

**Bank Note Paper Mill India Private Limited, Mysore**

Invites sealed quotations for Supply of **WOODEN STORAGE CABINET** at Bank Note Paper Mill India Pvt Ltd., Mysore.

The tender document along with eligibility criteria are hosted on Company's website <http://www.bnpmindia.com> and may also be downloaded from the above referred website.

The cost of tender document is Rs. 1000/-

For any query, you may contact at Tel 0821-2401 189 Fax 0821-2581 154  
Email: [karthikeyan.m@bnpmindia.com](mailto:karthikeyan.m@bnpmindia.com)



**BANK NOTE PAPER MILL INDIA PRIVATE LIMITED**  
**Administrative office building,**  
**Entry Gate.1, Paper mill compound,**  
**Note Mudran Nagar , Mysuru-570 003**

**LIMITED TENDER ENQUIRY FOR WOODEN STORAGE CABINET**

**LTE No: BNPM/LTE/WOODEN STORAGE CABINET/551/2018-19**

**Dated: 05-10-2018**

**Last date for submission of tender: 1500 Hours on 26-10-2018**  
**Opening of Technical Bids: 1600 Hours on 26-10-2018**



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**NOTICE INVITING SEALED QUOTATIONS FOR SUPPLY AND FIXING OF  
WOODEN STORAGE CABINET**

Bank Note Paper Mill India Private Limited (BNPM) is a joint venture company between Bharatiya Reserve Bank Note Mudran Private Limited (A wholly owned subsidiary of Reserve Bank of India) and Security Printing and Minting Corporation of India Limited (100% owned by Government of India), incorporated for setting up & manufacturing of bank note papers at Mysore.

1. Two part sealed tenders are invited by BNPM from eligible bidders for Supply of **WOODEN STORAGE CABINET** for its Plant Office at Note Mudran Nagar, Mysore - 570003.
2. **Eligibility Criteria:** The prospective bidders should have the following eligibility criteria and should submit the documents as mentioned below.
  - i. Registered under GST (if any).
  - ii. Should have permanent Income Tax A/ C No. as allotted by the Income Tax Authority of Government of India.
  - iii. Bid will be evaluated all-inclusive though input credit will be deducted to arrive at the effective cost
  - iv. Should not blacklisted/ debarred by BNPM/ Bharatiya Reserve Bank Note Mudran (P) Limited (BRBNMPL) / Security Printing & Minting Corporation of India Limited (SPMCIL) or any Govt. Departments. Declaration must be given on company letterhead.
  - v. The bidder should have supplied like storage cabinet, partitions, wardrobe etc.,
3. **Cost of Tender Form:** The cost of tender document is **Rs.1000/-** and is non-refundable. The cost of tender document shall be paid by Demand draft payable at Mysore in favor of **Bank Note Paper Mill India Private Limited** payable at **Mysore** should be submitted in the envelope containing Earnest Money Deposit (EMD) or Through NEFT. Quotations without tender fee shall be liable for rejection.

**Bank Account Details:-**

<b>A/c Name:</b>	<b>Bank Note Paper Mill India Pvt. Ltd.</b>
<b>Bank Name:</b>	<b>HDFC</b>
<b>Branch Name:</b>	<b>SME Branch, Saraswathipuram</b>
<b>Account No:</b>	<b>05230350002465;</b>
<b>Account Type:</b>	<b>CC</b>
<b>IFSC Code:</b>	<b>HDFC0000523</b>

4. **Earnest Money Deposit (EMD):** Interest free EMD of **Rs. 4,000/- (Rupees Four Thousand only)**. It shall be paid by Demand Draft in favor of **Bank Note Paper Mill India Private Limited** payable at **Mysore**. The EMD of unsuccessful bidders shall be returned on finalization of the tender/order. The EMD of successful bidder shall be returned on completion of supply. Quotations without EMD shall be liable for rejection.



5. **Exemption from Payment of EMD & Tender fee:-**

Submission of tender fee and EMD is exempted for Micro and small enterprises (MSEs) as per the Public Procurement Policy for MSEs Order, 2012. MSEs should be registered and also will continue to remain registered during the tender validity period with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or Directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or Any other body specified by Ministry of MSME.

