

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers

T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022

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 approved Bidders for the items, who have been sent this Tender by Post/Courier. Unsolicited offer are liable to be ignored

LIMITED TENDER ENQUIRY (LTE)**Standard Bidding Document (SBD)**

Procurement of Goods & Services

BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED*(Wholly owned Subsidiary of Reserve Bank of India)***P.O. : R.B.N.M.L., Salboni, Paschim Medinipur, West Bengal (Pin – 721 132)****Phone: 03227-280212, 280213, FAX: 03227- 280744, 280222**Website: www.brbnmpl.co.inEmail: salbonipress@brbnmpl.co.in

SAL/FF/PUR/F/01/08

Not Transferable**Security Classification: Non - Security*****By Speed post / Courier service/Downloaded from website*****Tender Enquiry No. 059/SAL/PUR/2021-22, Dated: 19/01/2022**

BNM No.: / (S) 07.07.04/TE-059/2021-22	Last Date & Time for submission of tender:	11/02/2022 upto 11.30 AM
Dated : 19/01/2022	Tender opening Date & Time:	11/02/2022 at 11:45 AM
Cost of Tender form: NIL	Earnest Money Deposit (EMD):	40,000/-

Sub : Tender Enquiry for Disposal of Hazardous Waste –Discarded Ink Containers from BRBNMPL, Salboni.This tender document contains **064 Pages**

The tender document is sold to/downloaded by [Name of bidder] :

M/s. _____ Address _____

Details of Contact person in BRBNMPL regarding this tender:

Name: Shri P K Biswal**Designation: Deputy General Manager**

Address: The General Manager
Bharatiya Reserve Bank Note Mudran (P) Limited
(Wholly owned Subsidiary of Reserve Bank of India)
P.O. : R.B.N.M.L, Salboni,
Dist- Midnapore (West), West Bengal (Pin : 781 132)

Phone : 03227-280176 / 280317; Fax: 03227-280744 / 280222**Email: pkbiswal@brbnmpl.co.in; dapatil@brbnmpl.co.in; salbonipress@brbnmpl.co.in**

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****List of Contents**

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Annexure - A	Blacklisting and Confidentiality Statement	Enclosed
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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers

T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022

LIMITED TENDER ENQUIRY (LTE)**Section I: Notice Inviting Tender (NIT)****Bharatiya Reserve Bank Note Mudran (P) Limited**

Salboni, Dist- Midnapore (West)

Pin- 721 132, West Bengal

Phone No. 03227-280176 & 280317; Fax: 03227-280744; 03227-280222

Websirte: www.brbnmpl.co.in Email: salbonipress@brbnmpl.co.in**Tender No. 059/SAL/PUR/2021-22****DATE: 19/01/2022**

1. Sealed tenders are invited from eligible and qualified tenderers for Disposal of Hazardous Waste - Empty & Discarded Ink Containers :

Schedule No.	Brief Description of Goods / Services	Quantity (with unit)	Earnest Money in ₹	Remarks
I	<p>Disposal of Hazardous Waste - Empty & Discarded Ink Containers : Collection, Packing, transportation, handling and ultimate disposal of "Discarded Ink Containers" [2.5Kg and 20 Kg. capacity] from BRBNMPL, Salboni, District-Midnapore (West), West Bengal, India</p> <p>Classified under category 33.3 of the Schedule I of the Hazardous wastes (Management, Handling and Transboundary Movement) Rules, 2008 and subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016, in the manner prescribed therein and with provision of Environment Protection Act 1986.</p> <p>(For detailed Scope of work please refer Section - VII)</p>	<p>50 MT</p> <p>[Approx. 4.00 MT generated per month]</p>	<p>NIL</p> <p>(Bid Security Declaration as per Annexure - E)</p>	<p>Technical Specifications & Scope of work as per Section VII of this tender</p>

Type of Tender (Two Bid / PQB / EOI / RC / Development / Indigenization / Disposal of Scrap / Security item etc.)	Limited Tender - Two Bid System (Part-I Techno-commercial bid & Part-II Financial/Price Bid)
Date of Sale of tender documents	From 19/01/2022 to 10/02/2022 during office hours
Price of the Tender Document	NIL
Place of sale of tender documents	<p>Purchase Section, Bharatiya Reserve Bank Note Mudran Private Limited, PO : RBNM, Salboni, Midnapore (W), West Bengal (721 132)</p> <p>(OR)</p> <p>Can be downloaded from our website www.brbnmpl.co.in , in which case Price of tender document should be enclosed along with your offer.</p>
Closing date and time for receipt of tenders	11/02/2022 at 11.30 hours
Place of receipt of tenders	Administrative Building, Bharatiya Reserve Bank Note Mudran Private Limited, PO : RBNM, Salboni, Midnapore (W), West Bengal (721 132).
Time and date of opening of tenders	11/02/2022 at 11:45 hours
Place of opening of tenders	Administrative Building, Bharatiya Reserve Bank Note Mudran Private Limited, PO : RBNM, Salboni, Midnapore (W), West Bengal (721 132).
Nominated Person / Designation to Receive Bulky Tender (Clause 21.21.1 of GIT)	Assistant General Manager (MMD), Bharatiya Reserve Bank Note Mudran Private Limited, PO : RBNM, Salboni, Midnapore (W), West Bengal (721 132).

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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/- (Five Hundred Rupees only) per set through :-
 - a) Account Payee Demand Draft / Banker's cheque drawn from any branch of SBI in India, in favour of Bharatiya Reserve Bank Note Mudran (P) Limited, payable at State Bank of India, Note Press Branch (Branch Code No: 3558), Salboni, P.O.-R.B.N.M.L., PIN-721132, Dist-West Midnapore, West Bengal. If drawn from any branch of SBI in India. If drawn from any other scheduled Commercial Bank in India, it should be payable at Midnapore.
 - b) Online Bank Transfer (Proof of online transfer should be submitted along with the Techno- Commercial Bid (Part - I)) through NEFT/RTGS can be made at the following BRBNMPL account maintained with Salboni Note Press Branch of State Bank of India: -

Beneficiary Name	Bharatiya Reserve Bank Note Mudran (P) Limited
Name & Address of the Beneficiary	P.O.-R.B.N.M.L., BRBNMPL, Salboni-721132, Dist-West Midnapore, West Bengal
Bankers Name & Branch Address	State Bank of India, Note Press Branch, Salboni, P.O.-R.B.N.M.L., PIN-721132, Dist-West Midnapore, West Bengal
Account Type and Number	Cash Credit/ 11678747799
IFSC Code /MICR Number	IFSC Code: SBIN0003558 / 721002804

- c) Other Electronic Modes of Payment as per UPI id and QR code given below.
 - (i) Other Electronic mode of payment such as Debit Card powered by RuPay,
 - (ii) Unified Payments Interface (UPI) (BHIM-UPI), Unified Payments Interface Quick Response Code (UPI QR Code) (BHIM-UPI QR Code)



Note: In case of (b) and (c) mode of payments, bidders are requested to send proof of the same, after completion of transaction, to the contact email given in the tender by giving reference of the Tender number, Name of company/firm and mobile number.

4. If requested, the tender documents will be mailed by registered post / speed post to the domestic tenderers and by international courier to the foreign tenderers, for which extra expenditure per set will be Rs. 250/- for domestic post and Rs. 1000/- for international courier. 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. (Cost of Tender form : NIL)**
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 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. BRBNMPL reserves the right to accept/reject/cancel any or all tender documents without assigning any reason thereof. BRBNMPL also reserves the right to accept the tender in whole or part. Incomplete documents not submitted in accordance with the directions issued shall be liable for rejection.
10. Tenderer shall note that the tender document is kept same for all schedules, if more than one schedule is specified, for administrative convenience. BRBNMPL reserves the right to conclude contract for each schedule independently as per the response and qualification.
11. **Exemption for MSEs and Startups:** The tenderers who are currently registered and shall continue to remain registered during the tender validity period with Central Purchase Organisation (CPO) or as a Micro and Small Enterprise (MSE) as defined in MSEs Order 2012 issued by Ministry of Micro, Small and Medium Enterprises (MSME) or as a Startup as recognised by Department for Promotion of Industry and Internal Trade (DPIIT), are exempted from payment of tender fee and earnest money. In case the tenderer falls in these categories, it should furnish certified copy of its valid registration details (registration with CPO or as a MSE or Startup, as the case may be).

Micro & Small Enterprises must attach Registration Certificate issued by DIC / KVIC / KVIB / Coir Board / NSIC / Directorate of Handicrafts and Handlooms, or any other body specified by MSME for authentication such as Udyog Aadhaar Memorandum / Acknowledgment.

Micro and Small Enterprises (MSE) must, along with their offer, **provide proof of their being registered as MSE** (indicating the terminal validity date of their registration) **for the ITEM TENDERED**, with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises (Ministry of MSME).
12. Product Reservation/Purchase Preference shall be given to MSEs as per Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 along with amendments, if any, notified by Govt. of India – **Not Applicable for this Tender.**
13. Purchase preference shall be given to Local Suppliers as per Public Procurement (Preference to Make in India) Order, 2017 along with amendments, if any, notified by Govt. of India – **Not Applicable for this Tender.**
14. **Guidelines for applying to Tender in Two Bid System:**
 - a) **Part-I - First sealed cover:** It should contain the required EMD amount, Cost of Tender Form (if any), Technical Offer (catalogue/brochure/specifications etc.), supportive documents related to Eligibility Criteria, Tax related documents etc. along with ALL annexures of this tender **except Section – XI (Price Schedule)**. All the pages included as Tender Documents should be legible, neatly numbered and signed by authorized person with official seal of the Firm. This first sealed cover should be clearly superscribed with 'Part-I Techno-commercial offer against the Tender No. **059/SAL/PUR/2021-22** for **"Disposal of Hazardous Waste –Discarded Ink Containers from BRBNMPL, Salboni"**.

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Price Indication in the Techno-commercial offer will be summarily rejected. Offer with counter conditions are liable for rejection.

- b) **Part II -Second sealed cover: It should contain only Section XI – Price schedule. (duly sealed and signed).** Format provided in the tender document for prices schedule should be followed and 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 No. 008/SAL/PUR/2020-21 for "Disposal of Hazardous Waste – Empty & Discarded Ink Containers from BRBNMPL, Salboni".
- c) The above mentioned two sealed covers should be put in **THIRD COVER**, sealed and should be superscribed as 'Offer for Tender No. 059/SAL/PUR/2021-22 for "Disposal of Hazardous Waste –Discarded Ink Containers from BRBNMPL, Salboni as per Section VI: List of requirement" with due date of opening 11/02/2022 and should be addressed to 'The General Manager, BRBNMPL, Salboni (721 132). The Tenderer should mention "Name of bidding firm, complete address with contact person name & contact no." on the envelope.
15. Tenderer must understand the specifications and other requirements before submission of their Bid. We advise tenderer may visit our place on any working day between 09.00 hours & 16.00 hours, with prior intimation, to understand the item to be supplied before submitting their offer.
16. 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 at Admin Building after recording the tender details in the register.
17. No counter conditions shall be accepted.

18. IMPORTANT TENDER CONDITIONS AT A GLANCE**A. Who Can Apply:**

- a. The tenderer should be an existing operator and should have facilities for disposal of hazardous waste by re-cycling /re-use/reprocess as specified by Central Pollution Control Board and should comply with all provisions under notification **of the Government of India, Ministry of Environment and Forest, New Delhi to Hazardous wastes (Management, Handling and Transboundary Movement) Rules, 2008 and subsequently notified by the Government of India, Ministry of Environment, Forest and Climate Change, New Delhi Notification to Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 and with provision of Environment Protection Act 1986.**
- b. The tenderer should have a valid registration from the Central Pollution Control Board for recycling /reprocess/re-use /ultimate disposal of the Hazardous waste (Discarded ink/chemical containers) as per relevant Schedules of the Hazardous wastes (Management, Handling and Transboundary Movement) Rules, 2008 and subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016.
- c. The tenderer should be authorized by Central Pollution Control Board as well as State Pollution Control Boards (both at generator state as well as disposal state) to dispose hazardous wastes (discarded ink/chemical containers). Tenderer should obtain "No Objection Certificate" to this effect from concerned State Pollution Control Boards also.
- d. ***Only State authorized drum cleaning units having approval from the Central Pollution Control Board, New Delhi under Rule - 11 maintaining manifest system (Form – 13)***

OR

Units Having Common Hazardous Waste Treatment, Storage and Disposal Facility at Haldia through manifest system.



- e. **The contractor has to strictly follow and comply to all the rules and regulations prescribed by the following statutory authorities with respect to the disposal of (Empty & Discarded Ink Containers) –**
- Ministry of Environment, Forest & Climate Change, New Delhi – Notifications, clauses and chapters pertaining to hazardous disposal of waste material.**
 - All applicable statutory acts and laws pertaining to hazardous waste disposal of waste material.**
 - Acts, notifications, circulars etc., issued by Central Pollution Control Boards and State Pollution Control Boards from time to time.**
- f. Tenderer should be capable of handling large volume of business and should be able to fulfil the entire scope of work within the specified period.
- g. The tenderer should comply with requirements in Section VII : Technical Specifications & Scope of work and qualify as per Section IX: Qualification/ Eligibility Criteria.
- B. **Scope of Work:** The Scope of work shall include Collection, Packing, Handling, Transportation and ultimate eco-friendly Disposal of Hazardous waste ("Discarded Ink Containers") classified under category 33.3 of the Schedule I of the Hazardous wastes (Management, Handling and Transboundary Movement) Rules, 2008, subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 **and extant provisions under Environment Protection Act 1986**, as may be amended and approved by the Central Pollution Control Board and also the Pollution Control Boards of the Generating State as well as the disposal State. Detailed Scope of Work mention in Section – VII of this tender.
- C. **Period:** Company intends to execute an Annual Rate Contract, **initially for One year which may be extended for further period of 2 years (1 year at a time)** on satisfactory performances with the same rate, terms & conditions of initial work order. Contractor should start the work within 4 weeks' time from the date of placing work order for stored up quantities and thereafter as per the schedule given by our general stores spread over for 12 months or as per the schedule specified in our work order from our premises. The entire work relating to disposal of waste residues shall be completed within a period of 12 months from the date of award of work order.
- D. **Quantity:** The quantity of discarded ink containers mentioned in the Tender is indicative. The exact quantity may vary at the time of placement of work order.
- E. **Tender Price:-** Rates quoted should be on the basis of lifting of wastes from our press and taking them up to disposable centre of tenderer from BRBNMPL, Salboni and the basic rate, taxes (GST) and duties, levies, discounts etc. should be clearly indicated in your offer. Offer/Rate quoted should remain valid for Entire Tenure of the Work Order/ Annual Rate Contract. 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) without any escalation whatsoever (except statutory payments against submission of documentary evidence) and the disposal work should be carried out as per our schedules.
- F. **Tender Validity:** The tenders shall remain valid for acceptance for a period of **120 Days** after the date of tender opening prescribed in the tender document.
- G. **EMD: Rs.48,000/-** *{No EMD for the exempted bidders. However, The exempted Bidder is required to submit one "Bid Security Declaration" in Company Letter Head as per Annexure – E, Also refer Clause 11 above.*
- H. **Tender Opening:** The Techno-commercial part (part I) tenders will be opened as schedule mentioned in tender in presence of available tenderers or their authorized representatives. In the second stage, the financial bids of only the technically acceptable offers shall be opened. The date of opening of Price bids will be intimated to qualified bidders only. Other financial bids would be returned unopened to the respective bidders under Registered AD/Reliable Courier or any other mode with proof of delivery.



- I. **Finalization criteria:** The eligible bidder shall be selected as per the eligibility criteria mentioned in the tender. **The Tender will be finalised on the basis of overall L1. Not Quoting in All the Parts of Price Bid is liable for rejection.**
- J. **Terms and Mode of Payment:**
- No Advance Payment shall be made.
 - Payment** will be released after removing a minimum of 10 MT of Discarded ink containers. The contractor shall not be paid any mobilization advance or any secured advance. **Payment will be released within 30 days of submission of ultimate disposal certificate [End use certificate] for each lot. Bills should be submitted in triplicate and an advance stamped receipt can be given for early settlement of the bill**
 - Payment shall be released through RTGS/NEFT only. Bank Mandate as per our format should be submitted along with Technical Bid. Statutory Deductions as applicable will be deducted from the gross bill amount.
 - Successful bidder **has to submit a latest copy of GST Return** along with the bill/invoice, Declaration & Certificate of Input Tax Credit as per Annexure C1 & C2, failing which payment cannot be released.
- K. **Liquidated Damage:** If the contractor fails to perform the contract as per the schedule specified in our work order within the time frame (s) 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 lifted price of the delayed goods [value of quality for which lifting is delayed] for each week of delay or part thereof until actual delivery, subject to a maximum deduction of 10%. [Please refer GCC Clause 24 under Section IV].
- L. **Security Deposit / Performance Security:** Within twenty-one days after the issue of this Notification of Award of Contract / LOI by BRBNMPL, the Contractor **shall furnish Security Deposit to BRBNMPL, Salboni for an amount equal to 3% of the estimated value of the contract or applicable rate as prescribed by the Government of India as on the date of issue of Order** which may be submitted in bidding currency i.e. INR. In case Security Deposit / Performance Bond to be submitted in form of Bank Guarantee, the same should be in the name of "Bharatiya Reserve Bank Note Mudran Private Limited, Salboni" and should be valid up to Sixty days after date of completion of all contractual obligations Format of Bank Guarantee (BG) as per Section – XV - Bank Guarantee Form for Performance Security.
- For Extension of the Contract the Service Provider along with the request for extension of Contract should submit the Security Deposit (SD)/ Performance Security applicable for that year at least One Month before expiry of the existing contract.
- Performance Security will be released without any interest after successful completion of all contractual obligations of that particular year and submission of "No Demand Certificate". Any breach of Contract as per the terms and condition will lead to forfeiture of the Performance Security. Decision of BRBNMPL will be Final.
- M. **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).**
- N. **Repeat Order:** In additional to optional order clause, BRBNMPL reserves the right to procure up to 50% of the ordered quantity under same price, terms and conditions of the tender as mutually agreed between supplier and Purchaser.
However, both option clause and the repeat order clause together shall not exceed 50% of the ordered quantity.
- O. **Fore Closure:** Bharatiya Reserve Bank Note Mudran Private Limited reserves the right to short close the work order placed on the firm, the balance quantity for which the schedule for lifting has not been issued.
- P. **Cancellation of work order or Abandoning of the job:** Failure to execute the order may result in forfeiture of security deposit and blacklisting from our vendor list. However, General Manager, BRBNMPL, Salboni reserves the right to cancel / discontinue/ terminate in whole or



part any part of the work after the issue of Work Order in which event you will be paid a proportionate value of the job already done which in the opinion of BRBNMPL is just and reasonable on submission of documentary evidence. The decision of BRBNMPL shall be final in this regard and shall not be open to arbitration

- Q. **Jurisdiction:** The court of West Bengal state at Kolkata only shall have jurisdiction to deal and decide any legal matter of dispute whatsoever arising out of this tender/contract.
- R. If any clarification is required, bidders are advised to send their request in writing to the contact details mentioned at Page 1 of this tender so as to reach as **at least 07 days prior** to date of opening of the tender prescribed in Section - III -Special Instructions to Tenderers (SIT) for Clause No. 9 of GCC (Section – II).
- S. Submission of authentic documents in time is the prime responsibility of the bidder. In case of ambiguity or incomplete documents pertaining to bid submitted, bidders may be given only one opportunity with a fixed deadline after bid opening to provide complete and unambiguous documents in support of meeting the Pre Qualification Criteria. In case the bidder fails to submit any document or submits incomplete documents within the given time, the bidder's tender will be rejected.
- T. BRBNMPL reserves the right to complete the evaluation based on the details furnished with the bid without seeking any additional information. BRBNMPL reserves the right to accept or reject or cancel the lowest or any other Tender Offer without assigning any reason thereof.
- U. A Tender is also liable for rejection in the following circumstances:
- **“Bid Security Declaration” in Company Letterhead not** as per Annexure – E in lieu of EMD.
 - Does not fulfil minimum pre qualification criteria as per the Tender Documents
 - Submits the tender late i.e. after due date and time
 - Unsolicited tenders.
 - Stipulates the validity period less than what is stated in the Tender Documents
 - Stipulates his own conditions and does not agree to withdraw the deviations, rendering his bid unacceptable
 - Does not disclose the full names and addresses of all his partners or Directors as applicable wherever called for in the tender.
 - Does not submit bid in the prescribed format making it impossible to evaluate the bid
 - Indulges in tampering of tender documents
- Does not conform to any tender condition which stipulates non-conformance of tender conditions as a rejection criteria.
- V. ***Offers submitted not in line with the above guidelines will be liable for rejection.***

Yours faithfully,
For & on behalf of BRBNMPL,

Dy. General Manager (MMD)
For & on behalf of BRBNMPL, Salboni
PO : RBNM, Salboni, Midnapore (W), West Bengal (721 132)
Telephone No.0821-2469045 / 2469062
Email: kdinakar@brbnmpl.co.in; salbonipress@brbnmpl.co.in

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

**Section II: General Instructions to Tenderer (GIT)****Part I: General Instructions Applicable to all Types of Tenders****A PREAMBLE****1. Introduction**

1.1 Definitions and abbreviations, which have been used in these documents, shall have the meanings as indicated in GCC.

1.2 For sake of convenience, whole of this Standard Bidding Document (including all sections) is written in reference to Procurement of Goods Tenders. However, this SBD would be utilized for all types of Tenders e.g. EOI, PQB, Rate Contract, Tenders involving Samples, Sale / Disposal of Scrap Material and Development / indigenization etc., Procurement of Services etc. Therefore the construction of all clauses are to be interpreted in the context of particular type of tender beyond the letter of the clause, read with the additional clauses for the specific type of tenders in Part II GIT/ GCC.

