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Security Classification: Non-security



**बैंक नोट पेपर मिल इण्डिया प्रा. लिमिटेड**  
**BANK NOTE PAPER MILL INDIA PVT LIMITED**  
JV of SPMCIL - A Govt. of India Enterprises & BRBNMPL - A Subsidiary of RBI

**E-TENDER DOCUMENT FOR PROVIDING COMPREHENSIVE PROJECT MANAGEMENT CONSULTANCY (PMC) SERVICES FOR CONSTRUCTION OF CISF INFRASTRUCTURE AT NOTE MUDRAN NAGAR, MYSORE.**

This tender document contains 100 Pages

Tender Enquiry No.	BNPM/NCB/PMC-CI/114/2025-26
Tender issuing date	26.06.2025
Pre-bid meeting date & time	04.07.2025 at 1100 HRS at Conference room, Corporate Office, BNPM.
Due date & time for bid submission	17.07.2025, 1100 HRS
Due date & time for tender opening	17.07.2025, 1130 HRS
Mode of bid submission	Online
Type of tender	National Competitive Bidding
Tender Processing Fee	Online: Rs. 3000/- + GST
Details of contact person	Dy. General Manager (SCM) 0821-2401-111/191/177

**Registered & Corporate Office:**  
**Administrative Building**  
**Gate 1, Paper Mill Compound**  
**Note Mudran Nagar, Mysuru - 570 003**  
**Telephone No. 0821 - 2401 191/177**

**e-mail: [scm.tender@bnpmindia.com](mailto:scm.tender@bnpmindia.com)**

**Website: [www.bnpmindia.com](http://www.bnpmindia.com)**

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## **SECTION I – NOTICE INVITING TENDERS**

1. E-tenders are invited from eligible and qualified tenderers for supply of following goods & services:

Schedule No.	Brief Description of Goods / Services	* Tentative Quantity (with unit)	**Earnest Money Deposit (in Rs.)	Remarks
I.	<b>Providing Comprehensive PMC services for Construction of CISF Infrastructure at Note Mudran Nagar, Mysore</b>	As per price schedule	<b>Rs. 90,000/- (Ninety Thousand only)</b>	<p>i) Refer Section- VI for scope of work.</p> <p>ii) Percentage to be quoted.</p> <p>(percentage contract is for estimated cost or actual cost /executed value whichever is less)</p>

### **2. Guidelines to submit online tender:**

- a) The NIT Form with standard tender documents will be accessible in the e-Tendering website: [www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP). Aspiring Bidders/Contractors who have not registered for e-tendering should register through the website: [www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP).
- b) The registration charges of Rs. 3,000/- plus applicable taxes (per year) are to be paid online only.
- c) Class III Digital Signature Certificate (DSC) is mandatory to participate in e-Tenders. Participating bidders/Contractors have to make sure that they have the valid DSC. If not, they can procure from any of the RAs approved by CCA.
- d) For details, registration and e-payment, please visit e-tendering website [www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP) or contact M/s. KEONICS Helpdesk at 08951906455/8591944383/9686115309 and 080-40482100 (bnpmhelpdesk@gmail.com)
- e) Tenders are to be uploaded in Two-part bid system.
  - i) **Part-I - Prequalification Bid & Techno-commercial Bid:** Scanned copy of technical offer (catalogue/brochure etc.), supportive documents related to eligibility criteria, Tax related documents etc. along with all sections of this tender (except section – XI which has to be submitted as mentioned in Sl. No. ii below) signed & stamped in each & every page. (To be submitted through E-portal only)
  - ii) **Part II – Price Bid:**  
Price shall be furnished through e-portal only. Price offer submitted in any other format will be liable for rejection.
- f) Interested tenderers may obtain further information about this requirement from the above office selling the documents.
- g) Against receipt of below mentioned notification (in bold) through email from tender wizard

## **SECTION I – NOTICE INVITING TENDERS**

portal, bidder must resubmit the bid even if the bidder have already submitted the bid through tender wizard portal.

***Notification: If you have already submitted the tender, then ensure that you resubmit the tender. Else, your bid may be liable to be auto disqualified by the system. And service provider holds no responsibility for the same. In case, you are yet to submit the tender, then please ensure that you submit it before the tender closing time.***

- h) Submission / resubmission of the bid is the responsibility of the bidders only. Bidder should check and confirm at their end regarding the submission / resubmission of their bid till the due date & time of bid submission. BNPM / Keonics / Tenderwizard will not be responsible for non-submission / non- resubmission of any bid.
- 3. The tenderer shall satisfy BNPMIPL that they are competent and authorized to submit tender and/or to enter into a legally binding contract with the BNPMIPL. To this effect, any person giving a tender shall render documentary evidence that his signature on the tender submitted by him is legally binding upon himself, his firm or company as the case may be.
- 4. 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.
- 5. BNPMIPL reserves the right to reject any or all the applied bids without assigning any reason whatsoever. The tender can be rejected on national security grounds.

Yours faithfully,  
For and on behalf of BNPMIPL

Sd/-  
Dy. General Manager

## **SECTION I – NOTICE INVITING TENDERS**

### **IMPORTANT POINTS AT A GLANCE FOR TENDERERS**

<b>S. No.</b>	<b>Title</b>	<b>Description</b>
<b>1.</b>	<b>Contract Period</b>	The contract period for PMC services will be 16 months from the date of issue of work order or till the completion of project, which is earlier. However, the time schedule for construction of CISF infrastructure shall be Maximum 10 months from the date of issue of work order to contractor.
<b>2.</b>	<b>Liquidated Damage</b>	In case of non-supply of services within specified delivery schedule, a sum equivalent to 1% of the delivered price of the delayed services for each month of delay or part thereof until actual delivery or performance, subject to a maximum deduction of 10% of the delayed services at contract price shall be levied. Refer clause 24.0 of General Conditions of Contract (GCC) and provision in SCC for detailed liquidated damages terms. However, in case of delay due to reasons beyond the control of the PMC, suitable extension of time shall be granted on written request justifying the cause of such delay.
<b>3.</b>	<b>Terms and modes of payment</b>	As per clause – 31, Section V.
<b>4.</b>	<b>Defect Liability Period</b>	12 Months from the date of completion of work as mentioned in the tender
<b>5.</b>	<b>Security Deposit / Performance Security/Retention money</b>	Within twenty-one days after the issue of notification of award by BNPM, the supplier shall furnish performance security to BNPM for an amount equal to Five per cent (5%) of the total value of the contract, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations (if any).
<b>6.</b>	<b>Integrity Pact</b>	Not Applicable
<b>7.</b>	<b>Others</b>	<ul style="list-style-type: none"> <li>a) No counter conditions shall be accepted.</li> <li>b) Performance of the bidder in executing the previous contracts/orders of BNPMIPL shall be taken into account during technical evaluation. The bids of the tenderers who were unsuccessful in completing the previous orders of BNPMIPL without any valid reason are liable to be ignored /rejected.</li> <li>c) Bidder is strongly advised to visit Work place at BNPM premises and its properties before submitting the bid to understand the quantum and requirements of work in first hand.</li> </ul>

## SECTION II – GENERAL INSTRUCTIONS TO TENDERERS

### Section II: General Instructions to Tenderers (GIT)

#### PART 1: GENERAL INSTRUCTIONS APPLICABLE TO ALL TYPES OF TENDERS

##### II PREAMBLE

###### 1. Introduction

- 1.1. Definitions and abbreviations which have been used in these documents shall have the meanings as indicated in GCC.
- 1.2. For convenience, whole of this Standard Bidding Document (including all sections) is written with reference to Procurement of Goods Tenders. However this SBD would be utilized for all types of Tenders e.g. EOI, PQB, Rate Contract, Tenders involving Samples, Sale/Disposal of Scrap Material and Development/ indigenization etc., Procurement of Services etc. Therefore the construction of all clauses are to be interpreted in the context of particular type of tender beyond the letter of the clause, read with the additional clauses for the specific type of tenders in Part II GIT/GCC. Sections, which are not applicable have been marked as Not Applicable
- 1.3. These tender documents have been issued for the requirements mentioned in Section- VI - "List of Requirements", which also indicates, inter-alia, the required delivery schedule and terms & place (i.e. destination) of delivery.
- 1.4. This section (Section II - General Instruction to Tenderers" - GIT) provides the relevant information as well as instructions to assist the prospective tenderers in preparation and submission of tenders. It also includes the mode and procedure to be adopted for receipt and opening as well as scrutiny and evaluation of tenders and subsequent placement of contract. With this limited objective, GIT is not intended to be complete by itself and the rest of this document- SIT, GCC and SCC in particular may also be thoroughly studied before filling up the Tender Document. There would be certain topics covered in GIT/SIT as well as in GCC/ SCC from different perspectives. In case of any conflict between these, provisions of GCC/ SCC would prevail.
- 1.5. The tenderers shall also read the Special Instructions to Tenderers (SIT) related to this purchase, as contained in Section III of these documents and follow the same accordingly. Whenever there is a conflict between the GIT and the SIT, the provisions contained in the SIT shall prevail over those in the GIT.

###### 2. Language of Tender

The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and BNPM, shall be written in the English language, unless otherwise specified in the Tender. However, the language of any printed literature furnished by the tenderer in connection with its tender may be written in any other language provided the same is accompanied by English translation. For purposes of interpretation of the tender, the English translation shall prevail.

###### 3. Eligible Tenderers

This invitation for tenders is open to all suppliers who fulfil the eligibility criteria specified in these documents. Please refer to Section IX: Qualification/ Eligibility Criteria

###### 4. Eligible Goods and Services

All goods and related services to be supplied under the contract shall have their origin in India or other countries, subject to any restriction imposed in this regard in Section III (SIT). The term "origin" used in this clause means the place where the goods are mined, grown, produced, or

manufactured or from where the related services are arranged and supplied.

##### 5. Tendering Expense

The tenderer shall bear all costs and expenditure incurred and/ or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. BNPM will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

##### III TENDER DOCUMENTS

###### 6. Content of Tender Documents

###### 6.1 The tender documents include:

###### VOLUME I

1. Notice Inviting Tender (NIT)
2. General Instructions to Tenderers (GIT)
3. Special Instructions to Tenderers (SIT)
4. General Conditions of Contract (GCC)
5. Special Conditions of Contract (SCC)
6. List of Requirements – Included in Volume II
7. List Of Approved Vendors
8. Quality Control Requirements
9. Qualification/Eligibility Criteria
10. Tender Form
11. Price Schedule
12. Commercial Questionnaire for indigenous & imported items
13. Bank Guarantee Form for EMD
14. Manufacturer's Authorization Form
15. Bank Guarantee Form for Performance Security
16. Contract Form
17. Letter of Authority for attending a Bid Opening
18. Shipping Arrangements for Liner Cargoes
19. Proforma of Bills for Payments
20. Additional conditions of works contract
21. Application for pre-qualification
22. Proforma for Integrity Pact

- 6.2 The relevant details of the required goods and services, the terms, conditions and procedure for tendering, tender evaluation, placement of contract, the applicable contract terms and, also, the standard formats to be used for this purpose are incorporated in the above-mentioned documents. The interested tenderers before formulating the tender and submitting the same to BNPM should read and examine all the terms, conditions, instructions etc. contained in the tender documents. Failure to provide and/ or comply with the required information, instructions etc. incorporated in these tender documents may result in rejection of its tender.

##### 7. Amendments to Tender Documents

At any time prior to the deadline for submission of tenders, BNPM may, for any reason deemed fit by it, modify the tender

## SECTION II – GENERAL INSTRUCTIONS TO TENDERERS

- documents by issuing suitable amendment(s) to it.
- 7.2. Such an amendment will be notified in writing by registered/ speed post or by fax/ telex/ e-mail, followed by copy of the same by suitable recorded post to all prospective tenderers, which have received the tender documents and will be binding on them.
- 7.3. In order to provide reasonable time to the prospective tenderers to take necessary action in preparing their tenders as per the amendment, BNPM may, at its discretion, extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline.
- 8. Pre-Bid Meeting**  
If found necessary, a proposal to call for a pre-bid conference may be put-forth in the SIT, for clarification/amendment to Technical specifications/techno-commercial conditions in two bid tender.
- 9. Clarification of Tender Documents**  
A Tenderer requiring any clarification or elucidation on any issue of the tender documents may take up the same with BNPM in writing or by fax I e-mail/ telex. BNPM will respond in writing to such request provided the same is received by BNPM not later than twenty one days (unless otherwise specified in the SIT) prior to the prescribed date of submission of tender. Copies of the query and clarification shall be sent to all prospective bidders who have received the bidding documents and/or hosted in its website.
- III PREPARATION OF TENDERS**
- 10. Documents Comprising the Tender**
- 10.1. The tender to be submitted by Tenderer shall contain the following documents, duly filled in, as required:
- Tender Form and Price Schedule along with list of deviations (ref Clause 19.4) from the clauses of this SBD, if any.
  - Documentary evidence, as necessary in terms of GIT clauses 3 and 16 establishing that the tenderer is eligible to submit the tender and, also, qualified to perform the contract if its tender is accepted.
  - Documents and relevant details to establish in accordance with GIT clause 17 that the goods and the allied services to be supplied by the tenderer conform to the requirement of the tender documents along with list of deviations if any (ref clause 17.3 of GIT).
  - Earnest money furnished in accordance with GIT clause 18.1.
  - Commercial questionnaire for indigenous & imported items in Volume I.
  - Manufacturer's Authorization Form (ref Section XIV, if applicable)
- NB: The tenderers may also enclose in their tenders, technical literature and other documents as and if considered necessary by them.
- 10.2. A tender, that does not fulfil any of the above requirements and/ or gives evasive information/ reply against any such requirement, shall be liable to be ignored and rejected.
- 10.3. Tender sent by fax/email/ telex/ cable shall be ignored.
- 11. Tender currencies**
- 11.1. Unless otherwise specified, the tenderer shall quote only in Indian rupees.
- 11.2. Where the tender condition specifies acceptance of quotations in different currencies, then, for domestic goods, prices shall be quoted in INR only and for imported goods, prices shall be quoted either in INR or in the currency stipulated in the SIT, mentioning, inter-alia, the exchange rate adopted for converting foreign currency into INR. As regards price(s) for allied services, if any, required with the goods, the same shall be quoted in Indian Rupees if such services are to be performed I undertaken in India. Commission for Indian Agent, if any and if payable shall be indicated in the space provided for in the price schedule and quoted in INR only.
- 11.3. Tenders, where prices are quoted in any other way shall be treated as unresponsive and rejected.
- 12. Tender Prices**
- 12.1. The Tenderer shall indicate on the Price Schedule provided under Volume I all the specified components of prices shown therein including the unit prices and total tender prices of the goods and services it proposes to supply against the requirement. All the columns shown in the price schedule should be filled up as required. If any column does not apply to a tenderer, same should be clarified accordingly by the tenderer.
- 12.2. If there is more than one schedule in the List of Requirements, the tenderer has the option to submit its quotation for any one or more schedules and, also, to offer special discount for combined schedules. However, while quoting for a schedule, the tenderer shall quote for the complete requirement of goods and services as specified in that particular schedule.
- 12.3. The quoted prices for goods offered from within India and that for goods offered from abroad are to be indicated separately in the applicable Price Schedules attached under Volume I.
- 12.4. While filling up the columns of the price schedule, the following aspects should be noted for compliance:
- 12.5. For goods offered from within India, the prices in the corresponding price schedule shall be entered separately in the following manner:
- The price of the goods, quoted ex-factory, ex-showroom, ex-warehouse or off- the-shelf, as applicable including all taxes and duties like sales tax, VAT, custom duty, excise duty etc. already paid or payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory etc. or on the previously imported goods of foreign origin quoted ex-showroom etc.
  - Any taxes/duties including excise duty, which will be payable on the goods in India if the contract is awarded.
  - Charges towards inland transportation, insurance and other local costs incidental to delivery of the goods to their final destination as specified in the List of Requirements and
  - The price of incidental services, as and if mentioned in List of Requirements.
- 12.6. For goods offered from abroad, the prices in the corresponding price schedule shall be entered separately in the following manner:
- The price of goods quoted FAS/FOB port of shipment, CIF port of entry in India or CIF specified place of destination in India as indicated the List of Requirements.
  - The amount of custom duty and import duty on the goods to be imported, wherever applicable.
  - The charges for inland transportation, insurance and other local costs incidental to delivery of the goods from the port of entry in India to their final destination, as specified in the List of Requirements and
  - The charges for incidental services, as and if mentioned in the List of Requirements.
- 12.7. Additional information and instruction on Duties and Taxes:  
If the Tenderer desires to ask for excise duty, sales tax, custom duty etc. to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.
- 12.8. Excise Duty:
- If reimbursement of excise duty intended as extra over the quoted prices, the supplier must specifically say so also indicating the rate, quantum and nature of the duty applicable. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of excise duty will be entertained after the opening of tenders.
  - If a Tenderer chooses to quote a price inclusive of excise duty and also desires to be reimbursed for



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- variation, if any, in the excise duty during the time of supply, the tenderer must clearly mention the same and also indicate the rate and quantum of excise duty included in its price. Failure to indicate all such details in clear terms may result in statutory variations being denied to the tenderer.
- c) Subject to sub clauses 12.8 (a) & (b) above, any change in excise duty upward/ Downward as a result of any statutory variation in excise duty taking place within original Delivery Period shall be allowed to the extent of actual quantum of excise duty paid by the supplier. In case of downward revision in excise duty, the actual quantum of reduction of excise duty shall be reimbursed to BNPM by the supplier. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the supplier.
- 12.9. Sales Tax/ VAT/ CST/ GST/ Service Tax, work Contract Tax  
If a tenderer asks for sales tax/ VAT/ CST/ GST/ Service Tax/ Work Contract Tax to be paid extra, the rate and nature of such taxes applicable should be shown separately. Such taxes will be paid as per the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to such taxes and is payable as per the terms of the contract. The tenderer shall examine the nature of transactions and applicability of taxes and duties.
- 12.10. Wherever Value Added Tax is applicable, the following may be noted:
- a) The tenderer should quote the exact percentage of VAT that they will be charging extra.
- b) While quoting the rates, tenderer should pass on (by way of reduction in prices) the set off/input tax credit that would become available to them by switching over to the system of VAT from the existing system of sales tax, duly stating the quantum of such credit per unit of the item quoted for.
- c) The tenderer while quoting for tenders should give the following declaration:
- "We agree to pass on such additional set off/input tax credit as may become available in future in respect of all the inputs used in the manufacture of the final product on the date of supply under the VAT scheme by way of reduction in price and advise the purchaser accordingly."
- d) The supplier while claiming the payment shall furnish the following certificate to the paying authorities: "We hereby declare that additional set offs/input tax credit to the tune of Rs.....has accrued and accordingly the same is being passed on to the purchaser and to that effect the payable amount may be adjusted.
- 12.11. Octroi and Local Taxes:  
Unless otherwise stated in the SIT, the goods supplied against contracts placed by BNPM are not exempted from levy of Town Duty, Octroi Duty, Terminal Tax and other Levies of local bodies. In such cases, the supplier should make the payment to avoid delay in supplies and forward the receipt of the same to the purchasing department for reimbursement and also, for further necessary action. In cases where exemption is available, suppliers should obtain the exemption certificate from the purchasing department to avoid payment of such levies and taxes.
- 12.12. Duties/ Taxes on Raw Materials  
BNPM is not liable for any claim from the supplier on account of fresh imposition and/or increase (including statutory increase) of excise duty, custom duty, sales tax etc. on raw materials and/or components used directly in the manufacture of the contracted goods taking place during the pendency of the contract, unless such liability is specifically agreed to in terms of the contract.
- 12.13. Imported Stores not liable to Above-mentioned Taxes and Duties:  
Above mentioned Taxes and Duties are not leviable on imported Goods and hence would not be reimbursed.
- 12.14. Customs Duty:  
In respect of imported stores offered from abroad, the tenderer shall specify the rate as well as the total amount of customs duty payable. The tenderer shall also indicate the corresponding Indian Customs Tariff Number applicable for the goods in question.
- 12.14.1. For transportation of imported goods offered from abroad, relevant instructions as incorporated under GCC Clause 11 shall be followed.
- 12.14.2. For insurance of goods to be supplied, relevant instructions as provided under GCC Clause 12 shall be followed.
- 12.14.3. Unless otherwise specifically indicated in this tender document, the terms FOB, FAS, CIF etc. for imported goods offered from abroad, shall be governed by the rules & regulations prescribed in the current edition of INCOTERMS, published by the International Chamber of Commerce, Paris
- 12.14.4. The need for indication of all such price components by the tenderers, as required in this clause (viz., GIT clause 12) is for the purpose of comparison of the tenders by BNPM and will no way restrict BNPM's right to award the contract on the selected tenderer on any of the terms offered.
13. **Indian Agent**  
If a foreign tenderer has engaged an agent in India in connection with its tender, the foreign tenderer, in addition to indicating Indian agent's commission, if any, in a manner described under GIT sub clause 11.2 above, shall also furnish the following information:
- a) The complete name and address of the Indian Agent and its permanent income tax account number as allotted by the Indian Income Tax authority.
- b) The details of the services to be rendered by the agent for the subject requirement.  
One manufacturer can authorize only one agent/Dealer. Also one agent cannot represent more than one supplier or quote on their behalf in a particular tender enquiry. Such quote is likely to be rejected. There can be only one bid from
- i.) The principal manufacturer directly or one Indian agent on his behalf.
- ii.) The foreign principal or any of its branch/ division
- iii.) Indian/ Foreign Agent on behalf of only one Principal.
14. **Firm Price/Variable Price**
- 14.1. Unless otherwise specified in the SIT, prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.
- 14.2. In case the tender documents require offers on variable price basis, the price quoted by the tenderers will be subject to adjustment during original Delivery Period to take care of the changes in the cost of labour and material components in accordance with the price variation formula to be specified in the SIT. If a tenderer submits firm price quotation against the requirement of variable price quotation that tender will be prima-facie acceptable and considered further, taking price variation asked for by the tenderer as zero.
- 14.3. However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in GIT clause 12 will apply for both firm price tender and variable price tender. Subject to provisions of Clause 11 above, where prices are quoted in foreign currencies, involving imports - Foreign Exchange Rate Variation (ERV) would be borne by the Purchaser within the original Delivery Period. The offer of the Tenderer should indicate import content and the currency used for calculating import content.
- 14.5. Base Exchange rate of each major currency used for calculating FE content of the contract should be indicated. The base date of ERV would be contract date and variation on the base date can be given up to the midpoint manufacture, unless firm has already indicated within which material will be imported by the firm.
- 14.6. In case delivery period is refixed/ extended, ERV will not be admissible, if this is due to default of the supplier.
- 14.7. Documents for claiming ERV:
- a) A bill of ERV claim enclosing working sheet





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- b) Banker's Certificate/debit advice detailing F.E. paid and exchange rate 18.3.
- c) Copies of import order placed on supplier
- d) Invoice of supplier for the relevant import order
- 15. Alternative Tenders**  
Unless otherwise specified in the Schedule of Requirements, alternative tenders shall not be considered. 18.4.
- 16. Documents Establishing Tenderer's Eligibility and Qualifications**
- 16.1. Pursuant to GIT clause 10, the tenderer shall furnish, as part of its tender, relevant details and documents establishing its eligibility to quote and its qualifications to perform the contract if its tender is accepted. 18.5.
- 16.2. The documentary evidence needed to establish the tenderer's qualifications shall fulfil the following requirements: 18.6.
- a) In case the tenderer offers to supply goods, which are manufactured by some other firm, the tenderer has been duly authorized by the goods manufacturer to quote for and supply the goods to BNPM. The tenderer shall submit the manufacturer's authorization letter to this effect as per the standard form provided under Volume I in this document. 18.7.
- b) The tenderer has the required financial, technical and production capability necessary to perform the contract and, further it meets the qualification criteria incorporated in the Volume I in these documents.
- c) In case the tenderer is not doing business in India, It is/will be duly represented by an agent stationed in India fully equipped and able to carry out the required contractual functions and duties of the supplier including after sale service, maintenance & repair etc. of the goods in question, stocking of spare parts and fast moving components and other obligations, if any, specified in the conditions of contract and/ or technical specifications.
- d) In case the tenderer is an Indian agent quoting on behalf of a foreign manufacturer, the Indian agent is already enlisted under the Compulsory Enlistment Scheme of Ministry of Finance. Govt. of India operated through Directorate General of Supplies & Disposals (DGS&D), New Delhi.
- 17. Documents establishing good's Conformity to Tender document**
- 17.1. The tenderer shall provide in its tender the required as well as the relevant documents like technical data. Literature, drawings etc. to establish that the goods and services offered in the tender fully conform to the goods and services specified by BNPM in the tender documents. For this purpose the tenderer shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by BNPM in the tender documents to establish technical responsiveness of the goods and services offered in its tender.
- 17.2. In case there is any variation and/ or deviation between the goods & services prescribed by BNPM and that offered by the tenderer, the tenderer shall list out the same in "Schedule of deviations from Technical specifications" in Volume I of the tender without ambiguity along with justification.
- 17.3. If a tenderer furnishes wrong and/ or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to BNPM in this regard.
- 18. Earnest Money Deposit (EMD)-NOT APPLICABLE**
- 18.1. Pursuant to GIT clause 10.1(d) the tenderer shall furnish along with its tender, earnest money for amount as shown in the List of Requirements/NIT Clause I. The earnest money is required to protect BNPM against the risk of the tenderer's unwarranted conduct as amplified under sub-clause 23.23.2 below.
- 18.2. The earnest money shall be denominated in Indian Rupees.
- The earnest money shall be furnished in one of the following forms:
- a) Account Payee Demand Draft or
- b) Banker's cheque or
- c) Bank Guarantee, (only if EMD amount is above Rs. 1 Lakh)
- The demand draft or banker's cheque shall be drawn on any scheduled commercial bank in India, in favour of Bank Note paper Mill India Private Limited payable at Bangalore. 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 in Volume I in these documents.
- The earnest money shall be valid for a period of forty five days beyond the validity period of the tender.
- Unsuccessful tenderers' earnest money will be returned to them without any interest, after expiry of the tender validity period, but not later than thirty days after conclusion of the resultant contract. Successful tenderer's earnest money will be returned without any interest, after receipt of performance security from that tenderer.
- Earnest money of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. The successful tenderer's earnest money will be forfeited if it fails to furnish the required performance security within the specified period.
- 19. Tender Validity**
- 19.1. If not mentioned otherwise in the SIT, the tenders shall remain valid for acceptance for a period of 90 days (Ninety days) in case of single bid tender system and 120 days in case of two-bid system 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.
- 19.2. In exceptional cases, the tenderers may be requested by BNPM to extend the validity of their tenders up to a specified period. Such request(s) and responses thereto shall be conveyed by surface mail or by fax/email/ telex/cable followed by surface mail. The tenderers, who agree to extend the tender validity, are to extend the same without any change or modification of their original tender and they are also to extend the validity period of the EMD accordingly.
- 19.3. In case the day up to which the tenders are to remain valid falls on/subsequently declared a holiday or closed day for BNPM, the tender validity shall automatically be extended up to the next working day.
- 19.4. Compliance with the Clauses of this Tender Document: Tenderer must comply with all the clauses of this Tender Document. In case there are any deviations, these should be listed in a chart form without any ambiguity along with justification.
- 20. Signing and Sealing of Tender**
- 20.1. An authenticated copy of the document which authorizes the signatory to commit on behalf of the firm shall accompany the offer. The individual signing the tender or any other documents connected therewith should clearly indicate his full name and designation and also specify whether he is signing,
- a) As Sole Proprietor of the concern or as attorney of the Sole Proprietor;
- b) As Partner (s) of the firm;
- c) As Director, Manager or Secretary in case the of Limited Company duly authorized by a resolution passed by the Board of Directors or in pursuance of the Authority conferred by Memorandum of Association.
- 20.2. The authorized signatory of the tenderer must sign the tender at appropriate places and initial the remaining pages of the tender.
- 20.3. The tenderers shall submit their tenders as per the instructions contained in GIT Clause 10.
- 20.4. Unless otherwise mentioned in the SIT, a tenderer shall submit two copies of its tender marking them as "Original and "Duplicate".
- 20.5. The original and other copies of the tender shall either be typed or written in indelible ink and the same shall be signed by the tenderer or by a person(s) who has been duly authorized to bind the tenderer to the contract. The letter of authorization



## SECTION II – GENERAL INSTRUCTIONS TO TENDERERS

- shall be by a written power of attorney, which shall also be furnished along with the tender.
- 20.6. All the copies of the tender shall be duly signed at the appropriate places as indicated in the tender documents and all other pages of the tender including printed literature, if any shall be initialled by the same person(s) signing the tender. The tender shall not contain any erasure or overwriting, except as necessary to correct any error made by the tenderer and, if there is any such correction; the same shall be initialled by the person(s) signing the tender.
- 20.7. The tenderer is to seal the original and each copy of the tender in separate envelopes, duly marking the same as "Original", "Duplicate" and so on and writing the address of BNPM and the tender reference number on the envelopes. The sentence "NOT TO BE OPENED before ..... (The tenderer is to put the date & time of tender opening) are to be written on these envelopes. The inner envelopes are then to be put in a bigger outer envelope, which will also be duly sealed, marked etc. as above. If the outer envelope is not sealed and marked properly as above, BNPM will not assume any responsibility for its misplacement, premature opening, late opening etc.
- 20.8. For purchasing capital equipment, high value plant, machinery etc. of complex and technical nature, tender document will seek quotation in two parts (Two Bid System)- first part containing the relevant technical details of the equipment/machinery etc., and in the second part, price quotation along with other allied issues. First part will be known as 'Technical Bid', and the second part 'Financial bid'. Tenderer shall seal separately 'Technical Bid' and 'Financial bid' and covers will be suitably super scribed. Both these sealed covers shall be put in a bigger cover and sealed and evaluation would be done as described in clause 25.24.4 below. Further details would be given in SIT, if considered necessary.
- 20.9. If permitted in the SIT, the tenderer may submit its tender through a-tendering procedure.

