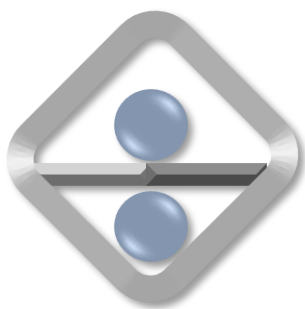


**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru



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

Phone: 0821-2582905, 2582915, 2582925; FAX: 0821- 2582099  
Website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in) ; Email: [mysorepress@brbnmpl.co.in](mailto:mysorepress@brbnmpl.co.in)

**Not Transferable  
Security Classification: Non-Security**

BNM No. / (M) 20.25.03 /2023-24

Date: 29/07/2023

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

TENDER ENQUIRY No. 032/MYS/CIVIL/2023-24

**“TENDER DOCUMENT FOR CONSTRUCTION OF SHED FOR BOX MODIFICATION  
AT BRBNMPL, NOTE MUDRAN NAGAR, MYSURU”**

This tender document contains:88 Pages

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

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

Address \_\_\_\_\_

Details of Contact person/s in BRBNMPL regarding this tender:

<b>Name: Prabhat Kumar</b> Designation: Deputy General Manager E-mail : <a href="mailto:prabhatkumar@brbnmpl.co.in">prabhatkumar@brbnmpl.co.in</a>	<b>Name: Arjun Kumar P</b> Designation: Asst. General Manager E-mail : <a href="mailto:arjunkumar@brbnmpl.co.in">arjunkumar@brbnmpl.co.in</a>
Phone: 0821-2469 008 /2469 029 Fax : 0821-2582 099	
Note: All Official correspondences related to above tender are to be address to the head of Unit along with tender reference No. as follows  <b>The Senior General Manager(pp) &amp; O-I-C</b>  Bharatiya Reserve Bank Note Mudran (P) Limited, Note Mudran Nagar, Mysuru – 570003	

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

**CONTENTS**

Section I	Notice Inviting Tender (NIT)	Enclosed
Section II	General Instructions to Tenderers (GIT)	Enclosed
Part I	General Instructions Applicable to all Types of Tenders	Enclosed
Part II	Additional General Instructions Applicable to Specific Types of Tenders	Enclosed
Section III	Special Instructions to Tenderers (SIT)	Enclosed
Section IV	General Conditions of Contract (GCC)	Enclosed
Section V	Special Conditions of Contract (SCC)	Enclosed
Section VI	List of Requirements	Enclosed
Section VII	Technical Specifications	Enclosed
Section VIII	Quality Control Requirements	Enclosed
Section IX	Qualification / Eligibility Criteria	Enclosed
Section X	Tender Form	Enclosed
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Section XII	Questionnaire /Checklist	Enclosed
Section XIII	Bank Guarantee Form for EMD	Not Applicable for this Tender
Section XIV	Manufacturer's Authorization Form	Not Applicable for this Tender
Section XV	Bank Guarantee Form for Performance Security	Enclosed
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Section XVII	Letter of Authority for attending a Bid Opening	Enclosed
Section XVIII	Shipping Arrangements for Liner Cargoes	Not Applicable for this Tender
A	In Respect of CFR / CIF / Turnkey / FOR Contracts For Import	Not Applicable for this Tender
B	In Respect of FOB / FAS Contracts For Imports	Not Applicable for this Tender
Section XIX	Proforma of Bills for Payments	Enclosed

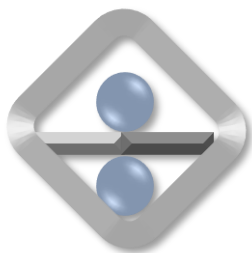
**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

Section XX	Proforma of Pre-contract Integrity Pact	Not Applicable for this Tender
Annexure – A	Confidentiality Statement and Declaration	Enclosed
Annexure – B	NEFT – Model Mandate Form	Enclosed
Annexure – C	Undertaking to submit SD	Enclosed
Annexure – D	Authorization form for FD	Not Applicable for this Tender
Annexure – E	Declaration & Undertaking by Micro & Small Scale Enterprises / Start-up Companies / Entities seeking purchase preference under Make In India Policy / Women entrepreneurs / Registration with TReDS/GeM	Not Applicable for this Tender
Annexure – F	Performance Bank Guarantee issued on behalf of holding company for satisfactory performance of contract by its Subsidiary company.	Enclosed
Annexure – G	Undertaking to provide financial support to wholly owned subsidiary by Holding Company	Enclosed
Annexure – H	Financial standings (as per Section-IX)	Enclosed
Annexure – I	GST Registration details	Enclosed
Annexure – J	Salient features of revised ‘Public Procurement (Preference to Make in India) Order, 2017	Not Applicable for this Tender
Annexure – K	Salient features of ‘Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012’ CONDITIONS FOR MICRO AND SMALL ENTERPRISES (MSEs)	Not Applicable for this Tender
Annexure – L	Conditions for start-up companies	Not Applicable for this Tender
Annexure – M	Procedure to be adopted when the bidder qualifies as both MSE and Class-I local supplier	Not Applicable for this Tender
Annexure – N	Undertaking on Restrictions on Public Procurement from countries sharing a land border with India	Enclosed
Annexure – O	Checklist	Enclosed
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**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru



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

Phone: 0821-2582905, 2582915, 2582925; FAX: 0821- 2582099  
Website: [www.brbnmpl.co.in](http://www.brbnmpl.co.in) ; Email: [mysorepress@brbnmpl.co.in](mailto:mysorepress@brbnmpl.co.in)

Not Transferable

Security Classification: Non-Security

**SECTION- I: NOTICE FOR INVITING TENDER (NIT)**

BNM No.

/ (M) 20.25.03 /2023-24

Date: 29/07/2023

**TENDER ENQUIRY No. 032/MYS/CIVIL/2023-24**

**“TENDER DOCUMENT FOR R CONSTRUCTION OF SHED FOR BOX  
MODIFICATION AT BRBNMPL, NOTE MUDRAN NAGAR, MYSURU”**

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

Schedule No.	Brief Description of Goods / Services	Quantity (with unit)	Earnest Money (EMD) (in Rs.)	Remarks
1	<b>Construction of shed for box modification at BRBNMPL, Note Mudran Nagar, Mysuru”</b> As per Bill of quantities and scope of work mentioned at Section-VI, VII, & XI.	As per BOQ	Rs.57,800/- (Rupees fifty seven thousand eight hundred only)	<b>Estimated Value:</b> Rs.28,90,000/ (Rupees Twenty eight lakhs ninety thousand only)

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

**[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru**

Type of Tender (Two Bid / PQB / EOI / RC / Development / Indigenization / Disposal of Scrap / Security item etc.	Two Bid Tender
Date of Sale of tender documents	From 29/07/2023 to 29/08/2023 during office hours
Price of the Tender Document	Rs 1500/- (Rupees One thousand five Hundred Only.) in the form of DD /Pay Order/Banker's Cheque / online transfer in favour of Mysuru favouring "Bharatiya Reserve Bank Note Mudran Pvt. Ltd., Mysuru", on any scheduled bank payable at Mysuru. For online Bank transfer payment UPI ID and QR Codes as mentioned at the end of this section may be used). <b>Tender fee is not chargeable for all bidders in case downloaded from Web site.</b>
Closing date and time for receipt of tenders	<b>30/08/2023 up to 08.30 hrs.</b>
Place of receipt of tenders	To be dropped in <b>Tender Box (Maintenance)</b> after entry in register kept at Administration Building, BRBNMPL, Note Mudran Nagar, Mysuru –570 003. Tender can be sent through post also.
Time and date of opening of tenders	09.00 hrs. on 30/08/2023
Place of opening of tenders	Administration Building, BRBNMPL, Note Mudran Nagar, Mysuru – 570 003.
Nominated Person / Designation to Receive Bulky Tender (Clause 21.1 of GIT)	Sh. Prabhat Kumar, Deputy General Manager Sh. P. Arjunkumar, Asst. General Manager

2. Interested tenderers may obtain further information about this requirement from the above office selling the documents. They may also visit our website mentioned above for further details.
3. Tender documents may be purchased on payment of non-refundable fee through
  - a) Account Payee Demand Draft/ Banker's cheque from any scheduled commercial bank in India in favour of "Bharatiya Reserve Bank Note Mudran Private Limited", payable at Mysuru.
  - b) Online Bank Transfer (Proof of online transfer should be submitted along with the tender papers) through NEFT/RTGS can be made at the following BRBNMPL account maintained with branch SBI A/c No.: 00000010562408040 IFSC: SBIN0003130 State Bank of India, Mysuru.  
\_\_\_\_\_SBI A/c No.: **00000010562408040**  
\_\_\_\_\_IFSC: **SBIN0003130**
  - c) Other Electronic Modes of Payment as per UPI id and QR code given below.
    - (i) Unified Payments Interface (UPI) (BHIM-UPI)
    - (ii) Unified Payments Interface Quick Response Code (UPI QR Code) (BHIM-UPI QR Code)

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

**SBI Pay**



UPI ID: brbnmplmys@sbi

Merchant Name: BRBNMPL MYSORE

Bidder has to submit proof of online transfer receipt along with technical bid. However, Tender fee not chargeable in case downloaded from Web site.

4. If requested, the tender documents will be mailed by registered post / speed post to the domestic tenderers. 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. Tender fee not chargeable in case downloaded from Web site.
6. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped in the tender box located at the address given below on or before the closing date and time indicated in the Para 1 above, failing which the tenders will be treated as late and rejected.
7. In the event of any of the above mentioned dates being declared as a holiday / closed day for the purchase organisation, the tenders will be sold / received / opened on the next working day at the appointed time.
8. The tender documents are not transferable
9. The eligible bidder shall be selected as per the eligibility criteria mentioned in Section IX of the tender and Tender shall be finalized on overall Lowest L1 bidder from eligible bidders as per section XI.
10. BRBNMPL reserves the right to Cancel the tendering Process / Reject all Bids / Re-tender without assigning any reason thereof. BRBNMPL also reserves the right to accept the Bid in whole or in part. Incomplete Bid documents submitted not in accordance with the directions issued shall be liable for rejection.
11. 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.
12. **Relaxations, exemptions and other conditions for Micro and Small Enterprises (MSEs) Order 2012 for MSEs & Start-ups;**

**Type of contract: Works contract**

**Benefits of MSE'S in this Tender: Since, this is a works contract, benefits to MSE & Start-ups shall not be applicable. However the Cost of Tender Fee and EMD relaxation is applicable to MSE & Start-ups.**

13. Details of IEM for this tender is furnished below: - *(If applicable for the tender)*

Name:;

Address:---

, Email:

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

**[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru**

Guidelines for filling two-part tender: (if applicable)

1. **Part I:** First sealed cover should contain the required EMD amount (If applicable), cost of tender form, 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 Document should be legible, neatly numbered and signed by authorized person with official seal of the Firm as acceptance of the terms and conditions. Offers with Counter Conditions are liable for Rejections. This first sealed cover should be clearly super-scribed with **“Part I - Technical Bid – “CONSTRUCTION OF SHED FOR BOX MODIFICATION AT BRBNMPL, NOTE MUDRAN NAGAR, MYSURU”**Any price indication in the Technical Bid will be summarily rejected.
2. **Part II:** Second sealed cover should contain only section XI (Price Schedule) (duly sealed and signed). Format provided in the tender document for price schedule should be followed and any other format will be liable for rejection. This second sealed cover should be clearly super-scribed with **“Construction of shed for box modification at BRBNMPL, Note mudran nagar, Mysuru”**.
3. The above mentioned sealed covers (Part I & II) should be put in another big cover, sealed and super-scribed as **“Construction of shed for box modification at BRBNMPL, Note mudran nagar, Mysuru”** with due date of opening as mentioned above and should be addressed to  
**The Senior General Manager, Bharatiya Reserve Bank Note Mudran Private Limited,  
Note Mudran Nagar, Mysuru – 570003**

Important Note: Offers submitted not in line with the above guidelines will be liable for rejection.

For and on behalf of BRBNMPL,

-Sd-

**(Prabhat Kumar)**

Deputy General Manager

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

**IMPORTANT TENDER CONDITIONS AT A GLANCE FOR  
ATTENTION OF BIDDERS**

1. **Validity of Tender:** The quoted rates shall be valid for a period of 120 days from the date of opening of the tenders, however in case of any delay due to genuine reasons. The validity period may be extended further for additional period of 30 days. If any tenderer withdraws his tender before the said period or makes any modification in the Price Bid or terms and conditions of the tender then, employer, without prejudice to any other right or remedy will be at liberty to forfeit the whole of the earnest money.

2. **EMD:**

An **EMD of Rs.57,800/- (Rupees fifty seven thousand eight hundred only)** is payable in the form of

- a) Account Payee Demand Draft/ Banker's cheque from any scheduled commercial bank in India in favour of “Bharatiya Reserve Bank Note Mudran Private Limited”, payable at Mysuru.
- b) Online Bank Transfer (Proof of online transfer should be submitted along with the tender papers) through NEFT/RTGS can be made at the following BRBNMPL account maintained with branch SBI A/c No.: 00000010562408040 IFSC: SBIN0003130 State Bank of India, Mysuru. However, UTR reference Number to be submitted.