1.3 These tender documents have been issued for the requirements mentioned in Section - VI - "List of Requirements", which also indicates, inter-alia, the required delivery schedule and terms & place (i.e. destination) of delivery.

1.4 This section (Section II - "General Instruction to Tenderers" - GIT) provides the relevant information as well as instructions to assist the prospective tenderers in preparation and submission of tenders. It also includes the mode and procedure to be adopted for receipt and opening as well as scrutiny and evaluation of tenders and subsequent placement of contract. With this limited objective, GIT is not intended to be complete by itself and the rest of this document - SIT, GCC and SCC in particular may also be thoroughly studied before filling up the Tender Document. There would be certain topics covered in GIT/SIT as well as in GCC/SCC from different perspectives. In case of any conflict between these, provisions of GCC/SCC would prevail.

1.5 The tenderers shall also read the Special Instructions to Tenderers (SIT) related to this purchase, as contained in Section III of these documents and follow the same accordingly. Whenever there is a conflict between the GIT and the SIT, the provisions contained in the SIT shall prevail over those in the GIT.

2. Language of Tender

The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and BRBNMPL, shall be written in English or Hindi language, unless otherwise specified in the Tender. However, the language of any printed literature furnished by the tenderer in connection

with its tender may be written in any other language provided the same is accompanied by Hindi or English translation. For purposes of interpretation of the tender, the English translation shall prevail.

3. Eligible Tenderers

This invitation for tenders is open to all suppliers who fulfil the eligibility criteria specified in these documents. Please refer to Section IX: Qualification / Eligibility Criteria.

4. Eligible Goods and Services

All goods and related services to be supplied under the contract shall have their origin in India or other countries, subject to any restriction imposed in this regard in Section III (SIT). The term "origin" used in this clause means the place where the goods are mined, grown, produced or manufactured or from where the related services are arranged and supplied.

5. Tendering Expense

The tenderer shall bear all costs and expenditure incurred and / or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. BRBNMPL will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

B TENDER DOCUMENTS**6. Content of Tender Documents****6.1 The tender document includes: -**

1. Section I : Notice Inviting Tender (NIT)
2. Section II : General Instructions to Tenderers (GIT)
Part I : General Instructions applicable to all types of tenders
Part II : Additional General Instructions applicable to specific types of tenders
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
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 a Bid Opening
18. Section XVIII : Shipping Arrangements for Liner Cargoes



A : In respect of CFR, CIF, Turnkey/F.O.R. contracts for import

B : In respect of FOB/FAS contracts for import

19. Section XIX : Proforma of Bills for Payments

20. Section XX : Proforma for Pre Contract Integrity Pact

6.2 The relevant details of the required goods and services, the terms, conditions and procedure for tendering, tender evaluation, placement of contract, the applicable contract terms and, also, the standard formats to be used for this purpose are incorporated in the above-mentioned documents. The interested tenderers before formulating the tender and submitting the same to BRBNMPL, should read and examine all the terms, conditions, instructions etc. contained in the tender documents. Failure to provide and / or comply with the required information, instructions etc. incorporated in these tender documents may result in rejection of its tender.

7. Amendments to Tender Documents

7.1 At any time prior to the deadline for submission of tenders, BRBNMPL may, for any reason deemed fit by it, modify the tender documents by issuing suitable amendments to it.

7.2 Such an amendment will be uploaded in the website and notified in writing by registered / speed post or by fax / telex / e-mail, followed by copy of the same by suitable recorded post to all prospective tenderers, which have received the tender documents and will be binding on them.

7.3 In order to provide reasonable time to the prospective tenderers to take necessary action in preparing their tenders as per the amendment, BRBNMPL may, at its discretion extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline.

8. Pre-Bid conference

If found necessary, a pre-bid conference may be stipulated in the SIT, for clarification/amendment to Technical specifications / techno-commercial conditions in two-bid tenders.

9. Clarification of Tender Documents

A Tenderer requiring any clarification or elucidation on any issue of the tender documents may take up the same with BRBNMPL in writing or by fax / e-mail / telex. BRBNMPL will respond in writing to such request provided the same is received by BRBNMPL not later than twenty one days (unless otherwise specified in the SIT) prior to the prescribed date of submission of tender. Copies of the query and clarification shall be sent to all prospective bidders who have received the bidding documents.

C PREPARATION OF TENDERS

10. Documents Comprising the Tender

10.1 The tender to be submitted by Tenderer shall contain the following documents, duly filled in, as required:

a. Tender Form and Price Schedule along with list of deviations (ref Clause 19.4) from the clauses of this SBD, if any.

b. Documentary evidence, as necessary in terms of GIT clauses 3 and 16 establishing that the tenderer is eligible to submit the tender and, also, qualified to perform the contract if its tender is accepted.

c. Documents and relevant details to establish in accordance with GIT clause 17 that the goods and the allied services to be supplied by the tenderer conform to the requirement of the tender documents along

with list of deviations if any (ref clause 17.3 of GIT).

d. Earnest money furnished in accordance with GIT clause 18.18.1 alternatively, documentary evidence as per GIT clause 18.2 for claiming exemption from payment of earnest money. And

e. Questionnaire as per Section XII.

f. Manufacturer's Authorization Form (ref Section XIV, if applicable)

NB: The tenderers may also enclose in their tenders, technical literature and other documents as and if considered necessary by them.

10.2 A tender, that does not fulfil any of the above requirements and / or gives evasive information / reply against any such requirement, shall be liable to be ignored and rejected.

10.3 Tender sent by fax/email/telex/cable shall be ignored.

11. Tender currencies

11.1 Unless otherwise specified, the tenderer shall quote only in Indian rupees.

11.2 Where the tender condition specifies acceptance of quotations in different currencies, then, for domestic goods, prices shall be quoted in Indian rupees only and for imported goods, prices shall be quoted either in Indian rupees or in the currency stipulated in the SIT, mentioning, inter-alia, the

exchange rate adopted for converting foreign currency into Indian Rupees. As regards price(s) for allied services, if any, required with the goods, the same shall be quoted in Indian Rupees if such services are to be performed / undertaken in India.

11.3 Tenders, where prices are quoted in any other way shall be treated as unresponsive and rejected.

12. Tender Prices

12.1 The Tenderer shall indicate on the Price Schedule provided under Section XI all the specified components of prices shown therein including the unit prices and total tender prices of the goods and services it proposes to supply against the requirement. All the columns shown in the price schedule should be filled up as required. If any column does not apply to a tenderer, same should be clarified accordingly by the tenderer.

12.2 If there is more than one schedule in the List of Requirements, the tenderer has the option to submit its quotation for any one or more schedules and, also, to offer special discount for combined



schedules. However, while quoting for a schedule, the tenderer shall quote for the complete requirement of goods and services as specified in that particular schedule.

12.3 The quoted prices for goods offered from within India (goods manufactured in India or goods of foreign origin already located in India) and that for goods of foreign origin offered from abroad are to be indicated separately in the applicable Price Schedules attached under Section XI.

12.4 While filling up the columns of the price schedule, the following aspects should be noted for compliance:

12.5 For goods offered from within India (goods manufactured in India or goods of foreign origin already located in India), the prices in the corresponding price schedule shall be entered separately in the following manner:

a) The price of the goods, quoted ex-factory, ex-showroom, ex-warehouse or off-the-shelf, as applicable, including Goods and services Tax, Customs duty or any other similar duties and taxes already paid or payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory etc. or on the previously imported goods of foreign origin quoted ex-showroom etc.

b) Goods and Services Tax, which will be payable on the goods in India if the contract is awarded.

c) Charges towards inland transportation, insurance and other local costs incidental to delivery of the goods to their final destination as specified in the List of Requirements and

d) The price of incidental services, as and if mentioned in List of Requirements.

12.6 For goods of foreign origin offered from abroad, the prices in the corresponding price schedule shall be entered separately in the following manner:

a) The price of goods quoted FAS / FOB port of shipment, CIF port of entry in India or CIF specified place of destination in India as indicated in the List of Requirements,

b) Wherever applicable, the amount of custom duty and import duty on the goods to be imported.

c) The charges for inland transportation, insurance and other local costs incidental to delivery of the goods from the port of entry in India to their final destination, as specified in the List of Requirements. and

d) The charges for incidental services, as and if mentioned in the List of Requirements.

12.7 Additional information and instruction on Duties and Taxes:

For goods offered from within India (goods manufactured in India or goods of foreign origin already located in India), if the Tenderer desires to ask for Goods and services Tax, Customs duty or any other similar duties and taxes to be paid extra, the same must be specifically stated. In the absence

of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.

12.8 Goods and Services Tax

a) If reimbursement of Goods and Services Tax is intended as extra over the quoted prices, the supplier must specifically say so also indicating the rate, quantum and nature of the tax applicable. In the absence of any such stipulation, it will be presumed that the prices quoted are firm and final and no claim on account of Goods and Services Tax will be entertained after the opening of tenders.

b) If a Tenderer chooses to quote a price inclusive of Goods and Services Tax and also desires to be reimbursed for variation, if any, in the Goods and Services Tax during the time of supply, the tenderer

must clearly mention the same and also indicate the rate and quantum of Goods and Services Tax included in its price. Failure to indicate all such details in clear terms may result in statutory variations being denied to the tenderer.

c) Subject to sub clauses 12.8 (a) & (b) above, any change in Goods and Services Tax upward / downward as a result of any statutory variation in Goods and Services Tax taking place within original Delivery Period shall be allowed to the extent of actual quantum of Goods and Services Tax paid by the supplier. In case of downward revision in Goods and Services Tax, the actual quantum of reduction of Goods and Services Tax shall be reimbursed to BRBNMPL by the supplier. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the supplier.

12.9 Goods and Services Tax...contd...

If a tenderer asks for GST to be paid extra, the rate and nature of such taxes applicable should be shown separately. Such taxes will be paid as per the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to such taxes and is payable as per the terms of the contract.

12.10 Goods and Services Tax...contd...

i) The tenderer should quote the exact percentage of GST that they will be charging extra.

ii) While quoting the rates, tenderers should pass on (by way of reduction in prices) the input tax credit that would become available to them by switching over to the new system of GST from the existing system of tax, duly stating the quantum of such credit per unit of the item quoted for.

iii) The tenderer while quoting for tenders should give the following declaration:

"We agree to pass on such additional input tax credit as may become available in future in respect of all the inputs used in the manufacture of the final product on the date of supply under the GST scheme by



way of reduction in price and advise the purchaser accordingly."

iv) The supplier while claiming the payment shall furnish the following certificate to the paying authorities:

"We hereby declare that additional input tax credit to the tune of Rs..... has accrued and accordingly the same is being passed on to the purchaser and to that effect the payable amount may be adjusted."

12.11 Duties, taxes and other levies of Local bodies

Unless otherwise stated in the SIT, the goods supplied against contracts placed by BRBNMPL are not exempted from levy of duties, taxes and other Levies of local bodies. In such cases, the supplier should make the payment to avoid delay in supplies and forward the receipt of the same to the purchasing department for reimbursement and, also, for further necessary action. In cases where exemption is available, suppliers should obtain the exemption certificate from the purchasing department to avoid payment of such levies and taxes.

12.12 Duties / Taxes on Raw Materials

BRBNMPL is not liable for any claim from the supplier on account of fresh imposition and / or increase (including statutory increase) of Customs duty, Goods and Services Tax or any other similar duties and taxes on raw materials and/or components used directly in the manufacture of the contracted goods

taking place during the pendency of the contract, unless such liability is specifically agreed to in terms of the contract.

12.13 Imported Stores not liable to Above-mentioned Taxes and Duties:

Above mentioned Taxes and Duties are not leviable on imported goods (goods of foreign origin offered from abroad) and hence would not be reimbursed.

12.14 Customs Duty:

In respect of imported goods of foreign origin offered from abroad, the tenderer shall specify the rate as well as the total amount of customs duty payable. The tenderer shall also indicate the corresponding Indian Customs Tariff Number applicable for the goods in question.

12.14.1 For transportation of imported goods offered from abroad, relevant instructions as incorporated under GCC Clause 11 shall be followed.

12.14.2 For insurance of goods to be supplied, relevant instructions as provided under GCC Clause 12 shall be followed.

12.14.3 Unless otherwise specifically indicated in this tender document, the terms FOB, FAS, CIF etc. for imported goods offered from abroad, shall be governed by the rules & regulations prescribed in the current edition of INCOTERMS, published by the International Chamber of Commerce, Paris

12.14.4 The need for indication of all such price components by the tenderers, as required in this clause (viz., GIT clause 12) is for the purpose of comparison of the tenders by BRBNMPL and will no

way restrict BRBNMPL's right to award the contract on the selected tenderer on any of the terms offered.

13.**Authorized****Dealer/Distributor/Representative**

Principal manufacturers/OEMs, manufacturers under license or their authorized Dealers/Distributors/ Representatives who are exclusively appointed by the principal manufacturers/OEMs to represent them in the country shall be eligible to apply or to take part in the bid. One Principal manufacturer/OEM can authorize only one ealer/Distributor/Representative for a particular tender. Similarly, one authorized Dealer/Distributor/Representative can represent only one Principal manufacturer/OEM in a particular tender. There can be only one bid from either: -

1. The Principal manufacturer/OEM directly; or
 2. Any of its branch/division/subsidiary; or
 3. Authorized Dealer/Distributor/Representative on behalf of the Principal manufacturer/OEM
- Note

(i) In a tender, either the Principal Manufacturer/OEM or its authorized dealer/distributor/representative can bid but both cannot bid simultaneously in the same tender.

(ii) In case the bidder is an authorized Dealer/Distributor/Representative, except in case of Commercially-Off-the-Shelf (COTS) items, then (a) the bidder should have been associated as authorised dealer/distributor/representative of the same or other Principal Manufacturer/OEM for same set of services as in present bid (supply, installation, satisfactorily commissioning, after sales service as the case may be) for same or similar 'Product' for past three years ending on 31st March (or any other year ending followed in relevant country) of the previous financial year; and

(b) the principal manufacturer/OEM should furnish a legally enforceable tender-specific authorisation in the prescribed form (Section XIV of SBD) assuring full guarantee and warranty obligations as per the general and special conditions of contract and to abide by other tender terms and conditions. The letter of authorisation should be signed by a person competent and having the power of attorney to legally bind the manufacturer; and

(c) the principal manufacturer/OEM should meet all the pre-qualification criteria without exemption. (iii) For commercially off the shelf (COTS) items with clear and standard specifications, a valid dealership certificate will have to be submitted.

**14. Firm Price / Variable Price**

14.1 Unless otherwise specified in the SIT, prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

14.2 In case the tender documents require offers on variable price basis, the price quoted by the tenderers will be subject to adjustment during original Delivery Period to take care of the changes in the cost of labour and material components in accordance with the price variation formula to be specified in the SIT. If a tenderer submits firm price quotation against the requirement of variable price quotation, that tender will be prima-facie acceptable and considered further, taking price variation asked for by the tenderer as zero.

14.3 However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in GIT clause 12 will apply for both firm price tender and variable price tender.

14.4 Subject to provisions of Clause 11 above, where prices are quoted in foreign currencies, involving imports - Foreign Exchange Rate Variation (ERV) would be borne by the Purchaser within the original Delivery Period. The offer of the Tenderer should indicate import content and the currency

used for calculating import content.

14.5 Base Exchange rate of each major currency used for calculating FE content of the contract should be indicated. The base date of ERV would be contract date and variation on the base date can be given up to the midpoint manufacture, unless firm has already indicated the time schedule within which material will be imported by the firm.

14.6 In case delivery period is refixed / extended, ERV will not be admissible, if this is due to default of the supplier.

14.7 Documents for claiming ERV:

- i. A bill of ERV claim enclosing working sheet
- ii. Banker's Certificate/debit advice detailing FE paid and exchange rate
- iii. Copies of import order placed on supplier
- iv. Invoice of supplier for the relevant import order

15. Alternative Tenders

Unless otherwise specified in the Schedule of Requirements, alternative tenders shall not be considered.

16. Documents Establishing Tenderer's Eligibility and Qualifications

16.1 Pursuant to GIT clause 10, the tenderer shall furnish, as part of its tender, relevant details and documents establishing its eligibility to quote and its qualifications to perform the contract if its tender is accepted.

16.2 The documentary evidence needed to establish the tenderer's qualifications shall fulfil the following requirements:

- a) In case the tenderer offers to supply goods, which are manufactured by some other firm, the

tenderer has been duly authorized by the goods manufacturer to quote for and supply the goods to BRBNMPL.

The tenderer shall submit the Manufacturer's Authorization Letter to this effect as per the standard form provided under Section XIV in this document.

b) The tenderer has the required financial, technical and production capability necessary to perform the contract and, further, it meets the qualification criteria incorporated in the Section IX in these documents.

c) In case the tenderer is not doing business in India, it is / will be duly represented by an authorized Dealer/Distributor/Representative stationed in India fully equipped and able to carry out the required

contractual functions and duties of the supplier including after sale service, maintenance & repair etc. of the goods in question, stocking of spare parts and fast moving components and other obligations, if

any, specified in the conditions of contract and/or technical specifications.

17. Documents establishing Good's Conformity to Tender document

17.1 The tenderer shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully conform to the goods and services specified by BRBNMPL in the tender documents. For this purpose, the tenderer shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by BRBNMPL in the tender documents to establish technical responsiveness of the goods and services offered in its tender.

17.2 In case there is any variation and/or deviation between the goods & services prescribed by BRBNMPL and that offered by the tenderer, the tenderer shall list out the same in a chart form without ambiguity along with justification, and provide the same along with its tender.

17.3 If a tenderer furnishes wrong and/or misguiding data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to BRBNMPL in this regard.

