Not Transferable
Security Classification: Non-security

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

TENDER ENQUIRY FOR PROVIDING IT CONSULTANCY SERVICES AT MYSURU, KARNATAKA.

This tender document contains _115_ pages

Tender Enquiry No.	**BNPM/OTE/294/2026-27**
Tender issuing date	**07.11.2026**
Pre-bid meeting date & time	**18.11.2026 15:00 hrs.**
Due date & time for bid submission	**30.11.2026 11:00 hrs.**
Mode of bid submission	**ONLINE**
Type of tender	**Open Tender Enquiry**
Tender Processing Fee	**Rs. 3,000/- + Taxes**
Details of contact person	**Deputy General Manager – SCM** **0821-2401111/180**

Registered & Corporate Office:
Administrative Building,
Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru – 570003
Telephone No. 0821 – 2401 111

e-mail: scm.tender@bnpmindia.com

website: 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 services:

Schedule No	Brief Description of Services	Tentative Quantity (With unit)	Earnest Money Deposit	Remarks
1	Providing IT Consultancy Services at Mysuru, Karnataka.	1 (Lump-sum)	Rs. 2,93,000/- (Rupees Two lakhs ninety-three thousand only)	a) Refer Section – VI for Scope of work b) Refer Section-III (SIT) for EMD exemption

2. **Guidelines to submit e-tender (Online/e-portal):**

   a) The NIT Form with standard tender documents will be accessible in the e-Tendering website: www.tenderwizard.com/BNP. Aspiring Bidders/Contractors who have not registered for e-tendering should register through the website: 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 or contact **M/s. KEONICS Helpdesk at 080-45982100.**

   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 portal, bidder must resubmit the bid even if the bidder has 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 / Tender wizard 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 reserve the right to accept any tender in whole or in part or reserve the right of cancellation of the tender without assigning any reason whatsoever. BNPM reserve the right to revise/extend any date/ time from scheduled timeline of published tender. Decision of BNPM, in this connection shall be final & binding on all bidders.
6. In this tender BNPM/BNPMIPL/Procuring Entity/Purchaser/Owner/User constitutes same meaning.

Yours faithfully,
For and on behalf of BNPMIPL
--sd--
Deputy General Manager

SECTION I – NOTICE INVITING TENDERS

IMPORTANT POINTS AT A GLANCE FOR TENDERERS

S. No.	Title	Description
1.	**Completion Period**	The consultancy shall be performed in accordance with the stage-wise schedule and acceptance matrix as depicted in List of Requirement, Sec VI.
2.	**Liquidated Damage**	Refer SCC, Sec V.
3.	**Defect Liability Period/Warranty**	Not applicable
4.	**Payment Terms**	As per Clause 21 of Section V – Special Conditions of Contract.
5.	**Security Deposit / Performance Security**	Within twenty-one days after the issue of notification of award by BNPM, the consultant 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 consultant, including the Defect liability period. Refer Sl. No (2) of Section V – SCC.
6.	**Integrity Pact**	Not Applicable
7.	**Others**	a) No counter conditions shall be accepted. b) Performance of the bidder in executing the previous contracts/orders of procuring entity shall be taken into account during technical evaluation. The bids of the tenderers who were unsuccessful in completing the previous orders of procuring entity without any valid reason are liable to be ignored /rejected. c) Bidder may visit BNPM, Mysore (at their own risk and cost), before submitting the bid after taking due permission to understand the risk associated at site and for detailed understanding of terms & condition of existing policy. d) For Ltd or Pvt Ltd companies: Power of attorney in applicable stamp paper as per State Specific Stamp Act / Board Resolution is to be submitted duly authorized by competent authority authorizing the signing authority of the bid document. For Partnership companies: Partnership deed is to be submitted and the bid is to be signed by the partner having authority to sign bid document as per deed. Else Power of attorney in in applicable stamp paper as per State Specific Stamp Act / Board Resolution is to be submitted duly authorized by competent Partner authorizing the signing authority of the bid document.

S. No.	Title	Description
		For proprietorship companies: Proprietor to sign the bid documents and submit declaration. Else Power of attorney in applicable stamp paper as per State Specific Stamp Act / Board Resolution is to be submitted duly authorized by proprietor authorizing the signing authority of the bid document. e) Bidders to submit GeM registration id along with techno commercial bid.

SECTION II – GENERAL INSTRUCTIONS TO TENDERES

Section II: General Instructions to Tenderers (GIT)

PART 1: GENERAL INSTRUCTIONS APPLICABLE TO ALL TYPES OF TENDERS

A. 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 is 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 Ill 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 Ill (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.

B. 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.

SECTION II – GENERAL INSTRUCTIONS TO TENDERES

7. Amendments to Tender Documents

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

C. 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:

a) Tender Form and Price Schedule along with list of deviations (ref Clause 19.4) from the clauses of this SBD, if any.

b) 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.

c) 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).

d) Earnest money furnished in accordance with GIT clause 18.1.

e) Commercial questionnaire for indigenous & imported items in Volume I.

f) 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/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:

a) 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.

b) Any taxes/duties including excise duty, which will be payable on the goods in India if the contract is awarded.

c) 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

d) 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:

a) 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.

b) The amount of custom duty and import duty on the goods to be imported, wherever applicable.

c) 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

d) 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:

a) 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.

b) If a Tenderer chooses to quote a price inclusive of excise duty and also desires to be reimbursed for 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.

14.4. 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 the time schedule 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.
b) Banker's Certificate/debit advice detailing F.E. paid and exchange rate.
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.

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.

16.2. The documentary evidence needed to establish the tenderer's qualifications shall fulfil the following requirements:

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.
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 misguiding 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)

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.

18.3. 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)

18.4. 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.

18.5. The earnest money shall be valid for a period of forty-five days beyond the validity period of the tender.

18.6. 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.

18.7. 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 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.

D. 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.

E. 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.

F. 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;

a) Tender is unsigned.
b) Tenderer is not eligible.
c) Tender validity is shorter than the required period.
d) Required EMD has not been provided.
e) Tenderer has quoted for goods manufactured by a different firm without the required authority letter from that manufacturer.
f) Tenderer has not agreed to give the required performance security.
g) Goods offered are not meeting the required specification etc.
h) Tenderer has not agreed to essential condition(s) specially incorporated in the tender enquiry.
i) 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).

27. Minor Infirmity/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:

a) 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

b) 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 largescale 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 abovementioned 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 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.

G. 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

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

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.
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

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 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.

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/ re-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 dismantled/ 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.

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 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

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 TENDERES

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.

Note: The captioned procurement is a professional IT consultancy service and not procurement of goods, works, equipment or allied supply. Accordingly, provisions in the GIT which are expressly goods-specific (for example shipment, packing, inspection of stores, CIF/FOB, country of origin of goods, consignment, quantity variation, product warranty or similar concepts) shall be treated as not applicable to this consultancy unless expressly made applicable in the SIT or the ToR. This is an applicability clarification and not an amendment to the GIT. The SIT shall specify the corresponding consultancy mechanism wherever necessary, including technical evaluation, QCBS, deliverable acceptance, payment, professional indemnity, confidentiality/data security, change control, liability and consultancy-specific performance obligations. In the event of any inconsistency, the existing GIT/SIT precedence provisions shall apply.

Sl. No.	GIT Clause no	Topic	SIT Provision
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 Consultancy interpretation shall apply. References to goods, origin of goods and manufacturer/OEM shall be read as service/consultant/technical capability concepts where relevant. No goods-specific provision relating to CIF/landed cost, manufacturer/OEM authorization, quantity/schedule splitting, goods inspection, shipment, freight, insurance, price variation, lowest-price award or price negotiation shall apply to this consultancy unless expressly reintroduced in the SIT/SCC for a consultancy-specific reason.
2.	8	Pre-bid Conference	Pre-bid meeting will be conducted on **18.11.2026** at **1100 hrs.** at BNPM office to answer clarifications, if any on the tender. Interested bidders may send all pre-bid queries to scm.tender@bnpmindia.com by **17.11.2026 15:00 hrs.** Bidders

Sl. No.	GIT Clause no	Topic	SIT Provision
			interested to participate may attend at *Bank Note Paper Mill India Pvt. Ltd., Administrative Building, Entry Gate No. 2, Paper Mill Compound, Note Mudran Nagar, Mysuru – 570003.* As stated in the tender; bidder queries and BNPM responses shall be recorded and issued through corrigendum/ clarification as applicable. The Bidder acknowledges that before the submission of the bid, he has, after a complete and careful examination, made an independent evaluation of the Scope, terms & conditions and any other factors of which would have any effect on the price to be quoted by him or affecting performance/ completion of the contract. Bidders shall themselves be responsible for compliance with Rules, Regulations, Laws and Acts in force from time to time at relevant places. On such matters, the Procuring Entity shall have no responsibility and shall not entertain any request from the bidders in these regards.
3.	9	Time Limit for receiving request for clarification of Tender Documents	Should not be later than 7 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	Consultancy RFP: prices in INR unless otherwise approved; no PVC/price escalation; no alternative proposals unless expressly permitted. No change except the taxes will be applicable as per GST rules (Clause 12.7 to Clause 12.13)
5.	16	Documents Establishing Tenderer's Eligibility and Qualifications	No Change Section IX qualification table and technical scoring shall prevail;
6.	17	Documents establishing Good's Conformity to Tender document	No Change

Sl. No.	GIT Clause no	Topic	SIT Provision
			Not applicable as a goods conformity concept. Compliance shall be demonstrated through Technical Proposal, ToR, methodology, deliverables and acceptance matrix.
7.	18	Earnest Money Deposit (EMD)	Rs. 2,93,000/- (Rupees Two lakhs ninety-three thousand only) Refer the EMD submission modes under SCC, Sec III, Clause 16. 1: General Information. **For MSE Bidders:** a) Submission of EMD is exempted for Micro and Small enterprises (MSEs) as per the Public Procurement Policy for MSEs Order, 2018. 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. **Note:** A) Micro and Small Enterprises (MSEs) having major activity as "Manufacturers" and "Service Providers" as per UDYAM certificate are eligible for claiming EMD exemption. EMD exemption can be claimed irrespective of NIC code specified in UDYAM certificate. B) An enterprise re-classified to "Medium" as per UDYAM Certificate may continue to avail EMD exemption from the enterprise type it was in before the re-classification

