

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
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CIN: U22213DL2006GOI144763 GSTIN: 27AAJCS6111J2Z7

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12003186	16.05.2020	C. Parthiban	MICR

Not Transferable

Security Classification: Unclassified

TENDER DOCUMENT FOR PURCHASE OF: SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF MICR CHEQUE PRINTING MACHINE (SHEET FED): 01 NUMBER.

Global Tender Number: 6000019013/19/NM/MICR/24

Dated: 30.10.2024.

Name: Diganta Kumar Deka

Designation: Addl. General Manager (Materials)

Address: India Security Press, Nashik Road, Pin-422101

Disclaimer:

The information contained in this Bid Document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Security Printing and Minting Corporation Limited (hereafter referred as the "Purchaser") or any of its employees or associated agencies, is provided to Bidder(s) on the terms and conditions set out in this Bid Document and such other terms 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 to contain all the information Bidder(s) may require. This Bid document may not be 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 of matters, 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 alone determine 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 use of its officers), have any locus standi in such a relationship. These documents/ guidelines/ Manuals therefore should not be cited or referred in any legal or dispute resolution or grievance redressal proceedings. The Purchaser, its employees and other associated agencies make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may 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 Bid Document 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 caused arising from reliance of any Bidder(s) upon the statements contained in this Bid Document. 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 preparation and 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 any other 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 any manner whatsoever for the same or for any other costs or other expenses incurred by 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 supplement but not supplant the provision of the Bid Document.

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

Global Tender No. 6000019013/19/NM/MICR/24

Dated: 30.10.2024

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

Schedule No.	Brief Description of Goods/ services	Quantity (with unit)	Unit of Measure	Earnest Money (in Rs.)	Remarks
1	SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF MICR CHEQUE PRINTING MACHINE (SHEET FED).	01	Number	Rs. 3,98,000.00 (Rs. Three Lakh Ninety-Eight Thousand Only). USD.: 4850.00 (USD Four Thousand Eight Hundred Fifty) EUR: 4434.00 (EUR Four Thousand Four Hundred Thirty-Four)	----

Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)	Three bids (Single Stage) i.e. (PQB + Technical Bid + Price Bid) International Competitive Bidding (ICB)
Security Classification	Non security
Price of the tender document:	Rs. 5900.00 / USD :72.00 / EURO: 66.00
Authority in whose favour all tender related financial instruments (FD, DD, Banker's cheque etc) are to be made	India Security Press, Nashik Road, Unit of SPMCIL
All Financial Instruments to be payable at:	Payable at Nashik
Dates and place of issue of tender documents:	From 30.10.2024 to 24.12.2024 during office hours at ISP, Nashik
Place of Pre-Bid Conference	Conference Hall, ISP, Nashik on 14.11.2024 at 11:00 AM
Place, Time, and date before which written queries for Pre-bid conference must be received.	Purchase Department 18.00 hours on or before 10.11.2024 .
Closing date and time for receipt of tenders	24.12.2024 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 for PQB. <i>Place, Time, and date of Opening of Price (Financial) bid would be intimated later on</i>	15:00 Hours on 24.12.2024
Place of opening of tenders	Purchase Section, India Security Press, Nashik Road-422 101, Maharashtra, India
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.1 of GIT)	Jt. General Manager (HR), India Security Press, Nashik Road: - 422101, Maharashtra, India
Officer to be contacted for clarifications/ help:	Diganta Kumar Deka, AGM (Materials) India Security Press, Nashik Road

2. 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.
3. 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).
4. 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.
5. Tenderer may also download the tender documents from the web site mentioned above and submit its tender by utilizing the downloaded document, the bidder must not make any changes to the contents of the documents, except for filling the required information. A certificate to this effect must be submitted by the bidder in the Tender Form (Section X).
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 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.
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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. Bidders are requested to attend a pre-bid conference for clarification on technical specifications and commercial conditions of the Tenders, on the time, Date and Place mentioned in Para 1 above, Participation in the Pre-bid conference is restricted to prospective bidders who have been invited to participate in the tender or who have purchased the tender documents. Participation is not mandatory, however, in case a bidder chooses not to participate (or fails to do so) in the pre-bid conference, it would be assumed that they have no issues regarding the Technical/ commercial specifications/ conditions.

11. EMD amount mentioned in Section VI – List of Requirements shall be furnished in one of the following forms: a) Account Payee Demand Draft or b) Fixed Deposit Receipt or c) Banker's cheque or d) Bank Guarantee; in acceptable form, otherwise the tender will not be accepted in any case. The demand draft, fixed deposit receipt or banker's cheque shall be drawn on any scheduled commercial bank in India, in favour of Account and place of payment specified in the Para 1 above. In case of bank guarantee, the same is to be provided from/confirmed by any scheduled commercial bank in India as per the format specified under Section XIII in these documents.


Addl. 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 II: GENERAL INSTRUCTIONS TO TENDERERS (GIT)

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

Please refer the link to <https://spmcl.com/uploaddocument/GIT3.0.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. No.	GIT Clause No.	Topic	Modify/ Substitute/ Supplement	SIT Provision
1	3	Eligible Tenderers		As Applicable
2	3.4	Eligible Goods and Services (Origin of Goods)		As Applicable
3	6.1	The tender documents include:	Modify	SIT 1 (Mentioned below)
4	8	Pre-bid Conference		SIT 2 (Mentioned below)
5	10.1	The Technical bid to be submitted by Tenderer shall contain the following documents, duly filled in, as required	Modify	SIT 3 (Mentioned below)
6	11.2	Tender Currency	Modify	SIT 4 (Mentioned below)
7	12.1	Tender Prices		As Applicable
8	12.2, 33, 36.1	Schedule wise evaluation		Not Applicable
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 variation on any account
11	14.4 to 14.7	Exchange Rate Variation (ERV)		Not Applicable
12	16.2 a) to c)	Documents Establishing Tenderer's Eligibility and Qualifications	Modify	As per Section IX: Qualification / Eligibility Criteria
13	18.4, 18.5	Earnest Money Deposit (EMD)	Modify	SIT 5 (Mentioned below)
14	19	Tender Validity	Modify	SIT 6 (Mentioned below)
15	20.4	Number of Copies of Tenders to be submitted	Modify	Tenderer shall submit their tender in "Original" only.
16	20.8	Two Bid System	Modify	SIT 7 (Mentioned below)
17	20.9	E-Procurement		Not Applicable
18	34 and 35.1	Comparison on CIF Destination Basis		As 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

Sl. No.	GIT Clause No.	Topic	Modify/ Substitute/ Supplement	SIT Provision
25	51	Applicability of additional GIT for PQB Tenders		As Applicable
26	52	Applicability of additional GIT for Tender involving Samples		As 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 include: - The tender documents include:

- 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 XI - Price Schedule
- Section XII - Vendor Details
- Section XIII - Bank Guarantee Form for EMD
- Section XIV: Manufacturer's Authorization Form
- Section XV - Bank Guarantee Form for Performance Security
- Section XVI - Contract Form
- Section XVII: Letter of Authority for attending a Bid Opening
- Section XVIII: Proforma of Bills for Payments
- Section XIX: NEFT Mandate

SIT-2: Pre-bid conference: The pre-bid conference will be held on **14.11.2024** at 11.00 hrs IST. The prospective bidders interested to participate in this tender are requested to attend the pre-bid conference for clarifications on PQB and Technical issues, at India Security Press, Nashik. The queries of Pre-bid conference if any, shall reach to CGM, ISP, Nashik on or before **10.11.2024** in writing by Fax/mail.

SIT-3: Submission of Tender:

Part I: Pre-Qualification Bid (PQB)

- Tender Fee:** The firm has to submit the Tender fee Rs. 5900.00 / USD :72.00 / EURO: 66.00 in form of demand draft/ banker's cheque/ pay order drawn from any "Scheduled Commercial Bank" in India, in favour of India Security Press, a unit of SPMCIL, Nasik Road payable at Nashik.
- Earnest Money Deposit** Rs. 3,98,000.00 (Rs. Three Lakh Ninety-Eight Thousand Only)/ USD.: 4850.00 (USD Four Thousand Eight Hundred Fifty)/ EUR: 4434.00 (EUR Four Thousand Four Hundred Thirty-Four) {For more details Check SIT-6 mentioned below}
- Power of Attorney/ Authorization** 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.

