

This notice is being published only as an abundant precaution and is not an open invitation to quote in tender, participation in this Tender is by Invitation only and is Limited to the selected BRBNMPL's registered bidders for item, who have been sent this tender by Post / Courier. Unsolicited offers are liable to be ignored

**LIMITED TENDER ENQUIRY ONLY FOR OUR REGD./APPROVED VENDORS FOR
THE ITEM/S MENTIONED BELOW**

TENDER ENQUIRY No. 027 /SAL/PUR/2016-17

(NOT TRANSFERABLE)

(Procurement of Services)

By Speed post / Courier service

BNM No.: / (S) 07.07.02/TE-027/2016-17	Last Date & Time for submission of tender:	09/08/2016 upto 11:30 AM
Dated: 14/07/2016	Tender opening Date & Time:	09/08/2016 at 11:30 AM
Cost of Tender form: Nil	Earnest Money Deposit EMD	Rs. 37,000/-

Security Classification: Non-Security (Consumables)

TENDER DOCUMENT FOR "EXECUTING ANNUAL RATE CONTRACT FOR FABRICATION & SUPPLY OF PACKING BOXES BY RECYCLING EMPTY BOXES"

Tender No. 027/SAL/PUR/2016-17 dated 14/07/2016

This tender document contains: 23 Pages

The tender document is issued to:

M/s. «Name»

Details of Contact person in BRBNMPL regarding this tender:

Name: Shri. S.S.Kude, Designation: Assistant General Manager

Address: BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED

(Wholly owned Subsidiary of Reserve Bank of India)

RBNML (PO), Salboni - 721 132

Phone: 03227 - 280176 / 280317

Email: sskude@brbnmpl.co.in

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Section I: Notice Inviting Tender (NIT)
BHARATIYA RESERVE BANK NOTE
MUDRAN PRIVATE LIMITED
(Wholly owned Subsidiary of Reserve Bank of India)
RBNML (PO), Salboni - 721 132
Phone: 03227-280212, 280213
Fax: 03227- 280222

Website: www.brbnmpl.co.in

Email: salbonipress@brbnmpl.co.in

Tender No.027/SAL/PUR/2016-17 dated 14/07/2016

1. Sealed tenders are invited from eligible and qualified tenderers meeting Eligibility Criteria (Section IX) to enter into **Annual Rate Contract** for one year, extendable for further two years, one year at a time, for fabrication and supply of the following goods:

Schedule No.	Brief Description of Goods / Services	Earnest Money (in Rs.)
1.	FABRICATION & SUPPLY OF PACKING BOXES BY RECYCLING EMPTY BOXES [As per list of requirements attached in Section - VI]	37,000

Type of Tender (Two Bid / PQB / EOI / RC / Development / Indigenization / Disposal of Scrap / Security item etc.)	Two part Bid (Techno-commercial bid and Price bid)
Date of issue of tender documents	14/07/2016
Price of the Tender Document	Nil
Place of sale of tender documents	Administration Building, BRBNMPL, Salboni - 721 132
Closing date and time for receipt of tenders	09/08/2016 at 11:30 hours
Place of receipt of tenders	Administration Building, BRBNMPL, Salboni - 721 132
Time and date of opening of tenders	09/08/2016 at 11:30 hours
Place of opening of tenders	Administration Building, BRBNMPL, Salboni - 721 132
Nominated Person / Designation to Receive Bulky Tender (Clause 21.21.1 of GIT)	Sri. S.S.Kude , AGM or Sri. P.V.Parameswaran, DGM , BRBNMPL , Salboni

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. 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 if applicable.

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.

Yours faithfully,
For & On behalf of BRBNMPL

(S.S.Kude)
Asst. General Manager
BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED
(Wholly owned Subsidiary of Reserve Bank of India)
RBNML (PO), Salboni - 721 132
Phone: 03227 - 280176 /280317