### IIV Submission of Tenders

#### 21. Submission of Tenders

- 21.1. Unless otherwise specified, the tenderers are to deposit the tenders in the tender box kept for this purpose at a place as indicated in para 1 of NIT. In case of bulky tender, which cannot be put into tender box, the same shall be submitted by the tenderer by hand to the designated officers of BNPM, as indicated in clause 1 of NIT. The officer receiving the tender will give the tenderer an official receipt duly signed with date and time.
- 21.2. The tenderers must ensure that they deposit their tenders not later than the closing time and date specified for submission of tenders. In the event of the specified date for submission of tender falls on/is subsequently declared a holiday or closed day for BNPM, the tenders will be received up to the appointed time on the next working day.
22. **Late Tender**  
A tender, which is received after the specified date and time for receipt of tenders will be treated as "late" tender and will be ignored.
23. **Alteration and Withdrawal of Tender**
- 23.1. The tenderer, after submitting its tender, is permitted to alter/modify its tender so long as such alterations/modifications are received duly signed, sealed and marked like the original tender, within the deadline for submission of tenders. Alterations/modifications to tenders received after the prescribed deadline will not be considered.
- 23.2. No tender should be withdrawn after the dead line for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the tenderer in its tender besides other sanctions by BNPM.

### TENDER OPENING

#### 24. Opening of Tenders

- 24.1. The tenders will be opened at the specified date and time and at the specified place as indicated in clause 1 of NIT. In case the specified date of tender opening falls on/is subsequently declared a holiday or closed day for BNPM, the tenders will be opened at the appointed time and place on the next working day.
- 24.2. Authorized representatives of the tenderers, who have submitted tenders on time may attend the tender opening, provided they bring with them letters of authority as per the format in Volume I of the corresponding tenderers. The tender opening official(s) will prepare a list of the representatives attending the tender opening. The list will contain the representatives' names & signatures and corresponding tenderers' names and addresses.
- 24.3. During the tender opening, the tender opening official(s) will read the salient features of the tenders like description of the goods offered, price, special discount if any, delivery period, whether earnest money furnished or not and any other special features of the tenders, as deemed fit by the tender opening official(s).
- 24.4. In-case of two bid system mentioned in clause 20.8 above, the technical bids are to be opened in the first instance, at the prescribed time and date. These bids shall be scrutinized and evaluated by the competent committee/ authority with reference to parameters prescribed in the tender document. Thereafter, in the second stage, the financial bids of only the technically acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation. Other financial bids would be returned unopened to the respective bidders under Registered AD/ Reliable Courier or any other mode with proof of delivery.

### IVI

### SCRUTINY AND EVALUATION OF TENDERS

#### 25. Basic Principle

Tenders will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. mentioned by the tenderers in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

#### 26. Preliminary Scrutiny of Tenders

- 26.1. The tenders will first be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the tender document. The tenders, that do not meet the basic requirements, are liable to be treated as unresponsive and ignored.
- 26.2. The following are some of the important aspects, for which a tender may be declared unresponsive and ignored;
- Tender is unsigned.
  - Tenderer is not eligible.
  - Tender validity is shorter than the required period.
  - Required EMD has not been provided.
  - Tenderer has quoted for goods manufactured by a different firm without the required authority letter from that manufacturer.
  - Tenderer has not agreed to give the required performance security.
  - Goods offered are not meeting the required specification etc.
  - Tenderer has not agreed to essential condition(s) specially incorporated in the tender enquiry.
  - Against a schedule in the List of Requirement (incorporated in the tender Enquiry), the Tenderer has not quoted for the entire requirement as specified in that schedule. (Example: In a schedule, it has been stipulated that the Tenderer will supply the equipment, install and commission it and also train BNPM's operators for operating the equipment. The Tenderer has however, quoted only for supply of the equipment).

## SECTION II – GENERAL INSTRUCTIONS TO TENDERERS

### 27. **Minor Infirmary/Irregularity/ Non-Conformity**

If during the preliminary examination, BNPM find any minor infirmity and/ or irregularity and/ or non-conformity in a tender, BNPM may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the tenderers. Wherever necessary, BNPM will convey its observation on such 'minor' issues to the tenderer by registered/ speed post etc. asking the tenderer to respond by a specified date. If the tenderer does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

### 28. **Discrepancy in Prices**

- 28.1. If, in the price structure quoted by a tenderer, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless BNPM feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
- 28.2. If there is an error in a total price, which has been worked out through addition and/ or subtraction of subtotals, the subtotals shall prevail and the total corrected; and
- 28.3. If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clause 28.1 and 28.2 above.
- 28.4. If, as per the judgment of BNPM, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the tenderer by registered/speed post. If the tenderer does not agree to the observation of BNPM, the tender is liable to be ignored.

### 29. **Discrepancy between original and copies of Tender**

In case any discrepancy is observed between the text etc. of the original copy and that in the other copies of the same tender set, the text etc. of the original copy shall prevail. Here also, BNPM will convey its observation suitably to the tenderer by register/speed post and, if the tenderer does not accept BNPM's observation, that tender will be liable to be ignored.

### 30. **Clarification of Bids**

During evaluation and comparison of bids, purchaser may, at its discretion ask the bidder for clarification of its bid. The clarification should be received within 7 days from the bidder from date of receipt of such request. The request for clarification shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. No post bid clarification at the initiative of the bidder shall be entertained.

### 31. **Qualification/ Eligibility Criteria**

Tenders of the tenderers, who do not meet the required qualification/ eligibility criteria prescribed in Section IX, will be treated as unresponsive and will not be considered further.

### 32. **Conversion of tender currencies to Indian Rupees**

In case the tender document permits the tenderers to quote their 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 tender opening.

### 33. **Schedule-wise Evaluation**

In case the List of Requirements contains more than one schedule, the responsive tenders will be evaluated and compared separately for each schedule. The tender for a schedule will not be considered if the complete requirements prescribed in that schedule are not included in the tender. However, as already mentioned in GIT sub clause 12.2,

tenderers have the option to quote for any one or more schedules and offer discounts for combined schedules. Such discounts, wherever applicable, will be taken into account to determine the tender or combination of tenders offering the lowest evaluated cost for BNPM in deciding the successful tenderer for each schedule, subject to that tenderer(s) being responsive.

### 34. **Comparison on CIF Destination Basis**

Unless mentioned otherwise in Volume I - Special Instructions to Tenderers and List of Requirements, the comparison of the responsive tenders shall be on CIF destination basis, duly delivered, commissioned, etc. as the case may be.

### 35. **Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders.**

- 35.1. Further to GIT Clause 33 above, BNPM's evaluation of a tender will include and take into account the following:
- In the case of goods manufactured in India or goods of foreign origin already located in India, sales tax & other similar taxes and excise duty & other similar duties, which will be contractually payable (to the tenderer), on the goods if a contract is awarded on the tenderer; and
  - In the case of goods of foreign origin offered from abroad, customs duty and other similar import duties/taxes, which will be contractually payable (to the tenderer) on the goods if the contract is awarded on the tenderer.
- 35.2. BNPM's evaluation of tender will also take into account the additional factors, if any, incorporated in SIT in the manner and to the extent indicated therein.
- 35.3. As per policies of the Government from time to time, the purchaser reserves its option to give price preference to Small Scale Industries in comparison to the large scale Industries. This price preference cannot however be taken for granted and every endeavour need to be made by such firms to bring down cost and achieve competitiveness.
- 35.4. If the tenders have been invited on variable price basis, the tenders will be evaluated, compared and ranked on the basis of the position as prevailing on the day of tender opening and not on the basis of any future date.

### 36. **Tenderer's capability to perform the contract**

- 36.1. BNPM, through the above process of tender scrutiny and tender evaluation will determine to its satisfaction whether the tenderer, whose tender has been determined as the lowest evaluated responsive tender is eligible, qualified and capable in all respects to perform the contract satisfactorily. If, there is more than one schedule in the List of Requirements, then, such determination will be made separately for each schedule.
- 36.2. The above mentioned determination will, inter-alia, take into account the tenderer's financial, technical and production capabilities for satisfying all the requirements of BNPM as incorporated in the tender document. Such determination will be based upon scrutiny and examination of all relevant data and details submitted by the tenderer in its tender as well as such other allied information as deemed appropriate by BNPM.

### 37. **Cartel Formation (Pool Rates)**

Cartel formation or quotation of Pool/ Co-ordinated rates, leading to "Appreciable Adverse Effect on Competition" (AAEC) as identified in Competition Act, 2002, as amended by Competition (Amendment) Act, 2007, would be considered as a serious misdemeanour and would be dealt accordingly as per Clause 44 below.

### 38. **Negotiations**

Normally there would be no price negotiations. But BNPM reserves its right to negotiate with the lowest acceptable bidder (L1), who is technically cleared /approved for supply of bulk quantity and on whom the contract would have been placed but for the decision to negotiate, under special circumstances in accordance with prevailing guidelines.

### 39. **Contacting BNPM**

- 39.1. From the time of submission of tender to the time of awarding



## SECTION II – GENERAL INSTRUCTIONS TO TENDERERS

- the contract, if a tenderer needs to contact BNPM for any reason relating to this tender enquiry and/or its tender it should do so only in writing.
- 39.2 It will be treated as a serious misdemeanour in case a tenderer attempts to influence BNPM's decision on scrutiny, comparison, evaluation and award of the contracts. In such a case the tender of the tenderer shall be liable for rejection in addition to appropriate administrative actions being taken against that tenderer, as deemed fit by BNPM, in terms of clause 44 of GIT.
- IVII Award Of Contract**
40. BNPM reserves the right to accept any Tender and to reject any or all Tenders. BNPM also reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.
41. **Award Criteria**  
Subject to GIT clause 36 above, the contract will be awarded to the lowest evaluated responsive tenderer decided by BNPM in terms of GIT Clause 34.
42. **Variation of Quantities at the Time of Award**  
No variation of quantities at the time of awarding the contract.
43. **Parallel Contracts-NOT APPLICABLE**  
BNPM reserves its right to conclude Parallel contracts with more than one bidder (for the same tender). If this is foreseen at the time of Tendering, a clause would be included in SIT giving further details.
44. **Serious Misdemeanours**  
44.1 Following would be considered serious misdemeanours:  
a) Submission of misleading/ false/ fraudulent information/ documents by the bidder in their bid  
b) Submission of fraudulent / un-encashable Financial Instruments stipulated under Tender or Contract Condition.  
c) Violation of Code of Ethics laid down in Clause 32 of the GCC.  
d) Cartel formation or quotation of Pool/ Co-ordinated rates leading to "Appreciable Adverse Effect on Competition" (AAEC) as identified under the Competition Act, 2002.  
e) Deliberate attempts to pass off inferior goods or short quantities.  
f) Violation of Fall Clause by Rate Contract holding Firms.  
g) Attempts to influence BNPM's Decisions on scrutiny, comparison, evaluation and award of Tender.
- 44.2 Besides, suitable administrative actions, like rejecting the offers or delisting of registered firms, BNPM would ban/blacklist Tenderers committing such misdemeanour, including declaring them ineligible to be awarded BNPM contracts for indefinite or for a stated period.
45. **Notification of Award**  
45.1 Before expiry of the tender validity period, BNPM will notify the successful tenderer(s) in writing, by registered/speed post or by fax/email I telex/ cable (to be confirmed by registered/speed post that its tender for goods & services, which have been selected by BNPM, has been accepted, also briefly indicating therein the essential details like description, specification and quantity of the goods & services and corresponding prices accepted. The successful tenderer must furnish to BNPM the required performance security within twenty one days from the date of this notification. Relevant details about the performance security have been provided under GCC Clause 6 under Section IV.
- 45.2 The notification of award shall constitute the conclusion of the contract.
- 46. Issue of Contract**  
46.1 Within seven working days of receipt of performance security, BNPM will send the contract form (as per Section XVI) duly completed and signed, in duplicate, to the successful tenderer by registered / speed post.  
46.2 Within seven days from the date of issue of the contract, the successful tenderer will return the original copy of the contract, duly signed and dated, to BNPM by registered / speed post.
- 47. Non-receipt of Performance Security and Contract by BNPM**  
Failure of the successful tenderer in providing performance security within 21 days of receipt of notification of award and/ or returning contract copy duly signed in terms of GIT clauses 45 and 46 above shall make the tenderer liable for forfeiture of its EMD and, also for further sanctions by BNPM against it.
- 48. Return of EMD**  
Earnest money of the successful tenderer and the unsuccessful tenderers will be returned to them without any interest, whatsoever, in terms of GIT Clause 18.6.
- 49. Publication of Tender Result**  
The name and address of the successful tenderer(s) receiving the contract(s) will be mentioned in the web site of BNPM.
- PART II: ADDITIONAL GENERAL INSTRUCTIONS APPLICABLE TO SPECIFIC TYPES OF TENDERS**
- 50. Rate Contract Tenders- NOT APPLICABLE**  
50.1 In addition to GIT in Part I above, following GIT will be applicable to rate contract Tenders:  
a) Earnest Money Deposit (EMD) is not applicable.  
b) In the Schedule of Requirement, no commitment of quantity is mentioned: only the anticipated requirement is mentioned without any commitment.  
c) BNPM reserves the right to conclude more than one rate contract for the same item.  
d) Unless otherwise specified in SIT, the currency of a Rate Contract would normally be for one year.  
e) During the currency of the Rate Contract, BNPM may withdraw the rate contract by serving suitable notice. The prescribed notice period is generally thirty days.  
f) During the currency of the Rate Contract, BNPM would have the option to renegotiate the price with the rate contract holders.  
g) During the currency of the Rate Contract, in case of emergency, BNPM may purchase the same item through ad hoc contract with a new supplier.  
h) Usually, the terms of delivery in rate contracts are FOR dispatching station.  
i) Supply orders, incorporating definite quantity of goods to be supplied along with all other required conditions following the rate contract terms, will be issued by nominated Direct Demanding Officers (DDO) for obtaining supplies through the rate contract.  
j) BNPM is entitled to place supply orders up to the last day of the validity of the rate contract and, though supplies against such supply orders will be affected beyond the validity period of the rate contract, all such supply will be guided by the terms & conditions of the rate contract.  
k) The rate contract will be guided by "Fall Clause" as described below.
- 50.2 **Fall Clause**  
If the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods, following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly. Any violation of the fall clause would be considered a serious misdemeanour under clause 44 of the GIT and action, as appropriate, would be taken as per provision of that clause.
- 50.3 **Performance Security**





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- Value of Performance Security would be stipulated in the SIT. Performance Security shall, however, not be demanded again in the individual supply orders issued subsequently against rate contracts.
- 50.4 **Renewal of Rate Contracts**  
In case, it is not possible to conclude new rate contracts before the expiry of existing ones, due to some special reasons, the existing rate contracts would be extended with same terms, conditions etc. for a suitable period, with the consent of the rate contract holders. Rate contracts of the firms, who do not agree to such extension, will be left out. Period of such extension would generally not be more than three months.
51. **Prequalification Bidding : NOT APPLICABLE**  
51.1 Prequalification bidding is for short-listing of qualified Bidders who fulfil the Prequalification criteria as laid down in SIT or in Volume I of SBD - "Qualification Criteria" for procurement of Goods or Services as listed in Section VI of SBD - "List of Requirements". Shortlisted Bidders would be informed of their qualification and short listing in accordance with the stipulations laid down in the SIT. Unless otherwise stipulated in the SIT the PQB short listing would be valid only till the next procurement tender. Further conditions will be elaborated in the SIT.
- 51.2 If stipulated in the SIT, only these shortlisted qualified bidders would be invited to participate in the Procurement process. Otherwise SIT may also indicate that instead of floating a separate PQB tender, it may be combined with the Procurement Tender, as a three bid tender. Initially the first Packet containing PQB would be opened and evaluation would be done. Thereafter the rest of tender would be handled as a two bid system for only those bidders who succeed in PQB.
52. **Tenders involving Samples- NOT APPLICABLE**  
52.1 Normally no sample would be called along with the offer for evaluation.
- 52.2 **Purchaser's Samples:**  
If indicated in the SIT, A Purchaser's sample may be displayed to indicate required characteristics over and above the Specifications for perusal of the bidders Name and Designation of the Custodian, Place, Dates and Time of inspection of Purchaser's sample will be indicated in the SIT. The supplies in the contract will have to meet the indicated required characteristics for which the Purchaser's sample was displayed, besides meeting the specification listed in "Technical Specifications" of the Tender. He would be issued a sealed Purchaser's sample for the purpose at the time of award of the contract.
- 52.3 **Pre-Production Samples:**  
If stipulated in SIT, successful contractor would be required to submit a Pre-Production sample(s) to the Inspecting Officer/ or the nominated authority mentioned in the contract within the time specified therein. If the Contractor is unable to do so, he must apply immediately to the Office issuing the acceptance of tender for extension of time stating the reasons for the delay. If the Purchaser is satisfied that a reasonable ground for an extension of time exists, he may allow such additional time as he considers to be justified (and his decision shall be final) with or without alteration in the delivery period stipulated in the contract and on such conditions as he deems fit. In the event of the failure of the Contractor to deliver the pre-production sample by the date specified in the acceptance of tender or any other date to which the time may be extended as aforesaid by the Purchaser or of the rejection of the sample, the Purchaser shall be entitled to cancel the contract and, if so desired, purchase or authorize the purchase of the stores at the risk and cost of the Contractor (unless specified otherwise in the SIT). In such an event, in case of Security Items where urgency develops due to such delays, BNPM reserves its right to procure not more than one year's requirement against this "Risk & Cost" tender from existing pre-qualified and security cleared firms. Bulk production and supply will only be allowed if this sample(s) pass the Tests laid down in the "Quality Control Requirements" of Volume I.
- 52.4 **Testing of Samples**  
Tests, procedures and testing laboratories for testing samples would be detailed in the Section VIII- "Quality Control Requirements" in the SBD.
- 52.5 **Validation/ Prolonged Trials**  
If specified in SIT or in the Section VIII- "Quality Control Requirements" in the SBD, pre-production samples may have to undergo validation or extended trial before their performance can be declared satisfactory.
- 52.6 Parameters Settings and duration of Validation Tests would be indicated in Volume I - "Quality Control Requirements". It would also stipulate the period or event marking end of validation trials. It would also be indicated therein whether the Permission to start bulk production will have to wait full validation or it can go on in parallel.
53. **Expression of Interest (EOI) Tenders: NOT APPLICABLE**  
53.1 EOI tenders are floated for short listing firms who are willing and qualified for: -  
a) Registration of Vendors for Supply of particular Stores or certain categories of Stores.  
b) Development of new items or indigenization of Imported stores
- 53.2 The qualification /eligibility criteria required and the format of submission of such Data would be indicated in the "Qualification Criteria" of Volume I.
- 53.3 Objectives and scope of requirement would be indicated in the Section VI - "List of Requirements" in the SBD. Indicative quantity required yearly and its future requirements would also be indicated.
- 53.4 In case of EOI for Development of new Items or for indigenization, prospective firms would be given opportunity to inspect the Machine/ Item at the place of installation at the place, dates and time mentioned in SIT.
- 53.5 In case EOI is for registration of vendors, Registration Fees and validity period of registration would be detailed in the SIT.
- 53.6 **Short List of Suppliers:** The suppliers shall be evaluated for short listing, inter-alia, based on their past experience of supplying goods in similar context, financial strength, technical capabilities etc. Each supplier will be assigned scores based on weightages assigned to each of the criteria mentioned in the "Qualification Criteria" in Volume I.
- 53.7 If stipulated in the SIT, the Firm's capacity and Capability may be assessed by a nominated Committee or by a third party nominated by BNPM.
- 53.8 All suppliers who secure the minimum required marks (normally 50% unless otherwise specified in the "Qualification Criteria" in Volume I) would be short listed. "Qualification Criteria" may alternatively specify minimum qualifying requirement for each of the criteria i.e. minimum years of experience, minimum number of assignments executed, minimum turnover etc. Under such circumstances, all suppliers who meet the minimum requirement, as specified, will be short listed.
- 53.9 In case of EOI for registration of vendors, registration letters would be issued to the shortlisted tenderers.
- 53.10 In case of EOI for development/ indigenization, these shortlisted tenderers would only be allowed to participate in the subsequent development/ indigenization tenders.
54. **Tenders for Disposal of Scrap: NOT APPLICABLE**  
54.1 **Introduction:**  
The tender is for Sale of Scrap material lying at various locations. Details of scrap for sale including Description, Present Condition, Lot Size and its Location would be given in the Section VI - "List of Requirements".  
54.2 "As Is; Where Is; Whatever Is" Basis of This Sale:  
54.2.1 This sale of Scrap is strictly on "As Is; Where Is; Whatever Is" basis. Tenderer must satisfy himself on all matters with regard to quality, quantity; nature of stores etc., before tendering as no