- IV. The eligibility criteria for the tender are given in **Section IX- Qualification/ Eligibility Criteria (PQB)**. The bidder has to submit all the desired documents and relevant documentary proof in support of relevant clauses mentioned in Section IX: Qualification/ Eligibility Criteria (PQB). The Qualifying Criteria should be submitted in original.
- V. Copy of PAN and GST registration certificate (for indigenous bidder).
- VI. Tender Form: As per Section X of the tender document.
- VII. Vendor Details: As per Section XII of the tender document.
- VIII. Manufacturer's Authorization Form: As per Section XIV of the tender document, if applicable

Part -II: Technical bid (Second Envelope):

- I. The tenderer shall submit detailed Technical offer as per Technical Specifications mentioned as per Section-VII and List of Requirement as per Section-VI of the tender document.
- II. The tender has to submit sealed and signed tender document by authorized signatory of the tenderer as a token of acceptance of all section/ terms and conditions of this tender document (GIT, SIT, GCC & SCC, Quality Control Requirement, List of Requirement, Technical Specification, Tender form etc.)

Part-III: Price Bid (Third Envelope):

The tenderer shall quote their prices strictly as per the proforma given in Section-XI of the Tender document. No additional/ extra item with price shall be included other than that of Section XI.

NOTE: -

- i. The each envelope containing bids shall be super scribed as, Pre-Qualification Bid, Technical Bid and Price Bid separately as the case may be for **"SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF MICR CHEQUE PRINTING MACHINE (SHEET FED): 01 NUMBER"**. The sealed envelopes shall be again put in another envelope and super scribed as tender for **"SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF MICR CHEQUE PRINTING MACHINE (SHEET FED): 01 NUMBER"** due on 15:00 hrs. IST on 24.12.2024.
- ii. If the tender is not submitted as per above format, offer/ bid/ tender will be liable for rejection.
- iii. Late Tender shall not be accepted. Tenderer shall submit their offer only on prescribed form. Tenders by fax/ email shall not be accepted. Tender by Post/hand/courier received on or before the due date and time shall be accepted. Postal delay/ delay by courier services etc. shall not be condoned, what so ever reason may be.

SIT-4: Tender Currencies: The domestic Bidders should quote in Indian Rupees only. Foreign Bidders should quote either in INR/ Euro/ USD. Bidders are requested to quote price within two decimal places. Quotation with price quote beyond two decimal places will be ignored.

SIT-5: Earnest Money Deposit (EMD): The required EMD as mentioned in Section VI, List of requirements submitted along with the tender in Pre-Qualification offer. The EMD shall be valid for a

period of 45 days beyond Bid Validity i.e., $180+45 = 225$ days after the date of opening of the tender. Any short validity, the tender shall be treated as unresponsive.

EMD must be submitted along with the PQB (1st Packet) in form of Demand Draft / Fixed Deposit Receipt / Bankers cheque/ Bank Guarantee drawn from any Scheduled Commercial Bank in India only in favor of India Security Press, Unit SPMCIL payable at Nashik. The firm who are currently register with Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or Start-ups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT) may be exempted from submitting the EMD on producing valid certificate. The certificate should clearly indicate validity of the certificate (Valid upto XXXXXX) otherwise, certificate will not be considered for exemption of EMD.

SIT-6: Tender Validity:

(i) The tenders shall remain valid for acceptance for a period of **180 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.

(ii) In exceptional cases, the tenderers may be requested by ISP Nashik to extend the validity of their tender upto a specified period. Such request(s) and response thereto shall be conveyed by surface mail or by fax/ e-mail 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.

(iii) In case the day upto which the tenders are to remain valid falls on/ subsequently declared a holiday or closed day for ISP Nashik, the tender valid shall automatically be extended upto the next working day.

(iv) 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-7: Three Bid System:

a) Pre-qualification bid, Technical bid and the Financial Bid

(i) In the first instance, the Qualifying Criteria of the **Pre-Qualification Bid** of Tender document will be considered for the evaluation. These offers/ bid will be scrutinized and evaluated by the committee/ authority with reference to the parameters prescribed in the eligibility criteria (**Section IX**).

(ii) Thereafter the **Technical part** of the Pre-Qualification Bid Qualified firms will be considered for the evaluation in second stage at a later date and time for further scrutiny and further evaluation. The technical acceptance of the bids is on the basis of **Technical Specifications** offered by the bidders as per **Section -VII** Technical Specification and **Section-VI List of Requirement** of the tender document and acceptance of the terms and conditions as per GIT, SIT, GCC, SCC, other conditions of tender.

(iii) In the third stage, the Price Bid of only the technical acceptable offers (as mentioned second stage) will be opened for further scrutiny and evaluation.

b) The intimation regarding opening of Technical and price bids shall be given to qualified tenderers to enable them to attend the technical and price bid opening, if they so desire.

7.1 Price Bid Evaluation:

a) In case of indigenous offer, the prices quoted shall be compared on FOR ISP Nashik basis which includes all taxes, duties, packing and forwarding charges, freight, insurance, installation, Testing and commissioning etc. as per the price schedule.

b) In case of foreign offer, the tenderer will be required to quote on FOB as well as CIF basis. The CIF price will be multiplied by the exchange rate between Indian Rupees and the quoted Foreign Currency, prevailing as on the date of opening of the price bid. The applicable rate will be "BC selling rate" of State Bank of India. Basic Customs duty (BCD) @10% on CIF Value, Social

Welfare Surcharge (SWS) @ 10% on Basic Customs Duty and IGST @ 18% on CIF Value + BCD + SWS will then be added to the converted CIF price of INR. On this net price, 1% of CIF Value will be added towards charges for port clearance and forwarding charges and estimated average inland freight up to destination to arrive at the total landed price of the Machine / item. The Installation, Testing and Commissioning charges will be added for arriving FOR Cost of the Machine.

c) For the purpose of comparison, the total FOR price of indigenous offer shall be compared with the total landed / FOR price of imported offer.

d) In case of foreign / overseas firm, bidders are required to quote both FOB and CIF price. SPMCIL reserve the right to place order either on FOB or CIF (whichever is beneficial to SPMCIL).

SIT-8: Conversion of Tender Currencies in Indian Rupee: The quoted 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 B.C. selling exchange rates established by the State Bank of India for similar transactions, as on the date of (technical bid) tender opening.

SIT-9: Time Limit for receiving request for clarification of Tender Documents: A tenderer requiring any 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 **21 days prior** to the prescribed date of submission of tender.

SECTION IV: GENERAL CONDITION OF CONTRACT (GCC)

Please refer the link:

<https://spmCIL.com/uploaddocument/GCC3.0.pdf> for further details

GCC (Total pages: 36)

BIDDERS ARE REQUESTED TO DOWNLOAD 35 PAGES BY CLICKING THE ABOVE SAID LINK AND SUBMIT THE SAME DULY STAMPED AND SIGNED ALONG WITH TENDER DOCUMENT.

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, 6.2, 6.3 & 6.5	Performance Bond/ Security	Modify	SCC 1 (Mentioned below)
3	8.2	Packing and Marking	Modify	SCC 2 (Mentioned below)
4	9	Inspection and Quality Control	Supplement	SCC 3 (Mentioned below)
5	11.2	Transportation of Domestic Goods	Modify	As Applicable
6	12.	Insurance		SCC 4 (Mentioned Below)
7	14.1	Incidental Services		SCC 5 (Mentioned Below)
8	15	Distribution of Despatch Documents for clearance/ Receipt of Goods		As Applicable
9	16.2, 16.4	Warrantee Clause	Modify	SCC 6 (Mentioned Below)
10	19.3	Option Clause	Modify	Not Applicable
11	20.1	Price Adjustment Clause		As Applicable
12	21.	Taxes and Duties	Modify	SCC 7 (Mentioned Below)
13	22	Terms and Mode of payments		SCC 8 (Mentioned Below)
14	24.1	Quantum of LD		SCC 9 (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: Within 21 days, the successful bidder has to submit Performance Bond/ Security equivalent to 3% of the order(s) value (i.e. cost of the machine + installation, testing, commissioning, training charges) and valid for a period of 60 days beyond the completion of all contractual obligations including warranty period i.e. for a period of 24 months from the date of issue of Notification of award. The successful bidder will also allow to submit a fresh Bank Guarantee (on warranty period) of 3% value of the good excluding installation, commissioning charges. In such cases original performance security will be returned only after satisfactory delivery/ commissioning and on the receipt of revised Bank Guarantee (on warranty period).

i) The Performance security shall be denominated 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 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: Packing and Marking: As per clause 7 of Section VII: Technical Specifications of the tender document.

