

Express Tender (ET): TENDER NO. BNPM/ET/LIGHTING OF BUILDINGS/651/2019-20
Lighting of Buildings at BNPM Plant, Mysuru

EXPRESS TENDER
(OFFLINE)
Standard Bidding Document (SBD)

Procurement of Services

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED
Administrative Building,
Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru 570003
Phone: 0821-2401 158, FAX: 0821- 2401120

Website: www.bnpmindia.com; Email: gopalakrishnan.m@bnpmindia.com

Not Transferable
Security Classification: Non-security

**TENDER DOCUMENT FOR INSTALLATION OF LIGHTS FOR 7 DAYS & DISMANTLING OF THE SAME
AFTER COMPLETION AT BNPM, MYSURU**

Tender No. BNPM/ET/LIGHTING OF BUILDINGS/651/2019-20 Dated 25.09.2019

This tender document contains 8 pages

The tender document is sold to:

<p>M/s.</p> <p>Address _____</p>
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Details of Contact person in BNPMIPL regarding this tender:

Name: Shri Alok Kumar, Designation: Deputy General Manager

Address: Bank Note Paper Mill India Private Limited
Administrative Building
Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru - 570 003
Telephone No. 0821 - 2401 171

Last date for submission of tender: 1430 Hours on 30-09-2019
Opening of Technical Bids: 1500 Hours on 30-09-2019



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SECTION I - NOTICE INVITING TENDER

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. Sealed tenders are invited by BNPM from eligible bidders for **Installation of lights for 7 days & dismantling of the same after completion at BNPM, Mysuru** for its Site 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. **Earnest Money Deposit** amounting to Rs. 7,000/- (Rupees Seven Thousand Only).
 - ii. Registered under GST (if any).
 - iii. Should have permanent Income Tax A/ C No. as allotted by the Income Tax Authority of Government of India.
3. **Earnest Money Deposit (EMD):** EMD should be deposited by bidders along with technical bid. The same shall be refunded without any interest to unsuccessful bidders upon finalization of contract & to successful bidder upon completion of work. The EMD may be deposited by bidders in following mode:
 - i. Demand draft in favour of Bank Note Paper Mill India Pvt Ltd payable at Mysuru.
 - ii. Online transfer by NEFT mode to the following bank account:
 - i. Account Number - 05230350002465
 - ii. Account Name - Bank Note Paper Mill India Private Limited
 - iii. Bank-Branch Name - HDFC Bank, Richmond Road, Bangalore
 - iv. IFSC Code - HDFC0000523

Payment slip should be enclosed along with technical bid, if EMD is being paid through online mode.
4. Quotations should be addressed to The Deputy General Manager, Bank Note Paper Mill India Private Limited and should be submitted on or before **14:30 hrs. on September 30, 2019** in sealed cover 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 **15:00 Hours on September 30, 2019** at the above mentioned address.
5. Quotation should be submitted to the offices of the BNPM, super subscribed "**Tender for Lighting of Buildings at BNPM**". The quotation shall be submitted as follows:-
 - a) **Envelope-1 shall contain the following**
 - i. Demand Draft of Rs. 7,000/- (Rupees Seven Thousand Only) / Payment slip (in case of online payment) towards EMD.
 - ii. Copy of PAN Card.
 - iii. Copy of GST Certificate.
 - iv. (Technical/Commercial) Deviations, if any.
 - v. Copy of the blank tender document without any reference to price duly signed & company seal affixed on all pages.
 - b) **Envelope-2 shall contain the following**
 - i. Dully filled Price Bid as per format enclosed with tender document. (Annexure-II).



SECTION I - NOTICE INVITING TENDER

Both the envelopes shall be put in one envelope and super subscribed "**Tender for Lighting of Buildings at BNPM, Mysuru**".

6. 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. Tenderer may visit the site and obtain full details and discuss the related issues with concerned officer during working hour between (1000hrs to 1730hrs) on any working day before submitting your bid. Further, Tenderer must satisfy himself about all the details required to fill the tender before quoting. Ignorance in this regard at later stage will not be entertained. 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.