Sl. No.	GIT Clause no	Topic	SIT Provision
			(i.e. Small/Micro), for a period of three years from the date of such re-classification. An enterprise classified continuously as "Medium" beyond three cannot claim EMD exemption. C) MSME's having major activity as **"Trading"** for availing benefits of Priority Sector Lending (PSL) only as per UDYAM certificate are excluded from claiming EMD exemption. Such bidders are required to submit EMD as per tender, else their bid will be considered ineligible/ unresponsive and will be ignored. **For Start-up Bidders:** 1) 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. 2) Start-ups should be registered with Department for Promotion of Industry and Internal Trade (DPIIT) Bid Security Declaration as per Annexure C is to be submitted. **Documents to be submitted:** i. For MSE Bidders: Valid NSIC / KVIC / KVIB / DIC / UDYAM Registration certificate. ii. For Start-ups: Valid Certificate of recognition issued by DPIIT. iii. For all bidders: Bid Security Declaration (BSD) as per

Sl. No.	GIT Clause no	Topic	SIT Provision
			Annexure C is to be submitted by bidders claiming exemption to EMD. **Note:** a. Valid means validity upto Tender/bid validity period. b. For Non-MSE/Start-up bidders: Prescribed EMD is to be submitted. c. Unsuccessful Bidders' Bid-Security Declaration shall expire, if the contract is not awarded to them, upon: i. receipt by Bidder of the Procuring Entity's notification ii. of cancellation of the entire tender process or rejection of all bids or iii. forty-five days after the expiration of the bid validity or any extension thereof The Bid-Security Declaration of the successful bidder shall stand expired only when Bidder has furnished the required Performance Security (After confirmation from Bank as received in case of FD, BG) and signed the Agreement (as applicable).
8.	19	Tender Validity (**120 days in case of two-bid system after the date of tender opening prescribed in the tender document)**	Tender Validity – **180 days after the date of tender opening as prescribed in the tender document along with corrigendum's (if any) issued.**
9.	20	Signing and Sealing of Tender Note: The following SIT provision is made with respect the following clause **20.4. Number of Copies of Tenders to be submitted: NIL** **20.9: E procurement: Permitted.**	Only – E procurement
10.	21,22,23	Submission of Tenders, Late Tender, Alteration and Withdrawal of Tender	No Change

SECTION III – SPECIAL INSTRUCTIONS TO TENDERES

Sl. No.	GIT Clause no	Topic	SIT Provision
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
13.	26,27,28, 29,30,31, 32,33,34	Preliminary Scrutiny of Tenders, Minor Infirmity / 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.	**a) Additional Clauses against Preliminary Scrutiny of Tenders, Clause 26, Sec II, GIT:** i. The bid is not in the prescribed format or is not submitted as per the stipulations in the Tender Document. ii. Required Bid Security Declaration (Annexure C) has not been provided. iii. For EMD exemption Start-Up Bidder has not submitted Valid DPIIT (Start-up) certificate. iv. Bidder is not eligible to participate in the bid as per laid down qualification/eligibility criteria. v. The offer is not eligible as per the provision of this tender. vi. Bidder has quoted conditional bids or more than one bid or alternative bids. vii. The bid departs from the essential requirements stipulated in the bidding document. viii. Bidder has not quoted for all the required fields in price bid. ix. Non-submission or submission of illegible scanned copies of stipulated documents/ declarations. b) Evaluation criteria: Refer Clause 17 of SIT, Sec III. c) MII purchase preference is not be applicable since evaluation is based on QCBS and procurement type is

Sl. No.	GIT Clause no	Topic	SIT Provision
			Services. **Clause 33** – Schedule-wise Evaluation: (Refer below Sl. No. 16) Note: a) Bidders to note that only pre-existing, related shortfall documents against submitted bid document may be sought against qualification/ eligibility criteria. No new experience, new qualification are permitted. b) References to goods, origin of goods and manufacturer/OEM shall be read as service/consultant/technical capability concepts where relevant. No goods-specific provision relating to CIF/landed cost, manufacturer/OEM authorization, quantity/schedule splitting, goods inspection, shipment, freight, insurance, price variation, lowest-price award or price negotiation shall apply to this consultancy unless expressly reintroduced in the SIT/SCC for a consultancy-specific reason. No change for other clauses.

Sl. No.	GIT Clause no	Topic	SIT Provision
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, Development / Indigenization Tenders	Not Applicable to this tender

16. EVALUATION PROCESS

Evaluation of the bidders shall be carried out in the following stages:

Stage-1: After opening of techno commercial bids, the bidders shall be scrutinised with respect to submission of EMD, responsiveness and shall be evaluated as per the qualification/eligibility criteria as given in the Section-IX of the tender based on the documents submitted by the bidders.

Stage-2: Only bidders shortlisted as per the defined stage-1 qualification/eligibility criteria shall be evaluated for detailed techno-commercial parameters as stated in the tender. **Qualified bidders of 1st stage shall be evaluated based on 2nd stage evaluation criteria, the bidders obtaining defined minimum marks shall be considered as techno commercially qualified and price of those bidders shall only be opened. Marks obtained in 2nd stage evaluation shall be considered for QCBS calculation.** Conditional price bid shall be summarily rejected.

Stage-3: Financial bids Evaluation: Financial bids of bidders shortlisted in stage-2 shall be opened and evaluated to decide the successful bidder.

1. General Information:

The **Part-I - Techno-commercial Bid** containing general information about the tenderer, documents pertaining to qualification/ eligibility criteria, filled up Annexures, Forms, acceptance to terms & conditions, scope of work, quality control requirement etc shall be opened on the date and time specified in the tender and verified for availability of all documents, Annexures, forms, and Earnest Money Deposit (EMD) for Rs. 2,93,000/- (Rupees Two lakhs ninety three thousand only) payable in the form of Online transfer to e-portal, Insurance Surety Bonds, account payee demand draft, Fixed Deposit receipt, banker's cheque or Bank Guarantee (including e- Bank Guarantee) issued/ confirmed by any of the Scheduled Banks or payment online in an acceptable form (The tenderer shall intimate/forward the

transaction details of electronic payment, if any by email and the details shall be furnished in the e-bid). Tenders without EMD, apart from the mentioned EMD exemption guidelines in Sec III, SIT shall not be considered.

2. Techno Commercial Details

The Techno commercial bids will be opened on the date/time specified in the tender document.

A two-stage procedure will be adopted in evaluating the bids with the technical evaluation being completed prior to the opening of the financial bids of the tenderer meeting the BNPM requirement.

The tenderer, in addition to the above submission of documents, will be called upon to make presentation in Mysuru, Karnataka, before members of the Committee constituted by BNPM with a view to provide an opportunity to the tenderer to present their ideas/approach towards the proposed consultancy work in detail. The date and time and venue for the presentation shall be notified to the tenderer upon receipt of tender document and conclusion of preliminary scrutiny. The presentation may, inter-alia, cover the following aspects.

a) Company profile in brief.
b) Past projects: Relevant past consultancy assignments involving IT infrastructure modernization, Data Centre/DR, BCP, cyber security, enterprise applications/SAP, cloud, network/security architecture or comparable transformation assignments.
c) Presentation on the technical bid.

The technical bid and presentation would be evaluated on the criteria stipulated below.

- Approach, Work Plan & Methodology --
- Project Management including onboarding of SI --
- BCP & Cyber security aspect --
- Deployment Team & Resource Optimization --
- Innovation, Scalability & Future Readiness --

The members of the committee constituted shall evaluate technical bids and the presentation and rate each bidder. A maximum of 100 marks shall be assigned to the technical bids including presentation.

3. Financial/Price Bids

The financial bids (E-bids) will be opened on the prescribed date and time as intimated to the bidders through e-tendering portal.

Only fixed price financial bids including total consultation charges and site management/supervision charges for all deliverables and services as specified in the scope of work in this bid document shall be considered. No other enclosure is permitted in the financial bid.

The contract is for rendering comprehensive Consultancy charges to BNPM for the purpose/s indicated in the scope of work. Accordingly, the tenderer will quote consultation charges.

Quoted effective Price shall be the total quoted consultancy fee for the defined stages, including costs pertaining to travel/accommodation/fooding/site visits and all expenses necessary for performance, excluding GST/statutory taxes (if any). No unpriced reimbursable element shall be considered in QCBS ranking.

4. Price Evaluation of tender

The evaluation of the bids will be a two-stage process based on Quality-cum-Cost Based Selection ("QCBS") method. Bids shall be evaluated both in terms of 'Quality' as well as 'Quoted Price".

QCBS Process: Technical bids will be evaluated for various parameters as specified above and the bidders securing a minimum 70 marks in technical evaluation will be considered for the next stage i.e., opening of Price Bids.

The quoted effective price (i.e without GST) shall be considered for QCBS calculation.

The Price Bids will be evaluated by assigning a score of 100 to the lowest quoted price ("LQP") and the scores for Quoted Prices ("QP") of the other qualified bids will be normalized as under:

Normalized Financial Score of a Bidder (A) = 100 * LQP / QP

The Technical Bids will be evaluated by assigning a score of 100 to the Highest technical score ("HT") and the obtained technical scores ("T") of the other qualified bids will be normalized as under:

Normalized Technical Score of a Bidder (B)= 100 * T / HT

The scores of the Technical and Financial Bids will be assigned weights as under:

Weightage: Financial Score: 30% (W), Technical Score: 70% (1-W);

The total scores (Financial + Technical) arrived as above will be ranked in descending order (H1, H2, H3…) and the bidder with H1 score will be awarded the contract.

C = (A*W) + (B)*(1-W)

Final QCBS Score (C) = (Normalized Financial Score × 0.30) +(Normalized Technical Score × 0.70)

The bidder obtaining the highest final combined score shall be ranked H-1. In case of a tie in final score, the bidder with the higher normalized technical score shall rank higher; if still tied, the tender's stated tie-break procedure shall apply.