SCC-3: Inspection and Quality Control In addition to clause No. 9 of GCC the following shall also be applicable: -

i) The material supplied by the successful bidder will be accepted on manufacturer's conforming to all parameters as per specification as stated in Section VII: Technical Specification. The machine will be accepted on manufacturers guarantee certificate to be sent to purchaser. If any defects observed or the machine is found unsuitable, then the same will be returned to the supplier for free replacement upto India Security Press, Nashik or the purchaser shall be entitled to cancel the contract, and if so desired, purchase or authorize purchase of the stores at the risk and cost of the contractor.

ii) **Pre-despatch Inspection:** At the discretion of the Chairman and Managing Director, Security Printing and Minting Corporation of India Limited or The Chief General Manager, India Security Press, Nasik, Maharashtra, authorized 04 (Four) official(s) of SPMCIL/ ISP will carry out Pre-shipment inspection for the period 04 (Four) working days excluding Journey Period/ holidays at the work site of firm on whom the contract will be awarded. All expenses towards the travel, boarding, lodging, miscellaneous expenditure and daily allowance etc. shall be borne by the purchaser. In the event that the purchaser is not able to depute its representative; it shall issue specific authorization to the supplier to dispatch the said MICR Cheque Printing Machine (Sheet Fed) with waiver certificate.

iii) During inspection, the complete operation of the machine will be checked.

iv) The inspection procedure and the arrangement will be according to the contract agreed mutually between the supplier and the purchaser.

Note: In case PDI is not acceptable to the firm, then the applicable payment terms should be "100 % payments will be made only after successful SITC of the Machine and Issuance of the FAC" and on submission of all required documents, otherwise no payment will be made, with no liability on India Security Press, Nashik Road.

SCC-4: Insurance: A specific insurance cover for each consignment / supply is to be given by the firm, as applicable.

SCC-5: Incidental Services: Following incidental services are required to be performed by the supplier:

- a) The firm should provide maintenance manual containing the list of fast and slow wearing parts, maintenance schedule, specifications of coolant and lubricants etc. full and detailed technical documentation including drawings and software should be supplied in detail to ensure that operation and maintenance personnel have all the requisite technical resources, list of literature etc. and support material for maintenance and operation of equipment's for its life cycle (Para 6 and 7 of Section VII: Technical Specifications may be referred to for details).

- b) The arrangements of all the spares, tools and tackles and consumables required during installation and commissioning shall be the responsibility of the firm.

SCC-6: Warranty Clause: The tenderer shall provide the warranty for a period of 12 (Months) after completion of successful commissioning and trial run of the machine.

SCC-7: 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-8: Terms and Mode of Payment: The payment shall be made in the following manner-
(With PDI)

1. Indigenous supplier:

- (a) 60% cost of machine on receipt of Machine at ISP.
- (b) 20% cost of machine after successful installation & commissioning of the Machine.
- (c) 20% balance cost of machine along with 100% towards Installation, commissioning, testing and Training charges an after issue of Final Acceptance Certificate issued by the Purchaser. The payment will be done through RTGS 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. TDS, if any, will be deducted on installation, testing, commissioning and training work.
- (d) The supplier while claiming the payment shall furnish the following certificate to the paying authorities:
 - a) "We hereby declare that additional set offs/ input tax credit to the tune of Rs. XXXXX (to be filled while claiming the payment) has accrued and accordingly the same is being passed on to the purchaser and to that effect the payable amount may be adjusted".

2. Foreign supplier: 100% Payment shall be made through irrevocable letter of credit in the following manner:

- (a) 60% FOB/ CIF cost of the machine(s) shall be made through irrevocable letter of credit to be opened by the Purchaser on a Scheduled Commercial Bank in favour of SELLER. The payment shall be arranged on receipt of the following documents and invoice after dispatch. Payment shall be made as per contract price.
 - (i) Complete set of clean Bill of Lading showing the complete goods have been actually shipped on board.
 - (ii) Signed invoices in sets of quadruplicate stipulating specification reference for item indicating cost and quantity.
 - (iii) Certificate of Country of Origin, issued by Chamber of Commerce.
 - (iv) Copies of packing list in quadruplicate stipulating individual items, quantity, weight and dimension details of each packing case.
 - (v) Inspection Certificate. If inspection certificate has been waived, then Quality Test Certificate.
 - (vi) Two sets of non-negotiable dispatch documents, to be sent by courier services to the PURCHASER immediately after dispatch of consignment.
 - (vii) Catalogue, technical write up/literature for customs clearance purpose.
 - (viii) Certificate of No Agency Commission payable to any Indian agent involved in this transaction.
 - (ix) Insurance Certificate in case of order on CIF basis.
- (b) 20% of FOB/ CIF cost of machine after successful installation & commissioning of the Machine.

- (c) Balance 20% of FOB/ CIF cost of machine and 100% cost of installation, commissioning and training, charges will be made, after deduction of TDS (Tax Deducted at Source) and etc as per prevalent rates After complete installation and commissioning, successful demonstration of performance and after Final Acceptance Certificate issued by the Purchaser. GST on installation, testing, commissioning charges will be borne by ISP.

(Without PDI):

100 % payments will be made only after successful SITC of the Machine and Issuance of the FAC" and on submission of all required documents, otherwise no payment will be made, with no liability on India Security Press, Nashik Road.

SCC-9: Quantum of LD: 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, ISP shall, without prejudice to other rights and remedies available to ISP 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 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.

SECTION VI: LIST OF REQUIREMENTS

Schedule No.	Brief Description of Goods/ services	Earnest Money Deposit	Quantity (with unit)
1	a) Supply, Installation, Testing & Commissioning of MICR Cheque Printing Machine (Sheet-Fed):01 Number b) Cheque Printing Software as per point No. 5 & Specification for PC for new MICR Printer of Tech. Specification: 01 Number	Rs. 3,98,000.00 (Rs. Three Lakh Ninety-Eight Thousand Only). USD.: 4850.00 (USD Four Thousand Eight Hundred Fifty) EUR: 4434.00 (EUR Four Thousand Four Hundred Thirty-Four)	01 Number

1. Required terms of Delivery:

A. Required Delivery Schedule:

For overseas suppliers:

- (a) The Successful bidder has to Manufacture, Supply the Machine at ISP within 150 days from the date of issue of Notification Award of Contract on FOB/ CIF basis.
- (b) The firm has to complete the entire work relating to the installation, testing, commissioning, and training within a period of 30 days from the date of receipt of machine at ISP.
- (c) The bidder has to submit detailed delivery schedule comprising of time required for supply and then time required for installation testing and commissioning in terms of PERT chart.
- (d) The completion time is the essence of the Contract. The machine(s) will have to be supplied, commissioned within the specified time as mentioned above.

For Indigenous suppliers:

- (a) The Successful bidder has to Manufacture, Supply the Machine at ISP within 150 days from the date of issue of Notification Award of Contract on FOR, ISP basis.
- (b) The firm has to complete the entire work relating to the installation, testing, commissioning, and training within a period of 30 days from the date of receipt of machine at ISP.
- (c) The bidder has to submit detailed delivery schedule comprising of time required for supply and then time required for installation testing and commissioning in terms of PERT chart.

The completion time is the essence of the Contract. The machine(s) will have to be supplied, commissioned within the specified time as mentioned above.

B. Required Terms of Delivery, Destination and preferred mode of Transportation:

- a) **For overseas supplier:** The Delivery shall be by sea on FOB/ CIF Basis. The overseas supplier shall deliver the stores ordered on FOB port of shipment or CIF on Nhava Sheva Sea Port.
- b) **For Indigenous supplier:** The delivery shall be on FOR ISP Nashik, Maharashtra basis by Road/Rail.