18. Earnest Money Deposit (EMD)

18.1 Pursuant to GIT clause 10.1(d) the tenderer shall furnish along with its tender, earnest money for amount as shown in the List of Requirements. The earnest money is required to protect BRBNMPL against the risk of the Tenderer's unwarranted conduct as amplified under sub-clause 23.23.2 below.



18.2 The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period with Central Purchase Organisation or as a Micro and Small Enterprise (MSE) as defined in MSEs Order 2012 issued by Ministry of Micro, Small and Medium Enterprises (MSME) or as a Startup as recognised by Department for Promotion of Industry and Internal Trade (DPIIT), are exempted from payment of earnest money. In case the tenderer falls in these categories, it should furnish certified copy of its valid registration details (registration with CPO or as a MSE or as a Startup, as the case may be).

Micro & Small Enterprises must attach Registration Certificate issued by DIC / KVIC / KVIB / Coir Board / NSIC / Directorate of Handicrafts and Handlooms, or any other body specified by MSME for authentication such as Udyog Aadhaar Memorandum/ Acknowledgment.

18.3 The earnest money shall be denominated in Indian Rupees or in equivalent foreign exchange in case of GTE/ICB tenders.

18.4 The earnest money shall be furnished in one of the following forms:

- a) Account Payee Demand Draft from any scheduled commercial bank in India or
- b) Banker's cheque from any scheduled commercial bank in India or
- c) Online Bank Transfer (Proof of online transfer to be submitted)
- d) Other Electronic Modes of Payment
- Debit Card powered by RuPay
- Unified Payments Interface (UPI) (BHIM-UPI)
- Unified Payments Interface Quick Response Code (UPI QR Code) (BHIM-UPI QR Code)
- e) Bank Guarantee issued/confirmed by any scheduled commercial bank in India in the proforma given in Section XIII of SBD in case the amount is more than Rs.5 lakh and in case of foreign bidders in GTE/ICB tenders (in equivalent foreign exchange amount)

18.5 The earnest money shall be valid for a period of forty-five days beyond the validity period of the tender.

18.6 Unsuccessful tenderers' earnest monies will be returned to them without any interest whatsoever within 15 days of determination of the tenderers as unsuccessful after opening of Price Bid.

The successful bidder's bid security (EMD) can be adjusted against the SD or returned as per the terms of the tender document. The balance can be deducted from the supplier's bill/invoice before release of payment. Unlike Procurement of Works, in Procurement of Goods, the concept of taking part of Performance Guarantee as money retained from first or progressive bills of the supplier is not acceptable.

18.7 Earnest money of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. The successful tenderer's earnest money will be forfeited if it fails to furnish the required performance security within the specified period.

19. Tender Validity

19.1 If not mentioned otherwise in the SIT, the tenders shall remain valid for acceptance for a period of 90 days (Ninety days) in case of single bid tender system and 120 days in case of two-bid system after the date of tender opening prescribed in the tender document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.

19.2 In exceptional cases, the tenderers may be requested by BRBNMPL to extend the validity of their tenders up to a specified period. Such request(s) and responses thereto shall be conveyed by surface mail or by fax/email/telex/cable followed by surface mail. The tenderers, who agree to extend the tender validity, are to extend the same without any change or modification of their original tender and they are also to extend the validity period of the EMD accordingly.

19.3 In case the day up to which the tenders are to remain valid falls on/subsequently declared a holiday or closed day for BRBNMPL, the tender validity shall automatically be extended up to the next working day.

19.4 Compliance with the Clauses of this Tender Document: Tenderer must comply with all the clauses of this Tender Document. In case there are any deviations, these should be listed in a chart form without any ambiguity along with justification.

20. Signing and Sealing of Tender

20.1 An authenticated copy of the document which authorizes the signatory to commit on behalf of the firm shall accompany the offer. The individual signing the tender or any other documents connected therewith should clearly indicate his full name and designation and also specify whether he is signing,

(a) As Sole Proprietor of the concern or as attorney of the Sole Proprietor;

(b) As Partner (s) of the firm;

(c) As Director, Manager or Secretary in case the of Limited Company duly authorized by a resolution passed by the Board of Directors or in pursuance of the Authority conferred by Memorandum of Association.

20.2 The authorized signatory of the tenderer must sign the tender at appropriate places and initial the remaining pages of the tender.

20.3 The tenderers shall submit their tenders as per the instructions contained in GIT Clause



20.4 Unless otherwise mentioned in the SIT, a tenderer shall submit two copies of its tender marking them as "Original" and "Duplicate".

20.5 The original and other copies of the tender shall either be typed or written in indelible ink and the same shall be signed by the tenderer or by a person(s) who has been duly authorized to bind the tenderer to the contract. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the tender.

20.6 All the copies of the tender shall be duly signed at the appropriate places as indicated in the tender documents and all other pages of the tender including printed literature, if any shall be initialled by the same person(s) signing the tender. The tender shall not contain any erasure or overwriting, except as necessary to correct any error made by the tenderer and, if there is any such correction; the same shall be initialled by the person(s) signing the tender.

20.7 The tenderer is to seal the original and each copy of the tender in separate envelopes, duly marking the same as "Original", "Duplicate" and so on and writing the address of BRBNMPL and the tender reference number on the envelopes. The sentence 'NOT TO BE OPENED' before (The tenderer is to put the date & time of tender opening) are to be written on these envelopes. The inner envelopes are then to be put in a bigger outer envelope, which will also be duly sealed, marked etc. as above. If the outer envelope is not sealed and marked properly as above, BRBNMPL will not assume any responsibility for its misplacement, premature opening, late opening etc.

20.8 For purchasing capital equipment, high value plant, machinery etc. of complex and technical nature, tender document will seek quotation in two parts (Two Bid System) - first part containing the relevant technical details of the equipment / machinery etc., and in the second part, price quotation along with other allied issues. First part will be known as 'Technical Bid', and the second part 'Financial bid'. Tenderer shall seal separately 'Technical Bid' and 'Financial bid' and covers will be suitably super scribed.

Both these sealed covers shall be put in a bigger cover and sealed and evaluation would be done as described in clause 25.24.4 below. Further details would be given in SIT, if considered necessary.

20.9 If permitted in the SIT, the tenderer may submit its tender through e-tendering procedure.

D SUBMISSION OF TENDERS

21. Submission of Tenders

21.1 Unless otherwise specified, the tenderers are to deposit the tenders in the tender box kept for this purpose at a place as indicated in para 1 of NIT. In case of bulky tender, which cannot be put into tender box, the same shall be submitted by the tenderer by hand to the designated officers of

BRBNMPL, as indicated in clause 1 of NIT. The officer receiving the tender will give the tenderer an official receipt duly signed with date and time.

21.2 The tenderers must ensure that they deposit their tenders not later than the closing time and date specified for submission of tenders. In the event of the specified date for submission of tender falls on / is subsequently declared a holiday or closed day for BRBNMPL, the tenders will be received up to the appointed time on the next working day.

22. Late Tender

A tender, which is received after the specified date and time for receipt of tenders will be treated as "late" tender and will be ignored.

23. Alteration and Withdrawal of Tender

23.1 The tenderer, after submitting its tender, is permitted to alter / modify its tender so long as such alterations / modifications are received duly signed, sealed and marked like the original tender, within the deadline for submission of tenders. Alterations / modifications to tenders received after the prescribed deadline will not be considered.

23.2 No tender should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the tenderer in its tender besides other sanctions by BRBNMPL.

E TENDER OPENING

24. Opening of Tenders

24.1 BRBNMPL will open the tenders at the specified date and time and at the specified place as indicated in clause 1 of NIT. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for BRBNMPL, the tenders will be opened at the appointed time and place on the next working day.

24.2 Authorized representatives of the tenderers, who have submitted tenders on time may attend the tender opening, provided they bring with them letters of authority as per the format in SBD XVII from the corresponding tenderers. The tender opening official(s) will prepare a list of the representatives attending the tender opening. The list will contain the representatives' names & signatures and corresponding tenderers' names and addresses.

24.3 During the tender opening, the tender opening official(s) will read the salient features of the tenders like description of the goods offered, price, special discount if any, delivery period, whether earnest money furnished or not and any other special features of the tenders, as deemed fit by the tender opening official(s).

24.4 In the case of two bid system mentioned in clause 20.8 above, the technical bids are to be



opened in the first instance, at the prescribed time and date. These bids shall be scrutinized and evaluated by the competent committee / authority with reference to parameters prescribed in the tender document.

Thereafter, in the second stage, the financial bids of only the technically acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation. Other financial bids would be returned unopened to the respective bidders under Registered AD / Reliable Courier or any other mode with proof of delivery.

F SCRUTINY AND EVALUATION OF TENDERS

25. Basic Principle

Tenders will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. mentioned by the tenderers in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

26. Preliminary Scrutiny of Tenders

26.1 The tenders will first be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the tender document, the tenders, that do not meet the basic requirements, are liable to be treated as unresponsive and ignored.

26.2 The following are some of the important aspects, for which a tender may be declared unresponsive and ignored;

- a) Tender is not in the prescribed format or is unsigned or not signed as per the stipulations in the bid document.
- b) Tenderer is not eligible.
- c) Tender validity is shorter than the required period.
- d) Required EMD has not been provided or exemption from EMD is claimed without acceptable proof of exemption.
- e) Tenderer has quoted for goods manufactured by a different firm without the required authority letter from that manufacturer.
- f) Tenderer has not agreed to give the required performance security.
- g) Goods offered are sub-standard, not meeting the required specification etc.
- h) Tenderer has not agreed to essential condition(s) specially incorporated in the tender enquiry.
- i) Against a schedule in the List of Requirement (incorporated in the tender enquiry), the Tenderer has not quoted for the entire requirement as specified in that schedule. (Example: In a schedule, it has been stipulated that the Tenderer will supply the equipment, install and commission it and also train BRBNMPL 's operators for operating the equipment. The Tenderer has however, quoted only for supply of

the equipment).

27. Minor Infirmary / Irregularity / Non-Conformity

If during the preliminary examination, BRBNMPL find any minor infirmity and / or irregularity and / or non-conformity in a tender, BRBNMPL may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the tenderers. Wherever necessary, BRBNMPL will convey its observation on such 'minor' issues to the tenderer by

registered / speed post etc. asking the tenderer to respond by a specified date. If the tenderer does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

28. Discrepancy in Prices

28.1 If, in the price structure quoted by a tenderer, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless BRBNMPL feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.

28.2 If there is an error in a total price, which has been worked out through addition and / or subtraction of subtotals, the subtotals shall prevail and the total corrected; and

28.3 If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clause 28.1 and 28.2 above.

28.4 If, as per the judgment of BRBNMPL, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the tenderer by registered / speed post. If the tenderer does not agree to the observation of BRBNMPL, the tender is liable to be ignored.

29. Discrepancy between original and copies of Tender

In case any discrepancy is observed between the text etc. of the original and that of other copies of the same tender set, the text etc. of the original shall prevail. Here also, BRBNMPL will convey its observation suitably to the tenderer by registered / Speed post and, if the tenderer does not accept BRBNMPL's observation, that tender will be liable to be ignored.

30. Clarification of Bids

During evaluation and comparison of bids, purchaser may, at its discretion ask the bidder or clarification of its bid. The clarification should be received within 7 days from the bidder from date of receipt of such request. The request for clarification shall be in writing and no change in prices or substance of the bid shall be sought,



offered or permitted. No post bid clarification at the initiative of the bidder shall be entertained.

31. Qualification / Eligibility Criteria

Tenders of the tenderers, who do not meet the required qualification / eligibility criteria prescribed in Section IX, will be treated as unresponsive and will not be considered further.

32. Conversion of tender currencies to Indian Rupees

In case the tender document permits the tenderers to quote their prices in different currencies, all such quoted prices of the responsive tenderers will be converted to a single currency viz., Indian Rupees for the purpose of equitable comparison and evaluation, as per the Bill Currency Selling exchange rates established by the State Bank of India for similar transactions, as on the date of tender opening.

33. Schedule-wise Evaluation

In case the List of Requirements contains more than one schedule, the responsive tenders will be evaluated and compared separately for each schedule. The tender for a schedule will not be considered if the complete requirements prescribed in that schedule are not included in the tender. However, as already mentioned in GIT sub clause 12.2, tenderers have the option to quote for any one or more schedules and offer discounts for combined schedules. Such discounts, wherever applicable, will be taken into account to determine the tender or combination of tenders offering the lowest evaluated cost for BRBNMPL in deciding the successful tenderer for each schedule, subject to that tenderer(s) being responsive.

34. Comparison on CIF/FOR Destination Basis

Unless mentioned otherwise in Section - III - Special Instructions to Tenderers and Section - VI - List of Requirements, the comparison of the responsive tenders shall be on CIF/FOR destination basis, duly delivered, commissioned, etc. as the case may be.

35. Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders

35.1 Further to GIT Clause 33 above, BRBNMPL's evaluation of a tender will include and take into account the following:

- a) In the case of goods offered from within India (goods manufactured in India or goods of foreign origin already located in India), Goods and Services Tax or any other similar duties and taxes, which will be contractually payable (to the tenderer), on the goods if a contract is awarded on the tenderer; and
- b) In the case of goods of foreign origin offered from abroad, customs duty and other similar import duties/taxes, which will be contractually payable (to the tenderer) on the goods if the contract is awarded on the tenderer.

35.2 BRBNMPL's evaluation of tender will also take into account the additional factors, if any,

incorporated in SIT in the manner and to the extent indicated therein.

35.3 As per policies of the Government from time to time, the purchaser reserves its option to give price preference to Micro & Small Scale Industries in comparison to the large scale Industries. This price preference cannot however be taken for granted and every endeavour need to be made by such firms to bring down cost and achieve competitiveness.

35.4 If the tenders have been invited on variable price basis, the tenders will be evaluated, compared and ranked on the basis of the position as prevailing on the day of tender opening and not on the basis of any future date.

36. Tenderer's capability to perform the contract

36.1 BRBNMPL, through the above process of tender scrutiny and tender evaluation will determine to its satisfaction whether the tenderer, whose tender has been determined as the lowest evaluated responsive tender is eligible, qualified and capable in all respects to perform the contract satisfactorily. If, there is more than one schedule in the List of Requirements, then, such determination will be made separately for each schedule.

36.2 The above mentioned determination will, inter-alia, take into account the tenderer's financial, technical and production capabilities for satisfying all the requirements of BRBNMPL as incorporated in the tender document. Such determination will be based upon scrutiny and examination of all relevant data and details submitted by the tenderer in its tender as well as such other allied information as deemed appropriate by BRBNMPL.

37. Cartel Formation / Pool Rates

Cartel formation or quotation of Pool / Co-ordinated rates, leading to 'Appreciable Adverse Effect on Competition' (AAEC) as identified in Competition Act, 2002, as amended by Competition (Amendment) Act, 2007, would be considered as a serious misdemeanour and would be dealt accordingly as per Clause 44 below.

38. Negotiations

Normally there would be no price negotiations. But BRBNMPL reserves its right to negotiate with the lowest acceptable bidder (L1), who is techno-commercially cleared / approved for supply of bulk quantity and on whom the contract would have been placed but for the decision to negotiate, under special circumstances in accordance with CVC guidelines. Selection of contractors by negotiations should be a rare exception rather than the rule and may be resorted to only in the exceptional circumstances

under the following circumstances: -

- (i) Where the procurement is done on nomination basis (PAC and STE without PAC);
- (ii) Procurement is from a single or limited sources of supply;



(iii) Procurements where there is suspicion of cartel formation.

39. Contacting BRBNMPL

39.1. From the time of submission of tender to the time of awarding the contract, if a tenderer needs to contact BRBNMPL for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.

39.2. It will be treated as a serious misdemeanour in case a tenderer attempts to influence BRBNMPL's decision on scrutiny, comparison, evaluation and award of the contracts. In such a case the tender of the tenderer shall be liable for rejection in addition to appropriate administrative actions being taken against that tenderer, as deemed fit by BRBNMPL, in terms of clause 44 of GIT.

G AWARD OF CONTRACT**40. BRBNMPL's Right to Accept any Tender and to Reject any or all Tenders**

BRBNMPL reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.

41. Award Criteria

Subject to GIT clause 36 above, the contract will be awarded to the lowest evaluated responsive tenderer decided by BRBNMPL in terms of GIT Clause 34.

42. Variation of Quantities at the Time of Award

Normally, there will be no variation of quantities at the time of awarding the contract. However, at the time of awarding the contract, the quantity to be procured shall be rejudged based on the current data, since the ground situation may have very well changed. In that case, BRBNMPL reserves the right to increase or decrease the tendered quantity by 25 (Twenty-Five) per cent for ordering, if so warranted. A clause would be included in SIT giving further details.

43. Parallel Contracts

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.

44. Serious Misdemeanours

44.1. Following would be considered serious misdemeanours:

- i. Submission of misleading / false / fraudulent information/ documents by the bidder in their bid
- ii. Submission of fraudulent / un-encashable Financial Instruments stipulated under Tender or Contract Condition.
- iii. Violation of Code of Ethics laid down in Clause 32 of the GCC.
- iv. Cartel formation or quotation of Pool / coordinated rates leading to "Appreciable Adverse

Effect on Competition" (AAEC) as identified under the Competition Act, 2002.

v. Deliberate attempts to pass off inferior goods or short quantities.

vi. Violation of Fall Clause by Rate Contract holding Firms.

vii. Attempts to influence BRBNMPL's Decisions on scrutiny, comparison, evaluation and award of Tender.

44.2. Besides, suitable administrative actions, like rejecting the offers or delisting of registered firms, BRBNMPL would ban / blacklist Tenderers committing such misdemeanour, including declaring them ineligible to be awarded BRBNMPL contracts for indefinite or for a stated period.

45. Notification of Award

45.1 Before expiry of the tender validity period, BRBNMPL will notify the successful tenderer(s) in writing, by registered / speed post or by fax / email / telex / cable (to be confirmed by registered / speed post) that its tender for goods & services, which have been selected by BRBNMPL, has been accepted, also briefly indicating therein the essential details like description, specification and quantity of the goods & services and corresponding prices accepted. The successful tenderer must furnish to BRBNMPL the required performance security within twenty one days from the date of this notification. Relevant details about the performance security have been provided under GCC Clause 6 under Section IV.

45.2 The notification of award shall constitute the conclusion of the contract.

46. Issue of Contract

46.1 Within seven working days of receipt of performance security, BRBNMPL will send the contract form (as per Section XVI) duly completed and signed, in duplicate, to the successful tenderer by registered / speed post.

46.2 Within seven days from the date of issue of the contract, the successful tenderer will return the original copy of the contract, duly signed and dated, to BRBNMPL by registered / speed post.

47. Non-receipt of Performance Security and Contract by BRBNMPL

Failure of the successful tenderer in providing performance security within 21 days of receipt of notification of award and / or returning contract copy duly signed in terms of GIT clauses 45 and 46 above shall make the tenderer liable for forfeiture of its EMD and, also, for further sanctions by BRBNMPL against it.

48. Return of EMD

The earnest money of the successful tenderer and the unsuccessful tenderers will be returned to them without any interest, whatsoever, in terms of GIT Clause 18.6.

49. Publication of Tender Result



The name and address of the successful tenderer(s) receiving the contract(s) will be mentioned in the notice board/bulletin/ web site of BRBNMPL.