Example: Following example illustrates the evaluation of QCBS:

a) In a particular case of selection of consultant, it was decided to have minimum qualifying marks for technical qualifications as 75 (Seventy-five) and the weightage of the technical bids and financial bids was kept as 70:30 (Seventy: Thirty). In response to the RFP, three proposals, A, B & C were received. The technical evaluation committee awarded the following marks as under:

   A: 75 Marks.

   B: 80 Marks.

   C: 90 Marks.

b) The minimum qualifying marks were 75 (Seventy-five) thus, all the three proposals were found technically suitable. Using the formula T/Thigh, the evaluation committee awards the following technical points:

   A: 75/90 = 83 points.

B: 80/90 = 89 points.

C: 90/90 = 100 points.

c) The financial proposals of each qualified consultant were opened after notifying the date and time of bid opening to the successful participants. The price evaluation committee examined the financial proposals and evaluated the quoted prices as under:

A: Rs. 100.

B: Rs. 104.

C: Rs. 106.

d) Using the formula Clow/C, the committee gave them the following points for financial proposals:

A: 100/100 = 100 points.

B: 100/104 = 96 points.

C: 100/106 = 94 points.

e) In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under:

Proposal A: (83x0.70) + (100x0.30) = 88.10 points.

Proposal B: (89x0.70) + (96x0.30) = 91.10 points

Proposal C: (100x0.70) +(94x0.30) = 98.20 points.

f) The three proposals in the combined technical and financial evaluation were ranked as under:

Proposal A: 88.10 points: H-3

Proposal B: 91.10 points: H-2

Proposal C: 98.20 points: H-1

g) Proposal C at the evaluated cost of Rs.106 (Rupees One hundred and six) was, therefore, declared as winner and recommended for negotiations/approval, to the competent authority.

5. **Tie in combined evaluation:**
   a) For **financial bids** after application of purchase preference (against claim of purchase preferences in prescribed Annexure by bidders and against applicable NIC of UDYAM for MSE bidder) as applicable in accordance with PPP-MSE order & in line with the corresponding evaluation guideline provided by DOE, MOF, GOI; and
   b) After application of QCBS methodology by changing the score of the financial bids of the bidders to 100 and recalculating the QCBS score (70(technical):30 (Financial)basis), if it is observed that there is a Tie among the bidders against the obtained points (i.e H1) then the tie breaker methodology is described as under:

Tie Breaker methodology:

a) 1st tie breaker: If final QCBS scores are equal then Bidder having higher Normalized Technical Score shall be awarded.

b) 2nd tie breaker: If Normalized Technical Scores are equal then Bidder having higher Normalized Price Score shall be awarded.
c) 3rd Tie breaker: If prices are equal then the bidder having higher Turnover in financial year FY- 2025-26 shall be considered as L1 bidder.

17. GST

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

ii. 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.

A. 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/SAC code of the 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/SAC code.

3. The evaluation for financial bid part of the 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

*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.

4. 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/consultant 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 consultant 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 consultant 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. Successful Bidder 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. Successful Bidder 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".

g. GST compliance and invoicing requirements shall be governed by applicable GST law and the contract. Statutory TDS/recoveries shall be made as applicable.

18. Conflict of interest:

Bidders having a conflict of interest shall not be eligible to participate in the tender process 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;
a) Participation in any capacity by a Bidder (including the participation of a Bidder as a partner/ JV/ consortium member or sub-contractor in another bid or vice-versa) in more than one bid shall result in the disqualification of bid in which he is a main/ principal/ lead bidder. However, this does not limit the participation of an entity as a subcontractor in more than one bid if he is not bidding independently in his own name or as a member of a consortium/ JV;
Note: For the captioned tender JV/Consortium/Subcontracting/Sub-consulting are not allowed.

19. Obligations by bidders:

a) All bidders are obliged under the CIPP to suo moto proactively declare any conflict of interest (coming under the definition mentioned above (As per conflict-of-interest clause)– pre-existing or as and as soon as these arise at any stage) 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 code of integrity.

20. Preference for Micro and Small Enterprises (*MSEs) & Make in India (MIIs):

1. MSEs:

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 shall be applicable to this tender.

a) Micro and Small Enterprises (MSEs) should have valid UDYAM Registration Certificate to avail purchase preference under preference for Micro and Small Enterprises (*MSEs).
b) MSMEs having major activity as "Trading" for availing benefits of Priority Sector Lending (PSL) only are excluded from the purview of the policy. Any other benefits, including provisions of delayed payments as per MSMED ACT 2006 are excluded.
c) Tenderer's applying for purchase preference benefit has to claim the same at the appropriate place provided in this tender document.
d) Purchase Preference benefit will be given to those bidders, who are registered under tendered item group (i.e. NIC code as applicable FOR providing IT consultancy services). **Purchase preference**

will be applicable only for financial bid part.

2. MIIs:

For the captioned tender only Class I and Class II Local suppliers are allowed to participate as there is no Minimum Local Content is observed as specified by the Nodal Ministry. MII purchase preference is not applicable as per DOE Manual for Procurement of Consultancy Services, 2025 pertaining to QCBS methodology in procurement of Service.

However, bidders to substantiate their MII Class vide declaration in prescribed Annexure.

The provisions of the Public Procurement (Preference to Make in India) Order 2017 dated June 15, 2017 (and subsequent amendments, if any) by Department of Industrial Policy and Promotion, GoI shall apply to this RFP to the extent feasible. In terms of the DIPP Order on Preference to make in India, the local supplier shall provide:

a) Percentage of local content;
b) A self -certification that the offered product meets the minimum local content;
c) Details of the location (s) at which the local value addition is made.
d) Certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content. (Applicable only for procurement for a value in excess of Rs. 10 crore)

Bidder has to submit declaration as per Annexure F: Declaration under Make in India.

False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

Definitions under Make in India:

Local Content: Local content' means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

Explanatory notes for calculation of local content given above:

a) Imported items sourced locally from resellers/distributors shall be excluded from calculation of local content.
b) The license fees/royalties paid/ technical charges paid out of India shall be excluded from local content calculation.
c) Procurement/Supply of repackaged/refurbished/rebranded imported products as understood commonly shall be treated as reselling of imported products and shall be excluded from calculation of local content. The definition of repackaged/refurbished/rebranded imported products is as follows;
d) 'Refurbishing' means repair or reconditioning of an imported product does not amount to manufacture because no new goods come into existence.
e) 'Repackaging' means repacking of imported goods from bulk pack to smaller packs would not ordinarily amount to manufacture of a new item.
f) 'Rebranding' means relabeling or renaming or change in symbol or logo/ makes or corporate image of a company/ organization/ firm for an imported product would amount to rebranding.
g) To ensure that imported items sourced locally from resellers/distributors are excluded from calculation of local content, procuring entities to obtain from bidders, the cost of such locally-sourced imported items (Inclusive of taxes) along with break-up on license/royalties paid/technical expertise cost etc. sourced from outside India. For items sold by bidder as reseller, OEM certificate for country of origin to be submitted.
h) For contracts involving supply of multiple items, weighted average of all items to be taken while calculating the local content.

Note:

a) For the captioned tender only Class I Local suppliers are allowed to participate. However,
b) The bidders offering imported products will fall under the category of non-local suppliers. The

cost of transportation, insurance, installation, commissioning, training and after sales service support like AMC/CMC etc. will not be taken into account for calculating local content in any item. DPIIT OM No. P-45021/102/2019-BE-II- Part (1) (E-50310) dated 04.03.2021.

c) **Calculation for local content:**

Local content = {(Sale price of Goods - Value of imported content in Goods) + (Sale price of Service Value of imported content in Service)} * 100/ (Sale price of Goods + Sale price of Service)

Where, "Sale price" means price excluding net domestic indirect taxes and "Value of imported content" means price of imported content inclusive of all customs duties.

21. **Divisibility, split-ability of the tender:**

The tender is non-divisible and non-splitable.

22. Procuring Entity 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.

23. Joint venture / Consortium is not allowed for this tender.

24. Letter of Award (Acceptance - LoA) and Signing of Contract

a) **Selection of Successful Bidder:**

The Procuring Entity shall award the contract to the Bidder as derived by mentioned evaluation process under QCBS methodology.

b) **Verification of Original Documents**

Before issuing a Letter of Award (LoA) to the Successful Bidder, the Procuring Entity may, at its discretion, ask Bidder to submit online for verification the originals of all such documents whose scanned copies were submitted online along with the technical bid. If so decided, the photocopies of such self-certified documents shall be verified and signed by the competent officer and kept in the records as part of the contract. If the Bidder fails to provide such originals or in case of substantive discrepancies in such documents, it shall be construed as a violation of the Code of Integrity. Such bid shall be liable to be rejected as nonresponsive in addition to other punitive actions in the Tender Document. The evaluation of Bids shall proceed with the subsequent ranked offers.

c) **Letter of Award (LoA)**

The Bidder, whose bid has been accepted and documents verified (at the discretion of Procuring Entity), shall be notified of the award by the Procuring Entity before the expiration of the Bid-Validity period by written or electronic means. This notification (hereinafter and in the Conditions of Contract called the "Letter of Award - LoA") shall state the (hereinafter and in the contract called the "Contract Price") essential detail like consideration, contract period, performance security etc. The Letter of Award (LoA) shall constitute and conclude the legal formation and binding of the contract, subject only to the furnishing of performance security as per the provisions of the "Performance Security" Clause (Refer Clause 2, Sec V, SCC). The Procuring Entity, at its discretion, may directly issue the contract /order subject only to the furnishing of performance security, skipping the issue of LoA.

d) **Signing/Issue of Contract/Order**

i. Within fifteen working days of receiving and subsequent confirmation from Bank (as applicable for performance security in form of FD, BG, Insurance Surety Bond) against performance security, the Procuring Entity will send the draft contract by digital means to the successful bidder (consultant).
ii. The conultant may point out to the Procuring Entity, in writing/electronically, any anomalies noticed in the draft contract within seven days of its receipt.
iii. Subsequently, The Procuring Entity will invite the successful bidder (consultant) to sign the original contract.
iv. However, Procuring Entity, at its discretion, may directly issue the order instead of signing contract.

