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Miniratna Category-I, CPSE

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CIN: U22213DL2006G0I144763 GSTIN: 27AAJCS6111J2Z7

PR Number	PR Date	Indenter	Department
11011168	24.01.2024	MNT-CIV	MNT-CIV

**Not Transferable** 

**Security Classification: Non-Security** 

TENDER DOCUMENT FOR: Shifting of existing entrance gate of ISP Hospital with allied civil works and Providing and fixing Vinyl flooring at the designated places inside the ISP Hospital.

Tender Number: SPMCIL/ISP/CPP-ET/6000018764

CPP ID: 2024 SPMCI 196352 1

This Tender Document Contains \_\_\_\_\_Pages.

**Details of Contact person in SPMCIL regarding this tender:** 

Name: Diganta Kumar Deka

**Designation:** Additional GeneralManager (Materials) Address: ISPN (India Security Press, Nashik) India



#### Disclaimer

The information contained in this Bid Document or subsequently provided toBidder(s), whether verbally or in documentary or any other form by or on behalfof the Security Printing and Minting Corporation Limited (hereafter referred asthe "Purchaser") or any of its employees or associated agencies, is provided toBidder(s) on the terms and conditions set out in this Bid Document and such other and conditions subject to which such information is provided.

This Bid Document is not an agreement and is neither an offer nor invitation by the Purchaser to the prospective Bidder(s) or any other party hereunder. The purpose of this Bid Document is to provide the Bidder(s) with information to assist them in the formulation of their proposal submission This Bid document does not purport contain all the information Bidder(s) may require. This Bid document may not appropriate for all bidders, and it is not possible for the Purchaser to consider particular needs of each Bidder. Each Bidder should conduct its own investigation and analysis, and should check the accuracy, reliability, and completeness of the information in this document and obtain independent advice from appropriate sources.

Information provided in this Bid Document to the Bidder(s) is on a wide range ofmatters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Purchaser, its employees and other associated agencies accept no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

This Bid document and ensuing bids; communications and Contracts would alonedetermine the legal and commercial relationship between the bidders/ contractors and the Purchaser. No other Government or Purchaser's document/ guidelines/Manuals including its Procurement Manual (which are for internal and official useof its officers), have any locus standii in such a relationship. These documents/guidelines/ Manuals therefore should not be cited or referred in any legal or disputeresolution or grievance redressal proceedings.

The Purchaser, its employees and other associated agencies make norepresentation or warranty and shall have no liability to any person, including anyBidder under any law, statute, rules or regulations or tort, principles of restitutionor unjust enrichment or otherwise for any loss, damages, cost or expense whichmay arise from or be incurred or suffered on account of anything contained in this Bid Document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Bid Document and any assessment, assumption, statement or information contained therein or deemed to form part of this BidDocument or arising in any way for participation in this Bid Stage.

The Purchaser, its employees and other associated agencies also accept no liability of any nature whether resulting from negligence or otherwise howsoever causedarising from reliance of any Bidder(s) upon the statements contained in this BidDocument.

The Purchaser may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this Bid Document.

The issue of this Bid Document does not imply that the Purchaser is bound to select Bidder(s) and the Purchaser reserves the right to reject all or any of the Bidders or Bids or to decide to drop the procurement process at any stage without assigning any reason.

The Bidder(s) shall bear all its costs associated with or relating to the preparationand submission of their Bids including but not limited to preparation, copying,postage, delivery fees, expenses associated with any submission of samples,demonstrations or presentations which may be required by the Purchaser or anyother costs incurred in connection with or relating to their Bids. All such costs and expenses will remain with the Bidder(s) and the Purchaser shall not be liable in anymanner whatsoever for the same or for any other costs or other expenses incurredby a Bidder(s) in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

This disclaimer forms an integral part of the Bid document and shall supplementbut not supplant the provision of the Bid Document.

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# 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.:Tender Number: SPMCIL/ISP/CPP-ET/6000018764

Sealed tenders are invited from eligible and qualified tenderers for supply of the following
 GeM-Availability Report and Past Transaction Summary-GEM/GARPTS/24052024/H449RI1HQESK

Schedu	Brief Description of	Qua	ntity	Earnest	Remarks	
le	Goods/ services	(wit		Money		
No.		unit	)	(in Rs.)		
	Shifting of existing entrance	1	1 AU	Rs. 25000/-	Delivery Schedule	
	gate of ISP Hospital with			(Rupees	As per section VI: List of	
1	alliedcivil works			Twenty Five	Requirement and detailed	
1	andProviding and fixing Vinyl			ThousandOnly).	Technical Specification	
	flooring at thedesignated				mentioned in Section VII.	
	places inside the ISP Hospital					
- I	Tender (Two Bid/ PQB/ EOI/ RC/				o packets), NCB (National	
_	ment/Indigenization/ Disposal of		Compet	titive Bidding)		
	ecurity Item etc.)					
	Classification		Non-Se			
	y in whose favour all tender relat	ed	India Se	ecurity Press, Nas	hik Road, Unit of SPMCIL	
	instruments (FD, DD, Banker's					
	etc) are to be made					
	icial Instruments to be payable at		Payable at Nashik			
Dates an	d place of issue of tender docume	nts:	From 24.05.2024 to 17.06.2024			
				dering website		
				<u>/etenders.gov.in</u> /	<u>eprocure/app</u>	
					y be obtained after	
			registra	tion of tenderer or	n the website	
				<u>/etenders.gov.in/</u>		
	late and time for receipt of tender	îS .		024 up to 15.00H	rs	
Place of	receipt of tenders			ndering website		
			https://etenders.gov.in/eprocure/app through			
			online mode only duly verified by authorized DSC of			
			vendor. 15:00 Hours on 18.06.2024			
	d date of opening of tenders for	,	15:00 F	lours on 18.06.20	24	
	al Bid. <i>Place, Time, and date of Ope</i>	nıng				
	bid would be intimated later on		0 .	1		
Place of	Place of opening of tenders			On e-tendering website <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> through		
					<u>reprocure/app</u> through	
T (T ) (T D: 1 / DOD / FOI / DC /			online mode only			
	Tender (Two Bid/PQB/EOI/RC/		Two Bid, Single stage (two packets), NCB (National			
	ment/Indigenization/ Disposal of ecurity Item etc.)		Competitive Bidding)			
			N C			
Security Classification				curity		