Part II: Additional General Instructions Applicable to Specific Types of Tenders:**50. Rate Contract Tenders**

50.1 In addition to GIT in Part I above, following GIT will be applicable to rate contract Tenders:

- i. Earnest Money Deposit (EMD) is to be furnished by unregistered bidders only.
- ii. In the Schedule of Requirement, no commitment of quantity is mentioned; only the anticipated requirement is mentioned without any commitment.
- iii. BRBNMPL reserves the right to conclude more than one rate contract for the same item.
- iv. Unless otherwise specified in SIT, the currency of a Rate Contract would normally be for one year.
- v. During the currency of the Rate Contract, BRBNMPL may withdraw the rate contract by serving suitable notice. The prescribed notice period is generally thirty days.
- vi. During the currency of the Rate Contract, BRBNMPL would have the option to renegotiate the price with the rate contract holders.
- vii. During the currency of the Rate Contract, in case of emergency, BRBNMPL may purchase the same item through ad hoc contract with a new supplier.
- viii. Usually, the terms of delivery in rate contracts are FOR dispatching station.
- ix. Supply orders, incorporating definite quantity of goods to be supplied along with all other required conditions following the rate contract terms, will be issued by nominated Direct Demanding Officers (DDO) for obtaining supplies through the rate contract.
- x. BRBNMPL is entitled to place supply orders up to the last day of the validity of the rate contract and, though supplies against such supply orders will be affected beyond the validity period of the rate contract, all such supply will be guided by the terms & conditions of the rate contract.
- xi. The rate contract will be guided by "Fall Clause" as described below.

50.2 Fall Clause

If the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods, following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price

will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly. Any violation of the fall clause would be considered a serious misdemeanour under

clause 44 of the GIT and action, as appropriate, would be taken as per provision of that clause.

50.3 Performance Security

Depending on the anticipated overall drawal against a rate contract and, also, anticipated number of parallel rate contracts to be issued for an item, the procuring entity shall consider obtaining Performance Security @ 5% (Five percent) of the value of supply order in the supply orders issued against rate contracts on the rate contract holder.

50.4 Renewal of Rate Contracts

In case it is not possible to conclude new rate contracts before the expiry of existing ones, due to some special reasons, the existing rate contracts would be extended with same terms, conditions etc. for a suitable period, with the consent of the rate contract holders. Rate contracts of the firms, who do not agree to such extension, will be left out. Period of such extension would generally not be more than three months.

51. Prequalification Bidding

51.1 Prequalification Bidding is for short listing of qualified Bidders who fulfil the Prequalification criteria as laid down in SIT or in Section IX of SBD - "Qualification Criteria" for procurement of Goods or Services as listed in Section VI of SBD - "List of Requirements". Short listed Bidders would be informed of their qualification and short listing in accordance with the stipulations laid down in the SIT. Unless otherwise stipulated in the SIT the PQB short listing would be valid only till the next procurement tender.

Further conditions will be elaborated in the SIT.

51.2 If stipulated in the SIT, only these short listed qualified bidders would be invited to participate in the Procurement of the requirements. Otherwise SIT may also indicate that instead of floating a separate PQB tender, it may be combined with the Procurement Tender, as a three bid tender. Initially the first Packet containing PQB would be opened and evaluation would be done. Thereafter the rest of tender would be handled as a two bid system for only those bidders who succeed in PQB.

52. Tenders involving Samples

52.1 Normally no sample would be called along with the offer for evaluation.

52.2 Purchaser's Samples: If indicated in the SIT, a Purchaser's sample may be displayed to indicate required characteristics over and above the Specifications for perusal of the bidders. Name and Designation of the Custodian, Place, Dates and Time of inspection of Purchaser's sample will be indicated in the SIT. The supplies in the contract will have to meet the indicated required characteristics for which the Purchaser's sample was displayed, besides meeting the specification listed in Section VII - "Technical Specifications" of the SBD. He would be issued a sealed Purchaser's



sample for the purpose at the time of award of the contract.

52.3 Pre-Production Samples: If stipulated in SIT, successful contractor would be required to submit a Pre-Production sample(s) to the Inspecting Officer/ or the nominated authority mentioned in the contract within the time specified therein. If the Contractor is unable to do so, he must apply immediately to the Office issuing the acceptance of tender for extension of time stating the reasons for the delay. If the Purchaser is satisfied that a reasonable ground for an extension of time exists, he may allow such additional time as he considers to be justified (and his decision shall be final) with or without alteration in the delivery period stipulated in the contract and on such conditions as he deems fit. In the event of the failure of the Contractor to deliver the pre-production sample by the date specified in the acceptance of tender or any other date to which the time may be extended as aforesaid by the Purchaser or of the rejection of the sample, the Purchaser shall be entitled to cancel the contract and, if so desired, purchase or authorize the purchase of the stores at the risk and cost of the Contractor (unless specified otherwise in the SIT). In such an event, in case of Security Items where urgency develops due to such delays, BRBNMPL reserves its right to procure not more than one year's requirement against this "Risk & Cost" tender from existing pre-qualified and security cleared firms. Bulk production and supply will only be allowed if this sample(s) pass the Tests laid down in the Section VIII "Quality Control Requirements" in the SBD.

52.4 Testing of Samples: Tests, procedures and testing laboratories for testing samples would be detailed in the Section VIII - "Quality Control Requirements" in the SBD.

52.5 Validation / Prolonged Trials: If specified in SIT or in the Section VIII - "Quality Control Requirements" in the SBD, pre-production samples may have to undergo validation or extended trial before their performance can be declared satisfactory.

52.6 Parameters Settings and duration of Validation Tests would be indicated in the Section VIII - "Quality Control Requirements" in the SBD. It would also stipulate the period or event marking end of validation trials. It would also be indicated therein whether the Permission to start bulk production will have to wait full validation or it can go on in parallel.

53. Expression of Interest (EOI) Tenders:

53.1 EOI tenders are floated for short listing firms who are willing and qualified for: -

- i. Registration of Vendors for Supply of particular Stores or certain categories of Stores.
- ii. Development of new items or Indigenization of Imported stores

53.2 The qualification / eligibility criteria required and the format of submission of such Data would be indicated in the Section IX - "Qualification Criteria" in the SBD.

53.3 Objectives and scope of requirement would be indicated in the Section VI - "List of Requirements" in the SBD. Indicative quantity required yearly and its future requirements would also be indicated.

53.4 In case of EOI for Development of new Items or for Indigenization, prospective firms would be given opportunity to inspect the Machine / Item at the place of installation at the place, dates and Time mentioned in SIT.

53.5 In case EOI is for registration of vendors, Registration Fees and validity period of registration would be detailed in the SIT.

53.6 Short List of Suppliers: The suppliers shall be evaluated for short listing, inter-alia, based on their past experience of supplying goods in similar context, financial strength, technical capabilities etc. Each supplier will be assigned scores based on weightages assigned to each of the criteria mentioned in the Section IX - "Qualification Criteria" in the SBD.

53.7 If stipulated in the SIT, the Firm's capacity and Capability may be assessed by a nominated Committee or by a third party nominated by BRBNMPL.

53.8 All suppliers who secure the minimum required marks (normally 50% unless otherwise specified in the Section IX) would be short listed. Section IX may alternatively specify minimum qualifying requirement for each of the criteria i.e. minimum years of experience, minimum number of assignments executed, minimum turnover etc. Under such circumstances, all suppliers who meet the minimum requirement, as specified, will be short listed.

53.9 In case of EOI for registration of vendors, registration letters would be issued to the short listed tenderers.

53.10 In case of EOI for development / indigenization, these shortlisted tenderers would only be allowed to participate in the subsequent development/indigenization tenders.

54. Tenders for Disposal of Scrap

54.1 Introduction: The tender is for Sale of Scrap material lying at various locations. Details of scrap for sale including Description, Present Condition, Lot Size and its Location would be given in the Section VI - "List of Requirements".

54.2 "As Is; Where Is; Whatever Is" Basis of This Sale:

54.2.1 This sale of Scrap is strictly on "As is; Where is; Whatever is" basis. Tenderer must satisfy himself on all matters with regard to quality, quantity, nature of stores etc., before tendering as no complaint or representation of any kind shall be entertained after the safe contract is concluded.



54.2.2 The description of lot in the particulars of sale has been given for the purpose of identification thereof only and the use of such description shall not constitute the sale thereof to be sale by description and no sale shall be invalid by reason of any defect or deviation or variation in any lot or on account of any lot not being exactly described and the purchaser shall not be entitled to claim any damage or

compensation whatsoever on account of such fault, error in description, weight or the like.

54.2.3 All quantities of scrap whether by weight or measurement mentioned in the Tender notice are only approximate and should the quantity, on actual weight or measurement basis as the case may be and

whenever delivered on such basis, works out less than the advertised and for projected quantity, the BRBNMPL shall not under any circumstances be liable to make good any such deficiency

54.2.4 BRBNMPL reserves right to increase or decrease the quantity of any item or items or terminate the contract at any stage by giving one week's notice. No claim whatsoever shall lie against the BRBNMPL on account of such termination of the contract or variation in the quantity.

54.2.5 BRBNMPL shall have the right to remove certain items which it feels were not intended for sale but were inadvertently made a part of the scrap material or of the lot offered for sale lying at the premises or were joined or attached to the material offered for sale.

54.2.6 Tenderers desirous of purchasing and participating in the tender must visit the site before submitting the offer, after taking due permission from the concerned Stock Holders. The Tenderers submitting the offers shall be deemed to have visited the site and acquainted themselves thoroughly with materials intended for sale in all respect.

54.2.7 Any person giving offer shall be deemed to have made himself fully conversant with the Terms and Conditions of the Tender Sale, as well as the location and condition of the materials being sold and shall be deemed to have agreed to all the stated terms and conditions herein under.

54.3 Submission of Offer

54.3.1 Unless specified otherwise in the SIT, tenders shall hold good for acceptance for a minimum period of 90 days (ninety days) from the date of opening of the tenders. The offers of the tenderers shall be irrevocable.

54.3.2 The BRBNMPL reserves right to reject any offer without assigning any reason there for.

54.3.3 Unless otherwise stated in the SIT, the amount of EMD in such tenders would be 5% of the value of the tender. The Earnest Money shall be forfeited if the tenderer unilaterally withdraws amends, impairs or derogates from his offer in any respect within the period of validity of his offer.

54.3.4 If the offer of the tenderer is not accepted by the BRBNMPL, the Earnest Money deposit made by the tenderer shall be refunded to him. No interest shall be payable on such refunds. The EMD deposited by the successful tenderer shall remain with the BRBNMPL till payment of the security deposit (SD) money, as stipulated in relevant Clause, has been made. It may be adjusted as part of the total SD money at the discretion of the BRBNMPL.

54.3.5 Duties, taxes and other levies of local bodies, whatever in force, shall be payable extra by the purchaser as per rules applicable to BRBNMPL. Current and valid PAN and Goods and Services Tax Identification Number (GSTIN), wherever applicable, must be provided in the Bid of the Tenderer.

54.3.6 All arrangement for lifting and transportation of scrap material, including manpower, crane, transport vehicle and trolley etc., if required shall be made by the purchaser concerned only and the BRBNMPL shall not provide or help in providing any such arrangements and the rate quoted by the purchaser must include such and all incidental charges.

54.3.7 Registered dealers who are exempted from payment of Goods and Services Tax must give reference to Goods and Services Tax laws which provides such exemption or submit any certificate as issued by the Goods and Services tax authorities and shall be required to submit necessary form duly completed in all respect to BRBNMPL or its representatives before obtaining delivery order, duly signed by the partner of the firm or the person authorized to do so.

54.3.8 Evaluation of tenders for Disposal of scrap will be done on similar basis as Tenders for Procurement of Goods, except that the selection of the bidders shall be on the basis of the highest responsive Bidder (H1). In case full quantity is not offered to be taken by the Highest Bidder, parallel contracts would be placed.

54.4 Notification of Acceptance and Award of Contract:

54.4.1 The successful tenderer, herein after referred to as purchasers, shall have to submit security deposit (SD) @ 10% of the total sale value of the contract within 5 working days of issue of the sale contract (excluding the date of issue of sale contract). The SD shall be deposited in the form of account payee demand draft drawn on any scheduled commercial bank in India in favour of Bharatiya Reserve Bank Note Mudran Private Limited or through online transfer or through other electronic mode of payment as mentioned in clause 3 of NIT in connection with EMD.

54.4.2 The purchaser has to pay balance payment within 20 days from the date of notification of acceptance, which is to be issued by BRBNMPL or



his authorized representative, in the form of account

payee demand draft drawn on any scheduled commercial bank in India in favour of Bharatiya Reserve Bank Note Mudran Private Limited or through online transfer or through other electronic mode of payment. In case of any, default to deposit balance payment, BRBNMPL reserves right to terminate the contract and forfeit the security deposit.

54.5 Disposal Tenders for Security and Sensitive Machinery and Items:

54.5.1 Non-Misuse Declaration: The bidder is required to give an undertaking that he or his employees or legal heirs will ensure that such items purchased from BRBNMPL, will be utilized only for scrap recovery and will not be misused for any other purpose. He will also ensure that this undertaking is honoured and it got underwritten from further down the line scrap processors / re-purchasers, if any. In case his firm changes hands, it will be his responsibility to ensure that the new owners honour and underwrite this undertaking.

54.5.2 If stipulated in SIT delivery would be given only in dismantled / cutup condition.

55. Development and Indigenization Tenders:

55.1 Already developed firms or firms who have already received development orders for the item (with whatever results) would not be considered in such tenders.

55.2 If specified in SIT the contract documents may be issued free of cost, and submission of earnest money deposit and security deposit may be relaxed.

55.3 If specified in SIT, The Tenderers may quote separately for

i. Price / rate for bulk supply of item in development / indigenization supplies and

ii. Separately, cost of development including cost of pre-production samples. Firms would be paid only for the number of samples specified in the Tender. If he has to manufacture more samples due to failure of earlier one, he would not be paid for it.

55.4 L1 would be determined on the basis of rate of item quoted including reference to total cost of the development cost (including the cost of prototype) plus the notional total cost of quantities that will be required over next three years, wherever applicable.

55.5 Development contracts may, as far as feasible, be concluded with two or more contractors in parallel.

55.6 The ratio of splitting of the supply order between various development agencies / firms in cases of parallel development, including criteria thereof, would be specified in the SIT.

55.7 However, in case the requirement is meagre and complex technology is involved, or quantity of the equipment / spares is limited/small/uneconomic if distributed between

two vendors, the entire order could be placed upon the L1 vendor only.

55.8 If specified in SIT, Advance and Intermediate Payment to Suppliers may be allowed.

55.9 Quantity for Development Commitment In Next three years, after the newly developed firm is able to successfully complete Development orders with +5% tolerances, 20% of annual quantity requirement may be reserved for Newly Developed firms.

55.10 Period of Development Commitment A newly developed firm would be granted this facility till only three years after completing the initial Development order. However this facility is not a bar to the firm from competing with already established firms for quantities larger than 20% provided their prices and performance so warrant. Thereafter they would have to compete on equal terms with other already developed firms.

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

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****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.)

Sl. No.	GIT Clause No.	Topic	SIT Provision
1	1,2	Preamble-Introduction, Language of Tender,	To be submitted in English only.
2	3,4,5	Eligible Tenderers, Eligible Goods & Services (Origin of Goods), Tendering Expense,	Indian Origin only. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT), GoI.
		Eligible Goods & Services (Origin of Goods).	Applicable. In addition, A bidder is permitted to procure raw material, components, subassemblies etc. from the vendors from countries which share a land border with India. Such vendors will not be required to be registered with the Competent Authority as it is not regarded as "sub-contracting" However, in case a bidder has proposed to supply finished goods procured directly / indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the Competent Authority. The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT), GoI.
3	6, 7	Tender Documents, Amendments to Tender Documents	No Change
4	8	Pre bid Conference	Not applicable
5	9,10	Time Limit for receiving request for clarification of Tender Documents, Documents Comprising the Tender,	No Change
6	11.2	Tender Currency	Indian Rupees only.

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022**

7	12.1	GST	<p>Wherever applicable bidder shall quote the exact Tax percentage F.O.R. BRBNMPL, Salboni (West Bengal). Supplier shall be solely responsible for correctness of the HSN Code of item to be supplied and its applicable rate. Any differential amount in taxes and duties including the consequential penalty amount, if any, due incorrect HSN Code will be borne by Supplier. BRBNMPL will not be responsible for any ambiguities arising for incorrect HSN Code and its applicable rate. Supplier shall be solely responsible for any Legal Complications arising due to this.</p> <p>Bidder(s) needs to ensure that GST registration will be "Active" on the date of bid opening, its evaluation and throughout the tenure of contract. Failing of which will lead to termination of contract and action as deemed fit as per terms of tender and also if any payment due to the contractor/supplier against Bills/Performance Security etc. will be kept on hold till the time bidder/contractor/service provider furnishes the GST clearance certificate issued by the appropriate authority to BRBNMPL.</p>
8	12.10	Input Tax Credit	As applicable. Enclosed declaration should be submitted by the bidder.
9	12.11	Applicability of Octroi and Local taxes	No change , only firm price to be quoted.
10	13	Indian Agents	No change
11	14	PVC Clause & Formula	Not applicable
12	15	Alternative Tenders	Not Permitted
13	16,17	Documents Establishing Tenderer's Eligibility and Qualifications, Documents establishing Good's Conformity to Tender document	No Change
14	18	EMD	EMD is payable in the same way as mentioned for Tender fee (for mode of payment please refer point No.03 of NIT). However, for exemption of EMD refer clause 18.2 of GIT under Section II of this tender document & clause 11 of NIT..
15	19	Tender Validity	120 days
16	20	Signing and Sealing of Tender 20.4. Number of Copies of Tenders to be submitted 20.9: E procurement:	No Change. 20.4 No. of copies- One 20.9 E procurement: Not permitted
17	21,22,23	Submission of Tenders, Late Tender, Alteration and Withdrawal of Tender	No Change
18	24.4	Opening of Tenders	Price bids of only those bidders who qualify in the technical bids will be opened.
19	25, 26,27, 28,29,30, 31, 32	Preliminary Scrutiny of Tenders, Minor Infirmary / Irregularity / Non-Conformity, Discrepancy in Prices, Discrepancy between original and copies of Tender, Clarification of Bids,	No Change

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022**

		Qualification / Eligibility Criteria, Conversion of tender currencies to Indian Rupees.	
20	34	Comparison on CIF destination basis	No change.
21	35	Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders	<p>35.2 As specified. Prospective bidders should meet our tender conditions as well as the proposed services/ material should meet our required Specifications at Section VII.</p> <p>35.3 Price bid evaluation will be subject to purchase preference to MSE's and Class - I Local Suppliers as per guidelines [Refer Annexure -1, Annexure -3 & Annexure-4]. However, this Purchase Preference will be extended considering as "the tender quantity cannot be split"/"the tender quantity is non-divisible in nature".</p> <p>Notes: BRBNMPL reserves right to allocate the tender quantity amongst MSEs, Local Suppliers and other L1 bidders on case to case basis within the provisions of Government guidelines.</p>
22	36 to 41	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,	No Change
23	42	Variation of Quantities at the Time of Award	At the time of awarding the contract, the quantity to be procured shall be re-judged based on the current data, since the ground situation may have very well changed. In that case, BRBNMPL reserves the right to increase or decrease the tendered quantity, if so warranted.
24	43	Parallel contracts	No Change
25	44 to 49	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
26	50	Rate Contract Tenders,	Applicable
27	51	PQB Tenders,	No Change
28	52	Tenders involving Purchaser's and Pre-Production Samples,	Not applicable to this tender
29	53 to 55	EOI Tenders, enders for Disposal of Scrap, Development / Indigenization Tenders	Not applicable to this tender

(To be signed & stamped on all pages & submitted along with Techno-commercial Bid Part -I)

**Section IV: General Conditions of Contract (GCC)****Part I: General Conditions of Contract applicable to all types of Tenders**

1. Definitions; Interpretation and Abbreviations: In the contract, unless the context otherwise requires:

1.1 Definitions and Interpretation:

(i) "Contract" means the letter or memorandum communicating to the Contractor the acceptance of this tender and includes "Intimation of Award" of his tender; "Contract" includes Bid Invitation, Instructions to Tenderers, Tender, Acceptance of Tender, General Conditions of Contract, Schedule of Requirements, particulars and the other conditions specified in the acceptance of tender and includes a repeat order which has been accepted or acted upon by the Contractor and a formal agreement, if executed;

(ii) "Contractor" or "Supplier" means the individual or the firm supplying the goods and services. The term includes his employees, successors, authorized dealers/representatives, stockists and distributors. Other homologous terms are: Vendor, Firm, Manufacturer, OEM etc.;

(iii) "Drawing" means the drawing or drawings specified in or annexed to the Specifications;

(iv) "Government" means the Central Government or a State Government as the case may be;

(v) The "Inspecting Officer" means the person, or organisation specified in the contract for the purpose of inspection of stores of work under the contract and includes his / their authorised representative;

(vi) "Purchase Officer" means the officer signing the acceptance of tender and includes any officer who has authority to execute the relevant contract on behalf of the Purchaser;

(vii) The "Purchaser" means BRBNMPL - the organization purchasing goods and services as incorporated in the documents;

(viii) "Signed" includes stamped, except in the case of an acceptance of tender or any amendment thereof;

(ix) "Test" means such test as is prescribed by the particulars or considered necessary by the Inspecting Officer whether performed or made by the Inspecting Officer or any agency acting under the direction of the Inspecting Officer;

(x) The delivery of the stores shall be deemed to take place on delivery of the stores in accordance with the terms of the contract, after approval by the Inspecting Officer if so provided in the contract:

a. The consignee at his premises; or

b. Where so provided, the interim consignee at his premises; or

c. A carrier or other person named in the contract for the purpose of transmission to the consignee; or

d. The consignee at the destination station in case of contract stipulating for delivery of stores at destination station.

