

# **NATIONAL COMPETITIVE BID (NCB)**

## **BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED (BRBNMPL)**

**(Wholly owned Subsidiary of Reserve Bank of India)**

**Note Mudran Nagar, Mysore 570003**

**Phone: 0821-2582905, 2582915, 2582925**

**FAX: 0821- 2582099**

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

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

**Not Transferable**

**Security Classification: Non-Security**

### **TENDER DOCUMENT FOR SUPPLY OF MS TINS OF CAPACITY 20 KG & 2.5 KG FOR INK MANUFACTURING UNIT AT BRBNMPL, MYSURU.**

Tender No. 004/MYS/IFP/2018-19 dated 14.04.2018

This tender document contains **29** pages

The tender document is sold to:

M/s. \_\_\_\_\_

Address \_\_\_\_\_

Details of Contact person in BRBNMPL regarding this tender:

Name: Shri. A.R. Hegde, Designation: Deputy General Manager

**Address: BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE  
LIMITED (BRBNMPL), Wholly owned Subsidiary of Reserve Bank of  
India) Note Mudran Nagar, Mysore 570003**

**Phone: 0821-2469025, FAX: 0821-2582955**

**Email: arhegde@brbnmpl.co.in**

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**Please read carefully the instructions regarding guidelines for filling up and submitting Two-Part bid given in this document.**

# **NATIONAL COMPETITIVE BID (NCB)**

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

### **BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED**

**(Wholly owned Subsidiary of Reserve Bank of India)**

**Note Mudran Nagar, Mysore 570003**

**Phone: 0821-2582905, 2582915, 2582925,**

**FAX: 0821- 2582099 Website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in),**

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

Tender No. 004/MYS/IFP/2018-19

DATE: 14.04.2018

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

<b>Schedule No</b>	<b>Brief Description of Goods</b>	<b>Quantity in Numbers</b>	<b>Earnest Money (in Rupees )</b>	<b>Remarks</b>
1	MS tins of 20 Kg capacity	20,000	80,000	As per section –VI & Section-VII
2	Conipack type tins of 2.5Kg capacity	12,500	17,500	As per section –VI & Section-VII

Type of Tender (Two Bid / PQB / EOI / RC / Development / Indigenization / Disposal of Scrap / Security item etc.	Two Bid System <b>Part I – Techno-commercial bid</b> <b>Part II –Financial/Price Bid</b>
Date of Sale of tender documents	From <b>14.04.2018 to 09.05.2018</b> during office hours
Price of the Tender Document	Rs.500/-
Closing date and time for receipt of tenders	<b>16.05.2018 at 14.30 hours</b>
Place of receipt of tenders	Administrative Building, Bharatiya Reserve Bank Note Mudran Private Limited, Note Mudran Nagar, Mysore 570003.
Time and date of opening of tenders	<b>16.05.2018 at 15.00 hours</b>
Place of opening of tenders	Administrative Building, Bharatiya Reserve Bank Note Mudran Private Limited, Note Mudran Nagar, Mysore 570003.
Nominated Person / Designation to Receive Bulky Tender (Clause 21.21.1 of GIT)	A.R. Hegde, Deputy General Manager (Ink Factory Project), Bharatiya Reserve Bank Note Mudran Private Limited, Note Mudran Nagar, Mysore 570003.