6. Quotations should be addressed to The Chief General Manager, Bank Note Paper Mill India Private Limited and should be submitted on or before **1500 hrs. on October 26, 2018** in sealed covers at the office of Bank Note Paper Mill India Private Limited, Administrative office Building, Entry Gate-1, Paper Mill Compound, Note Mudran Nagar, Mysuru - 570 003. Document in person may be handed over to DGM. The bid shall be opened at **1530 Hours on October 26, 2018** at the above mentioned address.

7. Quotation should be submitted in duplicate marked as original and duplicate in a sealed cover, to the offices of the BNPM, super subscribed "**Tender for Supply and Fixing of wooden storage cabinet at BNPM**". The quotation shall be submitted as follows:-

a) **Envelope -1 shall contain the following**

- i. Tender cost of Rs. 1,000 in the form of DD/NEFT details if paid online.
- ii. EMD of Rs 4,000/- in the form of DD/NEFT details if paid online.
- iii. Copy of PAN Card.
- iv. Copy of GST Certificate.
- v. (Technical/Commercial) Deviations, if any.
- vi. Documentary proof in support for eligibility criteria.
- vii. Copy of the blank tender document without any reference to price duly signed & company seal affixed on all pages.
- viii. Declaration regarding non-blacklisting/non-barring of firm by as per Annexure-III in your company's letterhead.

b) **Envelope -2 shall contain the following**

Dully filled Price Bid as per format enclosed with tender document. (Annexure-II).

Both the envelopes shall be put in one envelope and super subscribed "**Tender for Supply and fixing of wooden storage cabinet at BNPM**".

8. **Receipt of Tender:**

BNPM is not responsible for any postal delay and quotation shall not be accepted after due date and time. The sealed envelope may also be dropped in the "Tender Box" kept in the corporate office of BNPM, after taking the endorsement at our inward section at reception. Any query/clarification can be had from the following phone number/s:- Shri. Alok Kumar (0821 2401 171). All pages of



tender documents, General terms and conditions and other supporting documents shall be duly stamped, signed & submitted by the tenderer, as a token of having read and accepted all the terms & conditions.

9. Quotations not properly filled, mutilated with incorrect calculations or generally not complying with the conditions may be rejected.
10. Tenderers should quote their prices and rates both in figures and in words. No blank spaces shall be left. All erasures and corrections made while filling up the tender document shall be initiated by the tenderer.
11. The quotation shall remain open for acceptance for a period of 60 days from the date of opening of the tender.

**12. Evaluation Criteria:**

- i. At first stage, techno-commercial bid (Envelope-1) will be opened and evaluated by the competent committee/authority with reference to the parameters prescribed in the tender document. Subsequently, in the second stage the financial bids (Envelope-2) of only technically acceptable offers as decided in first stage shall be opened for further scrutiny and evaluation. Intimation regarding opening of financial bids shall be given to acceptable tenderers to enable them to attend the financial bid opening, if they so desire.
  - ii. The method of evaluation of bidder for awarding the contract shall be on overall L-1 basis inclusive of GST.
13. The rates quoted will be treated inclusive of all charges and no further claims whatsoever will be entertained in this respect. The quoted rates should be F.O.R (Free On Road) Mysore site basis. However GST shall be paid extra at actuals.
14. The acceptance of the tender document will rest with the Owner, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tender's received without assigning any reason thereof.

**15. Terms of Payment:**

- i. 90% after receipt and acceptance of goods by the consignee at destination and on production of all required documents by the supplier. Statutory deductions as applicable will be deducted from the gross bill amount.
- ii. 10% of the contract value shall be retained as security deposit. The same shall be released after completion of warranty period.
- iii. Payments to suppliers shall be made through ECS only.

**Note:** Bank account details shall be submitted along with the invoice

16. **Delivery Period:** The Wooden storage cabinet should be supplied within maximum period 1 month from the date of Purchase Order. Time is the essence of this contract.



17. **Delivery Terms:** It is responsibility of the supplier to arrange transportation and supply the material on F.O.R (Free On Road) BNPM, Mysuru basis only.

18. **Delay or Non Delivery:** Time is essence of the contract and completion of delivery dates agreed to are binding on the seller. In the event the seller is not able to supply as per the delivery schedules given by BNPM, Purchaser will have right either to cancel the order without prejudice to any other rights or to make purchase from an alternate source at the risk and cost of the seller.