(xi) "Writing" or "Written" includes matter either in whole or in part, in manuscript, typewritten, lithographed, cyclostyled, photographed or printed under or over signature or seal, as the case may be.

(xii) Words in the singular include the plural and vice-versa.

(xiii) Words importing the masculine gender shall be taken to include the feminine gender and words importing persons shall include any company or association or body of individuals, whether incorporated or not.

(xiv) The heading of these conditions shall not affect the interpretation or construction thereof.

(xv) Terms and expression not herein defined shall have the meanings assigned to them in the Indian Sale of Goods Act, 1930 (as amended) or the Indian Contract Act, 1872 (as amended) or the General Clauses Act, 1897 (as amended) as the case may be.

(xvi) PARTIES: The parties to the contract are the "Contractor" and the "Purchaser", as defined above;

(xvii) "Tender" means quotation / bid received from a firm / supplier.

(xviii) "Goods" means the articles, material, commodities, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, industrial plant etc. which the supplier is required to supply to BRBNMPL under the contract. Other homologous terms are: Stores, Materials etc.

(xix) "Services" means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the contract.

(xx) "Earnest Money Deposit" (EMD) means monetary guarantee to be furnished by a Tenderer along with its tender.

(xxi) "Performance Security" means monetary guarantee to be furnished by the successful Tenderer for due performance of the contract placed on it. Performance Security is also known as Security Deposit or Performance Bank Guarantee.

(xxii) "Consignee" means the person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of dispatch to another person as provided in the Contract then that "another" person is the consignee, also known as ultimate consignee.

(xxiii) "Specification" or "Technical Specification" means the drawing/ document/standard that prescribes the requirement to which product or service has to conform.

(xxiv) "Inspection" means activities such as measuring, examining, testing, analysing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.

(xxv) "Day" means calendar day.

1.2 Abbreviations:

"AAEC"	means "Appreciable Adverse Effect on Competition" as per Competition Act
"BG"	means Bank Guarantee
"BL or B/L"	means Bill of Lading
"CD"	means Custom Duty
"CIF"	means Cost, Insurance and Freight Included
"CMD"	means Chairman and Managing Director
"CPSU"	means Central Public Sector Undertaking
"DDO"	means Direct Demanding Officer in Rate Contracts
"DGS&D"	means Directorate General of Supplies and Disposals
"DP"	means Delivery Period
"ECS"	means Electronic clearing system
"EMD"	means Earnest money deposit
"EOI"	means Expression of Interest (Tendering System)
"ERV"	means Exchange rate variations
"FAS"	means Free alongside shipment
"FOB"	means Freight on Board

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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022**

"FOR"	means Free on Rail
"GCC"	means General Conditions of Contract
"GIT"	means General Instructions to Tenderers
"GST"	means Goods and Services Tax
"H1, H2 etc."	means First Highest, Second Highest Offers etc. in Disposal Tenders
"Incoterms"	means International Commercial Terms, 2000 (of ICC)
"L1, L2 etc."	means First or second Lowest Offer etc.
"LC"	means Letter of Credit
"LD or L/D"	means Liquidated Damages
"LSI"	means Large Scale Industry
"NIT"	means Notice Inviting Tenders
"NSIC"	means National small industries corporation
"PQB"	means Pre-qualification bidding
"PSU"	means Public Sector Undertaking
"PVC"	means Price variation clause
"RC"	means Rate contract
"RR or R/R"	means Railway Receipt
"SBD" or "TD"	means Standard Bid Document / Tender Document
"SCC"	means Special Conditions of Contract
"SIT"	means Special Instructions to Tenderers
"BRBNMPL"	means Bharatiya Reserve Bank Note Mudran Private Limited
"SSI"	means Small Scale Industry

2. Application

2.1 The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same are not superseded by the Special Conditions of Contract (SCC) prescribed under Section V of this document.

2.2 General Conditions of the contract shall not be changed from one tender to other.

2.3 Other Laws and Conditions that will govern the Contract:

Besides GCC and SCC following conditions and Laws will also be applicable and would be considered as part of the contract:

- i. Indian Contracts Act, 1872
- ii. Sale of Goods Act, 1930
- iii. Arbitration and Conciliation Act, 1996 read with the Arbitration and Conciliation (Amendment) Act, 2015
- iv. Competition Act, 2002 as amended by Competition (Amendment Act), 2007
- v. Contractor's Tender Submissions including Revised Offer during Negotiations if any
- vi. Conditions in other parts of the Tender Documents
- vii. Correspondence including counter-offers if any; between the Contactor and BRBNMPL during the Tender Finalization
- viii. Notification of award and Contract Documents
- ix. Subsequent Amendments to the Contract

3. Use of contract documents and information

3.1 The supplier shall not, without BRBNMPL's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of BRBNMPL in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this tender document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.

3.2 During the process of procurement of Security or Sensitive Machinery and Items, Tender Documents and the specifications / drawings of such items would be issued only to Vendors having security clearance within the validity of such clearance and he shall maintain absolute secrecy and strictly control the number of copies and access to the documents and copies thereof, in addition to safeguards mentioned in sub-para above.

3.3 Further, the supplier shall not, without BRBNMPL's prior written consent, make use of any document or information mentioned in GCC sub-clause 3.1 above except for the sole purpose of performing this contract.

3.4 Except the contract issued to the supplier, each and every other document mentioned in GCC sub-clause 3.1 above shall remain the property of BRBNMPL and, if advised by BRBNMPL, all copies of all such documents shall be returned to BRBNMPL on completion of the supplier's performance and obligations under this contract.

4. Patent Rights

4.1 The supplier shall, at all times, indemnify BRBNMPL, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against BRBNMPL, BRBNMPL shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to BRBNMPL.

5. Country of Origin

5.1 All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.

5.2 The word "origin" incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.

6. Performance Bond / Security

6.1 Within twenty-one days after the issue of notification of award by BRBNMPL, the supplier shall furnish performance security to BRBNMPL for an amount equal to ten per cent of the total value of the contract, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.

6.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract and shall be in one of the following forms:

- a. Account Payee Demand Draft drawn on any scheduled commercial bank in India, in favour of Bharatiya Reserve Bank Note Mudran Private Limited as indicated in the clause 3 of NIT in reference to EMD.
- b. Bank Guarantee issued/confirmed by any scheduled commercial bank in India, in the prescribed form as provided in section XV of this document.

6.3 In the event of any loss due to supplier's failure to fulfil its obligations in terms of the contract, the amount of the performance security shall be payable to BRBNMPL to compensate BRBNMPL for the same.

6.4 In the event of any amendment issued to the contract, the supplier shall, within twenty-one days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.

6.5 Subject to GCC sub-clause 6.3 above, BRBNMPL will release the performance security without any interest to the supplier on completion of the supplier's all



contractual obligations including the warranty obligations.

7. Technical Specifications and Standards

7.1 The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications and quality control parameters mentioned in 'Technical Specification' and 'Quality Control Requirements' under Sections VII and VIII of this document.

8. Packing and Marking

8.1 The packing for the goods to be provided by the supplier should be strong and durable enough to withstand, without limitation, the entire journey during transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the contract.

8.2 The quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall strictly comply with the requirements as provided in Technical Specifications and Quality Control Requirements under Sections VII and VIII and in SCC under Section V. in case the packing requirements are amended due to issue of any amendment to the contract, the same shall also be taken care of by the supplier accordingly.

8.3 Packing instructions:

Unless otherwise mentioned in the Technical Specification and Quality Control Requirements under Sections VII and VIII and in SCC under Section V, the supplier shall make separate packages for each consignee (in case there is more than one consignee mentioned in the contract) and mark each package on three sides with the following with indelible paint of proper quality:

- a) contract number and date
- b) brief description of goods including quantity
- c) packing list reference number
- d) country of origin of goods
- e) consignee's name and full address and
- f) supplier's name and address

9. Inspection and Quality Control

9.1 BRBNMPL and / or its nominated representative(s) will, without any extra cost to BRBNMPL, inspect and/or test the ordered goods and the related services to confirm their conformity to the contract specifications and other quality control details incorporated in the contract. BRBNMPL shall inform the supplier in advance, in writing, BRBNMPL's programme for such inspection and, also the identity of the officials to be deputed for this purpose.

9.2 The Technical Specification and Quality Control Requirements incorporated in the contract shall specify what inspections and tests are to be carried out and, also, where and how they are to be conducted. If such inspections and tests are conducted in the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to BRBNMPL's inspector at no charge to BRBNMPL.

9.3 If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, BRBNMPL's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to BRBNMPL and resubmit the same to BRBNMPL's

inspector for conducting the inspections and tests again.

9.4 In case the contract stipulates pre-despatch inspection of the ordered goods at suppliers' premises, the supplier shall put up the goods for such inspection to BRBNMPL's inspector well ahead of the contractual delivery period, so that BRBNMPL's inspector is able to complete the inspection within the contractual delivery period.

9.5 If the supplier tenders the goods to BRBNMPL's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to BRBNMPL under the terms & conditions of the contract.

9.6 BRBNMPL's contractual right to inspect, test and, if necessary, reject the goods after the goods' arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by BRBNMPL's inspector during pre-despatch inspection mentioned above.

9.7 Goods accepted by BRBNMPL and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute BRBNMPL's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause.

10. Terms of Delivery

10.1 Goods shall be delivered by the supplier in accordance with the terms of delivery specified in the contract.

11. Transportation of Goods

11.1 The supplier shall not arrange part-shipments and / or transshipments without the express / prior written consent of BRBNMPL.

11.2 Instructions for transportation of domestic goods including goods already imported by the supplier under its own arrangement: In case no instruction is provided in this regard in the SCC, the supplier will arrange transportation of the ordered goods as per its own procedure.

11.3 Shipping Arrangement for Foreign Contracts: In the case of FOB/FAS contracts, shipping arrangements shall be made by the Ministry of Shipping & Transport (Chartering Wing), New Delhi, INDIA, in accordance with details given in SBD Section XVIII. The Contractor shall give adequate, notice to the Forwarding Agents/Nominees about the readiness of the cargo from time to time and at least six weeks' notice in advance of the required position for finalising the shipping arrangements. In the case of CFR contracts, the Contractor shall arrange shipment in accordance with the requirements of the Ministry of Shipping & Transport, New Delhi, INDIA, indicated in the same SBD section (as applicable).

12. Insurance:

12.1 Unless otherwise instructed in the SCC, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner.

12.2 In case of supply of domestic goods on CIF/FOR destination basis, the supplier shall be responsible till the entire stores contracted for arrive in good condition at destination. The transit risk in this respect



shall be covered by the Supplier by getting the stores duly insured. The insurance cover shall be obtained by the Supplier in its own name and not in the name of BRBNMPL or its Consignee.

12.3 In the case of FOB and CFR offers for import of Goods, insurance shall be arranged by the Purchaser. However, the supplier must give sufficient notice to the Purchaser prior to the date of shipment, so that the Insurance Cover for the shipment can be activated. The Supplier must co-ordinate so as to ensure that the Shipment sails only with Insurance cover in place.

12.4 In case of Import of Goods, even in case where the insurance is paid by the Purchaser, and loss or damage shall be made good by the Contractor free of cost, without waiting for the settlement of insurance claim. The payment after settlement of insurance claim shall be reimbursed by the Purchaser to the Contractor. It will be entirely the responsibility of the Contractor to make good loss/damage without waiting for settlement of insurance claim so that machine is commissioned within the time specified in the contract.

13. Spare parts

13.1 If specified in the List of Requirements and in the resultant contract, the supplier shall supply / provide any or all of the following materials, information etc. pertaining to spare parts manufactured and / or supplied by the supplier:

a) The spare parts as selected by BRBNMPL to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and

b) In case the production of the spare parts is discontinued:

i. sufficient advance notice to BRBNMPL before such discontinuation to provide adequate time to BRBNMPL to purchase the required spare parts etc., and

ii. immediately following such discontinuation, providing BRBNMPL, free of cost, the designs, drawings, layouts and specifications of the spare parts, as and if requested by BRBNMPL.

13.2 Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods so that the same are supplied to BRBNMPL promptly on receipt of order from BRBNMPL.

14. Incidental services

14.1 Subject to the stipulation, if any, in the SCC (Section V) and the Technical Specification (Section VII), the supplier shall be required to perform any or all of the following services:

a) Providing required jigs and tools for assembly, start-up and maintenance of the goods

b) Supplying required number of operation & maintenance manual for the goods

c) Installation and commissioning of the goods

d) Training of BRBNMPL's operators for operating and maintaining the goods

e) Providing after sales service during the tenure of the contract

f) Providing maintenance service after expiry of the warranty period of the goods if so incorporated in the contract

14.2 Prices to be paid to the supplier by BRBNMPL for any of the required incidental services, if not already included in the contract price during the placement of the contract, shall be settled and decided in advance by BRBNMPL and the supplier. However, such prices shall not exceed the contemporary rates charged by the supplier to other customers for similar services.

15. Distribution of Despatch Documents for Clearance / Receipt of Goods

15.1 The supplier shall send all the relevant despatch documents well in time to BRBNMPL to enable BRBNMPL to clear or receive (as the case may be) the goods in terms of the contract. Unless otherwise specified in the SCC, the usual documents involved and the drill to be followed in general for this purpose are as follows:

15.2 For Domestic Goods, including goods already imported by the supplier under its own arrangement, within 24 hours of despatch, the supplier shall notify BRBNMPL, consignee, and others concerned if mentioned in the contract, the complete details of despatch and also supply the following documents to them by registered post / speed post (or as instructed in the contract):

(a) Supplier's Invoice indicating, inter alia description and specification of the goods, quantity, unit price, total value;

(b) Packing list;

(c) Insurance certificate;

(d) Railway receipt / Consignment note;

(e) Manufacturer's guarantee certificate and in-house inspection certificate;

(f) Inspection certificate issued by BRBNMPL's inspector

(g) Expected date of arrival of goods at destination and

(h) Any other document(s), as and if specifically mentioned in the contract.

15.3 For Imported Goods, within 3 days of dispatch, the supplier will Notify BRBNMPL, consignee and other concerned if mentioned in the contract, the complete details of dispatch and also supply the following documents to them by Courier (or as instructed in the Contract), besides advance intimation by Fax / email:

(a) Clean on Board Airway Bill/Bill of Lading (B/L)

(b) Original Invoice

(c) Packing List

(d) Certificate of Origin from Seller's Chamber of Commerce

(e) Certificate of Quality and current manufacture from OEM

(f) Dangerous Cargo Certificate, if any.

(g) Insurance Policy of 110% if CIP/CIF contract.

(h) Performance Bond / Warranty Certificate

16. Warranty

16.1 The supplier warrants that the goods supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by BRBNMPL in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials (except when the design adopted and/ or the material used are as per BRBNMPL's specifications) or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.

16.2 This warranty shall remain valid for twelve months after the goods or any portion thereof as the case may be, have been delivered to the final destination and installed and commissioned at the final destination and accepted by BRBNMPL in terms of the contract or for fifteen months from the date of despatch from the supplier's premises for domestic goods (including goods already imported by the supplier under its own arrangement) or for eighteen months after the date of shipment from the port of loading in the source country for imported goods offered from abroad, whichever is earlier, unless specified otherwise in the SCC.



16.3 In case of any claim arising out of this warranty, BRBNMPL shall promptly notify the same in writing to the supplier.

16.4 Upon receipt of such notice, the supplier shall, with all reasonable speed (or within the period, if specified in the SCC), repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts / goods after providing their replacements and no claim, whatsoever shall lie on BRBNMPL for such replaced parts/ goods thereafter.

16.5 In the event of any rectification of a defect or replacement of any defective goods during the warranty period, the warranty for the rectified / replaced goods shall be extended to a further period of twelve months from the date such rectified / replaced goods starts functioning to the satisfaction of BRBNMPL.

16.6 If the supplier, having been notified, fails to rectify / replace the defect(s) within a reasonable period (or within the period, if specified in the SCC), BRBNMPL may proceed to take such remedial action(s) as deemed fit by BRBNMPL, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which RBNMPL may have against the supplier.

17. Assignment

17.1 The Supplier shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with BRBNMPL's prior written permission.

18. Sub Contracts

18.1 The Supplier shall notify BRBNMPL in writing of all sub contracts awarded under the contract if not already specified in its tender. Such notification, in its original tender or later, shall not relieve the Supplier from any of its liability or obligation under the terms and conditions of the contract.

18.2 Sub contract shall be only for bought out items and sub-assemblies.

18.3 Sub contracts shall also comply with the provisions of GCC Clause 5 ("Country of Origin").

19. Modification of contract

19.1 Once a contract has been concluded, the terms and conditions thereof will generally not be varied. However, if necessary, BRBNMPL may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract in any one or more of the following:

(a) Specifications, drawings, designs etc. where goods to be supplied under the contract are to be specially manufactured for BRBNMPL,

(b) mode of packing,

(c) incidental services to be provided by the supplier

(d) mode of despatch,

(e) place of delivery, and

(f) any other area(s) of the contract, as felt necessary by BRBNMPL depending on the merits of the case.

19.2 In the event of any such modification / alteration causing increase or decrease in the cost of goods and services to be supplied and provided, or in the time required by the supplier to perform any obligation under the contract, an equitable adjustment shall be made in the contract price and/

or contract delivery schedule, as the case may be, and the contract amended accordingly. If the supplier doesn't agree to the adjustment made by BRBNMPL, the supplier shall convey its views to BRBNMPL within twenty one days from the date of the supplier's receipt

of BRBNMPL's amendment/ modification of the contract.

19.3 Option Clause: By a suitable provision in the SCC, the Purchaser may reserve the right to increase the ordered quantity by 25% at any time, till final delivery date of the contract, by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of Delivery Period.

20. Prices

20.1 Prices to be charged by the supplier for supply of goods and provision of services in terms of the contract shall not vary from the corresponding prices quoted by the supplier in its tender or during negotiations, if any, and incorporated in the contract except for any price adjustment authorized in the SCC.