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/- (Rupees five hundred only), in the form of account payee demand draft/ cashier's cheque / certified cheque, drawn on a scheduled commercial bank in India, in favour of Bharatiya Reserve Bank Note Mudran Private Limited Payable at Mysore.
4. If requested, the tender documents will be mailed by registered post/ speed post to the domestic tenderers for which extra expenditure per set will be Rs. 100/- for domestic post. The tenderer is to add the applicable postage cost in the non-refundable fee mentioned 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 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 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 organization, the tenders will be sold / received / opened on the next working day at the appointed time.
8. The tender documents are not transferable.
9. **Tender will be finalised on the basis of L1 for each schedule.**
10. The tenderers can participate for single, multiple or all schedules and accordingly submit the tender documents with requisite EMD applicable for individual schedules.
11. The sealed tender offer shall be submitted as given below: -
  - **Part-I -First sealed cover:** It should contain the required EMD amount (**as mentioned above**), Cost of tender form for **Rs 500/-**, technical offer (catalogue/ brochure/ specifications etc.), supportive documents related to eligibility criteria, Tax related documents etc. along with the following annexures of this tender i.e. Section-I to X and XII to XIX. All the above mentioned documents should be signed & stamped and to be submitted as techno-commercial offer as acceptance of terms & conditions and the required formats to be maintained. This first sealed cover should be clearly super scribed with 'Part-I Techno-commercial offer against the tender No 004/MYS/IFP/2018-19 for SUPPLY OF MS TINS OF CAPACITY 20 KG & 2.5 KG FOR INK MANUFACTURING UNIT. Price Indication in the Techno-**commercial offer will be summarily rejected. Offer with counter-conditions are liable for rejection.**
  - **Part II -Second sealed cover:** It should contain *only* Section XI – Price schedule to be used for submitting financial bid. Price offer submitted in any other format will be liable for rejection. This second sealed cover should be clearly superscribed as 'Part-II Price/Financial bid against the tender Nc 004/MYS/IFP/2018-19 **for SUPPLY OF MS TINS OF CAPACITY 20 KG & 2.5 KG FOR INK MANUFACTURING UNIT.**

- The above mentioned two sealed covers should be put in another big cover, sealed and should be superscribed as 'Offer for **SUPPLY OF MS TINS OF CAPACITY 20 KG & 2.5 KG FOR INK MANUFACTURING UNIT**, due date of opening on **16.05.2018** and should be addressed to 'General Manager, BRBNMPL, Mysore 570003. Both 'EMD' and 'Cost of Tender' should be submitted separately in the form of account payee demand draft/ cashier's cheque / certified cheque, drawn on a scheduled commercial bank in India, in favour of Bharatiya Reserve Bank Note Mudran Private Limited Payable at Mysore
- 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.

12. **Parallel contracting:** BRBNMPL reserves the right to split the Order at L1 rates between L1 & L2 bidders in the ratio 70:30 for each of the two items tendered. For each schedule, Purchaser reserves the absolute right to split the order and place parallel contracts on one or more tenderers in a manner that L1 is not awarded more than 70% of total tender quantity or the bid quantity by the tenderer whichever is lower. For 30% of the total quantity, the lowest rate accepted by L1 tenderer will be counter offered to L2 tenderer at the same terms and conditions. On acceptance of the counter offer, order will be placed on L2 party for 30% tendered quantity or quantity accepted by L2 whichever is lower. In case of non-acceptance of counter offer by L2 firm, similar counter offer shall be given to L3, L4, L5 and so on. In case L1, L2 tenderers do not or are not able to meet the total requirements, the Purchaser reserves the right to split the order further amongst L3, L4 and so on at the L1 price, terms and conditions. The accepted L1 price with any tenderer who is awarded any quantity for supply will remain firm and valid till the validity of the Contract period.

In case other bidders (L2, L3, L4....) do not accept to offer at L1 price, Purchaser reserves the right to place full 100% order on L1 bidder.

Purchaser also reserves the right to order only on L1 bidder as per the split clause mentioned above and not to order remaining quantity on L2, L3 and so on.

13. The tenderers may quote for partial quantity but not less than **25% of the tendered quantity** (for any or both schedule) or else their offer will be summarily rejected.

14. Note: The tendered quantity is 6 months' requirement. Hence supply capacity so mentioned above denotes the supply capacity for 06 months.

Yours faithfully

For & on behalf of BRBNMPL, Mysore

Deputy General Manager (Ink Factory)  
Note Mudran Nagar,  
Mysore 570003  
Phone: 0821-2469025,  
FAX: 0821-2582955  
Email: arhegde@brbnmpl.co.in

## **Section II: General Instructions to Tenderers (GIT)**

This Section-II shall be downloaded from website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in) under the section 'Downloads' and signed & stamped and to be submitted along with the Techno-Commercial Bid –Part I as acceptance of terms & conditions. (**Offer submitted without the signed copies of Section-II shall liable to be rejected**)

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

Note: Can be printed with 4 pages in one sheet so as to avoid wastage of paper.