\_\_\_\_\_ SBI A/c No.: **00000010562408040**

\_\_\_\_\_ IFSC: **SBIN0003130**

- c) Other Electronic Modes of Payment as per UPI id and QR code given below.
- (i) Unified Payments Interface (UPI) (BHIM-UPI)
- (ii) Unified Payments Interface Quick Response Code (UPI QR Code) (BHIM-UPI QR Code)



UPI ID: brbnmplmys@sbi

Merchant Name: BRBNMPL MYSORE

However, please note MSME / Start-up/NSIC, New Delhi registered firms are exempted from submission of requisite EMD

3. The Technical (Part I) tenders will be opened at **9:00 hrs. on the date as mentioned above** in the presence of available tenderers or their authorized representatives. Subsequently vendors who have qualified in technical bid shall be intimated of the opening of the Price Bid. In the second stage, the financial bids of only the technically acceptable offers shall be opened for further scrutiny and evaluation. Other financial bids would be returned unopened to the respective bidders under Registered AD/ Reliable Courier or any other mode with proof of delivery.

4. **Clarification of Bidders**

For any clarification bidder may contact Civil Maintenance Office, BRBNMPL, Mysuru on any working day during working hours before submission of tender paper.



**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

Contractor is advised to visit the site with prior information to understand the actual scope of work and prevailing site conditions. Authorisation paper must be displayed for any person visiting on behalf of Contractor. Once tender is submitted, it will be implied to assume that the Contractor has fully understood the detail specifications, site condition and scopes of work. Any ignorance regarding these will not be entertained after submission of the tender. Our contract numbers are: 0821-2469008 /2469029.

5. The calculations made by the tenderer should be based upon probable quantities of several items of work, which are furnished for the tenderer's convenience in the schedule of probable quantities, but it must be clearly understood that the contract is not a lump sum contract.
6. The successful tenderer is bound to carry out any items of work necessary for the completion of the job though such items as are not included in the quantities and rates with the written approval of the employer.
7. No counter conditions shall be accepted.

**8. Tender Evaluation**

- i) The tender shall be evaluated on L1 quoted rates among participated agencies. However, BRBNMPL does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender or portion of the quantity tender or cancel the tender without assigning any reason what so ever.
  - ii) BRBNMPL shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
  - iii) Quoted price should be in words and figures. Any discrepancy between words and figures, the price in words shall prevail. Insertions, postscripts, additions and alterations shall not be recognized, unless authenticated by the tenderer's signature.
  - iv) In case of discrepancy between unit price and total price/cost, the unit rate will be considered for evaluation. All decisions by BRBNMPL on the evaluation of bids will be final and binding on the Bidders and is not subject to any scrutiny.
  - v) Any effort by a bidder to influence BRBNMPL personnel or representatives on matters relative to the bid under study in the process of examination, clarification, evaluation and comparison of bids, and in decisions concerning award of contract may result in rejection of his bid.
9. Parties who have been black listed /debarred by BRBNMPL or any PSU or any Government Departments are not eligible for submission of this tender
  10. BRBNMPL does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting/rejecting the whole or any part of the tender or portion of the quantity tendered without assigning any reason thereof.

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

11. A tenderer should quote the tender in figures as well as in word rate(s). The amount for each item should be worked out and the requisite totals given. Special care shall be taken to write rates in figures as well as in words and the amounts in figures only in such a way that interpolation is not possible. The Rates and total amounts should be rounded off to nearest Rupees value. In case of discrepancy between the rates in words and figures the rate quoted by the tender in words shall be taken as correct.
12. The tender document should be signed on each page by the tenderer or his duly authorized representative. Tender document should be accompanied by a certified true copy of an absolute power of Attorney in favour of signatory to the documents.
13. Any discrepancies, omissions, ambiguities or conflicts in or among contract documents or any doubt as to their meaning should be called to the attention of The Asst. General Manager, Civil Maint. Contact ph. 0821-2469008 within three (3) days of issue of tender. Where information sought is not clearly indicated or specified, the company will issue a clarifying bulletin to all tenderers, which will become part of the contract. Any oral instructions will not form any part of contract.
14. The use of whitener / eraser in this tender is prohibited. If any correction becomes of necessary, the same should be done by striking off originally written rates & figures etc. and then rewritten should be done under initials of person filling the tender.
15. Please note that the Contractors who have worked earlier with BRBNMPL, Mysuru and their performance was not found satisfactory for any of the jobs awarded to them, their tenders shall not be opened during technical bid stage and their offers shall be considered as invalid and shall be rejected.
16. BRBNMPL is an ISO 9001:2015 & ISO 14001:2015 organisation. The Contractor should also comply all requirements and obligation of ISO, EQMS and OH&S applicable for BRBNMPL and its employees.
17. **Restricted Area**  
Contractor shall fully recognize that the site shall be a restricted area and that all works and movement within it shall be subjected to the BRBNMPLs direction and control.
18. **Penalties**  
In case the Tenderer fails to execute the work as per the Terms and Conditions and instructions, The Management reserves the rights to impose Liquidated damages as mentioned below:
  - a) In case the Tenderer not carried out the work as per the Terms and Conditions of the work order, not complied with the statutory requirement and its obligations, abandons/discontinue the contract within the validity of the contract period, the BRBNMPL Management reserves the rights to get the remaining work/uncompleted work done through any other agencies and the loss or extra expenditure suffered in such event shall be debited to Tenderers' account in addition to forfeiting the Security Deposit.
  - b) In case of default or breach of Contract Terms & Conditions, the Security Deposit is liable for forfeiture.

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

- c) Un-satisfactory performance of the Contract may also lead to black listing of the Tenderer.

**19. Water and Electricity**

- Water – The Contractor is permitted to avail the services available at site free of charge. However, any dis-proportionally large or a high volume consuming activity shall be performed only after prior approval is obtained from the BRBNMPL.
- Electricity – The Contractor is permitted to avail electricity at site free of charge for performance of their scope of work. However, any dis-proportionally large or a high volume consuming activity shall be performed only after prior approval is obtained from the BRBNMPL.

**20. Conflict of Interest**

- i) Contractor shall conduct its operations in a lawful manner consistent with good international practices and standards for such type of services.
- ii) Neither Contractor nor any of its subsidiaries or affiliates shall in connection with the services enter into a contract, give an undertaking, bid, enter into a Joint Venture Partnership, have any relations with a Third Party or any other arrangement to perform any services, to supply goods or equipment which may be to BRBNMPL's detriment.
- iii) Any treasures, antiques, valuable etc. found during excavation belong to the BRBNMPL & same shall be handed over without causing any damage to them.
- iv) The Contractor must ensure that at no point of time should any system be rendered non-functional.
- v) Communication and Document distribution pertain to respective specialized works shall be made during execution of work to meet the requirement of the BRBNMPL.
- vi) Details of the service infrastructure in terms of the service staff strength and their qualifications, details of warehousing facilities for spares and the value of spares stocked shall be submitted.

**21. Force Majeure Clause**

BRBNMPL shall in addition to its power under other clauses to determine Purchase orders have power to terminate its liability there under at any time by giving a notice of reasonable time in writing to the supplier of the company's desire to do so and upon the expiration of the notice the P.O /W.O shall be determined without prejudice to the rights of the parties accrued to the date of determination.

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

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

## **NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

[T.E.No.032/MYS/CIVIL/2023-24 dt. 29/07/2023] Construction of shed for box modification a BRBNMPL,  
Note Mudran Nagar, Mysuru

### **SECTION II: GENERAL INSTRUCTIONS TO TENDERER (GIT)**

#### **Part I: General Instructions Applicable to all Types of Tenders**

This Section-II shall be signed & stamped and submitted along with the **Techno-Commercial Bid – Part I** as acceptance of terms & conditions. *(Offer without the copies of Section-II shall liable to be rejected)*

##### **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:

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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."

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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 Dealer/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.

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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 misleading 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 recognized 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 initialed 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

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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.



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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 misdemeanor 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

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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 drawl 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.

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### **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 sale 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

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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)*

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**PART II: ADDITIONAL GENERAL INSTRUCTIONS APPLICABLE TO SPECIFIC  
TYPES OF TENDERS**

**1. Compliance of Security Norms:**

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

**2. Restricted Area**

Contractor shall fully recognize that the site shall be a restricted area and that all works and movement within it shall be subjected to the BRBNMPL's direction and control.

**3. Safety & Security Measures**

- a) The Contractor should scrupulously conform to the safety and security norms and stipulations while working in the security area. The Contractor should maintain site clearance during the progress of the work and also after the completion of the work.
- b) It shall be the sole responsibility of the Contractor to ensure safety to all his workers. The Contractor shall take all the precaution during execution of work against any hazards, personnel injury or any damage to the property. The Contractor shall provide adequate safety gadgets to the workmen as per norms.
- c) In respect of all labour, directly or indirectly employed on the works for the performance and execution of the Contractor's work under the contract, the Contractor shall at his own expense arrange for all the safety provisions as listed in (i) safety code forming part of the contract documents (ii) Indian Standards Regulations, Rules and orders made there under and such other acts as applicable.
- d) Precautions as stated in the safety clause are the minimum necessary and shall not preclude the Contractor taking additional safety precautions as may be warranted for the particular type of work or situations. Also mere observance of these precautions shall not absolve the Contractor of his liability in case of loss or damage to property or injury to any person including the Contractor's labour, the BRBNMPL representatives or any member of the public or resulting in the death of any of these.
- e) Protective gear/PPE kits such as safety Masks/Helmets, Ear Muffler, Goggles, Gloves, Safety Belt, Safety Helmet, Rubber Shoes, etc. shall be provided by the Contractor at his own cost to all his manpower working at site. BRBNMPL shall have the right to stop any person not wearing such protective gear from working on the site.

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- f) The Contractor has to ensure that all equipment tools, brought on to the premises will be in safe conditions have recently been checked and that all personnel using the equipment and tools have been trained in their safe use.
- g) In case the Contractor fails to make arrangements and provide necessary facilities as aforesaid, the BRBNMPL shall be entitled to do so and recover the costs thereof from the Contractor. The decision of the BRBNMPL in this regard shall be final and binding on the Contractor.
- h) Any untoward incident arising out of improper supervision or inadequate safety measures will be the sole responsibility of the Contractor. The Contractor shall conform to all the Labour Laws and shall remain solely responsible for the obligation under the relevant statutory provisions.
- i) BRBNMPL is a security organization and the Govt. of Karnataka declares the premise as Prohibited Area. Hence the Contractor has to abide by the security rules of the Company. The Contractor has to ensure the character and antecedent of the persons deployed. The Contractor must be in a position to produce such documents whenever he is asked to do so. Details shall be furnished as per format when called for. The Contractor has to issue printed photo identity card to its workers duly authenticated by the designated security officer of the Company. Contractor should apply for Gate Pass for labours, welding permission and material entry pass etc. as per approved format only, well in advance to avoid any delay in issue of Gate passes. The Contractor shall not allow any visitor to the site without the prior written approval of BRBNMPL
- j) Contractor must ensure that the number of labours/masons or any other type of workers engaged for carrying out the work and requested for issue of gate pass are coming for the job awarded. In case any of the workers is not coming for which gate pass was requested/issued, the name of such persons should be brought to the notice of the concerned officer as well as to the Security section and surrender the pass issued immediately.
- k) Gate passes for all the workers shall be applied in the prescribed Gate Pass Format, Contractor must enclose copy of address proof (Voters ID card or ration card or driving license or passport etc., for all the workers for which gate pass has been requested. The details shall be submitted in the prescribed format as given below.

S. No	Name of Person	Father name	Age	ESI No/Workman Compensation Policy No	Present Address	Permanent Address	Identification Mark	Signature of the Individual
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The following statement also has to be signed by the Contractor

“It is certified that I know personally the person for whom the entry pass is required and there is nothing adverse report or Police cases against them to debar their entry. I take the responsibility for all those mentioned in the list who acts detrimental to the security and safety of BRBNMPL and other property of the undertaking as also violation of any provision

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of law & rules framed there under and instruction of SGM, DGM and any Executive of the company. It is also to be certified that the persons mentioned above are not holding any photo pass for the requested period.”

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

- i) The Contractor shall submit police verification certificate for good character / antecedents for all the workers/supervisor for complying Security formalities. The Contractor shall submit this certificate or receipt of submission. The same shall be submitted for workers/supervisors, who may be a replacement / addition, as the case may be. The cost of verification will be borne by the Contractor.

BRBNMPL reserves the right to get the antecedents of the employees of the Contractor verified through police. Any worker of the Contractor, if found by the Company as unsuitable or having doubtful integrity, shall be removed from the premises at the risk and cost of the Contractor. The Contractor shall vouch guarantee for the integrity of its workers.

4. BRBNMPL is an ISO 9001:2015 & ISO 14001:2015 organization. The Contractor should strictly comply with all the EMS norms. Contractor has to follow all the Security, ISO procedure and rules of BRBNMPL.

**DECLARATION**

I hereby agree to execute the said work at the respective rates mentioned in the schedule of quantities and abide by terms and conditions contained in the above paras.