25. Corrigendum/ Addendum, if any, including clarifications provided during pre-bid meeting shall be hosted on Company's website (www.bnpmindia.com) and (www.tenderwizard.com) only.

26. 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.

27. The successful bidder, once awarded the contract for consultancy services will not be eligible to provide other services related to the project. The successful bidder shall remain independent and shall not participate, directly or indirectly, as an SI, OEM, reseller, implementation contractor or subcontractor in any downstream procurement arising from this consultancy assignment. The Consultant shall disclose any financial, commercial, referral, commission, reseller or other relationship with technology vendors recommended or evaluated under the assignment. No success fee, commission or vendor-linked remuneration shall be accepted in connection with recommendations made under this contract.

28. The successful bidder has to remain eligible as per the eligible criteria mentioned in the tender till completion of all the contractual obligation.

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

SECTION IV – GENERAL CONDITIONS OF CONTRACT

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

1. Definitions; Interpretation and Abbreviations: In the contract, unless the context otherwise requires:

1.1. Definitions and Interpretation:

i.) "Contract" means the letter or memorandum communicating to the Contractor the acceptance of this tender and includes Intimation of Award" of this tender; "Contract" includes Bid Invitation, Instructions to Tenderers, Tender, Acceptance of Tender, General Conditions of Contract, Schedule of Requirements, particulars and the other conditions specified in the acceptance of tender and includes a repeat order which has been accepted or acted upon by the Contractor and a formal agreement, if executed.

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.;

iii.) "Drawing" means the drawing or drawings specified in or annexed to the Specifications:

iv.) "Government" means the Central Government or a State Government as the case may be;

v.) 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.

vi.) "Purchase Officer'' means the officer signing the acceptance of tender and includes any officer who has authority to execute the relevant contract on behalf of the Purchaser:

vii.) The "Purchaser" means Bank Note Paper Mill India Private Limited (BNPM)- the organization purchasing goods and services as incorporated in the documents

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

ix.) "Test" means such test as is prescribed by the particulars or considered necessary by the Inspecting Officer or any agency acting under the direction of the Inspecting Officer:

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 -

a) The consignee at his premises or

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

c) A carrier or other person named in the contract for the purpose of transmission to the consignee 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.

xii.) Words in the singular include the plural and vice-versa.

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, analyzing, 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

"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.

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 – NOT APPLICABLE

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 transhipment (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 supplier's 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.

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 – NOT APPLICABLE

11.1 The supplier shall not arrange part-shipments and/ or transhipment 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 – NOT APPLICABLE

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 – NOT APPLICABLE

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 – NOT APPLICABLE

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

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 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 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 II 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.

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:

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 – NOT APPLICABLE

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 Contact

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.

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 equipment's 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 indemnity 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 – NOT APPLICABLE

37.1 If the tender value is above 5 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.

Note: The captioned procurement is a professional IT consultancy service and not procurement of goods, works, equipment or allied supply. Accordingly, provisions in the GCC which are expressly goods-specific (for example shipment, packing, inspection of stores, CIF/FOB, country of origin of goods, consignment, quantity variation, product warranty or similar concepts) shall be treated as not applicable to this consultancy unless expressly made applicable in the SCC or the ToR. This is an applicability clarification and not an amendment to the GCC. The SCC shall specify the corresponding consultancy mechanism wherever necessary, including technical evaluation, QCBS, deliverable acceptance, payment, professional indemnity, confidentiality/data security, change control, liability and consultancy-specific performance obligations. In the event of any inconsistency, the existing GCC/SCC precedence provisions shall apply.

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	Consultancy terms prevail; "Supplier/Contractor" means Consultant where the context requires. No Change
2.	6	Performance Security	Within twenty-one days after the issue of notification of award by procuring entity, the Consultant shall furnish performance security to procuring entity 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 including warranty period. Performance security may be furnished as a. Insurance Surety Bonds. b. Account Payee Demand Draft. c. Unconditional Bank Guarantee (including e-BG) issued and confirmed from any scheduled commercial bank in India. d. Fixed deposit receipt (FDR) from a scheduled commercial bank in India, lien marked to Bank Note Paper Mill India Pvt Ltd, Mysore e. Online payment in an acceptable form. **Note:**

Sl. No.	GCC Clause No.	Topic	SCC Provision
			a) For any extension of completion period, performance security is to be extended accordingly. b) If the Consultant, having been called upon by the Procuring Entity to furnish Performance Security, fails to do so within the specified period, it shall be lawful for the Procuring Entity at its discretion to annul the award and enforce Bid Security Declaration (in lieu of forfeiture of the Bid Security/EMD), besides taking any other administrative punitive action like 'Removal from List of Registered Suppliers' etc. c) If the bidder, whose bid is the lowest evaluated bid withdraws or whose bid has been accepted, fails to sign the procurement contract as may be required or fails to provide the security as may be required for the performance of the contract or otherwise withdraws from the procurement process, the Procuring Entity shall cancel the procurement process. If the Procuring Entity is satisfied that it is not a case of cartelization and that the integrity of the procurement process has been maintained may offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder. d) If the Consultant during the currency of the Contract fails to maintain the requisite Performance Security, it shall be lawful for the Procuring Entity at its discretion: i) to terminate the Contract for Default besides availing any or all contractual remedies provided for breaches/ default, or ii) without terminating the Contract: • recover from the Consultant the

Sl. No.	GCC Clause No.	Topic	SCC Provision
			amount of such security deposit by deducting the amount from the pending bills of the Consultant under the contract or any other contract with the Procuring Entity or the Government or any person contracting through the Procuring Entity or • treat it as a breach of contract and avail any or all availing any or all contractual remedies provided for breaches/ default. e) In the event of any amendment issued to the contract, the Consultant shall furnish suitably amended value and validity of the Performance Security in terms of the amended contract within twenty-one days of issue of the amendment. f) The Procuring Entity shall be entitled, and it shall be lawful on his part, i) to deduct from the performance securities or to forfeit the said security in whole or in part in the event of: • any default, or failure or neglect on the part of the Consultant in the fulfilment or performance in all respect of the contract under reference or any other contract with the Procuring Entity or any part thereof • for any loss or damage recoverable from the Consultant which the Procuring Entity may suffer or be put to for reasons of or due to above defaults/ failures/ neglect ii) and in either of the events aforesaid to call upon the Consultant to maintain the said performance security at its original limit by making further deposits, provided further that the Procuring Entity shall be entitled, and it shall be lawful on his part, to recover any such claim from any sum

Sl. No.	GCC Clause No.	Topic	SCC Provision
			then due or which at any time after that may become due to the Consultant for similar reasons. g) Subject to the sub-clause above, the Procuring Entity shall release the performance security without any interest to the Consultant on completing all contractual obligations, , the original Performance Guarantee Security shall be released *mutatis mutandis.* a) No claim shall lie against the Procuring Entity regarding interest on cash deposits or Government Securities or depreciation thereof.
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	Consultancy interpretation shall apply. Caluses related to supply, installation, commissioning of goods, packaging, transportation, insurance, spares etc are not applicable. Quality/acceptance is governed by Sections VI/VIII; professional liability/confidentiality/security provisions apply. No Change for other clauses.
4.	16	Defect Liability Period (DLP)/ Warranty	Not applicable.
5.	17 & 18	Assignment, Sub Contracts	Clause 18: Assignment/Sub-letting/Sub-Contracting/Sub-Consulting is not allowed. Clause 17: No Change.
6.	19	Modification of contract	**Addition to the Modification of contract clause 19:** Any written arrangement abandoning, modifying, extending, reducing, or supplementing the contract or any of the terms thereof shall be deemed conditional and shall not be binding on the Procuring Entity unless and until the same is incorporated in a formal instrument and signed by the competent authority appointed by Procuring Entity, and till then the Procuring Entity shall have the right to repudiate such arrangements. No Change
7.	20 & 21	Prices, Taxes and Duties	GST as applicable shall be quoted.

Sl. No.	GCC Clause No.	Topic	SCC Provision
8.	22	Terms and Mode of Payment	Payment shall be made as per the milestone as given in Clause 24 of SCC, Sec V.
9.	23 to 32	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	No Change **Clause 24.1: Liquidated Damage** Subject to GCC clause 28, if the Consultant fails to perform the services within the time frame(s) incorporated in the contract, Procuring Entity shall, without prejudice to other rights and remedies available to Procuring Entity under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% (Half) percent of the delivered price of the delayed services (including GST) for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 5% of the total contract value pertaining to delivered price of delayed services' contract price(s). Inexcusable delays of more than one-fourth (25%) of the total completion period shall be treated as **inordinate delays**. Such inordinate delays may be treated as a breach of contract and shall be noted as deficient performance and held against the Consultant in future tenders. A show-cause notice shall be issued to the Consultant before declaring it a deficient performance. In case Procuring Entity decides to allow performance of contract, after inordinate delays, **maximum limit on LD shall be 10% (instead of 5%)** of the total contract value pertaining to delivered price of 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. For imposition of Liquidated Damage, delay on overall basis shall be calculated and not on-stage wise basis. **Delay Analysis:** Consultant's delay shall be assessed against the Consultant's submission/correction deadlines. BNPM review, data/input, access, business-owner validation, management/Board

Sl. No.	GCC Clause No.	Topic	SCC Provision
			approval, SI dependency, approved change and Force Majeure periods shall be excluded from consultant delay to the extent documented. The dependency tracker and submission/comment/acceptance logs shall form the primary evidence for delay analysis. Refer Section VIII, Quality Control Requirement for further detail. **Addition – Clause 24.5:** **Penalty for deficiency in Services:** In addition to the Liquidated damages not amounting to penalty, warning, may be issued to the Consultant for minor deficiencies on his 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. If major deficiency of significant nature in the services is observed, an additional levy of compensation up to maximum 5% of the Consultancy fee (i.e 5% of the total order value) shall be made on the. In this regard, the decision of BNPM shall be final. **Addition – Clause 24.6:** The maximum amount of Liquidated damage and penalty for deficiency in service (delay in performance and deficiency in service together) shall not exceed 15% of the Total Consultancy fee (i.e 15% of the total order value). **Addition to Force Majeure, Clause 28:** **1) Frustration of Contract** i) **Notice of Frustration Event:** Upon a supervening cause occurring after the effective date of the contract, including a change in law, beyond the control of either party whether as a result of the Force Majeure clause or within the scope of section 56 of the Indian