### **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.)

<b>SL. No.</b>	<b>GIT Clause No.</b>	<b>Topic</b>	<b>SIT Provision</b>
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 Interested bidders may visit our plant with prior intimation to visualize & understand the tendered items.
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. 120 days from date of opening of tender.
10	20	Signing and Sealing of Tender Note: The following SIT provision is made with respect the following clause	No Change.

		20.4. Number of Copies of Tenders to be submitted: One copy only (duplicate copy not required) 20.9 : E procurement : Not permitted.	
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 4 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 42, 43 to 49	Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders, 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 Misdemeanours, 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	43	Parallel contracting: BRBNMPL reserves its right to conclude Parallel contracts, with more than one bidder (for the same tender). If this is foreseen at the time of Tendering, a clause would be included in SIT giving further details.	As mentioned in Section-I (Para 12)
17	50 to 55 Except 52.2 & 52.3	Rate Contract Tenders, PQB Tenders, Tenders involving Purchaser's and Pre-Production Samples, EOI Tenders, Tender for Disposal of Scrap, Development / Indigenization Tenders	Not applicable



18	52.2	Purchaser's Samples	Name of the custodian: DGM (Ink factory project) BRBNMPL, mysore.
19	52.3	Pre-Production Samples	Sample shall be supplied within 15 days of issue of purchase order

## **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-Commercial Bid –Part I as acceptance of terms & conditions. **(Offer submitted without the signed & stamped copies of Section-IV shall liable to be rejected)**

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

Note: Can be printed with 4 pages in one sheet so as to avoid wastage of paper.

## 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)

S. No	GCC Clause No.	Topic	SCC Provision
1	1 to 5	Definitions; Interpretation and Abbreviations, Application, Use of contract documents and information, Patent Rights, Country of Origin	No Change
2	6	Performance Security The supplier shall furnish performance security to BRBNMPL for an amount equal to ten per cent of the total value of the contract either in form of DD or in form Bank Guarantee valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.	No Change
3	7 to 15	Technical Specifications and Standards, Packing and Marking, Inspection and Quality Control, Terms of Delivery, Transportation of Goods, Insurance, Spare parts, Distribution of Despatch Documents for Clearance/ Receipt of Goods	No Change
4	16	Warranty	No Change ( One year from the date of acceptance)
5	17& 18	Assignment, Sub Contracts	No Change
6	19	Modification of contract	No Change( Option Clause is not applicable)
7	20 & 21	Prices, Taxes and Duties	No Change

8	22	Terms and Mode of Payment	100% after receipt, inspection and acceptance by the purchaser and on submission of all required documents by the supplier.
9	23 to 32	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,	No Change
10	33	Resolution of disputes	Arbitration proceedings will be held at Bengaluru and venue of arbitration will be Bengaluru.
11	34-35	Applicable Law, Secrecy,	No Change
12	36	Disposal / Sale of Scrap by Tender	Not applicable to this tender

**Note: Warranty and performance security clause is applicable to this tender.**

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

## Section VI: List of Requirements

Schedule No	Brief Description of Goods	Quantity in Numbers	Earnest Money (in Rupees )	Remarks
1	MS tins of 20 Kg capacity	20,000	80,000	As per section –VI & Section-VII
2	Conipack type tins of 2.5Kg capacity	12,500	17,500	As per section –VI & Section-VII

\* bidder is allowed to quote for one or all the schedules. L1 determination will be done schedule-wise.

