions of employment of your staff deployed at our site for performance of the contract. However, due to obvious security reasons, you must ensure that the staff deployed by you must adhere to all rules & regulations and security restrictions as prescribed by BRBNMPL from time to time.

- d) In case of any loss / losses are caused to BRBNMPL on account of non-fulfillment and/or non-compliance of any obligations, statutory or otherwise, on your part, BRBNMPL shall have full right to make adjustment for the said losses from your bills payable to you.
- e) The company will provide water and electricity for carrying out the above work. However the necessary arrangement has to be made by the contractor for collection of the same.
- f) The tenderer shall have to execute an agreement/undertaking with the company for the works stipulated under this tender, if work order awarded.

**19) SIGNING AND SEALING OF TENDER:**

This is in continuation of GIT cl no 20, quotation in two parts consisting of –

**Technical Bid**– In the prescribed format as per the following, if applicable

- 1. Section I - Notice Inviting Tender (NIT)
- 2. Section II - General Instructions to Tenderers (GIT)
- 3. Section III - Special Instructions to Tenderers (SIT)
- 4. Section IV -General Conditions of Contract (GCC)
- 5. Section V - Special Conditions of Contract (SCC)
- 6. Section VI - List of Requirements
- 7. Section VII - Technical Specifications
- 8. Section VIII - Quality Control Requirements
- 9. Section IX — Qualification/ Eligibility Criteria
- 10. Section X - Tender Form (UN-PRICED Version)**
- 11. Section XI - Price Schedule
- 12. Section XII - Questionnaire
- 13. Section XIII - Bank Guarantee Form for EMD
- 14. Section XIV - Manufacturer's Authorization Form
- 15. Section XV - Bank Guarantee Form for Performance Security
- 16. Section XVI - Contract Form
- 17. Section XVII – Letter of Authority for attending Bid opening
- 18. Section XVIII – Shipping Arrangements for Liner Cargoes
- 19. Section XIX - Proforma of Bills for payment

**Price Bid (Financial Bid) - In the prescribed format duly filled, signed and stamped as per the following**

- 1. Section XI - Price Schedule

All the pages of tender documents shall be duly signed, stamped & submitted by the tenderer along with Techno-Commercial bid as a token of having read and accepted all the terms & conditions. An un-priced version of price schedule (section XI) duly signed & stamped to be included in the techno-commercial bid. Price should NOT be mentioned anywhere in the tender document other than the Price bid.

By signing & submitting this tender document, the tenderer is accepting all clauses, terms & conditions laid out in this tender including NIT, GIT, SIT, and GCC.

**20) Legal jurisdiction:** The court of Mysuru (Karnataka State) only shall have jurisdiction to deal with and decide any legal matter of dispute whatsoever arising out of any work order placed by us.

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### Section VI: List of Requirements

Schedule No.	Brief description of goods and services (Related specifications etc. are in Section-VII)	Accounting unit	Quantity	Amount of Earnest Money
1.	<b>“Unloading &amp; Shifting of Numbering Machine at BRBNMPL, Mysore” against Tender No. 24/MYS/MAINT(P)/2017-18 dated 13/06/2017”.</b>	Set	1	Rs.33,000/-