2. 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.
3. In addition to the offer for supplying the **MICR CHEQUE PRINTING MACHINE (SHEET-FED)**, the tenderer shall quote for the installation, commissioning and training charges separately in the price bid.
4. **RISK PURCHASE:** If the supplier after submission of tender and due acceptance of the same i.e., after issue of Notification of Award of Contract fails to abide by the terms and conditions of these tender documents, or fails to supply the deliverables as per delivery schedule given or at any time repudiates the contract, the purchaser shall have the right to:
 - a. Invoke the Security-cum-Performance Guarantee if deposited by the supplier and procure stores/services from other agencies at the risk and cost of the supplier. The cost difference between the alternative arrangement and supplier tendered value will be recovered from the supplier along with other incidental charges, including taxes, insurance etc.
 - b. For all the purpose the Notification of Award of contract will be considered acceptance of tender and formal contract pending signing of agreement. Supplier has to abide by all the terms and conditions of tender
 - c. In case of procurement through alternative sources and if procurement price is lower, no benefit on this account will be passed onto the supplier.
5. **BANK DETAILS:** It is requested to provide Bank Details in following proforma:
 - a. Beneficiary Name :
 - b. Account No. :
 - c. Bank Name :
 - d. IFS Code :
 - e. Branch & Address :
6. The Bidder has to submit the Check list as per Format given below along with the PQB Documents (First Envelope):

Sr. No.	Description	Submitted /Not Submitted	Page No.
1.	Tender form fee		
2.	EMD		
3.	Documentary evidence towards Experience as per clause 1(a) of section IX.		
4.	Documentary evidence towards capability as per clause 1(b) of section IX.		
5.	Documentary evidence towards financial data as per clause 1 (c) (i), (ii) & (iii) of section IX.		
6.	Undertakings as per clause 2 (i), (ii) of section IX.		
7.	Copy of PAN as per clause 5 (c) of section IX.		
8.	Power of Attorney/ Authorization as per clause 6 (b) of section IX.		
9.	Manufacturer's Authorization Letter as per clause 6 (d) of section IX.		
10.	Names of organization(s)/ firm(s) with addresses and telephone numbers, fax numbers, email addresses as per clause 6 (e) of section IX		

9. The Bidder has to submit the Check list as per Format given below along with the Technical Bid (Second Envelope):

Sr. No.	Description	Submitted /Not Submitted	Page No.
1.	All pages of the tender documents (including GIT, GCC, SIT, SCC, List of requirements, Technical specification, quality requirements, etc.) duly signed and stamped by the Authorized signatory of the bidder.		

2.	Adherence to the Delivery Schedule as per Section VI on Bidder's Letter Head.		
3.	Adherence to the Technical Specification as per Section VII on Bidder's Letter Head.		
4.	Adherence to the Quality Control Requirements as per Section VIII on Bidder's Letter Head.		

10. The Bidder has to submit the Check list as per Format given below along with the Price Bid (**Third Envelope**):

Sr. No.	Description	Submitted / Not Submitted	Page No.
1.	Price Bid as per Section XI: Price bid of the tender document.		

SECTION VII: TECHNICAL SPECIFICATIONS

STATEMENT OF REQUIREMENT:

One Printing Machine for PROGRAMMABLE MICR CHEQUE BOOK/Other STATIONERY PRINTING, with facility for automatic feeding, printing, collating & stacking for various designs of 3-UP Cheques in 219 X 280 mm Sheet size & other Jobs Printing of A4-A3 size.

1. BASIC FEATURES OF THE MACHINE:

1.1 The machine required, should be designed for heavy-duty sheet-feed Cheque printing/stationery printing & collating with proper sequence of MICR Cheque Books. Besides MICR Cheque Book Printing, the machine should be capable of printing different parts of the Cheque book including covers, record slips, requisition slips, of different thickness of paper (70-220 G.S.M) of size in the desired sequence, in sheets of 3-UP cheque size. All these printed sheets are to be collated in the required sequence simultaneously, so that the same output will facilitate automatic binding later on. Besides the MICR Cheque printing, the machine is to be programmed for printing other miscellaneous stationery jobs of variable data such as statements, bill printing, bar-coding, book printing etc. The machine should facilitate separate paper path for inserts without affecting the machine productivity.

2. Technical requirement of the machine:

- 2.1 i) Machine Speed: - Minimum 136-IPM/PPM output of A4 size paper.
ii) Printer Resolution: Minimum 300 X 300 DPI

2.2 The Machine should have the facility to perform the following operations: -

- Manual Loading of the input papers of different thickness for Covers, MICR Cheques (Base Stock) & insert slips in separate drawers/trays.
- Auto-feeding the loaded paper for printing.
- Printing the papers of different varieties and thickness in one operation (70 to 220 gsm).
- Collating the printed sheets in the delivery tray in desired sequence.
- Duplex Printing (Mixed simplex and duplex in one Job.)
- Manual loading & Un-Loading of pre-printed & Printed Stocks.

2.3 Printer should be capable of Printing MICR certified font E 13B at MICR code line & other places as per requirements. In addition to that, it should be capable of printing other fonts in bilingual (English & Devanagari) at other places of cheque leafs for personalization of cheques. Besides Cheque printing, machine should be capable of printing other miscellaneous jobs of variable data.

Note: - Devnagari fonts will be provided by ISP in Post Script.

2.4 Input paper of sheet size 219X280 MM in 3UP of standard MICR Cheque Jobs will be fed in to the Machine for Cheque production. Hence software should be able to print 3-UP Cheque size (93 X 219 MM) and capable to print on each sheet of size of (219 X 280 MM) with MICR code line, personalization details in the required relative sequence nos. The additional inserts like Font Cover, Memorandum slip, Counter Foil, Back Cover etc. will also be printed on the same printer with required personalization and relative sequence. The software should have the facilities of storing data for jobs at least for seven (07) days. The machine software license should be provided by the firm till the machine life without any cost.

2.5 All input trays of the machine should be capable of feeding paper sizes ranging from A4 to A3, letter, legal, ledger, custom size etc., both portrait and landscape.

2.6 Details of the Input Paper:

Sl. No.	Type	Paper & Sequence of collation printing required	Nos./Position	GSM
1	Front Cover	Design printing with Starting & Ending Cheque serial No.	The top of every book	170-220

2	Memorandum Slip	Format with a specific variety	One Sheet, next to Front Cover	80±5
3	Cheque leaves	MICR code line with serial No. & Personalization	Diff. Combinations from 10-100 leaves	95±5
4	Counter Foil	Fixed format for a specific variety	Before every 10 leaves	80±5
5	Requisition Slip	Fixed format for a specific variety	Prior to the last 3 cheques of the books	80±5
6	Back Cover	Fixed format for a specific variety	The end of every book	170-220

- 2.7 Types of Cheque Books: - Cheque Books having different combination of types of leaves (10-120 pages) book.
- 2.8 The machine should be equipped with new state of art LED/LASER Technology. (The Firm should confirm that the machine should be most up-dated version).
- 2.9 Self-Diagnosis:- Facility for self-diagnosis of faults & remedies should be displayed and problem related to machine to be displayed on the monitor.
- 2.10 After printing cheques are to be collated with the required inserts/leaves as per the given sequence for a type of Cheque Book Printing.
- 2.11 The Machine should have provision of intermittent sampling for inspection.
- 2.12 The body of the machine preferably be metallic.

3. Input Trays:

- As the finished Cheque books contain more number of inserts, there should be minimum six different feeding trays & above. Similarly minimum two delivery stackers should be available as per the following details.
- Capacity: Minimum 4 trays should be with approx. 1500 to 2000 sheets per tray.
- 2 trays with approx. 500-1000 sheets per tray.
- Total capacity of input trays should be minimum 9000 sheets.
- Should accept papers of varying thickness & finish (70-220 GSM)
- All trays should be user configurable, A4-A3, letter, ledger etc.
- All trays should be capable of feeding optional custom sizes ranging A4-A3.
- Should offer continuous loading for maximum productivity.

4. Delivery trays: -

- Minimum two delivery Stackers should be provided.
- Each Stacker with stacking capacity of minimum 1500 sheets. (90 GSM)
- Stackers should be capable of being emptied during operation.
- Automatic adjustment of paper size required up to A3 size.
- Delivery Stackers should be compatible for custom sizes.