#### 2.Information and instructions for bidders:

The Bidder shall go through the tender document carefully and shall comply with each clause of all the sections of the tender documents.

Prospective Tenderers are advised to go through <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> and get themselves aware for e-tendering participation requirements.

#### **REGISTRATION:**

- a) Bidders are required to register on the e-tendering portal of CPPP (https://etenders.gov.in/eprocure/app).
- b) Upon registration, Vendors/Suppliers must have valid Class-III Digital Signature both Signing & Encryption type Certificate to participate in tenders. DSC can be procured from any of the Licensed Certifying Authorities by Controller of Certifying Authorities, details available at <a href="https://www.cca.gov.in">www.cca.gov.in</a>.
- 3. Eligibility to participate as per Government of India's Public Procurement (Preference to Make in India) Order 2017 (as amended/ revised) and Ministry of Finance, Department of Expenditure, Public Procurement Division's Orders (Public Procurement 1, 2 and 3) F.No.6/18/2019-PPD dated 23rd/ 24th July 2020 (or any further amendments thereof) regarding eligibility of bidders from neighboring countries shall apply to this tender.
- 4. 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/revised) and Public Procurement Policy for Micro and Small Enterprises (MSEs) Amendment Order, 2018 (as amended/revised).
- 5. 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.
- 6. Tenderers shall strictly ensure that their tenders, duly stamped and signed and authorized by DSC, complete in all respects as per instructions contained in the Tender Documents, will be submitted only through online mode on <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> on or before the closing date and time indicated in the Para 1 above, failing which the tenders will not be accepted. 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(*including proofs of cost of Tender Documents and EMD as applicable - unless an online payment gateway is provided in the instruction*) must reach in physical form within the date and place as provided in such instructions, otherwise their uploaded bid, would be declared as unresponsive.

- 7. In the event of any of the above-mentioned dates being declared as a holiday/ closed day for the purchase organization, the tenders will be sold/ received/ opened on the next working day at the appointed time.
- 8. The tender documents are not transferable.
- 9. The bidder, their affiliates, or subsidiaries including subcontractors or suppliers for any part of the contract should not stand declared ineligible/ blacklisted/ banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations. A declaration to this effect shall be submitted by the bidder in the Tender Form (Section X).
- 10. Undersigned confirms that the required Goods (as per technical specification provided by User Section) are not available on GeM as per "GeM-Availability Report and Past Transaction Summary". The Unique ID is GEM/GARPTS/24052024/H449RI1HQESK.
- 11. 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.

Addl.General Manager (Materials)
India Security Press, Nashik Road-422101
Phone No 0253 2402219
For and on behalf of
Chief General Manager,
India Security Press, Nashik Road



# Section II: General Instructions to Tenderer (GIT)

## PART I & II: GENERAL INSTRUCTIONS Applicable to all Types of Tenders:

Please refer the linktohttps://spmcil.com/uploaddocument/GIT/new.pdf for further details. GIT (Total pages: 61)

BIDDERS ARE REQUESTED TO DOWNLOAD 61 PAGES BY CLICKING THE ABOVE SAID LINK AND SUBMIT THE SAME DULY STAMPED AND SIGNED ALONG WITH TENDER DOCUMENT.



## **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.	GIT Clause	other clauses in SIT as deemed fit.)  Topic	Modify/	SIT Provision
No.	No.	Topic	Substitute/	JI I I I UVISIUII
110.	110.		Supplement	
1	3	Eligible Tenderers	Supplement	As Applicable
2	3.4	Eligible Goods and Services (Origin		As Applicable
		of Goods)		
3	6.1	The tender documents includes:	Modify	SIT 1 (Mentioned below)
4	8	Pre-bid Conference		Not Applicable
5	9	Time Limit for receiving request for	Modify	A tenderer requiring any
		clarification of Tender Documents		clarification or elucidation on
				any issue of the tender
				document may take up the
				same with ISP Nashik in writing or by fax/ e-mail/
				post. ISP Nashik will respond
				in writing to such request
				provided the same is received
				by ISP Nashik not later than
				<b>21 days prior</b> to the
				prescribed date of submission
				of tender.
5	10.1	The Technical bid to be submitted by		As Applicable
		Tenderer shall contain the following documents, duly filled in, as required		
6	11.2		Modify	The tenderer shall quote only
0	11.2	Tender Currency	Mouny	in Indian rupees
7	12.1	Tender Prices		As Applicable
8	12.2, 33,	Schedule wise evaluation		Not Applicable
	36.1			
9	12.6	GST details		As Applicable
10	14	PVC Clause & Formula	Modify	Prices quoted by the tenderer
				shall remain firm and fixed
				during the currency of the
				contract and not subject to
11	14.4.to 14.7	Exchange Rate Variation (ERV)		variation on any account Not Applicable
12	16.2 a) to c)		Modify	As per Section IX:
12	10.2 4) (0 6)	Documents Establishing Tenderer's	inouniy	Qualification / Eligibility
		Eligibility and Qualifications		Criteria
13	18.4, 18.5	Earnest Money Deposit	Modify	SIT 2(Mentioned below)
		(EMD)		
14	19	Tender Validity	Modify	SIT-3(Mentioned below)
15	20.4	Number of Copies of Tenders to be	Modify	Tenderer shall submit their
		submitted		tender in "Original" only.