In case of rejection and failure to replace goods, the order will be treated as incomplete and we may cancel the order and will arrange to purchase the goods from elsewhere at your risk and cost and the Purchase Order / LOI on you will be cancelled and action taken as per the order terms.

19. **Liquidated Damages:** The Employer/Owner shall levy a penalty at the rate of 0.5% of the delivered price of the delayed goods per week or part thereof delay in delivery up to a maximum of 10% of the delayed goods.

20. **Tender Evaluation and award of work:** Bids will be evaluated as per the terms and based on responsiveness taking into account all relevant factors. While the lowest offer will generally be criteria, BNPM reserves the right to reject any offer including the lowest one if the same is not conforming to its norms. The decision of BNPM in this regard will be final.

21. **Settlement of Disputes:** All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the work or after their completion except accepted matters shall be settled through arbitration process as per the Arbitration & Conciliation Act, 1996. The venue of arbitration shall be Mysore, Karnataka.

All the above terms and conditions have been read, understood and accepted by me.

\_\_\_\_\_

(Authorized Signatory)

Name of the Person  
Signing the Document: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal with address: \_\_\_\_\_

Address of local office: \_\_\_\_\_



## ANNEXURE- I

### LIST OF REQUIREMENTS / SPECIFICATIONS

- 1 Providing and fixing of storage cabinets formed of 18mm waterproof ply board (green ply, kit ply or equaling - BWP + anti termite resistant as per IS) as per detailed instructions. Shutter of storage to be shall be BWP and anti-termite with 19mm thick of approved makes such as green ply, kit ply, and century ply or equivalent. Lamination shall be 1mm for outer and 0.8mm for internal surfaces of approved make such as sun mica, merino, century or equivalent.
  - a. Hinges shall be made of MS with cathode electrode deposition (CED) or Epoxy coated for better corrosion resistance. The hinges should be spring loaded and should close the doors once left at certain angles.
  - b. Lock & keys shall be of standard quality and of reputed makes for all the cabinets (As per Drawing) of size formed of 18mm waterproof ply board port laminated with 1mm thick laminate to approved shade & color. All exposed wood edges to be finished with PVC/wood beading / laminate of same color with neat corner finish etc. as directed. All internal surface to be post laminated with 0.8mm thick laminate to approved shade and color along with all external exposed wood surfaces. The storage to have all approved hardware with lock and key arrangement etc. complete as directed by engineer in charge. Wooden cabinets shall consist of shelves, shutters with locking arrangements with best practice. These wardrobes are to be fitted & installed in Technical Building.

Sizes:

A. 8.8m x 1.22m = 10.74m<sup>2</sup> (10.74m<sup>2</sup> x 10.76 = 115.52 Sqft)

B. 2.4m x 2.14m = 5.14m<sup>2</sup> (5.14m<sup>2</sup> x 10.76 = 55.27 Sqft)





**ANNEXURE-II**

**LTE No: BNPM/LTE/Wooden storage cabinet/551/2018-19 dated 05.10.2018**

Schedule of Price (Financial Bid)												
Name of Work: supply and fixing of wooden storage cabinet AT BNPM PLANT, MYSURU												
Name of the Firm					Price for Supply and fixing of wooden storage cabinet (in INR)							
Sl. No	Description	Unit	QTY	HSN/SAC CODE	Basic Unit Price (INR)	Freight, P&F, Insurance and Other Charges (INR)	Unit Price (Incl. of Freight, P&F, Insurance & Other Charges) (INR)	GST - 18% (INR)	Total Unit Price (Incl. of Freight, P&F, Insurance, Other Charges & GST) (INR)	Input Tax Credit for HSN/SAC (INR)	Effective Unit Price (Net of Input Tax Credit) (INR)	Total Price (Incl. of Freight, P&F, Insurance, Other Charges & GST) (INR)
			(i)		(a)	(b)	(c) = (a)+(b)	(d)	(e) = (c)+(d)	(f)	(g) = (e) - (f)	(h) = (g)*(i)
1	Supply and fixing of Wooden storage cabinet as per the list of requirement & specification and as per the attached drawing											
a	<b>8.8m x1.22m =10.74m<sup>2</sup> (10.74m<sup>2</sup> x 10.76=115.52 Sqft)</b>	Nos	1									
b	<b>2.4m x 2.14m =5.14m<sup>2</sup> (5.14m<sup>2</sup> x 10.76=55.27 Sqft)</b>	Nos	1									
Total effective price (net of input tax credit) for Supply and fixing of wooden storage cabinet with GST, freight, P&F, Insurance and Other Charges (In figures) (D.A.P – Mysore site) (A)												
Total effective price (net of input tax credit) for Supply and fixing of wooden storage cabinet with GST, freight, P&F, Insurance and Other Charges (In words) (D.A.P – Mysore site)												