Applicable EMD/SD will be deposited with the BRBNMPL for due performance of the contract which will bear no interest. It is also understood that the EMD/SD deposited will be forfeited by BRBNMPL in case I / We fail to start work within 21 (Twenty one) days, when called upon to do so from the date of issue of LOI/work order.

Accepted above terms & conditions as well as Safety Code

Date:

(Signature of the Bidder)

Place:

(Seal of bidder mentioning address also)

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**SECTION III: SPECIAL INSTRUCTIONS TO TENDERERS (SIT)**

The following Special Instructions to Tenderers will apply for this purchase. These special instructions will modify/ substitute/ supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II. The corresponding GIT clause numbers have also been indicated in the text below:

In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

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

SL. No.	GIT Clause No.	Topic	SIT Provision
1	1,2,3	PREAMBLE-Introduction, Language of Tender	No Change
2	3	Eligible Tenderers This invitation for tenders is open to all suppliers who fulfill the eligibility criteria specified in these documents. Please refer to Section IX: Qualification / Eligibility Criteria.	Eligible Tenderers 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).
3	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.	Applicable. In addition, A bidder is permitted to procure raw material, components, sub-assemblies 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).



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SL. No.	GIT Clause No.	Topic	SIT Provision
4	6, 6.1 (Section: 1-19)	Content of Tender Documents, The tender document includes	Refer List of contents given at page 2
5	8	Pre-bid Conference	Not applicable
6	10.1.d	Documents Comprising the Tender	Bidders claiming exemption of EMD should submit the MSE/Startups/NSIC registration certificate without fail along with their Technical bid documents. Cost of tender to be submitted if tender documents purchased from BRBNMPL.
7	18	Earnest Money Deposit (EMD)	Bidders claiming exemption of EMD should submit the MSE/Startups/NSIC registration certificate without fail along with their techno-commercial offer. Cost of tender to be submitted if tender documents purchased from BRBNMPL. Or else it is nil if downloaded from BRBNMPL website
8	20	Signing and Sealing of Tender.	A tenderer shall submit only copy marked as "Original"
9	35.2, 35.3	Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders	<ul style="list-style-type: none"><li>• Type of contract: Works contract</li><li>• Benefits of MSE'S in this Tender: Since, this is a works contract, benefits to MSE &amp; Startups shall not be applicable. However, the Cost of Tender Fee and EMD relaxation is applicable for MSE &amp; Startups.</li></ul>
10	36 to 42	Tenderer's capability to perform the contract, Tenderer's capability to perform the contract, Cartel Formation / Pool Rates, Negotiations, Contacting BRBNMPL, AWARD OF CONTRACT, Award Criteria, Variation of Quantities at the Time of Award.	No Change
11	44 to 49	Serious Misdemeanors, Notification of Award, Issue of Contract, Non-receipt of Performance Security and Contract by BRBNMPL, Return of EMD, Publication of Tender Result.	No Change
12	50 to 55	Rate Contract Tenders, PQB Tenders, Tenders involving Pre-Production Samples, EOI Tenders, enders for Disposal of Scrap, Development / Indigenization Tenders	Not applicable to this tender

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### **SECTION IV: GENERAL CONDITIONS OF CONTRACT (GCC)**

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

**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

"FOR" means Free on Rail

"GCC" means General Conditions of Contract

"GIT" means General Instructions to Tenderers

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"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**

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**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

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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 BRBNMPL may have against the supplier.

#### **17. Assignment**

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**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) 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 asunder:

(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.

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- 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**

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**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 insource 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



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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 (UNCITRAL) 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

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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.

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

#### **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 Contract**

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

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/ 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.

*(To be signed & stamped and submitted along  
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**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).

<b>S. No</b>	<b>GCC Clause No.</b>	<b>Topic</b>	<b>SCC Provision</b>
1	5.1	Country of Origin 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.	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).
2	6	Performance Bond/ Security	The Performance bond/Security is 10% of the contract value as per the existing guideline. However the security deposit shall be as per the prevailing guideline at the time of executing the contract.
3	12	Insurance	Applicable – (1) ESI/Workmen compensation policy to be obtained for non-coverage of ESI employed as per Workmen Compensation Act (2) A personal accident insurance policy for optimum protection of workers working at site to be obtained. (3) Duration of policy: It should be

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			valid from date of commencement of work to completion of work.
4	16.2, 16.4	Warranty Clause	No change
5	19.3	Option Clause	BRBNMPL reserves the right to increase the quantity of work under Option Clause 19.3 of GCC [Section IV].
6	22, 22.1, 22.2, 22.3, 22.4, 22.6	Terms and Mode of Payments 22.1. Unless otherwise specified in SCC, usual payment term is 100% on receipt and acceptance of goods by the Purchaser and on production of all required documents by the supplier.	The minimum value of interim bill/monthly bill/progressive running account (R/A) bill shall not be less than 25% of work order value.
7	33.2	Arbitration Clause	Arbitration proceedings will be held at Mysuru and venue of arbitration will be Mysuru, Karnataka
8	36	Disposal / Sale of Scrap by Tender	Not Applicable to this Tender

**SPECIFIC CONDITIONS OF CONTRACT:**

**Note: In the event of inconsistencies the Specific Terms and Conditions mentioned in the tender will have overriding effect.**

**1) CONTRACT PRICE**

The rates quoted in the tender shall include all charges for clearing of site before commencement as well after completion. The rate quoted shall be deemed to be for the finished work to be measured at site.

No claim in respect of sales tax, or other tax, duty or levy shall be entertained separately in addition to the quoted rate. Any upward/downward revision in GST shall be considered at actuals. Any change in tax structure during the currency of the contract shall be applicable and payable. All calculation should be on Basic Cost only. The TDS and all other taxes as applicable will be affected from each running bill/ Final bill at the rate in vogue at the relevant time.

**2) TENURE**

The work should be completed as per bill of quantities and scope of work within total time duration of **Three (3)** months from the date of Notification of Award of Contract/Work order whichever is earlier.

**3) NOTIFICATION OF AWARD**

BRBNMPL issue Notification of award / LOI to the successful bidders who qualify and become lowest bidder by post or by fax/email (to be confirmed by post) that its tender for Captioned Subject has been accepted, briefly indicating therein the essential details of work and corresponding prices accepted. The successful tenderer/Contractor

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shall mobilize all men required for timely performance involving various activities and start the work from the date mentioned in Notification of Award. Contractor should return back the duplicate copy of Notification of Award duly signed and stamped in each page as acceptance.

**4) SECURITY DEPOSIT/PERFORMANCE BOND**

Within twenty-one days after the issue of notification of award by BRBNMPL, the Contractor shall furnish Security Deposit to BRBNMPL for an amount equal to 10% of the Order Value by way of DD/BG valid for 1 year from the date of completion of work plus claiming period of sixty days. Failure of the successful tenderer in providing performance security within 21 days of receipt of notification of award and / or returning of duplicate copy of Notification of Award/ LOI duly signed shall make the tenderer liable for suspension from being eligible for bidding/ award of all future contract(s) for the period as may be decided by Bharatiya Reserve Bank Note Mudran Private Limited for such breach.

The retention money/Security Deposit shall be refunded after successful completion of 12 months from the date of completion of the work plus claiming period of sixty days including compliance of all contractual obligations.

**5) CONTRACT AGREEMENT**

A formal agreement has to be executed between the Contractor and BRBNMPL on Rs.100/-Non-judicial stamp paper purchased by the Contractor within two weeks of receipt of Security Deposit/Performance Bond as per the format given in SECTION-XV. In case Contractor fails to complete the formalities for execution of agreement, Work Order shall be cancelled. In such case, SD of the Contractor shall be forfeited and BRBNMPL may initiate appropriate action as deemed fit.

**6) PERFORMANCE EVALUATION**

Overall performance evaluation shall be done by the dealing official(s) on periodical basis & continuation of the contract shall be primarily depending upon their performance. In case the performance is found to be unsatisfactory at any point of time, the contract shall be terminated without any notice and security deposit will be forfeited & will be blacklisted. However, the contract can be terminated at any time at the discretion of BRBNMPL with one month's notice.

**7) OPTIONAL QUANTITY/ADDITIONAL WORK ORDER**

Quantities mentioned in the schedule of items are approximate and may vary as per actual work done/ site requirement. The Contractor shall not claim any extra rate other than the quoted rate on this account. BRBNMPL may extend the Work order/place additional work order at a later date at the quoted rates.

- 8)** The successful Contractor has to visit the site before commencement of work and procure the materials as per the site requirement. Payment shall be made as per actual certified work and no payment will be made against the extra quantity brought to site.

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**9) PAYMENT TERMS**

**A. R/A Bills**

- (i) The value of work done, less recovery if any will be payable as per progress of work as running account bills subject to satisfactory completion of work as per measurements submitted for certification to BRBNMPL Officer in MS excel, MS sheets in standard measurements sheets. Deductions will comprise the deductions as stipulated including statutory deduction.
- (ii) **Measurement:** The measurements will be carried out as per IS 1200 - Method of Measurement for Building and Civil Engineering Work.
- (iii) The Contractors must finally complete the work strictly in accordance with the specifications and drawings, if required, by reconstructing or rectifying faulty work.
- (iv) All R/A bills / invoices for progress payments as well as for final payments shall be submitted in computerized forms supported by detailed measurement of items of work.
- (v) The minimum value of interim bill/monthly bill/progressive running account (R/A) bill shall not be less than 25% of work order value as mentioned in the tender form. The Contractor has to submit the final bill within two months from the date of completion of work.
- (vi) All payments to the Contractor shall normally be made by Electronics clearing facility. All Bank charges in connection with payment by way of Demand Draft on specific request to the Contractor shall be borne by the Contractor on submission of specific request by the Contractor as per Finance Department requirement.
- (vii) The bill should be submitted along with the following duly certified documents:
  - a. Form B - Format of Wage Register
  - b. Form D - Format of Attendance Register
  - c. Form C – Format of Register of loan/recoveries
  - d. Valid ESI & PF challan supported by statement (ECRs) for having paid/remitted the contributions

**B. Final Bill:**

- (i) The Contractor shall submit the final bill within 2 (two) months from the date of completion of the works. The final bill submitted by the Contractor shall be processed for payment only after the receipt of “No claim certificate” and the clearance of site of all rubbish, debris, vats, tanks, materials, temporary structures, Township and machinery and handing over the site in a tidy and clean condition to the BRBNMPL.

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- (ii) All payments to the Contractor shall normally be made by Account Payee Cheques/Electronics clearing facility. All Bank charges in connection with payment by way of Demand Draft on specific request to the Contractor shall be borne by the Contractore /RTGS on submission of the request by the Contractor as per Finance Department requirement.
- (iii) BRBNMPL shall have a right to initiate a technical examination of the works and the final bill of the Contractor including all supporting vouchers, abstracts etc. to be processed at the time of payment of the final bill. If, as a result of this examination or otherwise, any sum is found to have been overpaid or over certified it shall be lawful for BRBNMPL to recover the sum.
- (iv) **Statutory Deductions:** Statutory deductions shall be made at source as per rule.

**10) DEFECTS LIABILITY PERIOD**

Defect Liability Period (DLP) will be **12 months** from the date of completion of work. Any defect, shrinkage, settlement or other faults which may appear within the warranty DLP after the completion of works, arising in the opinion of the BRBNMPL from materials or workmanship not in accordance with the Contractor, shall upon the directions in writing of the BRBNMPL , and within such reasonable time as shall be specified therein, be amended and made good by the Contractor , at his own cost. In case of default BRBNMPL may employ and pay other persons to amend and make good such defects, shrinkage, settlements or other faults. All expenses thus incurred shall be at the risks and costs of the Contractor.

**11) STATUTORY REQUIREMENTS**

The successful Contractor should comply with all statutory provisions as applicable such as but not limited to: -

- a) The Contractor shall have to fulfil all the statutory requirements as per the provisions of law i.e. Provisions of the Factories Act, Employees Compensation Act, Employers Liability Act, Contract Labour (R & A) Act 1970 and Central Rules 1971, Industrial Dispute Act, Minimum Wages Act, Payment of Wages Act, Payment of Bonus Act 1965, EPF and ESI Act including any modification thereof or any other law relating thereto and rules framed there under from time to time, and shall by periodical substitution/ rotation of manpower, indemnify Company from any claims in future or due to any breach of the statutory requirements. The Company, as a principal employer, shall enforce the provisions of these Acts. Contractor has to ensure the proper maintenance & updating of the all the relevant registers and records.
- b) The tenderer/agency should have valid PF/ESI registration/code number and copy of the same should be submitted along with the tender documents. The Contractor should cover his/their labourers under PF/ESI.



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- c) The tenderer who engages more than 20 labourers shall obtain Labour license from Asst. Labour Commissioner immediately after receipt and acknowledgment of NOA/LOI, before commencement of Work.
- d) Child Labour will not be allowed to work at site of BRBNMPL, Mysore. The Contractor should ensure sound health contract labour for the said job.
- e) The Contractor should submit the following for verification of compliance whenever asked for.
- f) The Contractor who employs less than 10 labourers shall obtain Workmen Compensation Policy in lieu of ESI.
  - i. Contractor needs to ensure that the payments to deployed manpower is not less than the prevailing rates of Minimum Wages (as per Govt. of India Notifications, issued from time to time) , without fail.
  - ii. If the above points are not complied then the work order is liable to be cancelled, no payment will be released and SD/EMD will be forfeited.