Sl. No.	GIT Clause No.	Topic	Modify/ Substitute/ Supplement	SIT Provision
16	20.8	Two Bid System	Modify	SIT 4 (Mentioned below)
17	20.9	E-Procurement		Applicable
18	34 and 35.1	Comparison on CIF Destination Basis		Not Applicable
19	35.2 to 35.6	Additional Factors for Evaluation of Offers and Preferential schemes		As Applicable
20	43	Parallel Contract		Not Applicable
21	44.1	Serious Misdemeanours		As Applicable
22	44.3	Integrity Pact		Not Applicable
23	45.1	Notification of Award		As Applicable
24	50	Applicability of additional GIT for rate contracts		Not Applicable
25	51	Applicability of additional GIT for PQB Tenders		Not Applicable
26	52	Applicability of additional GIT for Tender involving Samples		Not Applicable
27	53	Applicability of additional GIT for EOI Tenders		Not Applicable
28	54	Applicability of additional GIT for Tenders for disposal of Scrap		Not Applicable
29	55	Applicability of additional GIT for Development/Indigenization Tenders		Not Applicable

#### **SIT 1:-The tender documents includes:**- The tender documents includes:

Section I - Notice Inviting Tender (NIT)

Section II - General Instructions to Tenderers (GIT)

Section III - Special Instructions to Tenderers (SIT)

Section IV -General Conditions of Contract (GCC)

Section V - Special Conditions of Contract (SCC)

Section VI - List of Requirements

Section VII - Technical Specifications

Section VIII - Quality Control Requirements

Section IX - Qualification/Eligibility Criteria

Section X - Tender Form

Section XII - Vendor Details

Section XV - Bank Guarantee Form for Performance Security

Section XVI - Contract Form

Section XVII: Letter of Authority for attending a Bid Opening

Section XVIII: Proforma of Bills for Payments

Section XIX: NEFT Mandate

**SIT 2: Earnest Money Deposit (EMD):** The required EMD, as mentioned in Section VI, List of requirements submitted along with the tender in techno-commercial offer. The EMD shall be valid for a period of 45 days beyond Bid Validity i.e. 120+45 = 165 days. Any short validity, the tender shall be treated as unresponsive. The EMD should in the Indian Rupees only.

EMD must be submitted along with the tender in form of **Demand Draft/Pay Order / Bankers** cheque drawn from any Scheduled Commercial Bank in India only in favor of India Security Press,



Unit of SPMCIL payable at Nashik. Tenderers must upload scanned copies of above document along-with their bids **as proofs of EMD submission**. However, for the purpose of realization, the bidder shall send the demand draft/bankers cheque/pay order **in original** to Mr. Diganta Kumar Deka, Additional General Manager (Materials), Purchase department, India Security Press, Nashik Road, Nashik-422101 through Post or by hand **so as to reach within 5 days time of opening**.

Only the firm who are registered under Startups may be exempted from submitting the EMD on producing valid certificate, being a works tender. Otherwise, certificate will not be considered for exemption of EMD.

#### **SIT 3: Tender Validity**

- **3.1.** The tenders shall remain valid for acceptance for a period of 120 days 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.
- **3.2** In exceptional cases, the tenderers may be requested by SPMCIL to extend the validity of their tenders upto 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.
- **3.3** In case the day upto which the tenders are to remain valid falls on/ subsequently declared a holiday or closed day for SPMCIL, the tender validity shall automatically be extended upto the next working day.
- **3.4** 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.
- **SIT 4: Two Bid System:**E-Tender will consist of Two Bid system i.e. **Technical Bid and Financial/ Price Bid. Technical bid and the Price Bid**are to be submitted through e-tendering portal only on or before the due date of submission of tenders. The tenderer shall quote their prices (**Price bid**) strictly as per the price parameters given in e-tendering portal only.

Earnest Money Deposit (EMD) in original (in case of Demand Draft/Pay Order / Bankers cheque) shall be sent to the designated officer Mr. Diganta Kumar Deka, Additional General Manager (Materials), Purchase department, India Security Press, Nashik Road, Nashik-422101 through post or by hand so as to reach within 5 days' time of tender opening.



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

Please refer the below link for further details:

https://spmcil.com/uploaddocument/GCC/new.pdfGCC (Total pages: 36)

BIDDERS ARE REQUESTED TO DOWNLOAD 36 PAGES BY CLICKING THE ABOVE SAID LINK AND SUBMIT THE SAME DULY STAMPED AND SIGNED ALONG WITH TENDER DCOUMENT.