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- complaint or representation of any kind shall be entertained after the sale contract is concluded.
- 54.2.2 The description of lot in the particulars of sale has been given for the purpose of identification thereof only and the use of such description shall not constitute the sale thereof to be sale by description and no sale shall be invalid by reason of any defect or deviation or variation in any lot or on account of any lot not being exactly described and the purchaser shall not be entitled to claim any damage or compensation whatsoever on account of such fault, error in description, weight or the like.
- 54.2.3 All quantities of scrap whether by weight or measurement mentioned in the Tender notice are only approximate and should the quantity, on actual weight or measurement basis as the case may be and whenever delivered on such basis, works out less than the advertised and /or projected quantity, the BNPM shall not under any circumstances be liable to make good any such deficiency
- 54.2.4 BNPM reserves right to increase or decrease the quantity of any item or items or terminate the contract at any stage by giving one week's notice. No claim whatsoever shall lie against the BNPM on account of such termination of the contract or variation in the quantity.
- 54.2.5 BNPM shall have the right to remove certain items which it feels were not intended for sale but were inadvertently made a part of the scrap material or of the lot offered for sale lying at the premises or were joined or attached to the material offered for sale.
- 54.2.6 Tenderers desirous of purchasing and participating in the tender must visit the site before submitting the offer, after taking due permission from the concerned Stock Holders. The Tenderers submitting the offers shall be deemed to have visited the site and acquainted themselves thoroughly with materials intended for sale in all respect.
- 54.2.7 Any person giving offer shall be deemed to have made himself fully conversant with the Terms and Conditions of the Tender Sale, as well as the location and condition of the materials being sold and shall be deemed to have agreed to all the stated terms and conditions herein under.
- 54.3 **Submission of Offer:**
- 54.3.1 Unless specified otherwise in the SIT, tenders shall hold good for acceptance for a minimum period of 90 days (ninety days) from the date of opening of the tenders. The offers of the tenderers shall be irrevocable.
- 54.3.2 BNPM reserves right to reject any offer without assigning any reason therefore.
- 54.3.3 Unless otherwise stated in the SIT, the amount of EMD in such tenders would be 5% of the value of the tender. The Earnest Money shall be forfeited if the tenderer unilaterally withdraws, amends, impairs or derogates from his offer in any respect within the period of validity of his offer.
- 54.3.4 If the offer of the tenderer is not accepted by the BNPM, the Earnest Money deposit made by the tenderer shall be refunded to him. No interest shall be payable on such refunds. The EMD deposited by the successful tenderer shall remain with the BNPM till payment of the security deposit (SO) money, as stipulated in relevant Clause, has been made. It may be adjusted as part of the total SO money at the discretion of the BNPM.
- 54.3.5 Commercial tax/terminal tax, Octroi, municipal tax or any other taxes/duties etc. whatever in force shall be payable extra by the purchaser as per rules applicable to BNPM. Current and valid PAN and sales/commercial tax registration number wherever applicable must be provided in the Bid of the Tenderer.
- 54.3.6 All arrangement for lifting and transportation of scrap material, including manpower, crane, transport vehicle and trolley etc., if required shall be made by the purchaser concerned only and the BNPM shall not provide or help in providing any such arrangements and the rate quoted by the purchaser must include such and all incidental charges.
- 55.8 If specified in SIT, Advance and Intermediate Payment to Suppliers may be allowed.
- 55.9 **Quantity for Development Commitment**
- In Next three years, after the newly developed firm is able to
- 54.3.7 Registered dealers who are exempted from payment of Sales Tax must submit copies of their Registration certificate of concerned authority and shall be required to submit necessary form duly completed in all respect to BNPM or its representatives before obtaining delivery order, duly signed by the partner of the firm or the person authorized to do so.
- 54.3.8 Evaluation of tenders for Disposal of scrap will be done on similar basis as Tenders for Procurement of Goods, except that the selection of the bidders shall be on the basis of the highest responsive Bidder (H1). In case full quantity is not offered to be taken by the Highest Bidder, parallel contracts would be placed.
- 54.4 **Notification of Acceptance and Award of Contract:**
- 54.4.1 The successful tenderer, herein after referred to as purchasers, shall have to submit security deposit (SO) @ 10% of the total sale value of the contract within 5 working days of issue of the sale contract (excluding the date of issue of sale contract). The SO shall be deposited in the form of bank draft/pay order, drawn on any nationalized or recognized bank in favour of same officer as mentioned in clause 3 of NIT in connection with EMD.
- 54.4.2 The purchaser has to pay balance payment within 20 days from the date of notification of acceptance, which is to be issued by BNPM or his authorized representative, in form of Bank draft drawn on any nationalized or recognized bank in favour of same authority as mentioned above. In case of any, default to deposit balance payment, BNPM reserves right to terminate the contract and forfeit the security deposit.
- 54.5 **Disposal Tenders for Security and Sensitive Machinery and Items:**
- 54.5.1 **Non-Misuse Declaration:** The bidder is required to give an undertaking that he or his employees or legal heirs will ensure that such items purchased from BNPM, will be utilized only for scrap recovery and will not be misused for any other purpose. He will also ensure that this undertaking is honoured and it got underwritten from further down the line scrap processors/ purchasers, if any. In case his firm changes hands, it will be his responsibility to ensure that the new owners honour and underwrite this undertaking.
- 54.5.2 If stipulated in SIT delivery would be given only in dis-mantled/ cut-up condition.
55. **Development and indigenization Tenders: NOT APPLICABLE**
- 55.1 Already developed firms or firms who have already received development orders for the item (with whatever results) would not be considered in such tenders.
- 55.2 If specified in SIT the tender documents may be issued free of cost, and submission of earnest money deposit and security deposit may be relaxed.
- 55.3 If specified in SIT, The Tenderers may quote separately for
- a) Price/rate for bulk supply of item in development/indigenization supplies and
- b) Separately, cost of development including cost of pre-production samples. Firms would be paid only for the number of samples specified in the Tender. If he has to manufacture more samples due to failure of earlier one, he would not be paid for it.
- 55.4 L1 would be determined on the basis of rate of item quoted including reference to total cost of the development cost (including the cost of prototype) plus the notional total cost of quantities that will be required over next three years, wherever applicable.
- 55.5 Development contracts may, as far as feasible, be concluded with two or more contractors in parallel.
- 55.6 The ratio of splitting of the supply order between various development agencies/firms in cases of parallel development, including criteria thereof, would be specified in the SIT.
- 55.7 However, in case the requirement is meagre and complex technology is involved, or quantity of the equipment spares is limited/small/uneconomic if distributed between two vendors, the entire order could be placed upon the L1 vendor only.
- successfully complete Development orders with +/-5% tolerance, 20% of annual quantity requirement may be reserved for Newly Developed firms.
- 55.10 **Period of Development Commitment**





## **SECTION II – GENERAL INSTRUCTIONS TO TENDERERS**

A newly developed firm would be granted this facility till only three years after completing the initial Development order. However this facility is not a bar to the firm from competing with already established firms for quantities larger than 20%

provided their prices and performance so warrant. Thereafter they would have to compete on equal terms with other already developed firms.

## **SECTION III – SPECIAL INSTRUCTIONS TO TENDERERS**

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.)

<b>Sl. No.</b>	<b>GIT Clause no</b>	<b>Topic</b>	<b>SIT Provision</b>
1	1,2,3,4,5,6, 7	PREAMBLE-Introduction, Language of Tender, Eligible Tenderers, Eligible Goods and Services (Origin of Goods), Tendering Expense, Tender Documents, Amendments to Tender Documents	No Change
2	8	Pre-bid Conference	<b>July 04, 2025 at 1100 hrs</b> in Conference room, Corporate office, BNPM, Mysore.
3	9	Time Limit for receiving request for clarification of Tender Documents	Should not be later than 07 days prior to prescribed date of submission of tender.
4	10,11,12, 13,14,15	Documents Comprising the Tender, Tender Currencies, Tender Prices, Indian Agent, PVC Clause & Formula, Alternative tenders	No Change except the taxes will be applicable as per GST rules (GIT: Clause 12.7 to Clause 12.13)
5	16	Documents Establishing Tenderer's Eligibility and Qualifications	No Change
6	17	Documents establishing Good's Conformity to Tender document	No Change
7	18	Earnest Money Deposit (EMD)	<b>Rs.90,000/-</b> <b>For MSE Bidders:</b> a) Submission of EMD is exempted for Micro and small enterprises (MSEs) as per the Public Procurement Policy for MSEs Order, 2023.  b) 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 UDYAM Registered or Any other body specified by Ministry of MSME.

## SECTION III – SPECIAL INSTRUCTIONS TO TENDERERS

			<p><b>For Start-up Bidders:</b></p> <p>a) Submission of EMD is exempted for Start-up bidders as per the Office Memorandum No. F/20/2/2014-PPD(Pt.) of Ministry of Finance dated 25.07.2017.</p> <p>b) Start-ups should be registered with Department for Promotion of Industry and Internal Trade (DPIIT) Bid Security Declaration as per Annexure-D is to be submitted.</p> <p><b>Documents to be submitted:</b></p> <p>i) <b>For MSE Bidders:</b> Valid NSIC / KVIC / KVIB / DIC / UDYAM Registration certificate.</p> <p>ii) <b>For Start-ups:</b> Certificate of recognition issued by DPIIT.</p> <p>iii) Bid Security Declaration as per Annexure-D is to be submitted by bidders claiming exemption to EMD.</p> <p><b>For Non-MSE/Start-up bidders:</b></p>
8	19	Tender Validity (120 days in case of two-bid system after the date of tender opening prescribed in the tender document)	No Change
9	20	Signing and Sealing of Tender Note: The following SIT provision is made with respect the following clause <b>20.4. Number of Copies of Tenders to be submitted : NIL</b> <b>20.9: E procurement: Permitted.</b>	Only E-procurement
10	21,22,23	Submission of Tenders, Late Tender, Alteration and Withdrawal of Tender	No Change
11	24	Opening of tenders Note: Please read the guidelines for filling up two part bid tender as mentioned in NIT above which is described in detail w.r.to clause 24.4	No Change
12	25	Basic Principle	No Change

### **SECTION III – SPECIAL INSTRUCTIONS TO TENDERERS**

13	26,27,28, 29,30,31, 32, 33, 34	Preliminary Scrutiny of Tenders, Minor Infirmary / Irregularity / Non-Conformity, Discrepancy in Prices, Discrepancy between original and copies of Tender, Clarification of Bids, Qualification / Eligibility Criteria, Conversion of tender currencies to Indian Rupees,  Schedule-wise Evaluation, Comparison on CIF Destination Basis	Clause 26.2 (d) – May be read as – Required tender processing fee and EMD have not been provided.  <b>(Overall L1 basis) including GST. Refer clause no. 17 below.</b>  No change for other clauses
14	35 to 49	Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders, Tenderer's capability to perform the contract, Tenderer's capability to perform the contract, Cartel Formation / Pool Rates, Negotiations, Contacting BNPMIPL, Award of contract, Award Criteria, Variation of Quantities at the Time of Award, Parallel Contracts Serious Misdemeanors, Notification of Award, Issue of Contract, Non-receipt of Performance Security and Contract by BNPMIPL, Return of EMD, Publication of Tender Result.	No Change
15	50 to 55	Rate Contract Tenders, PQB Tenders, Tenders involving Purchaser's and Pre-Production Samples, EOI Tenders, Tenders for Disposal of Scrap,	Not Applicable to this tender.

**16. The bidder should consider the following points while quoting GST Rate in their bids:**

- a) In case of unregistered bidders, the rate and amount of GST shall be shown as "Nil".
- b) In case of a compounding dealer, GST shall be quoted as "Nil" as compounded dealers cannot collect GST from the consumers. The price quoted therefore shall be construed as all inclusive.
- c) In case of work contracts or pure labour contracts, the bidder shall quote single GST rate for the work.
- d) In case of composite supplies, i.e., a supply consisting of one principal supply and other ancillary supplies, the supply will attract the GST Rate of the principal supply. For example, if Item A in the supply order is the major or principal supply and other items are ancillary supplies, the bidder shall quote the GST Rate applicable to the principal goods (i.e., Item A) being supplied.
- e) In case of mixed supply, i.e., a combination of two or more individual goods made together for a single price (each of these items can be supplied separately and is not dependent on any other), the total supply will attract the GST rate of the item which has the highest rate of tax. For example, if Item A in the mixed supply attracts highest rate of tax, the bidder shall quote the GST rate applicable to item A for total mixed supply.
- f) In case of supplies which are neither composite nor mixed supplies, the bidder shall quote the GST Rate applicable to each item of supply separately.
- g) If there is any difference of opinion regarding classification in HSN code, the bidder should sought clarification/raise query within the given time from the date of tender and it would be clarified before submitting the bid. Once clarified then that will be final & binding and no deviation shall be granted.

## **SECTION III – SPECIAL INSTRUCTIONS TO TENDERERS**

### **17. Evaluation Criteria:**

(i) The technical bids shall be opened in the first instance and these bids shall be scrutinised 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 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 consolidated grand total offered by the bidder and will be decided taking into consideration of the total offered price for delivery up to BNPM Premises, Note mudran nagar, Mysore and its properties, Mysore.. Evaluation shall be carried out inclusive of GST rates.*

(iii) *All responsive tenderers shall be evaluated as per the terms & conditions of the tender. The basis for arriving at the lowest responsive bidder shall be as per the price quoted for landed cost at BNPM Premises, Note mudran nagar, Mysore and its properties, Mysore including GST, packing & forwarding charges, freight, insurance and any other charges etc. and input credit shall be deducted to arrive at the effective price. Effective price shall be considered for arriving the lowest responsive bidder.*

(v) Bidder has to quote GST rate as per the HSN code provided in Section XI: Price Schedule. In case of any mismatch in HSN code with respect to offered product, same shall be decided in consultation with winning bidder

(vi) All tenderers should be registered under GST. They should be eligible to pass on input credit. Bid will be evaluated all-inclusive though input credit will be deducted to arrive at the effective cost.

(vi) The evaluation shall be based on the lowest (L1) percentage rate quoted. However, BNPMIPL does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender or portion of the quantity tender or cancel the tender without assigning any reason whatsoever.

(vii) Corrigendum/ Addendum, if any, including clarifications provided during pre-bid meeting shall be hosted on Company's website ([www.bnpmindia.com](http://www.bnpmindia.com)) only.

(viii) The Company discourages the engagement of agents for brokering contracts and hence intending bidders are requested to take note of the above that engagement of agents for brokering contracts may result in dis-qualification.

(ix) Parties whose bids are not as per our terms and conditions mentioned in this tender and those bids are with counter conditions are liable for rejection. For any clarification, tenderer may visit the office for clarification on any working day

Other factors as are below to be maintained or fulfilled; Check eligibility criteria at Section-IX

I. The Firm should have full-fledged establishment office in Bangalore /Mysore or other capital cities and should be able to setup the office in Mysore with facilities like telephone, Computers, Printers, Fax, e-mail facilities & Software's like MS Office, MS Project, AutoCAD required for completion of project etc.

II. The bidder should have latest valid Certification or equivalent established Quality Management System certification in PMC services.

III. The bidder should have experience as Project Management Consultant in Design, Engineering,



### **SECTION III – SPECIAL INSTRUCTIONS TO TENDERERS**

Planning, Procurement, Inspection, Quality Control Assurance, Construction of buildings (minimum Ground + 3 Floors) and above and has been successfully completed and handed over the building to the client during the last 5 years as on May 30, 2025.

IV. The Project Management Consultant firm should have executed the work in their firm's name and shall compulsorily have following technical personnel in its own establishment having experience of at least 10 years:

- 1) Structural Engineers
- 2) Senior Civil Engineers
- 3) Electrical Engineers
- 4) Field Engineer (civil)

PMC shall preferably have the following technical staff in its own establishment, or else have arrangement with associates for doing these jobs.

- 1) Architectural Engineers
- 2) Soil Mechanics Engineers
- 3) Public Health Engineers
- 4) Construction material testing laboratory

V. Bidder shall furnish necessary documentary evidences i.e., copy of work orders, copy of completion certificates and all other necessary documents to ascertain the stipulated qualification criteria. In the absence of such requisite documents, BNPM reserves the right to reject the bid without making any reference to the bidder.

VI. The Firm should have a minimum of 5 Years standing experience in PMC. Joint ventures are not acceptable.

VII. The Firm should have rendered services pertaining to construction Management & Supervision for Civil, MEP works for Government / Semi Government/Reputed corporate clients. (The intending Bidders shall furnish the relevant experience certificates duly signed by the competent Authority not less than the rank of Executive Engineer).

VIII. BNPM reserves the right to accept or reject any or all tenders without assigning any reason thereof.

#### **18. Indigenous/ Domestic Bidder**

1. If the tenderer/bidder does not include the details of GST separately in the tender/quotation, the same shall be rejected
2. The HSN code of the product/services shall be determined at the tendering stage itself and mentioned in the price bid format to quote the GST rate according to the specified HSN code.
3. The evaluation of tender for three categories of GST registration is provided below:

Particulars	Registered	Compounding	Unregistered*
Basic Price	xxx	xxx	xxx
Add: GST	X	-	X
Add: Cess on GST	xx	-	Xx
Less Input Credit	X	-	X
Total price	Xxx +X+xx –X	xxx	xxx +X+xx –X



### **SECTION III – SPECIAL INSTRUCTIONS TO TENDERERS**

\*If the bidders participated in a tender is unregistered, the GST shall be payable by the purchaser under reverse charge and shall be added to the quoted rate to arrive at the Gross price and input credit, if any shall be deducted from the total landed cost to arrive at the net comparable price.

#### **19. TENDER PRICES:**

- a) Tenderer shall quote strictly in INR and as per the attached price schedule. The quoted prices should be inclusive of taxes.
- b) Prices quoted shall be DAP *BNPM Premises, Note mudran nagar, mysore and its properties, Mysore* basis inclusive of Packing & Forwarding charges, freight, octroi, transit insurance etc. and all other charges if applicable.

#### **20. Other instructions for the bidders to claim any GST liability, failing which, the GST liability will not be paid/reimbursed/accepted:**

- a) Registered/compounding Contractor/supplier should produce GST Invoice containing all the particulars stated in Rule 46 of the CGST Rules, 2017 in accordance with the provisions of Section 31 of the CGST ACT.
- b) The supplier should mandatorily update the invoice details in GSTR-1, details of outward supplies of goods or services within the prescribed time under GST Act
- c) The Payment shall be made net of TDS as per the provisions of CGST/SGST/IGST Act.
- d) Wherever there is difference in the amount admitted, the supplier may be directed to issue a Credit Note (in case of reduction in the Invoice value)/Debit Note (in case of increase in the Invoice value), and payment shall be released only after the receipt of such Debit or Credit Note
- e) Supplier should provide the relevant documents to confirm the tax charged on the invoice has been paid to the credit of Government after adjusting with ITC, if any.
- f) Supplier should provide indemnification as follows: "In the event of non-compliances with respect to GST ACT and Rules by the supplier, the supplier should refund the GST liability within 10 days from the date of GST reversal in GSTRN failing which the purchaser shall recover the GST amount from the retention amount (whether in BG or in Cash) held by the company".

21. Corrigendum/ Addendum, if any, including clarifications provided during pre-bid meeting shall be hosted on Company's website ([www.bnpmindia.com](http://www.bnpmindia.com)) only.

22. The Company discourages the engagement of agents for brokering contracts and hence intending bidders are requested to take note of the above that engagement of agents for brokering contracts may result in dis-qualification.

*(To be signed & stamped and submitted along with Techno-commercial Bid Part-I)*

## PART 1: GENERAL CONDITIONS OF CONTRACT APPLICABLE TO ALL TYPES OF TENDERS

### 1.1. Definitions and Interpretation:

ii.) “Contractor” or “Supplier” means the individual or the firm supplying the goods and services. The term includes his employees, agents, successors, authorized dealers, stockists and distributors. Other homologous terms are: Vendor, Firm, Manufacturer, OEM etc.;

b. The “Inspecting Officer” means the person, or organisation specified in the contract for the purpose of inspection of stores of work under the contract and includes his/their authorised representative.

viii.) "Signed" includes stamped, except in the case of an acceptance of tender or any amendment thereof;

x.) The delivery of the stores shall be deemed to have happened on delivery of the stores in accordance with the terms of the contract, after approval by the Inspecting Officer, if so provided in the contract -

b) Where so provided, the interim consignee at his premises or

d) The consignee at the destination station in case of contract stipulating for delivery of stores at destination station.

xi.) "Writing" or "Written" includes matter either in whole or in part in manuscript, typewritten, lithographed, cyclostyled, photographed or printed under or over signature or seal, as the case may be.

xiii.) Words importing the masculine gender shall be taken to include the feminine gender and words importing persons shall include any company or association or body of individuals, whether incorporated or not.

xiv.) The heading of these conditions shall not affect the interpretation or construction thereof.

xv.) Terms and expressions not defined herein shall have the meanings assigned to them in the Indian Sale of Goods Act, 1930 (as amended) or the Indian Contract Act, 1872 (as amended) or the General Clauses Act, 1897 (as amended) as the case may be.

xvi.) PARTIES: The parties to the contract are the "Contractor" and the "Purchaser", as defined above;

xvii.) "Tender" means quotation/bid received from a firm/supplier.

xviii.) "Goods" means the articles, material, commodities, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, industrial plant etc. which the supplier is required to supply to BNPM under the contract. Other homologous terms are: Stores, Materials etc.

xix.) "Services" means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the contract.

xx.) "Earnest Money Deposit" (EMD) means monetary guarantee to be furnished by a Tenderer along with its tender

xxi.) "Performance Security" means monetary guarantee to be furnished by the successful Tenderer for due performance of the contract placed on it. Performance Security is also known as Security Deposit or Performance Bank Guarantee.

xxii.) "Consignee" means the person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of dispatch to another person as provided in the Contract then that "another" person is the consignee, also known as ultimate consignee.

xxiii.) "Specification" or "Technical Specification" means the drawing/ document/ standard that prescribes the requirement to which product or service has to conform.

xxiv.) "Inspection" means activities such as measuring, examining, testing, 22ulfil22ng, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.

xxv.) "Day" means calendar day.

### 1.2. Abbreviations:

Acronyms	Abbreviations
“AAEC”	means “Appreciable Adverse Effect on Competition” as per Competition Act
“BG”	Bank Guarantee
“BL or B/L”	Bill of Lading
“CD”	Custom Duty
“CIF”	Cost, Insurance and Freight Included
“MD”	Managing Director



## SECTION IV – GENERAL CONDITIONS OF CONTRACT

"CPSU"	Central Public Sector Undertaking
"CST"	Central Sales Tax
"DDO"	means Direct Demanding Officer
"DGS&D"	in Rate Contracts means Directorate General of Supplies and Disposals
"DP"	Delivery Period
"ECS"	Electronic clearing system
"ED"	Excise Duty
"EMD"	Earnest money deposit
"EOI"	Expression of Interest (Tendering System)
"ERV"	Exchange rate variations
"FAS"	Free alongside shipment
"FOB"	Freight on Board
"FOR"	Free on Rail
"GCC"	General Conditions of Contract
"GIT"	General Instructions to Tenderers
"GST"	Goods and Services Tax which will replace Sales Tax
"H1, H2 etc"	means First Highest, Second Highest Offers etc. in Disposal Tenders means
"Incoterms"	International Commercial Terms, 2010 (of ICC)
"L1, L2 etc"	First or second Lowest Offer etc.
"LC"	Letter of Credit
"LD or L/D"	Liquidated Damages
"LSI"	Large Scale Industry
"NIT"	Notice Inviting Tenders.
"NSIC"	National small industries corporation
"PQB"	Pre-qualification bidding
"PSU"	Public Sector Undertaking
"PVC"	Price variation clause
"RC"	Rate contract
"RR or RIR"	Railway Receipt
"SBD" or "T Document"	(Standard) BID / Tender Document
"SCC"	Special Conditions of Contract
"SIT"	Special Instructions to Tenderers
"BNPM"	/ Purchaser Bank Note Paper Mill India Private Limited
"SSI"	Small Scale Industry
"ST"	Sales Tax
"VAT"	Value Added Tax

### 2. Application

2.1 The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same are not superseded by the Special Conditions of Contract (SCC) prescribed under Section V of this document.

2.2 General Conditions of the contract shall not be changed from one tender to other.

2.3 Other Laws and Conditions that will govern the Contract:

Besides GCC and SCC following conditions and Laws will also be applicable and would be considered as part of the contract:

- a) Indian Contracts Act, 1872
- b) Sale of Goods Act, 1930
- c) Arbitration and Conciliation Act, 1996
- d) Competition Act, 2002 as amended (Amendment Act), 2007
- e) Contractor's Tender Submissions including Revised Offer during Negotiations if any
- f) Conditions in other parts of the Tender Documents
- g) Correspondence including counter-offers if any; between the Contactor and BNPM during the Tender Finalization
- h) Notification of award and Contract Documents
- i) Subsequent Amendments to the Contract
- j) Any other applicable law/ regulation

3. Use of contract documents and information

3.1 The supplier shall not, without BNPM's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of BNPM in connection herewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this tender document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.

3.2 During the process of procurement of Security or Sensitive Machinery and Items, Tender Documents and the specifications/ drawings of such items would be issued only to Vendors having security clearance within the validity of such clearance and he shall maintain absolute secrecy and strictly control the number of copies and access to the documents and copies thereof, in addition to safeguards mentioned in sub-para above.

3.3 Further, the supplier shall not, without BNPM's prior written consent, make use of any document or information mentioned in GCC sub-clause 3.1 above except for the sole purpose of performing this contract.

3.4 Except the contract issued to the supplier, each and every other document mentioned in GCC sub-clause 3.1 above shall remain the property of BNPM and, if advised by BNPM, all copies of all such documents shall be returned to BNPM on completion of the supplier's performance and obligations under this contract.

### 4. Patent Rights

4.1 The supplier shall, at all times, indemnify BNPM, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against BNPM, BNPM shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to BNPM.



## SECTION IV – GENERAL CONDITIONS OF CONTRACT

### 5. Country of Origin

5.1 All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.

5.2 The word "origin" incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.

### 6. Performance Bond/ Security

6.1 Within twenty-one days after the issue of notification of award by BNPM, the supplier shall furnish performance security to BNPM for an amount equal to ten per cent of the total value of the contract, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.

6.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract and shall be in one of the following forms:

a) Account Payee Demand Draft drawn on any commercial bank in India, in favour Bank Note Paper Mill India Private Limited.

b) Bank Guarantee issued by a commercial bank in India, in the prescribed form as provided in Volume I of this document.

6.3 In the event of any loss due to supplier's failure to fulfil its obligations in terms of the contract, the amount of the performance security shall be payable to BNPM to compensate BNPM for the same.

6.4 In the event of any amendment issued to the contract, the supplier shall, within twenty- one days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.

6.5 Subject to GCC sub-clause 6.3 above, BNPM will release the performance security without any interest to the supplier on completion of the supplier's all contractual obligations including the warranty obligations.

### 7. Technical Specifications and Standards

7.1 The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications and quality control parameters mentioned in Technical Specifications in Volume II and Quality Control Requirements under volume I of this tender document.

### 8. Packing and Marking

8.1 The packing for the goods to be provided by the supplier should be strong and durable enough to withstand, without limitation, the entire journey during transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the contract.

8.2 The quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall strictly comply with the requirements as provided in Technical Specifications and Quality Control Requirements under Volume II and in SCC under Section V. In case the packing requirements are amended due to issue of any

amendment to the contract, the same shall also be taken care of by the supplier accordingly.

### 8.3 Packing instructions:

Unless otherwise mentioned in the Technical Specification and Quality Control Requirements and in SCC under Volume I, the supplier shall make separate packages for each consignee (in case there is more than one consignee mentioned in the contract) and mark each package on three sides with the following with indelible paint of proper quality:

- a) Contract number and date
- b) Brief description of goods including quantity
- c) Packing list reference number
- d) Country of origin of goods
- e) Consignee's name and full address and
- f) Supplier's name and address

### 9. Inspection and Quality Control

9.1 BNPM and/or its nominated representative(s) will, without any extra cost to BNPM, inspect and/or test the ordered goods and the related services to confirm their conformity to the contract specifications and other quality control details incorporated in the contract. BNPM shall inform the supplier in advance, in writing, BNPM's programme for such inspection and also the identity of the officials to be deputed for this purpose.