### Required Delivery Schedule:

- 1) **A Pilot Sample** shall be supplied by the supplier at their own cost to General Stores, BRBNMPL for inspection, **Within 15 days of issue of purchase order.**
- 2) Delivery to be made after approval of the sample only.
- 3) The quantity shall be supplied in staggered way like fortnightly/weekly basis/monthly basis, based on our delivery schedule. Successful Tenderer should be able to supply up to 4,000 MS tins/month of 20 Kg capacity & 2,500 Conipack type tins/month of 2.5Kg capacity. Material to be supplied against confirmed delivery schedule only. BRBNMPL reserves the right to short close the Purchase Order for which delivery schedule has not been issued. Delivery schedule will be intimated time to time. Bidder to supply as per the schedule in weekly/fortnightly/monthly basis within 21 days of issue of delivery schedule.

**Required Terms of Delivery, Destination and preferred mode of Transportation:**  
F.O.R, BRBNMPL, MYSORE inclusive of delivery as per the specification and scope of work given in Schedule VII and Price bid should be as per Annexure XI.

Address: **BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED**  
**(Wholly owned Subsidiary of Reserve Bank of India)**  
**Note Mudran Nagar, Mysore 570003.**

**Mode of Transportation: As desired by the bidders which should be in safe and secured manner.**

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

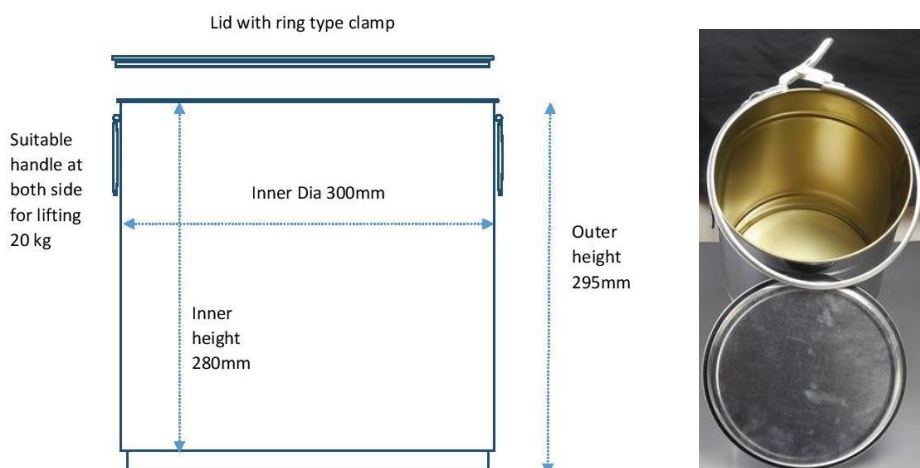
## **Section VII: Technical Specifications & Scope of work**

**(To be enclosed with the techno-commercial bid)**

### **A. SCHEDULE – 1**

1. Description: MS tins (Shall be able to store Ink of capacity 20 Kgs)
2. Dimensions: Diameter- 300 mm,  
Height -280 mm  $\pm$  3mm,  
Thickness of MS sheet – 25 SWG at least
3. MS tin shall be full open mouth with lid lever type tight rings and gasket having locking arrangement with locking clip
4. The vertical seam of the tin shall be vertically welded.
5. Tin shall be leak proof having two collapsible thick strong handle (90 mm long) on opposite side outside tin with at least 45 mm height below top edge of tin so as to make the tins easily liftable.
6. Handles shall be continuous without break so that handles shall not detach each after rough handling.
7. Lid of the tin shall be without hook/handle and tin shall be without grooves.
8. The tins shall be fabricated in such a way that it shall able to stack one over the other.
9. The tins shall be painted in blue colour from outside, but shall not be unpainted, plain and unruled from inside.

The sample of the MS tin with above said specification is available at site.