Encls: As above

IMPORTANT TENDER CONDITIONS AT A GLANCE FOR ATTENTION OF BIDDERS

1. **Tender Price**:- The rate quoted should be on the basis of delivery till our stores (F.O.R. BRBNMPL, Salboni) including Packing & Forwarding, Excise Duty (if any), CST/VAT, levies, delivery charges discounts etc. by clearly mentioning in your offer. Unloading of item at our site shall be borne by BRBNMPL. Since the Company intends to execute an Annual Rate Contract, the quoted rate should remain firm and fixed for one year which may be extended for further period of 2 years (1 year at a time) on satisfactory performance and on mutual consent.
2. **Price variation**: Tenderer must as a rule quote firm and all-inclusive price. Price variation, however, in certain cases, can be considered only on account of statutory increase in levies subject to submission of break-up of prices at the time of quoting, provided that such adjustments are part of the bid accepted.
3. **Tender Validity**: The tender shall remain valid for acceptance for a period of 120 (One hundred twenty) days after the date of tender opening prescribed in the tender document.
4. **E.M.D**: An EMD of Rs.37000/- (Rupees Thirty Seven Thousand only) is payable in the form of Demand Draft/Banker's Cheque/Fixed Deposit drawn in favour of Bharatiya Reserve Bank Note Mudran Pvt. Ltd., Salboni payable at par at State Bank of India, Salboni (Code No: 3558). If drawn from any other bank, it should be payable at par at Midnapore, West Bengal. In case of FD is given as EMD, format at **annexure B** also to be filled up and signed. (Please refer GIT Clause 18 under Section II)
 - a) *In case E.M.D is not submitted along with the tender (Techno-commercial bid – Cover I), the offer is liable for rejection. However, please note DGS&D / NSIC registered firms are exempted from submission of requisite EMD subjected to submission of valid certificate only including Stores list .The tendered item should be a part of the stores list in case of NSIC regd. bidders, then only the EMD exemption shall be given.*
 - b) *The EMD amount of unsuccessful bidders shall be returned without any interest upon finalization of the tender.*
5. **Submission of Tender**: Please send your competitive bidding in sealed cover super scribed as **“Tender for “Fabrication & supply of packing boxes by recycling empty boxes _” against Tender Enquiry No.027/SAL/PUR/2016-17 dated 14/07/2016 to reach us on or before 11.30Hrs on 09/08/2016 with the following two separate sealed covers:**
 - a) **The First sealed cover** super scribed as **“Techno-commercial bid (part I) against Tender Enquiry No. 027/SAL/PUR/2016-17 dated 14/07/2016”** should contain all the Sections available in the tender including Copies of documents/Certificates like VAT Regn/PAN/Professional tax/Balance sheet/Annual reports/Authorisation letters/ PO or Work order copies /Invoice & challans as proof of supply/work done etc. to be submitted with due signature, name & seal of the authorised signatory of the tenderer in all pages .
 - b) **The second sealed cover** super scribed as **“PRICE BID (part II) against Tender Enquiry No. 027/SAL/PUR/2016-17 dated 14/07/2016”** must contain Section XI – Price Schedule exactly as per proforma be duly filled and signed.
 - c) **The Third sealed cover** super scribed as **“Tender Enquiry No. 027/SAL/PUR/2016-17 dated 14/07/2016 for “Fabrication & supply of packing boxes by recycling empty boxes”** must contain both the above sealed covers. The postal address of sender with contact details as well as recipient address should be clearly written /

typed on this cover. The tender should be addressed to "The General Manager, BRBNMPL, Salboni".

d) BIDS submitted not in accordance with above guidelines will be rejected.

5. **Tender Opening:** The Techno-commercial part (part I) tenders will be opened at **11.30 Hrs on 09/08/2016** in the presence of available tenderers or their authorized representatives. In the second stage, the date of opening of Price bids will be intimated to qualified bidders in advance. The financial bids of only the technically qualified tenderers bid shall be opened in front of the available tenderers. Other financial bids would be returned unopened to the respective bidders under Registered AD/Reliable Courier or any other mode.
6. **Finalization Criteria :** Tender will be finalized based on L1 basis. Bidders must quote for the item in the particular schedule or else tender is liable for rejection.
7. **Award of purchase order/Contract:** Order will be placed on the selected party after evaluation and approval of competent authority. However, General Manager, BRBNMPL, Salboni reserves the right to cancel/discontinue this order at any point of time, without any notice to the contractor.
8. **Validity of Contract:** The contract will be normally executed for a period of one year. However, BRBNMPL reserves the right to extend the contract for further period of two years at the same rate , terms and conditions but not more than one year at a time on satisfactory performance and on mutual consent. Also BRBNMPL reserves the right to cancel the Work Order if the performance of the contractor is found unsatisfactory or for any other reason.
9. **Parallel Contracts:** *Due to the critical and vital nature of the item [Packing Boxes], to ensure steady and un-interrupted supply of boxes, as well as available raw materials for fabrication and available infrastructure, **BRBNMPL reserves the right to split the contract in the ratio of 70:30 of the total tentative quantity between L1 and the next agreeable lowest bidder, at L1 rates,** . Accordingly, parallel contracts shall be executed.*
10. **Optional Quantity:** BRBNMPL reserves the right to place order for optional quantity up to a maximum of 25% of tendered quantity (**refer clause 19.3 of GCC, Section IV**).
11. **Sample:** No sample needs to be submitted along with the bid. However, Successful bidders may be asked to supply pilot samples against Work Order for acceptance prior to bulk supply.
12. **Purchaser's Sample: Specimen box** will be available for inspection at our premises to facilitate the tenderers to understand & properly assess the scope of work to be carried out. For the purpose, intending tenderers may contact us with prior intimation, for details between 0900Hrs to 1500Hrs on any working day
13. **Security Deposit / Performance Bond:** Within twenty-one days after the issue of notification of award by BRBNMPL, the supplier shall furnish Security Deposit for an amount equal to 10% of the Order Value, valid up to Sixty days after date of completion of all contractual obligations, including warranty period. (**Please refer GCC Clause 6 under Section IV.**)
14. **Delivery /Supply terms:** The empty WM paper boxes shall be issued from General Stores as per requirement . The fabricated Packing boxes made out of this WM