## **Section VII: Scope of Work and Technical Specification**

### **“Unloading & Shifting of Numbering Machine at BRBNMPL,Mysore”**

#### **1. SCOPE OF WORK: -**

The scope of work shall include,

- a) Unloading of machine parts (43- Boxes, total weight: 83.834 MT and sizes as mentioned in the attached list) from the truck using suitable Crane, Hydra, Forklift, Slings, and 20mm Steel plates, etc. and shifting to the required location.
- b) Distance between unloading & installation area is approx.200 mtr.
- c) Contractor needs to have close Coordination and interaction with the concerned official for effective time management, Safe unloading of the sophisticated machines, Shifting these machine parts smoothly to the location of installation.
- d) Contractor shall employ required trained & skilled operator and helpers to carry out the complete work under the close supervision of his experienced Project manager.
- e) Contractor shall use only Battery/Electrical/Hydraulic/Manual driven equipment inside the shop floor area.
- f) The unloading work has to be started immediately after container/trailer arrives at BRBNMPL site to avoid demurrage charges.
- g) The required material handling equipment's, suitable tools & tackles in commensurate with the requirement of the job to be mobilized well in advance to the actual place of work.
- h) All the boxes are to be unloaded, shifted to the installation site within 10days from reaching of the consignment. However, best effort to be made to complete the work within minimum possible time.
- i) Time is very important factor to complete the entire work. Failing to the above time limit, necessary LD clause will be imposed.
- j) Standard safety procedure needs to be followed in order to ensure safety of both personal and material. The contractor is fully responsible for the safety and security of their persons working. In no means, BRBNMPL will compensate in case of any mishap to the persons working under the contractor.
- k) Contractor need to take the Workman compensation insurance policy for the above work and a copy of the policy need to be submitted to us before starting the work.
- l) In case of any damage to the property of BRBNMPL, due to mis-operation/mis-handling of any of the equipment, BRBNMPL shall not be liable for any damage and contractor needs to compensate as decided by BRBNMPL.

#### **2. CONTRACT PRICE:**

- a) The quoted price shall be fixed, firm & binding and valid for six month from the date of tender and no escalation in price on any account shall be admissible during the contract period.
- b) The contract price shall be inclusive of all taxes, manpower, equipments, insurance, mobilization and demobilization duties, levies etc. all inclusive.
- c) Statutory deductions shall be made at source as per prevailing rules.
- d) Service tax will be paid at actuals as per prevailing rate.

## **Section VIII: Quality Control Requirements**

The supplied services should match with the requirement as per scope of work in Section VII

We also confirm that we abide by all the tender conditions and we do not have any counter conditions.

Yours faithfully,  
(Seal)  
Name  
Signature with date

BRBNMPL



## Section IX: Qualification/ Eligibility Criteria

### I. Financial Soundness:

- a) Average annual financial turnover during the last 3 years ending 31<sup>st</sup> March 2017 should be at least Rs. 4,80,000 (Attach documentary evidence) and it should be reflected in audited financial report for the said period and should be certified by Chartered Accountant.
- b) Bidders should not have suffered any financial loss for more than one year during last three years ending 31/03/2016.
- c) The net worth of the firm should not have eroded by more than 30% in the last three years ending 31/03/2016.

All financial standings data like P/L accounts, Balance sheets, etc. should be certified by certified accountants e.g. Chartered Accountants (CA).

### II. Experience:

Contractor shall have experience in successfully completed similar works during last seven years ending previous month with reference to tender date, shall be either of the following

Three similar completed works costing not less than the amount equal to 6.60 lakhs.

Or

Two similar completed works costing not less than the amount equal to 8.25lakhs.

Or

One similar completed work costing not less than the amount equal to 13.20lakhs.

**Similar work means “Loading/Unloading and shifting of heavy machineries (min. more than 10 ton of one box) with material handling equipments and modern tools.”**

- III. The firm should give a declaration that they have not been black listed/ debarred by BRBNMPL/Govt. of India/Any other Govt.organisation.

***Bidder to furnish stipulated documents in support of fulfillment of qualifying criteria. Non-submission or incomplete submission of documents may lead to rejection of offer.***

## Section X: Tender Form

Date .....

To

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

(Complete address of BRBNMPL)

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 of Rs. \_\_\_\_\_ (total tender amount in figures and words), 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 upto 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 upto 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.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

For & on behalf of

(Signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

.....