21. Taxes and Duties

21.1 Supplier shall be entirely responsible for all taxes, duties, fees, levies etc. incurred until delivery of the contracted goods to BRBNMPL.

21.2 Further instruction, if any, shall be as provided in the SCC.

22. Terms and Mode of Payment: Unless specified otherwise in SCC, the terms of payments would be as follows:

22.1 Unless otherwise specified in SCC, usual payment term is 100% on receipt and acceptance of goods by the consignee (Stores Section) and on production of all required documents by the supplier.

22.2 For Domestic Goods: Unless otherwise specified in the SCC, payments to suppliers are usually made by account payee cheque or through ECS only.

22.2.1 Where the terms of delivery is FOR dispatching Station, the payment terms, depending on the value and nature of the goods, mode of transportation etc. maybe 60% to 90% (as specified in SIT) on proof of dispatch and other related documents and balance on receipt at site and acceptance by the consignee (Stores section).

22.2.2 Where the terms of delivery is delivery at site / FOR destination, usual payment term is 100% on receipt and acceptance of goods by the consignee (Stores section) and on production of all required documents by the supplier.

22.2.3 Where goods to be supplied also need installation and commissioning by the supplier, the payment terms are generally as under:

(a) For a contract with terms of delivery as FOR dispatching station

i. 60% on proof of dispatch along with other specified documents

ii. 30% on receipt of the goods at site by the consignee (Stores section) and balance

iii. 10% on successful installation and commissioning and final acceptance by the consignee (User department)

(b) For a contract with terms of delivery as Delivery at site/FOR destination

i. 90% on receipt and acceptance of goods by the consignee (Stores section) at destination and on production of all required documents by the supplier

ii. 10% on successful installation and commissioning and final acceptance by the consignee (User department)

22.3 For Imported Goods: Unless otherwise specified in SCC, payments are made through an irrevocable Letter of Credit (LC).

(a) Cases where Installation, Erection and Commissioning (if applicable)

are not the responsibility of the Supplier - 90% net FOB/FAS/CFR/CIF/CIP price is to be paid against invoice, shipping documents, inspection certificate (wherever applicable), manufacturers' test certificate,



etc. and balance 10% on receipt of goods and after its suitability is ascertained by the consignee (User department).

(b) Cases where Installation, Erection and Commissioning are the responsibility of the Supplier - 80% to 90% net FOB/FAS/CFR/CIF/ CIP price (as specified in the SCC) will be paid against invoice, inspection certificate (where applicable), shipping documents etc. and balance within 21-30 days of successful installation and commissioning at the consignee's premises and final acceptance by the consignee (User department).

22.4 Unless specified otherwise in the SCC, the following general conditions will apply for payment to the supplier.

22.5 The payment shall be made in the currency / currencies authorized in the contract.

22.6 The supplier shall send its claim for payment in writing as per Section XIX - "Proforma for Bill for Payments", when contractually due, along with relevant documents etc., duly signed with date, as specified in SCC and in a manner as also specified therein.

22.7 While claiming payment, the supplier is also to certify in the bill that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

22.8 The important documents which the supplier is to furnish while claiming payment are:

- a) Original Invoice
- b) Packing List
- c) Certificate of country of origin of the goods from seller's Chamber of Commerce.
- d) Certificate of pre-dispatch inspection by BRBNMPL's representative / nominee
- e) Manufacturer's test certificate
- f) Performance / Warrantee Bond
- g) Certificate of insurance
- h) Clean on Bill of lading / Airway bill / Rail receipt or any other dispatch document, issued by a government agency (like postal department) or an agency duly authorized by the concerned ministry / department
- i) Consignee's Certificate confirming receipt and acceptance of goods
- j) Dangerous Cargo Certificate, if any, in case of imported goods.
- k) Any other document specified.

22.9 While claiming reimbursement of duties, taxes Goods and Services Tax, Customs duty and any other similar duties and taxes from BRBNMPL, as and if permitted under the contract, the supplier shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, it (the supplier) shall refund to BRBNMPL. The supplier shall also refund the applicable amount to BRBNMPL immediately on receiving the same from the concerned authorities.

22.10 In case where the supplier is not in a position to submit its bill for the balance payment for want of receipted copies of Inspection Note from the consignee and the consignee has not complained about the non-receipt, shortage, or defects in the supplies made, balance amount will be paid by the paying authority without consignee's receipt certificate after three months from the date of the preceding part payment for the goods in question, subject to the following conditions:

(a) The supplier will make good any defect or deficiency that the consignee (s) may report within six months from the date of despatch of goods.

(b) Delay in supplies, if any, has been regularized.

(c) The contract price where it is subject to variation has been finalized.

(d) The supplier furnishes the following undertakings:

"I/We, _____ certify that It We have not received back the Inspection Note duly receipted by the consignee or any communication from BRBNMPL or the consignee about non-receipt, shortage or defects in the goods supplied. I / We agree to make good any defect or deficiency that the consignee may report within three months from the date of receipt of this balance payment or six months from the date of dispatch whichever is later.

23. Delay in the supplier's performance

23.1 The time for and the date specified in the contract or as extended for the delivery of the stores shall be deemed to be the essence of the contract and the supplier shall deliver the goods and perform the services under the contract within the time schedule specified by BRBNMPL in the List of Requirements and as incorporated in the contract.

23.2 Subject to the provision under GCC clause 28, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions besides any administrative action:

- a) Imposition of liquidated damages,
- b) Forfeiture of its performance security and
- c) Termination of the contract for default.

23.3 If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform BRBNMPL in writing about the same and its likely duration and make a request to BRBNMPL for extension of the delivery schedule accordingly. On receiving the supplier's communication, BRBNMPL shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

23.4 When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:

a) BRBNMPL shall recover from the supplier, under the provisions of the clause 24 of the General Conditions of Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract

b) That no increase in price on account of any ground, whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of customs duty, Goods and Services Tax or on account of any other duties and taxes which may be levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on such of the said goods and services as are delivered and performed after the date of the delivery stipulated in the contract.

c) But nevertheless, BRBNMPL shall be entitled to the benefit of any decrease in price on account of reduction in or remission of customs duty, Goods and Services Tax or any other duty or tax or levy or on account of any other grounds, which takes place after the expiry of the date of delivery stipulated in the contract.

23.5 The supplier shall not despatch the goods after expiry of the delivery period. The supplier is required to apply to BRBNMPL for extension of delivery period



and obtain the same before despatch. In case the supplier despatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against BRBNMPL.

24. Liquidated damages

24.1 Subject to GCC clause 28, if the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, BRBNMPL shall, without prejudice to other rights and remedies available to BRBNMPL under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% percent (or any other percentage if prescribed in the SCC) of the delivered price of the delayed goods and / or services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% (or any other percentage if prescribed in the SCC) of the delayed 'goods' or 'services' contract price(s). During the above mentioned delayed period of supply and / or performance, the conditions incorporated under GCC sub-clause 23.4 above shall also apply.

25. Custody and Return of BRBNMPL's Materials / Equipment / Documents loaned to Contractor

25.1 Whenever stores are required to be issued to the firm/contractor for fabrication or prototypes or sub-assemblies are issued for guidance in fabrication, these would be issued against appropriate Bank Guarantee as specified in SCC. In addition to the Bank Guarantee, appropriate insurance may be asked if specified in the SCC.

25.2 All drawings and samples issued to the contractor in connection with the contract must be returned by him. Final payment will be withheld if this is not done, besides any other sanction deemed fit by BRBNMPL.

26. Termination for default

26.1 BRBNMPL, without prejudice to any other contractual rights and remedies available to it (BRBNMPL), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods and/or services or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by BRBNMPL pursuant to GCC sub-clauses 23.3 and 23.4.

26.2 In the event of BRBNMPL terminates the contract in whole or in part, pursuant to GCC sub-clause 26.1 above, BRBNMPL may procure goods and / or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit at the "Risk and Cost" of the supplier and the supplier shall be liable to BRBNMPL for the extra expenditure, if any, incurred by BRBNMPL for arranging such procurement.

26.3 Unless otherwise instructed by BRBNMPL, the supplier shall continue to perform the contract to the extent not terminated.

27. Termination for insolvency

27.1 In the event the supplier becomes bankrupt or otherwise insolvent or loses substantially the technical or financial capability (based on which he was selected for award of contract) or liquidation proceedings are commenced against it by a third party or by own volition, BRBNMPL reserves the right to terminate the contract, at any time, by serving written notice to the supplier, without any adverse consequence to BRBNMPL and without being liable to pay any compensation, whatsoever, to the supplier, subject to further condition that such termination will not

prejudice or affect any rights of action or remedies which have accrued or will accrue prior to termination or thereafter to BRBNMPL.

27.2 Upon such termination, BRBNMPL shall be deemed to be the owner of the stores/ materials manufactured by the supplier and retain first right and lien over the stores/materials including the raw material purchased by the supplier for performance of the contract and require the stores/materials to be delivered under the contract, which is terminated on account of bankruptcy or insolvency or likely bankruptcy or insolvency of the supplier and such stores in possession of the supplier shall be earmarked and be delivered to BRBNMPL before the start of the bankruptcy or insolvency process.

27.3 In the event the supplier is aware or apprehends that it is likely to go into liquidation whether on account of liquidation proceedings commenced by a third party or by way of voluntary liquidation, then the supplier shall forthwith inform BRBNMPL as soon as it is aware that a third party has issued notice that it intends to commence liquidation proceedings or well before it files for liquidation.

27.4 Escrow Arrangement

The Supplier shall deposit with a third party escrow agent mutually agreed to by the parties, a copy of Software and its source code and object code for safe keeping with instructions for it to be released forthwith to BRBNMPL, in the event the Supplier fails to make the source code/object code accessible to BRBNMPL whenever required and/or in the event the Supplier is likely to go into liquidation or goes into liquidation.

In the event, the Supplier apprehends that it is likely to go into liquidation whether on account of liquidation proceedings commenced by a third party or in the event it anticipates filing for bankruptcy, then the Supplier shall inform BRBNMPL in advance and engage with it to determine the sale and possession of BRBNMPL's software and its source code. In the event Supplier fails to do so, the third party escrow agent shall be instructed under the Escrow Agreement to release the Software and its source code to BRBNMPL as noted above.

For the purpose of this Clause, the term '*Software*' shall collectively mean, the full and final version of the Software to be delivered to BRBNMPL in source code and object code forms, together with any and all improvements, corrections, modifications, updates, enhancements or other changes, whether or not included in the full and final version including all System Documentation and User Documentation.

The term '*System Documentation*' shall mean any and all documentation used in the development and updating of the Software, including but not limited to, customer requirements and specifications design or development specifications, test and error reports, and related correspondence and memoranda. And the term '*User Documentation*' shall mean the end-user instruction manual that usually accompanies the Software instructing end users in the use of the Software in both printed and electronic form.

28. Force Majeure

28.1 In the event of any unforeseen event directly interfering with the supply of stores arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Contractor shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Unless otherwise directed by



BRBNMPL in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.

28.2 Notwithstanding the provisions contained in GCC clauses 23, 24 and 26, the supplier shall not be liable for imposition of any such sanction so long the delay and / or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.

28.3 In case due to a Force Majeure event BRBNMPL is unable to fulfil its contractual commitment and responsibility, BRBNMPL will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

29. Termination for convenience

29.1 BRBNMPL reserves the right to terminate the contract, in whole or in part for its (BRBNMPL's) convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of BRBNMPL. The notice shall also indicate inter-alia, the extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.

29.2 The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the notice of termination shall be accepted by BRBNMPL following the contract terms, conditions and prices. For the remaining goods and services, BRBNMPL may decide:

- a. to get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or
- b. to cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

30. Governing language

30.1 The contract shall be written in Hindi or English language following the provision as contained in GIT clause 2. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written accordingly in that language.

31. Notices

31.1 Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by cable or telex or facsimile and confirmed in writing, the procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.

31.2 The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

32. Code of Ethics

BRBNMPL as well as Bidders, Suppliers, Contractors, and Consultants under BRBNMPL contracts shall

observe the highest standard of ethics during the procurement or execution of such contracts. In pursuit of this policy, for the purposes of this provision, the terms set forth below are defined as follows:

(a) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;

(b) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

(c) "Collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Purchaser, designed to establish bid prices at artificial, non-competitive levels; and

(d) "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

(e) A particular violation of ethics may span more than one of above-mentioned unethical practices.

32.1 The following policies will be adopted in order to maintain the standards of ethics during procurement:

(a) A proposal for award will be rejected if it is determined that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

(b) A contract will be cancelled if it is determined at any time that BRBNMPL representatives / officials have directly or indirectly, engaged in corrupt, fraudulent, collusive or coercive practices during the procurement or the execution of that contract.

(c) In case any individual staff is found responsible, suitable disciplinary proceedings should be initiated against such staff under the applicable government conduct rules. The existing provisions under the Indian law including the instructions of Central Vigilance Commission should be followed in this regard.

(d) Firms or individuals shall be banned / blacklisted after following due process, including declaring them ineligible, either indefinitely or for a stated period of time, to be awarded a BRBNMPL contract, if it at any time determines that they have, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a BRBNMPL contract.

(e) Bidders have to sign an Integrity Pact in tenders meeting the criteria of threshold value / nature of procurement. Integrity Pact format shall be included in the Bid Document as Section XX. Each page of such Integrity pact proforma would be duly signed by Purchaser's competent signatory. All pages of the Integrity Pact will have to be duly signed by the same signatory who is duly authorized to sign the bid and to make binding commitments on behalf of his company and to be submitted along with the technical bid. Any bid not accompanied by Integrity Pact duly signed by the bidder shall be considered to be a non-responsive bid and shall be rejected straightway.

33. Resolution of disputes

33.1 If dispute or difference of any kind shall arise between BRBNMPL and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty one days of its occurrence, then, unless otherwise provided in the SCC, either BRBNMPL or the



supplier may seek recourse to settlement of disputes through arbitration as per The Arbitration and conciliation Act 1996 as per following clause.

33.2 Arbitration Clause: If both parties fail to reach such amicable settlement, then either party (the Purchaser or Seller) may within 21 days of such failure give a written notice to the other party requiring that all matters in dispute or difference be arbitrated upon. Such written notice shall specify the matters which are in difference or of difference of which such written notice has been given and no other matter shall be referred to the arbitration in accordance with the conciliation and arbitration rules of International Chamber of Commerce {ICC}/United National Commission on International Trade Law (UNCITRL) by three arbitrators appointed in accordance with the procedure set out in clause below. The arbitration proceeding shall be held in Bangalore/Mysore/Kolkata and shall be conducted in English language. All documentation to be reviewed by the arbitrators and / or submitted by the parties shall be written or translated into English. Venue of arbitration shall be Bangalore/Mysore/Kolkata. The arbitrator or arbitrators appointed under this article shall have the power to extend time to make the award with the consent of the parties. Pending reference to arbitration the parties shall make all endeavours to complete the contract/work in all respects and all disputes, if any, will finally be settled in the arbitration.

34. Applicable Law

34.1 The contract shall be interpreted in accordance with the laws of India.

34.2 Irrespective of the place of delivery, or the place of performance or the place of Payments under the contract, the contract shall be deemed to have been made at the place from which the notification of acceptance of the tender has been issued.

35. Secrecy

35.1 The Contractor shall take all reasonable steps necessary to ensure that all persons employed in any work in connection with the contract, have full knowledge of the Official Secrets Act and any regulations framed thereunder.

35.2. Any information obtained in the course of the execution of the contract by the Contractor, his servants or agents or any person so employed, as to any matter whatsoever, which would or might be directly or indirectly, of use to any enemy of India, must be treated secret and shall not at any time be communicated to any person.

35.3. Any breach of the aforesaid conditions shall entitle the Purchaser to cancel the contract and to purchase or authorise the purchase of the stores at the risk and cost of the Contractor, In the event of such cancellation, the stores or parts manufactured in the execution of the contract shall be taken by the Purchaser at such price as he considers fair and reasonable and the decision of the Purchaser as to such price shall be final and binding on the Contractor.

Part II: Additional General Conditions of Contract for specific Types of

Tenders in addition / modification to clauses mentioned above:

36. Disposal / Sale of Scrap by Tender

36.1 During the currency of contract, no variation in price or rate shall be admissible.

36.2 Payment and Default

36.2.1 Payment may be made in the form of cash or Account Payee Demand Draft drawn on any scheduled

commercial bank in India in favour of Bharatiya Reserve Bank Note Mudran Private Limited or through Online Transfer or through other Electronic Mode of Payment as mentioned in the NIT.

36.2.2 No interest will be paid to the purchaser for the amounts paid or deposited with the BRBNMPL and subsequently found refundable to the purchaser under any of the conditions of the contract.

36.2.3 If the purchaser fails to deposit sale value for a sold lot within the allowed period as per relevant clause BRBNMPL may forfeit the security deposit. Requests for an extension of this period, made by the purchaser may be considered by the BRBNMPL and may at its discretion, on the merits of the case, allow further time not excluding 50 days from the date of the contract. Interest shall be leviable on such amount at a rate 2% per annum higher than the PLR of State Bank of India, from the date of expiry of the payment date to actual date of payment (actual date of payment inclusive).

36.2.4 The lot or lots in respect of which forfeiture has been made, shall be deemed to have been abandoned by the purchaser to all intents and purposes and may be re-sold or otherwise disposed of at the discretion of the BRBNMPL without reference to the purchaser concerned and without incurring any liability on part of BRBNMPL whatsoever in respect there under.

36.2.5 In case extension is granted by BRBNMPL and due to late payment of sale amount the delivery cannot be completed by the purchaser, in accordance with the relevant clause of Special Conditions of Tender sale, then ground rent shall also be leviable as per relevant clause of Special Conditions of Tender sale.

36.2.6 On production of proof of having made payment, nominated authority shall issue a delivery order authorizing the purchaser to take delivery of the Scrap Materials.

36.3 Deliveries, Delays and Breach of Contact

36.3.1 The Title of goods or material sold shall not be deemed to have been passed to the Purchaser / Bidder until and unless the full and final payment has been made by the purchaser, in accordance with the contract to the BRBNMPL and the authorized Officer has issued the Delivery Order in favour of the purchaser.

The materials sold may be removed from the premises only on production of the cash receipt for the payment and a delivery order from the Officer authorized by the BRBNMPL.

36.3.2 Unless specified otherwise in SIT, delivery period for lifting of material shall be within 60 days from the date of finalization of contract agreement.

36.3.3 The work of delivery will be supervised by Stock Holder or his authorized representative, representative of accounts Department and Security Staff duly authorized by BRBNMPL for the propose of delivery. Delivery will be allowed during working hours.

36.3.4 No delivery of or materials sold shall be given on Sundays, Gazetted holidays and other shall holidays observed by BRBNMPL. The delivery of the goods or material shall be effected from the premises concerned only during its normal working hours. In order to complete the delivery within the working hours all loading must cease half an hour before the normal closing time of the concerned premises. The decision of the BRBNMPL with regard to the working hour shall be final and binding on the purchaser. Purchaser will not be allowed to lift the Scrap Material from more than one location at a time.

36.3.5 The purchased stores will be carried away by the purchaser at his risk and no claims against the



BRBNMPL will be entertained for shortage in weight, which may be discovered after the materials have left the premises wherefrom delivery is taken. If required the purchaser shall provide his own bags, cases or other receptacles for the removal of the scrap.

36.3.6 The BRBNMPL shall not be responsible for any accident that may occur to purchaser's labours/servants for any reasons whatsoever. The purchaser will himself have to ensure the safety of his workers and shall be liable to pay claims, whatsoever if any. BRBNMPL will not carry any responsibility of such payments. The purchaser will be responsible to supply personal protection equipment to his labour/servant and staff and no additional charges are admissible for the same.

36.3.7 The materials sold, shall be removed by the purchaser within the period specified in relevant clause of Special Condition of Sale.