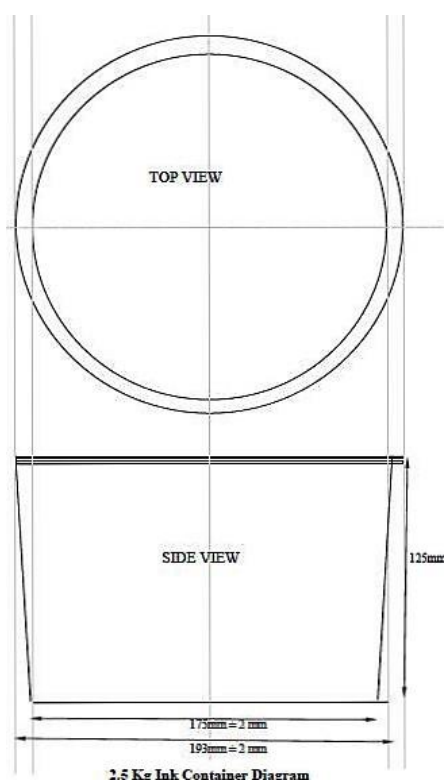


Note:1) The above sketch is indicative and not to scale.

2)The sample of the MS tin with above said specification is available at site.

## **B. SCHEDULE – 2**

1. Description: Conipack type tins, shall be able to store Ink of capacity 2.5 Kgs
2. Size of tin: Top diameter:  $193 \pm 3\text{mm}$   
Bottom diameter:  $175 \pm 3\text{mm}$   
Height (Deep drawn):  $125 \pm 3\text{mm}$
3. Drawn & Redrawn: Tapered wall, stackable conical tin, lined with gasket for air tight fitting. The finishing of tin both inside & outside shall be uniform & groove less.
4. Material of construction: Un-rusted prime quality tin free steel.
5. Type of material coating: Special type lacquers coated in pearl light grey colour on outside & inside of tin. The lacquer shall be resistant to Alkali & aromatic solvents, Inks.
6. Weight of tin: 350 grams approx.
7. Tin shall be air tight and suitable for vacuum packing.



Note: 1) The above sketch is indicative and not to scale.

2) The sample of the above mentioned conipack type tin is available at site.

## II. A. Compliance Statement –Schedule 1 (MS tin of capacity 20 Kg)

Sl No	Parameters	Specifications	Offered by Bidder	Deviation if any
1	Supply of item as per the specification as given in Section VII & Section VIII above		Accepted	
2	Delivery Period : As mentioned in Section VI		Accepted	
3	Warranty clause as mentioned in tender (One year from date of acceptance)		Accepted	
4	Performance Security Clause as mentioned in tender (ref. Clause No.6 of GCC)		Accepted	
5	Payment terms as mentioned in tender. (Clause No.22 –After receipt and acceptance)		Accepted	
6	Validity of offer <b>120 days</b> from date of opening of tender.		Accepted	
7	Liquidated Damage Clause as mentioned in tender		Accepted	
8	We have gone through entire tender document thoroughly including GIT (Section II), SIT, GCC (Section IV), SCC <b><u>and confirm that we don't have counter conditions.</u></b> We also understand that offer with counter conditions is liable for rejection.		Accepted	
9	We have also noted that BRBNMPL is not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry (ref. Section X)		Accepted	
10	Price quoted should be in INR only		Accepted	
11	We will abide by all the safety and security norms of BRBNMPL		Accepted	

We \_\_\_\_\_ (name of company) confirm that the product/service offered is as per the specification mentioned above and enclose herewith the catalogue/brochure / certificates in support of our claim and also we confirm to accept scope of supply mentioned above.

**We understand that offer with counter conditions are liable for rejection. We also confirm that we enclosed submitted price bid (part-II) for the offered item in the prescribed format of this tender.**

Authorized signatory with date & stamp.

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



**B. Compliance Statement –Schedule 2 (Conipack type tin of capacity 2.5 Kg)**

Sl No	Parameters	Specifications	Offered by Bidder	Deviation if any
1	Supply of item as per the specification as given in Section VII & Section VIII above		Accepted	
2	Delivery Period : As mentioned in Section VI		Accepted	
3	Warranty clause as mentioned in tender (One year from date of acceptance)		Accepted	
4	Performance Security Clause as mentioned in tender (ref. Clause No.6 of GCC)		Accepted	
5	Payment terms as mentioned in tender. (Clause No.22 –After receipt and acceptance)		Accepted	
6	Validity of offer <b>120 days</b> from date of opening of tender.		Accepted	
7	Liquidated Damage Clause as mentioned in tender		Accepted	
8	We have gone through entire tender document thoroughly including GIT (Section II), SIT, GCC (Section IV), SCC <b><u>and confirm that we don't have counter conditions.</u></b> We also understand that offer with counter conditions is liable for rejection.		Accepted	
9	We have also noted that BRBNMPL is not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry (ref. Section X)		Accepted	
10	Price quoted should be in INR only		Accepted	
11	We will abide by all the safety and security norms of BRBNMPL		Accepted	