### SECTION V: SPECIAL CONDITIONS OF CONTRACT (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below. These Special Conditions will modify/ substitute/ supplement the corresponding (GCC) clauses.

Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

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

S. No.	GCC Clause No.	Topic	Modify/ Substitute/ Supplement	SCC Provision
1	1.2	Abbreviations:		As Applicable
2	6.1, 6.3&6.5	Performance Bond/ Security	Modify	SCC 1 (Mentioned below)
3	8.2	Packing and Marking		As Applicable
4	9	Inspection and Quality Control		As Applicable
5	11.2	Transportation of Domestic Goods	Modify	SCC 2 (Mentioned below)
6	12	Insurance	Modify	SCC 3 (Mentioned below)
7	14.1	Incidental Services		As Applicable
8	15	Distribution of Despatch Documents for clearance/ Receipt of Goods		As Applicable
9	16.2, 16.4	Warrantee Clause	Modify	SCC 4 (Mentioned Below)
10	19.3	Option Clause		SCC 5 (Mentioned Below)
11	20.1	Price Adjustment Clause		Not Applicable
12	21	Taxes and Duties	Modify	SCC 6 (Mentioned Below)
13	22	Terms and Mode of payments	Modify	SCC 7(Mentioned Below)
14	24.1	Quantum of LD	Modify	SCC 8 (Mentioned Below)
15	25.1	Bank Guarantee and Insurance for Material Loaned to Contractor		Not Applicable
16	33.1	Resolution of Disputes		As applicable
17	36.3.2, 36.3.9	Disposal/ Sale of Scrap by Tender		Not Applicable

**SCC 1:Performance Bond/ Security**: The successful bidder has to submit Performance Bond/ Security equivalent to 3% of the order(s) value, valid for a period of 60 days beyond the completion of all contractual obligations, within 21 days from the date of issue of Letter of Intent.

The Performance security shall be denominated in Indian Rupees 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 India Security Press, Unit SPMCIL.
- b) Bank Guarantee issued by a commercial bank in India, in the prescribed form as provided in section XV of this document.



- **SCC 2: Transportation of Domestic Goods**: The transportation of goods to be procured will be done by the supplier on FOR ISP Basis. The total cost of the transportation should be indicated in the price bid of the item to be procured.
- **SCC 3: Insurance:** Specific Insurance cover for each consignment /supply is to be given by the firm, as applicable.
- **SCC 4: Warranty Clause**: Firm has to provide warranty for a period of 12 months for the workdone by it. Any defect, repair, if arise will be rectified by the firmat its own cost.
- **SCC 5: Option clause**: Purchaser reserves the right to increase the ordered works by 25% at any time, till final completion date of the contract by giving reasonable notice even though the ordered works initially has been completed in full before the last date of delivery Period.
- **SCC 6: Taxes and Duties**: If the tenderer fails to include taxes and duties as per law of the land in the tender, no claim thereof will be considered by purchaser at a later stage.

#### **SCC 7: Terms and Mode of Payment:**

- i) No advance payment will be made under any circumstances.
- ii) Payment can be made in maximum of three installments against the running bills, raised by the firm, upon actual satisfactory completion of work and duly certification by ISP.
- a) After completion of 40% of the work, firm may raise its 1st invoice for 20% payment of the completed work.
- b) After completion of next 40% of the work, firm may raise its 2nd invoice for 20% payment for the completed work.
- c) After full completion of the work, the firm can raise its final bill for settlement.
- iii) Settlement of bill for each installment will subject to actual and satisfactory completion of the work and joint measurements recorded by the firm and ISP.
- iv) ISP however, reserves the right to modify the payment terms or not to settle the raised bills of the firm at any stage, if deemed necessary, based upon the slow progress and satisfactory performance if the firm, upon duly recording it in written form and intimating to the agency.
- **SCC8: Quantum of LD:** Subject to GCC clause 28,if the supplier fails to deliver any orall of the goods or fails to perform the services within the timeframe(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 amages, 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 for each week of delay or part thereof until actual delivery or performance, subject to amaximum 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 supplyand / 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.



## **Section VI: List of Requirements**

Sch	Brief Description of Goods/	Quantity	Earnest Money	Place of Delivery for GST
No.	services	(with unit)	(in Rs)	Purpose
1	Shifting of existing entrance gate of ISP Hospital with allied civil works and Providing and fixing Vinyl flooring at the designated places inside the ISP Hospital	1 AU	Rs. 25000/- (Rupees Twenty Five ThousandOnly).	Delivery Schedule  As per section VI: List of Requirement and detailed Technical Specification mentioned in Section VII.

(a)	Required Delivery	:	Stipulated time of completion of the work within 02 months after placingof
	Schedule		P.O.
(b)	Required Terms	:	On FOR ISP Basis.
	of Delivery		
(c)	Destination	:	India Security Press,
			Nashik Road-422101
			Maharashtra, India
(d)	Preferred mode	:	By Road (FOR)
	of transportation		

- 1. All the copies of tenders shall be complete in all respects with all their attachments/ enclosures duly numbered and signed on each and every page.
- 2. The total cost should be inclusive of all elements as cited above on FOR India Security Press, Nashik Road (Maharashtra), India, basis.
- 3. The Bidder has to submit documents as per the following Check list along with the Technical bid Documents (Technical Cover):