36.3.8 If due to any default on the part of the BRBNMPL, the purchaser is unable to remove the materials sold within the specified period, the BRBNMPL may extend the period therefore and in such an event purchaser will be entitled to take delivery of the goods or the materials sold within such extended Delivery period.

36.3.9 If contractor fails to lift sold scrap within the specified period, penalty shall be levied at the rate of 0.5% per day of the value of un-removed Scrap. Moreover the material shall remain at the purchaser's risk until removal thereof. Further BRBNMPL will be entitled to charge the ground rent as stated in relevant Para of SCC, for the area in which the materials sold are kept or stored - which would be recovered by the BRBNMPL from the Purchaser before removal of the material and in the event of default in payment thereof, the BRBNMPL at may its discretion shall be entitled to order the re-sale of such materials and forfeit the

Security deposit or sale amount or both, paid by the purchaser.

36.3.10 If the purchaser makes slow progress with his contract and the BRBNMPL is of opinion that he may fail to fulfil the contract within the time specified in the conditions of sale, it will be lawful for the BRBNMPL to cancel the whole contract or such portion thereof as may not have been completed and the BRBNMPL shall be at liberty to dispose of the goods in any manner at the risk and expense of the purchaser.

36.3.11 The purchaser will have to comply with the provisions of the Contract Labour (Regulations and Abolition Act 1970 and Central Rules 1971 and obtain license from the Assistant Labour Commissioner or the competent authorities empowered to issue such license. Any failure on the part of the purchaser in this regard will be at his risk and consequences. He shall comply with Workman's Compensation Act 1923, Payment of Wages Act 1936, and Minimum Wages Act 1948 and all the other related statutory and legal provisions and obligations, the purchaser shall also indemnify the BRBNMPL against any claim / liabilities that may occur to the contractor's labours and servants due to any reasons whatsoever.

36.3.12 If the purchaser makes default in complying with any of the condition of the contract, the sale of lot or lots in respect of which such default is made may be cancelled and such lot or lots may be put up again for sale and in such an event if a lower price is offered and accepted for such lot or lots then the purchaser shall be liable to pay the difference in price thereof together with all expenses occasioned by such resale in default to the BRBNMPL provided further that the purchaser in default shall not be entitled to claim any profit which may arise from such resale.

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****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 4	Definitions; Interpretation and Abbreviations, Application, Use of contract documents and information, Patent Rights, Country of Origin	No Change
2	5	Country of Origin	Applicable. In addition, a bidder is permitted to procure raw material, components, subassemblies etc. from the vendors from countries which share a land border with India. Such vendors will not be required to be registered with the Competent Authority as it is not regarded as "sub-contracting" However, in case a bidder has proposed to supply finished goods procured directly / indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the Competent Authority. The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT), GoI.
3	6	Performance Security	No Relaxation for bidder of any Stature. Performance Security @ 3% (Three percent) of the total value of supply order as per GOI OM No.F.9/4/2020-PPD, dated 12/11/2020 and its Amendment dated 30/12/2021. SD will be released without any interest after the completion of contractual obligations.
4	7 to 15	Technical Specifications and Standards, Packing and Marking, Inspection and Quality Control, Terms of Delivery, Transportation of Goods, Insurance, Spare parts, Incidental services, Distribution of Dispatch Documents for Clearance/ Receipt of Goods	No Change 14.Incidental services: Not Applicable
5	16 to 18	Warranty, Assignment, Sub Contracts	No Change
6	19	Modification of contract	No Change Option Clause is Applicable
7	20 & 21	Prices, Taxes and Duties	No change Any change in Statutory Charges and Taxes, as applicable & if clearly indicated in the quote will be paid on claim and submission of documentary proof

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022**

8	22	Terms and Mode of Payment Note: Bidders' attention is invited to refer GCC clause No.6 (Performance Security)	No change As per "Terms & Mode of Payment" mentioned in Section - I (Important Tender Conditions at a Glance) of this Tender.
9	23, 24	Delay in the supplier's performance, Liquidated damages,	No change If the contractor fails to perform the contract as per the schedule specified in our work order within the time frame 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 lifted price of the delayed goods [value of quality for which lifting is delayed] for each week of delay or part thereof until actual delivery, subject to a maximum deduction of 10%.
10	25 to 32	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
11	33	Resolution of disputes	No change Arbitration proceedings will be held at Kolkata and venue of arbitration will be Kolkata.
12	34-35	Applicable Law, Secrecy,	No Change
13	36	Disposal / Sale of Scrap by Tender	NOT APPLICABLE TO THIS TENDER

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

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers

T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022

Section VI: List of Requirements**Item Category:** Non-security item.

Schedule No.	Brief description of goods and services (Related specifications, scope of work etc. are in Section-VII)	Accounting Unit	Quantity	Amount of Earnest Money (₹)
I	<p>Disposal of Hazardous Waste - Empty & Discarded Ink Containers : Collection, Packing, transportation, handling and ultimate disposal of "Discarded Ink Containers" [2.5Kg and 20 Kg. capacity] from BRBNMPL, Salboni, District - Midnapore (West), West Bengal, India</p> <p>Classified under category 33.3 of the Schedule I of the Hazardous wastes (Management, Handling and Transboundary Movement) Rules, 2008 and subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 in the manner prescribed therein and with provision of Environment Protection Act 1986.</p> <p>(For detailed Scope of work please refer Section -VII)</p>	MT	<p>50</p> <p>[Approx. 4.00 MT generated per month]</p>	<p>NIL</p> <p>(Bid Security Declaration as per Annexure - E)</p>

NOTE : The quantity mentioned above is a tentative annual requirement. The quantity may be increased / decreased as per the actual requirement.

Scope of Work: The Scope of work shall include Collection, Packing, Handling, Transportation and ultimate eco-friendly Disposal of Hazardous waste ("Discarded Ink Containers") classified under category 33.3 of the schedule I of the Hazardous wastes (Management , Handling and Transboundary Movement) Rules, 2008, subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 **and extant provisions under Environment Protection Act 1986** , as may be amended and approved by the Central Pollution Control Board and also Pollution control boards of the Generating State as well as the disposal State. Detailed Scope of Work mention in Section - VII of this tender.

Required Delivery Schedule: Company intends to execute an Annual Rate Contract, initially for a period of one year which may be extended for further period of 2 years (1 year at a time) on satisfactory performances with the same rate, terms & conditions of initial work order. Contractor should start the work within 4 weeks' time from the date of placing work order for stored up quantities and thereafter as per the schedule given by our general stores spread over for 12 months or as per the schedule specified in our work order from our premises. The entire work relating to disposal of waste residues shall be completed within a period of 12 months from the date of award of work order.

Required Terms of Delivery, Destination and preferred mode of Transportation : Discarded Empty Ink Containers to be lifted & loaded from BRBNMPL, Salboni as intimated by our General Stores before 1600 hrs on working days. The vehicles carrying the material should have proper papers including valid registration / insurance of vehicle and valid license of the Driver. All security norms as applicable to be followed.

The materials to be lifted from following address :

The General Manager
Bharatiya Reserve Bank Note Mudran (P) Limited
Salboni, Dist. - Midnapore (West)
Pin- 721 132, West Bengal

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



Section VII: Technical Specifications & Scope of work

The Scope of work :-

I. General

The Scope of work shall include Collection, Packing, Handling, Transportation and ultimate eco-friendly Disposal of Hazardous waste ("Discarded Ink Containers") classified under category 33.3 of the Schedule I of the Hazardous wastes (Management, Handling and Transboundary Movement) Rules, 2008, subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 **and extant provisions under Environment Protection Act 1986**, as may be amended and approved by the Central Pollution Control Board and also the Pollution control boards of the Generating State as well as the disposal State.

II. Method of lifting "Hazardous waste - Discarded Ink Containers" from the Press.

- 1) The contractor has to deploy his labourers at BRBNMPL, Salboni for lifting Hazardous waste /Discarded Ink Containers from BRBNMPL premises and loading the waste in their vehicle.
- 2) The "Discarded Ink Containers" is presently lying inside the press premises near General Stores, at BRBNMPL, Salboni and will be disposed on **"as is where is basis"**.
- 3) BRBNMPL, Salboni has got its own weighing facility in our premises and weighment of empty vehicle and loaded vehicles (used for transportation of Hazardous Waste) will be done in presence of BRBNMPL and Security representatives. In case of malfunctioning of the weighing facility owned by BRBNMPL, then contractor has to make arrangements in liaison with BRBNMPL and security representatives, to undertake weighment at the designated place, nearby, without any delay. However, in such case the cost of weighment shall be borne by the contractor.
- 4) Contractor has to provide Personnel Protective Equipment (PPE) to the labourers engaged in the work at his cost. It may be noted that without the use of PPE, work will not be allowed to be carried out in BRBNMPL, Salboni.
- 5) The contractor/his labour, transporting staff engaged by the contractor shall abide with safety, security rules and regulations, Environmental Policy provisions of BRBNMPL, Salboni. The contractor is fully responsible for the safety of the persons & equipment engaged by them. BRBNMPL, Salboni will in no way be responsible for the above.
- 6) The contractor has to inform well in advance their schedule for lifting the waste and provide BRBNMPL with the character certificates of the personnel, who will be deployed for the work, for complying security formalities. The vehicle driver should have valid driving license & vehicle documents to enter our Press Premises. The contractor also has to ensure that all the tasks involved in loading the material, including weighment should be completed before 16:00 hrs on any working day complying with the company Security procedures laid in.
- 7) Child labour will not be allowed to work at site of BRBNMPL, Salboni.
- 8) At the time of loading of Hazardous Waste, it should be ensured that no spillage of any hazardous wastes occurs on ground. The spillage, if any, should be immediately cleaned and taken along with the "Discarded Ink Containers" being taken out for disposal.
- 9) The contractor should strictly follow and comply to all the rules and regulations prescribed by the following statutory authorities with respect to the disposal of Hazardous waste –
 - i. Ministry of Environment and Forests – Notifications and all clauses and chapters pertaining to hazardous disposal of waste material.



- ii. All applicable statutory acts and laws pertaining to hazardous waste disposal of waste material.
- iii. Acts, notifications, circulars etc., issued by Central Pollution Control Boards and State Pollution Control Boards from time to time.

III. Measures for Pollution Control –

- 1) The Contractor must take adequate steps while handling transportation and disposal of hazardous wastes in the manner as prescribed in the Hazardous Waste (Management , Handling and Transboundary Movement) Rules, 2008, subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 and as prescribed by the Central Pollution Control Board , State Pollution Control Boards (generator and transit) as well as by the Pollution Control Board of the State of disposal. All necessary approval /registration /authorization / submission of Compliance Report etc., to various authorities shall be the responsibility of the Contractor in co-operation and co-ordination with the Company Officials.
- 2) The Contractor should follow all guidelines issued by Central Government, State Government and Central Pollution Control Board from time to time for standards of performance for ultimate disposal.
- 3) The Contractor should follow all guidelines, as applicable, in the Form-II granting BRBNMPL authorization to operate a facility for generation, handling, collection, reception, transport, storage and disposal of hazardous waste at BRBNMPL premises.
- 4) The Contractor shall be responsible for safe and environmentally sound operation of the Treatment, Storage and recycle/reuse/reprocess and ultimate disposal of the Hazardous waste as per CPCB guidelines.
- 5) Hazardous waste (“Discarded Ink Containers”) to be lifted from BRBNMPL, Salboni site and disposed at Contractor’s site as prescribed by Pollution Control Board.
- 6) The waste Hazardous waste should be disposed only in the manner as specified by the Central Pollution Control Board and PCB of State of disposal.
- 7) Any penalty/action imposed by SPCB/CPCB or any agency during the period of contract or as regard with task for which the work order will be placed has to be borne by the contractor only.
- 8) All provisions mentioned in the Hazardous Wastes (Management, Handling and Transboundary) Rules, 2008 as well as subsequent Hazardous and Other Wastes (Management, Handling & Trans boundary Movement) Rules, 2016 and any other applicable rules shall be strictly followed.
- 9) In case of any accident during transport, Contractor shall inform BRBNMPL Salboni, the State Pollution Control Board of the state where the accident has occurred, CPCB and State Pollution Control Board where Hazardous waste is disposed, apart from taking necessary immediate remedial action.
- 10) As per HWM rule 2008 recyclers, re-processors , re-users and operators of facilities may store the hazardous wastes for a period not exceeding ninety days and shall maintain a record of , storage, recycling, reprocessing and ultimate disposal of such wastes. Delay in disposal as prescribed, necessary extension shall be obtained by the contractor from Concerned Pollution Board at his own cost and risk.

**IV .Transportation of Hazardous waste.-**

- 1) The contractor at his own cost will arrange permission for transport, if any. The transport of the hazardous wastes shall be in accordance with the provisions of the HWM rules in force and the rules made by Central Government under the Motor vehicles Act,1988 and other guidelines issued from time to time in this regard
- 2) BRBNMPL will provide the Contractor with the relevant information in Form 11 (Transport Emergency –TREM card), regarding the hazardous nature of the wastes and measures to be taken in case of an emergency and contractor shall co-ordinate with BRBNMPL to mark the hazardous wastes containers as per Form 12.
- 3) In case of transport of hazardous wastes for final disposal to a facility for treatment, storage and ultimate disposal existing in a State other than the State where the hazardous waste is generated, the party shall obtain 'No Objection Certificate' from the State Pollution Control Board of both the States.
- 4) In case of transportation of hazardous wastes through a State other than the State of origin or destination, the party shall intimate the concerned State Pollution Control Boards before he hands over the hazardous wastes to the transporter.

V. Packing and Labelling

The operator of the treatment , storage and disposal facility or recycler shall ensure that the hazardous wastes are packaged and labelled, based on the composition in a manner suitable for safe handling , storage and transport as per the guidelines issued by the Central Pollution Control Board from time to time. The labelling and packaging shall be easily visible and be able to withstand physical conditions and climatic factors.

VI. Manifest system (Movement Document to be used within the country only).-

- 1) The required copies of the manifest in Form 13 shall be arranged, signed by the Contractor and distributed to authorities as prescribed by WBPCB.
- 2) Operator of the facility upon completion of treatment and disposal operations of the hazardous wastes shall forward copy 5 (green) to the State Pollution Control Board and copy 6 (blue) to the occupier and the copy 3 (pink) shall be retained by the operator of the facility.
- 3) All necessary Forms mentioned above should be arranged by the contractor.
- 4) The final disposal certificate should be submitted to BRBNMPL immediately after disposal in the prescribed form along with the bill for payment.

VII. Licenses and Permits : Wherever applicable, contractor shall ensure themselves and also satisfy the BRBNMPL that they possess the legal license/permit to use a particular product /process/ design/ patent etc. They shall be held responsible for all the civil/ criminal and tortious consequences arising from any claim from any third party in this regard.

VIII. Sub Contracts : Sub contracting either before or after participation is **not allowed** for this tender. This contract is to be executed **only by the successful bidder** to whom the order will be issued.

Note: a)) If any clarification is required, bidders are advised to visit us, with prior permission, to understand our requirement before submitting their quote.

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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****COMPLIANCE STATEMENT.****To be Filled, Signed and Stamped by the authorized signatory of bidder and submitted along with Techno-commercial Bid Part -I**

Sl. No	Parameters	Specifications	Offered by Bidder	Remarks
1	Disposal of Hazardous Waste - Discarded Ink Containers	We confirm that on being successful in the tender we would execute the contract exactly as per the Technical Specifications & scope of the work (Section-VII) and all other terms and Conditions of the Tender.	Accepted	
2	Performance Security Clause as mentioned in tender (3 % of the total order value)		Accepted	
3	Payment terms as mentioned in tender. (After lifting of waste & submission of required documents)		Accepted	
4	Validity of offer 120 days from date of opening of tender.		Accepted	
5	We understand that this Contract will initially be for one year which may be extended for further period of 2 years (1 year at a time) on satisfactory performances with the same rate, terms & conditions of initial work order.		Accepted	
6	We confirm that we have submitted Price Bid (part-II) in Separate Sealed Envelope in the prescribed format of this tender with no conditions /counter conditions.		Accepted	
7	Liquidated Damage Clause as mentioned in tender		Accepted	
8	We have gone through entire tender document thoroughly including GIT (Section II - General Instructions to Tenderer), GCC (Section IV - GENERAL CONDITIONS OF CONTRACT) <u>and confirm that we don't have counter conditions.</u> We also understand that offer with counter conditions is liable for rejection.		Accepted	
9	We understand 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	
10	We enclose herewith the details of methodology which will be adopted for ultimate disposal of Discarded Ink Containers.		Accepted	
11	We understand that all necessary approval /registration /authorization / submission of Compliance Report etc., to various authorities for execution of this contract shall be the responsibility of the Contractor in co-operation and co-ordination with the Company Officials.		Accepted	
12	We understood that Any penalty/action imposed by SPCB/CPCB or any agency during the period of contract or as regard with task for which the work order will be placed has to be borne by the contractor only.		Accepted	
13	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	
14	We will abide by all the safety and security norms of BRBNMPL		Accepted	

Authorized Signatory & Stamp.



Section VIII: Quality Control Requirements

Section IX: Qualification/ Eligibility Criteria

I - Experience & Past Performance: (No Relaxation for Bidder of any Status)

- a) The bidder should have experience of successfully completed **similar works** during any one year in last 7 years ending 31/12/2021 and currently also they should be in the same business. Documentary evidence (Contract Copies / Work orders / Bills / completion certificate etc.) for experience should be submitted.
- b) Bidder should have executed **Three (03) similar completed works costing not less than the amount equal to 40% (Rs. 8.00 Lakhs) during any one year in last 7 years ending 31/12/2021.**
or
Bidder should have executed **Two (02) similar completed works** costing not less than the amount equal to **50% (Rs. 10.00 Lakhs)** during any one year in last 7 years ending 31/12/2021.
or
Bidder should have executed **One (01) similar completed works** costing not less than the amount equal to **80% (Rs. 16.00 Lakhs)** during any one year in last 7 years ending 31/12/2021.

“Similar Work” means disposal of Hazardous Waste (Preferably Discarded Ink / Chemical Containers).

Note: Documentary proof (copies of Work Order copies and final disposal certificates) for the above qualifying criterion should be submitted along with your techno-commercial bid duly signed by authorized signatory of Bidder Firm.

The credentials regarding experience and past performance to the extent required as per eligibility criteria submitted by bidder may be certified from the parties for whom work has been done.

II - Financial standings : (No Relaxation for Bidder of any Status)

- a) Average Annual turnover of the bidder during last three years ending **31/03/2021** should be more than **Rs. 6.00 lakhs** and it should be reflected in audited financial report for the said period otherwise should be certified by Chartered Accountant.
- b) The net worth of the firm should not have eroded by more than 30% in the last 3 years ending **31/03/2021.**

All financial standings data like P/L accounts, Balance sheets, etc. for the FY 2017-18, 2018-19 & 2019-20 should be duly certified by certified accountants i.e. Chartered Accountants (CA).

- III. Financial Support From Holding Company:** Where Financial Standing of the Bidder Company is not strong enough to meet its obligations under the Tender and it has taken support from its Holding Company for participating in the Tender, the Holding Company shall give its support by Bank Guarantee to cover the obligations of the Bidder under the Tender in case of any defaults. Further, the Financial Standing Credentials of a Holding Company can be clubbed with only one of the fully owned subsidiary bidding Company, with appropriate legal documents proving such ownership.