paper boxes shall be delivered back to stores within a day or two. Delivery of packing boxes for each lot of empty boxes collected has to be completed before withdrawal of new lot of empty boxes from Stores. On an average around 100-150 packing boxes shall be fabricated in a day. The supplier / contractor will be responsible for the material to reach destination intact. Successful bidder has to deliver the material at our General Stores, BRBNMPL, Salboni.

15. **Payment Terms:** *The terms of payment are 100% payment (subject to deduction, of security deposit if any, TDS , IT etc., as applicable) after receipt, inspection and acceptance of materials* on submission of Invoice /Bill. Statutory deductions as applicable will be deducted from the gross bill amount. DD/Bank charges shall be borne by you.
16. **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%.
17. **Insurance:** Successful bidder has to take comprehensive insurance policy for a value of Rs.2.0 Lakhs for fire, burglary, theft etc., for which the beneficiary will be BRBNMPL
18. **Rejection of Materials:** If the material is rejected for any reason, party should replace the items at its own cost and risk. The rejected material should be collected once intimated. If rejected material is not lifted within the final date given by us, the following will be the course of action taken to dispose of the same:
 - i. Material will be shifted to scrap location where quality may further deteriorate.
 - ii. Charges may be claimed from the date of last reminder from the party as rent for occupying store space and handling charges and this amount will be deducted from any amount due to party like EMD, SD and pending bills.
 - iii. Materials may be disposed of as scrap along with other scrap materials and the sale proceeds after recovery of expenses, if any will be send to the party.
19. Parties who have been black listed /debarred by BRBNMPL or any PSU or any Government Departments are not eligible for submission of this tender.
20. 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 and without incurring any liability, whatsoever to the affected tenderer or tenderers
21. No counter conditions shall be accepted against the tender enquiry.

* * * * *

Section II: General Instructions to Tenderer (GIT)

Please refer our website www.brbnmpl.co.in, under “Downloads”

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 change
2	8	Pre-bid Conference	Not applicable
3	9	Time Limit for receiving request for clarification of Tender Documents	No change
4	11	Tender Currency	INR
5	12.11	Applicability of Octroi and Local taxes	No provision
6	14	PVC Clause & Formula	Not applicable
7	19	Tender Validity	As specified (120 days)
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 as well as the item offered should meet our required specifications.
11	43	Parallel Contracts	See Note A below
12	50	Tender For rate Contracts	Applicable
13	51	PQB Tenders	Not applicable
14	52	Tenders involving Purchaser's and Pre-Production Samples	Applicable
15	53	EOI Tenders	Not applicable
16	54	Tenders for Disposal of Scrap	Not applicable
17	55	Development / Indigenization Tenders	Not applicable

Note A: Due to the critical and vital nature of the item [Packing Boxes], to ensure steady and un-interrupted supply of boxes, as well as available raw materials for fabrication and available infrastructure, **BRBNMPL reserves the right to split the contract in the ratio of 70:30 (approx.) of the total tentative quantity between L1 and the next agreeable lowest bidder, at L1 rates.** Accordingly, parallel contracts shall be executed.