1. We confirm that the quoted price is inclusive of all statutory levies, duties, freight, packing & forwarding, handling, loading/unloading, insurance and all other charges and charges for delivery at Engineering Stores, BNPMIPL, Note Mudran Nagar, Mysore and is firm.
2. We confirm that the quoted prices will remain firm and there would not be any price escalation during the supply period.
3. We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions.
4. We confirm that we understood the scope of supply before quoting the price.

Thanking you,

Yours faithfully,

Seal

(.....)

Name & Signature with date



**ANNEXURE III**  
**(To be submitted on the letterhead)**

Tender No: BNPM/LTE/Wooden storage cabinet/551/2018-19 Dt: 05.10.2018

**DECLARATION**

We do hereby declare that we have not been blacklisted/ debarred by BNPMIPL/ BRBNMPL/ SPMCIL or any Govt. Departments during last three years. The information provided above is correct and true to the best of my knowledge and belief. In case, at any time the information furnished is found to be false, you may disqualify/ debar me/ us as deemed fit.

Signature -----

Name-----

Designation-----

Date-----

Stamp of the Organization-----



**ANNEXURE IV**

**PERFORMA OF TECHNO-COMMERCIAL BID FOR SUPPLY AND FIXING OF WOODEN STORAGE CABINET**

From  
Company Name,  
BNPMIPL VENDOR REGISTRATION No (if any):  
Address:

Date:

To  
The Deputy General Manager,  
Bank Note Paper Mill India Private Limited  
Administrative Building, Gate 1, Paper Mill Compound  
Note Mudran Nagar, Mysuru-570 003

Dear Sir,

SUB: Part-I: Techno-Commercial Bid for supply and fixing of wooden storage cabinet.

Ref: Your Tender No: BNPM/LTE/Wooden storage cabinet/551/2018-19 Dt: 05.10.2018.

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

**A. FIRM'S BIO DATA**

1	Name of the applicant / organization and address of the registered office/business office.	
2	(a) Whether bidder is OEM (b) Address of the manufacturing facility in India	Yes / No
3	Type of the organization (whether Sole Proprietorship / Partnership / Private Limited / Limited or Cooperative Body etc.).	
4	Name of the Proprietor / Partners / Directors of the Organization / Firm as the case may be.	(a) (b) (C)
5	Details of Registration - (whether Partnership firm, Company etc.) - Name of Registering Authority, Date, Registration No etc.	
7	Experience in the field (Enclose documentary evidence)	___ Years



8	(a) GST NO (b) PAN NO	
9	Names of Bankers and their full addresses	

**B. CONFIRMATIONS**

1. We confirm that we have quoted exactly for the tendered product as per your specifications given and will supply the tendered product in numbers as per the delivery schedule and strictly as per your specifications.
2. We have enclosed DD No..... dated ..... of amount Rs...../- (Rupees ..... only) Payable at Mysore in a separate cover towards the payment of Tender fee amount as per your tender conditions.
3. We have enclosed DD No..... dated ..... of amount Rs...../- (Rupees ..... only) Payable at Mysore in a separate cover towards the payment of EMD amount as per your tender conditions.
4. We are the original manufacturer of the tendered product / wholesale authorized dealer / distributor of the original manufacturer and herewith enclose a valid authorized dealer /distributor certificate issued by M/s..... /Self certification as the case may be.
5. We have separately given our Price bid offer exactly as per format “Annexure A” in a sealed cover without any conditions /counter conditions. We also note that Price bid with conditions are liable for rejection.
6. We confirm that there would not be any price escalation during the supply period.
7. We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions. As required, we enclose herewith the complete set of copy of Tender documents (including Terms & Conditions) duly signed by us with seal affixed as a token of our acceptance.
8. We have not been blacklisted/ debarred by BNPM/ Bharatiya Reserve Bank Note Mudran (P) Limited(BRBNMPL) / Security Printing & Minting Corporation of India Limited (SPMCIL) or any Govt. Departments for participation in the tender.