**12) PENALTIES**

In case the Contractor fails to execute the work as per the Terms and Conditions and instructions, The Management reserves the rights to levy Penalty as mentioned below:

- a) In case of default or breach of Contract Terms & Conditions, the Security Deposit is liable for forfeiture.
- b) Un-satisfactory performance of the Contract may also lead to black listing of the Contractor.

**13) LABOUR**

Contractor shall be responsible for the engagement, employment, transport, working and living conditions of personnel and in respect of all matters connected therewith including their safety. All the proposed staff / personnel shall possess high standard of Integrity, have no affiliation with any political parties or trade unions. This has to be followed during the entire contract period. Contractor shall at all times take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct by or amongst its employees and for the preservation of peace and protection of persons and property in the neighbourhood of the site against the same. Upon the outbreak of any strike or labour dispute involving any of Contractor's personnel engaged on the services, Contractor shall forthwith give details thereof to BRBNMPL. If any dispute arises between the contract labour/employees and Contractor agency, the BRBNMPL will not be responsible in any manner. The Contractor shall not stop or cause stoppage of work on account of strike or other agitation during the period of contract. The Contractor agrees that it shall be liable for all consequences for the delay caused or loss / damages suffered by the BRBNMPL due to the stoppage / strike by the Contractor.

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BRBNMPL shall recover the cost incurred due to this from the Contractor's running account bills.

Contractor shall within Twenty-four (24) hours of any occurrence of any accident at or about the site or in connection with the execution of the services or any injury, loss or damage to any personnel or to property of Contractor, BRBNMPL or of a third party, report such occurrence to the competent authority, whenever such a report is required by law. BRBNMPL shall be at liberty to object to and require Contractor to remove forthwith from the site any person employed by Contractor in or about execution or performance of services, who in the opinion of BRBNMPL has committed a misconduct or whose employment is otherwise considered to be undesirable. Contractor without the written permission of BRBNMPL shall not again employ such person upon services at any circumstances.

**14) SAFETY & SECURITY MEASURES**

- a) The Contractor should scrupulously conform to the safety and security norms and stipulations while working in the security area. The Contractor should maintain site clearance during the progress of the work and also after the completion of the work.
- b) It shall be the sole responsibility of the Contractor to ensure safety to all his workers. The Contractor shall take all the precaution during execution of work against any hazards, personnel injury or any damage to the property. The Contractor shall provide adequate safety gadgets to the workmen as per norms.
- c) In respect of all labour, directly or indirectly employed on the works for the performance and execution of the Contractor's work under the contract, the Contractor shall at his own expense arrange for all the safety provisions as listed in (i) safety code forming part of the contract documents (ii) Indian Standards Regulations, Rules and orders made there under and such other acts as applicable.
- d) Precautions as stated in the safety clause are the minimum necessary and shall not preclude the Contractor taking additional safety precautions as may be warranted for the particular type of work or situations. Also mere observance of these precautions shall not absolve the Contractor of his liability in case of loss or damage to property or injury to any person including the Contractor's labour, the BRBNMPL representatives or any member of the public or resulting in the death of any of these.
- e) Protective gear such as safety Masks/Helmets, Ear Muffler, Goggles, Gloves, Safety Belt, Safety Helmet, Rubber Shoes, etc. shall be provided by the Contractor at his own cost to all his manpower at site. BRBNMPL shall have the right to stop any person not wearing such protective gear from working on the site.
- f) The Contractor has to ensure that all equipment tools, brought on to the premises will be in safe conditions has recently been checked and that all personnel using the equipment and tools have been trained in their safe use.

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- g) In case the Contractor fails to make arrangements and provide necessary facilities as aforesaid, the BRBNMPL shall be entitled to do so and recover the costs thereof from the Contractor. The decision of the BRBNMPL in this regard shall be final and binding on the Contractor.
- h) Any untoward incident arising out of improper supervision or inadequate safety measures will be the sole responsibility of the Contractor. The Contractor shall conform to all the Labour Laws and shall remain solely responsible for the obligation under the relevant statutory provisions.
- i) BRBNMPL is a security organization and the Govt. of Karnataka declares the premise as Prohibited Area. Hence, the Contractor has to abide by the security rules of the Company. The Contractor has to ensure the character and antecedent of the persons deployed. The Contractor must be in a position to produce such documents, whenever he is asked to do so. Details shall be furnished as per format when called for. The Contractor has to issue printed photo identity card to its workers duly authenticated by the designated security officer of the Company. Contractor should apply for Gate Pass for labours, welding permission and material entry pass etc. as per approved format only, well in advance to avoid any delay in issue of Gate passes. The Contractor shall not allow any visitor to the site without the prior written approval of BRBNMPL.
- j) Contractor must ensure that the number of labours/masons or any other type of workers engaged for carrying out the work and requested for issue of gate pass are coming for the job awarded. In case, any of the workers is not coming for whom gate pass was requested/issued, the name of such persons should be brought to the notice of the concerned officer as well as to the Security section and surrender the pass issued immediately.
- k) Gate passes for all the workers shall be applied in the prescribed Gate Pass Format, Contractor must enclose copy of address proof (Voters ID card or Ration Card or Driving License or Passport etc., for all the workers for which gate pass has been requested. The details shall be submitted in the prescribed format as given below.

S. No	Name of Person	Father name	Age	ESI No/Workman Compensation Policy No	Present Address	Permanent Address	Identification Mark	Signature of the Individual
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The following statement also has to be signed by the Contractor

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

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

- i) The Contractor shall submit Police Verification certificate for good character / antecedents for all the workers/supervisor for complying Security formalities. The Contractor shall submit this certificate or receipt of submission. The same shall be submitted for workers/supervisors, who may be a replacement / addition, as the case may be. The cost of verification will be borne by the Contractor.
- ii) BRBNMPL reserves the right to get the antecedents of the employees of the Contractor verified through police. Any worker of the Contractor, if found by the Company as unsuitable or having doubtful integrity, shall be removed from the premises at the risk and cost of the Contractor. The Contractor shall vouch guarantee for the integrity of its workers.

**15) RESPONSIBILITY OF THE CONTRACTOR**

The Contractor should take and observe all the required formalities like deployment of his Labourers as directed by the Authorized persons of BRBNMPL. The work of the Contractor is subject to inspection by the BRBNMPL at all times, but such inspection does not relieve the Contractor of any of the responsibility. Any untoward incident arising or inadequate safety measures will be the sole responsibility of the Contractor. The Contractor shall conform to all the Labour Laws and shall remain solely responsible for the obligation under the relevant statutory provisions.

**16) COMPENSATION FOR DAMAGES**

The Contractor shall be responsible for all other damages to any person, tools & tackles, animal or property arising out of and incidental to the negligent or defective carryout of this contract. He shall also indemnify the BRBNMPL in respect of any costs, charges or expenses arising out of any claim or proceedings and also in respect of any award of compensation or damages arising there from. The BRBNMPL shall be entitled to deduct the amount of any damage, compensation, charges, costs and expenses arising or occurring from or in respect of, any such claims or damage from any or all sums due or to become due to the Contractor, without prejudice to the BRBNMPL's other rights in respect thereof.

**17) NON – COMPLIANCE OF SITE INSTRUCTION**

If the Contractor after receipt of written / verbal notice from the BRBNMPL requiring compliance fails to comply with such instructions, the BRBNMPL may employ and pay other Contractor to execute any such work whatever that may be necessary to give effect thereto, and all cost incurred in connection therewith shall be recoverable from the Contractor by the BRBNMPL or may be deducted from any payment due to the Contractor.

**18) SUB CONTRACTING**

The Contractor shall not sub -contract the work to any sub- Contractor.

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**19) ARBITRATION**

All disputes and differences arising out of and in connection with the contract shall be referred to a sole arbitrator to be appointed by the Senior General Manager of BRBNMPL, Mysuru whose decision shall be governed by the provisions of Arbitration & Conciliation Act 1996, and the rules framed there under and the venue shall be at BRBNMPL, Mysuru.

**20) LIQUIDATED DAMAGES**

If the supplier fails to deliver any or all of the goods within the time frame (s) [delivery schedule] incorporated in the contract, BRBNMPL shall, under the contract deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% of the delivered price of the delayed goods 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). [Please refer GCC Clause 24 under Section IV].

**21) LEGAL JURISDICTION**

The court of Mysuru only shall have jurisdiction to deal with and decide any legal matter of dispute whatsoever arising out of any work order placed by us.

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

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**SECTION VI: LIST OF REQUIREMENTS**

Schedule No.	Brief Description of Goods / Services	Accounting Unit	Quantity	Amount of Earnest Money
1	Construction of shed for box modification at BRBNMPL, Note mudran nagar, Mysuru”	As per BOQ	As per BOQ	<b>Rs.57,800/- (Rupees fifty seven thousand eight hundred only)</b>

- **Pre-Bid Visit:** The bidder must obtain for himself on his own responsibility and at his own expenses, all the information which may be necessary for the purpose of making a tender and for entering into a contract and must inspect the site of the work and acquaint himself with all scope of work, volume of work, local conditions, means of access to the work, nature of the work and all matters appertaining thereof before quoting of his rates and carrying out the work. The site for the work is BRBNMPL Mysuru as per BOQ & scope of work.
- Each of the tender documents should be stamped and signed in all pages by the person or persons submitting the tender in token of his/their acquainted himself/themselves with the General Conditions of Contract, Specifications, Special Conditions, etc. as laid down. Any tender with any of the documents not signed may be rejected.
- The tender submitted on behalf of a firm shall be signed by all the partners of the firm or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected.
- **Time Schedule:** The work should be completed as per bill of quantities and scope of work within **Three (3)** months from the date of Notification of Award of Contract/Work order whichever is earlier. Any requests for extension of time may be initiated two weeks before the scheduled completion date citing the reasons for delay. The total time period as specified above for the completion of the job is to be strictly maintained and is the essence of the order.
- **Extra Items:** Any extra items not covered in the scope of work and if considered necessary during the execution of work will also have to be undertaken & shall have to be executed by the Contractor with the approval of BRBNMPL. The rates for the same shall be derived from latest KPWD/CPWD Schedule of rates or Market rates (for items which are not included in the schedule of rates) + 10% overheads/profit. In such cases Contractor shall submit his rate analysis along with all relevant supporting market rates list / vouchers for consideration & approval of BRBNMPL.
- If the Bidders shall have any doubt as to the meaning of any portion of the general conditions, or the special conditions or the scope of the work or the specifications and drawings or any other matter concerning the contract he shall in good time, before submitting his tender, put forth the particulars thereof and submit them to concerned authority in writing in order that such doubts may be clarified authoritatively in writing before tendering.

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- **Sufficiency of Schedule of Quantities:** The Bidders shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the prices stated in the Schedule of Quantities and/or Schedule of Rates and prices which rates and prices shall cover all his obligations under the Contract, and all matters and things necessary for the proper completion of the works.
- **Contractor's Responsibility:** The Contractor shall provide everything necessary for the proper execution of the works according to the intent and meaning of the schedule of quantities and specifications taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred there from.
- Alteration in quantity or work, specification & design/addition of work / deletion of work: The BRBNMPL shall have power to make any alterations / additions to or substitutions for the original specifications and instructions that may appear to him to be necessary during the maintenance work. For that purpose or if for any other reason it shall in its opinion be desirable, it shall have power to order the Contractor to do any or all of the following:
  - Increase or decrease the quantity of any work included in the contract.
  - Delete any such work.
  - Change the character or quantity or kind of any such work.
  - Change the plant names, levels, liners, positions and dimensions of any part of the work.
  - Execute additional work of any kind necessary for the completion of the works and
  - Change in any specified sequence, method of timing of the work.
  - The Contractor shall be bound to carry out the work in accordance with any instructions in these connections which may be given to him in writing signed by the BRBNMPL and shall not on any way vitiate or invalidate the contract.
  - Quoted rates shall be firm and binding and inclusive of all taxes & charges.
  - Statutory deduction of taxes shall be made at the source.
  - Successful Bidder has to arrange all the required materials, labors, scaffolding, safety equipment, tools and plants, transportation etc., at his own cost for proper completion of work including cement and steel, labour,.etc shall be arranged by the Contractors.
  - The Successful Bidder has to strictly follow the safety norms during his work & also take care for BRBNMPL property.
  - The Successful Bidder should understand the scope of work before quoting and inspect the site accordingly.

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Note:

- Bidder should be registered under GST.
- Should have permanent Income tax A/C No as allotted by the income tax authority of government of India.
- Should not be blacklisted/ debarred by BRBNMPL or any PSU or any govt. Departments.
- Copies of certificate/documents related to PAN, GST, ESI & PF registration certificates must be submitted along with the bid.
- The Contractor has to submit appropriate documents for ESI, Workmen`s Compensation policy and Contractor`s all risk policy for all the Workers engaged for the work.
- Bidder to furnish stipulated document in support of qualifying criteria. Non –submission or incomplete submission of documents may lead to rejection of offer.