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- i. However, the bidder is **required to qualify in all other criteria** like experience, past performance and capacity/capability as specified in the tender.
- ii. Credentials of the partners of Joint ventures cannot **(repeat cannot)** be clubbed for the purpose of compliance of PQC in supply of Goods/Equipment, and each partner must comply with all the PQC criteria independently.
- iii. To avail Financial Support of the Holding / Parent Company an Undertaking is to be submitted from the Holding / Parent Company, on the letter head of the Holding Company, as per the format given in the **Annexure – 6** and a Performance Guarantee to that effect as given in **Annexure - 7**.
- iv. *The amount of Bank Guarantee by Holding Company shall be equal to the amount of Bank Guarantee prescribed in the tender for the bidders. This guarantee will be in addition to the one to be submitted by the bidders.*

IV. In the case of bidders/companies that are restructured by Banks, Financial standing criteria will be completely relaxed.

V. Statement of Financial Standing: Following documents are required to be submitted along with the bid as part of the Pre-Qualification Criteria (Section IX of tender).

- a) The bidders will be required to submit a self-certified statement of their turnover, net worth and details to be filled as per table no.1 of “**Bidders Credentials Annexure-A**”.
- b) The bidders are also required to submit the **self-certified** Income Tax Return (IT) copies of Financial Years 2017-18, 2018-19 & 2019-20 along with copy of Acknowledgement.
- c) Further, it is clarified that Medium, Small and Micro Enterprises (MSME), having a turnover upto Rs.5 Crore, are not required to submit their audited books of accounts applicable from the AY 2020-21 onwards. However, easing of this compliance burden will be available only to those MSMEs which carry out less than 5% of their business transactions in cash which include all receipts and payments done by the MSMEs. **Hence, MSMEs not fulfilling the above criteria are required to submit their audited books of accounts if their turnover is more than Rs. 1 crore.**

VI - General:

- Compliance to points mentioned in Sl. No. 1 : “Who Can Apply” of Section – I, all clauses in Section-VII **and** agreeing to the Compliance Statement therein.
- **Submission all required valid Statutory Approvals / Certificates / No-Objection certificates / Authorisations etc. from Central / State Pollution Control Boards in compliance to above.**
- Declaration regarding adherence to Rules and Guideline as per enclosed format in Annexure – B.
- Bidder should give a declaration as given in Annexure –A that they have not been blacklisted / debarred by BRBNMPL/Government of India in the past 5 years ending 31/03/2020. Also they should not have been blacklisted at present.
- Performance of the bidder in executing the previous contracts/orders of BRBNMPL, if any, may be taken into account during technical evaluation. The bids of the tenderers who were unsuccessful in completing the previous orders of BRBNMPL without any valid reason are liable to be ignored /rejected
- The Tenderer should submit proof Registration under Income Tax PAN and GSTIN.
- 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 given in Annexure –A.

VII. For Existing Successful Past Suppliers:

In case the bidder who is a successful past supplier of BRBNMPL of the tendered services in at least one of the recent past three procurements, who do not meet any or more of requirements above, would also be considered to be qualified in view of their proven credentials, for the maximum quantity

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supplied by him in such recent past. The bidder has to provide successful completion certificate in supply of the above.

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.

Authorized Signatory & Stamp.

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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****Section X: Tender Form**

Date

To

Bharatiya Reserve Bank Note Mudran (P) Limited**Salboni, Dist- Midnapore (West)****Pin- 721 132,****West Bengal****Ref: Your Tender Document No : 059/SAL/PUR/2021-22 dated 19/01/2022 for Disposal of Hazardous Waste - Empty & Discarded Ink Containers**

We, the undersigned have examined the above mentioned tender enquiry document, including amendment No., dated (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver (description of goods and services) in conformity with your above referred document for the sum as mentioned in financial bid, 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

.....

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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****Section XI: Price Schedule****Proforma of Price Bid: Disposal of Hazardous Waste - Empty & Discarded Ink Containers**

From

Company Name:

Address.:

To

The General Manager,

BRBNMPL, Salboni – 721 132

Date

Dear Sir,

Sub : Price bid for Disposal of Hazardous Waste - Empty & Discarded Ink Containers from BRBNMPL, Salboni**Ref: Your Tender No 059/SAL/PUR/2021-22, Dated: 19/01/2022****We have received your tender enquiry cited above and we are pleased to enclose the following as our commercial bid for your kind consideration.****All Figures in INR only**

Sl. no	Item Description	SAC CODE	Basic Rate (Rs.) / MT	Handling (including packing, Safety equipments, Labour & supervision etc) Rs. / MT	Loading & Unloading Charges/ Insurance, Toll Entry & Others Rs. / MT	GST @.....% as applicable, please specify (Rs.) ON (B+C+D)	Rate per MT (Rs.)
		A	B	C	D	E	F =Total - B to E
I	Disposal of Hazardous Waste - Empty & Discarded Ink Containers : Collection, Packing, transportation, handling and ultimate disposal of "Discarded Ink Containers" [2.5Kg and 20 Kg. capacity] from BRBNMPL, Salboni, District - Midnapore (West), West Bengal, India <i>[Scope of Work as per Section VII of this tender]</i>						
	Total (all inclusive) in words : Rupees						

I) We confirm that the quoted prices all-inclusive and firm and there would not be any price escalation during the contract period.**II) We understand the order will be placed on Lowest L1 party. III) We confirm that we will abide by all the tender conditions****IV) We confirm bids with Counter conditions are liable for rejection. V) Multiple rates /variable rates if quoted will not be accepted and liable for rejection.**

Thanking you,

Yours faithfully,

()

Name

Signature with date.

Seal

Note : Price should be quoted exactly as per the format given above. However, Detailed price break-up of quoted amount may be enclosed Separately for reference.

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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****Section XII: Questionnaire**

- 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.

Description of Services : Disposal of Hazardous Waste - Discarded Ink Containers**Reference:** Your Tender No. **059/SAL/PUR/2021-22 dated 19/01/2022**

We have received your Tender enquiry cited and we are pleased to enclose the following as our technical bid for your kind consideration. **Certified Copies of applicable Documents are attached herewith**

A COMPANY PROFILE		
01	Name and address of the firm	
02	Status of firm (Proprietorship/Partnership/Ltd. Company/Co-op. Society)	
03	G.S.T. No. of the Firm (Copy of registration to be enclosed)	
04	Income Tax P.A.N. No of Firm (Copy of registration to be enclosed)	
05	Bankers and their Address	Please fill in the attached format in Annexure – D with seal and signature of the banker along with authorised signatory of the bidder. Bidders who have submitted this in earlier tender (s) or are in business with BRBNMPL can send the Xerox copy of the earlier filled in format.
06	Whether currently registered with the Central Purchase Organization, and/or as a Micro and Small Enterprise (MSE) as defined in MSEs Order 2012 issued by Ministry of Micro, Small and Medium Enterprises (MSME), and/or as a Startup as recognised by Department for Promotion of Industry and Internal Trade (DPIIT) and/or the present BRBNMPL and/or the Directorate of Industries of the concerned State Government for the goods quoted.	YES / NO
a)	If, YES indicate the date up to which you are registered with Registration Number (Copy of registration to be enclosed)	
b)	If, YES whether there is any monetary limit imposed on your registration	Monetary Limit : Rs. _____
07	Whether currently registered under the Indian Companies Act, 2013 or any other similar Act? (Copy of registration to be enclosed)	YES / NO

Name (Authorized signatory)

Seal

Signature with date.

Cont

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Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022**

B	FINANCIAL SOUNDNESS				
Sl.No.	Description	2018-19	2019-20	2020-21	
01	Annual Turnover				
02	Net worth of the firm				
C	EXPERIENCE				
Sl. No	Company Name	Supply Order No. & Date	Details of work/supply	Order value	Date of completion
01					
02					
03					
04					
D	DECLARATION				
01	Whether business dealings with you currently stand suspended/banned by any Ministry / Dept. of Government of India or by any State Govt.				YES / NO
02	We have enclosed the proof of submission of EMD of Rs. _____ against this tender in form of _____.				YES
03	We have enclosed the proof of submission of Cost of Tender Form of Rs. _____ against this tender in form of _____.				Not applicable
04	We confirm that we possesses 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 are enclosed .				YES
05	We confirm having been in the business continuously for the last three years.				YES
06	We confirm that we have quoted exactly for the tendered product as per your Specifications and Scope of Work given in Section VII				YES
07	We confirm that Price bid is quoted exactly as per your format in Section- XI.				YES
08	We confirm that there would not be any price escalation (Except Statutory Charges) during the supply period.				YES
09	We confirm that we will abide by all the tender terms & conditions <u>and we do not have any counter conditions.</u> As required, we enclose herewith the complete set of copy of tender documents duly signed by us as a token of our acceptance.				YES

We also confirm that the undersigned is duly authorized and have the competence to submit the tender and / or to enter into legally binding contract for and on behalf of the firm.

Thanking you,
Yours faithfully,

Seal

()

Name

Signature with date.

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

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

**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 date of all contractual obligations by the supplier, including the warranty obligations and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch



Section XVI: Contract Form

(Address of BRBNMPL's office issuing the contract)

Contract No dated

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

1. Name & address of the Supplier:

2. BRBNMPL's Tender document No. dated and subsequent Amendment No. dated (if any), issued by BRBNMPL

3. Supplier's Tender No. dated and subsequent communication(s) No..... dated (If any), exchanged between the supplier and BRBNMPL in connection with this tender

4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:

- 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
--------------	---------------------------------------	-----------------	-------------------------	--------------------	-------------

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 despatch instructions

(vi) Consignee, including port consignee, if any

(vii) Warranty clause

(viii) Payment terms

(ix) Paying authority

.....

(Signature, name and address of BRBNMPL's authorized official)

For and on behalf of

Received and accepted this contract

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

For and on behalf of

(Name and address of the supplier)

.....

(Seal of the supplier)

Date:

Place:

**Section XVII: Letter of Authority for attending a Bid Opening**

(Refer to clause 24.2 of GIT)

The 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.

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****Section XIX: Proforma of Bills for Payment**

(Refer Clause 22.6 of GCC)

[Name and Address of the Firm]

PAN :

CIN : XXXXXXXXXX (as per Company law)

[Regd. Office address] (as per Company law)

[Address of place of business under GST]

GSTIN of the respective place of business:

Bill No..... Dated.....

Purchase order No..... Dated.....

[Name and address of the consignee]

Place of supply: name of the city, name of the state

Sl. No.	Authority for purchase	Description of Stores	HSN/ SAC	Number or quantity	Taxable value	Rate/ Price	Taxable value
TOTAL							

1. Applicable CGST, SGST, IGST and UTGST Amount
2. Freight (if applicable)
3. Packing and Forwarding charges (if applicable)
4. Others (Please specify) ,
5. PVC Amount (with Calculation sheet enclosed)
6. (-) deduction/Discount
7. Net amount payable (in words Rs.)

Dispatch detail RR No./other proof of dispatch..... Dated..... (enclosed)

Inspection Certificate No..... Dated..... (enclosed)

Income Tax Clearance Certificate No..... Dated..... (enclosed)

GST Registration certificate..... (enclosed)

(If it is already being collected, the same may be ignored)

Place and Date

Received Rs (Rupees)

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

Signature and Stamp of Supplier

**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/PSU in the past 5 years.

This is to inform that we, M/s._____, had been blacklisted / debarred by _____ from _ (date) to _ (date) in the past 5 years. We further confirm that we do not stand blacklisted/debarred as on the date of tender opening.

[Please strikeout whichever statement is not applicable]

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

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

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

**Annexure – B****DECLARATION**

We confirm that the Discarded ink containers collected and lifted by us will be used only for Re-use / Recycle /Re-process purpose as specified by Central Pollution Control Board, complying with provisions of Hazardous Waste (Management, Handling and Transboundary Movement) Rules, 2008 as well as subsequent Hazardous and Other Wastes (Management, Handling & Transboundary Movement) Rules, 2016 **and complying with the extant provisions under Environment Protection Act 1986.**

We have obtained necessary **Certificates / No-Objection Certificates / Authorisations** from Central / State Pollution Control Board(s).

We confirm responsibility for Penalty/ Action imposed by SPCB/CPCB or any agency and its corrective action during the period of contract or as regard with task for which the work order will be placed.

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

(The firm should confirm that they are competent and legally authorized to submit the tender and / or to enter into legally binding contract)

DECLARATION

It is declared that I, _____ Proprietor/Owner/
Director/ Authorized Signatory of M/s _____
at _____

_____ (address) on behalf of the participating firm am competent and legally authorized to submit the tender and / or to enter into legally binding contract with 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

[To be filled, signed, stamped & to be submitted along with techno-commercial bid Part –I without fail]

**Annexure - C1****Declaration regarding Input Tax Credit**

We _____ agree to pass on such additional set off/input tax credit as may become available in future in respect of all the inputs used in the manufacture of the final product on the date of supply under the GST scheme by way of reduction in price and advise the purchaser accordingly.

In case of becoming successful bidder, we also undertake submit the Certificate as given in Annexure C2 duly certified by our Auditor while claiming the payment for the supply.

Yours faithfully,

(_____)

Seal

Name

Signature with date

Annexure - C2**Certificate of Input Tax Credit**

Ref: i) BRBNMPL PO No. _____ dated _____ for the supply of _____.

ii) Our Tax Invoice No. _____ dated _____

We _____ hereby declare that additional set offs / input tax credit to the tune of Rs. has accrued and accordingly the same is being passed on to the purchaser and to that effect the payable amount may be adjusted

Yours faithfully,

(_____)

Seal

Name

Authorized Signature of company with date

Auditor's Signature of the company with date

Seal

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****Annexure - D****[NOT APPLICABLE FOR EXISTING SUPPLIERS]****Form No. E-5****Appendix – VIII****NATIONAL ELECTRONIC FUND TRANSFER**

Model Mandate Form

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

Name of the Scheme and the periodicity of payment

No.

1	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 RTGS / IFSC Code No.	
	(In lieu of the bank certificate to be obtained as under, please attach a blank canceled 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



Annexure - E

(To be submitted on the Bidder's Company's Letterhead)

BID SECURITY DECLARATION IN LIEU OF EARNEST MONEY DEPOSIT

To,

The General Manager

BRBNMPL, SALBONI.

Sub: Submission of Bid Security Declaration in Lieu of Earnest Money Deposit against Tender no.for

Dear Sir,

1. I/We have downloaded / obtained the tender document for the above mentioned "Tender/Work" from the BRBNMPL Portal.
2. I/We understand that according to terms and conditions of this tender, bid must be supported by a bid security, which may be in the form of Bid Security Declaration.
3. I/We hereby undertake that if in case I/We withdraw or modify my/our Bid during the period of validity or if I/We are awarded the contract and I/We fail to sign the contract (NoA / LoI / P.O. / W.O. / Agreement etc.) or to submit a performance security before the deadline defined in the request for bids document then I/We will be suspended for the period of 1 (ONE) year from being eligible to submit Bids to BRBNMPL, Salboni.
4. I/We understand that this Bid Security Declaration shall cease to be valid under the following circumstances:
 - i. I am/we are declared ineligible/ unsuccessful or
 - ii. I am/ We are declared as successful bidder and I/we have furnished the Performance Security and Signed the Contract within the stipulated time.

Place: _____ Signature: _____

Date: _____ Name: _____

Designation: _____

Authorized Signatories

Seal

**Annexure - F: Model Clauses for Tenders**

1. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
2. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
3. "Tender" will include other forms of procurement, except where the context requires otherwise.
4. "Bidder from a country which shares a land border with India" means: -
 - a. An entity incorporated, established or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose *beneficial owner* is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
5. The beneficial owner for the purpose of 4 above will be as under:
 - i. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means. Explanation—
 - a) "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. of shares or capital or profits of the company;
 - b) "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder agreements or voting agreements;
 - c) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
 - d) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
 - e) Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
 - f) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
6. An "Agent" is a person employed to do any act for another, or to represent another in dealings with third person.
7. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority. The definition of "contractor from a country which shares a land border with India" shall be as in paragraph 4 above.
8. A bidder is permitted to procure raw material, components, subassemblies etc. from the vendors from countries which share a land border with India. Such vendors will not be required to be registered with the Competent Authority as it is not regarded as "sub-contracting". However, in case a bidder has proposed to supply finished goods procured directly / indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the Competent Authority.



Annexure – G

(To be submitted on the Bidder's Company's Letterhead)

DECLARATION REGARDING RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA

To,
The General Manager
BRBNMPL, Salboni.

Sub: Declaration Regarding Restrictions on Procurement from a Bidder of a Country which shares a Land Border with India

Ref: Tender no. _____

Dear Sir,

I/We declare that

1. "I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/We certify that M/s(Name of Bidder) is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s(Name of Bidder) fulfils all requirements in this regard and is eligible to be considered.

[Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Further I/We declare that

2. "I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I/We certify that M/s(Name of Bidder) is not from such a country or, if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I/We hereby certify that M/s(Name of Bidder) fulfils all requirements in this regard and is eligible to be considered.

[Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Place: _____ Signature: _____

Date: _____ Name: _____

Designation: _____

Authorized Signatories

Seal

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

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED***(Wholly owned subsidiary of Reserve Bank of India)*

RBNM P.O. Salboni, Dist. Midnapore (W), West Bengal, Pin Code 721132

Tender Document for Disposal of Hazardous Waste - Discarded Ink Containers**T.E No. 059/SAL/PUR/2021-22 dated 19/01/2022****Checklist for Tenderers****Please ensure that:**

1	<p>The First Sealed Cover should contain :-</p> <p>a) All the pages of tender document duly sealed/ signed and should include :</p> <ol style="list-style-type: none"> All Section including NIT, GIT, SIT, GCC, SCC as token of acceptance of Tender Conditions. Section – VII – Technical Specifications and Scope of Work along with the Compliance Statement completely filled & signed. Documents in support of Qualification/Eligibility criteria (Section IX) including Copies of Registration of PAN, GST, Company Status etc. All required Certificates / No-Objection certificates / Authorisations etc. from Central / State Pollution Control Boards in compliance to Sl. No. 1 : “Who Can Apply” of Section – I Section X: Tender Form is completely Filled & signed. Section XII: Questionnaire is to be filled and signed. Annexure – A: Black Listing and Confidentiality Statement. Annexure – B: Declaration regarding adherence to Rules and Guideline. <p>b) Details of methodology to be adopted for ultimate disposal of Discarded Ink Containers.</p> <p>c) EMD and Cost of Tender Documents - NIL (as applicable for both) to be submitted in the form of as mentioned in the Tender.</p> <p>d) Annexure – C: Declaration for competent and legally authorisation certificate.</p> <p>e) Declaration for Input Tax Credit (Annexure – C1) and NEFT Mandate Form (Annexure – D).</p> <p>f) Any other documents as mentioned in our tender.</p> <p>g) No indication of Price should be included in this cover.</p> <p>h) First sealed cover should be superscribed as ‘Part-I - Techno-Commercial Bid’ and Tender No. 059/SAL/PUR/2021-22 for <u>Disposal of Hazardous Waste –Discarded Ink Containers from BRBNMPL, Salboni as per Section VI: List of requirement.</u></p>
2	<p>The Second Sealed Cover should contain :-</p> <p>Price bid as per Section – XI, Price schedule with detailed price break up/tax applicable superscripting ‘Part-II - Price Bid’ and Tender No. 059/SAL/PUR/2021-22 for <u>Disposal of Hazardous Waste –Discarded Ink Containers from BRBNMPL, Salboni as per Section VI: List of requirement.</u></p>
3	<p>The Third Sealed Cover should contain :-</p> <p>The above two sealed covers should be kept in a separate envelope superscripting “Offer for Tender No. 059/SAL/PUR/2021-22 for <u>Disposal of Hazardous Waste – Discarded Ink Containers from BRBNMPL, Salboni as per Section VI: List of requirement</u> “Due on 11/02/2022” and submitted.</p> <p><i>Tenderer should clearly mention their Name, Address and Contact Nos. on this Sealed Cover.</i></p>
4	<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.: Paschim Medinipur West Bengal</p>

Note: Printout of this tender document should be taken on **both sides of A4 size paper only.**