Section IV: General Conditions of Contract (GCC)

Please refer our website www.brbnmpl.co.in, under “Downloads”

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)

S. No	GCC Clause No.	Topic	SCC Provision
1	8	Packing and Marking	No change
2	11	Transportation of Domestic Goods	Not applicable
3	12	Insurance	No change
4	14	Incidental Services	Not applicable
5	15	Distribution of Dispatch Documents for clearance / Receipt of Goods	No change
6	16	Warranty Clause	No change
7	19.3	Option Clause	No change
8	20.1	Price Adjustment Clause	Not applicable
9	21.2	Taxes and Duties	No change
10	22	Terms and Mode of Payments	No change 22.2.2 applicable
11	24	Quantum of LD	No change
12	25	Bank Guarantee and Insurance for Material loaned to Contractor	Not applicable
13	33	Resolution of Disputes	No change
14	36	Disposal / Sale of Scrap by Tender	Not applicable

Section VI: List of Requirements & Scope of Work

Schedule No	<u>Description of Work</u> (without using extra wood from supplier's account)	Total Tentative Annual Requirement of Recycled packing Boxes.
I	<p>a) Collection of empty boxes/ pallets/battens/ wooden strips/ ply boards/assorted wooden items /Nails etc. from General Stores, BRBNMPL, Salboni.</p> <p>b) Fabrication within BRBNMPL complex by recycling the above material of various sizes and design .</p> <p>c) Supply of Packing boxes as per quantity decided by General Stores of Sizes (Inner Dimensions) as per range below :</p> <p>(i) Length of each box varying from <u>650mm to 800 mm</u> .</p> <p>(ii) Width of each box varying <u>650 mm to 700 mm</u>.</p> <p>(iii) Height of each box varying from <u>300 mm to 400 mm</u>.</p>	26,000 Packing Boxes.

Note: The quantity mentioned above is a tentative annual requirement and are illustrative/indicative not exhaustive, The quantity may be increased/decreased as per the actual requirement.

2. Scope of Work & Supply: (Without using extra wood from supplier's account)

(a) The Scope includes collection of empty Wooden / Ply board Boxes/Wooden pallets, legs, assorted wooden items, etc., from BRBNMPL General Stores for fabrication of packing boxes as per specification & drawing and supply of the fabricated boxes. The above work to be carried out within the BRBNMPL, Township premises.

(b) For the purpose, Contractor / Supplier will be supplied empty boxes/wooden pallets/battens/ wooden strips/ ply boards/assorted wooden items, Nails etc. free of cost as under: -

The details of boxes to be fabricated are tabulated as below:

Schedule No.	Material to be supplied by BRBNMPL	Boxes of deno. to be fabricated	Inner size of the boxes proposed to be fabricated (subject to changes)	No. of fabricated boxes to be supplied by the supplier	Remarks
I	Empty wooden Boxes, Pallets, Legs and battens, Nails, etc., [The material shall consist of assorted wooden boxes/Ply boxes/Boards etc.]	Rs10/- & Rs20/- Rs50/- Rs100/- Rs500/- Rs1000/-	680 (L) x 650 (W) x 315 (H) mm for packing Rs. 10/- & 20/- deno. 770 x 650 x 315 mm (LxWxH)-for packing Rs. 50/- deno. 770x650x340 mm (LxWxH)-for packing Rs.100/-deno. 790x670x360 mm (LxWxH)-for packing Rs.500/-deno. 790x670x380 mm (LxWxH)-for packing Rs.1000/-deno.	As per the quantity of Material issued by Stores Section, the number of boxes to be fabricated will also be intimated.	NO EXTRA WOOD TO BE SUPPLIED BY SUPPLIER

(c) Sizes of Empty wooden boxes (without any lid at bottom and top) and wooden pallets to be used for fabrication other than the standard size will be decided by us according to our requirement. The contractor shall be intimated regarding the expected no. of boxes that may be fabricated with the material being issued.

(d) Contractor / Supplier has to make complete box as per enclosed Drawings / Specifications at 'Section- VII' by using the empty wooden boxes, wooden pallet/legs, wooden batten, Boards, Nails etc.. No extra wood materials are to be used to fabricate the packing boxes. Supporting wooden legs of the wooden pallets should be used as batten for strengthening the entire four-side, top & bottom side of boxes. In case of any change in the dimension, the same will be intimated from time to time. The quantity to be fabricated in each size will be decided by us depending on the actual requirement which will be intimated from time to time.

5) Left out used material/scrap wood of each batch should be returned to Stores on regular basis. Material (empty wooden box/pallets) for fabrication of next lot will be issued only after returning of the left out used material/scrap wood to our General Stores.