**Section XI: Price Schedule**  
**(To be submitted in Contractor's letterhead)**

**Section XI: Price Schedule** (To be submitted separately in sealed envelope)

To:

The General Manager  
BRBNMPL  
Mysuru – 721132

Dear Sir,

Sub: Price Bid for “Unloading & Shifting of Numbering Machine at BRBNMPL, Mysore”

Ref : Your Tender No. 024/MYS/ MAINT(P)/2017-18 dated 13/06/2017

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

Sl no.	Item Descriptions	Labour charges	UOM	Total labour charge (Rs.)
01	Unloading and Shifting Numbering machine (43 Boxes, Total weight-83.834 MT & Box sizes enclosed)		01	
02	Service Tax @ _____			
03	Total Amount			

**Total charges: (In words):** Rupees \_\_\_\_\_ only

(Note: BRBNMPL is bound to cut 50% of service tax and pay to Service Tax Department under Reverse Charge Mechanism)

Thanking you,

Yours faithfully,

**Seal**

( )  
Name:

Signature with date.

Note:

- i. Price with condition(s) shall be liable to be rejected.
- ii. Price should be quoted exactly as per the format.
- iii. Price quoted should be all inclusive.
- iv. Conditional discount/ rebate etc. shall not be considered. In case, discount is offered that should be adjusted in the price and net price should be quoted.

**Section XII –TECHNICAL BID/QUESTIONNAIRE  
(To be submitted in Contractor’s letterhead)**

From,  
Company Name,  
BRBNMPL Vendor Registration No:  
Address.

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

Dear Sir,

**Sub:** Technical bid for “Unloading & Shifting of Numbering Machine at BRBNMPL,Mysore”

Reference: Your Tender No. 024/MYS/ MAINT(P)/2017-18, dated 13/06/2017

**We have received your Tender enquiry cited and 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) Status of the firm : Proprietor / Partnership / Regd. Company / Co-op. Society
  - c) Local / Central Sales Tax / Service Tax / Excise Regn. No.: (Copy of certificate enclosed)
  - d) Income Tax P.A.N. No.: (Copy enclosed)
  - e) Bankers and their Address:
  - f) Whether falling within MSME? (Micro, Small and Medium Enterprise), if so please furnish documentary evidence to this effect.( In case documentary evidence to this effect is not furnished it will be presumed that you do not belong to MSME and accordingly shall be taken on record.)
2. Documents in support of eligibility criteria :
  - a) **Financial Soundness:**

Sl.No	Description	2013-14	2014-15	2015-16
1	Annual Turnover			
2	Net Profit			
3	Net worth of the firm			

**(To be filled by tenderer. Please don't write like “attached” or “refer”)**

**b) Experience:**

Sl.No	Company Name	Work Order No. & Date	Details of work	Order value	Date of completion
1					
2					
3					
4					

**(To be filled by tenderer. Please don't write like "attached" or "refer")**

**Note: Please fill the details of the documentary proofs enclosed in the above tables**

- We confirm that we possess the necessary technical competence and financial resources as mentioned in Section -IX of this tender document, to ensure supply of the tendered item, as per your specifications and delivery schedule. Necessary documents like copies of Work orders, P/L Accounts, Balance Sheets, work completion certificates are enclosed herewith.
  - We have never been blacklisted /debarred by BRBNMPL.
  - We confirm having been in the business continuously for the last three years. (documentary proof attached)
  - We have also enclosed herewith DD No. \_\_\_\_\_ for Rs. \_\_\_\_\_ as EMD against this tender.
3. We confirm that we have quoted exactly for the tendered product as per your specifications given in Section VII/Scope of work .
  4. We confirm that the Price bid is quoted exactly as per your format in Section-X & XI and is inclusive of all..
  5. We confirm that there would not be any price escalation during the work execution y period.
  6. We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions. As required, we enclose herewith the complete set of copy of tender documents duly signed by us as a token of our acceptance.
  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.

Thanking you,  
Yours faithfully,

**Seal**

( )

Name

Signature with date.

Note: Copies of applicable Documents are attached herewith.

(Please enclose all Technical Documents related to the proposed modification.)

