



Tender Number: 6000018703

INDIA SECURITY PRESS,
(A UNIT OF SECURITY PRINTING & MINTING CORPORATION OF INDIA
LTD.) WHOLLY OWNED BY GOVERNMENT OF INDIA
Nashik Road-422101 (Maharashtra)
(ISO-9001:2008 & 14001:2004 Certified Company)
Miniratna Category-I, CPSE
Tel.No:+91-253-2402200; Fax No:+91-253-2462718, 2466389
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CIN: U22213DL2006GOI144763 GSTIN: 27AAJCS6111J2Z7

Not Transferable

SECTION I: NOTICE INVITING TENDER (NIT)

INDIA SECURITY PRESS

(A Unit of Security Printing and Minting Corporation of India Limited)

Wholly owned by Government of India

Nashik Road – 422 101 (Maharashtra) Tel No 00 91 253 2402200, Fax No 00 91 253 2462718

Website: www.spmCIL.com, email: purchase.isp@spmCIL.com

Tender No. 6000018703/48

Date: 21.03.2024

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

Schedule No.	Brief Description of Goods/ services	Quantity (With unit)	Earnest Money (In Rupee)	Remark
1.	Procurement of Motichoor Laddu	2050 Nos. of Boxes (+/-15%) (Each Box contains 250 Gram Motichoor Laddu- with Desi Ghee)	Exempted.	Express Tender

Type of Tender (Two Bid/ PQB/ EOI/ RC/Development/Indigenization/ Disposal of Scrap/ Security Item etc):	Single Packet single Stage (Technical & Price Bid) Express National Competitive Bidding (NCB)
Dates of sale of tender documents:	From 21.03.2024 to 02.04.2024 during office hours
Price of the tender document:	Nil
Place of sale of tender documents:	Purchase section, India Security Press, Nashik Road-422 101, Maharashtra, India
Closing date and time for receipt of tenders:	02.04.2024 up to 14:30 Hrs
Place of receipt of tenders:	Green Gate, India Security Press, Nashik Road-422 101, Maharashtra, India
Time and date of opening of tenders:	15:00 Hours on 02.04.2024
Place of opening of tenders:	Purchase Section, India Security Press, Nashik Road-422 101, Maharashtra, India
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT):	Manager(HR), India Security Press, Nashik Road-422 101, Maharashtra, India

- 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.
- Please note that SPMCIL reserves its right to grant Purchase preferences in accordance with Government of India's Public Procurement (Preference to Make in India) Order 2017 (as amended/



Tender Number: 6000018703

revised) and Public Procurement Policy for Micro and Small Enterprises (MSEs) Amendment Order, 2018 (as amended/ revised).

4. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped on or before the closing date and time indicated in the Para 1 above in the tender box located at the address given below, failing which the tenders will be treated as late and rejected. Tenders may also be sent through post at the address as above. However, Purchaser will not be responsible for any postal lapses or delays in receipt of the documents. In case NIT/ SIT provide for uploading of bids to nominated eProcurement portal, bidders must upload their bids along with scanned copies as required enclosures (including proofs of cost of Tender Documents and EMD as applicable - unless an online payment gateway is provided in the instruction) as per instructions given in this regard. Original copies of such scanned uploaded required enclosures must reach in physical form within the date and place as provided in such instructions, otherwise their uploaded bid, would be declared as unresponsive.
5. Relaxation of norms from Start-ups and Micro and Small Enterprises on 'Prior Experience', 'Prior Turnover' Criteria may be given subject to meeting of quality and technical specification as per Policy Circular No. 1(2)(1)/2016-MA dated 10/03/2016 issued by Govt. of India, Ministry of Micro, Small and Medium Enterprises, New Delhi.
6. 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.
7. The Chief General Manager, ISP Nashik reserves the right to accept/reject/ cancel any or all tender document without assigning any reason thereof. Chief General Manager, ISP Nashik also reserves the right to accept the tender in whole or in part. Incomplete documents, not submitted in accordance with the directions issued, will be liable for rejection.
8. The tender documents are not transferable.

Jt. General Manager (Material)
For Chief General Manager,
India Security Press,
Nashik Road. Phone No 0253
2402219

Address for dropping the tender documents
Green Gate,
India Security Press,
Nashik Road-422 101, Maharashtra,

SECTION III: QUALIFICATION / ELIGIBILITY CRITERIA

(1) Minimum Eligibility Criteria:

(a) For MSE/Start-up firm: Capability - Equipment & Manufacturing Facilities: The bidder firm should have capability to manufacture and supply of tendered item. Note: Participating bidder needs to submit all related documents along with the bid.

(b) For other firm - Experience and past performance: The bidder firm may be Manufacturer/Proven supplier/Authorized dealer or distributor of tendered item or bidder may participate with manufacturing authorization form (issued by manufacturer of tendered item). Note: Participating bidder needs to submit all related documents along with the bid.