- 6) *The contractor will have to carryout the above work within the premises of BRBNMPL, Salboni only.* Space for Shed and power will be provided on chargeable basis in BRBNMPL Premises. However, all charges, maintenance etc. will be to the Supplier's / contractor's account and risk. Contractor will arrange necessary insurance relating to fire and other perils for the material in his custody. Further successful bidder has to have a Workmen Compensation Policy for the personnel deployed by him for the above job. Offers of the contractors those who are willing to carryout the above work inside our premises only will be considered.
- 7) *Tools & tackles for Fabrication & Supply of Packing Boxes shall be provided by Contractor. Only Wooden/Ply board/Assorted wooden items/Nails etc. for fabrication will be provided by BRBNMPL.*
- 8) *The supplier has to take delivery/supply of the boxes within the specified office hours and in no case the Company will allow the supplier to take delivery/supply of the boxes after the office hours.(preferably between 08:30 hrs to 16:00 hrs).*

Required Terms of Delivery, Destination and preferred mode of Transportation:

F.O.R.BRBNMPL, Salboni inclusive of delivery as per the specifications above. Unloading charges if any, at our site shall be borne by BRBNMPL.

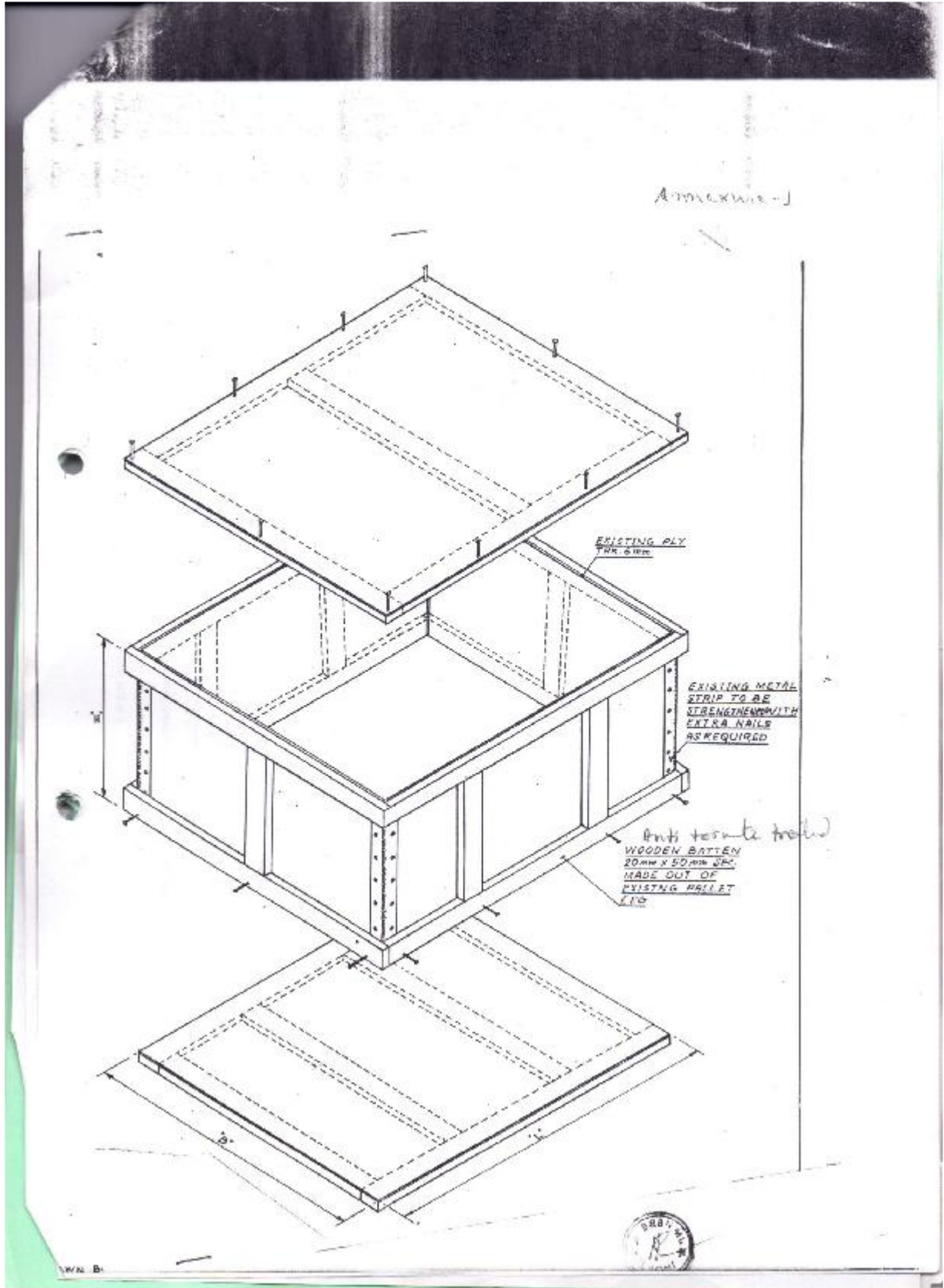
Address: **BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED**
(Wholly owned Subsidiary of Reserve Bank of India)
PO.: RBNML, Salboni - 721 132.