Thanking you,

Seal

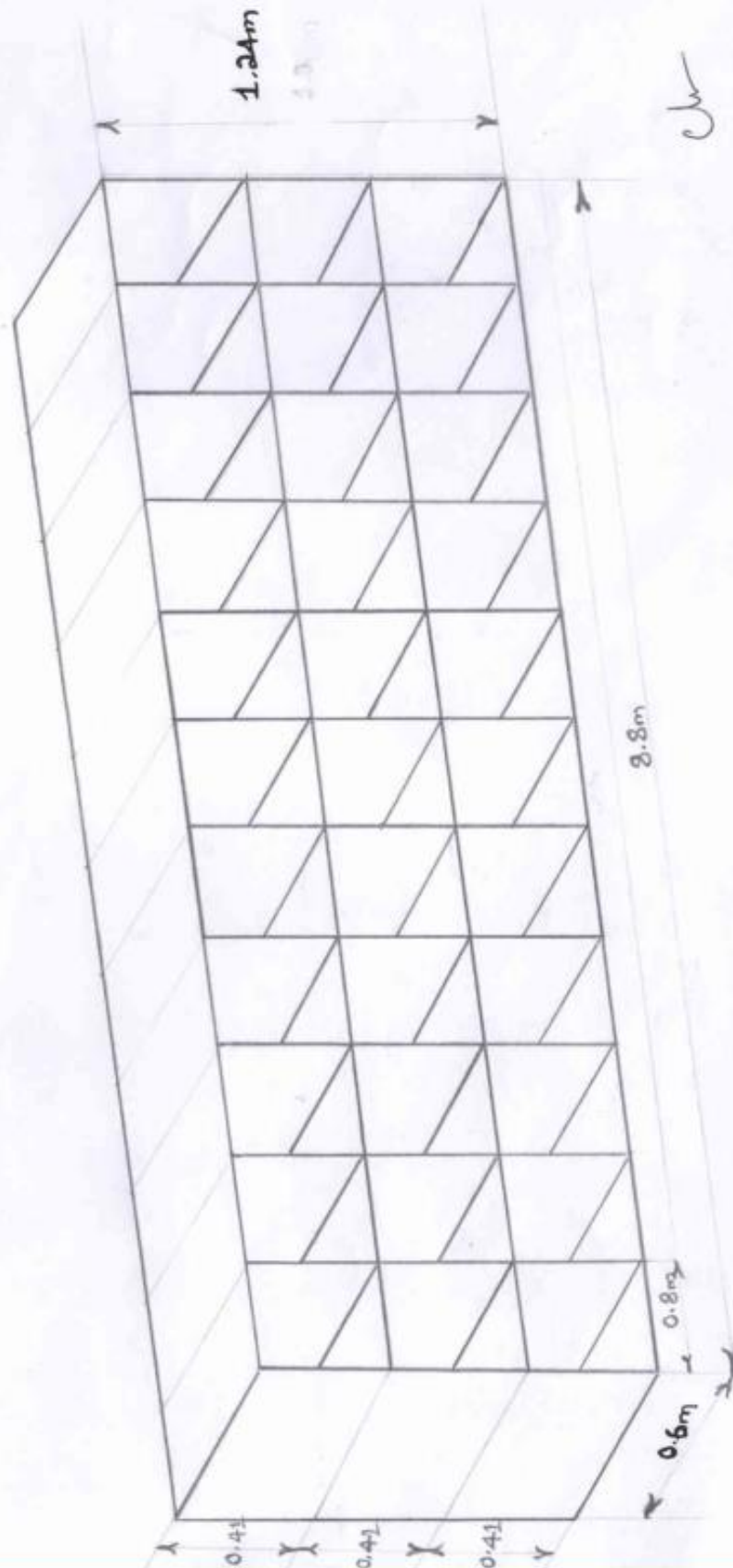
Yours faithfully,

Name & Signature with date



Annexure 'A'

Utility office



Annexure II

CCTV Server Room