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



## **SECTION VII: TECHNICAL SPECIFICATIONS**

**1. PREAMBLE:**

Bharatiya Reserve Bank Note Mudran (P) Limited (BRBNMPL) is a wholly owned Subsidiary of Reserve Bank of India is engaged in sovereign function of Design and printing of Bank Notes. It has Corporate Office in Bengaluru and has two printing presses at Mysuru, Karnataka and Salboni, West Bengal.

BRBNMPL, Mysuru invites tender from eligible vendors for the work of “CONSTRUCTION OF SHED FOR BOX MODIFICATION AT BRBNMPL, MYSURU” The work has to be executed as mentioned in the BOQ as per the IS, CPWD and KPWD specifications (whichever applicable) and to the satisfaction of the officials from BRBNMPL. The general character and the scope of the works shall be as illustrated and defined in the Drawings, Specifications, Schedule of Quantities, and other Contract Documents.

**2. Scope of Work**

The general character and the scope of the works shall be as illustrated and defined in the Drawings, Specifications, Schedule of Quantities, and other Contract Documents. The defined scope of work shall be as set out under Special Conditions of Contract and the same are broadly described as below:

- i. The job involves excavation for foundation for Size stone masonry in all kinds of soil.
- ii. Footing for structural columns, back filling, levelling & proper consolidation, wherever required.
- iii. Providing and removing centring and shuttering at all levels
- iv. Providing and fixing the MS sheet doors
- v. Demolishing brick work manually/ by mechanical means
- vi. Providing and laying in position Reinforced cement concrete M20 Design Mix for plinth beams and column.
- vii. Providing and fixing pre-coated galvanised iron profile sheets, ridges plain, flashing and gutter of approved make which are fixed using self drilling / self tapping screws
- viii. Providing and constructing of size stone masonry, cement solid block masonry
- ix. Providing steel reinforcement for RCC works including cutting, bending, binding, & placing in position etc. complete.
- x. Fabricating, supplying and erecting M.S. TubularTruss
- xi. Providing IPS flooring of concrete M20 Design Mix with nominal reinforcement and Vaccum de-watering floor finish, including provision of joints by groove cutting of concrete member and filled by sand , hot bitumen fillars,

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- xii. Providing and applying Painting and plastering
  - xiii. Providing and fixing electrical components
3. **Location:** The land earmarked for Construction of shed for box modification is located behind watch tower no:1 near to ink sludge godown inside BRBNMPL Premises. Drawing is attached herewith as Annexure –E.
4. **GENERAL**
- The work shall broadly include construction of all the civil, structural & finishing works related to buildings and foundations which includes earth work, plain & reinforced cement concrete, filling work, reinforcement, scaffolding, formwork, masonry work, floor finishing, skirting, plastering, painting etc.; as well as supply of all materials, consumables, labour, tools and plants, transportation and storage, sample testing etc.; all complete as per BOQ, specifications and drawings.
  - The materials, design and workmanship shall satisfy the relevant Indian Standard, KPWD/CPWD specification, most specifications and the Specifications contained herein and codes referred to. Where the Specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall be approved by the Engineer – in – charge. In case of any ambiguity, sound engineering practices shall prevail and the decision of engineer in charge in such matters shall be final.
  - The detailed specifications given hereinafter are for the items of works described in the schedule of quantities attached herein, and shall be guidance for proper execution of work to the required standards. It may also be noted that the specifications are of generalized nature and these shall be read in conjunction with the description of item in schedule of quantities and drawings. The work also includes all minor details of construction which are obviously and fairly intended and which may not have been referred to in these documents but are essential for the entire occupation in accordance with standard Engineering practice.
  - Unless specifically otherwise mentioned, all the applicable codes and standards published by the Indian Standard Institution and all other standards which may be published by them before the date of receipt of tenders, shall govern in all respects of design, workmanship, quality and properties of materials and methods of testing, methods of measurements etc. Wherever any reference to any Indian Standard Specifications occurs in the documents relating to this contract, the same shall be inclusive of all amendments issued thereto or revision thereof, if any, up to the date of receipt of tenders.
  - Wherever any reference to any Indian Standard Specification occurs in the documents relating to this contract the same shall be inclusive of all amendments issued thereto or

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revisions thereof, if any, up to the date of receipt of tenders. In case there is no I.S.I. specification for the particular work, such work shall be carried out in accordance with the instructions in all respects, and requirements of the Engineer-in-Charge. The work shall be carried out in a manner complying in all respects with the requirements of relevant bye-laws of the Municipal Committee/Municipal Corporation/Development Authority under the jurisdiction of which the work is to be executed or as directed by the Engineer-in-Charge and, unless otherwise mentioned, nothing extra shall be paid on this account.

- The Contractor shall take instructions from the Engineer-in-charge regarding collection and stacking of materials in any place. Unserviceable materials shall be stacked such that it does not hamper the day-to-day movement of people/office staff/ visitors etc.
- BRBNMPL is ISO 9001 – 2015 AND ISO 14001: 2015 certified company. The Contractor in all respects shall organize his work, systems, environment, process control documentation, tools, plant, inspection, measuring and testing equipment's etc. as per instructions of Engineer.
- The Contractor shall also comply with applicable legislation and regulations with regards to Health, safety and environmental aspects for minimizing risk arising from occupational health, safety hazards, controlling pollution and wastage.
- BRBNMPL may depute their representative for checking and supervision of important stages of work. The Contractor shall be required to provide all facilities for inspection of works at no extra cost to BRBNMPL. Any defect in quality of work or deviations from drawings / specifications pointed out during such inspection shall be made good by the Contractor in the same way as if pointed out by the Engineer, without any cost implication to BRBNMPL.
- All works shall be taken over by BRBNMPL in part or in full when it has been completed in all respects and /or can be put to use satisfactorily. The complete work under the contract shall be taken over only after completion of all punch points, pending work, rework wherever required, site clearing and reconciliation of materials.
- The guarantee period shall start only after the complete work under the contract has been taken over by BRBNMPL.

**All works shall comply with relevant IS codes and KPWD/CPWD standards and specifications.**

**5. SITE ENGINEER/SUPERVISOR AND SITE ORDER BOOK:**

The Contractor shall himself engage an authorized all time agent on the work capable of managing and guiding the work and understanding the specifications and contract conditions. A qualified and experienced Engineer having Diploma in Civil Engineering with 5 years of post-qualification experience or Bachelor Degree in Civil Engineering with 3 years of post-

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qualification experience to be deployed as site engineer or supervisor by the Contractor as his agent for technical matters. Site engineer can also be designated as a Supervisor of the Contractor. Supervisor will take orders as will be given by the Engineer in charge or his representative and shall be responsible for carrying them out. This Supervisor shall not be changed without prior intimation of the Engineer in charge and his representative on the work site. The Engineer-in-charge have the unquestionable right to ask for changes in the quality and strength of supervisory staff of Contractor and to order removal from work of any of such staff. The Contractor shall comply with such order and effect replacements of the satisfaction of the Engineer-in-charge.

A Site order book shall be maintained on site and it shall be the property of BRBNMPL and the Contractor shall promptly sign orders given therein by the Engineer in charge or his representative and his superior officer, and comply with them. The compliance shall be reported by Contractor to the Engineer in charge in good time so that it can be checked. The Contractor will be allowed to copy out the instruction therein from time to time.

**6. ADDITIONAL CONDITIONS FOR CEMENT, STEEL, BITUMEN BROUGHT BY THE CONTRACTOR**

- All the materials required for construction of work shall be arranged by the Contractor at his own cost. The samples of material to be procured shall be got approved by the Engineer-in-charge and material as per approved samples shall only be procured.
- The Contractor shall submit periodically (Monthly) as well as on completion of work, an account of all materials brought by him in a manner as directed by Engineer-in-charge. The Contractor shall also furnish monthly account of materials; a separate register shall be maintained on site for recording daily item wise receipt and consumption of Cement, Steel used by him, also item wise consumption of other materials used. This register shall be signed daily by the Contractor or his representative and representative of Engineer-in-charge.
- All the materials required for the work shall be brought by the Contractor at his own cost. In each case, certificate for its quality and quantity shall be produced by the Contractor at his own cost and the test results of samples shall be supplied to the Department. The material not confirming to the required standard shall be removed at once from the site of the work by the Contractor at his own cost.
- Testing of all construction material shall be carried out as per required frequency and specifications and the charges for testing shall be borne by the Contractor.
- All the testing charges for mix design etc., if necessary on construction work shall be borne by the Contractor.

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- The Contractor shall construct shed / sheds as per direction of the Engineer-in-charge of the work for storing the materials brought at site. The material shall be taken out for use in the presence of the departmental representative only.
- The Contractor shall make his own arrangement for the safe custody of the materials which are brought for construction of work.
- The Contractor shall not transfer any material once brought at work site without prior written permission from Engineer-in-charge and for bonafied reasons only
- In case the materials brought by the Contractor become surplus owing to the change in the design of the work, the materials should be taken back by the Contractor at his own cost with prior permission of the Engineer-in-charge.
- The charge for conveyance of materials from the place of delivery to the site of work and the actual sport on work site shall be entirely borne by the Contractor. No claims on his account shall be entertained.

**7. Mode of Measurements** – Mode of measurements for all items of work shall be as per IS 1200 – Method of Measurement for Building and Civil Engineering Work.

**8. CIVIL AND STRUCTURAL WORKS**

➤ **Setting out of works:**

The Contractor shall set out of the works and shall be responsible for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions and alignment of all parts thereof. If at any time error in this respect shall appear during the progress of the works or even after the completion of the works; the Contractors shall, if so required, at his own expense rectify such error to the satisfaction of the Engineer in Charge/BRBNMPL. The rate of site clearance is deemed to be included in the rate of earth work for which no extra will be paid.

➤ **Excavation:**

The excavation in foundation shall be carried out in true line and level and shall have the width and depth as shown in the drawings or as directed. The bottom of the excavated area shall be levelled both longitudinally and transversely as directed by removing and watering as required. The excavated earth of the selected type shall be used in filling the trenches and plinth or levelling the ground in layers including ramming and watering etc.

- The earth to be used for filling shall be free from salts, organic or other foreign matter. All clods of earth shall be broken. As soon as the work in foundation has been completed and measured the site of foundation shall be cleared of all debris, brick bats: mortar dropping etc., and filled with earth in layers not exceeding 20 cms. Each layer shall be adequately watered, rammed and consolidated before the succeeding layer is laid. The finished level of filling shall be kept to shape intended to be given to floor.

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➤ **Shuttering:**

- The timber used in shuttering shall not be so dry as to absorb water from concrete and swell or bulge nor so green or wet as to shrink after erection. The timber shall be properly sawn and planed on the sides and surface coming in contact with concrete. The shuttering shall be supported on battens and beams and props of vertical bellies properly cross braced together so as to make the centering rigid.
- The form work shall be sufficiently strong and shall have camber, so that it assumes correct shape after deposition of the concrete and shall be able to resist forces caused by vibration of live load of men working over it and other incidental loads associated with it. The shuttering shall have smooth and even surface and its joints shall not permit leakage of cement grout.
- If at any stage of work during or after placing concrete in the structure, the form work sags or bulges out beyond the required shape of the structure, the concrete shall be removed and work redone with fresh concrete and adequately rigid form work. The complete form work shall be got inspected by and got approved from the Engineer-in-charge, before the reinforcement bars are placed in position.

➤ **Reinforcement Works:**

- The work shall consist of furnishing and placing reinforcement to the shape and dimensions shown as on the drawings or as directed. Steel shall be clean and free from rust and loose mill scale at the time of fixing in position and subsequent concreting. Reinforcing steel shall conform accurately to the dimensions given in the bar bending schedules shown on relevant drawings. Bars shall be bent cold to specified shape and dimensions or as directed using a proper bar bender, operated by hand or power to attain proper radius of bends. Unless otherwise specified a „U“ type hook at the end of each bar shall invariably be provided to main reinforcement. The hooks shall be suitably encased to prevent any splitting of the concrete.
- All the reinforcement bars shall be accurately placed in exact position shown on the drawings and shall be securely held in position during placing of concrete by annealed binding wire not less than 1 mm. in size and by using stay blocks or metal chair spacers, metal hangers, supporting wires or other approved devices at sufficiently close intervals. Bars shall not be allowed to sag between supports nor displaced during concreting or any other operations of the work. Reinforcement after being placed in position shall be maintained in a clean condition until completely embedded in concrete. To prevent reinforcement from corrosion, concrete cover shall be provided.

➤ **Concrete works:**

- The Proportion of cement, sand and coarse aggregate shall be as mentioned in the BOQ for specific work enumerated and shall be measured by volume. The minimum quantity of cement used in cement concrete of specific grade has to be maintained strictly as per IS code. The

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concrete shall be mixed in a mechanical mixer at the site of work. Hand mixing may however be allowed for smaller quantity of work if approved by the Engineer-in-charge. The concrete shall be handled from the place of mixing to the final destination and should not take more than 15 minutes by the method as directed and shall be placed into its final position, compacted and finished within 30 minutes of mixing with water i.e. before the setting commences. Workability of the concrete shall be controlled by maintaining a water-cement-ratio that is bound to give a concrete mix which is just sufficiently wet to be placed and compacted without difficulty with the means available. The degree of consistency which shall depend upon the nature of the work and methods of vibration of concrete, shall be determined by regular slumps tests in accordance with IS Code.