Sr. No.	Description	Submitted/Not Submitted
1)	EMD (Earnest Money Deposit)	bubilitteu
2)	Documentary evidence towards Experience and past performance as per clause 1(ii) of section IX.	
3)	Documentary evidence towards Capability for startups as per clause 1(i) of section IX.	
4)	Undertaking as per clause 3 under section IX	
5)	Copy of PAN and GST registration certificate.	
6)	<b>Power of Attorney/ Authorization</b> with the seal of company indicating that authorized signatory is competent and legally authorized to submit the tender and/ or to enter into legally binding contract.	
7)	Adherence to the Delivery Schedule as per Section VI on Bidder's Letter Head.	
8)	Adherence to the Technical Specification as per Section VII: Technical Specifications on Bidder's Letter Head	
9)	Adherence to the Quality Control Requirements as per Section VIII on Bidder's Letter Head.	
10)	Tender Form: As per Section X	



Sr. No.	Description	Submitted/Not Submitted
11)	Vendor Details: As per Section XII.	
12)	NEFT Mandate as per section XIX	
	All pages of the tender documents (including GIT, GCC, SIT, SCC, List of	
13)	requirements, Technical specification, quality requirements, etc.) duly signed	
	and stamped by the Authorized signatory of the bidder.	

**Note:** The Bidder has to submit Prices in Price bid (**Price Cover**) as per price parameters given in BOQ of e-tendering portal. (Excel Format)



#### SECTION VII: TECHNICAL SPECIFICATIONS

Sub.:- Shifting of existing entrance gate of ISP Hospital with allied civil works & providing and fixing Vinyl flooring at the designated places inside the ISP Hospital.

Scope of the work: Following indicative scope of work is considered.

- 1) Provision of dismantling some portion of existing Stone masonry Boundary wall
- 2) Provision of Demolishing of RCC work
- 3) Provision of Removing of existing chain link fencing, ms jail, ms gate etc.
- 4) Provision of Earthwork in excavation
- 5) Provision of Laying, spreading & compacting stone aggregate to WBM specifications in uniform thickness etc.
- 6) Provision of Providing & laying plane cement concrete (PCC)
- 7) Provision of Brick work with common burnt clay F.P.S. bricks
- 8) Provision of Reinforced cement concrete work.
- 9) Provision of 20 mm cement plaster work
- 10) Provision of Steel reinforcement for RCC work including straightening, cutting, bending, placing in position etc.
- 11) Provision of Shuttering, centring etc. for RCC work for footing, column, coping etc
- 12) Provision of Providing & laying 80mm thick factory made cement concrete interlocking paver blocks.
- 13) Provision of fixing of existing MS gates to column with modifications in height width including required material.
- 14) Provision of Finishing walls with Acrylic smooth exterior paint of required shade two or more coats.
- 15) Provision of Painting with synthetic enamel paint two or more coats.
- 16) Provision of Removing of existing vinyl flooring sheet & disposal away from site.
- 17) Provision of Supply & fixing 2mm thick PVC vinyl flooring with adhesive and necessary base preparation with POP etc.
- 18) Provision of Providing & fixing ms structure support frame for name plate/board
- 19) Provision of providing & fixing 3 mm ACP sheet paneling over ms structure made for hospital name board & RCC column including scaffolding, cutting, fixing etc.
- 20) Provision of Providing & fixing of "India Security Press, Hospital" name using radium art sticker on ACP sheet including cutting, fixing etc.
- 21) Provision of Removing & re-fixing (shifting) of existing hospital name board of size at designated place.

For detailed schedule of work, kindly refer annexure 'A'.

Terms and Conditions:- (ANNEXURE-B)

- 1) Raw materials, Tools & plants shall be arranged by the firm.
- 2) Working hours: 08 am to 06 pm (Including lunch hour. Time may vary as per the need of the ISP.
- 3) Stipulated time of completion of the work 02 months after placing of P.O.
- 4) Water supply & Electric supply point will be provided by ISP.
- 5) The firm shall abide by the safety & security norms of the organization.
- 6) Child labour will not be allowed.
- 7) If any accidents / injury / casualty happen, the sole responsibility will be of the firm. No compensation will be borne by ISP.
- 8) No Advance payment will be made under any circumstances.
- 9) Payment can be made in a maximum of three installments against the running bills, raised by the firm, upon actual and satisfactory completion of work and duly certification by ISP.
- a) After completion of 40% of the work, firm may raise its 1st invoice for 20% payment of the completed work.



- b) After completion of next 40% of the work, firm may raise its 2nd invoice for 20% payment for the completed work.
- c) After full completion of the work and successful handing over to ISP, the firm can raise its final bill for settlement.
- 10) Settlement of bill for each installment will subject to actual and satisfactory completion of the work and joint measurements recorded by the firm and ISP.
- 11) ISP however, reserves the right to modify the payment terms or not to settle the raised bills of the firm at any stage, if deemed necessary, based upon the slow progress and unsatisfactory performance of the firm, upon duly recording it in written form and intimating to the agency.
- 12) Firm has to produce police verification certificate for its representative, workmen etc for getting their entry permission approved from ISP during the period of contract.
- 13) Firm has to provide warranty for a period of 12 months for the work done by it. Any defect, repair, if arise will be rectified by the firm at its own cost.
- 14) Construction material to be used in the work (such as cement, steel,) shall be ISI marked.
- 15) Testing of Materials (such as of concrete, steel etc.) shall be done as per the IS standards through NABL certified/Govt engineering college laboratory and cost of the testing shall be borne by the firm/contractor. Test Reports are to be submitted to ISP.