### CHECK LIST

(Please fill this check list and attach with technical bid)

Sl.No	Description	Enclosed	Remarks
1.	DD for Rs.500.00 as Tender fee	Yes/No	
2.	DD for Rs. 33,000/- as EMD	Yes/No	
3.	Tender Document Section I to Section XVII duly sealed and signed	Yes/No	Please download the Section II & IV of tender document from <a href="http://www.brbnmpl.co.in">www.brbnmpl.co.in</a> and seal and sign it.
4.	Technical Bid –Section XII (Duly filled)	Yes/No	
5.	Purchase order /Work order copy or completion certificate as proof of experience	Yes/No	
6.	Time Schedule (10 days from date of Work order)	Accepted / Not Acceptable (Please Specify)	
7.	Chartered Accountant certificate /PL statements certified by chartered Account as proof for Financial Soundness (shall highlight Turnover, Net worth and Profit).	Yes/No	
8.	Certificate confirming ‘Not blacklisted by Govt Departments /BRBNMPL	Yes/No	
9.	PAN Card copy	Yes/No	
10.	Copy of Tax (VAT/CST/SERVICE TAX/WCT) registration certificate	Yes/No	
11.	EMD & Tender Fee in one sealed cover	Yes/No	
12.	Technical Bid in one sealed cover	Yes/No	
13.	Price Bid in one sealed cover	Yes/No	
14.	All the three sealed covers ( Sl No-11,12, &13) in one sealed cover	Yes/No	

**Seal and Signature**

### **Section XIII: Bank Guarantee Form for EMD**

B.G.No. \_\_\_\_\_

Date \_\_\_\_\_

WHEREAS Bharatiya Reserve Bank Note Mudran Limited (A wholly owned subsidiary of Reserve Bank of India) having its office at Bangalore and site office at Mysore / Salboni (hereinafter referred as "The Owner/Company" which expression shall unless repugnant to the subject or context includes its legal representatives, successors and assigns), has issued tender paper/purchase order (PO) vide its Tender/purchase order No. for \_\_\_\_\_ (herein after called "the said tender") to \_\_\_\_\_ (hereinafter called "the said tenderer(s)" which expression shall unless repugnant to the subject or context includes their legal representatives, successors and assigns) and as per terms and conditions of the said tender, the tenderer shall submit a Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) towards Earnest Money/Security Deposit in lieu of cash.

1. We \_\_\_\_\_ Bank having its branch office at \_\_\_\_\_ do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand from the Company stating that in the opinion of the company, which is final & binding, the amount claimed is due because of any withdrawal of the tender or any material alteration to the tender after the opening of the tender/any violation of Purchase Order by way of any loss or damage caused or would be caused or suffered by the Company by reason of any breach by the said tenderer(s)/supplier(s) of any terms and conditions contained in the said tender/PO or failure to accept the letter of Intent/Agreement or that the amount covered under this Guarantee is forfeited. Any such demand made on the Bank by the owner shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only)
2. We undertake to pay to the Company any money so demanded notwithstanding any dispute or disputes raised by the tenderer(s) in any suit or proceeding pending before any office, court or Tribunal relating thereto, our liability under this present guarantee being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under. Our liability for payment there under. Our liability to pay is not dependent or conditional on the owner proceeding against the tenderer(s).
3. The guarantee herein contained shall not be determined or affected or suspended by the liquidation or winding up, dissolution or change of continuation or insolvency of the said tendered(s) but shall in all respects and for all purposes be binding and operative until payment of all money due or liabilities under the said tender are fulfilled.
4. We \_\_\_\_\_ Bank Ltd, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the finalization of the said tender/conclusion of supply or fulfillment of all contractual obligation under the said PO and that it shall continue to be enforceable till the said tender is finally decided and order placed/ all contractual obligation under the said PO fulfilled on the successful tenderer(s) and/or till the dues of the Company under/or by virtue of the said tender have been fully paid and its claims satisfied or discharged or till a duly authorized officer of the Company certifies that the terms and conditions of the said tender have been fully and properly carried out by the said

tenderer(s)/Supplier have been fully and properly carried out by the said tenderer/supplier and accordingly discharges the guarantee.