- Contractor shall give the Engineer-in-charge due notice before placing any concrete in the forms to permit him to inspect and accept the false work and forms as to their strength, alignment, and general fitness but such inspection shall not relieve the Contractor of his responsibility for the safety of men, machinery, materials and for results obtained. No concrete shall be placed in any part of the structure until the approval of the Engineer-in-charge has been obtained.
- Concreting shall proceed continuously over the area between construction joints. Fresh concrete shall not be placed against concrete which has been in position for more than 30 minutes unless a proper construction joints is formed. Concrete shall be compacted in its final position within 30 minutes of its discharge from the mixer.
- Concrete shall not be dropped into place from a height exceeding 2 meters. When trunking or chutes are used they shall be kept close and used in such a way as to avoid segregation. When concreting has to be resumed on a surface which has hardened, it shall be roughened, swept clean, thoroughly wetted and covered with a 13 mm. thick layer of mortar composed of cement and sand in the same ratio as in the concrete mix itself.
- All concrete shall be compacted to produce a dense homogeneous mass with the assistance of vibrators, unless otherwise permitted by the Engineer-in-charge for exceptional cases, such as concreting under water, where vibrators cannot be used. Sufficient vibrators in serviceable condition shall be kept at site so that spare equipment is always available in the event of breakdowns.
- Immediately after compaction, concrete shall be protected from weather, including rain, running water, shocks, vibration, traffic, rapid temperature changes, frost and drying out process. It shall be covered with wet sacking, hassain or other similar absorbent material approved soon after the initial set and shall be kept continuously wet for a period of not less than 14 days from the date of placement. Masonry work over foundation concrete may be started after 48 hours of its laying but curing of concrete shall be continued for a minimum period of 14 days.

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- Samples from fresh concrete shall be taken as per IS Code provisions and cubes shall be made, cured and tested at 7 days or 28 days as per requirements in accordance with IS code. A random sampling procedure shall be adopted to ensure that each concrete batch shall have a reasonable chance of being tested i.e. the sampling should be spread over the entire period of concreting and cover all mixing units.
- **GRADES OF CONCRETE**
- The grades of concrete shall be in accordance with the following table. The grade of concrete to be used in each section of work will be shown in the drawings or in the Bill of Quantities:

<b>Grade of Concrete</b>	<b>Grade of Concrete Characteristic strength i.e. compressive strength of 15 cm. Cubes at 28 days (N/mm<sup>2</sup>)</b>	<b>Nominal maximum aggregate size (mm)</b>	<b>minimum cement content (in Kgs)</b>
M10	10	25	200
M15	15	25	300
M20	20	20	400
M25	25	20	600
M30	30	20	800

➤ **Stripping of formwork:**

The Engineer-in-charge shall be informed in advanced by the Contractor of his intention to strike the form work. All formwork shall be removed without causing any shock or vibration as would damage the concrete. Before the soffit and struts are removed the concrete surface shall be exposed where necessary in order to ascertain that the concrete has sufficiently hardened. Where it is intended to re-use the formwork, it shall be cleaned and made good to the satisfaction of the Engineer-in-charge. After removing the form work and shuttering the Engineer shall inspect the work and satisfy by random checks that concrete produced is of good quality.

➤ **Painting Works:**

- The surfaces require painting shall be cleaned of all rust, scale, dirt and other foreign matter sticking to it with wire brushes, steel wool, scrapers, sand paper etc. This surface shall then be wiped finally with mineral turpentine which shall also remove grease and perspiration of hand marks. The surface shall then be allowed to dry.
- After the preparation of the surface, the priming coat shall be applied immediately. The brushing operations are to be adjusted to the spreading capacity as advised by the manufacturer of the particular primer. The paint shall be applied evenly and smoothly by means of crossing and laying



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off. No hair marks from the brush or clogging at pain puddles in the corner of panels angles of molding etc. shall be left on the work.

- The materials required for work of painting work shall be obtained directly from approved manufactures or approved dealer and brought to the site in maker's drums; kegs. etc. with seal unbroken. All materials not in actual use shall be kept properly protected, lids of containers shall be kept closed and surface of paint in open or partially open containers covered with a thin layer of turpentine to prevent formation of skin. The materials which have become state or flat due to improper and long storage shall not be used. The paint shall be stirred thoroughly in its container before pouring into small containers. While applying also, the paint shall be continuously stirred in smaller container. No left over paint shall be put back into stock tins. When not in use the containers shall be kept properly closed.
- The surface to be painted shall be thoroughly cleaned and dusted. All rust, dirt and grease shall be thoroughly removed before painting is started. No painting on exterior or other exposed part of the work shall be carried out in wet, damp or otherwise unfavourable weather and all the surfaces shall be thoroughly dry before painting work is started.
- Brushing operations are to be adjusted to the spreading capacity advised by the manufacture of particular paint. Each coat shall be allowed to dry completely and lightly rubbed with very fine grade of sandpaper and loose particles brushed off before next coat is applied.

**9. TIME PERIOD:**

- The work order should be completed within time period as mentioned from the date of issue. The total time period as mentioned for the completion of the job is to be strictly maintained and is the essence of the order.
- If the Contractor fails to take up the work within a reasonable time or refuses to accept the work order or leave the job incomplete, BRBNMPL reserves the right to forfeit the security deposit as applicable and no more quotations will be issued to the party in future & Contractor shall be Blacklisted.

**10. Hindrance Register :**

In order to have a record of hindrances in the progress of work which may result in delays and consequent claims for extension of time, a Hindrance Register shall be maintained at the construction site. The details of the hindrances with time period shall be recorded by the BRBNMPL Officer therein as and when these occur and all recordings shall be signed jointly by the BRBNMPL Officer and the Contractor's representative. While considering the Contractor's request for extension of time for completion of work, this register shall be referred to. BRBNMPL shall maintain such

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register and same should be in the custody of the BRBNMPL. Genuine and acceptable hindrances to their work recorded in this register will only be considered for extension of time.

**11. Clean Up of Site Work:**

During execution, the CONTRACTOR shall without any additional payment, at all times keep the working and storage areas used by him, free from accumulation of waste materials or rubbish. Before completion of all painting works, he shall remove or dispose of in a satisfactory manner all excess materials, temporary structures, waste and debris and leave the premises in a condition satisfactory to BRBNMPL.

(To be signed & stamped and submitted along with Techno-commercial Bid Part –I  
We, \_\_\_\_\_ (Name of Company) confirm that the product offered is as per the specification of BRBNMPL requirement and also we confirm to accept Scope of Work mentioned above.

Note: Bidder has to submit the Catalogue/Brochure of the offered product, if any. Prior to the preparation and submission of this tender, the Bidder shall make visits to the site and carry out all the necessary inspections and investigations in order to obtain all information and to make his own assessment of the conditions and constraints at site, including means of access to it. The Bidder shall make himself aware of all the features of the site and working conditions and space and shall, in general, be responsible for obtaining all the necessary and requisite information needed for him to prepare and submit the tender.

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**SECTION VIII: QUALITY CONTROL REQUIREMENTS /  
DECLARATION BY THE TENDERER - TENDER ENQUIRY NO. –  
032/MYS/CIVIL/2023-24**

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

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

Date:     /     / 2023

Place:

For and on behalf of

[Signature with Name & date]

Duly authorized to sign tender for and on behalf of

Company Seal

## **SECTION IX: QUALIFICATION/ ELIGIBILITY CRITERIA**

### **1. Part-I: Technical:**

#### **I. Experience & Past Performance:**

- **Minimum Qualification:** The agency/Bidder should have experience in similar nature of Construction Works/Civil works.
- Also the bidder should be currently in business.
- Minimum value of similar works during last 7 years ending last days of the month previous to the one in which tenders are invited as per either of the following:

Three similar completed works each costing not less than the amount of value of 40% of estimated value (**i.e. Rs. 11.56 lakhs**) in the last 7 years up to 30/06/2023.

**OR**

Two similar completed works each costing not less than the amount of value of 50% of estimated value (**i.e. Rs. 14.45 lakhs**) in the last 7 years up to 30/06/2023.

**OR**

One similar completed works each costing not less than the amount of value of 80% of estimated value (**i.e. Rs. 23.12 lakhs**) in the last 7 years up to 30/06/2023.

**Type of contract: Works contract**

**Benefits of MSE's in this Tender:** Since, this is a works contract, benefits to MSE shall not be applicable. However, the Cost of Tender Fee and EMD relaxation is applicable to MSE & Start-ups.

#### **Note: Similar works means**

**Similar work means any Construction of building, Construction/ Repair/ renovation/ modification works of Residential building/Residential apartments /Educational / Institutional / Commercial buildings/ Private and Public buildings / Civil structures etc.**

Sub Contracted works will not be considered.

Documentary proof (**copies of POs executed and Work completion certificate**) for the above qualifying criterion should be submitted along duly signed by authorized signatory of your company.

### **II. Financial Standings:**

#### **a) Average Annual Turnover:**

- i. Proof of Average annual financial turnover of firm during the last 3 years ending 31.03.2022 i. e. (FY 2019-20, 2020-21 & 2021-22) should be 30% (i.e., Rs.8.67 lakhs) of estimated value or more.
- ii. The bidders applying under **MSE's/Startups w.r.t. relaxation norms** in public procurement regarding **prior turnover** refer SIT provision for GIT clause No. 31 under Section III: Special Instructions to Tenderers (SIT).

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b) **Net worth:** The net worth of the firm should not be negative and should not have eroded by more than 30% year-on-year in the last 3 years ending 31.03.2022.

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

**Note:** For the purpose of financial analysis of **Turnover and Net worth:** 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 way of bank guarantee to cover the obligations of the bidder under the tender in case of any default. 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 providing such ownership. 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. Bidders shall submit the formats of Performance Bank Guarantee issued on behalf of holding company and undertaking to provide financial support which are to be obtained from the **Holding/ parent Company** are enclosed as **Annexure - F & Annexure - G**.

**However, the bidder is required to qualify in all other criteria like experience, past performance and capacity/capability as specified in the tender.**

**III. Statement of Financial Standing:**

To be submitted by all bidders (Since, the total Turnover requirement to qualify for bid is less than Rs.5 Crore) as part of Pre-Qualification Criteria (Section IX of tender). Following documents are required to be submitted along with the bid.

- a) The bidders will be required to submit a self-certified statement of their turnover, net worth and profit and loss and details to be filled **as per “Annexure-H”**.
- b) The bidders are also required to submit the **self-certified** Income Tax Return (IT) copies of Financial year 2019-20, 2020-21 & 2021-22 along with copy of Acknowledgement.

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 2021-22 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.**

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**IV. Authorized Dealer/Distributor/Representative**

- Original manufacturer may submit their offer directly or through their Authorized Dealer/Distributor/Representative. Bids of bidders quoting as Authorised Dealer/Distributor/ Representative of a Principal Manufacturer /OEM will be considered as qualified, provided they should submit the valid Dealership/Distributorship/Authorization as per the format provided in Section XIV.

**V. General**

- The tenderer/bidder should have valid PF, ESIC registration no. The copy of the same should be submitted along with Part I (Techno commercial bid) of tender.
- The tenderer/bidder shall enclose a declaration that they have not been blacklisted/debarred by BRBNMPL/Government of India in the past 5 years, confidentiality & accountability statement duly signed and stamped as per Annexure-A.
- NEFT Mandate form as per Annexure-B.
- For tenderer/bidder registered with NSIC/MSME/Startups, a bid security declaration (Format as per Annexure C) is to be furnished for payment of SD in case they become L1 firm in bidding process.
- Undertaking on Restrictions on Public Procurement from countries sharing a land border with India as per Annexure-N.
- Bidder should attach the GST registration certificate & PAN copies along with GST supplier's Certificate as per Annexure-I.
- Authorization with the seal of the Company in the name of the person signing the Tender Documents.
- All the pages of the tender should be signed and seal should be affixed for accepting the terms and conditions.

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

We \_\_\_\_\_ (name of the company) have submitted the required documents in support of the **Section IX: Qualification/ Eligibility Criteria** as mentioned above.

(Authorised Signatory of the bidder firm with date)

(Seal)

**SECTION X: TENDER FORM**

Date .....

To  
The Senior General Manager,  
Bharatiya Reserve Bank Note Mudran Private Limited  
(Wholly owned Subsidiary of Reserve Bank of India)  
Note Mudran Nagar,  
Mysuru - 570003

Ref: Your Tender document No. .... dated .....

We, the undersigned have examined the above mentioned tender enquiry document, including amendment No. ...., dated ..... (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver **Construction of shed for box modification at BRBNMPL, Note Mudran Nagar, Mysuru** 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 \_\_\_\_\_

Duly authorized to sign tender for and on behalf of M/s  
.....

.....  
(Authorised Signatory of the bidder firm with date)

.....  
(Name and designation)

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**SECTION XI: PRICE SCHEDULE –PART-II BID**

From

To

The Senior General Manager,  
BRBNMPL,  
Mysuru – 570 003.