5. Software:

- Should be suitable for printing different varieties and designs of MICR Cheques and other miscellaneous jobs including Bar-coding. Software should be user friendly for MICR Cheques Data feeding & Job Firing for MICR Cheque Book format including covers, required inserts printing. The Software should be updated as per I.S.P. requirements from time to time. High Configuration P.C. (Branded) should be provided as per Software requirements. (The specifications of PCs is attached as 'Annexure-I')
- i) For Cheque designing, job making and data feeding.
- ii) Job firing for continuous running of the machine. All software loaded should be open ended (no time limit). The bidder should provide the licensed soft copy.
- The firm should provide suitable software to print CTS-2010 standard MICR Cheques, which is compatible to the MICR Printer. The firm should provide the technical support for Five years.
- Software should be supplied along with original OEM certified licensed copies of operating software and system software, along with required programmers for machine operation for the

machine controllers/PLCs as the case may be PLC/PCL/PS/RTC on system and the firm will give the license.

- Required Fonts will be provided by ISP in Post Script.
- The Software should be capability to print in Duplex and should be easy backup facility.
- The machine should have updated version of software to indicate the fault diagnostic and also corrective remedial solutions.

6. General Conditions: -

- 3 (three) Sets of complete technical literature viz. Operational & Maintenance manual, troubleshooting instructions, electrical and electronic circuit diagram, description of machine function, spare parts catalogue shall be supplied in English language (both hard copy and soft copy) by the supplier firm **free-of-cost**.
- The supplier shall update the technology from time to time during Com. A.M.C (if AMC is finalized with the firm) period, if agreed upon ISP and supplier of the machine & shall provide technical support & spare part support. The comprehensive A.M.C. contract may be extended at mutually agreed rate.
- The supplier shall transfer the complete technology to I.S.P. for the operation and maintenance of the machine from all electrical & mechanical hazards & shall be provided with required safety guards, safety switches, heating/heating areas, high tension areas & static areas.
- The machine should be provided with all safety devices, both for the operators and the machine itself.
- Machine should be equipped with all required accessories (including compressor, if required)
- Machine should have proper exhaust system to avoid fumes generated / accumulated at work site.
- Graphical User Interface (GUI) combined with touch screen or LCD/LED display with keyboard & mouse menu driven self-explaining operator interface visible warning and error signals and messages shall be provided.
- The Supplier shall supply all necessary units like Server, client and required software support for machine operation and maintenance including remote maintenance if required.
- The requirement of Power Supply, Ambient temperature, Humidity and other Working conditions should be suitable keeping in view that ISP has 3 phase, 415 V AC supply with variation as per Indian Electricity Rules. Controlled AC will be provided by I.S.P.
- Space requirement for the machine must be given along with suitable floor space plan.
- The rates of consumables shall remain valid for three years from the date of placement of order for machine. Thereafter, the supplier shall supply the consumables at the rates which shall not increase more than 5% (five) percent per year and the increase or decrease in the foreign exchange rate for rupee will also be taken into account while arriving at the rates of the consumables.
- System Software (operating & Servicing) validity will be provided till the machine Life.
- It is desired that, the firm should ensure the complete technology transfer of the machine to I.S.P. The same may be indicated on the technical offer submitted by the bidder. But it may not be the criteria for technical evaluation.

7. MAINTENANCE SOFTWARE & DOCUMENTS: -

The firm shall supply the maintenance software & documentation as below mentioned in English Language.

1. Detail Electrical & Electronic circuit diagram (Optional to the firm).
2. Functional details (Optional to the firm).
3. Fault findings list.
4. Parameter List (Optional to the firm).
5. Operation & Maintenance Manual.
6. Functional Block Diagrams (Optional to the firm).
7. Machine Operating software other than the printing related software.

8. Fault diagnostic software complete with required software & hardware.
9. Spares inventory of all electromechanically assemblies with required pictorial diagrams with spares location (Optional to the firm).
10. Recommended preventive maintenance schedule.

8. TRAINING:-

Training of operation, maintenance & Software will be provided by the firm to ISP representatives at firms premises for 5(Five) working days. The training will be imparted by OEM certified engineers. The training will be given by the firm for maintenance and operation of the machine. The training shall cover all aspects like (i) Operational aspects in detail, (ii) Maintenance & software aspects in detail including fault finding.

Maintenance Training shall include the detail on all functional aspects, fault findings, parameters loading various electro mechanical settings.

Also, training will be provided to ISP representatives, for all the auxiliary units if any procured either along with the machine or at a later stage from the firm.

The expenditure towards TA & DA for deputation of above ISP representatives will be borne by I.S.P.

9. PRE-SHIPMENT INSPECTION:-

(Four) SPMCIL/ISP Officials will carry out the Pre-Shipment Inspection of the Entire machine for a period of 4 (four) working days excluding journey period/holidays, at the work site of the firm on whom the contract will be awarded. During inspection, the complete operation of the machine will be checked.

10. INSTALLATION & COMMISSIONING:-

The firm will carry out installation & commissioning work at I.S.P. by their engineers. The machine will be handed over to ISP after successful completion of installation and commissioning and all trial run as per the tender and purchase order specification. The bidder will indicate in their tender the days to be required for the installation and commissioning of the machine.

11. WARRANTY:-

The supplier will give warranty with free service for a period of 12 (twelve) months after completion of successful commissioning and trial run of the machine.

12. PERFORMANCE GUARANTEE:

The Supplier should give Performance Guarantee Bond for its best workmanship, design, material & satisfactory performance for a period of One year.

13. MAINTENANCE WARRANTY:

13.1 The supplier will be liable to modify/replace free-of-cost the parts that may fail/go defective/requires modification / replacement.

13.2 In case a particular part fails during maintenance guarantee period of one year, the supplier shall be liable to extend warranty of the fresh supply of the part for a further one year from the date of replacement supply.

13.3 The return of the defective parts to the supplier's responsibility and at their own expense up to the expiry of the guarantee period i.e., for the period of one year from the date of commissioning and performance trial.

14. FINAL ACCEPTANCE TRIAL:-

After successful installation, commissioning and trial run the actual performance and production trial for the period of 5 (Five) working days should be taken in the presence of firms representative on the MICR cheque printing performance, consisting of eight hours per day, conforming to the machine configuration and output, as per Contract signed mutually between the Supplier and Purchaser.

If the parameters will not be achieved due to any reason, the acceptance test will be conducted ab-initio with mutual consent,

- For not meeting the machine output as per the Contract.
 - Other parameters of machine, if not met.
 - Specific committed machine speed, variable printing operations, if not met.
 - Any other un-avoidable reason such as power, air, steam, water supply failure, a fresh trail will be conducted for a period of another 5(Five) days.
- Afterwards, FAC will be issued by Purchase Section.

ISP will provide the pre-printed base-stock & the firm to ensure printing of MICR Cheques as per CTS-2010 standard.

Specifications for PC for New MICR Printer

Sr. No	Features	Specifications
1	Processor	Minimum 7 th Generation Intel Core i7,4.20 GHZ Frequency, 7 No. Of Cores, 8 MB Smart Cache or Better
2	Motherboard	OEM Motherboard/Intel Preferred
3	Memory	32 GB DDR4 RAM expandable to 64 GB; Two DIMM slots.
4	Hard Disk Drive	1 TB HDD, 7200 RPM
5	Ethernet	Integrated Gigabit (10/100/1000 NIC) LAN
6	Slots	1 X Pcle x 16, XPClex1,1XPC1
7	Ports	Rear I/O (4) USB 2.0 Ports, (2) USB 3.0 Ports, 1VGA video port; (1) Display Port/DVI-D/HDMI Port (1) RJ-45 network connector (2) EA-232 serial port (1) Parallel Port 3.5 mm audio in/out jacks PS/2 ports 3.5 mm headphone/microphone combo jack
8	Keyboard Mouse	USB 104 Key Board (same make as PC) USB 2Button scroll Mouse (Same make as PC)
9	Make Preferred	Make: Dell, HP, IBM or equivalent Assembled computers will not be accepted.
10	CD/DVD Drive	CD/DVD Drive Read/Write
11	Support	Drivers should be available for download from OEM site for at least 3 years from the date of purchase order.
12	Preinstalled Software's other than Operating System	Office 7, ADOBE Reader, Antivirus
13	Warranty	03 Years Manufacturer's Warranty
14	Peripherals required for Interconnection.	All the required control and power cables, connectors etc. as a standard accompaniment as per convention.
15	Power Supply	Offered equipment shall be suitable for use in Single Phase 230 Volts AC, 50 Hertz
16	Monitor	1. Display: 18.5-inch LED 2. Backlight: LED Backlight 3. Resolution 1366 x 768 pixels 4. Screen Resolution Type: HD 5. Aspect Ratio 16:09 6. Screen Form Factor: Flat 7. TCO Certified 8. Interface: VGA 9. Make: Same as per the computer
17	New Addition Cabinet/System Chassis	Mini Tower
18	Operating System	Licensed Microsoft Window 10 Pro 64 bit with all the necessary documents, warranty etc for PC / Equipment.