We \_\_\_\_\_ (name of company) confirm that the product/service offered is as per the specification mentioned above and enclose herewith the catalogue/brochure / certificates in support of our claim and also we confirm to accept scope of supply mentioned above.

**We understand that offer with counter conditions are liable for rejection. We also confirm that we enclosed submitted price bid (part-II) for the offered item in the prescribed format of this tender.**

Authorized signatory with date & stamp.

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

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

- As mentioned in the Specification & Scope of work in Section VII of this tender.
- Successful bidder to submit the relevant test certificates for the supplied material.

## **Section IX: Qualification/ Eligibility Criteria**

### **Experience & Past Performance:**

- Bidder should have supplied **at least 6,000 MS tins for schedule 1 & at least 3,750 Conipack type tin for schedule 2** in any one year during the last five years **for the corresponding schedule/s they intend to bid**. Bidder should be presently in the business of same field.

**Note: Documentary proof (copies of POs executed/Invoices) for the above qualifying criterion should be submitted along with your offer duly signed by authorized signatory of your company.**

### **Capacity, Equipment & Manufacturing facilities:**

- The Bidder Firm must have an annual Capacity to Manufacture and shall satisfy the Purchaser that he possesses the necessary technical competence and financial resources at his disposal to ensure manufacturing and supply at least 30% of annual requirement of the item.

### **Financial standings:**

- Financial statements (Balance Sheet & P&L accounts) for the last three years (2014-15, 2015-16 & 2016-17) should be submitted along with your techno-commercial bid.
- Bidders should not have suffered any financial loss for more than one year during last three years ending 31.03.2017.
- The net worth of the firm should not have eroded by more than 30% in the last three years ending 31<sup>st</sup> March 2017
- Average Annual turnover of the bidder during last three years ending 31.03.2017 should be more than
  1. **Rs. 12,00,000/- for Schedule 1**
  2. **Rs. 2,62,500/- for Schedule 2**

and it should be reflected in audited financial report for the said period otherwise should be certified by Chartered Accountant. All financial standings data like P/L accounts, Balance sheets, etc. should be duly certified by certified accountants i.e. Chartered Accountants (CA).

Each Bidder should individually qualify for each schedule for which it is bidding and if the Bidder is bidding for more than one schedule the turnover shall be applicable cumulatively, considering all the schedules for which bidder is bidding for. For eg, If the Bidder wishes to bid for schedule 1 & 2, then the Bidder, should have an average annual turnover of more than **INR 14,62,500/-** during the last three years and so on.

### **General:**

- Bidder should give a declaration that they have not been blacklisted / debarred by BRBNMPL/Government of India presently and also during the past 5 years. (As per Annexure-A)
- The Tenderer should be registered in INDIA under GST.
- The firm should confirm that they are competent and legally authorized to submit the tender and / or to enter into legally binding contract.
- The tenderer shall enclose a **confidentiality statement** duly signed and stamped (As per Annexure-B)
- Original Manufacturers may submit their offer directly or through their authorized distributor/dealers. If bidder is not the original manufacturer, then they should submit

authorization certificate for distributorship/dealership from the OEM. Offer submitted without dealer/distributorship authorization certificate will not be considered.

One manufacturer can authorize only one agent / dealer. Also one agent cannot represent more than one supplier or quote on their behalf in this tender enquiry. There can be only one bid from the principal manufacturer directly or one Indian agent on his behalf

Bidder to furnish stipulated documents is support of fulfilment of qualifying criteria.