Dear Sir,

**SUB:** Tender Notice for “Construction of shed for box modification at BRBNMPL, Note Mudran Nagar, Mysuru”.

**REF:** Your Tender Enquiry No: TENDER NO: 032/MYS/CIVIL/2023-24 dated 29/07/2023

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

**A. Item wise Price bid**

S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
1	Earth work excavation In all kinds of soils Depth up to 1.5 m by manual means for drains, canals, waste weir, draft, approach channels, key trenches, foundation of bridges and such similar works in all kinds of soils , as per drawing and technical specifications, including setting out, shoring, strutting, barricading, caution lights, removal of stumps and other deleterious matter, excavated surface leveled and sides neatly dressed disposing off the excavated stuff or sorting & stacking the selected stuff for reuse in a radius of 50 m and lift upto 1.5 m including cost of labour, tools & other appurtenances required to complete the work.	Cum	105.00		
2	Providing and laying in position plain cement concrete Mix 1:4:8 Using 40 mm nominal size graded crushed coarse aggregates for all works in foundation. The granite/trap/basalt crushe graded coarse aggregates and fine aggregates as per relevant IS Codes machine mixed, laid in layers not exceeding 150 mm thickness, well compacted using plate vibrators, including all lead & lifts, cost of all materials of quality, labour, Usage charges of machineries, curing,and all the other appurtenances required to complete the work as per technical specifications	Cum	30.00		



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S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
3	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material to the appropriate disposal area as per direction of Engineer-in-charge. In cement mortar	Cum	5.00		
4	Providing and constructing size stone masonry with hard stone in foundation cement mortar 1:6, including cost of materials, labour, curing complete as per specifications.	Cum	23.00		
5	Filling available excavated earth (excluding rock) in sides of foundations upto plinth in layers not exceeding 20 cms. in depth, compacting each deposited layer by ramming after watering with lead upto 50m. and lift upto 1.5m. including cost of all labour complete as per specifications.	Cum	190.00		
6	Providing and laying in position Reinforced cement concrete M20 Design Mix Using 20 mm nominal size graded crushed coarse aggregates for all Sub structures of building, Irrigation works, Sub structure works of bridges, Drain works & other parallel works from 0.50m to 3.50 m height. The granite/trap/basalt crushed graded coarse aggregates and fine aggregates as per relevant IS Codes machine mixed with super plasticisers, laid in layers, well compacted using needle vibrators, providing weep holes wherever necessary, including all lead & lifts, cost of all materials of quality, confirming to the requirements of relevant IS codes, labour, Usage charges of machinery, curing and all other appurtenances required to complete the work as per technical specifications. (The cost of steel reinforcement to be paid separately) including Providing and removing centering, shuttering, etc., and removal of form work complete as per specifications	Cum	13.00		
7	Providing and laying in position Reinforced cement concrete M20 Design Mix Using 20 mm nominal size graded crushed coarse aggregates for all Super structures of building , Road works, Water works, Irrigation works & super structure works of bridges upto 3.50 m height. The granite/ trap/basalt crushed graded coarse aggregates and fine aggregates as per relevant IS Codes machine mixed with super plasticisers laid in layers, well compacted using needle vibrators. The cost includes all lead & lifts, cost of all materials, quality confirming to the requirements of relevant IS codes , labour, Usage charges of machinery, curing and all other appurtenances required to complete the work as per technical specifications. (The cost of steel reinforcement to be paid separately) including Providing	Cum	37.00		

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S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
	and removing centering, shuttering, etc., and removal of form work complete as per specifications				
8	Providing and constructing load bearing wall with solid concrete blocks of size 400x150x200mm having block density more than 1800kg/cum and minimum compressive strength of 4.0 N/mm <sup>2</sup> conforming to IS2185(part-I)-2005 and constructed with CM 1:4 as per IS 2572-2005 including cost of all materials labour, scaffolding and curing usage charges of machinery etc. per Engineer in charge.	Sqm	135.00		
9	Providing Thermo-Mechanically Treated bars of grade Fe-500D or more Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position, binding and anchoring to adjacent members wherever necessary complete as per Design including cost of material, labour, usage charges complete as per specifications. (The laps and wastages shall not be measured separately)	Kg	5250.00		
10	Providing 15mm thick cement plaster in single coat with cement mortar 1:4, to brick masonry including rounding off corners wherever required smooth rendering, : Providing and removing scaffolding, including cost of materials, labour, curing complete as per specifications.	Sqm	340.00		
11	Providing and fixing Steel work in built up tubular (round, square or rectangular hollow tubes etc.) trusses etc., including cutting, hoisting, welding, fixing in position and applying a priming coat of approved steel primer, including welding and bolted with special shaped washers etc. complete. Hot finished seamless type tubes including cost of materials, bolts, labour, usage charges of machinery complete as per specifications and as per directions of the Engineer-in-Charge.	Kg	700.00		
12	Providing and fixing Steel work welded in built up sections/ framed work, including cutting, hoisting,, welding fixing in position and applying a priming coat of approved steel primer using structural steel etc. as required. In gratings, frames, guard bar, ladder, railings, brackets, gates, gusset plates base plates, anchoring bolts and similar works including cost of materials, bolts, labour, usage charges of machinery complete as per specifications and as per directions of the Engineer-in-Charge.	Kg	4750.00		

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S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
13	Providing and fixing 1mm thick M.S. sheet door with frame of 40x40x6 mm angle iron and 3 mm M.S. gusset plates at the junctions and corners, all necessary fittings complete, including applying a priming coat of approved steel primer. Using M.S. angels 40x40x6 mm for diagonal braces, aldrop ,tower bolts ,handles, hinges including cost of materials, fitting and fixtures ,welding, labour, usage charges of machinery complete as per specifications and as per directions of the Engineer-in-Charge.	Sqm	14.00		
14	Providing and fixing MS wire fabric 75x25 mm mesh of 3mm $\pm$ 0.1 mm dia weight not less than 7.75 kg/sqm to be fixed & firmly anchored to the existing concrete/steel surface by means of angles, flats ,screws etc. including priming coat with approved steel primer all complete as per specification.	Sqm	35.00		
15	Finishing walls with 100% Premium Exterior acrylic emulsion paint having VOC less than 50 gm/litre and UV resistance as per IS 15489:2004, Alkali & fungal resistance, dirt resistance exterior paint of required shade (Company Depot Tinted) with silicon additives, New work (Two coats applied @ 1.43 litre/ 10 m <sup>2</sup> . Over and including priming coat of exterior primer applied @ 0.90 litre/10 m <sup>2</sup> with paint of approved quality to give an even shade, after thoroughly brooming the surface to remove all dirt, dust, mortar drops and foreign matter including preparing the surface even and sand paper smooth, cost of materials, labour complete as per specifications and as per directions of Engineer-in-charge.	Sqm	340.00		
16	Painting with synthetic enamel paint of approved brand and manufacture to give an even shade :Two coats on new work after thoroughly brooming the surface to remove all dirt, dust, mortar drops and foreign matter including preparing the surface even and sand paper smooth, cost of materials, labour complete as per specifications and as per directions of Engineer-in-charge.	Sqm	280.00		
17	Providing and fixing precoated galvanised iron profile sheets (size, shape and pitch of corrugation as approved by Engineer-in-charge) 0.50 mm (+ 0.05 %) total coated thickness with zinc coating 120 grams per m <sup>2</sup> as per IS: 277, in 240 mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat 15-18 microns. Sheet should have protective guard film of 25 microns minimum to avoid scratches during transportation and	Sqm	220.00		

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S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
	should be supplied in single length upto 12 m or as desired by Engineer-in-charge. The sheet shall be fixed using self-drilling/self-tapping screws of size (5.5x 55 mm) with EPDM seal, complete upto any pitch in horizontal/ vertical or curved surfaces, excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required.				
18	Providing and fixing precoated galvanised steel sheet roofing accessories, 0.50 mm (+0.05 %) total coated thickness, Zinc coating 120 grams per m2 as per IS: 277, in 240 mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat 15-18 microns using self-drilling/ self-tapping screws complete				
A	Ridges plain (500 - 600mm)	m	19.00		
B	Flashings/ Aprons.( Upto 600 mm)	m	23.00		
C	Gutter (600 mm over all girth)	m	37.00		
19	Vaccum de-watering with vaccum pump and suction mat and compaction with skin floater clubbed with floating disc including cost of generator, HOM of machinery, Screed Vibratory, Power Floater, blade and disc etc., with all lead and lift.	Sqm	155.00		
20	Providing groove cutting for concrete member for width of 5mm to 10mm and depth 80mm- 100mm including cost of cutting machine, generator & HOM of machinery, including cost of blade, coolant etc., including cleaning of groove & providing sand and hot bitumen fillars, and filler metal etc., including cost of conveyance of all materials, labour, lead and lift charges and all other incidental charges as per drawing and as per specifications.	Rmt	45.00		
	<b>Electrical components</b>				
21	Providing and fixing PVC pipe 1"of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	Length	40.00		
22	Providing and fixing PVC bend 1"of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	30.00		
23	Providing and fixing PVC collar 1"of approved make including all cost of material, fixtures, labour conveyance	EA	40.00		

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S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
	etc. compete as per specifications.				
24	Providing and fixing Junction box 1"of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	20.00		
25	Providing and fixing Chakke of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	15.00		
26	Providing and fixing 2.5 sq mm wire PNEof approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	mt	270.00		
27	Providing and fixing 16 sq.mm 4 core armoured Al U.G. Cable of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	mt	80.00		
28	Providing and fixing Ceiling Fan (45-80W,1200mm Sweep) of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	6.00		
29	Providing and fixing LED Street light Fitting of 45W of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	2.00		
30	Providing and fixing LED Tube light fitting of 18 to 20W of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	10.00		
31	Providing and fixing switch cum socket 16 amp of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	3.00		
32	Providing and fixing 63 Amps, 4 Pole MCB of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	1.00		
33	Providing and fixing 16 Amps single pole MCB of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	4.00		
34	Providing and fixing 5 Amps Switch of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	10.00		

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S.No	Item of work	Unit	Qty	Rate (Rs)	Amount (Rs)
35	Providing and fixing Fan Regulator of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	6.00		
36	Providing and fixing 12 Modular PVC Box with Plate of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	EA	2.00		
37	Providing and fixing Main Incoming Indoor type Distribution Box 63 amp /220 volt incoming and 4 outgoing 16 amp single pole and 4 pole 32 amps MCB with neutral links of approved make including all cost of material, fixtures, labour conveyance etc. compete as per	EA	3.00		
38	Providing and fixing HDPE Pipe(40 mm inner dia)of approved make including all cost of material, fixtures, labour conveyance etc. compete as per specifications.	mt	70.00		
39	Sub Total (Item no 1 to 38) :				
40	Add CGST @ ..... % on Sub Total ( for SI no 39)				
41	Add SGST @ .....% on Sub Total ( for SI no 39)				
42	Grand Total (S No: 39+40+41) :				
43	Rounded off :				
	In Words				

**NOTE:**

1. We confirm that the quoted price is inclusive of all statutory levies, GST, duties, tools, tackles, transportation & insurance charges at your Site/Press and is firm.
2. We confirm that there would not be any price escalation during the Tenure of Contract
3. We confirm that we will abide by all the tender terms & conditions of tender, above scope of work and we do not have any counter conditions.
4. We confirm that we will comply with all safety, security and statutory compliance and produce proof of the same as and when asked for.
5. We confirm that tendered item will be supplied as per BOQ, specification and tender conditions.
6. The tender will be decided on the overall lowest L1 basis and then Contract will be awarded accordingly.

Thanking you,

Yours faithfully,

(.....)

Name & Signature with date

Seal

Firm:

## **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.

1. Brief description and of goods and services offered: **Construction of shed for box modification at BRBNMPL, Note Mudran Nagar, Mysuru**

2. Name and Address of the Firm: .....

3. Nature of the Firm: (Proprietorship/Partnership/Ltd. Company/Co-op. Society).....

4. Offer is valid for acceptance up to: 120 days

5. Your Permanent Income Tax A/c No. as allotted by the Income Tax Authority of Government of India: .....

Please attach certified copy of your latest / current Income Tax clearance certificate issued by the above authority.

6. Your GSTIN (Copy of registration to be enclosed): .....

7. Status:

a) Are you 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 Start-up 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? If so, indicate the date up to which you are registered and whether there is any monetary limit imposed on your registration.

b) Are you currently registered under the Indian Companies Act, 2013 or any other similar Act?

Please attach certified copy(s) of your registration status etc. in case your answer(s) to above queries is in affirmative.

8. Please indicate Name & full Address of your Banker(s)

9. Please state whether business dealings with you currently stand suspended / banned by any Ministry / Dept. of Government of India or by any State Govt.

.....

(Signature with date)

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

For and on behalf of .....

(Name, address and stamp of the tendering firm)

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

\_\_\_\_\_ [Insert Bank's Name, and Address of Issuing Branch or Office)

Beneficiary \_\_\_\_\_ [Insert Name and Address of BRBNMPL]

Date: -----

Performance Guarantee No. \_\_\_\_\_ Date.....

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 Contractor 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



**SECTION XVI: CONTRACT FORM**

(Address of BRBNMPL's office issuing the contract)

Contract No..... dated

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

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

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

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

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

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

Total value (in figure) (In words)

(ii) Delivery schedule

(iii) Details of Performance Security

(iv) Quality Control

(a) Mode(s), stage(s) and place(s) of conducting inspections and tests.