SECTION VIII: QUALITY CONTROL REQUIREMENTS

FAT (FINAL ACCEPTANCE TRIAL) AND FAC (FINAL ACCEPTANCE CERTIFICATE)

(a) FINAL ACCEPTANCE TRIAL:

(i) After successful installation, commissioning and trial run, the actual performance and production trial for the period of 5 (Five) working days should be taken in the presence of firms representative on the MICR cheque printing performance, consisting of eight hours per day, conforming to the machine configuration and output, as per Contract signed mutually between the Supplier and Purchaser.

(ii) If any of the parameters will not be achieved due to any reason, the acceptance test will be conducted ab-initio with mutual consent.

- For not meeting the machine output as per the Contract.
- Other parameters of machine, if not met.
- Specific committed machine speed, variable printing operations, if not met.
- Any other un-avoidable reason such as power, air, steam, water supply failure.

A fresh trial will be conducted for a period of another 5 (Five) days. Afterwards, FAC will be issued by Purchase Section.

(b) FINAL ACCEPTANCE CERTIFICATE (FAC): Upon satisfactory completion of FAT, purchaser shall issue FAC (Final Acceptance Certificate), which will be mutually certified by the supplier and purchaser.

(c) The machine will be accepted on manufacturers guarantee certificate to be sent to purchaser. If any defects observed or the machine is found unsuitable, then the same will be returned to the supplier for free replacement upto India Security Press, Nashik.

SECTION IX: QUALIFICATION/ ELIGIBILITY CRITERIA

1.

(a) Experience and past performance:

The bidder (Manufacturer or principal of authorized representative or Direct / indirect subsidiary of foreign firm In India)

- (i) For manufacturer/ Authorized representative- for at least the last Three (03) years manufactured, supplied, erected, commissioned MICR Printing Machine (Sheet Fed) with the similar or higher specifications of at least one (01) number in last five (05) years ending on "31st March 2024". At least one (01) number of the product offered for supply should be in successful operation for at least one (01) year on the date of bid opening.
- (ii) For Indirect subsidiary of foreign firm is India- for at least the last Three (03) years manufactured/supplied, erected, commissioned MICR Printing Machine (Sheet Fed) with the similar or higher specifications of at least one (01) number in last five (05) years ending on "31st March 2024". At least one (01) number of the product offered for supply should be in successful operation for at least one (01) year on the date of bid opening.

*Copies of PO's and completion/experience certificates issued by customers to be provided in support of above.

Note: 'Startups, Micro and Small Enterprises' are exempted from 'Experience and Past Performance Criteria'.

(b) Capability, equipment and manufacturing facilities:

- (i) The Bidder firm must have an annual capacity to manufacture and supply at least (01) No. of MICR Printing Machine (Sheet Fed). The self-attested details shall be submitted along with bid.

Note: At the discretion of the purchaser, the Capacity / Capability Assessment / Verification of bidder / manufacturer firm(s) might be undertaken by a Committee or through a third party Technical Consultancy / Inspection agencies to ensure that the firm is/are identified and capable to supply the machine/item/material/product as required.

(c) Financial standing:

- (i) **Average Annual Turnover** of the Bidder firm (manufacturer or principal of authorized dealer) during the last three years, ending on "31st March 2024 (Bidders who follow calendar year as financial year the Date will be 31st December 2023)", should be Rs. 79,53,200.00 / USD 96904.00 / EURO 88596.00 as per the annual report (audited balance sheet and profit & loss account) of the relevant period duly authenticated by a Chartered Accountant / Cost Accountant in India or equivalent in relevant countries.
- (ii)
 - (a) The net worth of the bidder should not be negative on "31st March 2024 (Bidders who follow calendar year as financial year the Date will be 31st December 2023)".
 - (b) should not have eroded by more than 30% in the last three years, ending on "31st March 2024 (Bidders who follow calendar year as financial year the Date will be 31st December 2023)".

Note:

- 1. To ascertain this criteria net worth of initial and past last financial year should be compared.
- 2. For MSEs and start-ups (registered for the tendered item) all financial criteria shall be exempted.

2. Undertaking:

- (i) **Blacklisting:** 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/ blacklisted/ banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations.

- (ii) **Agree to withdraw all deviations from the bidder or its authorized Partner:** The declaration 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".
3. Along with all the necessary documents/ certificates required as per the tender conditions, the bidder should furnish a brief write-up, backed with adequate data, explaining his available capacity (both technical and financial), for manufacture and supply of the required goods/ equipment, within the specified time of completion, after meeting all their current commitments.
4. All experience, past performance and capacity/ capability related data should be certified by the Authorized Signatory of the Bidder firm. The credentials regarding experience and past performance to the extent required as per eligibility criteria submitted by the bidder should be verified from the parties for whom work has been done.
5. **Supporting documents submitted by the bidder must be certified as follows:**
- (a) All copy of supply/ work order; respective completion certificate and contact details of clients; documents issued by the relevant Industries Department; National Small Industries Corporation (NSIC); manufacturing license, annual report, etc., in support of experience, past performance and capacity/ capability should be authenticated by the by the person authorized to sign the tender on behalf of the bidder;
 - (b) All the financial data has to be duly certified by certified accountants e.g., duly authenticated by a Chartered Accountant / Cost Accountant in India and Certified Public Accountant / Chartered Accountant of other countries equivalent in relevant countries and should have valid UDIN (Unique Document Identification Number). The bidder has to submit a copy of audited financial documents (Balance sheets, Profit & Loss account statement, etc.), or Audited Annual reports in support of clause no. 1(c) above.
 - (c) Indian bidder or Indian counterparts of foreign bidders should furnish their Permanent Account Number.
6. **Other Eligibility requirements for the Bidders:**
- (a) The application should be submitted in English Language. The authenticated copies of the documents in support of the applicant's claims must be submitted in **English language**.
 - (b) The bidder shall indicate and certify that the authorized signatory is competent and legally authorized to submit the tender and / or to enter into legally binding contract.
 - (c) Manufacturer / manufacturers under license or their authorized dealers who are exclusively appointed by the principal manufacturer to represent them shall be eligible to apply or to take part in the bid. One manufacturer can authorize only one agent.
 - (d) **Manufacturer's Authorization Letter:** Manufacturers/ manufacturers under license or their authorized dealers who are exclusively appointed by the principal manufacturer to represent them in the country shall be eligible to apply or to take part in the bid. The bidder shall submit the manufacturer's authorization letter to this effect as per the standard form provided under **Section VI** in this document. One manufacturer can authorize only one agent. In such cases order will be placed on Principal/ Manufacturer. Principal/ manufacturer shall meet the Qualifying criteria. There can be only one bid from:
 - (i) The principal manufacturer directly or through one Indian agent on his behalf or
 - (ii) The foreign principal or any of its branch/ division or
 - (iii) Indian/ Foreign Agent on behalf of only one Principal.
 - (e) Names of organization(s)/ firm(s) with addresses and telephone numbers, fax numbers, email addresses to which they have successfully manufactured, supplied and commissioned such MICR Printing Machine (Sheet Fed) during the last five years.

Bidder to furnish stipulated documents in support of fulfillment of qualifying criteria.
Non-Submission or incomplete submission of documents may lead to rejection of offer.

Section X: Tender Form

To

Date.....

