

INDIA SECURITY PRESS

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

Wholly owned by Government of India

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of Issue: 27/05/2025

1. Name of the organization: India Security Press, Nashik (A unit of Security Printing and Minting Corporation of India Limited).
2. Type of the organization: Wholly owned by Government of India.
3. EOI Reference No: 14/EOI/MICR/Printer/PerClick/2025 dated 27/05/2025.
4. EOI Title: Expression of Interest (EOI) for Hiring of MICR Cheque Printing Machine on Per Click Basis.
5. Category: Non-Security
6. Sub-category: Capital Item
7. Date of Announcement: 27/05/2025
8. Last date for submission: 14:30 Hrs (IST) on 27/06/2025.
9. The Chief General Manager, India Security Press, Nashik invites Expression of Interest from experienced and reputed manufacturers for Hiring of MICR Cheque Printing Machine on Per Click Basis.
10. TECHNICAL REQUIREMENTS FOR HIRING OF MICR CHEQUE PRINTING MACHINE ON PER CLICK BASIS.

A. Printing Capabilities

- **Type:** MICR Digital Printing Machine
- **Duplex Printing:** Yes (Automatic double-sided printing)
- **Speed:** Minimum 144 pages per minute (PPM) or higher
- **Resolution:** 1200 x 1200 DPI
- **Print Media:** Must support specialized MICR cheque paper with watermark and chemical sensitivity
- **Fonts:** Printer should be capable of printing MICR certified font E 13B at MICR code line & other places as per requirements. In addition, it should be capable of printing other fonts in bilingual (English & Devnagari) at other places of cheque leaves for personalization of cheques. Devnagari fonts will be provided by ISP in post script

B. Paper Handling

- **Media Support:** A3, A4, and custom paper sizes
- **Paper Weight:** 70 GSM to 220 GSM
- **Feeder Trays:** Minimum of 6 trays to accommodate various media
- **Insertion Unit:** Integrated inserter for document collation; should support pre-printed base stock and collate the printed sheets in delivery tray as per desired sequence.

- **Details of input paper:**

Sl. No	Type	Whether printing required or not	Position	GSM
1	Front cover	Start and end cheque serial number printing	Front cover of the book	170-220
2	Memorandum slip	No printing required	One sheet next to front cover	80 ± 5
3	Cheque leaves	MICR code line with serial no and personalization	Different combinations from 10 to 100 leaves as per requirement	95 ± 5
4	Requisition slip	No printing required	Prior to last 3 cheque leaves of the book	80 ± 5
5	Back cover	No printing required	End cover of every book	170-220

Input sheet size: 219 mm x 280 mm in 3up of standard MICR cheque.

Finished cheque size: 93 mm x 219 mm

Type of cheque books: Cheque books having different combination of leaves from 10 to 100 pages as per requirement.

C. Software

- Machine should have suitable software to print CTS-2010 standard MICR cheques. The software should be user friendly for MICR cheques data feeding and job firing of MICR cheques. Software should have OEM certified licenses for operation.

D. Maintenance

The service provider shall be responsible for the maintenance of both hardware and software of the machine during the contracted period

E. Process Workflow

Sl. No.	Activity	Responsibility
1	Printing of base stock MICR cheques	ISP Team
2	Cutting base stock in 3-ups	ISP Team
3	MICR number printing on cheques and personalization of cheques at ISP	Service Provider
4	Collating cover pages, cheque leaves and other slips as per required sequence	Service Provider
5	Stapling and tape pasting on MICR booklets (3-ups)	ISP Team
6	Final cutting and dispatch in 1-up	ISP Team

F. Estimated Volume

- Approximately **3 to 3.5 crore MICR cheques** to be printed annually under this arrangement. ISP will provide the necessary infrastructure including:
 - The required area for machine installation and daily operation will be arranged and provided by ISP.
 - Printed base stock of cheques.
 - Printed cover pages and record slips
 - Electricity and power backup

G. Safety and security requirements for Hired Printing Machine and Operators:

As part of the arrangement to hire a printing machine along with operators from an external agency, the following safety conditions must be strictly adhered to:

- **Machine Safety Features:**
The printing machine must be equipped with all necessary safety guards, emergency stop switches, and protective devices in proper working condition. These features must be maintained throughout the period of operation.

- **Operator Safety Responsibility:**

The service provider shall be fully responsible for ensuring the operational safety of their operators. This includes, but is not limited to:

- Providing operators with necessary personal protective equipment (PPE)
- Ensuring operators are trained and competent to handle the machine safely
- Compliance with all applicable safety regulations and standards.

- **Compliance with Security Protocols:**

During the contracted period, the service provider and their personnel must adhere strictly to all security protocols and safety policies of ISP, Nashik.

These conditions are non-negotiable and must be accepted prior to commencement of work.

11. Pre-Qualification Criteria:

The intending bidders shall submit all technical details, capabilities, and experience of having successfully completed similar kind of service.

The bidders should give a declaration that they have not been blacklisted or debarred for dealing by Government of India or any Government / PSU/ Reputed organisation in the past.

The documents in support of Expression of Interest need to be submitted duly signed by authorized representative of the company.

The interested bidders should also submit along with Expression of Interest a list of parties to whom they have supplied similar types of “Hiring of MICR Cheque Printing Machine on Per Click Basis” with details and performance report from their clients.

The interested bidders shall also submit copies of Audited financial statement for the last five years i.e. 2019-2020, 2020-2021, 2021-2022, 2022-23 & 2023-24.

12. Pre-Bid Conference: Bidders are requested to attend a pre-bid conference for clarification on technical specifications and commercial conditions of the Tenders on 10.06.2025 on 11:00 hrs at India Security Press Nashik 422101. 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.

12. The bidder should also confirm specifically that:

(a) Applicant is competent and legally authorized to submit and/ or to enter into legally binding contract.

(b) The details of similar type of service for “Hiring of MICR Cheque Printing Machine on Per Click Basis” by them during last five years i.e. 01st January 2019 to 31st Mar 2024.

(c) The firm should confirm their annual installed capacity for supply of “Hiring of MICR Cheque Printing Machine on Per Click Basis”.

(d) Applicant will absolve the purchaser against any infringement of patent rights and other contract provisions.

13. The duly filled details along with supporting documents and budgetary offer with respect to supply of “Hiring of MICR Cheque Printing Machine on Per Click Basis” should be sent in a sealed envelope superscribing “Expression of Interest for “Hiring of MICR Cheque Printing Machine on Per Click Basis”.

14. The bidder has to give the detailed presentation on their offered product either through VC or in person of ISP Premises.

The same may be submitted in person or through courier/ registered post/ speed post so as to reach the following address on or before the prescribed date and time as under:

The Chief General Manager,
India Security Press,
Nashik-422 101
Phone No 0253 2402219/ 0253 2402435
Fax No 0253 2462718
Email: purchase.isp@spmcil.com

Last date and time for receipt of Expression of Interest: 27/06/2025 at 14:30 Hrs. (IST).

Date and time of opening of Expression of Interest at 15:00 Hrs. (IST) on 27/06 /2025.

Place of opening of Expression of Interest

India Security Press,
Nashik Road 422 101
Maharashtra, India

15. Delay due to postal/Courier etc, will not be entertained. Expression of Interest received after the due date and time will be rejected.

Jt. G.M. (TO)-Purchase
for Chief General Manager
India Security Press,
Nashik Road-422101