_		
Sr. No.	Description of Item	Qty
1	Demolishingstone rubble masonry manually/by mechanical means including stacking of serviceable material & disposal of unserviceable material within 50m lead as per direction of Engineer-in-charge.	25 CUM
2	Demolishing RCC work manually/by mechanical means including stacking of serviceable material & disposal of unserviceable material within 50m lead as per direction of Engineer-in-charge.	2.5 CUM
3	Removing of existing chain link fencing, msjali&ms gate including cutting of angles, jali etc.	40 SQM
4	Earth work in excavation by mechanical means(Hydraulic excavator/manual means over areas(excluding 30cm in depth,1.5m in width as well as 10 sqm on plan)including getting out & disposal of excavated earth lead upto 50m & lift upto 1.5m,as directed by Engineer-in-charge.For all kinds of soil.Including disposal of materials away from site.	70 CUM
5	Laying, spreading & compacting stone aggregate of specified sizes to WBM specifications in uniform thickness, handpicking, rolling with 3 wheeled roaf/vibratory roller 8-10 tonne capacity in stages to proper grade & cambet, applying & brooming requisite type of screening/binding material to fill up interstices of coarse aggregate, watering & compacting to the required density.	25 CUM



6	Providing &laying in position cement concrete of specified grade excluding cost of centering& shuttering-All work upto plinth level(for PCC):1:4:8(1 cement:4 coarse sand (zone-III)derived from natural sources:8 graded stone aggregate 40mm nominal size derived from natural sources)	14 CUM
7	Brick work with common burnt clay F.P.S.(non modular)bricks of class designation 7.5 foundation & plinth in cement mortar1:4	25 CUM
8	Supply & applying 20mm cement plaster work(in cement mortar1:4)	150 SQM
9	Steel reinforcement for RCC work including straightning, cutting, bending ,placing in position & binding all complete upto plinth & above the plinth level(10mm for footing jali,10 & 8mm for coping,12mm & 8mm for column & beam)	330 KG
10	Supplying shuttering, deshuttering, centering etc. for RCC work of footing & columns & coping.	35 SQM
11	Providing & laying in position cement concrete of specified grade excluding cost of centering& shuttering 1:2:4(1 cement:2 coarse sand (zone-III)derived from natural sources:4 graded stone aggregate 40mm nominal size derived from natural sources).	7 CUM
12	Providing & laying 80mm thick factory made cement concrete interlocking paver block of M30 grade made by block making machine with strong vibratory compaction of approved size, design & shape laid in required colour & pattern over & including 50mm thick compacted bed of coarse sand, filling the joints with line sand etc. all complete as per direction of Engineer-incharge.	150 SQM
13	Fixing of existing MS gates to columns with modification in height ,width including required ms materials (mspipe,angles,bar,flat) etc. as per direction of Engineer-in-charge.	200 KG
14	Finishing walls with Acrylic smooth exterior paint of required shade:New work(two or more coat applied @1.67 ltr/10 sqm over & including priming coat of exterior primer applied @ 2.20 kg/10 sqm.	180 SQM
15	Painting with synthetic enamel paint of approved brand & manufacture of required colour to give an even shade.	50 SQM
16	Removing of existing vinyl sheet flooring & disposal of same away from site.	90 SQM
17	Supply & fixing of 2mm thick PVC vinyl flooring with adhesive & necessary base preparation with POP etc complete.	90 SQM
18	Providing & fixing ms structure support frame for name plate/board fixing using (450X450x10)mmms base plate,(40X40X2)mm ms square tube including cutting,welding,fixing& applying redoxide primer & one or more coat synthetic enamel paint etc.	325 KG
19	Providing &fixing 3mm ACP sheet paneling over ms structure made for hospital name board & RCC column including scaffolding, cutting, fixing etc. as per direction of Engineer-in-charge.	50 SQM



20	Providing & fixing of "India Security Press, Hospital" name using radium art sticker on ACP sheet including cutting, fixing etc. as per direction of Engineerin-charge etc.	2 Job
21	Removing &refixing (shifting) of existing hospital name board of size4.65mx1.25m with 2 nosms columns 0.30mx3m & supporting angles, channels including required size foundation, required size steel member cutting, welding, fixing etc. at designated place as per direction of Engineer-in-charge.	1 Job

Note: Tenderer's attention is drawn to GIT clause 17 and GIT sub-clause 10.1.

The tenderer is to provide the required details, information, confirmations, etc accordingly, failing which it is tender is liable to be ignored. Prospective bidders shall comply with the feature specifications (including Warrantee Obligations) and submit a "Specification Compliance Certificate" with their Technical Bid.



## SECTION VIII: QUALITY CONTROL REQUIREMENTS

The work executed/material supplied by the successful bidder will be accepted on all parameters as per specification as stated in Section-VII. The purchaser reserves the right to get the material supplied tested from in-house laboratory or any other laboratory of repute and in case the material is found not meeting the specification, the purchaser shall be entitled to cancel the contract, and if so desired, purchase or otherwise the purchase of the stores at the risk and cost of the contractor.



#### SECTION IX: QUALIFICATION/ ELIGIBILITY CRITERIA

#### (1) Minimum Eligibility Criteria:

(i) For Start-up firm: The bidder should be enlisted in either Central Public Works Department (CPWD) or Military Engineering Services (MES) or any other Government/PSU/ Autonomous bodies

Note: Firms capacity and capability may be verified (if necessary) by the ISP.