Non-submission or incomplete submission of documents may lead to rejection of offer.

**We \_\_\_\_\_ (name of the company) have enclosed supportive documents pertaining to the above requirements.**

**Authorized signature with stamp**

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

## **Section X: Tender Form**

Date .....

To

**Bharatiya Reserve Bank Note Mudran Private Limited**  
**(Wholly owned Subsidiary of Reserve Bank of India)**  
**Note Mudran Nagar,**  
**Mysore 570003**

**Ref: Tender No. 004/MYS/IFP/2018-19 dated 14.04.2018 for SUPPLY OF MS TINS OF CAPACITY 20 KG & 2.5 KG FOR INK MANUFACTURING UNIT AT BRBNMPL, MYSURU**

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 refer **our Financial Bid** submitted in Section XI as **Part-II** (total as shown in the price schedule(s), attached herewith and made part of this tender.

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

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

We agree to keep our tender valid for acceptance for a period up to 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.

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

**Price in INR**

Sch No.	Description of Items	Unit	Quantity (In Nos.). (1)	Basic price (Rs)/ unit (2)	P&F charges, If any (Rs.)/unit (3)	GST (4)	Freight, insurance & charges, if any (Rs.) / unit (5)	Total rate/No (in Rs) (F.O.R BRBNMPL stores, Mysuru inclusive all taxes, duties, freight & insurance charges, P&F.) (6) (2+3+4+5)	Total Price For total nos (In Rs.) (F.O.R BRBNMPL stores, Mysuru inclusive all taxes, duties, freight & insurance charges, P&F) (7) =(1*6)
1	MS tins of 20 Kg capacity	No.	20,000						
2	Conipack type tins of 2.5Kg capacity	No.	12,500						

1. L1 determination will be as per the FOR price in **Column (6)** of the respective schedule and splitting of orders shall be done as per split clause item-wise. L1 determination will be done schedule-wise.
2. Price with condition(s) shall be liable to be rejected.
3. Price should be quoted as per the above format.
4. Prices should be all inclusive.
5. 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.
6. As mentioned in Section-I Para 12, BRBNMPL reserves the right to split the Order.

Signature of Supplier

Name of the Firm:

Date:

Place:

**We confirm that there would not be any price escalation during the supply period. We also confirm that we will abide by all the tender terms and conditions bearing no. 004/MYS/IFP/2018-19 dated 14.04.2018 for 'SUPPLY OF MS TINS OF CAPACITY 20 KG & 2.5 KG FOR INK MANUFACTURING UNIT AT BRBNMPL, MYSURU' as listed in NIT and Section VI: List of requirements to BRBNMPL, Mysuru and we do not have any counter conditions.**

Authorised signatory with name and date

Office Seal/Stam

## Section XII: Questionnaire

The Tenderer should furnish specific answers to all the questions/ issues mentioned below. In case a question / issue does 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 and 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 (TIN Number)/GST.	
4	<b>Status:</b>	
4a	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.	
4b	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 / Dept. of Government of India or by any State Govt.	
7	Whether Technical & Financial Bid is kept in two separate sealed cover with clear superscription on the envelope and these two covers are put in a big cover marking Tender details?	
8	Whether required EMD & cost of tender documents is submitted along with the technical bid.	
9	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. We also confirm that we have submitted the financial bid separately as Part II in prescribed format (Schedule XI – Price Schedule).	

.....  
(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)

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



**SECTION XIV: MANUFACTURER'S AUTHORIZATION FORM**

**SECTION XV: BANK GUARANTEE FORM FOR PERFORMANCE SECURITY**

**SECTION XVI: CONTRACT FORM**

**SECTION XVII: LETTER OF AUTHORITY FOR ATTENDING A BID OPENING**

**SECTION XIX: PROFORMA OF BILLS FOR PAYMENTS**

(The above applicable Sections shall be downloaded website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in) under the section 'Downloads' and signed & stamped and to be submitted along with the **Techno-Commercial Bid –Part I** as acceptance of terms & conditions. *(Offer submitted without the signed copies of these sections shall liable to be rejected)*

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

**ANNEXURE-A**

**To Whomsoever It May Concern**

This is to confirm that we M/s.\_\_\_\_\_ have not been blacklisted / debarred by BRBNMPL/Government of India in the past 5 years.