Sl. No.	GCC Clause No.	Topic	SCC Provision
			Contract Act, 1872, that makes it impossible to perform the contract within a reasonable timeframe, the affected party shall give a 'Notice of Frustration Event' to the other party giving justification. The parties shall use reasonable efforts to agree to amend the contract, as may be necessary to complete its performance. However, if the parties cannot reach a mutual agreement within 60 days of the initial notice, the Procuring Entity shall issue a 'Notice for Determining the contract' and terminate the contract due to its frustration as in the sub-clause above. ii) However, the following shall not be considered as such a supervening cause. • Lack of commercial feasibility or viability or profitability or availability of funds. • If caused by either party's breach of its obligations under this Contract or failure to act in good faith or use commercially reasonable due diligence to prevent such an event. No Change for other clauses.
10.	33	Resolution of disputes	Refer Sr No. 35 of SCC
11.	34-35	Applicable Law, Secrecy	**GCC: Clause 34.3** - Courts of Mysuru shall alone have Jurisdiction to decide on any dispute arising out or in respect of the contract. Other Clauses – No change
12.	36-37	Disposal / Sale of Scrap by Tender, Integrity Pact	Not applicable. Independent External Monitor contact details: 1. Ms. Melattur Viswanathan Bhanumathi Email: bhanumathiv@gmail.com 2. Dr. Ashok Kumar Verma Email: vermaashokk@gmail.com

SECTION V – SPECIAL CONDITIONS OF CONTRACT

SPECIFIC TERMS AND CONDITIONS OF CONTRACT:

13. **Intellectual Property Rights:** All rights pertaining to any intellectual's property generated/created/invented in due course of the project, shall rest with BNPM. All deliverables, outputs, plans, drawings, specifications, designs, reports, and other documents and software (if any) submitted by the Consultant under this Contract shall become and remain the property of BNPM and shall be subject to laws of copyright and must not be shared with third parties or reproduced, whether in whole or part, without BNPM's prior written consent. The Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to BNPM, together with a detailed inventory thereof. The Consultant may retain a copy of such documents and software but shall not use it for commercial purposes.

    Background IP, proprietary methodologies, tools, templates and know-how owned by the Consultant before the contract shall remain the Consultant's property, subject to a perpetual, royalty-free licence to BNPM to use them as embedded in the deliverables. All project-specific reports, architectures, policies, specifications, BOQ/BOM, RFPs, risk registers, diagrams, data models and other Foreground Deliverables created specifically for Procuring Entity shall vest in Procuring Entity upon payment, subject to third-party/open-source rights. The Consultant shall identify all third-party materials and obtain rights necessary for Procuring Entity's intended use.

14. **Confidentiality and Data Security:** All documents, drawings, data, associated correspondence or other information furnished by or on behalf of BNPM to the Consultant in connection with the contract, whether such information has been furnished before, during or following completion or termination of the contract, are confidential and shall remain the property of the BNPM and shall, without the prior written consent of BNPM neither be divulged by the Consultant to any third party, nor be used by him for any purpose other than the design, procurement, or other services and activities required for the performance of this Contract. If advised by BNPM, all copies of all such information in original shall be returned on completion of the Consultant's performance and obligations under this contract.

    The Consultant shall use information of procuring entity only for the contract, apply least-privilege access, MFA where technically feasible, secure transfer/storage, logging, need-to-know controls and secure deletion/return at contract end. Personal data shall be processed only for defined purposes and in accordance with applicable law. Cyber incidents affecting procuring entity information shall be reported to BNPM without undue delay and the Consultant shall cooperate in containment, investigation and regulatory reporting as applicable. Use of public generative-AI or external SaaS tools for procuring entity's confidential data is prohibited unless expressly authorized by procuring entity with documented safeguards.

15. **Procuring Entity's Obligations:**

    a) Unless otherwise specified in the Contract, BNPM shall use its best efforts to issue instructions and information to its officials, agents, and stakeholders for prompt and effective implementation of the Services.

    b) Provide to the Consultant any other assistance as specified in the Contract.

    c) **Access:** Procuring Entity warrants that the Consultant shall have, free of charge, unimpeded access to BNPM, Mysore if such access is required for the performance of the Services.

16. **Risk Purchase Clause:** If the Consultant fails to abide by the terms and conditions of this agreement, or fails to supply the service as per the delivery schedule or any time repudiates the contract, the purchaser will have the right to

a) Appropriate the Security Deposit (by invoking the Performance bank guarantee) deposited by the Consultant as per clause 6.0 of GCC and procure the tender item/render service from other agencies at the risk and cost of the Consultant.

b) The cost difference between the alternative arrangement and existing contract value wherein default has been made will be recovered from the Consultant along with the other incidental charges.

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 Consultant.

17. **Performance of the Consultant:** Consultant shall be evaluated for their performance against timeliness, quality of deliverables, responsiveness, compliance with security/confidentiality obligations, effectiveness of risk/issue management and closure of observations. Any adverse performance action shall follow the contract, due process and applicable BNPM debarment/contract-management procedures.

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.

18. **Fore-Closure Clause:** If at any time during the continuation of this contract, it is decided to stop the execution of the project by RBI/GOI due to any reason whatsoever, and 21 days' notice of such eventualities is given by procuring entity to the consultant, the contractor 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 BNPM. The Consultant shall be paid for accepted deliverables and approved unavoidable commitments properly incurred up to the effective termination date, subject to the contract and applicable law. No payment shall be due for unperformed work.

19. If any time after commencement of work, procuring entity 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 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-disclosure agreement and accordingly shall submit a Non-Disclosure Agreement as per the prescribed format in **Annexure-D**.

21. **Professional Indemnity Bond:**
The Consultant shall, at the time of signing the contract, submit a signed Professional Indemnity Bond indemnifying procuring entity (BNPM) for a value equal to the 100% of Consultancy Charges (i.e 100% of Contract Value). This Bond shall be valid up to 1 years after SI onboarding. A Format of the bond is provided at **Annexure- E**.

22. **Limitation of Liability of Consultant:**
Except for fraud, wilful misconduct, confidentiality/data-security breach, infringement of third-party IPR, death/personal injury caused by negligence, or liabilities that cannot lawfully be limited, the aggregate liability of consultant shall not exceed 100% of contract value. This limitation of liability will not be applicable for the Professional Indemnity Bond as mentioned in Clause 21.

SECTION V – SPECIAL CONDITIONS OF CONTRACT

23. The bidder shall give an undertaking that all the bidder shall prepare IT architecture, drawings, design, specifications, BOQ, estimates and other deliverables in a vendor-neutral, technology-appropriate and lifecycle-cost-effective manner to suit the particular requirements of the procuring entity and shall be value for money (VfM). 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. Any recommendation involving proprietary technology shall be supported by objective technical justification and shall not create an avoidable vendor lock-in.

24. Terms of Payment:

1) Subject to statutory deduction as per prevailing rates, payment shall be released within 30 days after submission of invoice only against accepted consultancy deliverables as per the following stage-wise schedule, percentage mentioned against contract value and against acceptance of completion of each stage by procuring entity. No advance payment shall be paid.

Sr No.	Stage / Particulars	Payment
1	**Stage 1 – Current IT State Landscape Capture, Risk Assessment & Gap Analysis**	**15%**
2	**Stage 2 – BIA, RTO/RPO, DR Strategy, Cyber Security & TCO/ROI**	**15%**
3	**Stage 3 – Management Presentation & Solution Finalisation**	**15%**
4	**Stage 4 – IS Policy, BCP/DR Procedures & Testing Framework**	**15%**
5	**Stage 5 – SI RFP, BOQ/BOM, SLA, Pre-bid & Bid Evaluation Support**	**40%**

Note:

a) Individual milestones shall not be subdivided in a manner that defeats the acceptance/payment gates. Any agreed sub-milestones shall be documented in the approved Deliverable Acceptance Matrix.

b) The Consultant shall identify applicable statutory/regulatory approvals and provide procuring entity with a compliance matrix and action plan where such approvals are relevant to the IT/DR/cyber programme. Obtaining approvals that legally rest with procuring entity, system owners, regulators or the SI shall remain their responsibility; the Consultant shall provide reasonable advisory support within the defined scope.

2) Currency & Mode:

All Payment shall be released in INR and vide electronic mode only.

3) **Statutory Duties/ Taxes/ Levies that are to be borne by the bidder:**

Following Statutory Duties/ Taxes/ Levies are to be entirely borne by the Consultant, including any statutory variations thereon and the Procuring Entity would not be responsible for these:

a) Personal and Corporate Tax: Consultant shall bear all Personal/ Corporate taxes imposed on the Consultant or their employees.

b) Taxes on Supply Chain (If any): Consultant shall bear all taxes, including GST, as may be imposed on consultant or his supply-chain.

c) TDS shall be as applicable under Income Tax & GST Act.

4) **Withholding and lien in respect of sums claimed:**

a) Whenever any claim or claims for payment of a sum of money arises against the Consultant, out of or under the contract, the Procuring Entity shall be entitled, and it shall be lawful on his part, to withhold and also have a lien to retain such sum or sums, in whole or in part pending finalisation or adjudication of any such claim from –

i. any security or retention money, if any, deposited by the consultant.
ii. any sum(s) payable till now or hereafter to the consultant under the same Contract or
iii. any other contract with the Procuring Entity if the security is insufficient or if no security has been taken from the Consultant.

b) Where the consultant is a partnership firm or a limited company, the Procuring Entity shall be entitled, and it shall be lawful on his part, to withhold and also have a lien to retain towards such claimed amount or amounts in whole or in part from any sum found payable to any partner/ limited company, as the case may be, whether in his capacity or otherwise.

c) It is an agreed term of the contract that the sum(s) of money so withheld or retained under the lien referred above shall be kept withheld or retained till the claim arising out of or under the contract is determined. The consultant shall have no claim for interest or damages whatsoever on any account in respect of such withholding or retention under the lien referred to supra and duly notified as such to the contractor.

d) Lien in respect of Claims in other Contracts: Any sum of money due and payable to the consultant (including the security deposit returnable to him) under the contract may be withheld or retained by way of lien by the Procuring Entity against any claim of the Procuring Entity in respect of payment of a sum of money arising out of or under any other contract made by the Consultant with the Procuring Entity.