- (ii) Experience and Past Performance: The bidder should have experience of having successfully completed similar works (Similar means- Related civil works) during last 7 years ending on '31.03.2023'
  - a. Three similar completed work each costing not less than the amount equal to Rs.4,99,222.6/-.

1

b. Two similar completed work each costing not less than the amount equal to Rs.6,24,028.25/-.

or

c. One similar completed work costing not less than the amount equal to Rs.9,98,445.2/-.

Note: Only Start-ups are exempted from Experience and Past Performance criteria, being a works tender. In case any bidder is seeking exemption from Experience and Past Performance criteria, the supporting documents to prove his eligibility for exemption must be submitted for evaluation.

#### (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)** That "the information given in the documents are correct and the Bidder is awarded that in case any information provided is found to be false at a later stage, ISP reserves the right to reject/ disqualify the bidder at any stage of the tendering process without assigning any reason."
- **(c)** 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".

#### (4) Applicability in Special Cases:

**For Existing successful Past Suppliers:** In case the bidder who is a successful past supplier of "The Work' in at least one of the recent past three procurements, who do not meet any or more of requirements above, would also be considered to be qualified in view of their proven credentials, for the maximum quantity supplied by him in such recent past. (This clause is not applicable for Security Items as notified by Government of India from time to time.)



## Section X: Tender Form

	e
То	
(complete address of SPMCIL)	
Ref: Your Tender document No dated dated	
We, the undersigned have examined the above-mentioned tender enquiry amendment No, dated (if any), the receipt of which is hereby confining supply and deliver (description of goods and services) in conformity with document for the sum shown in the price schedule(s), attached herewith and made	rmed. We now offer to your above referred
If our tender is accepted, we undertake to supply the goods and perform the sabove, in accordance with the delivery schedule specified in the List of Requireme	
We further confirm that, if our tender is accepted, we shall provide you with a perequired amount in an acceptable form in terms of GCC clause 6, read with material $V - Special$ Conditions of Contract, for dueperformance of the contract.	nodification, if any, in
We agree to keep our tender valid for acceptance for a period upto, as clause 19, read with modification, if any in Section-III – —Special Instructions subsequently extended period, if any, agreed to by us. We also accordingly contender upto the aforesaid period and this tender may be accepted any time be aforesaid period. We further confirm that, until a formal contract is executed, your written acceptance thereof within the aforesaid period shall constitut betweenus.	to Tenderers   or for nfirm to abide by this fore the expiry of the this tender read with
We confirm that in case of downloaded Tender Document, we have no contents. We realize that in case any such change is noticed at any stage includice contract, we would be liable to action under clause 44 of the GIT.	
We further understand that you are not bound to accept the lowest or any ten against your above-referred tender enquiry.	nder you may receive
We also solemnly declare as under:	
1. MSMEsStatus:  Having read and understood the Public Procurement Policy for Micro and Sma Order, 2012 (as amended and revised till date), and solemnly declare the followin (a) Company /Partnership Firm /Proprietary Concern / Society/Tr (PleaseSpecify):	ng: rust / NGO/Others
Partners):	,

#### 2. Make in IndiaStatus:

Having read and understood the Public Procurement (Preference to Make in India PPP\_MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:



□ ( □ ( □ 1 (b) We also	tification for category ofsupplier: Class-I Local Supplier / Class-II Local Supplier / Non Local Supplier / declarethat:
	There is no country whose bidders have been notified as ineligible on reciprocal basis under this order for offered product, or
	We do not belong to any Country whose bidders are notified as ineligible on reciprocal basis under this order.
under Rule Having read dated 23rd under the al	ons on procurement from bidders from a country or countries, or a class of countries 144 (xi) of the General Financial Rules2017 I and understood the Order (Public Procurement No. 1) issued vide F.No.6/18/2019-PPD July 2020 (and its amendments if any) by Department of Expenditure, Ministry of Finance pove provision and solemnly declare the following:
	We do not belong to any Country whose bidders are notified as ineligible under this order
banned by a	ent Status: Please state whether business dealings with you currently stand suspended/ ny Ministry/ Deptts. of Government of India or by any State Govt: Yes (with period of Ban) No, we, solemnly declare that neither we nor any of our affiliates or subsidiaries—including subcontractors or suppliers for any part of the contract—do not stand declared ineligible.
	placklisted/banned/debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations.
above are co We underst	es for false or misleading declarations: I/we hereby confirm that the particulars given brrect and complete and also undertake to advise any future changes to the above details. One of that any wrong or misleading self- declaration by us would be violation of code of would attract penalties as mentioned in this tender document, including debarment.
(Signature v	
•	designation) ized to sign tender for and on behalf of



#### **Section XII: Vendor Details**

The tenderer should furnish specific details mentioned below. In case a question/ issue does not apply to a tenderer, the same should be answered with the remark "not applicable".

Wherever necessary and applicable, the tenderer shall enclose certified copy as documentary proof/ evidence to substantiate the corresponding statement.

In case a tenderer furnishes a wrong or misleading answer against any of the under mentioned question/ issues, its tender will be liable to be ignored.