Mode of Transportation: **As desired by the bidders which should be in safe and secured manner. Copy of Purchase Order, delivery challan and tax invoice should accompany the material during delivery. The vehicle carrying the material should have all documents, including valid RC book, driver's license, etc. All security norms as applicable to be followed**

BRBNMPL reserves the right to deny entry of any vehicles not having proper vehicle documents.

Section VII: Technical Specifications
Drawing & Specifications for fabrication of packing boxes

Drawing of Packing Box:



Specifications (subject to changes):

Sl. No	Description
1.	680mm(L) x 650mm(W) x 315mm(H) common for Rs.10/- & Rs.20/- deno. Packing box
2.	770mm(L) x 650mm(W) x 315mm (H) for Rs.50/- deno. Packing box
3.	770mm (L) x 650mm(W) x 340mm(H) for Rs.100/- deno. Packing box
4.	790mm (L) x 670mm(W) x 360mm(H) for Rs.500/- deno. Packing box
5.	790mm (L) x 670mm(W) x 380mm(H) for Rs.1000/- deno. Packing box

Section VIII: Quality Control Requirements / Declaration by Tenderer

COMPLIANCE STATEMENT FOR FABRICATION & SUPPLY OF PACKING BOXES BY RECYCLING EMPTY BOXES

[Supplier shall fill the following format and submit along with Techno-commercial bid.]

I confirm that if successful, I shall supply **PACKING BOXES BY RECYCLING EMPTY BOXES, Make:** exactly as per your technical specifications (Section - VII) above. I understand that if I do not supply the right material if order is placed, it shall be rejected and BRBNMPL reserves the right to initiate action as per extent rules shall be taken including cancellation of order and forfeiture of Security Deposit.

REQUIREMENTS

SI No.	Parameters	Required Specifications	Offered (Yes/No)	Deviation, if any.
1.	General	Scope of Work	Accepted	
2.	Insurance	I confirm to take comprehensive insurance policy for a value of Rs. 2.0 Lakhs for fire, burglary, theft etc., for which the beneficiary will be BRBNMPL	Accepted	
3.	Splitting of Quantities	BRBNMPL reserves the right to split the order between two parties [refer SCC clause at S. No. 4 - Splitting of Quantities]	Accepted	
4.	Security Deposit	Supplier shall furnish Security Deposit to BRBNMPL for an amount equal to 10% of the Order Value till the supplies against the order is completed. [<i>Please refer GCC Clause 6 under Section IV</i>]	Accepted	
5.	Price Bid to be submitted against the Tender	Price bid is to be submitted exactly as per the prescribed format with no conditions /counter conditions.	YES	
6.	Payment terms	Payment terms as per the tender conditions is accepted	Accepted	
7.	Requirement of Quantity	We understood that the requirement of quantity mentioned in the tender is only indicative and BRBNMPL reserves the right to increase or decrease the quantity depending upon their actual requirement	Accepted	

MANDATORY DETAILS

S. No.	Particulars	To be furnished
1.	Valid PAN No.	
2.	Valid VAT No.	
3.	Valid CST No.	

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

Yours faithfully,

()

Name

Signature with date.

Seal

Section IX: Qualification / Eligibility Criteria

The prospective supplier should be bonafide, experienced, technically competent, resourceful and financially sound to carry out the assigned order.

Bidder Firm should have manufactured/fabricated and supplied similar items. Similar item implies manufacturing/fabricating and supplying of Block Board Packing Boxes, Wooden Packing Boxes, Plywood Packing Boxes.