.....
.....
.....
(complete address of SPMCIL)

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..... (description of goods and services) in conformity with your above referred document for the sum shown in the price schedule(s), attached herewith and made part of this tender. If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

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

We agree to keep our tender valid for acceptance for a period 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 confirm that in case of downloaded Tender Document, we have not changed/ edited its contents. We realise that in case any such change is noticed at any stage including after the award of 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 tender you may receive against your above-referred tender enquiry. We also solemnly declare as under:

1. MSMEs Status:

Having read and understood the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 (as amended and revised till date), and solemnly declare the following:

(a) Company /Partnership Firm /Proprietary Concern / Society/Trust / NGO/Others (Please Specify):.....

(b) Micro/ Small / Medium Enterprise/ SSI/ Govt. Deptt. / PSU/ Others:....

(c) Name of MSME Registering Body (NSIC/ DIC/ KVIC/KVIB etc.):.....

(d) MSME Registration no. (with copy of registration):.....

(e) Udyog Aadhaar Memorandum no.....

(f) Whether Proprietor/ Partner belongs to SC/ ST or Women category.

(Please specify names and percentage of shares held by SC/ST Partners):.....

2. Make in India Status:

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:

(a) Self-Certification for category of supplier:

- Class-I Local Supplier/
- Class-II Local Supplier/
- Non-Local Supplier.

(b) We also declare that

- 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.

3. Restrictions on procurement from bidders from a country or countries, or a class of countries under Rule 144 (xi) of the General Financial Rules 2017

Having read and understood the Order (Public Procurement No. 1) issued vide F.No.6/18/2019-PPD dated 23rd July 2020 (and its amendments if any) by Department of Expenditure, Ministry of Finance under the above provision and solemnly declare the following:

- We do not belong to any Country whose bidders are notified as ineligible under this order

4. Debarment Status: Please state whether business dealings with you currently stand suspended/ banned by any 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/ blacklisted/ banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations.

5. Penalties for false or misleading declarations: I/we hereby confirm that the particulars given above are correct and complete and also undertake to advise any future changes to the above details. We understood that any wrong or misleading self-declaration by us would be violation of code of Ethics and would attract penalties as mentioned in this tender document, including debarment.

.....
(Signature with date)

.....
(Name and designation)

Duly authorized to sign tender for and on behalf of

.....
.....



Tender Number: 6000019013

SECTION XI: PRICE SCHEDULE
Indigenous Offers: All prices to be in Indian Rupees

To,
Chief General Manager
India Security Press,
(A unit of Security Printing & Minting Corporation of India Ltd.)
Nashik Road - 422101 (Maharashtra), India.

OFFER FORM for Tender No. 6000019013/19/NM/MICR/24 Date 30.10.2024

We.....hereby certify that we are established firm of manufacturers/authorized agents of M/s.with factories atwhich are fitted with modern equipment and where the production methods, quality control and testing of all materials and parts manufactured or used by us are open to inspection by the representative of(Name of Purchaser). We hereby offer to supply the following items at the prices indicated below: -

Schedule No.	Description	Specification	Unit Basic price	Qty	Total Price per unit (In Indian Rupees) See table below for Break-up of Price	Total Value of offer (In Indian Rupees)	Terms of Payments	Delivery Period	Gross weight and dimensions of package per unit
1	2	3	4	5	6=J*	7 = 6 x 5	8	9	10
1-a	Supply of MICR Cheque Printing Machine (Sheet-Fed):01 Number	As per Section VII		01 Number			As per Section V: SCC 8 of Tender document	As per Section VI List of Requirement	
1-b	Installation, Testing, Commissioning & Training charges for MICR Cheque Printing Machine (Sheet-Fed).						As per Section V: SCC 8 of Tender document	As per Section VI List of Requirement	
1-c	Cheque Printing Software as per point No. 5 & Specification for PC for new MICR Printer of Tech. Specification : 01 Number	As per Section VII		01 Number			As per Section V: SCC 8 of Tender document	As per Section VI List of Requirement	



Tender Number: 6000019013

Break-up of Price in Column - 6 (In Indian Rupees)

Item Description	Basic unit price	Name of Manufacturer/OEM	Country of Origin	HSN/ SAC Code	GST % (incl. GST Cess, if any) with Break-up of CGST/ STGST/ UTGST/IGST	Per unit GST Total	Packing & forwarding in details	F.O.R. Station of Despatch Price	Freight (& Insurance charges) upto destination	FOR Destination Price
	A	B	C	D	E	$F = \frac{A \times E}{100}$	G	H=A+F+G	I	J*=H+I
1-a: Supply of MICR Cheque Printing Machine (Sheet-Fed)-01 No.										
1-b: Installation, Testing, Commissioning & Training charges for MICR Cheque Printing Machine (Sheet-Fed).										
1-c: Cheque Printing Software as per point No. 5 & Specification for PC for new MICR Printer of Tech. Specification: 01 No.										
Grand Total 1-a, 1-b and 1-c										

1. Scope of Supply: (Cost break-up of the quoted cost, showing inter-alia costs of all the concomitant Installation/Commissioning/ Training/Technical Support/Incidental Services/Software/accessories, considered necessary to make the proposal self-contained and complete must be indicated here.)

2. Taxation Details: -

- PAN Number
- 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) Contract Names, Nos & email IDs for GST matters (Please mention primary and secondary contracts)

3. It is hereby certified that we have understood the General and Special Instructions to Tenderers (GIT and SIT), and also the General and Special Conditions of Contract (GCC and SCC) attached to the tender and have thoroughly examined specifications/Quality Control Requirement and other stipulations in Section VII & VIII required and out offer is to supply stores strictly in accordance with the requirements and according to the terms of the tender. We agree to abide solely by the General and Special Conditions of Contract and other conditions of the tender in accordance with the tender documents if the contract is awarded to us.

4. We hereby offer to supply the stores detailed above or such portion thereof, as you may specify in the acceptance of tender at the price quoted and agree to hold this offer open for acceptance for a period ofdays from the date of opening of tender (i.e. upto.....), We shall be bound by the communication of acceptance dispatched within the prescribe time.

5. Earnests Money/Bid Guarantee for an amount equal tois enclosed in form of(form and reference number, date) as per the Tender documents.

Dated.....

Signature and Seal of Manufacturer/Bidder

Note:-

(i) The Bidder may prepare their own offer forms as per this proforma.

(ii) No change in the proforma is permissible.

(iii) No erasures or alterations in the text of the offer are permitted. Any correction made in the offer shall be initialled by the bidder.

(iv) Figures in Columns 5 to 7 (both inclusive) and in Break-up of price in column 6, should be in both figures and words.

(v) This Section should not bring in any new Technical Parameter that has not been mentioned in the Technical Bid.



SECTION XI: PRICE SCHEDULE
Foreign Offers
(PRICE TO BE QUOTED IN USD/ EURO only)

To,
Chief General Manager
India Security Press,
(A unit of Security Printing & Minting Corporation of India Ltd.)
Nashik Road - 422101 (Maharashtra), India.

OFFER FORM for Tender No 6000019013/19/NM/MICR/24 Date 30.10.2024.

We hereby certify that we are established firm of manufacturers / authorized agents of M/s with factories at which are fitted with modern equipment and where the production methods, quality control and testing of all materials and parts manufactured or used by us are open to inspection by the representative of **India Security Press, Nashik / SPMCIL**. We hereby offer to supply the following items at the prices indicated below:

Sr. No.	Description	HSN number of item, if any (to be provided by the bidder)	FOB cost	Quantity offered in number	Port Destination	Insurance	Freight (Ocean)	CIF
	1	2	3	4	5	6	7	8
A	Supply of MICR Cheque Printing Machine (Sheet-Fed)			01	Nhava Sheva/ INPT			
B	Cheque Printing Software as per point No. 5 & Specification for PC for new MICR Printer of Tech. Specification.			01				

Sr. No.	Description	Amount
C	Installation, Testing, Commissioning & Training charges for MICR Cheque Printing Machine (Sheet-Fed).	
D	Total (i.e., A+B+ C above)	

- Gross weight and dimensions of package per unit:
- The information how may number of units be able to come in one 20" &/or 40" container should be invariably given for freight comparison:
- Scope of Supply: (Cost break-up of the quoted cost, showing inter-alia costs of all the concomitant Installation/ Commissioning/ Training/ Technical Support/ incidental services/ software/ accessories, considered necessary to make the proposal self-contained and complete **must be indicated here.**)
(a) Total **FOB Cost** of the Machine:



SECURITY PRINTING AND MINTING
CORPORATION OF INDIA LIMITED

Tender Number: 6000019013

- (d) CIF Cost of the Machine:
(e) Cost of Installation, Commissioning, Testing and Training:
(f) Any other charges (apart from above):

2. We are agreeable to payment of agency commission to our Agents in India in non-convertible Indian Rupees:

- (a) The name and address of Agent
(b) Service to be rendered by the Agent
(c) Amount of remuneration for the Agent
(d) PAN Number of the Agent
(e) Type of GST Registration (Registered, Unregistered, Composition, SEZ, RCM etc.); GSTIN number; Registered Address in GSTIN; Place of Delivery for GST Purpose; and GST (including GST Cess) if any to be paid extra on Agent's remuneration.....