9.2 The Technical Specification and Quality Control Requirements incorporated in the contract shall specify what inspections and tests are to be carried out and, also, where and how they are to be conducted. If such inspections and tests are conducted in the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to BNPM's inspector at no charge to BNPM.

9.3 If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, BNPM's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to BNPM and resubmit the same to BNPM's inspector for conducting the inspections and tests again.

9.4 In-case of re-inspection because of rejection of goods at first scheduled inspection due to non-conformity of goods to specifications or for any other reason attributable to the supplier, costs of the inspector(s), from second inspection onwards, towards travel & boarding shall be to vendor's account.

9.5 In case the contract stipulates pre-despatch inspection of the ordered goods at suppliers premises, the supplier shall put up the goods for such inspection to BNPM's inspector well ahead of the contractual delivery period, so that BNPM's inspector is able to complete the inspection within the contractual delivery period.

9.6 If the supplier renders the goods to BNPM's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to BNPM under the terms & conditions of the contract.

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9.7 BNPM's contractual right to inspect, test and, if necessary, reject the goods after the goods' arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by BNPM's inspector during pre-despatch inspection mentioned above.

9.8 Goods accepted by BNPM and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute BNPM's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause 16.

### 10. Terms of Delivery

10.1 Goods shall be delivered by the supplier in accordance with the terms of delivery specified in the contract.

### 11. Transportation of Goods

11.1 The supplier shall not arrange part-shipments and/or transshipment without the express/prior written consent of BNPM.

11.2 Instructions for transportation of domestic goods including goods already imported by the supplier under its own arrangement:

In case no instruction is provided in this regard in the specification, the supplier shall arrange transportation of the ordered goods as per its own procedure.

11.3 Shipping Arrangement for Foreign Contracts: In the case of FOB/FAS contracts, shipping arrangements shall be made by the Ministry of Shipping & Transport (Chartering Wing), New Delhi, INDIA, in accordance with details given in Volume I. The Contractor shall give adequate notice to the Forwarding Agents/Nominees about the readiness of the cargo from time to time and at least six weeks' notice in advance of the required position for finalising the shipping arrangements. In the case of C&F contracts, the Contractor shall arrange shipment in accordance with the requirements of the Ministry of Shipping & Transport, New Delhi, INDIA, indicated in the Volume I (as applicable).

### 12. Insurance

12.1 Unless otherwise instructed in the SCC, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner:

12.2 In case of supply of domestic goods on CIF destination basis, the supplier shall be responsible till the entire stores contracted for arrives in good condition at the destination. The transit risk in this respect shall be covered by the Supplier by getting the stores duly insured. The insurance cover shall be obtained by the Supplier in its own name and not in the name of BNPM or its Consignee.

12.3 In the case of FOB and C&F offers for import of Goods, insurance shall be arranged by the Purchaser. However, the supplier must give sufficient notice to the Purchaser prior to the date of shipment, so that the Insurance Cover for the shipment can be activated. The Supplier must co-ordinate so as to ensure that the Shipment sails only with Insurance cover in place.

12.4 In case of Import of Goods, even in case where the insurance is paid by the Purchaser, and loss or damage shall be made good by the Contractor free of cost, without waiting for the settlement of insurance claim. The payment after settlement of insurance claim shall be reimbursed by the Purchaser to the Contractor. Contractor shall be entirely responsible to make good loss/damage without waiting for settlement of insurance claim so that machine is commissioned within the time specified in the contract.

### 13. Spare parts

13.1 If specified in the List of Requirements and in the resultant contract, the supplier shall supply any or all of the following materials, Information etc. pertaining to spare parts manufactured and/or supplied by the supplier:

a) The spare parts as selected by BNPM to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and

b) In case the production of the spare parts is discontinued:

i) Sufficient advance notice shall be given to BNPM before such dis-continuation to provide adequate time to BNPM to purchase the required spare parts etc. &

ii) Immediately following such dis-continuation, the supplier shall provide BNPM designs, drawings, lay-outs & specifications of spare parts as required by BNPM free of cost.

13.2 Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods so that the same are supplied to BNPM promptly on receipt of order from BNPM.

### 14. Incidental services

14.1 Subject to the stipulation, if any, in the SCC under volume I and the Technical Specifications, the supplier shall be required to perform any or all of the following services.

a) Providing required jigs and tools for assembly, start-up and maintenance of the goods

b) Supplying required number of operation & maintenance manual for the goods

c) Installation and commissioning of the goods

d) Training of BNPM's operators for operating and maintaining the goods

e) Providing after sales service during the tenure of the contract

f) Providing maintenance service after expiry of the warranty period of the goods if so incorporated in the contract

14.2 Prices to be paid to the supplier by BNPM for any of the required incidental services, if not already included in the contract price during the placement of the contract, shall be settled and decided in advance by BNPM and the supplier. However, such prices shall not exceed the contemporary rates charged by the supplier to other customers for similar services.

### 15. Distribution of Despatch Documents for Clearance/ Receipt of Goods

15.1 The supplier shall send all the relevant despatch documents well in time to BNPM to enable BNPM to clear or receive (as the case may be) the goods in terms of the contract. Unless otherwise specified in the SCC, the usual documents involved and the practice to be followed in general for this purpose are as follows:

15.2 For Domestic Goods, including goods already imported by the supplier under its own arrangement Within 24 hours of despatch, the supplier shall notify BNPM, consignee, and others concerned if mentioned in the contract, the complete details of despatch and also supply the following documents to them by registered post/speed post (or as instructed in the contract):

a) Supplier's Invoice indicating, inter alia description and specification of the goods, quantity, unit price, total value



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- b) Packing list
- c) Insurance certificate
- d) Railway receipt/Consignment note
- e) Manufacturer's guarantee certificate and in-house inspection certificate
- f) Inspection certificate issued by BNPM's inspector, if applicable
- g) Expected date of arrival of goods at destination and
- h) Any other document(s), as and if specifically mentioned in the contract.

15.3 For Imported Goods, within 3 days of dispatch, the supplier shall notify BNPM, consignee and others concerned if mentioned in the contract, the complete details of dispatch and also supply the following documents to them by Courier (or as instructed in the Contract), besides advance intimation by Fax/ email:

- a) Clean on Board Airway Bill/Bill of Lading (B/L)
- b) Original Invoice
- c) Packing List
- d) Certificate of Origin from Seller's Chamber of Commerce
- e) Certificate of Quality and current manufacture from OEM
- f) Dangerous Cargo Certificate, if any.
- g) Insurance Policy of 110% if CIF contract.
- h) Performance Bond / Warranty Certificate

### 16. Warranty

16.1 The supplier warrants that the goods supplied under the contract is new, unused and incorporates all recent improvements in design and materials unless prescribed otherwise by BNPM in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per BNPM's specifications) or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.

16.2 This warranty shall remain valid for twelve months after the goods or any portion thereof as the case may be, have been delivered to the final destination and installed and commissioned at the final destination and accepted by BNPM in terms of the contract or for fifteen months from the date of despatch of the last item to be supplied under the contract from the supplier's premises for domestic goods (including goods already imported by the supplier under its own arrangement) or for eighteen months from the date of shipment from the port of loading in the source country for imported goods offered from abroad, whichever is earlier, unless specified otherwise in the specifications.

16.3 In case of any claim arising out of this warranty, BNPM shall promptly notify the same in writing to the supplier.

16.4 Upon receipt of such notice, the supplier shall, within a reasonable span of time (or within the period, if specified in the SCC), repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/goods after providing their replacements and no

claim, whatsoever shall lie on BNPM for such replaced parts/goods thereafter.

16.5 In the event of any rectification of a defect or replacement of any defective goods during the warranty period, the warranty for the rectified/ replaced goods shall be extended to a further period of twelve months from the date such rectified/ replaced goods starts functioning to the satisfaction of BNPM.

16.6 If the supplier, having been notified, fails to rectify/replace the defect(s) within a reasonable period (or within the period, if specified in the SCC), BNPM may proceed to take such remedial action(s) as deemed fit by BNPM, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which BNPM may have against the supplier.

### 17. Assignment

17.1 The Supplier shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with BNPM's prior written permission.

### 18. Sub Contracts

18.1 The Supplier shall notify BNPM in writing of all sub contracts awarded under the contract if not already specified in its tender. Such notification, in its original tender or later, shall not relieve the Supplier from any of its liability or obligation under the terms and conditions of the contract.

18.2 Sub contract shall be only for bought out items and sub-assemblies.

18.3 Sub contracts shall also comply with the provisions of GCC Clause 5 "Country of Origin".

### 19. Modification of contract

19.1 Once a contract has been concluded, the terms and conditions thereof shall generally not vary. However if necessary, BNPM may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract in any one or more of the following:

- a) Specifications, drawings, designs etc. where goods to be supplied under the contract are to be specially manufactured for BNPM,
- b) Mode of packing
- c) Incidental services to be provided by the supplier
- d) Mode of dispatch
- e) Place of delivery, and
- f) Any other area(s) of the contract as felt necessary by BNPM depending on the merits of the case.

19.2 In the event of any such modification/alteration causing increase or decrease in the cost of goods and services to be supplied and provided, or in the time required by the supplier to perform any obligation under the contract, an equitable adjustment shall be made in the contract price and/or contract delivery schedule, as the case may be, and the contract amended accordingly. If the Supplier doesn't agree to the adjustment made by BNPM, the supplier shall convey its views to BNPM within twenty one days from the date of the supplier's receipt of BNPM's amendment/modification of the contract.

19.3 Option Clause: By a suitable provision in the SCC, the Purchaser may reserve the right to increase the ordered quantity by 25% at any time, till final delivery date of the contract, by giving



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reasonable notice even though the quantity ordered initially has been supplied in full before the last date of Delivery Period.

### 20. Prices

20.1 Prices to be charged by the supplier for supply of goods and provision of services in terms of the contract shall not vary from the corresponding prices quoted by the supplier in its tender or during negotiations, if any, and incorporated in the contract except for any price adjustment authorized in the SCC.

### 21. Taxes and Duties

21.1 Supplier shall be entirely responsible for all taxes, duties, fees, levies etc. incurred until delivery of the contracted goods to BNPM.

21.2 Further instruction, if any, shall be as provided in the SCC.

**22. Terms and Mode of Payment:** Unless specified otherwise in SCC, the terms of payments would be as follows:

22.1 Unless otherwise specified in SCC, usual payment term is 100% on receipt and acceptance of goods by the Purchaser and on production of all required documents by the supplier.

22.2 For Domestic Goods: Unless otherwise specified in the SCC, payments to suppliers are usually made by account payee cheque or through ECS only.

22.2.1 Where the terms of delivery is FOR dispatching Station, the payment terms depending on the value and nature of the goods, mode of transportation etc. maybe – 60% to 90% (as specified in SIT) on proof of dispatch and other related documents and balance on receipt at site and acceptance by the consignee.

22.2.2 Where the terms of delivery is CIF destination/delivery at site/FOR destination, usual payment term is 100% on receipt and acceptance of goods by the consignee and on production of all required documents by the supplier.

22.2.3 Where goods to be supplied also need installation and commissioning by the supplier, the payment terms are generally as under:

a) For a contract with terms of delivery as F.O.R. dispatching station

i) 60% on proof of despatch along with the other specified documents.

ii) 30% on receipt of the goods at site by the consignee and balance

iii) 10% on successful installation and commissioning and acceptance by the Purchaser.

b) For a contract with terms of delivery as CIF destination/ Delivery at site/FOR destination

i) 90% on receipt and acceptance of goods by the consignee at destination and on production of all required documents by the supplier

ii) 10% on successful installation and commissioning and acceptance by the consignee.

22.3 For Imported Good: Unless otherwise specified in SCC, payments are made through an irrevocable Letter of Credit (LC).

a) Cases where Installation, Erection and Commissioning (if applicable) are not the responsibility of the Supplier- 100 % net FOB/FAS price is to be paid against invoice, shipping documents, inspection certificate (where applicable), manufacturers' test certificate, etc.

b) Cases where Installation, Erection and Commissioning are the responsibility of the Supplier-80%- 90% net FOB/FAS price (as specified in the SCC) will be paid against invoice, inspection certificate (where applicable), shipping documents etc. and balance within 21-30 days of successful installation and commissioning at the consignee's premises and acceptance by the consignee.

c) Payment of Agency Commission against FOB/FAS Contract – Entire 100% agency commission is generally paid in Indian Rupees; after all other payments have been made to the supplier in terms of the contract.

22.4 Unless specified otherwise in the SCC, the following general conditions will apply for payment to the supplier.

22.5 The payment shall be made in the currency/ currencies authorized in the contract.

22.6 The supplier shall send its claim for payment in writing as per Section XIX – “ Proforma for Bill for Payments”, when contractually due, along with relevant documents etc., duly signed with date, as specified in sec and in a manner as also specified therein.

While claiming payment, the supplier is also to certify in the bill 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. The supply should take place in sequence of erection and installation for claiming payment.

22.7 The important documents which the supplier is to furnish while claiming payment are:

a) Original Invoice

b) Packing List

c) Certificate of country of origin of the goods from seller's Chamber of Commerce.

d) Certificate of pre-dispatch inspection by BNPM's representative/ nominee

e) Manufacturer's test certificate

f) Performance/ Warrantee Bond

g) Certificate of Insurance

h) Bill of landing/ Airway bill/ Rail receipt or any other dispatch document, issued by a government agency (like postal department) or an agency duly authorized by the concerned ministry/department

i) Consignee's Certificate confirming receipt and acceptance of goods

j) Dangerous Cargo Certificate, if any, in case of Imported Goods.

k) Any other document specified.

22.8 While claiming reimbursement of duties, taxes etc. (like sales tax, excise duty, custom duty) from BNPM, as and if permitted under the contract, the supplier shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, it (the supplier) shall refund to BNPM, BNPM's share out of such refund received by the

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supplier. The supplier shall also refund the applicable amount to BNPM immediately on receiving the same from the concerned authorities.

22.9 In case where the supplier is not in a position to submit its bill for the balance payment for want of receipted copies of Inspection Note from the consignee and the consignee has not complained about the non-receipt, shortage, or defects in the supplies made, balance amount will be paid by the paying authority without consignee's receipt certificate after three months from the date of the preceding part payment for the goods in question, subject to the following conditions:

- a) The supplier will make good any defect or deficiency that the consignee (s) may report within six months from the date of despatch of goods.
- b) Delay in supplies, if any, has been regularized.
- c) The contract price where it is subject to variation has been finalized.
- d) The supplier furnishes the following undertakings:

"I/ We, ----- certify that I/ We have not received back the Inspection Note duly receipted by the consignee or any communication from BNPM or the consignee about non-receipt, shortage or defects in the goods supplied. I/ We agree to make good any defect or deficiency that the consignee may report within three months from the date of receipt of this balance payment".

### 23. Delay in the supplier's performance

23.1 The time for and the date specified in the contract or as extended for the delivery of the stores shall be deemed to be the essence of the contract and the supplier shall deliver the goods and perform the services under the contract within the time schedule specified by BNPM in the List of Requirements and as incorporated in the contract.

23.2 Subject to the provision under GCC clause 28, any delay attributable to the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions besides any administrative action:

- a) Imposition of liquidated damages
- b) Forfeiture of its performance security and
- c) Termination of the contract for default.

23.3 If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform BNPM in writing about the same and its likely duration and make a request to BNPM for extension of the delivery schedule accordingly. On receiving the supplier's communication, BNPM shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

23.4 When the period of delivery is extended due to delay for reasons attributable to the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:

- a) BNPM shall recover from the supplier, under the provisions of the clause 24 of the General Conditions of Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract.

b) That no increase in price on account of any ground whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of customs duty, excise duty, sales tax or on account of any other tax or duty which may be levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on the said goods and services delivered and performed after the date of the delivery stipulated in the contract.

c) But nevertheless, BNPM shall be entitled to the benefit of any decrease in price on account of reduction in or remission of customs duty, excise duty, sales tax or any other duty or tax or levy or on account of any other grounds, which takes place after the expiry of the date of delivery stipulated in the contract.

23.5 The supplier shall not despatch the goods after expiry of the delivery period. The supplier is required to apply to BNPM for extension of delivery period and obtain the same before despatch. In case the supplier despatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and/or any other expense related to such supply shall lie against BNPM.

### 24. Liquidated damages

24.1 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, BNPM shall, without prejudice to other rights and remedies available to BNPM under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% (Half) 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.

24.2 Liquidated Damage for not meeting performance guarantee shall be assessed and recovered from the Supplier, if applicable. The quantum of Liquidated damages shall be as specified in SCC.

24.3 If the equipment/system while testing, in accordance with the performance requirement of the Contract, fails to meet those performance parameters, the damages suffered by the purchaser may not quantified in terms of money with any reasonable certainty. Therefore any Liquidated damage set forth in the Contract shall represent a reasonable determination of the amount of damage that the Purchaser will suffer, and shall not be considered as penalties. The Supplier thereby waives any defence to Purchaser's recovery of such Liquidated Damages on the plea that actual damages are ascertainable or that such Liquidated damages do not represent a reasonable determination of damages suffered by Purchaser or are penalties.

24.4 If the LD exceeds the specified limit, the Purchaser shall reserve the right to cancel/terminate the Contract as per clause 26 of GCC.

### 25. Custody and Return of BNPM Materials/ Equipment Documents loaned to Contractor

25.1 Whenever stores are required to be issued to the firm/contractor for fabrication or prototypes or sub-assemblies are issued for guidance in fabrication, these would be issued against appropriate Bank Guarantee as specified in SCC. In addition to the Bank Guarantee, appropriate insurance may be asked for if specified in the SCC.

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25.2 In-case of failure of returning of all drawings and samples issued to the contractor in connection with the contract, besides withholding final payment, any other sanction, as deemed fit by BNPM, shall be issued against the supplier.

### 26. Termination for default

26.1 BNPM, without prejudice to any other contractual rights and remedies available to it (BNPM), may by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by BNPM pursuant to GCC sub-clauses 23.3 and 23.4.

26.2 In the event of BNPM terminates the contract in whole or in part, pursuant to GCC sub- clause 26.1 above, BNPM may procure goods and/ or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit at the "Risk and Cost" of the supplier and the supplier shall be liable to BNPM for the extra expenditure, if any, incurred by BNPM for arranging such procurement.

26.3 Unless otherwise instructed by BNPM, the supplier shall continue to perform the contract to the extent not terminated.

### 27. Termination for insolvency

If the supplier becomes bankrupt or otherwise insolvent, BNPM reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and I or will accrue thereafter to BNPM.

### 28. Force Majeure

28.1 In the event of any unforeseen event directly interfering with the supply of stores arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Contractor shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Unless otherwise directed by BNPM in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.

28.2 Notwithstanding the provisions contained in GCC clauses 23, 24 and 26, the supplier shall not be liable for imposition of any such sanction so long the delay and/ or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.

28.3 In case due to a Force Majeure event BNPM is unable to fulfil its contractual commitment and responsibility, BNPM will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

### 29. Termination for convenience

29.1 BNPM reserves the right to terminate the contract, in whole or in part for its (BNPM's) convenience, by serving written

notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of BNPM. The notice shall also indicate inter-alia, the extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.

29.2 The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the notice of termination shall be accepted by BNPM following the contract terms, conditions and prices. For the remaining goods and services. BNPM may decide:

a) To get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or

b) To cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

### 30. Governing language

30.1 The contract shall be written in English language following the provision as contained in GIT clause 2. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written accordingly in that language.

### 31. Notices

31.1 Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by cable or telex or facsimile and confirmed in writing. The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.

31.2 The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

### 32. Code of Ethics

BNPM as well as Bidders, Suppliers, Contractors, and Consultants under BNPM contracts shall observe the highest standard of ethics during the procurement or execution of such contracts. In pursuit of this policy, for the purposes of this provision, the terms set forth below are defined as follows:

a) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;

b) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

c) "Collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Purchaser, designed to establish bid prices at artificial, non-competitive levels; and

d) "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property, procurement process or affect the execution of a contract.

e) A particular violation of ethics may span more than one of above mentioned unethical practices.

32.1 The following policies will be adopted in order to maintain the standards of ethics during procurement:

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a) A proposal for award will be rejected if it is determined that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

b) A contract will be cancelled if it is determined at any time that BNPM representatives/officials have directly or indirectly, engaged in corrupt, fraudulent collusive or coercive practices during the procurement or the execution of that contract.

c) In case any individual staff is found responsible, suitable disciplinary proceedings should be initiated against such staff under the applicable conduct rules. The existing provisions under the Indian law including the instructions of Central Vigilance Commission should be followed in this regard.

d) Firms or individuals shall be banned/ blacklisted after following due process, including declaring them ineligible, either indefinitely or for a stated period of time, to be awarded a BNPM contract, if it at any time determines that they have, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a BNPM contract.

### 33. Resolution of disputes

33.1 If dispute or difference of any kind shall arise between BNPM and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty one days of its occurrence, then, unless otherwise provided in the SCC, either BNPM or the supplier may seek recourse to settlement of disputes through arbitration as per The Arbitration and Conciliation Act 1996 as per following clause.

33.2 Arbitration Clause: - Any dispute or difference whatsoever arising between the Parties out of or relating to the construction, meaning, scope operation or effect of this Agreement or the validity or the breach thereof shall be settled by arbitration in accordance with the Arbitration and Conciliation Act, 1996 and under the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the Parties. The Arbitral Tribunal shall consist of three Arbitrators. The venue of the Arbitration shall be Bangalore and it shall be conducted in English language.

### 34. Applicable Law

34.1 The contract shall be interpreted in accordance with the laws of India.

34.2 Irrespective of the place of delivery, or the place of performance or the place of Payments under the contract, the contract shall be deemed to have been made at the place from which the notification of acceptance of the tender has been issued.

34.3 The courts of the place from where the notification of acceptance has been issued- shall alone have jurisdiction to decide any dispute arising out or in respect of the contract.

### 35. Secrecy

35.1 The Contractor shall take all reasonable steps necessary to ensure that all persons employed in any work in connection with the contract, have full knowledge of the Official Secrets Act and any regulations framed thereunder.

35.2 Any information obtained in the course of the execution of the contract by the Contractor,; his servants or agents or any person so employed, as to any matter whatsoever, which would or might be directly or indirectly, of use to any enemy of India, must

be treated secret and shall not at any time be communicated to any person.

35.3 Any breach of the aforesaid conditions shall entitle the Purchaser to cancel the contract and to purchase or authorise the purchase of the stores at the risk and cost of the Contractor, In the event of such cancellation, the stores or parts manufactured in the execution of the contract shall be taken by the Purchaser at such price as he considers fair and reasonable and the decision of the Purchaser as to such price shall be final and binding on the Contractor.

### Part II: Additional General Conditions of Contract for specific Types of Tenders in addition/ modification to clauses mentioned above:

#### 36. Disposal / Sale of Scrap by Tender

36.1 During the currency of contract, no variation in price or rate shall be admissible.

##### 36.2 Payment and Default

36.2.1 Payment may be made in the form of cash or Demand Draft /Pay order issued by any scheduled commercial bank and drawn in favour of the Account mentioned in the NIT.

36.2.2 No interest will be paid to the purchaser for the amounts paid or deposited with the BNPM and subsequently found refundable to the purchaser under any of the conditions of the contract.

36.2.3 If the purchaser fails to deposit sale value for a sold lot within the allowed period as per relevant clause BNPMIPL may forfeit the security deposit. Requests for an extension of this period, made by the purchaser may be considered by the BNPMIPL and may at its discretion, on the merits of the case, allow further time not excluding 50 days from the date of the contract. Interest shall be leviable on such amount at a rate 2% per annum higher than the PLR of State Bank of India, from the date of expiry of the payment date to actual date of payment (actual date of payment inclusive).

36.2.4 The lot or lots in respect of which forfeiture has been made, shall be deemed to have been abandoned by the purchaser to all intents and purposes and may be re-sold or otherwise disposed of at the discretion of the BNPMIPL without reference to the purchaser concerned and without incurring any liability on part of BNPMIPL whatsoever in respect there under.

36.2.5 In case extension is granted by BNPMIPL and due to late payment of sale amount the delivery cannot be completed by the purchaser, in accordance with the relevant clause of Special Conditions of Tender sale, then ground rent shall also be leviable as per relevant clause of Special Conditions of Tender sale.

36.2.6 On production of proof of having made payment, nominated authority shall issue a delivery order authorizing the purchaser to take delivery of the Scrap Materials.

##### 36.3 Deliveries, Delays and Breach of Contract

36.3.1 The Title of goods or material sold shall not be deemed to have been passed to the Purchaser / Bidder until and unless the full and final payment has been made by the purchaser, in accordance with the contract to the BNPMIPL and the authorized Officer has issued the Delivery Order in favour of the purchaser. The materials sold may be removed from the premises only on production of the cash receipt for the payment and a delivery order from the Officer authorized by the BNPMIPL.

36.3.2 Unless specified otherwise in SIT, delivery period for lifting of material shall be within 60 days from the date of finalization of contract agreement.



## SECTION IV – GENERAL CONDITIONS OF CONTRACT

36.3.3 The work of delivery will be supervised by Stock Holder or his authorized representative, representative of accounts Department and Security Staff duly authorized by BNPMIPL for the propose of delivery. Delivery will be allowed during working hours.

36.3.4 No delivery of or materials sold shall be given on Sundays, Gazetted holidays and other shall holidays observed by BNPMIPL. The delivery of the goods or material shall be effected from the premises concerned only during its normal working hours. In order to complete the delivery within the working hours all loading must cease half an hour before the normal closing time of the concerned premises. The decision of the BNPMIPL with regard to the working hour shall be final and binding on the purchaser. Purchaser will not be allowed to lift the Scrap Material from more than one location at a time.

36.3.5 The purchased stores will be carried away by the purchaser at his risk and no claims against the BNPMIPL will be entertained for shortage in weight which may be discovered after the materials have left the premises wherefrom delivery is taken. If required the purchaser shall provide his own bags, cases or other receptacles for the removal of the scrap.

36.3.6 The BNPMIPL shall not be responsible for any accident that may occur to purchaser's labours /servants for any reasons whatsoever. The purchaser will himself have to ensure the safety of his workers and shall be liable to pay claims, whatsoever if any. BNPMIPL will not carry any responsibility of such payments. The purchaser will be responsible to supply personal protection equipments to his labour/servant and staff and no additional charges are admissible for the same.

36.3.7 The materials sold, shall be removed by the purchaser within the period specified in relevant clause of Special Condition of Sale.