Item Categories	(i) Non-Security Items
Experience & Past Performance	<p>Experience of having successfully completed similar works during the last 7 years as on 30/06/2016 should be either of the following:</p> <p>a) Three Similar completed works [ie. Fabrication /manufacture of wooden /block board/ply-wood boxes] costing not less than Rupees Seven lakh forty three thousand only.[Rs. 7,43,000/-]</p> <p>b) Two Similar completed works [ie. Fabrication /manufacture of wooden /block board/ply-wood boxes] costing not less than Rupees Nine lakh Twenty Nine thousand only [Rs. 9,29,000/-]</p> <p>c) One Similar completed work [ie. Fabrication /manufacture of wooden /block board/ply-wood boxes] costing not less than Rupees Fourteen lakh Eighty Seven thousand only [Rs.14,87,000/-]</p> <p>[Copies of Work order / Bills /challans in proof of the above to be submitted]</p>
Financial Standing	<p>Average Annual Turnover of the Bidder firm during last three years ending 31.03.2016 should be more than Rs 5.58 lakhs</p> <p>Bidder Firms should not have suffered any financial loss for more than one year during the last three years ending 31.03.2016</p> <p>The net worth of the firm should not have eroded by more than 30% in the last three years ending 31.03.2016</p>

Note: Documentary proof for the above qualifying criterion should be submitted along with your offer duly signed by authorized signatory of your company.

1. The annual requirement of this item is requirement of one year. However, in case it is envisaged that more than one supplier needs to be selected as preferred bidder capacity or operational necessity; annual requirement shall be treated as acceptable lot size.
2. All financial standing data should be certified by Chartered Accountants (CA)
3. All Experience, Past Performance and Capacity /Capability related Data should be personally certified by the Chief Executive Officer (CEO) of the Bidder Firm.

General :

- i) The firm should give a declaration that they have not been blacklisted /debarred by BRBNMPL/Government of India in the past 5 years ending as on date. (Please refer Annexure-A)
- ii) Copies of Certificates / Documents related to Service Tax Registration ,

PAN and Professional Tax Registration certificate etc. to be provided along with the Technical Bid.

- iii) The firm should confirm that they are competent and legally authorized to submit the tender and / or to enter into legally binding contract.
- iv) The tenderer shall enclose a confidentiality statement duly signed and stamped as mentioned in Annexure -A .

Note: Documentary proof for the above qualifying criterion should be submitted along with your offer duly signed by authorized signatory of the bidder

Annexure - A

Confidentiality Statement

“The information, which is contained in this document will not, in whole or in part be reproduced, transferred to other documents/electronic media or disclosed to others without written consent of BRBNMPL”. Bidder shall also undertake to maintenance secrecy, exclusivity and confidentiality of the high security currency printing environment of BRBNMPL.

Yours faithfully,

()

Seal

Name

Signature with date

Blacklisting

We confirm that that our firm is not blacklisted / debarred by BRBNMPL / Government of India as on date.

Yours faithfully,

()

Seal

Name

Signature with date

Annexure-B

(Authorization form for encashment of Fixed Deposit)

(To be submitted to M/s Bharatiya Reserve Bank Note Mudran Pvt. Ltd. Salboni in Original)

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 the bidder as appearing in FD)
unconditionally authorize you to encash the above referred Fd and pay the amount to M/s
Bharatiya Reserve Bank Note Mudran Pvt. Ltd., Salboni if it is requested by them, without
seeking our further advice whatsoever in this regard.

Thanking you,
Yours faithfully,

.....

(Authorized signature with stamp)

Name :
Designation :
Contact No.

Date :
Place :

Cc : Branch Manager of the issuing bank – For information and necessary action.

Section X : Tender Form

[To be submitted along with the Technical bid of the Tender]

To

Date

THE GENERAL MANAGER**BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED****(Wholly owned Subsidiary of Reserve Bank of India)****RBNML (PO), Salboni - 721 132****Ref: Your Tender document No.027/SAL/PUR/2016-17 dated 14/07/2016 for Fabrication & Supply of Packing Boxes by Recycling Empty Boxes**

1. We, the undersigned have examined the above-mentioned tender enquiry document, including amendment no. -----, date_____ (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver..."**FABRICATION & SUPPLY OF PACKING BOXES BY RECYCLING EMPTY BOXES**" (description of goods) in conformity with your above referred document, as shown in the price schedule(s), attached herewith and made part of this tender.
2. If our tender is accepted, we undertake to supply the goods/services and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.
3. The price schedule(s), attached herewith [Section XI] is submitted.
4. We further confirm that, if our tender is accepted, we shall provide you with **Security Deposit which is 10% of the total value of the tendered item /value of the quantity** for which work Order is finally placed as mentioned in terms of tender conditions above. This amount shall act as a performance guarantee and shall be retained through the period of the Annual Rate Contract.
5. I confirm that if successful, I shall supply **PACKING BOXES BY RECYCLING EMPTY BOXES/CWBN Empty Boxes/Packing Boxes/assorted wooden planks etc.,** exactly as per your technical specifications and sample. I understand that if I do not supply the right material if order is placed, it shall be rejected and BRBNMPL reserves the right to initiate action as per extent rules shall be taken including cancellation of order and forfeiture of Security Deposit.
6. We confirm that the quoted prices will remain firm and there would not be any price escalation during the supply period.
7. We also confirm that we abide by all the tender conditions and we do not have any counter conditions.
8. We agree to keep our tender valid for acceptance for a period upto as required in the above Section V - Special Conditions of Contract, 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.
9. 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 the Price bid]