(b) Designation and address of BRBNMPL's inspecting officer

(v) Destination and dispatch instructions

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

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(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 Senior 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.

Signature of bidder with date and seal /Officer authorised to sign bid document on behalf of the bidder

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

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

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

Name and Address of the Firm:

Bill No:

Dated: ....

To

The Senior General Manager

BRBNMPL

Note Mudran Nagar, Mysuru-570 003.

Invoice / Bill No. & Date

PAN No.

GST No.

BRBNMPL GST No

Sub: Submission of Bill for payment

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

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

Signature and Stamp of Contractor

**ANNEXURE – A**  
**UNDERTAKING / DECLARATION**

**(To be submitted on Company letter head duly signed by authorized person)**

**1) CONFIDENTIALITY STATEMENT**

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

**2) BLACKLISTING**

“We confirm that that our firm has not been in the list of firms blacklisted by BRBNMPL / Government of India in the past 5 years ending as on date. We also confirm that there is no Civil and criminal cases and other legal dispute proceedings including arbitration proceedings pending/closed during the last 3 years”

**3) ACCOUNTABILITY STATEMENT**

“In case any ambiguity is noticed in the Documents submitted at any stage, we will be entirely responsible and liable for any action as deemed fit under the Law”.

I hereby further agree to execute the said work at the respective rates mentioned in the schedule of quantities and abide by terms and conditions contained in the above paras.

Applicable EMD/SD will be deposited with the BRBNMPL for due performance of the contract which will bear no interest. It is also understood that the EMD/SD deposited will be forfeited by BRBNMPL in case I / We fail to start work within 21 (Twenty one) days, when called upon to do so from the date of issue of LOI/work order. The EMD of unsuccessful tenderer will be returned.

Accepted above terms & conditions as well as Safety Code

Yours faithfully,

Date:

(Signature of the Bidder)

Place:

(Seal of bidder mentioning address also)

**ANNEXURE – B**  
**NEFT - MODEL MANDATE FORM**

(Investor / customer's option to receive payments through Credit Clearing Mechanism)  
 Name of the Scheme and the periodicity of payment

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

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

**ANNEXURE - C**  
**To Whomsoever It May Concern**

**This is to confirm that we  
M/s. \_\_\_\_\_**

**shall fulfil the Security Deposit formalities as  
per NIT on becoming L1.**

---

**For & on behalf of**

**(Seal & signature)**

**(Name and designation)**

**Duly authorized to sign tender for and on behalf of**

**ANNEXURE - F**

**PERFORMANCE BANK GUARANTEE ISSUED ON BEHALF OF HOLDING  
COMPANY FOR SATISFACTORY PERFORMANCE OF CONTRACT BY ITS  
SUBSIDIARY COMPANY**

(Name of the Bank and Address of the issuing branch)

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

Name and Address of the Beneficiary:

Bharatiya Reserve Bank Note Mudran Private Limited,  
Note Mudran Nagar,  
Mysuru - 570003

Name / Number of Tender/Contract: \_\_\_\_\_

Performance Bank Guarantee No. : \_\_\_\_\_

Performance Bank Guarantee Value: \_\_\_\_\_

Performance Bank Guarantee Validity: \_\_\_\_\_

**WHEREAS,** \_\_\_\_\_ ("***Bidder***"), the wholly owned subsidiary of our constituent \_\_\_\_\_ ("***Holding Company***") has submitted its offer in response to your *Notice Inviting Tender* bearing no. \_\_\_\_\_ dated \_\_\_\_\_ for supply of \_\_\_\_\_ and has been selected by you as the '*successful bidder*'. Subsequently, you have issued a letter of engagement bearing no. \_\_\_\_\_ dated \_\_\_\_\_ to the Bidder.

**WHEREAS,** we have been informed that it has been stipulated by you in the tender documents that the holding company of the Bidder, shall furnish you with (i) an undertaking to provide '*Financial Support*' to the Bidder; and (ii) an unconditional and irrevocable Bank Guarantee ("***Guarantee***") by a Scheduled Commercial Bank recognized by you as security by the Holding Company for compliance by the Bidder of its obligations under the contract to be executed between yourselves and the Bidder for supply of \_\_\_\_\_ ("***Contract***").

**AND WHEREAS,** pursuant to the undertaking bearing reference no. \_\_\_\_\_ dated \_\_\_\_\_ given by the Holding Company, the Holding Company has approached us to provide a Guarantee which we have agreed to, as below:-

**NOW THEREFORE,** we affirm that, we, as the guarantors hereby extend our guarantee and undertake to indemnify you on behalf of the Bidder and the Holding Company, without any demur, cavil or argument up to a sum of \_\_\_\_\_ /- (Rupees \_\_\_\_\_ Only) upon your first written demand declaring the Bidder to be in default under the Contract.



**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**  
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**Note Mudran Nagar, Mysuru**

This unconditional Guarantee shall come into full force and effect on the date of execution of the Contract or the date of issue of work order, whichever is earlier.

This Guarantee shall apply and be supplemental to the Contract as amended, modified or varied by you and the Bidder from time to time. The Holding Company hereby authorizes the Bidder to agree to any such amendment, modification or variation, the due performance and compliance with which the Bidder is guaranteed herein. The Holding Company's obligations and liabilities under this Guarantee shall not be discharged by any allowance of time or other indulgence whatsoever.

We hereby unconditionally and irrevocably undertake to pay you a sum of Rs. \_\_\_\_\_ /- (Rupees \_\_\_\_\_ Only), upon receipt of your written demand, without you having to substantiate or prove your demand. We further agree that such demand shall be final and binding on us notwithstanding any dispute or suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator.

This unconditional and irrevocable Guarantee shall remain in full force and effect until all of the Bidder's duties, obligations (including warranty obligations) and liabilities under the contract have been discharged, of which you will be the sole judge and for a further period of 90 (Ninety) days thereafter or 90 (Ninety) days from the date of earlier termination of the Contract 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)

\_\_\_\_\_ (Designation)

Seal and Address of the Bank

**ANNEXURE - G**

***ON THE LETTER HEAD OF THE HOLDING COMPANY***

Ref. :- \_\_\_\_\_

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

To,

Bharatiya Reserve Bank Note Mudran Private Limited,  
Note Mudran Nagar,  
Mysuru - 570003

Dear Sir,

***Undertaking to provide financial support to our wholly owned subsidiary***

We, \_\_\_\_\_ agree to provide financial support to our wholly owned subsidiary, \_\_\_\_\_ ("***Bidder***"), who is participating in the tender floated by you bearing no. \_\_\_\_\_ for the supply of \_\_\_\_\_ ("***Tender***").

We confirm and undertake that our financial standing credentials can be clubbed with that of the Bidder in order to enable it to qualify the financial standing criteria stipulated in the Tender documents. We enclose the necessary documents to enable you to assess and confirm our financial standing.

We further agree and undertake to furnish to you a suitable performance bank guarantee and indemnify you and hold you harmless in the event the Bidder fails to perform its obligations under the Tender.

We, hereby, undertake to make available to the Bidder the required financial resources to enable compliance by the Bidder with the Tender and the contract that may be awarded pursuant to the bid, if successful.

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Designation)

***Enclosures: -***

1. Copy(s) of our Certificate of Incorporation and that of the Bidder;
2. Copy(s) of Form MGT-7 (*i.e. Annual Return*) filed by us and the Bidder for the latest financial year;
3. Copy of our Permanent Account Number Card;
4. Copy(s) of our Consolidated Financial Statement for the last three financial years.
5. Copy of shareholders agreement, if any
6. Copy of Memorandum and Articles of Association/Partnership deed of bidding entity.

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

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**ANNEXURE - H**

**1. Financial standings (as per Section-IX):**

S. No.	Financial Year	Annual Turnover (Rs.)	Profit/(Loss) (Rs.)	Net worth (+/-) (Rs.)	Remarks	ITR copy enclosed (Please tick )
a.	2019-20					
b.	2020-21					
c.	2021-22					
Avg. Annual Turnover->						
Required Annual Turnover ->		<b>Rs.8,67,000/-</b>				

Note (if any): .....

.....

.....

**ANNEXURE - I**

**GST Registration details**

<b>GSTIN / UIN</b>	
<b>PAN</b>	
<b>NAME OF THE SUPPLIER</b> (as per PAN / Legal Name of Business)	
<b>TRADE NAME</b> (as per GST certificate)	
<b>ADDRESS</b>	
<b>STATE</b>	
<b>COUNTRY</b>	
<b>PINCODE</b>	
<b>Constitution of Business</b>	
<b>Taxpayer Type</b>	(i) <b>REGULAR</b> (ii) <b>COMPOSITION</b> (iii) <b>CONSUMER</b> (iv) <b>UNREGISTERED</b>
<b>PARTY TYPE</b>	(i) <b>DEEMED EXPORT</b> (ii) <b>SEZ</b> (iii) <b>NOT APPLICABLE (N.A)</b>
<b>IS A e COMMERCE OPERATOR</b> (YES / NO)	<b>YES / NO</b>

ITEM DESCRIPTION	HSN / SAC CODE	SGST / CGST / IGST / UTGST	RATE OF GST %
1.			
2.			

(Authorised Signature of the bidder firm with date)

(Seal)

**ANNEXURE - N**

**Undertaking on Restrictions on Public Procurement from countries sharing a land border with India**

The Government of India vide Procurement Policy Division, Department of Expenditure, Ministry of Finance Office Memorandum F.No.6/18/2019-PPD dated 23rd July 2020; read with Order (Public Procurement No.1) dated 23rd July 2020; Order (Public Procurement No.2) dated 23rd July 2020; Order (Public Procurement No.3) dated 24th July 2020; Office Memorandum No.F.18/37/2020-PPD dated 08th February 2021 & Office Memorandum No.F.20/34/2021-PPD dated 09th June 2021 have imposed certain restrictions on bidders from countries which share a land border with India on grounds of defense of India, or matters directly or indirectly related thereto including national security.

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. (The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT))
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;

**NATIONAL COMPETITIVE BIDDING (NCB) – OPEN TENDER**

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- 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;
  - ii. 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;
  - iii. 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;
  - iv. 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;
  - v. 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.

**"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this 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.]"**

(Authorised Signatory of the bidder firm with date)

(Seal)

**ANNEXURE - O**  
**Checklist for Tender**

<b>BHARATIYA RESERVE BANK NOTE MUDRAN (P) LIMITED</b> (Wholly owned subsidiary of Reserve Bank of India) Note Mudran Nagar, Mysuru 570003 <b>TENDER DOCUMENT FOR CONSTRUCTION OF SHED FOR BOX MODIFICATION</b> <b>AT BRBNMPL, NOTE MUDRAN NAGAR, MYSURU”</b> <b>T.E No.032/MYS/CIVIL/2023-24 dated 29/07/2023</b>	
<b>Check List for Tenderers</b>	
<b>Please ensure that</b>	
1	<p>The <b>First sealed cover</b> (Part I) should contain :-</p> <ul style="list-style-type: none"> <li>a) All the pages of tender document duly sealed and signed by authorised signatory.</li> <li>b) Proforma of (Section X: Tender Form) duly filled &amp; signed by authorised signatory.</li> <li>c) Section VIII – Quality Control Requirements to be filled &amp; signed by authorised signatory.</li> <li>d) Work order and corresponding Work Completion certificates in support of Qualification/Eligibility criteria (Section IX) duly self-attested by Authorised signatory.</li> <li>e) Section XII: Questionnaire.</li> <li>f) Annexure A to be submitted duly signed by authorised signatory.</li> <li>g) NEFT mandate form as per Annexure B to be duly, filled, signed, sealed &amp; submitted</li> <li>h) For tenderers registered with NSIC/MSME/Startups, a bid security declaration (Format as per Annexure C) is to be submitted.</li> <li>i) Annexure H, I and N to be submitted duly filled, sealed and signed by authorised signatory.</li> <li>j) Annexure F&amp;G if applicable to be submitted duly filled, sealed and signed by authorised signatory</li> <li>k) Copies of GST, PAN No. etc. to be duly sealed and self-attested by authorised signatory.</li> <li>l) Price Indication in this Part-I is liable for rejection.</li> </ul>
2	<p>The <b>Second sealed cover</b> should contain:-          Price bid as per Section – XI, Price schedule to be submitted in a second sealed cover super scribed as TE-032/MYS/CIVIL/2023-24 dt. 29/07/2023, <b>Tender for Construction of shed for box modification at BRBNMPL, Note mudran nagar, Mysuru”</b></p>
3	<p>All the above-mentioned two sealed covers are put in a Separate sealed cover super scribed —Tender for <b>Construction of shed for box modification at BRBNMPL, Note mudran nagar, Mysuru”</b>, against 032/MYS/CIVIL/2023-24 dt. 29/07/2023 (Note: Tenderer should clearly mention their Name, Address and Contact Nos on this Sealed cover.)</p>
4	<p>All Correspondences should be addressed to:          The Senior General Manager,          Bharatiya Reserve Bank Note Mudran (P) Ltd,          Note Mudran Nagar, Mysuru – 570003</p>

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

**ANNEXURE - P**  
**Drawings of shed for box modification**

CONSTRUCTION OF SHED FOR BOX MODIFICATION AT BRBNMPL, NOTE MUDRAN NAGAR, MYSURU