5) Completion Certificate and Final payment

Upon a written intimation from the consultant, the Competent Authority appointed by Procuring Entity may issue a certificate of completion duly indicating the date of completion after satisfying himself of the following. The Competent Authority appointed by Procuring Entity may also issue such a certificate indicating the date of completion concerning any part of the service (before the completion of the whole of service), which has been completed to the satisfaction of procuring entity.

a) that the whole of the scope to be carried out under the provisions of the contracts have been completed or when any such certificate is given in respect of part of a contract, such part shall be considered completed.
b) that they have been inspected by him since their completion and found to be in good and substantial order,
c) that such completed services have satisfactorily passed any final test or tests (if any)
d) that all properties, works and things, removed, disturbed, or damaged in consequence of the Services have been adequately replaced and
e) that the consultant has returned in good condition, all assets loaned or hired (if any) from the Procuring Entity and has given a satisfactory account of payments made to or retained (as and if applicable) by the Procuring Entity for such loaned/ hired assets,
f) that the consultant has made good and satisfied in conformity with the contract all expenses and demands:
   i. incurred by or made upon by the Procuring Entity.
   ii. for or in respect of damages or losses from or in consequence of the services.

6) **Approval Only by Completion Certificate:**

No certificate other than completion certificate referred to in sub-clause above shall be deemed to constitute approval of any service or other matter in respect of which it is issued or shall be taken as an admission of the due performance of the contract or any part thereof or of the accuracy of any claim or demand made by the consultant or of additional varied Services having been ordered by the Competent Authority appointed by Procuring Entity nor shall any other certificate conclude or prejudice any of the powers of the Competent Authority appointed by Procuring Entity.

7) **Cessation of Procuring Entity's Liability**

After the issue of Completion Certificate, the Procuring Entity shall not be liable to the consultant for any matter arising out of or in connection with the contract for the delivery/performance of the contract, unless the consultant shall have claimed in writing in respect thereof before the issue of the Completion Certificate for delivery/performance in Contract.

8) **Unfulfilled Obligations**

Notwithstanding the issue of Completion Certificate for service, the consultant and the Procuring Entity shall remain liable for the fulfilment of any obligation incurred under the provision of the contract before the issue of the Completion Certificate, which (i.e obligation) remains

unperformed at the time such certificate is issued. The contract shall be deemed to remain in force till the nature and extent of any such obligations are determined.

9) **Final Payment**

The consultant shall submit a Final bill on the certificate of Competent Authority of procuring entity regarding the completion of contract. The Final payment shall be released as per the following calculations to the consultant after receiving a clear "No Claim Certificate" signed from consultant:

a) the total delivery/performance executed by the consultant upto the completion date based on the certification by competent authority appointed by procuring entity.
b) Extra claim if any
c) necessary adjustment for any payments already made or retained
d) any deduction which may be made under the contract,
e) a complete account of all claims of consultant may have on the Procuring Entity, and the certificate from Competent Authority appointed by Procuring Entity in writing that such claims are correct,

10) **No Claim Certificate and Release of Contract Securities**

The Consultant shall submit a 'No Claim certificate' to the Procuring Entity in such form as shall be required by the Procuring Entity after the deliveries/performances are finally admeasured and before the final payment/ performance securities are released. The Procuring Entity shall release the contractual securities without any interest if no outstanding obligation, asset, or payments are due from the Consultant. The consultant shall not be entitled to make any claim whatsoever against the Procuring Entity under or arising out of this Contract, nor shall the Procuring Entity entertain or consider any such claim, if made by the supplier, after he shall have signed a "No Claim Certificate" in favour of the Procuring Entity. The Consultant shall be debarred from disputing the correctness of the items covered by the "No Claim Certificate" or demanding a clearance to arbitration in respect thereof.

25. Independent Technical Review / Proof Check:

BNPM may independently review or have third-party review of IT architecture, cybersecurity design, DR strategy, BOQ/BOM, policies, RFP deliverables etc. The Consultant shall provide the underlying calculations, assumptions, evidence and traceability needed for review and shall correct Consultant-attributable deficiencies within the acceptance/rework mechanism at no additional cost.

26. Deployment of Key Personnel and other qualified and Experience staff:

a) The Consultant shall deploy the named Key Experts specified in Section VI. Key Experts shall meet the minimum qualifications and relevant experience stated therein and shall be available for the required man-days. Consultant must deploy the contracted resources, maintaining adequate records of attendance and audit trails. The Consultant shall be liable for all kinds of dues payable in respect of all personnel provided under the contract and the Procuring Entity shall not be liable for any dues for availing the services of the personnel. The Consultant should ensure that persons to be deployed are not alcoholic, drug addict and not indulge in any activity prejudicial to the interest of the Procuring Entity.

b) **Substitution of key personnel** during the execution of a consultancy contract is a common type of variation that may occur due to unavoidable circumstances such as resignation, illness, accident, inadequate performance, or personality conflicts. Given the importance of key personnel in ensuring the quality of consultancy services, the following provisions and guidelines should be incorporated into the contract and tender documents to manage such substitutions effectively:

c) **Conditions for Substitution**: Substitution of key personnel should only be allowed in compelling or unavoidable situations.

i) The replacement should be of equivalent or higher qualifications and experience compared

to the person being replaced, to ensure the continued quality of service.

ii) Any replacement should be subject to the procuring entity's approval, ensuring satisfaction with the substitute's credentials.

d) **Limitations on Substitutions**: Substitution should typically be limited to not more than 60% of the total key personnel (as mentioned in the tender) deployed under the contract. This is to maintain the overall integrity and continuity of the project. The remuneration for replacements should not exceed the amount agreed upon for the original personnel. System of remuneration reduction for substitutions, with decreasing payment structures for repeated replacements are as under

i) For the first 20% of replacements, a 1% reduction in remuneration shall be applied.
i) For the next 20%, a 2.5% reduction may be applied.
ii) For the third 20%, a 5% reduction may be applied.

These reductions would apply from the date of replacement until the contract's completion.

e) **Cost Implications**: The consultant should bear all costs arising from or incidental to the replacement, such as travel, boarding, lodging, fooding expenses for the substitute expert.

f) **Monitoring Substitution and Deployment**: To ensure compliance, public authorities may implement IT-enabled systems at the deployment site to monitor the presence of key personnel as per the deployment schedule.

g) **Unsatisfactory Performance by Personnel**: Poor performance may involve one or more particular staff from the consultant's team, or the whole team. Based on the provisions of the contract, the Procuring Entity will advise the consultant to take the necessary measures to address the situation. Poor performance should not be tolerated; therefore, the consultant should act quickly to comply with a reasonable request to improve the performance of the team or to replace any particular staff member who is not performing adequately. If the consultant fails to take adequate corrective actions, the Procuring Entity may take up the issue with the top management of the consultant and issue notice to rectify the situation and finally consider terminating the contract. Deficiency in providing services shall lead to penalty as per SCC, Sec V – Refer: Addition to Clause 24.5.

h) **Obligation to Maintain Capability - Key Personnel, Critical Equipment:** The contract is awarded to the consultant based on specific eligibility and qualification criteria. The Consultant is contractually bound to maintain such eligibility and qualifications during the execution of the contract. Any change which would vitiate the basis on which the contract was awarded to the consultant should be pro-actively brought to the notice of the Procuring Entity within 7 days of it coming to the Consultant's knowledge. These changes include but are not restricted to change regarding any declarations in this regard made by it in its bid. Consultant should also indicate remedial measures he is taking in this regard, and how he proposes to ensure smooth execution of contract.

i) **Avoiding Conflict of interest:** Neither the Consultant nor the Personnel shall engage, either directly or indirectly, during the term of this Contract, any business or professional activities in India that would conflict with the activities assigned to them under this Contract and after the termination of this Contract, such other activities as may be stipulated in the contract.

27. Change Management:

a) Changes to approved IT architecture, scope, deliverables, technology assumptions, BOQ/BOM, implementation strategy or timelines shall be processed through a written Change Request identifying reason, technical impact, cost/time impact and approval authority. No additional fee or extension shall arise without prior written approval except where the contract expressly provides otherwise

b) Given the complexity of the IT transformation, requirements may evolve. Changes to scope, deliverables, timelines or architecture shall be managed through a written Change Request approved by BNPM before implementation. No consultant shall be entitled to additional fee/time unless the Change Request is formally approved.

c) All scope changes shall be controlled through the documented Change Request procedure. Mutual consultation alone shall not authorize additional scope, cost or time.

28. Contract Price:
Contract price shall remain fixed & firm upto the completion of all contractual obligations and no price variation is applicable.

29. Security and Confidentiality:
BNPMIPL, Mysore is a security organization and the premise is declared as 'Prohibited Area' by the Govt. of Karnataka. Hence the service provider has to abide by the security rules of the Company. Consultant has to sign an NDA with procuring entity.

30. Damage to Property:
Consultant shall be responsible for making good to the satisfaction of the Procuring Entity for any loss of and any damage to properties belonging to the Procuring Entity or being executed or procured by the Procuring Entity or of other agencies within the premises of the work of the Procuring Entity, if such loss or damage is due to fault and/or the negligence or wilful acts or omission of the Consultant, their employees. The Consultant shall indemnify and keep the Purchaser/Procuring Entity harmless of all claims for damage to Owner's property arising under or by reason of this contract.

31. Health & Safety Regulation
Consultant shall comply with the Health and Safety policy of the Company. The staff deployed by the Consultant at BNPMIPL, Mysore must adhere to all rules and regulations and as prescribed by Procuring Entity from time to time.

32. Insurance
The deployed personnel by Consultant at BNPMIPL, Mysore must be covered under valid ESI/ Employee Compensation Insurance for working.

33. 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 Consultant from appropriate authority.
The Consultant shall provide accurate particulars of PAN number as required, under Section 206AA of Income Tax Act 1961.