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

For & on behalf of

(Seal & signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

**ANNEXURE-B**

**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”. We shall also undertake to maintenance secrecy, exclusivity and confidentiality of the high security currency printing environment of BRBNMPL.

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

For & on behalf of

(Seal & signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

**ANNEXURE-C**  
**NATIONAL ELECTRONIC FUND TRANSFER**

**Model Mandate Form**

(Investor / customer's option to receive payments through Credit Clearing Mechanism)

Name of the Scheme and the periodicity of payment

No.

1	Investor / Customer's Name		
2	Particulars of Bank account		
	A	Name of the Bank	
	B	Name of the branch	
		Address	
		Telephone No	
		Whether Bank branch is NEFT enabled	
	C	Code number of the bank and branch appearing on the MICR Cheque issued by the bank	
	D	Type of the account (SB, Current or Cash Credit)	
	E	Ledger and Ledger Folio number	
	F	Account number (as appearing on the Cheque book)	
	G	<b>RTGS / IFSC Code No.</b>	
	(In lieu of the bank certificate to be obtained as under, please attach a blank cancelled cheque or photocopy of a cheque or front page of your Savings bank passbook issued by your bank for verification of the above particulars)		
3	Date of effect		

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge the responsibility expected of me as a participant under the scheme.

(.....)

Signature of the Investor / Customer

Date:

Certified that the particulars furnished above are correct as per our records.

Bank's Stamp

Date:

(.....)

Signature of the authorized official of the Bank

# CHECKLIST

Detailed below is the checklist for tenderers, to be followed without fail while filling up the tender documents.

1.Download all sections of the tender from our website, sign and stamp be the authorized signatory and submit. Note: Section – XI “Price Schedule (Price-bid) should be separately submitted in a separate sealed envelope. Section – XI “Price Schedule (Price-bid) should not be given in the Technical offer.

2.All supporting documents meeting eligibility conditions should be submitted:

- (a) The credentials regarding **experience and past performance** to the extent required as per eligibility criteria submitted by bidder should be certified from the parties for whom work has been done ((Documentary proof attached).)
- (ii) All **capacity/capability related**/data should be certified by the authorized signatory of the bidder firm. They should have been in the similar business continuously for the last three years. (Documentary proof attached).
- (iii) Copies of **last three years** duly audited Annual report (Balance Sheet and Profit & Loss Account) ending 31<sup>st</sup> March 2017.  
(All financial standing data should be certified by certified accountants e.g. Chartered Accountants (CA) in India and Certified Public Accountant / Chartered Accountant in other countries.)

(iv) **PL. ALSO FILL FINANCIAL DETAILS OF THE BIDDING FIRM AS PER THE GIVEN TABLE; ( In Lakh) Rs.**

S.No.	Details	FY 2014-15 (as on 31/03/2015)	FY 2015-16 (as on 31/03/2016)	FY 2016-17 (as on 31/03/2017)
1.	Net worth			
2.	Turnover			
3.	Net Profit			

3. Annexure–Declaration regarding **‘not Blacklisting’** - To be filled, signed, stamped and to be submitted along with techno-commercial bid without fail

4. Annexure–Declaration regarding **‘Confidentiality Statement’** - To be filled, signed, stamped and to be submitted along with techno-commercial bid without fail

5. Annexure– **‘National electronic fund transfer- mandate form’** - To be filled, signed, stamped and to be submitted along with techno-commercial bid without fail.

6. Section- I, II, III, IV, V, VI, VII Technical specifications and compliance, VIII, IX, X Tender Form and Section XII Questionnaire, XIV, XV, XVI, XVII, XIX to be duly filled and submitted.

7. Copy of GST registration copy attached.