36.3.8 If due to any default on the part of the BNPMIPL, the purchaser is unable to remove the materials sold within the specified period, the BNPMIPL may extend the period therefore and in such an event purchaser will be entitled to take delivery of the goods or the materials sold within such extended Delivery period.

36.3.9 If contractor fails to lift sold scrap within the specified period, penalty shall be levied at the rate of 0.5% per day of the value of un-removed Scrap. Moreover the material shall remain at the purchaser's risk until removal thereof. Further BNPMIPL will be entitled to charge the ground rent as stated in relevant Para of SCC, for the area in which the materials sold are kept or stored — which would be recovered by the BNPMIPL from the Purchaser before removal of the material and In the event of default in payment thereof, the BNPMIPL at may its discretion shall be entitled to order the re-sale of such materials and forfeit the Security deposit or sale amount or both, paid by the purchaser.

36.3.10 If the purchaser makes slow progress with his contract and the BNPMIPL is of opinion that he may fail to fulfil the contract within the time specified in the conditions of sale, it will be lawful for the BNPMIPL to cancel the whole contract or such portion thereof as may not have been completed and the BNPMIPL shall be at liberty to dispose off the goods in any manner at the risk and expense of the purchaser.

36.3.11 The purchaser will have to comply with the provisions of the Contract Labour (Regulations and Abolition Act 1970 and Central Rules 1971 and obtain license from the Assistant Labour Commissioner or the competent authorities empowered to issue such license. Any failure on the part of the purchaser in this regard will be at his risk and consequences. He shall comply with Workman's Compensation Act 1923, Payment of Wages Act 1936, and Minimum Wages Act 1948 and all the other related statutory and legal provisions and obligations, The purchaser shall also indemnify the BNPMIPL against any claim / liabilities that may

occur to the contractor's labours and servants due to any reasons whatsoever.

36.3.12 If the purchaser makes default in complying with any of the condition of the contract, the sale of lot or lots in respect of which such default is made may be cancelled and such lot or lots may be put up again for sale and in such an event if a lower price is offered and accepted for such lot or lots then the purchaser shall be liable to pay the difference in price thereof together with all expenses occasioned by such resale in default to the BNPMIPL provided further that the purchaser in default shall not be entitled to claim any profit which may arise from such resale.

### 37. Integrity Pact

37.1 If the tender value is above 10 crore, the Contractor shall sign the Integrity Pact as per the prescribed format (Section XX).

## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

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)

Sl. No.	GCC Clause No.	Topic	SCC Provision
1	1 to 5	Definitions; Interpretation and Abbreviations, Application, Use of contract documents and information, Patent Rights, Country of Origin	No Change
2	6	Performance Bond/ Security	Within twenty-one days after the issue of notification of award by BNPM, the supplier shall furnish performance security to BNPM for an amount equal to 5% (Five Percent) of the total value of the contract, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations (if any).
3	7 to 15	Technical Specifications and Standards, Packing and Marking, Inspection and Quality Control, Terms of Delivery, Transportation of Goods, Insurance, Spare parts, Incidental Services, Distribution of Dispatch Documents for Clearance/ Receipt of Goods	No Change.
4	16	Warranty/DLP	One year from the date of work completion of construction and issue of Virtual completion certificate.
5	17 & 18	Assignment, Sub Contracts	No Change,
6	19	Modification of contract	No change. Refer clause 26, 27 below.
7	20 & 21	Prices, Taxes and Duties	GST as applicable shall be quoted
8	22	Terms and Mode of Payment	Payment shall be made as per the milestone as given in clause 31 below.



## SECTION V – SPECIAL CONDITIONS OF CONTRACT

9	23 to 32	<p>Delay in the supplier's performance, Liquidated damages, Custody and Return of BNPM's Materials/ Equipment/ Documents loaned to Contractor, Termination for default, Termination for insolvency, Force Majeure, Termination for convenience, Governing language, Notices, Code of Ethics</p>	<p>No changes</p> <p><b>Clause 24.1:</b> Subject to GCC clause 28, if the supplier fails to perform the services within the time frame(s) incorporated in the contract, BNPM shall, without prejudice to other rights and remedies available to BNPM under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 1% (One) percent of the delivered price of the delayed services for each month of delay or part thereof until actual performance, subject to a maximum deduction of the 10% of the delayed services' contract price(s). During the above mentioned delayed period of performance, the conditions incorporated under GCC sub-clause 23.4 above shall also apply.</p> <p><b>Addition – Clause 24.5:</b> <b>Penalty for deficiency in Services:</b> In addition to the Liquidated damages not amounting to penalty, warning, may be issued to the Consultant for minor deficiencies on its part. In case of significant deficiencies in Services causing adverse effect on the Project or on the reputation of BNPM, other penal action including debarring for a specified period may also be initiated as per policy. If major deficiency of significant nature in the services is observed, an additional levy of compensation up to maximum 5% of the Consultancy fee shall be made on the Consultants. In This regards, the decision of BNPM shall be final.</p> <p><b>Addition – Clause 24.6:</b> The maximum amount of Liquidated damage on any account (delay in performance and deficiency in service together) shall not exceed 10% of the Total Consultancy fee.</p>
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## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

10	33	Resolution of disputes	Arbitration proceedings will be held at Mysuru and venue of arbitration will be Mysuru.
11	34-35	Applicable Law, Secrecy	Courts of Mysuru shall alone have Jurisdiction to decide on any dispute arising out or in respect of the contract (GIT: Clause 34.3) Others clauses no change
12	36-37	Integrity Pact, Disposal / Sale of Scrap by Tender	Not applicable to this tender

### **SPECIFIC TERMS AND CONDITIONS OF CONTRACT:**

#### **13. Clause related to payment of CGST, SGST, UTGST & IGST:**

The suppliers are required to adhere the following procedure in order to honour the payment against CGST, SGST, IGST & UTGST in the invoice:

- An invoice issued by the supplier of goods or services or both should be in accordance with the provisions of section 31 of the CGST Act and should contain all the prescribed information's in accordance with Chapter VI of CGST Rules 2017;
- A debit note issued if any, by a supplier should be in accordance with the provisions of section 34 of the CGST Act;
- The supplier should mandatorily upload the aforementioned documents in GSTR-1, details of outward supplies of goods or services within the prescribed time under GST Act;
- The supplier should provide the relevant documents to confirm the tax charged on the invoice has been paid to the credit of government after adjusting with ITC if any.

Notwithstanding above, the supplier should provide indemnification as follows: "In the event of non-compliances with respect to GST Act and Rules by the supplier, the purchaser is allowed to adjust the GST amount from retention amount (either in BG or in Cash) held by the company. If no amount is available for recovery, the supplier will refund the GST liability within 10 days from the date of GST reversal in GSTRN". The above requirements are mandatory to claim any GST liability, failing which, the GST liability will not be paid/reimbursed/accepted.

Tax deduction at source: All statutory deduction as applicable shall be deducted at source as per rules at prevailing rates, unless certificate, if any, for deduction at lesser rate or nil deduction is submitted by the Successful bidder from appropriate authority. The successful bidder shall provide accurate particulars of PAN number as required, under Section 206AA of Income Tax Act 1961.

Tax Collection at source: Finance Act, 2020 also inserted sub-section (1H) in section 206C of the Act which mandates that with effect from 1st day of October, 2020 a seller receiving an amount as consideration for sale of any goods of the value or aggregate of such value exceeding Fifty Lakh Rupees in any previous year to collect tax from the buyer a sum equal to 0.1 per cent (subject to the provisions of proposed sub-section (10A) of the section 206C of the Act) of the sale consideration exceeding Fifty Lakh Rupees as income-tax. The collection is required to be made at the time of receipt of amount of sales consideration.



## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

**14. Intellectual Property Rights:** All rights pertaining to any intellectual's property generated/created/invented in due course of the project, shall rest with BNPM.

**15. Risk Purchase Clause:**

If the supplier fails to abide by the terms and conditions of this agreement, or fails to supply the material / service as per the delivery schedule or any time repudiates the contract, the purchaser will have the right to

- a) Procure the tender item / render service from other agencies at the risk and cost of the supplier. The cost difference between the alternative arrangement and existing contract value wherein default has been made will be recovered from the supplier along with the other incidental charges.
- b) Appropriate the Security Deposit (by invoking the Performance bank guarantee) deposited by the successful bidder as per clause 6.0 of GCC.

In case of procurement through alternative sources, if procurement price is lower than the existing contract value wherein default has been made, in such case no benefit on this account will be passed on to the supplier.

**16. Vendor Performance:** Vendor shall be evaluated for their performance. The performance shall be based on timeliness of deliveries, quality of the material supplied, technical support, quality of after-sales service if any, replacement of the defective material if any, responsiveness etc.

Based on the above criteria, the vendor shall be rated in category "A", "B" & "C". The vendor with rating "C" shall be disqualified/debarred from participating in the tender for certain period.

**17. Fore-Closure Clause:-** If at any time during the continuation of this contract, the use of material ordered in this contract is completely banned or due to drastic change in Government policy its use as, raw material is discontinued or is declared hazardous to public health or cause rising to civil commotion, epidemics, wide-spread strikes and 21 days' notice of such eventualities is given by purchaser to the seller, the seller without any right to enforce the contract, will agree to the fore-close the performance of balance portion of this contract and in that event no claim for damages or loss will be lodged against the purchaser.

**18. Preference for Micro and Small Enterprises (MSE):** Public procurement policy for Micro and Small Enterprises (MSEs) order, 2012 as notified by Govt. of India (GOI) along with its amendments as available in [www.msme.gov.in](http://www.msme.gov.in) shall be applicable to this tender. MSEs should have valid Udyam Registration Certificate to be eligible for consideration under preference for Micro and Small Enterprises (\*MSEs). BNPMIPL reserves the right to cancel the tender or reject any or all the applied bids without assigning any reason whatsoever. The tender can be rejected on national security grounds.

**\*\* Submission / resubmission of the bid (online) is the responsibility of the bidders only. Bidder should check and confirm at their end regarding the submission/ resubmission of their bid against the tender, corrigendum , addendum ( if any) till the due date & time of bid submission. BNPM / Keonics will not be responsible for non-submission/ non resubmission of any bid.**

**19.** If any time after start of work, BNPM decides to abandon or reduce the scope of work for any reason whatsoever and hence not require the whole or any part of the works to be carried out, BNPM shall give notice in writing to this effect and they will have no claim for any payment of compensation, or otherwise whatsoever, on account of any profit or advance

## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

which might have derived from the execution of works in full but which he did not derive in consequence of the foreclosure of the whole or part of the work.

**20. Non-Disclosure Agreement:** The Tenderer shall abide by the Non-Closure agreement and accordingly shall submit a Non-Disclosure Agreement as per the prescribed format in Annexure-E.

**21. Professional Indemnity Bond:**

The Consultant shall, at the time of signing the contract, submit a signed Professional Indemnity Bond covering the design of all buildings of the paper mill including residential buildings for a value equal to the 10% of Consultancy Charges. This Bond shall be valid up 10 years after stabilization of the facility. A Format of the bond is provided as Annexure- F.

**22. Limitation of Liability of Consultant:**

Maximum liability of consultant shall not exceed 10% of contract value.

**23.** The bidder shall give an undertaking that all drawings, design, specifications, BOQ, estimates and other documents will be prepared and furnished to suit the particular local conditions of the site in the most economical manner. They shall work out economic design and adopt specifications to endure that the estimates approved by BNPM at initial stage are adhered to during execution.

**24.** BNPM shall endeavor to respond to the questions raised or clarifications sought by the Bidders. However, BNPM reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring BNPM to respond to any question or to provide any clarification

**25. Amendment to tender:** At any time prior to the deadline for submission of Proposals, BNPM may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the tender by the issuance of Addenda. Any Addendum thus issued will be uploaded on the website [www.bnpmindia.com](http://www.bnpmindia.com) In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, BNPM, at its own discretion, extend the Proposal Due Date by uploading a corrigendum on the website

**26. Modification of Agreement:** Modification of the terms and conditions of this Agreement, may only be made by written agreement between the Parties. Any instruction for modification of the terms and conditions of this Agreement made by BNPM shall be binding on the Consultant

**27.** Modification and / or variation in the scope of Services may be made by BNPM at any stage in the following manner, by giving 7 days prior notice to the consultant:

- i. Increase, decrease or omission of any part of the consultancy services;
- ii. Change the character or content of any part;
- iii. Change the direction or dimensions of any part;
- iv. Additional scope.

**28. Conflict of Interest:**

Bidders having a conflict of interest shall not be eligible to participate in the tender process

## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

unless the conflict stemming from such relationship has been resolved in a manner acceptable to the Procuring Entity throughout the Tender process and execution of the Contract. Bidder have to abide by the code of integrity of public procurement. The bidder shall be considered to have a conflict of interest in this tender process and execution of the resultant contract in the following situations:

- a) If its personnel have a close personal, financial, or business relationship with any personnel of the procuring entity who are directly or indirectly related to the procurement or execution process of the contract, which can affect the decision of the procuring entity directly or indirectly;
- b) The bidder (or his allied firm as defined by DOE, MOF,GOI) provided services for the need assessment/procurement planning of the Tender process in which it is participating;
- c) A Principal can authorize only one agent, and an agent should not represent or quote on behalf of more than one Principal. However, this shall not debar more than one Authorised distributor (with/ or without the OEM) from quoting equipment manufactured by an Original Equipment Manufacturer (OEM) in procurements under Proprietary Article Certificate or
- d) A bidder participates in more than one bid in this tender process. Participation in any capacity by a Bidder (including the participation of a Bidder as a partner/ JV member or sub-contractor in another bid or vice-versa) in more than one bid shall result in the disqualification of all bids in which he is a party. However, this does not limit the participation of an entity as a sub-contractor in more than one bid if he is not bidding independently in his own name or as a member of a JV.

### **29. Obligations by bidders:**

- a. All bidders are obliged under the CIPP (Code of integrity of public procurement) to suo moto proactively declare any conflict of interest (as per conflict of interest clause) in any procurement process or execution of contract. Failure to do so would amount to violation of this Code of Integrity; and
- b. Any bidder must declare, whether asked or not in a bid document, any previous transgressions of such a Code of Integrity with any entity in any country during the last 3 (Three) years or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this

### **30. Others terms**

DEFINITION For the purpose of this CONTRACT, unless otherwise specified or repugnant to the subject tor context, the following terms shall be deemed to have the following meanings:

- PROJECT MANAGEMENTCONSULTANT (PMC) shall mean M/s ----- having its registered office at----- who shall be the implementing/ executing agency for construction work. PARTIES shall mean BNPM and PMC each one individually referred to as PARTY.
- "ARCHITECT" shall mean the firm of architects engaged for the PMC, within the expression shall unless repugnant of the context or meaning thereof includes Director/Directors of the firm, the survivors or heirs, executors and administrator.
- "AUTHORISED REPRESENTATIVE" shall mean the representatives of "BNPM" and/or PMC as the case may be who are duly empowered and authorized by their respective organizations to act for and on their behalf.





## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

- "CONTRACT" shall mean this CONTRACT including all Annexure hereto and all documents herein attached and amendments which the PARTIES may hereafter agree in writing to be made to this CONTRACT.
- "CONTRACTOR" shall mean the agency (ies) appointed by BNPM for executing various civil & services works.
- "DATE OF ACCEPTANCE" shall mean the date on which BNPM confirms written acceptance of PMC's SERVICES after having completed them in all respects.
- "PROJECT" shall mean the buildings, other facilities & allied works for the use of BNPM & to be constructed at BNPM campus, Mysore.
- "PROJECT COST" means the assessed cost of the project excluding the cost of land, PMC fee and Payments made for statutory approvals.
- "SERVICES" shall mean the responsibilities to be discharged by PMC for fulfilling its obligations under this CONTRACT.
- "Engineer-in-Charge" shall mean the PMC or any other agency so designated by BNPM.

### **31. Terms and Mode of Payment**

- a) The fees for services of project management consultant shall be payable based on percentage basis over the actual cost i.e. executed cost/work done value of project or the estimated cost, whichever is less.
- b) BNPM shall pay PMC fee as may be determined in the evaluation procedure as the professional services rendered by them for the entire project as per scope of work defined in the document, as PMC charges. The quoted fee should be inclusive of all the costs towards the whole project and no hidden costs/exclusions should be appended.
- c) The fee of PMC is inclusive of fee payable by PMC to any of its consultant/Associate(s) and nothing extra shall be payable by the BNPM for this purpose. The above mentioned fees shall however be inclusive of statutory levies imposed by the Government of India such as GST, service tax, WCT, etc.
- d) The PMC will give a Performance security in the form of a Bank Guarantee from any Commercial bank equal to 5% of their fees which will be valid till 60 days beyond the date of completion of contractual obligations including warranty obligations/ defect liability period.
- e) Scrutiny of preliminary Schemes drawings and estimates provided by Architect and recommendation by PMC thereof & approval thereof by BNPM: **20% of total fee payable.**

## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

- f) Scrutiny of detailed drawings, detailed estimates, DPRs, etc. by Architect and tender documents involves scope of work, technical specifications, quality parameters, tender drawings etc. complete by PMC for various works, evaluation of technical bids and financial bids and recommendation for award of work to BNPM and then approval of BNPM: **30% of the total fee payable less payment already made in earlier stages.**
- g) During the execution of work by contractors/vendors commensurate with the value of the work executed up to pre- final RA bills: **70% of the total fee payable less payment already made in earlier stages.** The payment against the above stages can be released on pro rata basis periodically based on the actual work done against the total work stipulated in the stage (based on RA bills of contractors). External development works and services shall be taken into account while releasing pro-rata PMC fees.
- h) After successful completion & taking over of project and on acceptance of project by BNPM: **100% of the total fee payable less payment already made in earlier stages.**
- i) **Additions and alterations:** The BNPM shall have the right to request in writing to the PMC to inform the PMC for additions, alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the PMC shall comply with such requests without any extra cost. PMC in such cases to do this additional work & scrutinize the designs/ drawings/ additional work thereof at no extra cost.
- j) PMC shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contract document except without first obtaining the written consent of the BNPM.

### **32. RESOLUTION OF DISPUTES**

I. If dispute or difference of any kind shall arise between BNPM and the PMC in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty one days of its occurrence, then, unless otherwise provided in the SCC, either BNPM or the PMC may seek recourse to settlement of disputes through arbitration as per The Arbitration and conciliation Act 1996 as per following clause.

II. **Arbitration Clause:** - Any dispute or difference whatsoever arising between the Parties out of or relating to the construction, meaning, scope operation or effect of this Agreement or the validity or the breach thereof shall be settled by arbitration in accordance with the Arbitration and Conciliation Act, 1996 and under the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the Parties. The Arbitral Tribunal shall consist of three Arbitrators. The venue of the Arbitration shall be Mysore and it shall be conducted in English language.

## **SECTION V – SPECIAL CONDITIONS OF CONTRACT**

### **33. CONTRACT PERIOD/TIME SCHEDULE**

The contract period for PMC services will be 16 months from the date of issue of work order or till the completion of project, which is earlier. However, the time schedule for construction of CISF infrastructure shall be Maximum 10 months from the date of issue of work order to contractor. The 16 months shall be as per the PMC scope of work mentioned in the tender includes appointing of contractors for construction and other services work by BNPM.

The timelines/time schedule of 16 months for PMC shall be outlined as per mutually agreed terms and condition on award of contract starting from site survey, geotechnical/soil investigation, conceptualization, drawings approval, and issue of tender with scope of work, technical specifications, tender drawings to appoint contractors, statutory approvals, issue of GFC drawings, construction work, commissioning of buildings handing over etc. complete. Decision of BNPM shall be final and PMC shall agree upon.

The mile stone for the PMC for submitting the tender drawings of both architectural plans, elevations, sections & Structural work details and estimate/BOQ would be 1.5 months (45 days). The 45 days' time schedule shall also include all the stages of PMC scope of works as ***mentioned under section VI: List of requirements clause E. Description of PMC Role in various stages of the Project: and sub-clause I. Review & Preliminary Proposal Stage and II. Pre-Construction Stage – role of PMC:*** There should not be any delay whatsoever w,r,t. above.

*(To be signed & stamped and submitted along with Techno-commercial Bid Part –I)*

## SECTION VI – LIST OF REQUIREMENTS

Schedule No.	Brief Description of Goods / Services	* Tentative Quantity (with unit)	**Earnest Money Deposit (in Rs.)	Remarks
I.	<b>Providing Comprehensive PMC services for Construction of CISF Infrastructure at Note Mudran Nagar, Mysore</b>	As per price schedule	<b>Rs. 90,000/- (Ninety Thousand only)</b>	i) Refer Section- VI for scope of work. ii) Percentage to be quoted. (percentage basis is for estimated cost or actual cost /executed value whichever is less)

### **Delivery Address:**

CHIEF GENERAL MANAGER  
 BANK NOTE PAPER MILL INDIA PRIVATE LIMITED  
 Administrative Building  
 Paper Mill Compound  
 Note Mudran Nagar, Mysuru - 570 003

### **A. BRIEF SCOPE OF WORK**

1. It is not the intent to specify completely herein all details of the works covered under this enquiry. Scope of work may also include such other related works as per requirement and /or although they may not be specifically mentioned in the tender and all such incidental items of works not specified but reasonably implied and necessary for completion of the job as a whole, as directed by BNPM and as directed hereunder. All works shall conform in all respects to high standards of engineering, design and workmanship and shall, fulfil the anticipated performance during the PMC's guarantee period in a manner acceptable to the BNPM who shall have the power to reject any works or materials which in his judgment are not in full accordance with the specification requirements as directed hereunder. In case of any conflict regarding the interpretation of the intent or meaning of the specifications or drawings, by BNPM shall interpret such intent or meaning, which will be final and binding on the PMC.
2. OWNER reserves the right to split the contract, however the rates/ prices shall remain valid.
3. The BIDDER is therefore advised to visit the site and get himself familiar with the site conditions before submission of his offer. No claim by the BIDDER, for increase in prices on this account shall be further entertained.
4. No accommodation shall be provided by BNPM.
5. Submission of a detailed Bar Chart indicating your scheduled program for all major activities. This Bar Chart will be referred for during the progress of the work to establish periodical landmarks of achievement of work. Revised Bar Chart, based on revised scope of work to be submitted.
6. It may please be noted that all documents that comprise the tender documents should be signed



## **SECTION VI – LIST OF REQUIREMENTS**

and sealed by the tenderer.

### **B. Detailed scope of work**

#### **General:**

BNPM intends for Comprehensive Project Management Consultancy (PMC) Services i.e. Architect, Design and Engineering Services for Construction of CISF Infrastructure at Note Mudran Nagar, Mysuru and accordingly invites tenders from eligible, resourceful and efficient bidders who could render their services for the same. In order to take up the implementation of the project, it is proposed to appoint a suitable agency / firm to plan, design, liaison, assist in supervision, and get the work done as per requirement laid down in the tender documents.

The bidder with proven relevant experience in implementing projects of a similar nature and size will be appointed for planning, designing, liaising and associated activities during construction, supervision of the building project. The agency may submit their proposals considering the scope of work and requirements.

#### **Project Brief and Background:**

BNPM intends to Construct CISF Infrastructure i.e. Armoury Building/s and Barrack for CISF personnel deployed at BNPM and BRBNMPL, Note Mudran Nagar incorporating latest technologies with the following basic infrastructural requirements.

The project is proposed to be set up within the BNPM/BRBNMPL campus in Mysuru. A minimum super built up area planned to construct would be 70,000 sq.ft. approximately (may vary) for both Armoury and Barrack. The land required for this purpose shall be identified within the premises of Note Mudran Nagar, Mysore. Details on standard requirement would be provided after the award of contract at actual planning stages. The combined CISF personnel engaged in Barrack would be 350 No's approx.

The Scope of work covers but not limited to Concept to Commissioning Consultancy services Including;

- Planning, Designing/Engineering
- Detailed Engineering of Surveying & Soil testing,
- Architectural services,
- Structural Design,
- Civil works,
  
- Internal & External Electrical works including Substation,
- DG sets
- Fire Fighting, Alarms & Detection, if required



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- Lifts, if required
- Sanitary and Plumbing works,
- Drainage & Sewerage works,
- Compound wall,
- Internal and External finishes,
- Electronics / CCTV/Intercom,
- Interior Design,
- Furnishings,
- Internal & External Roads & Landscaping,
- Structural cabling for Networking, EPBAX/PA System,
- Access Control System, if required
- Parking,
- Security system etc.

PMC shall obtain all approvals/clearances from local, central and state bodies such as KIADB, Gram Panchayat, AAI, KSFES, KSPCB, CEIG, Chescom/KPTCL, Central Ground Water Authority, Environment and Forest Department, Town Planning Department, Municipality/ development Authority, Fire department, Electricity department, water department etc. as shall be obtained starting from plans approval to commencement certificate to Occupancy Certificate and other certificate as required for the Project. PMC shall include the cost in the quoted percentage, however, standard govt. charges/fees to concerned authorities will be paid/reimbursed by BNPM for which receipt will be provided/submitted.

Maintaining office of Resident Architect/Engineer at Site with requisite staff during whole project duration and including all the visits to site by design team as required and as directed by BNPM.

The proposed Armoury buildings shall have the following facilities;

- Chief Guard office
- Workshop
- Armor vault
- Ammunition vault
- Guard rest room
- Toilets and etc. as per requirement.

The proposed Barracks buildings shall have the following facilities;

- Rooms (Dormitories)
- Recreation hall

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- Dining hall
- Kitchen
- Store
- Barber room
- Washing area for utensils, cloths,
- Office rooms,
- Toilets and etc. as per requirement.

*\*\* The details, areas mentioned are tentative in nature and may vary as per the actual requirement. The Floors of the buildings may also vary depending on the site area available for the project. The components and arrangements of the project may also vary as per specific requirements and standard guidelines for CISF infrastructure shall be followed during designing stage. Details of guidelines shall be provided after awarding the work.*

The scope of work also includes the Project Management Services as detailed in the subsequent clauses.

**SUPERVISION OF WORKS:** The PMC shall be fully responsible for the soundness of the design of the works including that of specialized consultants engaged by him and also for the progress and quality of works carried out by various contractors at site. They shall ensure by continuous supervision and inspection of works that the works are carried out strictly in accordance with the approved drawings and specifications issued by them and as per BNPM's instructions issued in writing from time-to-time.