34. Payment of claims and damages:

a) Should the Procuring Entity have to pay money in respect of claims or demands against any damage caused by the consultant, the amount so paid and the costs incurred by the Purchaser/Procuring Entity shall be charged to and paid by the consultant and the consultant shall not be entitled to dispute or question the right of the Procuring Entity to make such payments notwithstanding the same may have been without his consent or authority or in law or otherwise to the contrary.
b) In every case in which by virtue of the provisions of Employee's Compensation Act, or other Acts, the Procuring Entity is obliged to pay Compensation to a Workman employed by the consultant in execution of the services, the Procuring Entity will recover from the consultant the amount of compensation so paid and without prejudice to the rights of Purchaser/Procuring Entity under the said Act. Procuring Entity shall be at liberty to recover such amount or any part thereof by deducting it from the security
c) Deposit or from any sum due to the Consultant whether under this contract or otherwise. The Purchaser/Procuring Entity shall not be bound to contest any claim made under Section 12 sub section (1) of the said Act, except on the written request of the Consultant and upon his giving to the Procuring Entity full security for all costs for which the Purchaser/Procuring Entity might become liable in consequence of contesting such claim.
d) However, limitation of liability for the consultant will be upto the total contract value.

35. Resolution of disputes

1) Disputes

a) If dispute or difference of any kind shall arise between Procuring Entity and the Consultant in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

b) All disputes and differences between the parties, as to the construction or operation of the contract, or the respective rights and liabilities of the parties on any matter in question; dispute or difference or any other account whatsoever, but excluding the Excepted Matters (detailed below); arising out of or in connection with the contract, whether before or after the completion/ termination of the contract, that cannot be resolved amicably between the Procurement Officer and the Consultant within thirty (30) days from aggrieved Party notifying the other Party of such matters, shall be hereinafter called the "Dispute".

c) The aggrieved party shall give a 'Notice of Dispute' indicating the Dispute and claims citing relevant contractual clause to the designated authority and requesting for invoking the following dispute resolution mechanisms. The Dispute shall be attempted to be resolved before any recourse to courts, through dispute resolution mechanisms detailed subsequently, in the sequence as mentioned below, and the next mechanism shall not be invoked unless the earlier mechanism has been invoked or has failed to resolve it within the deadline mentioned therein. The proceedings shall be as under and as applicable.

i. Adjudication
ii. Mediation
iii. Arbitration (As per Arbitration and Conciliation Act, 1996 and subsequent amendments if any)

Courts at Mysuru shall have exclusive jurisdiction.

2) Brief Procedure

a) **Adjudication:** To be proceeded with submission of "Notice of Adjudication".

b) **Mediation:** To be proceeded with submission of "Notice of Mediation" and as per Mediation Act 2023 and subsequent amendments if any. The venue of the Median shall be Mysuru and it shall be conducted in English language.

c) **Arbitration: -** 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 subsequent amendments 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 Mysuru and it shall be conducted in English language.

3) Expected Matters

Matters for which provision has been made in any clause of the contract shall be deemed as 'excepted matters' (matters not disputable/ arbitrable), and decisions of the Procuring Entity, thereon shall be final and binding on the Consultant. The 'excepted matters' shall stand expressly excluded from the purview of the Dispute Resolution Mechanism, including Arbitration. However, where the Procuring Entity has raised the dispute, this sub-clause shall not apply. Unless otherwise stipulated in the contract, excepted matters shall include but not limited to:

1) any controversies or claims brought by a third party for bodily injury, death, property damage or any indirect or consequential loss arising out of or in any way related to the performance of this Contract ("Third Party Claim"), including, but not limited to, a Party's right to seek contribution or indemnity from the other Party in respect of a Third-Party Claim.
2) Issues related to the pre-award tender process or conditions.
3) Issues related to ambiguity in contract terms shall not be taken up after a contract has been signed. All such issues should be highlighted before the signing of the contract by the Consultant.
4) Issues related to contractual action/ termination of contract etc., by the Procuring Entity on account of fraud, corruption, debarment of Consultant, criminal or willful negligence of

the Consultant etc.

5) Issues that are already under investigation by CBI, Vigilance, or any other investigating agency or government.
6) Provisions incorporated in the contract, which are beyond the purview of The Procurement Entity or are in pursuance of policies of Government, including but not limited to
   a) Provisions of restrictions regarding local content and Purchase Preference to Local suppliers (If any appliable as per the tender) in terms of Make in India policy of the Government.
   b) Provisions regarding restrictions on Entities from Countries having land-borders with India in terms of the Government's policies in this regard.
   c) Purchase preference policies regarding MSEs and Start-ups (If any appliable as per the tender).

36. Consultants' Obligations and restrictions on its Rights

a) **Changes in Constitution/ financial stakes/ responsibilities of a Consultant's Business**
The consultant must proactively keep the Procuring Entity informed of any changes in its constitution/ financial stakes/ responsibilities during the execution of the contract.

b) Where the consultant is a partnership firm, the following restrictions shall apply to changes in the constitution during the execution of the contract:
   i) A new partner shall not be introduced in the firm except with the previous consent in writing of the Procuring Entity, which shall be granted only upon execution of a written undertaking by the new partner to perform the contract and accept all liabilities incurred by the firm under the contract before the date of such undertaking.
   ii) On the death or retirement of any partner of the consultant's firm before the complete performance of the contract, the Procuring Entity may, at his option, terminate the contract for default as per the contract and avail any or all remedies thereunder.
   iii) If the contract is not terminated as provided in Sub-clause (ii) above notwithstanding the retirement of a partner from the firm, that partner shall continue to be liable under the contract for acts of the firm until a copy of the public notice given by him under Section 32 of the Partnership Act, has been sent by him to the Procuring Entity in writing or electronically.

c) **Obligation to Maintain Eligibility and Qualifications**
The contract has been awarded to the consultant based on specific eligibility and qualification criteria. The consultant is contractually bound to maintain such eligibility and qualifications during the execution of the contract. Any change which would vitiate the basis on which the contract was awarded to the consultant should be pro-actively brought to the notice of the Procuring Entity within 7 days of it coming to the consultant's knowledge. These changes include but are not restricted to declaration made by it in its bid in all Annexures, Forms, acceptance of scope, terms & conditions and documents submitted pertaining to Qualification/Eligibility Criteria (Sec IX).

37. Closure of Contract

a) Successful performance of all obligations by both parties, including completion of warranty obligations (If any) and final payment.
b) Termination of contract (as defined in GCC) and settlements.

38. Contractual Remedies for Breaches/Defaults or Termination for Default

a) Temporary withhold payments due to the Contractor till recoveries due to invocation of other contractual remedies are complete.

b) Call back any loaned property or advances of payment, if any, with the levy of interest at the prevailing Marginal Cost-based Lending Rates (MCLR) of State Bank of India as on the date of recovery.
c) Recover liquidated damages and invoke denial clause for delays. (If these clauses are applicable)
d) Encash and/ or Forfeit performance or other contractual securities.
e) Prefer claims against insurances, if any.
f) Terminate contract for default, fully or partially including its right for Risk Purchase as per SCC, Sec V.
g) Initiate proceedings in a court of law for the transgression of a law, tort, and loss, not addressable by the above means.

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

SECTION VI – LIST OF REQUIREMENTS

Schedule No	Brief Description of Services	Tentative Quantity (with unit)	Earnest Money Deposit (in Rs.)	Remarks
1.	Providing IT Consultancy Services at Mysuru, Karnataka.	1 (Lump-sum)	Rs. 2,93,000/- (Rupees Two lakhs ninety-three thousand only)	a) Scope of work shall be as provided below b) Refer Section-III (SIT) for EMD exemption

Project Deliverables, Milestones & Time Schedule:

Below deliverables are exhaustive in nature and not limited to below, it may change as per business requirement and conditions.

Deliverables with timelines			
S No	**Stage**	**Key Deliverables**	**Timelines (in weeks)**
1	LOI to Consultant	Issuance of PO and Contract & NDA Signing whichever is earlier	**T0**
2	Stage 1	As-Is Infrastructure & Security Assessment Report	**T0+6w = T1**
		Business Impact Analysis (BIA) inputs, Asset Inventory & Risk Register	
		Gap Analysis Report (mapped to applicable regulatory guidelines)	
3	Stage 2	Finalised BIA Report with RTO/RPO per critical application/process.	**T1+4w = T2**
		DR Strategy & Solution Options Report — multiple options with architecture, TCO and ROI/cost-benefit comparison.	
		Cyber Security Strategy & Solution Options Report — multiple options with architecture, TCO and ROI/cost-benefit comparison.	
4	Stage 3	Management Presentation Deck	**T2+2w = T3**
		Board-Ready Solution Note (documenting the finalised IT Infra, DR, BCP & Cyber Security approach with estimated approximate budget)	
5	Stage 4	Board-Ready Information Security (IS) Policy document (including OT/IOT Security, Data Security & Management chapters)	**T3+4w = T4**
		Business Continuity & DR Procedures & Policy (including DR Testing Framework & RTO/RPO Validation Methodology document)	
6	Stage 5	Complete System Integrator RFP document (technical specifications, BOQ, SLA, eligibility & evaluation criteria, SI work completion criteria Etc.) ready for floating.	**T3+16w = T5 (Runs Parallel to Stage 4)**
		Assistance till bid finalisation and SI Onboarding.	

SECTION VI – LIST OF REQUIREMENTS

Stage wise Total Project Deliverable timeline: 32 Weeks. However, the aforementioned does not include the Review and Approval Timeline as described hereunder in each case.

Review and Approval Timeline: Procuring entity shall ordinarily provide consolidated comments on each submitted stage wise deliverable within 7 working days. The Consultant shall correct and resubmit within 5 working days of receipt of consolidated comments. Procuring entity shall ordinarily re-review within 5 working days. Where comments are received in multiple tranches for reasons attributable to Procuring entity, the Consultant's correction timeline shall commence on receipt of the consolidated comments to the extent practicable.