Proforma of Price Bid for Supply of "FABRICATION & SUPPLY OF PACKING BOXES BY RECYCLING EMPTY BOXES"From
M/s. «Name»

Date:

To
The General Manager,
BRBNMPL,
P.O.RBNML
Salboni - 721 132.

Dear Sir,

Sub: Price Bid for Fabrication & Supply of Packing Boxes by Recycling Empty Boxes
Ref: Your Tender Enquiry No. 027 / SAL/PUR/ 2016-17, dated 14/07/2016

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

Schedule No.	Description of work	F.O.R. BRBNMPL Salboni -Basic Rate (Rs.)/ PER BOX (Inclusive of all Statutory Levies, Other Charges including Collection, Fabrication and Delivery Charges)
I	Fabrication & Supply of Packing Boxes by Recycling Empty Boxes . [As per List of requirements and Scope of work mentioned in Section VI and VII]	
a)	Service tax @% on the above	
b)	TOTAL Rate /Box (including applicable service tax)	

Total rate /Box in words

- I agree to supply material as per specification enclosed Section VII above.
- We confirm that there would not be any price revision during the supply period of One year. We confirm to supply the Note Packing Boxes strictly as per your requirement.
- We confirm that on being successful in the tender, we shall take comprehensive insurance policy for an amount of Rs.2.0 Lakhs towards fire, burglary, theft etc.

Thanking you,
Yours faithfully,()
Name

Seal

Signature with date.

Note:

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

Section XII: Questionnaire

[Supplier/Tenderer shall fill the following format and submit along with Technical Bid.]

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	Query	Bidder's Response
1.	Brief description of goods and services offered:	
2	Offer is valid for acceptance up to	120 Days from the date of opening of tender
3.	Your permanent Income Tax A/ C No. as allotted by the Income Tax Authority of Government of India (Please attach certified copy of your latest/ current Income Tax clearance certificate issued by the above authority. Also submit copy of VAT/CST registration certificate as allotted by the Commercial Tax Authority of the concerned State)	
4.	Status:	
4 a	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, and/ or the present BRBNMPL and/ or the Directorate of Industries of the concerned State Government for the goods quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit imposed on your registration.	
4 b	Are you currently registered under the Indian Companies Act, 1956 or any other similar Act? (Please attach certified copy(s) of your registration status etc. in case your answer(s) to above queries is in affirmative.)	
5.	Please indicate name & full address of your Banker(s):	
6.	Please state whether business dealings with you currently stand suspended/ banned by any Ministry / Deptt. of Government of India or by any State Govt.	
7.	Whether required EMD & cost of tender documents (if any) is submitted along with the technical bid.	
8.	We _____ name of the company confirm that we abide by all the terms & conditions of this tender and we don't have any counter conditions.	

.....
(Signature with date)

Seal

Section XVIII: Checklist for Tenderers

Check List for Tenderers	
<u>Please ensure that</u>	
1	<p>The First sealed cover super scribed as Techno-commerical Bid should contain :-</p> <p>a) Proforma of (Section X: Tender Form) is completely Filled & signed.</p> <p>b) Section VIII: Quality Control Requirements/Declaration by Tenderer, and Questionnaire in Section XII are to be completely filled, signed and submitted.</p> <p>c) Documents pertaining to Section IX: Qualification / Eligibility Criteria.</p>
2	<p>The Second sealed cover should be super scribed as "Price Bid " as per Section - XI - Price schedule and submitted .</p>
3	<p>The above two sealed covers should be kept in a separate envelope super scribing "Tender for Fabrication & Supply of Packing Boxes by Recycling Empty Boxes" against TE-027/SAL/PUR/2016-17 dated 14/07/2016, Due on 09/08/2016 "</p>
	<p>All Correspondences should be addressed to:</p> <p>The General Manager, Bharatiya Reserve Bank Note Mudran (P) Ltd, PO: RBNML, Salboni - 721 132 Dist.: Midnapore (West) West Bengal</p>