1. Vendor/ Contractor particulars:
(a) Name of the Company:
(b) Corporate Identity No. (CIN):
(c) Registration if any with SPMCIL:
(d) Complete Postal Address:
(e) Pin code/ ZIP code:
(f) Telephone nos. (with country/area codes):
(g) Fax No.: (with country/area codes):
(h) Cell phone Nos.: (with country/area codes):
(i) Contact persons /Designation:
(j) Email IDs:
2. Taxation Details:
(a) PAN number:
(b) Type of GST Registration (Registered, Unregistered, Composition, SEZ, RCM etc.):
(c) GSTIN number:
(d) Registered Address as per GST registration and Place of Delivery for GST Purpose:
(e) Contact Names, Nos. & email IDs for GST matters (Please mention primary and secondary contacts)
We solemnly declare that our GST rating on the GST portal / Govt. official website is NOT negative /
blacklisted during the last three financial years.
(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

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

Ref Date 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 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
<b>bank)</b> , are holding in trust in favour of the Purchaser, the amount of <b>(write the sum here in words)</b> 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 contrac
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 or
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
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. til
against us
six months after the said date, provided that notice of any such claim has been given to us
<i>the bank)</i> , 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, fron
the Purchaser.
3. It is fully understood that this guarantee is effective from the date of the said contract and that we
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
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
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 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)
(Printed Name) (Designation
Witnesses



## **Section XVI: Contract Form**

(Address of SPMCIL's office issuing the contract)

This is in contil. Name & add 2. SPMCIL's Tessued by SPM 3. Supplier's To between the start of the start of the start 4. In addition ander paragra (i) General Contil) Special Contil) Special Contil) List of Rectil) Technical (v) Quality Contil) Price Schot, in Price Schot, in SPMCIL's Note: The worther in the contil Section – V - 'Contil Section – V	ender No dated and subse upplier and SPMCIL in connection w to this Contract Form, the following phs 2 and 3 above, shall also be deen ditions of Contract; aditions of Contract;	and subsequent quent communicated this tender. It is tender, and to form and be tract shall have the MCIL's Tender door of the above-referred.	c: Amendment No.	dated (If any) d in the documents rued as part of this of as are respectively previations incorpor apply to this contra re reproduced below	assigned to rated under act.
Schedule No.	Brief description of goods/ services	Accounting unit	Quantity to be	Unit Price (in Rs.)	Total price
			supplied		
					<u></u>
Total value (in ii) Delivery so iii) Details of iv) Quality Co a) Mode(s), st b) Designatio v) Destination vi) Consignee vii) Warranty viii) Payment ix) Paying aut	Performance Security ontrol tage(s), and place(s) of conducting in and address of SPMCIL's inspecting an and despatch instructions including port consignee, if any clause terms thority	nspections and test			
Signature, nat For and on bel Received and a Signature, nat on behalf of th For and on bel Name and ad	half ofdress of the supplier)		rized to sign		
Seal of the sur Date: Place:	pplier)				



## Section XVII: Letter of Authority for attending a Pre-bid Conference/Bid Opening

The General Manager		
Unit Address		
Subject: Authorization for attended	ding bid opening on	date) in the Tender of
<del>-</del>		
Following persons are hereby aut	thorized 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.



# **Section XVIII: Proforma of Bills for Payments**

(Refer Clause 22.6 of GCC)

Name and Address of the Firm						
S. No	Authority			Rate	Price per	Amount
51110	for purchase	of Stores	quantity	Rs. P.	Rs. P.	
	Tor purchase	or ocores	quartity	10111	10111	
Total						
1. GST/ CGST/ SGST/ UTGST/ IGST Amount 2. Freight (if applicable) 3. Excise Duty (if applicable) 4. Packing and Forwarding charges (if applicable) 5. Others (Please specify) 6. PVC Amount (with calculation sheet enclosed) 7. (-) deduction/Discount 8. Net amount payable (in words Rs.) Dispatch detail RR No. other proof of despatch						
Inspection Cer Place and Date Received Rs	Dated					(enclosed)
We solemnly c	ertify that: ervices Tax (GS		his Bill is not m			
there under an		on account of (	ve not been exe GST on these go			
c. We are registered with above indicated GSTIN as dealer in the State where in their Billing address is located for the purpose of GST.						
d. This bill form / invoice is not a replacement for the GST invoice. The proper GST invoice as per requirements of GST rules has been sent to the Purchaser as and when deliveries are made to the consignee.						
			n terms of the deen fulfilled as re			on the part of
Revenue stam	p			Signat	ure and of Stam	p Supplier



#### **Section XIX: NEFT Mandate**

(Refer clause 22.2 of GCC)

From: M/s Date: Date:	
To:	
(Insert Name and Address of Purchaser's Paying Authority as per NIT Clause 1)	
Sub: NEFT payments	
We refer to RBI's NEFT scheme. Our mandate SPMCIL for making payments to us through the a	above
scheme to our under noted account.	
NATIONAL ELECTRONIC FUNDS TRANSFER MANDATE FORM	

1	Name of City	
2	Bank Code No.	
3	Branch Code No.	
4	Bank's Name	
5	Branch Address	
6	Branch Telephone / Fax No.	
7	Supplier's Account No.	
8	Type of Account	
9	IFSC code for NEFT	
10	IFSC code for RTGS	
11	Supplier's name as per Account	
12	MICR Code No.	

In Lieu of Bank Certificate to be obtained as under, please attach a bank cancelled cheque or photocopy of a cheque or front page of your bank passbook issued by your bank for verification of the above particulars.

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 intimation letter and agree to discharge responsibility expected of me as a participant under the scheme.

Date Signature of the Customer

Certified that the above particulars are correct as per our record.

Stamp and Signature of authorized official of the bank