7. Quotations not properly filled, mutilated with incorrect calculations or generally not complying with the conditions may be rejected.
8. 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.
9. The quotation shall remain open for acceptance for a period of 90 days from the date of opening of the tender.

10. 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 lowest effective price (L-1) basis** (i.e. exclusive of GST).
11. 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 – BNPM, Mysore site basis. However GST shall be paid extra at actuals.
 12. 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.
 13. **Terms of Payment:** 100% payment shall be done after completion of work at BNPM, Mysuru and on production of invoice & authorized work completion certificate by the supplier.

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

SECTION I - NOTICE INVITING TENDER

14. **Delivery Period:** Installation of lights shall be completed latest by 02.09.2019 & dismantling of lights shall be done on 10.09.2019 (or) as per mutually agreed timelines between BNPM & successful bidder (if any). Time is the essence of this contract.
15. **Delivery Terms:** It is responsibility of the successful bidder to arrange all necessary manpower, tools & tackles in order to complete the work on F.O.R – BNPM, Mysuru.
16. **Delay or Non Delivery:** Time is essence of the contract and completion of work agreed to are binding on the seller. In the event the seller is not able to complete work 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.
17. **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.
18. **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: _____

Bidder Company Seal

Designation: _____

Address of local office: _____

Bank Details:

Account Number: _____

Account Holder Name: _____

Account Holding Branch: _____

IFSC Code: _____

GST No: _____



SECTION II - LIST OF REQUIREMENTS

ANNEXURE- I

LIST OF REQUIREMENTS/SPECIFICATIONS

S No	Requirement	Unit	Quantity
1	LED Serial Lights (1 Serial Light Set = 8 meter length min)	Nos	1500
2	LED Tape Lights (1 Tape Light Set = 9 meter length min)	Nos	150
3	Para Lights	Nos	35

SECTION III - PRICE BID FORMAT

ANNEXURE-II SCHEDULE OF PRICE

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED

Tender Notification : BNPM/ET/LIGHTING OF BUILDINGS/651/2019-20 Dated 25.09.2019

Scope of Work: Installation of Lights for 7 days & Dismantling of the same after completion at BNPM – Mysore Site.

Name of the Firm											
Schedule No	Description of goods	SAC Code	Quantity in (No's)	Unit Price (₹)	Installation & Dismantling Charges* per unit (if any) (₹)	Basic Price incl. of Installation & Dismantling Charges (₹)	GST @ 18% (₹)	Total basic unit price incl. of Installation & Dismantling Charges & GST (₹)	Input Tax Credit (₹)	Effective Unit Basic Price (₹)	Effective Total Price (₹)
			Q	A	B	C=(A+B)	D	E=(C+D)	(F = D)	G=(E-F)	H=(G*Q)
1	LED Serial Lights (1 Serial Light Set = 8 meter length min)		1500								
2	LED Tape Lights (1 Tape Light Set = 9 meter length min)		150								
3	Para Lights		35								
Total effective price for installation & dismantling of lights (incl. of installation & dismantling charges) - in numbers (INR)											
Total effective price for installation & dismantling of lights (incl. of installation & dismantling charges) - in words (INR)											

***Note:** Installation & Dismantling charges should include cost of manpower, tools, tackles and any other charges towards installation & dismantling of lights at BNPM, Mysuru. In case of disputes in price bid, prices indicated in column A & B shall be considered and further price may be computed accordingly.

SECTION V – PROFORMA

1. We confirm that the quoted price is inclusive of installation & dismantling charges comprising of manpower cost, tools cost, tackles cost & any other charges, statutory levies, duties and is firm.
2. We confirm that the quoted prices will remain firm and there would not be any price escalation during the execution period.
3. We confirm that we will abide by all the tender terms & conditions.
4. We confirm that we understood the scope of work before quoting the price.

Thanking you,

Yours faithfully,

(.....)

Name & Signature with date

Seal