(2) Other Requirements:

(a) PAN: The Bidder should be registered with the Income tax. Relevant proof in support shall be submitted.

(b) Goods & Services Tax Registration: - The Bidder should be registered with the Goods & Services Tax Department. The bidder firm should submit GST Registration Certificate. Relevant proof in support shall be submitted.

(3) Undertaking(s) on firm's letter head:-

(a) The firm should give undertaking that, *"We M/s _____ have not been black-listed/ debarred for dealing with any Govt. Organization / Public Sector Undertaking (PSU) / Reputed Organization in the past"*.

(b) The firm should give undertaking that, *"We agree to withdraw all the deviations, if any, unconditionally and accept all the terms and conditions of the tender document including the technical specifications"*.

SECTION IV: TENDER SPECIFIC CONDITIONS OF THIS TENDER

1. Signing and Sealing of Tender

(a) 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,

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

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

(iii) 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.

(b) The authorized signatory of the Tenderer must sign the tender at appropriate places and initial the remaining pages of the tender.

(c) 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.

(d) 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 correction; the same shall be initialed by the person(s) signing the tender.

2. Scrutiny and evaluation of tenders

(a) 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.

(b) Minor Infirmary/ Irregularity/ Non-Conformity: If during the preliminary examination, SPMCIL find any minor infirmity and/ or irregularity and/ or non-conformity in a tender, SPMCIL 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, SPMCIL 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.

3. Discrepancy in Prices

(a) 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 SPMCIL 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.

(b) 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

(c) If there is a discrepancy between the amount expressed in words and figures, the amount



Tender Number: 6000018703

in words shall prevail, subject to sub clause (a) and (b) above.

(d) If, as per the judgment of SPMCIL, 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 SPMCIL, the tender is liable to be ignored.

4. Clarification of Bids: During evaluation and comparison of bids, purchaser may, at its discretion ask the bidder for clarification of its bid. The clarification should be received within 2 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.

5. Negotiations: Normally there would be no price negotiations. But SPMCIL reserves its right to negotiate in accordance with CVC guidelines.

7. Terms of Delivery: Material shall be supplied within 10 days from the date of issue of LOI/Purchase Order.

8. Prices: 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.

9. Taxes and Duties: Supplier shall be entirely responsible for all taxes, duties, fees, levies etc. incurred until delivery of the contracted goods to India Security Press.

10. Performance Security/Security Deposit: If value of contract is more than 2.5 lakhs the successful bidder has to submit Performance Bond/ Security equivalent to 3% of the order(s) value, valid for a period of 60 days i.e. upto 17 months from the date of issue of Notification of award of contract after the date of completion of all contractual obligations by the supplier, including the warranty obligations..

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 or Fixed Deposit Receipt drawn on any commercial bank in India, in favour of ISP, unit of SPMCIL payable at Nashik.

b) Bank Guarantee issued by a commercial bank in India, in the prescribed form as provided in section VI of this document.

11. After placing of supply order, India Security Press, Nashik reserves right to increase/decrease PO quantity by 15%.

12. Terms and Mode of Payment: within 30 days, after receipt material and suitability report of the same from the User Department and on production of all required documents by the supplier (Payment will be made at actual basis within limit of total value quoted in price bid by vendor). The payment will be done through online mode only. Therefore, the suppliers have to produce all the bank details such as Name of Bank, Account No., IFSC Code No., MICR No. along with the Tender document. GST as applicable as per rules. TDS, if applicable will be deducted from the firm's bill.

13. Liquidated damages: 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, SPMCIL shall, without prejudice to other rights and remedies available to SPMCIL under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the ½% percent (or any other percentage if prescribed in the SCC) of the delivered price of the delayed goods and/ or services



Tender Number: 6000018703

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. In all such cases GST would also be applicable on LD.

14. Resolution of disputes:- If dispute or difference of any kind shall arise between SPMCIL 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 SPMCIL or the supplier may seek recourse to settlement of disputes through arbitration as per The Arbitration and conciliation Act 1996 as per following clause.

NOTE: The terms and conditions, guidelines of SPMCIL Procurement Manual Version 3.0 will be applicable to this bid at any stage to avoid any conflict at later stage. Kindly refer GIT and GCC of SPMCIL Procurement Manual Version 3.0 for additional terms and conditions as per the links given below:

GIT: <https://spmCIL.com/uploaddocument/GIT/new.pdf>

GCC: <https://spmCIL.com/uploaddocument/GCC/new.pdf>

15. Applicable Law

- (a) The contract shall be interpreted in accordance with the laws of India.
- (b) 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.
- (c) The courts of the place from where the notification of acceptance has been issued shall alone have jurisdiction to decide any dispute arising out or in respect of the contract.