3. It is hereby certified that we have understood the General and Special Instructions to Tenderers (GIT and SIT), and also the General and Special Conditions of Contract (GCC and SCC) attached to the tender and have thoroughly examined specifications/ Quality Control Requirements and other stipulations in Section VII & VIII - Technical Specifications and Quality Control Requirements; and are thoroughly aware of the nature of stores required and our offer is to supply stores strictly in accordance with the requirements and according to the terms of the tender. We agree to abide solely by the General and Special Conditions of Contract and other conditions of the tender in accordance with the tender documents if the contract is awarded to us.

4. We hereby offer to supply the stores detailed above or such portion thereof, as you may specify in the acceptance of tender at the price quoted and agree to hold this offer open for acceptance for a period of ----- days from the date of opening of tender (i.e., upto -----), We shall be bound by the communication of acceptance dispatched within the prescribe time.

5. Earnests Money/Bid Guarantee for an amount equal to is enclosed in form of -----(form and reference number, date) as per the Tender Documents.

Note:

- (i) The Bidder may prepare their own offer forms as per this proforma.
(ii) No change in the proforma is permissible.
(iii) No erasures or alternations in the text of the offer are permitted. Any correction made in the offer shall be initialed by the bidder.
(iv) This Section should not bring in any new Technical Parameter that has not been mentioned in the Technical Bid.
(v) The 'FOB Cost, CFR Cost & CIF Cost' includes the following:

	Load to truck	Export-duty payment	Transport to exporter's port	Unload at destination's port	Landing charges at destination's port	Transport to import's port	Landing charges at importer's port	Unload trucks from the importers port	Transport to destination	Insurance	Entry Customs Clearance	Entry Taxation
FOB	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	No	No
CFR	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	No
CIF	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	No	No

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 XIII: Bank Guarantee Form for EMD
BANK GUARANTEE FOR BID GUARANTEE
(ON BANK'S LETTERHEAD WITH ADHESIVE STAMP)

Ref

Date

Bank Guarantee No

To,
(Insert Name & Address of the Purchaser)

Dear Sir,

Whereas (Hereinafter called the "Tenderer") has submitted its bid numbered dated for the supply of (Hereinafter called the "ender") against 's **(insert name of Purchaser)** (hereinafter called as the 'Purchaser') tender enquiry No. opened on Know all persons by these presents that we of (hereinafter called the "Bank") having our registered office at are bound unto the Purchaser, in the sum of for which payment will and truly be made forthwith, on demand by the Purchaser, without demure to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this day of 20....

The conditions of this obligation are —

- (1) If the Tenderer withdraws or amends, impairs, or derogates from the tender, in any respect within the period of validity of this tender.
- (2) If the Tenderer or anyone employed by it or acting on its behalf (whether with or without the knowledge of the Tenderer) breaches any of the provisions of the pre-bid/ Pre-contract Integrity Clause.
- (3) If the Tenderer having been notified of the acceptance of his tender by Purchaser during the period of its validity:-

- a) Fails or refuses to furnish the performance security for the due performance of the contract.
- b) Fails or refuses to accept/ execute the contract.

We undertake to pay Purchaser up to the above amount, upon receipt of its first written demand, without Purchaser having to substantiate its demand, provided that in its demand Purchaser will note that the amount claimed by it, is due to it owing to the occurrence of one or more or all the above conditions, specifying the occurred condition(s). We agree that the decision of the Purchaser, whether above conditions have occurred, shall be final and binding on us.

This guarantee will remain in force for a period of **(insert the period of validity plus 45 days, in words and figures)** days after the date of **(insert date of tender opening)** and any demand in respect thereof should reach the Bank not later than the above date.

Date

Place

Signature
(Printed Name)
(Designation)

Witnesses

(Bank's Common Seal)

Section XIV: Manufacturer's Authorization Form

To

.....

.....
(Name and address of SPMCIL)

Dear Sirs,

Ref. Your Tender document No....., dated

We,, who are proven and reputable manufacturers of
..... (name and description of the goods offered in the tender) having factories
at....., hereby authorise Messrs..... (name and
address of the agent) to submit a tender, process the same further and enter into a contract with you
against your requirement as contained in the above referred tender enquiry documents for the above
goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. (name
and address of the above agent) is authorized to submit a tender, process the same further and enter
into a contract with you against your requirement as contained in the above referred tender enquiry
documents for the above goods manufactured by us.

We also hereby extend our full warranty, as applicable as per clause 16 of the General Conditions of
Contract read with modification, if any, in the Special
Conditions of Contract for the goods and services offered for supply by the above firm against this
tender document.

Yours faithfully,

.....

.....
[Signature with date, name, and designation]

for and on behalf of Messrs.....

[Name & address of the manufacturers]

**Note: This letter of authorisation should be on the letter head of the manufacturing firm and
should be signed by a person competent and having the power of attorney to legally bind the
manufacturer.**

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
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 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)

Section XVI: Contract Form

(Address of SPMCIL'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. SPMCIL's Tender document No..... dated..... and subsequent Amendment No....., dated..... (If any), issued by SPMCIL
3. Supplier's Tender No..... dated..... and subsequent communication(s) No..... dated (If any), exchanged between the supplier and SPMCIL in connection with this tender.
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:
 - (i) General Conditions of Contract;
 - (ii) Special Conditions of Contract;
 - (iii) List of Requirements;
 - (iv) Technical Specifications;
 - (v) Quality Control Requirements;
 - (vi) Tender Form furnished by the supplier;
 - (vii) Price Schedule(s) furnished by the supplier in its tender;
 - (viii) Manufacturers' Authorization Form (if applicable for this tender);
 - (ix) SPMCIL'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 SPMCIL's Tender document shall also apply to this contract.

5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

(i) Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under:

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

Any other additional services (if applicable) and cost there of:

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 SPMCIL's inspecting officer
- (v) Destination and despatch instructions
- (vi) Consignee, including port consignee, if any
- (vii) Warranty clause
- (viii) Payment terms
- (ix) Paying authority

.....
(Signature, name, and address of SPMCIL'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
Pre-bid Conference/ 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.

Section XVIII: Proforma of Bills for Payments

(Refer Clause 22.6 of GCC)

Name and Address of the Firm.....

Bill No.....

Dated.....

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

Name and address of the consignee.....

S. No	Authority for purchase	Description of Stores	Number or quantity	Rate Rs. P.	Price per Rs. P.	Amount
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.....

Dated.....(enclose d)

Inspection Certificate

No.....Dated.....(enclosed)

Place and Date

Received

Rs.....

Rupees).....

We solemnly certify that:

a. Goods and Services Tax (GST) charged on this Bill is not more than what is payable under the provision of the relevant Act or the Rules made there under.

b. Goods on which GST has been charged have not been exempted under the GST Act or the rules made there under and the charges on account of GST on these goods are correct under the provisions of that Act or the Rules made there under.

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.

e. 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.

Revenue stamp

Signature and of Stamp Supplier

Section XIX: NEFT Mandate

(Refer clause 22.2 of GCC)

From: M/s. 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 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
Customer

Signature of the

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

official of the bank

Stamp and
Signature of authorized

Note: Anti-Bribery Management system (ABMS)- By participating in this tender, the suppliers/Vendors/Contractors are deemed to have undertaken that they shall not give or take, any financial or non-financial bribe, to or from anyone during the tender or during the execution of the contract thereafter and if they notice any such incident happening, they shall report it to Vigilance