5. That the owner/Company will have fully liberty without reference to us and without affecting this guarantee to postpone for any time or from time to time, the exercise of any of the power of the owner under the tender.
6. Notwithstanding anything contained herein before, our liability shall not exceed Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) us and shall remain in force till \_\_\_\_\_ unless a demand or claim under this guarantee is made on us within three months from the date of expiry we shall be discharged from all the liability under this guarantee.
7. We \_\_\_\_\_ Bank, lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Company in writing. We further undertake to keep this Guarantee renewed from time to time on the request of the Tenderer(s)

Date: \_\_\_\_\_ Bank

Corporate Seal of the Bank

By its constitutional Attorney

Signature of duly  
Authorized person

On behalf of the bank  
With seal & signature code

- a) B.G. to be furnished from any of the Scheduled Banks.
- b) Address of BRBNMPL Office where tender is to be finalized should be referred in the BG.



**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 supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract 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 contract 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 contract:

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 me 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 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

BRBNMPL

## 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 Offer No. / Quotation 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:

- i. General Conditions of Contract;
- ii. Special Conditions of Contract;
- iii. List of Requirements;
- iv. Technical Specifications;
- v. Quality Control Requirements;
- vi. Tender Form furnished by the supplier;
- vii. Price Schedule(s) furnished by the supplier in its tender;
- viii. Manufacturers' Authorisation Form (if applicable for this tender);
- ix. 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:

(i) 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 (In Rs.)

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

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 dispatch 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 General Manager

Unit 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 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.

**List for Weight & Sizes of Boxes to be Unloaded & Shifted**

Case No.	Content	Measurement (in cms)	Area (in cu mtr)	Net weight (in Kgs)	Gross weight (in Kgs)
1	M/c Parts	238x138x112	3.67	1320.00	1570.00
2		268x228x280	17.1	3140.00	2460.00
3		310x220x294	20.05	10390.00	11140.00
4		308x228x100	7.02	1170.00	1720.00
5		228x148x136	4.58	320.00	610.00
6		298x178x262	13.89	5200.00	5800.00
7		508x238x295	35.66	6620.00	7800.00
8		468x128x259	15.51	1630.00	2360.00
9		238x208x177	8.76	340.00	780.00
10		188x118x112	2.48	530.00	720.00
11		168x93x89	1.39	350.00	480.00
12		258x108x87	2.42	370.00	570.00
13		138x98x138	1.86	470.00	630.00
14		358x218x118	9.2	590.00	1080.00
15		408x238x128	12.42	790.00	1400.00
16		168x93x88	1.37	270.00	390.00
17		308x238x117	8.57	740.00	1200.00
18		128x98x97	1.21	270.00	390.00
19		238x198x118	5.56	390.00	720.00
20		238x218x169	8.76	4640.00	5080.00
21		238x188x178	7.96	380.00	790.00
22		188x98x168	3.09	350.00	550.00
23		238x188x177	7.91	410.00	820.00
24		168x93x88	1.37	200.00	330.00
25		168x93x89	1.39	570.00	700.00
26		338x128x259	11.2	780.00	1340.00
27		178x138x258	6.33	310.00	670.00
28		228x128x207	6.04	380.00	730.00
29		228x138x128	4.02	780.00	1040.00
30		248x138x247	8.45	1130.00	1570.00
31		312x260x330	26.76	18600.00	20070.00
32		308x228x126	8.84	1030.00	1500.00
33		77x63x52	0.25	24.00	34.00
34		238x138x147	4.82	390.00	690.00
35		168x93x89	1.39	120.00	250.00
36		168x93x89	1.39	260.00	390.00
37		218x138x116	3.48	850.00	1100.00
38		168x93x87	1.35	50.00	180.00
39		128x98x261	3.27	220.00	480.00
40		178x118x198	4.15	1150.00	1420.00
41		210x120x117	2.94	290.00	500.00
42		178x118x198	4.15	570.00	840.00
43		138x108x117	1.74	120.00	260.00
<b>TOTAL</b>				<b>67824.00</b>	<b>83834.00</b>