**PAYMENT TO STATUTORY AUTHORITIES:** Payment / fees, if any, is required to be deposited / paid to the Statutory Authority in connection with any statutory permission / approval, the same shall be borne by BNPM upon receipt of demand note from the Authority. However, in case such fee / deposit was made by the Architects, the same shall be reimbursed to Architects on production of documentary evidence i.e. proper receipt issued by the Statutory Authorities towards the acknowledgement of receipt of such fees in connection with the said work.

### **C. Broad Scope of Work**

PMC will act as 'Engineer-in-Charge' on behalf of BNPM for implementing the project. The activities under the scope of work of PMC shall broadly include but not limited to the following:

I. PMC will design, plan, coordinate and execute the activities leading to the construction of all buildings and campus developments on BNPM/BRBNMPL site. All the activities from conceptualization till the completion of buildings & their handing over to BNPM will be taken care

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of by PMC. All functions required for developing the total infrastructure till handing over of the completed buildings and other infrastructure of the campus, will have to be performed by the PMC.

II. PMC will engage an experienced and competent Architect. The selected Architect will be required to submit the Design Proposals. The PMC will shortlist at least three concept design proposals most suited to the requirements of BNPM & take the approval of BNPM. PMC will take approval from BNPM on spatial layouts, landscaping, interior and exterior design of all buildings and on any other issue which BNPM may direct.

III. PMC will review, study and analyse the concepts, preliminary & detailed designs, estimates, BOQ for tender documents etc. Thereafter, PMC will recommend BNPM to issue NIT, process & award the works and get them executed as per specifications & requirements by following applicable Govt. procedures. PMC shall evaluate the stage-1 and 2 bids and recommend to BNPM for its action.

IV. As Engineer-in-Charge, the Project Management Consultant will recommend BNPM to award the work to the Contractor for timely execution/completion of the projects based on functional requirement of BNPM. In addition to this PMC shall also administer the Works Contract and ensure that the contract clauses whether related to quality or quantities of work are respected and the works are executed in accordance with its provisions.

V. PMC will be required to superintend and perform duties as Engineer-in-Charge on behalf of BNPM as stipulated in the contract with BNPM. The PMC will supervise the construction work to ensure adherence to the drawings, prescribed high standards of quality and timely completion of the project and verify and certify the contractor's bills and monitor the progress of the work.

VI. PMC will make all engineering decisions including necessary correspondence with architects, contractors etc. required for the successful and timely implementation of the Project.

VII. PMC will ensure adherence to relevant local body norms, CPWD/KPWD specifications, BIS codes, CVC guidelines, environment and other regulatory requirements and will also ensure observance of all formalities/documents/day to day activities as defined in CPWD Works Manual for execution of 'Works Contract' and as directed by BNPM from time to time.

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VIII. PMC will perform the function as 'Engineer-in-Charge' as enumerated in the Works Contract with the exception of the following for which PMC will seek prior approval of the BNPM. However, the decision of BNPM will be final and binding.

- a) Issuing/approving variation orders which have additional financial implications, as reasonably determined by the Project Management Consultant and PMC shall recommend with detailed rate analysis, justifications for such variations to BNPM for its action.
- b) Based on detailed report and justification by PMC, approving rates for new items of work or for existing items of work which deviate in quantities beyond the limits defined in the contract based on detailed report and justification by PMC.
- c) Time extension will not be considered except in very exceptional cases without prejudice to levy of penalties. However any approval for extension of time of completion of the works stipulated in the construction contracts will be without any additional financial implication on BNPM.

IX. BNPM may at its discretion, hire the services of an independent agency for quality audit for checking and ensuring the quality of construction to which the PMC will render due assistance in discharge of their duties.

X. The construction work is open to technical/quality audit/financial audit by any authorized Government agency to which the PMC will render assistance in discharge of their duties.

XI. PMC shall be fully responsible for quality control and shall put in place such measures as are essential for ensuring regular on site quality checks as per IS with each activities checklists for material inspection, in-process inspection, site inspection, handing over formats. The PMC shall make a mandatory provision in the tender documents for third party test of materials and any equipment(s) (preferably from a Government Institute).

XII. The project shall be headed by a sufficiently senior and competent person in the PMC having relevant experience and of impeccable integrity. The PMC shall submit the tentative organization chart for managing the project so that appropriate decisions are taken quickly. However, the actual number of technical and financial personnel to be deployed and the deployment schedule shall be prepared by the PMC and mutually agreed upon after award of work. This schedule shall be



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prepared in a manner that all the functions required to be performed by the PMC as per the scope of their work are performed completely and efficiently.

XIII. The deployment schedule shall be reviewed from time to time and necessary revisions/ adjustments shall be made in the schedule as may be found necessary on the basis of joint assessment of the site requirements by the BNPM and the PMC. The Project Head of the PMC and other officials assisting the Project Head shall not be changed during the implementation of the project except with concurrence of BNPM. The decision of the BNPM, however, shall be final in this regard.

### **D. Description of PMC Role in various stages of the Project:**

The PMC shall be responsible for complete management and construction supervision of all the activities of the projects. PMC would be required to perform broadly the following activities at different stages of the project:

#### **I. Review & Preliminary Proposal Stage.**

1. Visiting the proposed building site for collecting the necessary details of the plot and including that of surrounding locations & areas those have bearings on the Project, understanding the project requirement from BNPM discussion and attending necessary meetings.

##### **a) Site survey:**

- i. Carry out and submit Report of topographical survey/contouring, all field investigation, collection of required data from the client, Sample collection and their testing and Record of levels/level chart etc. Detailed survey of the demarcated entire area including providing levels as per requirement.
- ii. Review of existing Service Networks like Water Supply, Sewerage System, Electric Supply, Connecting Roads, and Tele-communication services etc. and design for seamless inter-connection with such system accordingly.

- b) Carry out Geo-technical investigations (soil investigation and Soil testing) for the project as per relevant IS Code and submit the report.



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- c) Ensure that the various building engineering services are suitable and economically designed without any discrepancies between the structure and finishes, and the requirements of service installation.
- d) Ensure that the nature, position, and appearance of all controls of piped services and electrical installation satisfy user and aesthetic requirements, and ensure that adequate coordination drawings are included.
- e) All building designs includes Signage, Graphic and landscaping as required.
- f) Prepare production information including drawings, schedules and specification of materials and workmanship etc. in sufficient details.

### **2. Conceptualization:**

Get the 2-dimensional (plan, elevation and cross-sections) and 3- dimensional - isometric, perspective (overall outside view and view of 45 degree cut of all buildings showing seating and other arrangements for furniture, equipment, etc.), color scheme, landscaping, exterior and interior designs made by the Architect.

Review, study and analyse the design and drawings & estimates provided by Architect, etc. to ensure that these are in conformity with the requirements & needs of BNPM. PMC will recommend BNPM to issue NIT, process and award the works (Internal & External) and get them executed as per specifications & requirements approved by BNPM generally on provisions of CPWD Manual by following applicable government procedures.

- a) Preparation, submission of Conceptual designs and preliminary drawings/ General arrangement drawing showing Elevation, Perspective view of all section, Foundation details and other detailed drawings including color scheme, incorporating all the suggestion/proposal of BNPM and other allied works for final approval from BNPM.
- b) Furnish approximate project cost based on BNPM"s requirement as per market rate & PWD SR/ CPWD/ Analyses of Rates duly supported by detailed analyses for the items not covered in the schedules;
- c) Preparation of 3D computer generated model showing the proposal.

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### **II. Pre-Construction Stage – role of PMC:**

#### **1. Design & Estimation:**

a) Discussions with BNPM and finalization of project brief including illustrating the BNPM's requirements.

(b) To prepare designs, drawings, estimates, etc. Analysis for the various project related activities with reference to time frame, resource allocation & scheduling using latest techniques and software. . The estimates of costs prepared for invitation of tenders should be based on market rates (PWD/CPWD may also be adopted whereas to be derived on location of site), but by considering the coefficients for material and labour as prescribed in either CPWD or local PWD analysis of rates. Whenever comparable items are not available in the CPWD/PWD analysis of rates, the coefficients may be taken on the basis of past experience, site observations. In case of Market rate items, detailed analysis along with quotations from manufacturers/authorized dealers is to be submitted. The estimates shall be realistic and abnormal variations shall not witnessed after tender finalisation compared to final quoted price of bidders. The onus lies on PMC to have correct estimates in this regard.

(c) PMC will be responsible for checking the structural designs. The designs shall be checked by the PMC either in house or through a third party like IIT/NIT or other reputed engineering colleges. In any case, the fee shall be borne by PMC. BNPM decision shall be final and binding on this.

(d) Checking of the Architectural, technical specifications, services and all other drawings to ensure their completeness/correctness.

(e) Checking of bill of the quantities including cost estimates with all necessary back up for quantities and rates.

(f) Process the pre-qualification of vendors generally as per CPWD guidelines by following applicable government procedures.

(g) Finalize the drawings/designs received from the Architect based on the results/reports of soil investigations and hydrological studies if any conducted by the agency appointed by PMC.

(h) Hold vendor interaction meetings, pre-bid meetings and ensure clarity on queries generated. Analyse the received bids for award of work for various packages of Project after approval of its competent authority & inform BNPM about award of work.

(i) Furnish Financial & Physical progress reports as required by BNPM based on predetermined formats & time schedules.

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- (j) Receive and open the bids and process further for award of work.
- (h) Prepare architectural and working drawings, making structural calculations and preparing all structural, mechanical, sanitary, plumbing, drainage, lift and electrical drawings, specifications, detailed estimates of cost and furnish such other particulars as may be necessary for the preparation of schedule of quantities
- i) Preparation and submission of BOQ and tenderable documents, detailed water supply, rain water harvesting scheme, sanitary and sewerage, drainage detail and sewerage scheme, internal electrification, external electrification etc.
- j) The works/buildings shall be strictly in accordance with the latest Indian Standard Code of Practices/National Building Code. The structural analysis and design shall be done by using latest version of software packages preferably STAAD Pro.
- k) The designs for consumption of power, load distribution, firefighting system, false ceilings, ceiling insulations, water proofing, hardware fittings, water softening and chlorinating plants, tube well, gardening and landscaping work, etc. of the building incorporating all the suggestion/proposal of BNPM for Buildings and other allied works and obtaining final approval of the same from BNPM.
- l) The Consultant should propose/ indicate multiple brands for all building items/ accessories (at least 3 Numbers of equal/ at par quality) of standard /reputed brands for approval and incorporation in the tender document.
- m) Preparations of all necessary drawings showing full architectural, elevation and other development control and material to be used;
- n) Furnish modified estimate of project cost based on approved designed/ scheme

### **2. Pre-work for implementation & Execution Stage:**

- a) To prepare & submit vetted Good for construction drawings & visit the site regularly as per requirement of BNPM to solve the problems of site & issue necessary clarifications/details of the Project
- b) To prepare and issue working drawings with all details for proper execution of the work & revise drawing details and specifications as required during construction.
- c) Detailed Technical specifications & Rate analysis with justification for all the non-scheduled items proposed during execution of work, if any.
- d) The Consultant shall discuss all the points/shortcomings/new requirements, if any with the concerned officers and shall take their concurrence on all the observations.
- e) If any new component is to be added to the scheme, the consultant shall collect all the

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data, shall get done all the surveys/investigations/tests required for the planning/designing of additional component and nothing extra shall be payable on this account.

f) Undertaking site visits or to attend meetings during execution of the project to ensure adherence of execution as per detailed drawings and specifications, including sorting out problems and issue necessary clarifications at site including preparation & submission of additional drawings and details for proper execution of work at site shall have to be borne by the consultant and shall be covered within his quoted/negotiated fees and nothing extra shall be payable on this account.

g) Carrying out all modifications / deletions / additions / alternations /in design / drawing / documents as required by BNPM or any other authorities as applicable for proper execution of works at site till completion and handing over of the projects.

h) Preparation & submission of adequate no. of detailed design calculations/ BOQ/ 4 (Four) sets of good for construction drawings for all the components of the schemes as per requirement of BNPM. The structural design shall have to be done on STAAD-PRO software (latest version) or any other standard structural design software in consultation with BNPM.

i) Preparation & submission of 3D and perspective views of the complete scheme as per requirement of BNPM.

j) Preparation & submission of completion reports, Operation & maintenance manual (if any), completion as built drawings and documents for the project as required and acceptable to BNPM

k) The documents/drawings as stated above shall be submitted in adequate nos. as per requirements of BNPM in hard as well as soft copies.

l) Consultant has to ensure the availability of his representatives (Architect/Structural / Electrical/Environmental etc. as applicable) to provide day to day clarifications & interaction with BNPM concerned officials as & when required at site.

m) To deploy a qualified and experienced personnel for supervision / coordination / liaising for all types of works from start to finish. Monitor and ensure the progress of work as per time schedule.

n) Day-to day site supervision to ensure that the contractor carry out the works according to the drawings and specifications supplied to them.

o) Quality assurance scheme giving details of equipment's and tests to be carried out with their frequency keeping IS Codes in view.

p) Ensure high standards of quality assurance in the execution of work.

q) To check-measure the works at site, scrutinize, check and certify the Contractor's Running Account bills and final bill within the prescribed time schedule with the Contractor in

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conformity with the Contract agreement between BNPM and the Contractor and issue periodical certificates for payment so as to enable the Company to make payments to the Contractors.

- r) To recommend for Extension of time as per Work order clause provision, if necessary
- s) Visit of senior architect to the site of work and provide periodic supervision as and when necessary to clarify any decision or interpretation of the drawing and specifications and to ensure that the project proceeds in accordance with conditions of contract,
- t) Assume full responsibility for the supervision and ensure proper execution of the said works as per specifications of the contract by the various contractors engaged for various trades, specialists, consultants, technical advisers, etc. that may be engaged from time to time as defined in the conditions of engagement.
- u) Supply on completion of the project, two copies of all "**As Built Drawings**" in respect of layout floor plans, sections, elevations, structural designs, services and all working details. In addition, one set of all floor plans, sectional, elevation and layout plans showing all external services including street light shall be submitted.
- v) Any other services connected with the works usually and normally rendered by the Consultant and not referred to in any of the items mentioned above.

3. Utilities and other services: In case separate tenders for utilities, services, furniture, equipment, smart office, etc. required for completion of the project in all respects, the same shall be taken up.

### **Note: Proof Checking (For building & structural design):**

BNPM shall have the right to get the designs and project report proof checked by a proof consultant to be selected by BNPM as may be decided in this regard. Further, BNPM shall also have the right to randomly proof check the various stages of execution either directly or through its representatives. All the details shall be made available to BNPM/its representatives/ proof consultant on time. In case the design/any component of the project report/any deficiency or deviation found during the random check, need to be modified or corrected, the same shall be carried out by the consultant at his own cost without demur.



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### **III. Construction Stage**

1. PMC shall execute the project in a time bound manner and hand over the building/ other works complete in all respect certified by BNPM within the time limit. PMC shall ensure that no time and cost overrun occurs. However, preparation of tender documents including technical specifications, scope of work, quality parameters etc. complete and evaluation, recommendation for award of work will be done by PMC.
2. PMC shall provide Construction Management Services from the start of construction up to commissioning and handing over of the project to the BNPM for use. It shall also be the responsibility of the PMC to liaise and coordinate with various agencies for smooth execution of the project. Responsibilities of Project Management Consultant for construction stage shall, inter-alia, be as under:
  - a) Assemble multi-disciplinary construction management team and have detailed interaction with the Architect and the contractor's Project Team on behalf of the BNPM to initiate all preliminary actions and mobilization.
  - b) Prepare detailed coordinated construction schedule.
  - c) To ensure that the finalized good for construction drawings in 3 sets hard copy and soft copy at site, 1 set hard copy and in Pdf & Autocad file to BNPM are issued and after coordination with other disciplines and all agencies to have clear demarcated responsibility.
  - d) Check and finalize contractor's detailed programme of activities commensurate with the Tender provisions.
  - e) Check and approve all contractors, sub-contractors and agencies for carrying out the works.
  - f) Day-to-day supervision of work to ensure proper quality, workmanship and timely completion of the work by employing adequate number & level of engineers & supervisory staffs as per sound engineering practice. PMC will also depute its financial officers as a part of the project team for vetting/ checking of the bills.
  - g) Checking fabrication drawings, bar-bending schedules and all other architectural/Structural details during construction.
  - h) Conduct site meetings & coordination meetings with all agencies for timely completion of the project.
  - i) Carryout quality assurance checks & adhere to maintain quality reports.
  - j) Provide effective coordination between various agencies working at the site and the



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Architect to ensure timely availability of the inputs required for un-interrupted construction at site all in accordance with agreed programme of the activities.

- k) Fully responsible for getting the project work executed as per drawings & specifications and should also ensure completion of job, quality expectations, within sanctioned cost outlay of the project.
- l) Rendering timely advice for implementing special measures for effecting cost/quality/time benefit for the project.
- m) Interact & Liaise with BNPM to understand, integrate and link the services to the building services.
- n) Provide quick clarifications to designs or details that have been provided vide drawings or immediate solutions to the clarifications sought by the Vendors/Contractors.
- o) Check and inspect testing of materials and work as required. If so required, testing and checking of manufactured items have to be carried out at the manufacturer's Factory as per provision in the Contract.
- p) Drawing up and putting in place a Quality Assurance Plan as well as a Safety Assurance Plan along with an appropriate and efficient mechanism to ensure their effective implementation at site.
- q) Checking and Certification of contractors running and final bills of the works executed for the purpose of payment to be released to the construction agencies. Certification of Contractor's bill after joint measurement by the resident engineer & BNPM officers. Submission and Certification of rate analysis with the basis of prevailing SR rates/market rates if any extra items occur in the respective projects.
- r) To check-measure, scrutinize and certify the Contractor's Running Account bills and final bill within the prescribed time schedule with the Contractor in conformity with the Contract agreement between BNPM and the Contractor.
- s) To obtain all drawings, including working/detailed drawings, approved for execution by the consultant before commencement of the work. To make a thorough study of schedule of quantities, specifications, drawings, additional conditions, if any, accepted by the Company and other parts of the contract documents, architectural/structural drawings and other details so as to bring out ambiguities/discrepancies between them and to obtain clarification from the Consultant well in time to avoid delays and problems.
- t) To organize the center-line layout of building pegged out on site by the Contractor in conformity with the dimensions shown on the approved drawings, approve the same as well as establish permanent benchmark to finalize the plinth levels and formation levels with respect to street sewer/storm water/drain/road level and details furnished by

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Consultant.

- u) h) To assess the requirements of steel, cement and other materials to be obtained by the Contractor well in advance, to place periodical indents with the local suppliers, if need be, and ensuring timely procurement thereof.
- v) i) To ensure that samples of materials to be used in construction, including fittings are approved by the Company and ensure their display and safe custody at site by all Contractors.

To arrange for necessary testing of materials and ensure that the quality of materials and workmanship as laid down in the contract is maintained. To forward in good time to Local Office/Corporate Office all test reports along with comments.

- k) To study the quality of approved coarse and fine aggregates in the concrete mix in accordance with code of practice.
- l) To ensure that the Contractors observe local laws pertaining to Contract Labour Act and maintain the policies till completion.
- m) To ensure that the Contractors have taken the proper insurance policies as per the contract.
- n) To obtain decisions on various aspects in connection with site works from the BNPM well in advance of the actual commencement of each item of work wherever found essential and to ensure that instructions received in writing from the BNPM are properly complied with. In case the instructions are given by visiting officers verbally, the same shall be got confirmed in writing from the concerned officers.
- o) To attend site meetings with officials/various Contractors, Consultant, hold meetings monthly or earlier as need be, to monitor the progress of the work and to sort out any problem connected with the project
- p) To record and maintain all the necessary / mandatory reports/ registers / data for the work at site, in addition to normal routine requirements of an office.
- q) To receive Running Account Bills from the Contractor/s and to forward them after their checking to Local Office with comments and recommendations for payments accompanied by all supporting documents like Theoretical Cement Consumption Statement and Part Rate / Reduced Rate Statement etc.
- r) To ensure that the contract do not lapse for want of extension of time. To report the matter to Local Office well in time, if necessary.
- s) To ensure that no extra/deviated items are recommended for payments, till rates for such extra/deviated items have been approved by the BNPM.
- t) To report to BNPM where the sanctioned tender amount is likely to be exceeded and to

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- prepare and submit the Revised Estimates for the project. To obtain prior approval for execution of item/s for which there shall be variations in tender quantities.
- w) To keep close watch on execution of items of works where abnormally high or low rates have been quoted by the Contractor/s and other items.
  - x) Provide contract administration services of all Contract Agreements and devising a suitable dispute-resolution mechanism to facilitate a quick and amicable settlement of disputes, if any.
  - y) To reply and settle the observations/objections/paras (if any) of the Auditor any other checking/ investigating agency of the Govt.
  - z) Final inspection, supervision of testing and commissioning of various activities and assisting the BNPM in taking over of various parts of works and of various systems.
  - aa) Generate and submit to the BNPM time-to-time progress reports in the agreed formats and at the agreed frequency. For this all the necessary data relevant to the execution of work including materials brought and consumed at BNPM site, hindrances if any, BNPM records of daily labour deployed etc. shall be maintained.
  - bb) To guide the Architect wherever found necessary in consultation with BNPM. Decision of BNPM would be final & binding.
  - cc) The PMC shall have the overall responsibility of getting the approvals /NOC's/CC/OC etc. complete from government authorities. PMC may include this work which are relevant in the scope of respective contractors as applicable to contractors but will ensure that all such connections or clearances are all obtained well in time before handing over the buildings & services to BNPM.
  - dd) Regular review and monitoring on PMC activities shall be done by BNPM.
3. PMC shall also apprise the BNPM of the progress and/or activities of the project on weekly/fortnightly/monthly basis as deemed fit by BNPM by preparing and submitting monitoring reports. The report shall inter-alia include the following:
- a) Name of Project, Project Management Consultant.
  - b) Name and details of the Contractor.
  - c) Scope of Works of Contractor.
  - d) Date of Commencement/Date of expected Completion: Scheduled & Actual.
  - e) Major Issues and Decisions Pending.
  - f) Status of Progress of Work:
    - Cash Flow Chart – Actual and Scheduled &
    - Bar Chart- Actual and Scheduled.

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- g) Areas of Concern.
  - h) List of Registers Maintained by PMC.
  - i) Labour Deployment Chart.
  - j) List of Equipment Mobilized at Site.
  - k) Materials/Personnel at Site.
  - l) Status of Payment to Contractor.
  - m) Test results of materials.
  - n) Photographs of the Site.
  - o) Site Order Book.
  - p) Visitors' Site Inspection
4. For all contracts awarded by BNPM pertaining to the scope of PMC the payment will be recommended by PMC for BNPM, and the BNPM shall not be responsible and liable for any liabilities and defaults of PMC with any other third party. Ensure all statutory inspections and checks.
5. PMC shall be fully responsible for dealing with the Arbitration cases between PMC and Contractor, if any, for contracts entered with various contractors. PMC will prepare claims/counter claims, attend hearings and provide all necessary assistance to the Arbitrator till final settlement of disputes which shall be as per PMC's own procedures by following Arbitration & Conciliation Act, 1996. It shall be the sole responsibility of PMC to defend the case including on behalf of BNPM. PMC shall take all necessary steps to safeguard BNPM interest while awarding the works to the contractor.
6. The Site Engineer or any representative of the Consultant is not empowered to revoke, alter, enlarge or relax any requirements of the contract, or allow any addition, alteration, deviation or extra work without obtaining prior approval of the BNPM. However, the Site Engineer has the power to disallow any work or material that may be considered to be below specifications and to give notice to the Contractors to suspend such work or to stop using such material until the decision of the Consultant/Competent Authority is obtained.

Note: PMC shall consider all the costs involved as per scope of work including conducting surveys, geotechnical investigations, 3D drawings etc. complete and other terms and conditions mentioned in this tender in his quote.

**TIME IS THE ESSENCE OF THE CONTRACT.**



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### **IV. Post Construction Stage:**

During this phase, the activities are likely to be as under:

- (a) Settlement of all accounts of the contractors.
- (b) Witness testing & commissioning of all works and certify the same.
- (c) Provide project completion report which shall contain all technical and financial information of the project.
- (d) Co-ordinate with vendors/contractors and arrange for user operation & maintenance manuals and training to BNPM. All warranties and guarantees on equipment's/fixtures etc. procured by the contractors shall be in the name of BNPM and appropriate clauses will be inserted in the tender documents by PMC in this regard.
- (e) Provide adequate engineering and supervisory staff for day to day inspection / monitoring of works and during Defect Liability Period and issue of timely notice to vendors/agencies for rectification of defects, if observed.
- (f) Settling the Audit Observations and Arbitration cases etc, if any.
- (g) Provide all documents/reports/statements of facts/counter statements of facts for settling Audit observations and arbitrate on cases etc. including attending the hearings as and when required by the BNPM and providing necessary support as may be required by the BNPM from time to time.
- (h) Any other activity that is deemed necessary for the project execution & completion, but not included in the above-mentioned list shall form the part of scope of work of the PMC and the decision of BNPM shall be final in this regard.
- (i) At the end of each financial year and after the execution of the work an expenditure and utilization certificate will be forwarded by PMC, duly audited by its finance, in an approved format.
- (j) Working procedure during Implementation of the Project.
- (k) To ensure proper performance of all activities regarding construction of the projects, the PMC shall have his office at or near the Projects site at its own cost. The PMC shall have the required dedicated personnel stationed there after the approval of BNPM so that they are available for interaction all the time. No site personnel shall be transferred/ withdrawn without the consent of the BNPM. Similarly prior to induction new personnel on the Project site, the approval of BNPM shall be obtained.
- (l) PMC shall check all architectural, structural and services designs & drawings along with preliminary & detailed estimates. PMC shall ensure self-sufficiency of tender documents to eliminate any discrepancy between the intent of the specifications those of the various items of BOQ and Estimates etc. based on architectural drawings.