I/We engage to supply the material(s) to your office and comply the following:

1. Tender Schedule and Technical Specification indicated
2. Tender specific conditions for this tender.
3. Terms and Conditions printed overleaf
4. General conditions of Contract GCC:
5. I/We confirm that set off for the GST etc. paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST etc.
6. This offer is valid for 120 days from the date of opening of tender.

Signature & Seal Place & Date		Name of Authorised Signatory:	
Address:		Tel. No./Fax. No./ Mobile No./ Email ID:	



Tender Number: 6000018703

SECTION V: PRICE SCHEDULE

Sr. No.	Description	Quantity & Unit	In figure and in words Rs.			Total Rate per unit Incl. of Taxes & Duties
			Basic per (Rs)	Rate Unit	GST % and value in Rs. (if applicable)	
01	Procurement of Motichoor Laddu	2050 Nos. of Boxes (Each Box contains 250 Gram Motichoor Laddu-with Desi Ghee)				
Total value for required quantity incl. of GST						

Note:- 1. After placing of supply order, India Security Press, Nashik reserves right to increase/decrease PO quantity by 15%.



Tender Number: 6000018703

Section VI: Bank Guarantee Form for Performance Security

PROFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE GUARANTEE BOND (ON BANK'S LETTERHEAD WITH ADHESIVE STAMP)

Ref Date

Bank Guarantee No

To,

(Insert Name & Address of the Purchaser)

Dear Sir,

1. Against contract vide Notification for Award of the Tender No dated covering supply of (hereinafter called the 'contract') entered into between the ***(insert name of Purchaser)*** (herein after called as the Purchaser) and M/s. (here in after called the 'Contractor'), this is to certify that, at the request of the Contractor, we ***(name of the bank)***, are holding in trust in favour of the Purchaser, the amount of ***(write the sum here in words)***, to indemnify and keep indemnified the Purchaser, against any loss or damage that may be caused to, or suffered by the Purchaser, by reason of any breach by the Contractor of any of the terms and conditions of the said contract and/or in the performance thereof. We agree that the decision of the Purchaser, whether any breach of any of the terms and conditions of the said contract and/or in the performance thereof has been committed by the Contractor; and the amount of loss or damage that has been caused or suffered by the Purchaser, shall be final and binding on us, and the amount of the said loss or damage shall be paid by us, forthwith on demand and without demur to the Purchaser.

2. We ***(name of the bank)***, further agree that, the guarantee herein contained, shall remain in full force and effect, for sixty days after the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period whichever is later, i.e. till, (hereinafter called the 'said date') and that if any claim accrues or arises against us ***(name of the bank)***, by virtue of this guarantee before the said date, the same shall be enforceable against us ***(name of the bank)***, notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us ***(name of the bank)***, by the Purchaser, before the said date. Payment under this bond of guarantee shall be made promptly, upon our receipt of notice to that effect, from the Purchaser.

3. It is fully understood that this guarantee is effective from the date of the said contract and that we ***(name of the bank)***, undertake not to revoke this guarantee during its currency, without the consent in writing of the Purchaser.

4. We undertake to pay to the Purchaser, any money so demanded, notwithstanding any dispute or disputes raised by the Contractor, in any suit or proceeding pending before any Court or Tribunal, relating thereto, our liability under this present, being absolute and unequivocal. The payments so made by us under this bond, shall be a valid discharge of our liability for payment thereunder, and the Contractor shall have no claim against us, for making such payments.

5. We ***(name of the bank)***, further agree that the Purchaser shall have the fullest liberty, without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said contract, or to extend time of performance by the Contractor, from time to time, or to postpone for any time or form, time to time, any of the powers exercisable by the Purchaser, against the said Contractor and to for bear or enforce any of the terms and conditions relating to the said contracts and we ***(name of the bank)***, shall not be released from our liability under this guarantee, by reason of any such variation or extension being granted to the said Contractor, or for any forbearance and/or omission on the part of the



Tender Number: 6000018703

Purchaser, or any indulgence by the Purchaser towards the said Contractor, or by any other matter or thing whatsoever, which under the law relating to sureties, would, but for this provision, have the effect of so releasing us from our liability under this guarantee.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

Date

Place

Signature
(Printed Name)
(Designation)

Witnesses

(Bank's Common Seal)



Tender Number: 6000018703

Section VII: Letter of Authority for attending a Bid Opening

The General Manager

Unit Address

Subject: Authorization for attending bid opening on _____ (date) in the Tender of _____.

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of _____ (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signatures
I.		
II.		
Alternate Representative		
Signatures 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 pre-bid conference/ bid opening. In cases where it is restricted to one, first named representative will be allowed to attend. Alternate representative will be permitted when regular representatives are not able to attend.
2. In case of pre-bid conference, self-attested copy of proof of purchase of Bid documents, in the name of the bidder must be enclosed with this authorization, without which entry would be refused. Bid documents would be available for sale at the site also.
3. Permission for entry to the hall where even is held may be refused in case authorization as prescribed above is not produced.