## **SECTION VI – LIST OF REQUIREMENTS**

- (m) PMC shall recommend for hosting of tenders, and recommendation for award the work to contractors/Vendors as per its approved procedure.
- (n) Maintain records as per BNPM/PMC's "Quality plans" finalized during execution of works. On the completion of the project, records shall be handed over to BNPM.
- (o) Checking and inspection of quality of materials and workmanship, deployment of labour force of the contractor and giving suitable instructions for proper execution of works.
- (p) Certification of Quality, measurements & bills of all contractors/agencies/vendors as per the terms of the order placed by PMC.
- (q) Administration of all contracts and resolve differences and disputes, if any.
- (r) Final inspection, checking/supervision of testing, commissioning of various activities and assist BNPM in taking over of various parts of works and of various systems.
- (s) PMC shall appraise the progress and/or activities of the Vendors & project on weekly/fortnightly/monthly basis in review meeting and prepare and submit Progress Reports as per approved format.
- (t) PMC would be responsible to have all mandatory tests on materials carried out at various stages as per applicable codes of Bureau of Indian Standards & maintain such records. Exception reports for failure of tests (if any) along with remedial/corrective action.
- (u) To verify the "Completion Drawings" received from the Architects/Consultants and certify the same as "Executed Drawings".
- (v) To take over completed building/s from the Contractor/s along with all inventories and hand over the building/s along with all inventories to the Civil Maintenance Department.

### **E. Other Responsibilities of PMC**

- a) Settlement of all accounts of the contractors including reconciliation of materials supplied to the contractors if any.
- b) Ensuring of defect liability activities by the contractors during the respective liability periods.
- c) Preparation of Final Report, which shall contain technical & financial information of the project.
- d) Records related to the PROJECT & maintained by PMC during PROJECT execution shall be handed over to the BNPM on completion of the PROJECT.
- e) PMC will ensure all possible mandatory tests at site.
- f) Checking & finalization of final estimates, assisting in the audit/technical observation, etc. (if any)
- g) Conduct Arbitration matters between various agencies till final settlements of disputes.
- h) PMC shall prepare draft replies for replying to the observations made by CAG Audit/Vigilance etc., if required.



## **SECTION VI – LIST OF REQUIREMENTS**

- i) PMC shall hand over the campus complete in all respect, free from all encumbrances including the vacation of temporary workers' hutments etc. at site, if any to the BNPM.
- j) PMC shall maintain all registers/records during execution of works as stipulated in CPWD Works Manual. At the end of every financial year and at the end of the project, PMC shall submit an expenditure/financial statement in the format of BNPM /PWD Manual as per the prescribed procedure.

### **F. Obligation of BNPM**

- a) The BNPM shall designate in writing a representative or representatives, authorized to act on its behalf with respect to the project. This designated representative shall interact with PMC on all matters.
- b) To provide assistance to the extent possible to PMC for obtaining electrical and water connections.
- c) BNPM shall hand over the site to PMC for execution of the work.
- d) To bear the costs of project contingencies like advertisement of NIT and municipal fees for getting approval of the drawings and the project from the Government Authorities.
- e) The PMC will be required to prepare the detailed time schedule based on the total completion period of the project. The entire project will be divided into activities and events and bar charts/ PERT charts will be prepared by PMC. Monitoring on monthly basis will be carried out by them. PMC will submit monthly monitoring of progress to BNPM along with their events, PERT chart and expenditure mile stones and recommendations. In case of delays in any activity then the PMC will suggest & recommend remedial measures in order to get the project completed within stipulated time.
- f) Traveling / daily allowances shall not be payable to the PMC , its representatives, officials and consultants engaged by it for their visit to construction site, offices of concerned local authorities, Employer's office or any other place in MYSORE.
- g) In case the Resident Engineer / Senior Engineer employed by the PMC are required to travel to any other station outside work station, in connection with the discharge of the duties relating to project, PMC shall get his tour program and mode of travel approved by employer and will be paid actual fair charges to and fro, incidentals in the form of actual for conveyance used, stay in reasonably good hotel, subject to production of document in proof of expenditure. However, prior approval from employer shall be obtained for any such tours without which such payment will not be reimbursed.



## **SECTION VI – LIST OF REQUIREMENTS**

h) The scope of work broadly described herein and assigned to PMC, as their area of responsibility is inclusive of all consultancy and other services required in connection with the completion of work whether specifically mentioned herein or not and rendering such consultancy services will not entitle the PMC to charge any additional fees in as much as the same are included in the overall professional fees payable to them.

### **G. PMC 's responsibility till defects Liability Period:**

a) When the construction of all the buildings along with other site development works are completed in all respects i.e. all civil & services works are completed, and statutory approvals obtained etc., PMC shall notify the OWNER in writing that the Project has been completed in all respect.

b) Upon notification of completion of buildings/ works in writing by PMC, BNPM will inspect the same prior to the occupancy. Any defects observed shall be informed to the PMC within the defect liability period of 12 months from the date of Acceptance of closure of project by BNPM. The PMC shall ensure the rectification of such defects prior to the occupancy at no extra cost to the owner.

c) The date of acceptance by BNPM as aforesaid along with No objection certificate (NOC)/Occupancy certificate (OC) for occupation from statutory authorities shall be deemed to be the date of completion of the Project (hereinafter called COMPLETION) for the purpose of this CONTRACT. However this does not exclude any such responsibility of the PMC as defined in this bid document including defect liability period.

d) PMC shall carry out detailed inspection on completion of project and get rectified all defects noticed during inspection. PMC shall also carry out detailed inspection during defects liability period and get rectified all defects noticed during such inspection before the end of defects liability period.

e) PMC shall advise BNPM with regards to extra claims or disputes / arbitration cases between BNPM and the contractor/s, if any, and assist in case of any dispute till the cases are resolved either by mutual negotiation or through Arbitration or Court as the case may be.

f) PMC should collect the Guarantee Bond for Water Proofing & Anti Termite Treatment and as built drawings in 3 sets hard copy and in pdf and AutoCAD file and it should be handed over to the BNPM.

g) Defect Liability period shall be one year after the completion of construction work by contractor also from the date of issue of Virtual completion certificate to the contractor.

## **SECTION VI – LIST OF REQUIREMENTS**

### **H. CHANGES AND ADDITIONS IN PMC SCOPE OF SERVICES**

BNPM shall have the right to request PMC in writing to make any changes, modifications, deletions and/or additions to PMC scope of SERVICES. PMC shall consider such written requests and will work out the estimate of price and time adjustment on account of such changes, modifications, deletion and/or additions sought by OWNER. Unless PMC receives written authority from OWNER with agreement on variation in prices and time schedule, PMC will not be obliged to proceed with any such variation in the scope of SERVICES.

*Due to administrative reasons, if any, if there is a change in entire scheme of things, if BNPM opines, it is a repetitive work being done by PMC, then BNPM may decide accordingly and the decision of BNPM shall be final and binding.*

### **I. DRAWINGS AND DOCUMENTS**

BNPM shall use all drawings, designs, specifications and documents including transparencies/power point presentations, videos prepared by 'Architect' and PMC for the purposes of construction, operation and maintenance of the building.

### **J. GUARANTEES AND LIABILITIES**

PMC guarantees that the SERVICES as specified/described under the scope of PMC in this CONTRACT, and technical documents to be developed by PMC shall be in accordance with sound and established engineering practices, using International Standards and Indian Codes and Government Regulations, wherever applicable, for the purpose(s) specified, free from defects and suitable for respective uses intended.

i) LIMITATION OF LIABILITY: Except where otherwise specified in PMC scope of work PMC's liability under this CONTRACT for all guarantees or warranties of whatsoever nature, whether expressed or implied, and for all causes whatsoever shall be limited to getting the things rectified without additional fee to the owner.

ii) Nothing in the CONTRACT shall be construed to have imposed any liabilities on PMC, for defects or otherwise, if PMC has to depend on data, process, technical information and/or material or equipment to be supplied by BNPM and/or by others on behalf of BNPM and if any part or parts thereof are found to be misleading, inaccurate incomplete, unsatisfactory or deficient for any reason

## **SECTION VI – LIST OF REQUIREMENTS**

or circumstance beyond PMC's control. However, this will not apply in the case of drawings, designs, DPRs, estimates etc. provided/to be provided by 'Architect' to PMC, as PMC is required to recheck all these at its own cost as part of their assigned work in terms of contract.

### **K. Other terms and Conditions**

#### **1. Deployment of PMC staff**

a. PMC is expected to ensure that men of proven ability and adequately qualified are only employed at site and they work diligently. In case, BNPM finds any Engineer/s not up to the mark, PMC will have to withdraw him / them from site and replace him / them by posting new one/s in his / their position. BNPM reserves the right to remove such personnel and ask for a substitute of required calibre. In case an Engineer/s resigns from their employment, PMC shall immediately provide a substitute of equivalent caliber. PMC shall not make any changes in the personnel deployed by them on work site without prior permission.

b. The PMC shall furnish the list of Engineers and Supervisors (Civil and Electrical (MEP) etc.) with details of their qualifications, experience, etc., to the BNPM.

c. The BNPM undertakes no responsibility in respect of any life, health, accident, travel and any other insurance for the personnel deployed by PMC.

d. The PMC shall be responsible for any damage or loss on account of neglect of professional duty or conduct on the part of such staff or Engineers or others. To this effect, the PMC shall indemnify BNPM.

e. The PMC shall not have any objection to Client maintaining any Engineering staff at its own cost at the site of work to carry out work and duties allotted to them by BNPM, in respect of all the work at site or other areas outside the scope of PMC works for overall surveillance, security and verification.

f. PMC shall provide manpower at site timely and only experienced persons will be provided at site.

g. It will be compulsory for PMC to place following full-time qualified adequate Engineers on site throughout the execution of work. One Resident Engineer (Civil) (Manager) Civil Engineering Graduate having 7 to 10 years' experience and Two Junior Engineer civil (Jr. E), Diploma in Civil Engineering holder will be with 3 to 5 years' experience in building construction industry. One Common Senior Engineer Services. Graduate Engineer with knowledge of all the utilities and Services & one full time Diploma for Electrical/ MEP with sufficient practical experience.

h. Prior to posting these personnel to work site / office, PMC shall submit their Bio-data and obtain approval of BNPM. The deployment of staff for this project shall be as below.

## SECTION VI – LIST OF REQUIREMENTS

Resident Engineers (RE) (one) ( CIVIL )	One full time (Senior Engineer) CIVIL Graduate having minimum 7 to 10 Years practical Experience.
Junior Engineers (Jr. E) ( CIVIL) (Two	Two full time Diploma CIVIL holder with 3 to 5 years minimum practical Experience.
Electrical / Communication, Audio visual / HVAC one Senior Engineer (services) Common one Junior Engineer (MEP)	One Common Senior Engineer Services. Graduate Engineer with knowledge of all the utilities and Services & one full time Diploma for MEP with sufficient practical experience.

The above requirement is the visualized minimum. However, more Engineers and other categories of staff may have to be appointed, if necessary, for satisfactory supervision and co-ordination, it is specifically agreed that the BNPM shall have no responsibility for any Staff / Officers / Engineers engaged by the PMC and the said PMC alone shall be responsible as Employer.

h) On account of specified timeframe for the development & construction of complex, the PMC shall have its office at the project site at its own cost till the end of completion of PMC's responsibilities

### **2. Professional Misconduct**

a) PMC warrant that it shall exercise high degree of care and diligence in rendering the services pursuant to this agreement and that such services shall be of a high quality and standard satisfactory to BNPM. The PMC shall indemnify BNPM from any damage or loss arising from such lack of care and diligence or arising out of any unsatisfactory performance of service by PMC. For this purpose, PMC shall subscribe to a professional liability insurance policy with a nationalized insurance BNPM for an amount equivalent to 20% of the total fee payable by BNPM to the PMC. PMC shall provide adequate evidence to BNPM, if asked for, showing that such insurance has been taken and being maintained and that all the premium thereon have been paid.

b) If at any time, it is noticed that deliberate attempt has been made by the PMC to cause over payments to the contractors by over-measurement or over estimation of rates or sub-standard work is accepted and recommended for payment, the amount shall be recovered from the payment



## **SECTION VI – LIST OF REQUIREMENTS**

due to the PMC not only from this contract but also from any other contract awarded by this BNPM. The matter will be viewed as a professional misconduct and strict action as per the laws of country will be taken and recoveries shall be made from PMC.

### **3. Sub-letting of professional services**

No sub-letting of services shall be permitted by the BNPM. Under no circumstances the PMC shall sublet the services.

### **4. Third Party Liability:**

The BNPM shall not be liable for any injury / death, caused to any official, employee, representative or agent of the PMC or their consultants working at the site or damage to their properties for any reason whatsoever and BNPM shall not entertain any claim from any person on that behalf. It would be the responsibility of the PMC to get their officials, employees, representatives, agents or their consultants insured against the possible risks involved in the discharge of their duties at the work site.

### **4. Confidentiality / Secrecy:**

Except with the prior written consent by the BNPM, the PMC and their representatives shall not any time communicate to any person or entity any confidential information disclosed to them for the purpose of the services. The PMC shall not publicize any information pertaining to BNPM which is discussed with them during course of execution of work in the interest of project completion. PMC shall not disclose to any third party, any Technical Information, data, design, drawings, plans, specifications, etc. received from BNPM unless either getting written approval from BNPM.

### **5. Extension of Time and Delay**

If the PMC desires an extension of time for the completion of the work on the grounds of PMC having been unavoidably hindered in its execution or any other ground, PMC shall apply in writing to the BNPM within 30 days of the date of the hindrance on account of which PMC desires such extensions as aforesaid and BNPM shall, if in its opinion reasonable (Which shall be final) there after authorize such extension of time, if any, as may in his opinion be necessary or proper.

## **SECTION VI – LIST OF REQUIREMENTS**

If in the opinion of the BNPM, the works be delayed

- (a) by force majeure or
- (b) by reason of any exceptionally inclement weather or
- (c) by reason of proceedings taken or threatened by or dispute with adjoining or neighbouring or public authorities arising otherwise than through the PMC's own default or
- (d) by the works or delays of other PMC or Tradesmen engaged or nominated by the BNPM and not referred to in the schedule of quantities and/or specification or
- (e) by reason of BNPM's instructions as per relevant clause hereof or
- (f) by reason of civil commotion
- (g) by reason beyond control of the BNPM in the opinion of BNPM.

In case of foreclosure of the contract, percentage payment due up to the completed stage will be made. In case contract is foreclosed in the middle of any indicated stage in financial bid, pro-rata payment shall be made for the completed services as agreed mutually. The Bidder does not reserve any right to claim compensation whatsoever for foreclosure of contract by BNPM.

The completion time as mentioned above is the essence of the contract and shall strictly be adhered to by the bidder. Delay without any valid reason shall attract liquidated damages.

### **6. Exclusions:**

All exclusions if any not included in the scope of work should be spelt out in the offer which will be subjected to review by the BNPM.

### **7. CESSATION OF PMC'S RESPONSIBILITIES, DEFECT LIABILITY PERIOD**

Upon PMC Guarantees and Liabilities referred to in this CONTRACT having been or being deemed to have been satisfied upon expiry of twelve months from the DATE OF ACCEPTANCE, and settlement of arbitrations/disputes(if any) whichever occurs later, all responsibilities of PMC under this CONTRACT shall be deemed to have been discharged.

### **8. GOVERNMENT LEVIES**

PMC remuneration shall be inclusive of statutory levies, such as GST and all other taxes, central excise duty, etc. as applicable on PMC from time-to-time. The consultant shall be reimbursed these

## **SECTION VI – LIST OF REQUIREMENTS**

prevalent taxes and any other future tax including revision in the GST imposed by central/state Govt. on actual, subject to submission of proof of payment of such taxes.

### **9. INSURANCE**

Insurance by PMC at its own cost: Workmen's compensation insurance, covering all employees of PMC for statutory benefits as set out and required by local law in the area of operation or area in which PMC may become legally obliged to pay benefits for bodily injury or death. Similar clause will be put by the PMC with their Contractors/vendors.

### **10. INDEMNITY**

a) PMC shall hold harmless and indemnify the OWNER, against any claims or liability because of personal injury including death of any employee of PMC or of contractor employed by PMC and arising out of or in consequence of the performance of this CONTRACT.

b) BNPM shall not be responsible for any loss or damage to property of any kind belonging to PMC or its employees, servants or agents or of contractor engaged by PMC or contractor's employees.

### **11. FORCE MAJEURE**

a) Any delay in or failure of performance by a PARTY shall not constitute default here under or give rise to any claims for damages against said PARTY if and to the extent caused by reasons which are beyond the control of the said PARTY, including but not limited to acts of God, strikes or other concerted acts of workman, power cuts, fires, floods, explosions, riots, war (declared or undeclared), rebellion, sabotage, extra-ordinary severe weather, civil commotion and criminal acts of third parties.

b) Both PARTIES shall keep a record of the circumstances referred to above which are responsible for causing delays in the execution of the project.

c) If the execution of the project is likely to be delayed by or as the result of one or more of the circumstances referred to in Article above hereof, BNPM and PMC shall discuss the situation with a view to find the means to minimize the impact and effect of such circumstances and to reduce the costs and expenses which the PARTIES or either of them may incur.

## **SECTION VI – LIST OF REQUIREMENTS**

d) The parties agree herein that in the event of the Force Majeure conditions, the period of the Contract shall be extended accordingly for the duration/period for which such conditions exist.

e) No failure or delay by either PARTY in enforcing any right, remedy, obligations or liability in terms of the CONTRACT shall be deemed to be a waiver of such right, remedy, obligation or liability, as the case may be, by the PARTY and notwithstanding such failure or delay, the PARTY shall be entitled at any time to enforce such right, remedy obligation or liability, as the case may be, subject to Limitations Act.

### **12. TERMINATION**

- i) BNPM may terminate the PMC contract due to any non-performance by PMC.
- ii) If the PMC fails to perform any of its obligations under this agreement or if BNPM is dissatisfied with the services of the PMC, BNPM may issue seven days written notice intimating the PMC of their failures or deficiencies and calling upon PMC to rectify within such time as may be specified in the notice and if the PMC fails to perform such obligation or make good such deficiencies as pointed out to the PMC in the notice, BNPM may terminate the services of PMC under this agreement.
- iii) In the event of termination pursuant to Article above hereof, PMC shall carryout any reasonable instructions of OWNER in connection with such termination. The decision of the BNPM shall be final and binding on the PMC.
- iv) BNPM may also terminate the PMC 's services hereunder:
- v) If the firm is adjudged a bankrupt or
- vi) If the firm make a general assignment for the benefit of their creditors or
- vii) If a receiver is appointed on account of their insolvency or
- viii) They disregard law, ordinances, rules, regulations or orders of any public authority having jurisdiction on the works.
- ix) If PMC commits breach of any of the terms and condition of this contract.
- x) Termination of this CONTRACT shall not relieve either PARTY of their obligations imposed by this CONTRACT with respect to the SERVICES performed by either PARTY prior to such termination.
- xi) In the event of termination pursuant to Article above here of, BNPM shall pay to PMC for all the SERVICES performed by PMC up to the stage of work executed immediately before termination.



## **SECTION VI – LIST OF REQUIREMENTS**

- xii) In case due to any circumstances, the BNPM decides to curtail the scope of work or totally abandon the work, the payment to the PMC would be made upto the stage of work executed by them immediately before taking such a decision.
- xiii) The termination shall be without prejudice to all rights, liabilities and remedies that have arisen or accrued till date of such termination or that may arise on account of such termination and BNPM may get the project completed by whatever method they may deem expedient. In such case, the PMC shall not be entitled to receive any further payment, if due, until the loss damage or expense incurred by BNPM due to breach of this agreement by PMC have been settled by them.
- xiv) In case the PMC abandons the work during the course of the project, the BNPM has the right to appoint an alternate PMC or make an arrangement for carrying out the work of PMC, at the risk and cost of the PMC.
- xv) The Consultancy works may be terminated at any time by BNPM upon fourteen days" notice in writing being given to Bidders, if the PMC work is not found to be satisfactory according to the terms of the agreement or the associated bidder fails to take action as per the directions of BNPM authority. In case the agreement is terminated on account of Bidder's work not being satisfactory, BNPM will get the work done at the risk & cost of the bidder.

### **13. CONFLICT OF INTEREST- (in line with and addition to SCC clause)**

- a) Bidder shall conduct its operations in a lawful manner consistent with good international practices and standards for such type of services.
- b) Neither Bidder nor any of its subsidiaries or affiliates shall in connection with the services enter into a contract, give an undertaking, bid, enter into a Joint Venture Partnership, have any relations with a Third Party or any other arrangement to perform any services, to supply goods or equipment which may be to BNPM's detriment.
- c) Any treasures, antiques, valuable etc. found during excavation belong to the BNPM & same shall be handed over without causing any damage to them.
- d) The Bidder must ensure that at no point of time should any system be rendered non-functional.
- e) Communication and Document distribution pertain to respective specialized works shall be made during execution of work to meet the requirement of the BNPM.
- f) Details of the service infrastructure in terms of the service staff strength and their qualifications, details of warehousing facilities for spares and the value of spares stocked shall be submitted.



## **SECTION VI – LIST OF REQUIREMENTS**

### **14. PATENTS**

a) PMC shall, subject to the limitations contained in this Article, indemnify and hold OWNER harmless from all costs, damages, and expenses arising out of any claim, action or suit brought against BNPM by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any technical information, data or process or design and furnished to BNPM by PMC.

b) Similarly BNPM shall indemnify and hold PMC harmless from all costs, damages and expenses arising out of any claim, action or suit brought against PMC by third parties in respect of any infringement of any patent or registered design or any 24 similar rights resulting from the use of any information furnished to PMC by BNPM or by others on behalf of BNPM.

### **15. LIQUIDATED DAMAGES FOR DELAYS & NON-PERFORMANCE BY PMC**

if the supplier fails to perform the services within the time frame(s) incorporated in the contract, BNPM shall, without prejudice to other rights and remedies available to BNPM under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 1% (One) percent of the contract price of the delayed services for each month of delay or part thereof until actual performance, subject to a maximum deduction of the 10% of the delayed services' contract price(s).

*(To be signed & stamped and submitted along with Techno-commercial Bid Part –I)*



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## **SECTION VII – TECHNICAL SPECIFICATIONS**

### **TECHNICAL SPECIFICATIONS**

**Being engineering and consultancy services, technical specifications are not applicable to the tender.**

*(To be signed & stamped and submitted along with Techno-commercial Bid Part –I).*

## **SECTION VIII – QUALITY CONTROL REQUIREMENTS**

### **DECLARATION TO BE PROVIDED ON LETTER HEAD**

We declare that will shall provide the engineering and consultancy services in accordance to the applicable standards, codes and ethics without deviation. We also undertake that all drawings, design, specifications, BOQ, estimates and other documents will be prepared and furnished to suit the particular local conditions of the site in the most economical manner. We shall work out economic design and adopt specifications to endure that the estimates approved by BNPM at initial stage are adhered to during execution.

*(To be signed & stamped and submitted along with Techno-commercial Bid Part –I)*

## **SECTION VIII – QUALITY CONTROL REQUIREMENTS**

### **COMMERCIAL COMPLIANCE STATEMENT:**

<b>Sl. No.</b>	<b>Features</b>	<b>Requirements of BNPMIPL, Terms &amp; conditions</b>	<b>Whether Agreed by the firm</b>	<b>Deviation, if any</b>
01	General Conditions and Scope of work	Services should be rendered exactly as per the given instructions / Scope of work mentioned in Section VII of the tender	<b>Yes agreed</b>	
02	Quantity:	We understand that the requirement of quantity mentioned in the tender is only indicative and BNPMIPL reserves the right to increase or decrease the quantity depending upon their actual requirement	<b>Yes agreed</b>	
03	Delivery	As per tender	<b>Yes agreed</b>	
04	Payment terms	Payment terms as mentioned in the tender	<b>Yes agreed</b>	
05	Liquidated Damage	Liquidated Damage clause as mentioned in tender	<b>Yes agreed</b>	
06	Defect Liability Period / Warranty	As per warranty clause mentioned in the tender	<b>Yes agreed</b>	
07	Performance Security/Security Deposit	As mentioned in SCC	<b>Yes agreed</b>	
08	Tender terms & conditions	<p>We have gone through entire tender document thoroughly including GIT (Section II - General Instructions to Tenderer), GCC (Section IV - GENERAL CONDITIONS OF CONTRACT) <b><u>and confirm that we don't have any counter conditions.</u></b></p> <p>We also understand that offer with counter conditions is liable for rejection</p>	<b>Yes agreed</b>	

## **SECTION VIII – QUALITY CONTROL REQUIREMENTS**

09	Compliance to all SIT & SCC clauses	SIT Clause: Sl.no. 16 to Sl.no. 22 SCC Clause: Sl.no.13 to Sl.no. 33	<b>Yes agreed</b>	
10	No. of pages	Total number of pages in Technical Bid		

*Authorized signatory & stamp*

*(To be filled, signed & stamped and submitted along with Techno-commercial Bid Part –I)*

## SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA

Category	Eligibility Criteria	Documents required in support of eligibility criteria
<b>General</b>	a) Bidder* (Individual/ firm/ company/ corporate / LLP / HUF / limited company) intending to bid should be bonafide, experienced, technically competent, resourceful and financially sound to carry out the assigned order.  *Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade)	Company's registration / Certificate of incorporation/Partnership Deed/Any other registration certificate as applicable  Signed & Stamped <b>Annexure - A</b> on company's letter head.
	b) Bidder should have valid GST registration certificate	Copy of GST certificate
	c) Bidder should have valid PAN card.	Copy of PAN card
	d) As on the date of submission of bid against this tender, bidder should not be in the list of ineligible/ blacklisted/ banned/ debarred entity by RBI/SPMCIL/ BRBNMPL/ BNPMIPL/Govt. of India/any Government Agency for participating in its tenders.	Declaration as per <b>Annexure-B</b> on company's letter head duly Signed & with company Stamp to be submitted
	e) The bidder should be in continuous business of providing engineering and Project consultancy services during last five years ending on 30.05.2025.	Documentary evidence (copy of work order or agreement or work completion certificate or financial statement) for being in business for last five years
<b>Experience &amp; Past Performance</b>	<p>The Bidder should have successfully provided the Project Management Consultancy Services (i.e. Architectural, Design and Engineering services) for similar works during the last Five (05) year ending 30.05.2025 as below;</p> <p>At least <b>one work of Rs12.00 Crores</b> (Rs. Twelve Crores only). Or <b>Two works of Rs. 7.50 Crores</b> (Rs. Seven Crores Fifty Lakhs only) each. Or <b>Three works of Rs. 6 Crores</b> (Rs. Six Crores only) each.</p> <p><b>For Start- ups-</b> 30% of the above mentioned value relaxed for start-ups</p>	<p>1. Copy of Work order / Agreement and Successful work completion certificate of the corresponding/relevant work order (agreement). a) Name of Work, b) Name of Client, c) Value of work, d) Scheduled date of completion, e) Actual Value of works on completion f) Actual date of completion g) Any other information, during last 5 years.</p> <p><b>Note:</b> a) BNPM reserves the right to seek additional documents related to the documents submitted against eligibility criteria.  b) The start-ups should be recognized by DPIIT and certificate of recognition issued by DPIIT clearly stating the "sector" &amp; "industry" corresponding to item/work in the tender should be submitted along</p>





## SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA

	<p><b>Note: Similar works refers Construction of Buildings works only (Minimum G+3 floors) in Educational/ institutional/ residential/ industrial/ commercial buildings/ etc. Proof of executing the same as above shall be submitted. However, sub-contracted works will not be considered. Jobs executed by a bidder for its own in-house purpose/sister concern/subsidiary cannot be considered as experience for the purpose of meeting Qualification criteria.</b></p>	<p>with the bid. In case of unavailability of corresponding sector / industry in the certificate, bidder should submit documents approved/ accepted by DPIIT substantiating relevance to the item/work in the tender.</p> <p>2. Declaration as per <b>Annexure – C</b></p>						
<b>Financial Standings</b>	<p>The average annual financial turnover of the bidder firm during last three financial years, ending 31.03.2024 should be more than <b>Rs. 13,50,000/- (Rupees Thirteen Lakhs Fifty Thousand Only)</b> <sup>[Ref Note (i)]</sup> on date 31.03.2024 as per the annual report (audited balance sheet and profit &amp; loss account) of the relevant period, duly authenticated by a charged accountant / Cost accountant in India or equivalent in relevant countries.</p>	<p>Audited balance sheet and profit &amp; loss statement for FY: 2023-24, FY: 2022-23, FY: 2021-22 and FY: 2020-21.</p> <p>Chartered Accountants certificate for Turnover, Profit and Net worth may be accepted for the bidders, where tax audits has been exempted as per the existing Govt. orders issued before tender closing date.</p> <p><b>Note:</b> The start-ups should submit certificate of recognition issued by DPIIT.</p>						
	<p><b>For Start-up bidders:</b> Start-ups are required to have an average annual turnover of <b>at-least Rs. 9,45,000/- (Rupees Nine Lakhs Forty Five Thousand only)</b> during last three financial year's period ending 31.03.2024.</p>							
	<p>b) Net worth of the bidder firm should not be in negative as on 31.03.2024 and should have not <b>eroded</b><sup>[Ref Note (ii)]</sup> by more than 30% (Thirty percent) year-on-year basis as well as cumulative basis in the last three financial year's period ending 31.03.2024.</p>							
<p>i. If the date of constitution/ incorporation of the bidder's firm is less than three financial years, then the average annual financial turnover during the last two years/ last financial year (as the case may be) should be at least as mentioned in clause (a) of Financial Standings mentioned above.</p> <p>ii. Erosion shall be calculated only on account of reported loss in the statement of P&amp;L account, which has led to reduction in capital. Net-worth (NW) erosion will be calculated as below,</p> <table><tr><th>Year - on - Year basis</th><th>Cumulative basis</th></tr><tr><td><math display="block">\frac{(\text{NW of FY 2023-24 (-) NW of FY 2022-23})}{(\text{NW of FY 2022-23})}</math></td><td rowspan="3"><math display="block">\frac{(\text{NW of FY 2023-24 (-) NW of FY 2020-21})}{(\text{NW of FY 2020-21})}</math></td></tr><tr><td><math display="block">\frac{(\text{NW of FY 2022-23 (-) NW of FY 2021-22})}{(\text{NW of FY 2021-22})}</math></td></tr><tr><td><math display="block">\frac{(\text{NW of FY 2021-22 (-) NW of FY 2020-21})}{(\text{NW of FY 2020-21})}</math></td></tr></table> <p>iii. BNPM reserves the right to verify all credentials submitted by bidders towards eligibility criteria.</p>			Year - on - Year basis	Cumulative basis	$\frac{(\text{NW of FY 2023-24 (-) NW of FY 2022-23})}{(\text{NW of FY 2022-23})}$	$\frac{(\text{NW of FY 2023-24 (-) NW of FY 2020-21})}{(\text{NW of FY 2020-21})}$	$\frac{(\text{NW of FY 2022-23 (-) NW of FY 2021-22})}{(\text{NW of FY 2021-22})}$	$\frac{(\text{NW of FY 2021-22 (-) NW of FY 2020-21})}{(\text{NW of FY 2020-21})}$
Year - on - Year basis	Cumulative basis							
$\frac{(\text{NW of FY 2023-24 (-) NW of FY 2022-23})}{(\text{NW of FY 2022-23})}$	$\frac{(\text{NW of FY 2023-24 (-) NW of FY 2020-21})}{(\text{NW of FY 2020-21})}$							
$\frac{(\text{NW of FY 2022-23 (-) NW of FY 2021-22})}{(\text{NW of FY 2021-22})}$								
$\frac{(\text{NW of FY 2021-22 (-) NW of FY 2020-21})}{(\text{NW of FY 2020-21})}$								



## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **Important:**

1. *Please note that the contractors who have worked earlier with BNPMIPL and their performance was not found satisfactory for any of the jobs awarded to them, their tenders shall not be opened during technical bid stage and their offers shall be considered as invalid and shall be rejected.*
2. *Issuance of tender paper or submission of tender document shall not automatically be construed qualification of bidder for award of work, which will actually be determined during bid evaluation.*

**Note: All documents shall be uploaded on our e-portal after duly signed and sealed.**

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.

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 bidder may be verified from the parties for whom work has been done.

We confirm that, we are competent and legally authorized to submit the tender and / or to enter into legally binding contract.

We ..... (Name of the company) have submitted the required documents in support of the eligibility criteria mentioned above.

Authorized Signature with stamp & date

(To be signed & stamped and submitted along with Techno-commercial Bid Part -I)

**\* Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade)**

- I) Bidder means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms, or companies), every artificial judicial person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person participating in a procurement process.
- II) "Bidder from a country which shares a land border with India" for the purpose of this order means:-
  - a) An entity incorporated, established or registered in such a country; or
  - b) A subsidiary controlled through entities incorporated, established or registered in such a country, or
  - c) An entity substantially controlled through entities incorporated, established or registered in such a country, or
  - d) An entity whose beneficial owner is situated in such a country; or
  - e) An India (or other) agent of such an entity; or
  - f) A natural person who is a citizen of such a country; or
  - g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- III) The beneficial owner for the purpose of (iii) above will be as under :-



## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

- 1) In case of a company or limited liability partnership, the beneficial owner is the natural person (s), who, whether acting alone or together, or through one or more judicial person, has a controlling ownership interest or who exercise control through other means.

Further explanation:

- a) "Continuing ownership interest" means ownership of or entitlement to more than twenty five per cent of shares or capital or profits of the company;
- b) "Control" shall include the right to appoint majority of the director or to control the management or policy decision including by virtue of their shareholding or management rights or shareholder agreements or voting agreements;
- 2) In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
- 3) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who , whether acting alone or together, or through one or more judicial person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- 4) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- 5) In case of a trust, the identification of beneficial owners(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership

IV) An agent is a person employed to do any act for any another, or to represent another in dealings with tired person.

v) The successful bidder shall not be allowed to sub contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

VI) A bidder is permitted to procure raw material, components, sub-assemblies etc. from the vendors from countries which shares a land border with India. Such vendors will not be required to be registered with the competent authority, as it is not regarded as sub-contracting.

VII) However, in case a bidder has proposed to supply finished goods procured directly/indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the competent authority.

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

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 bidder may be verified from the parties for whom work has been done.

We confirm that, we are competent and legally authorized to submit the tender and / or to enter into legally binding contract. We ..... (Name of the company) have submitted the required documents in support of the eligibility criteria mentioned above.

**Authorized Signature with stamp & date**

*(To be signed & stamped and submitted along with Techno-commercial Bid Part -I)*



## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **ANNEXURE -A**

**e-Tender No: BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

**(To be submitted on Company letterhead)**

#### **DECLARATION**

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I hereby certify that, M/s ..... Is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s ..... fulfills all requirements in this regard and is eligible to be considered." (Where applicable, evidence of valid registration by the Competent Authority shall be attached.)

I, the undersigned, declare that the item ..... originate in ..... (Name of the country).

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of the Organization-----

## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **ANNEXURE -B**

**e-Tender No: BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

**(To be submitted on Company letterhead)**

#### **DECLARATION**

I) We do hereby declare that,

1. We do hereby declare that as on the date of submission of bid against this tender we are not in the list of ineligible/ blacklisted/ banned/ debarred entity by RBI/SPMCIL/ BRBNMPL/ BNPMIPL/any Government Agency, for participating in its tenders.

Further, we agree, in case we get blacklisted/ banned/ debarred by SPMCIL/ BRBNMPL/ BNPMIPL/any Government Agency, any time prior to finalization of tender/ contract, our bid shall not be considered for further evaluation/ award of order.

2. The director/proprietor of the bidding firm are not closely related to BNPMIPL.

In case, at any time the information furnished is found to be false, you may disqualify/ debar me/ us as deemed fit.

II) We do hereby declare that we have read and understood all terms and conditions of tender document including GIT, SIT, GCC, SCC, Technical Specification, Quality Control Criteria and confirm to abide to those conditions without any counter conditions

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of the Organization-----



## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **Annexure -C**

**e-Tender No: BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

**(To be submitted on Company letterhead)**

#### **DECLARATION**

**Table 1: Past Experience Details**

Sl No	Description of Supply/ work	Name & Address of Customer	PO/ WO/ /Agreement No with date	Qty of supply	Delivery period
1					
2					
3					
4					
5					

**Table 2: Financial Details**

Sl No	Financial Year	Annual Turn Over (Rs)	Networth (Rs.)	UDIN No
1	2023-24			
2	2022-23			
3	2021-22			
4	2020-21			

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of the Organization-----





## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **ANNEXURE -D**

**e-Tender No: BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

**(To be submitted on Company letterhead)**

#### **BID SECURITY DECLARATION**

We, the undersigned, declare that we will automatically be suspended from being eligible for bidding in any tender with Bank Paper Mill India Private Limited, Mysore for the period of 12 months, if we are withdrawing our Bid during the period of bid validity (or) fail / refuse to furnish the performance security / execute the contract, if awarded.

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of the Organization-----

## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **ANNEXURE –E**

**e-Tender No: BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

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

#### **Non-Disclosure Agreement**

I, ..... (Name of the Tenderer) , hereby agree to abide by the following conditions-

a) The tenderer shall treat all documents, information, data, and communication of and with the Bank Note Paper Mill India Private Limited (BNPM) as confidential.

b) Successful tenderer shall not, without the BNPM's prior consent, disclose the contract or any specification, plan, sample or information or data or drawings/designs furnished by or on behalf of BNPM to any person other than the person(s) employed by the agency in the performance of the work.

c) Further any such disclosure to any such person employed by the tenderer shall be made in utmost confidence and should extend only so far as may be necessary and relevant for the purpose of such performance and shall be subject to the terms and conditions of the Non-Disclosure clause.

d) The Tenderer shall not, without BNPM's prior consent, make use of any document or information mentioned in these conditions of the tender document except for the sole purpose of performing this tender.

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of



## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

### **ANNEXURE –F**

**e-Tender No: BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

**(To be submitted on a Stamp Paper of Rs 200/-)**

#### **Professional Indemnity Bond for Project Management Consultancy Assignment**

This INDEMNITY BOND is executed at ..... (Place) on this \_\_\_\_day of \_\_\_\_2022\_\_\_\_by M/s..... having its registered office at ..... (hereinafter called the “Indemnifier” which expression shall mean and include their successors, administrators, executors, legal representatives and assigns) in favour of Bank Note Paper Mill India Private Limited having its Registered and Corporate Office at Administrative Building, Gate 1, Paper Mill Compound, Note Mudran Nagar Mysuru- 570003, Karnataka, India (hereinafter called the “Indemnified/BNPM” Which expression shall mean and include its successors, legal representatives, administrators and assigns).

WHEREAS the ..... (name of the Indemnifier) as per the provisions of the contract between the..... (name of the indemnifier) and BNPM has/ have started/ shall commence consultancy work for setting up of paper mill in accordance with the requirements and scope specified in the Tender.

AND WHEREAS the ..... (name of the Indemnifier) shall indemnify BNPM against any damage, expense, liability, loss or claim which BNPM might incur, sustain or be subject to arising from any breach of the ..... (name of the indemnifier) design responsibility till completion of 10 years after stabilization of the facility for a value equal to 10% of the consultancy charges.

AND WHEREAS the indemnifier has agreed to furnish such indemnity to the indemnified;

NOW THIS BOND OF INDEMNITY WITNESSTH that the .....( name of the indemnifier) guarantee and agree at all times to save and defend and keep harmless the Indemnified BNPM, their successors and assigns and keep indemnified BNPM from and against all claims, demands, actions, proceedings, losses, damages, judgements, costs, charges and expenses which may be brought against BNPM or commenced against BNPM and which BNPM may have to incur, pay or suffer directly or indirectly subject to a maximum of 10% of the consultancy charges payable by the BNPM on account of or in connection with the following:-

1) Any type of negligence or non- compliance of or deviation from rules and regulations or in respect of the faulty design and specifications of the faulty including all trades suggested by the ..... (name of the indemnifier), at any stage during consultancy or thereafter. In such event, BNPM shall not be held responsible.



## **SECTION IX-QUALIFICATION / ELIGIBILITY CRITERIA**

2) Any damage to the CISF Infrastructure due to faulty design, substandard technique(s) or deficiency in consultancy services.

3) At any time during the period of consultancy, it is found that the design or execution is not carried out in accordance with the plan and design approved by BNPM for allowing setting up of Paper Mill, or it is subsequently detected that any paper/ document submitted by the ..... (name of the indemnifier) is / are false or has not been issued by the concerned competent authority, or execution is at variance with the guidelines and instructions issued thereof. In such event, BNPM shall have the right to suspend the consultancy and direct the .....( name of the indemnifier) to remedy the defects failing which money deposited with BNPM shall be forfeited and legal action will be initiated by BNPM.

4) Non-compliance/ non-adherence to the indemnification to BNPM with regard to any damage, expense, liability, loss or claim which BNPM might incur, sustain or be subject to arising from any breach of the .....( name of the indemnifier) design responsibility (including technical and automation design) till completion of 10 years after Construction and handover by the .....( name of the indemnifier) of the requirements of the NBCI, relevant IS Codes, technical standards, laws, designs including structural designs any inadequacy, insufficiency, impracticality or unsuitability in or of BNPM's requirements or any part thereof and failure to fulfil their responsibility in respect of the suitability, adequacy, integrity, durability and practicality of the BNPM's proposal. In such event, the consultant shall take into account, address or rectify such inadequacy, insufficiency, impracticality or unsuitability at the ..... (Name of the indemnifier) own cost.

IN WITNESS WHERE OF, this Bond of indemnity is executed on .....at ..... (Place) in the presence of the following witnesses. SIGNED AND DELIVERED

..... (Name of the indemnifier)

Witnesses:

1.Name and (full address)

2.Name and (full address)



## **SECTION X- TENDER FORM**

(Bidder shall use this covering letter while submitting the offer)

To

Date \_\_\_\_\_

Bank Note Paper Mill India Private Limited  
Administrative Building  
Entry Gate No 1, Paper Mill Compound,  
Note Mudran Nagar  
Mysuru 570 003  
Karnataka

Ref: Your Tender document No. **BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

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 as 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 up to **120 days**, 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 up to 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 further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

(Signature with date)

(Name and designation)

Duly authorised to sign tender for and on behalf of



## SECTION XI – PRICE SCHEDULE

### (TO BE FILLED ONLINE ONLY THROUGH E PORTAL)

(A copy of sealed & signed blank price schedule has to be submitted along with pre-qualification & techno-commercial offer)

Dear Sir,

**Sub: : Providing Comprehensive PMC services for Construction of CISF Infrastructure at BNPM/BRBNMPL, Note Mudran Nagar, Mysore.**

**Ref: e-Tender No. BNPM/NCB/PMC-CI/114/2025-26 dated 26.06.2025**

We have received and understood the above tender enquiry and are pleased to submit our price bid as under:

e-TENDER FOR PROVIDING COMPREHENSIVE PROJECT MANAGEMENT CONSULTANCY (PMC) SERVICES FOR CONSTRUCTION OF CISF INFRASTRUCTURE AT NOTE MUDRAN NAGAR, MYSORE				
PRICE BID/Price schedule				
BNPM/NCB/PMC-CI/114/2025-26 Dated 26.06.2025				
			column 1	column 2
SINO	Description	Unit	Professional fee for the PMC Services in percentage (In figures )	Professional fee for the PMC Services in percentage (In words)
1	Professional fees for Providing Comprehensive Project Management Consultancy (PMC) services for Construction of CISF Infrastructure at Note Mudran Nagar, Mysore till completion of Project works as per the scope of the work and all the terms and conditions of contract  Note: Fees shall be quoted in percentage basis only	Percentage		
SAC CODE		GST %		

GST to be quoted in percentage only in figures and not in amount

- The price quoted will be all inclusive including, travelling, Lodging and Boarding, if any to complete the entire work as per scope of work given in the tender. Claim for additional expenses, if any, is liable to be rejected.
- The price quoted shall include the charges towards obtaining all approvals and clearances from statutory and regulatory bodies.
- Price Bid: The price bid of the bidders who have qualified in techno-commercial only will be opened. The date of opening the price bids shall be intimated to the qualified bidders at the later stages.
- Price should be quoted exactly as per the format given above; Price bids with conditions /Counter conditions are liable for rejection. Price to be quoted online only. Conditional price bid shall be summarily rejected.
- Multiple/Variable rate for item, would lead to rejection of offer.
- Bidder shall note that no extra cost will be considered over and above the price quoted in the price bid and hence bidder shall ensure that price submitted in the price bid is quoted considering scope, and other requirements as defined in the tender document.
- We confirm that the rates quoted are inclusive of all and with all awareness of the site conditions, after going through the tender documents in detail and rates shall remain firm till the completion of project. Taxes shall be paid as per actuals as per prevailing rules by BNPM.
- We confirm that there would not be any price escalation during the tenure of contract and even during the extension of time period, if any, whatsoever.
- We confirm that we will abide by all the tender terms & conditions of tender, scope of work and we do not have any counter conditions.
- We confirm that tendered item will be delivered as per specifications.
- No escalation shall be entertained over the quoted rates during the tenure of the contract.
- In addition to above in case any additional statutory tax liability arises on during the currency of contract, the same will be borne by BNPM.
- BNPM shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.

Name

Signature with Date





## **SECTION XI – PRICE SCHEDULE**

### **Note:**

*GST to be quoted in percentage only in figures and not in amount*

*1. The price quoted will be all inclusive including, travelling, Lodging and Boarding, if any to complete the entire work as per scope of work given in the tender. Claim for additional expenses, if any, is liable to be rejected.*

*2. The price quoted shall include the charges towards obtaining all approvals and clearances from statutory and re*

*3. Price Bid: The price bid of the bidders who have qualified in techno-commercial only will be opened. The date of opening the price bids shall be intimated to the qualified bidders at the later stages.*

*4. Price should be quoted exactly as per the format given above; Price bids with conditions /Counter conditions are liable for rejection. Price to be quoted online only. Conditional price bid shall be summarily rejected.*

*5. Multiple/Variable rate for item, would lead to rejection of offer.*

*6. Bidder shall note that no extra cost will be considered over and above the price quoted in the price bid and hence bidder shall ensure that price submitted in the price bid is quoted considering scope, and other requirements as defined in the tender document.*

*7. We confirm that the rates quoted are inclusive of all and with all awareness of the site conditions, after going through the tender documents in detail and rates shall remain firm till the completion of project. Taxes shall be paid as per actuals as per prevailing rules by BNPM.*

*8. We confirm that there would not be any price escalation during the tenure of contract and even during the extension of time period, if any, whatsoever.*

*9. We confirm that we will abide by all the tender terms & conditions of tender, scope of work and we do not have any counter conditions.*

*10 We confirm that tendered item will be delivered as per specifications.*

*11. No escalation shall be entertained over the quoted rates during the tenure of the contract.*

*12. In addition to above in case any additional statutory tax liability arises on during the currency of contract, the same will be borne by BNPM.*

*13. BNPM shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.*

**Method of Evaluation:** - The method of evaluation of bids for awarding the contract shall be on the basis of Total effective price (net of input tax credit) quoted by the bidder(s) for services to be rendered to BNPM, and contract shall be awarded to lowest (L-1) bidder.

Thanking you,

Yours faithfully,

(.....)

Seal

Name & Signature with date

Firm:

## SECTION XII – QUESTIONNAIRE

The tenderer should furnish specific answers to all the questions/ issues 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 evasive answer against any of the under mentioned question/ issues, its tender will be liable to be ignored.

S. No.	Description	To be filled by bidder
1	Brief description of goods and services offered	
2	Offer is valid for acceptance up to	<b>120 Days</b>
3	Your permanent income tax A/c no. as allotted by the Income Tax Authority of Government of India	
4	Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D), New Delhi, and/ or the present BNPMIPL and/ or the Directorate of Industries of the concerned State Government/NSIC/SSI for the goods quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit imposed on your registration.	<b>Yes / No</b> <b>If Yes:</b> <b>Registration No.....</b> <b>Validity: .....</b>
5	Are you currently registered under the Indian Companies Act, 1956 or any other similar Act? (Please attach certified copy (s) of your registration status etc. in case your answer (s) to above queries is in affirmative	
6	Bank account/NEFT/RTGS details	Name of bank:  Branch:  A/c No.:  IFSC:  MICR:
7	Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Dept. of Government of India or by any State Govt.	



## **SECTION XII – QUESTIONNAIRE**

<b>8</b>	EMD details:	<b>Online / Offline / Exempted/Not Applicable</b>
	a) Online:	NEFT/RTGS Details:_____Dtd:_____
	b) Offline	DD / BG No. _____Dtd:_____
	c) Exempted:	Whether NSIC/MSE/DGS&D Reg. no: _____
<b>9</b>	Tender Fee:	<b>Online / Offline</b>
	a) Online:	NEFT/RTGS Details:_____Dtd:_____
	b) Offline:	DD No. _____Dtd:_____
<b>10</b>	We confirm that we possesses the necessary technical competence and financial resources as mentioned in Section -IX of this tender document, to ensure supply of the tendered item , as per your specifications and delivery schedule. Necessary documents like copies of Work orders, P/L Accounts, Balance Sheets are enclosed	<b>Yes / No</b>
<b>11</b>	We confirm that we have quoted exactly for the tendered product as per your specifications given in Section VII	<b>Yes / No</b>
<b>12</b>	We confirm that the Price bid is quoted exactly as per your format in Section- XI	<b>Yes / No</b>
<b>13</b>	We confirm that there would not be any price escalation (Except Statutory Charges) during the supply / contract period	<b>Yes / No</b>
<b>14</b>	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 duly signed by us as a token of our acceptance	<b>Yes / No</b>

We also confirm that the undersigned is duly authorized and have the competence to submit the tender and / or to enter into legally binding contract for and on behalf of the firm.

.....

(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**

**NOT APPLICABLE TO THIS TENDER  
DOCUMENT**

**SECTION XIV- MANUFACTURER'S AUTHORIZATION FORM**

**NOT APPLICABLE TO THIS  
TENDER DOCUMENT**



## **SECTION XV- BANK GUARANTEE FORM FOR PERFORMANCE SECURITY**

..... (Insert: Bank's Name, and Address of Issuing Branch or Office)

Beneficiary:

Bank Note Paper Mill India Private Limited  
Administrative Building, Entry Gate 1,  
Paper Mill Compound, Note Mudran Nagar,  
Mysore - 570003  
Date: .....

Performance Guarantee No.:

WHEREAS.....(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of LOI (Letter of Intent) no..... dated ..... to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said LOI that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the LOI;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of..... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand. We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

We undertake to pay Bank Note Paper Mill India Private Limited up to the above amount upon receipt of its first written demand, without Bank Note Paper Mill India Private Limited having to substantiate its demand.

This guarantee will remain in force for a period of sixty days after the currency of this contract and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name, Authorization/ Signature no. and Designation of the officer

Seal, Name & Address of the Bank and Address of the Branch





## **SECTION XV- BANK GUARANTEE FORM FOR PERFORMANCE SECURITY**

### **Checklist for Bank Guarantee:**

EMD / Performance BG should be in line with / comply the following.

1. BG should be issued on not less than Rs.200 e stamp / non judicial stamp paper only
2. Non judicial stamp paper / e stamp paper should be purchased in the name of BG issuing bank only.
3. In case of e stamp paper first party should be BG issuing bank and second party should be BNPM.
4. Date of sale of non-judicial / e stamp paper shown on the BG and the stamp paper (BG) issued is not more than six months prior to the date of execution of BG.
5. Executing officer of BG should indicate his name, designation and power of attorney number / signing power no etc. on each page of BG.
6. Name and address of the bidding party, name and address of BNPM and value of the contract are to be mentioned clearly.
7. Overwriting / cutting if any in BG should be authenticated under signature and seal of authorized signatory of BG issuing Bank.
8. BG number and BG date should be mentioned in all pages of BG and all pages are endorsed / signed by authorized signatories of issuing bank.
9. Amount mentioned in figures and words are to be matched.
10. Validity of BG should be in line with the contract.
11. BG should be unconditional.
12. Our Branch details is as mentioned below:  
Name of the Bank: HDFC Bank  
Name of the Branch: Richmond Road Branch  
Branch Address: No.B/24, Salco Centre, Bangalore-560025, Karnataka  
IFSC: HDFC00005



## **SECTION XVI- CONTRACT FORM**

**NOT APPLICABLE TO THIS  
TENDER DOCUMENT**

**SECTION XVII- LETTER OF AUTHORITY FOR ATTENDING BID  
OPENING**

**NOT APPLICABLE TO THIS  
TENDER DOCUMENT**

**SECTION XVIII- SHIPPING ARRANGEMENTS FOR LINER  
CARGOES**

**NOT APPLICABLE TO THIS  
TENDER DOCUMENT**

**SECTION XIX- PROFORMA OF BILLS FOR PAYMENT**

**NOT APPLICABLE TO THIS  
TENDER DOCUMENT**

**SECTION XX- PROFORMA FOR PRE-CONTRACT INTEGRITY  
PACT**

**NOT APPLICABLE TO THIS  
TENDER DOCUMENT**