The Consultant should consist of minimum of the following key experts with below mentioned duration of deployment:

#	Personnel position	Profile with Experience	Mandatory professional certifications	No. of Personnel	Stage 1 & 2 man-days Required	Stage 3 man-days Required	Stage 4/5 man-days Required
1	Project Manager	Management/ Risk & Compliance expert (15 years minimum)	At least 2 from below: **PMP/ Prince2/ ITIL**	1	2 weeks of mandatory onsite resource deployment for part A, however other activities may be done remotely / Offsite.	Mandatory scheduled visit for mandatory 3 days.	1 week of mandatory onsite resource deployment, however other activities may be done remotely / Offsite.
2	IT Infrastructure Expert	Technology profile (6 years minimum)	At least 2 OEM certification from below: **server / storage /virtualization**	1			
3	BCP/DR Consultant	Functional/Technology profile (8 years minimum)	CBCP / ISO 22301 Lead Implementer/Auditor	1			
4	Consultant – Cyber Security	8+ years in enterprise security	CISSP/CISM /CISA	1			
5	Application Architect (SAP Business One/S4 HANA)	8+ years of industry experience	Any SAP/cloud certification	1	Physical visit not mandatory		

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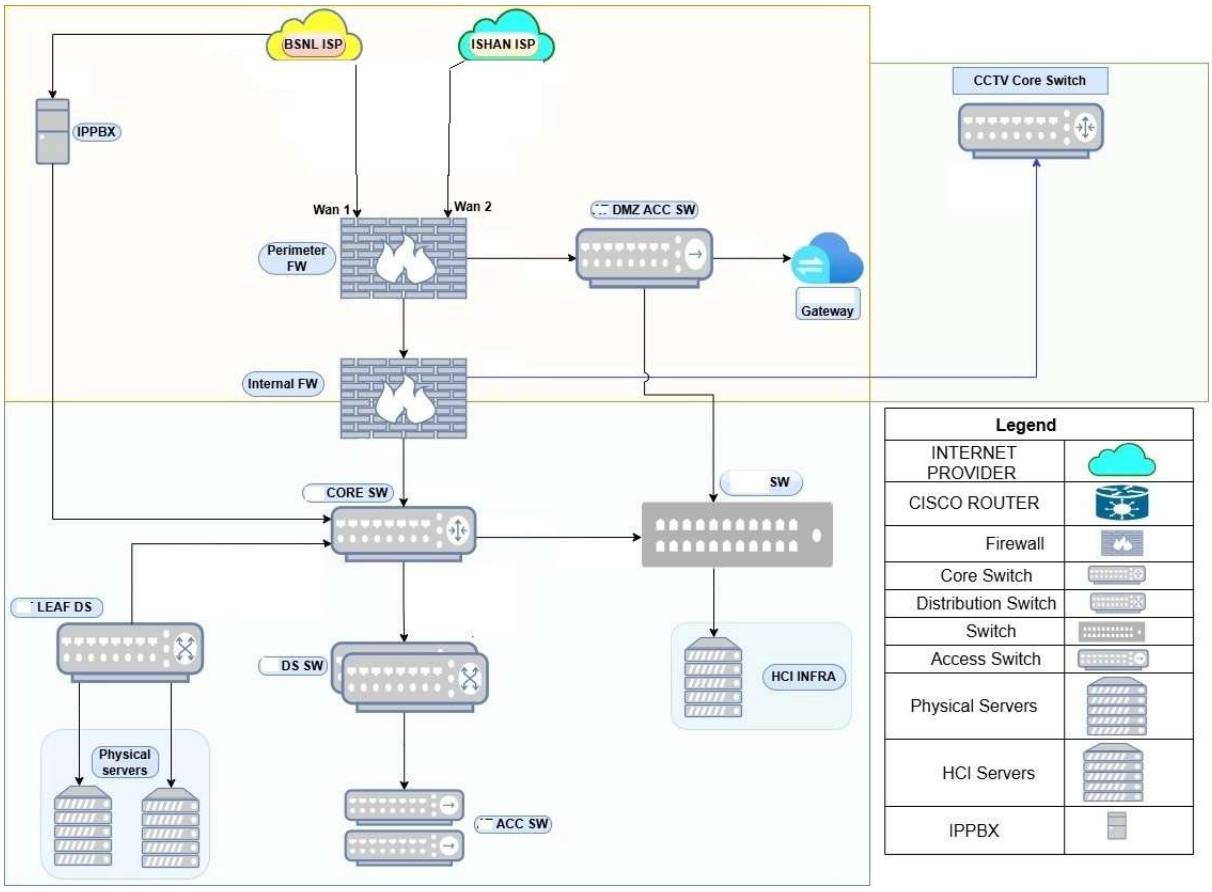
In case consultants are working remotely or from their own office/premise, they are required to response on the call/email/video meeting as necessary. In case of any onsite visit requirement, BNPM is at liberty to call the resources without any extra cost - post mutual discussion and alignment.

SECTION VI – LIST OF REQUIREMENTS

Existing IT Setup

BNPMIPL has implemented centralised on-premise Data Centre to host all the applications, databases and various security infrastructure to provide sustained business process. It majorly comprises of Hyper converged infrastructure, Physical servers, Firewall, Switches, Router, Backup & various applications & database. Details of high-level IT infrastructure of BNPM Data Centre is detailed in below sections. BNPMIPL is looking to engage a reputed firm capable to provide technical consulting advisory to enable the best innovative technical platform upgrade that will be compatible with existing system without any interruptions in the day-to-day business process and will ensure IT systems continue to perform high on reliability, availability, resilience, flexibility & scalability by designing reliable BCP & DR site solution. BNPM DC is connected with redundant ILL for the WAN related requirements and hosting some of the applications over web. Data Centre Components (HCI, Domain Controller, Email Server, System Software, Databases, OS, Backup Applications, Endpoint Protection Application & IPPBX).

Data Centre Network Architecture (High Level)



Details of HCI Infrastructure

BNPM has implemented latest Hyper Convergence Infrastructure as Dell EMC VxRail™ Appliance as part of Data Centre to host various applications, software & services by implementation of VMware environment.

HCI Hardware Details in BNPM DC

S. No	Name of Device	No of units
1	HCI Server Node	4
2	Network Switch	2

SECTION VI – LIST OF REQUIREMENTS

List of various application hosted within HCI Infrastructure:

No of Virtual Machines Hosted within HCI Infrastructure: 30

Details of Physical Rack Servers:

No of Physical Rack Server: 10

Details of Backup Infrastructure:

S No	Model / Make	Application
1	Veritas Netbackup 5240	Netbackup
2	HP DL380 Gen10	Arctera DLO

Details of Endpoint & Network level Security:

BNPM is using NGFW & Email Gateway as part of Gateway level security. BNPM LAN has been implemented with DMZ (Demilitarized Zone) for connecting public interfacing servers.

BNPM is also using endpoint security solution to provide desktop level security along with DLP (Device level Protection). Details for the same are illustrated as below:

S No	Name of the Product	OEM	Count
1	Next Generation Firewall	Fortinet	2
2	Email Gateway	Fortinet	1
3	Log management solution (Gateway Level)	Forti Analyser (Log Collector VM based)	1
4	Endpoint Security Solution (EDR)	Sentinel One	250
5	MFA tool	Insta Safe	250

Application Details:

S No	Name of Application
1	SAP Business One
2	Domain Controller
3	Microsoft Exchange SE
4	Payment Gateway Application
5	Multi factor authentication Application
6	Network Attached Storage
7	Web based Human Resource Management System Application
8	Web based PMS Application
9	Web based Barcode Application
10	Web based Fixed Asset Management System
11	Web based ITSM Application
12	Web based Occupational Health Centre Application
13	Board Meeting Application (Web & App)
14	Network Management Application
15	Forti Analyser
16	WSUS
17	Tally Application

Terms and conditions

- The scope of work will be limited to current state applications and business needs as detailed in the current RFP; any additional/future scope may require a PCR to address increase in scope.

SECTION VI – LIST OF REQUIREMENTS

- The Bidder may conduct a site visit at their own expense and responsibility to gather all necessary information required for the preparation of the bid and subsequent execution of the contract. The Procuring Authority shall not be liable for any costs incurred by the Bidder in obtaining such information.
- The agency shall deploy good and reliable persons, in case any of the personnel is not found suitable by BNPMIPL. BNPMIPL have the right to ask for his replacement without giving any reason thereof and bidder will have to replace such resources at the earliest possible.
- Changing of identified & deputed resource should be intimated at least 15 days in advance, it should be ensured that adequate skilled resource is replaced with consent of BNPMIPL.
- NDA to be signed between selected Consultant agency & BNPMIPL.
- Selected Bidder/Company/Organisation for Consultant agency cannot participate in the RFP as SI for this engagement.
- **Acronyms:**

BNPMIPL	Bank Note Paper Mill India Private Limited
BRBNMPL	Bhartiya Reserve Bank Note Mudran Private Limited
SPMCIL	Security Printing & Minting Corporation of India Limited
HCI	Hyper-Converged Infrastructure
TCO	Total cost of ownership
ROI	Return on Investment
DC	Data Centre
DRC	Disaster Recovery Centre
RFP	Request for Proposal
SI	System Integrator
SLA	Service Level Agreement
HW	Hardware
SW	Software
RPO	Recovery Point Objective
RTO	Recovery Time Objective
BCP	Business Continuity Process
SOP	Standard Operating procedure
ILL	Internet Leased Line
NDA	Non-Disclosure Agreement
AD	Active Directory
TA	Travel Allowances
IIS	Internet Information Services
DAG	Database Availability Group
HR	Human Resources
PMS	Performance Management System
OHC	Occupational Health Centre
NMS	Network Management Server
RACI	Responsible, Accountable, Consulted, and Informed
IS	Information Security
PCR	Project Change Request
MFA	Multi Factor Authentication

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

SECTION VII – TECHNICAL SPECIFICATIONS & SCOPE OF WORK

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

The scope of work is hereunder:

Introduction

The BNPMIPL is a single-location manufacturing entity, categorised as a security organisation.

BNPMIPL intends to engage a Consultancy service to provide end-to-end advisory for its IT infrastructure modernization initiative. The engagement covers the IT Infrastructure Resilience, Disaster Recovery Site Design, Business Continuity Planning & Cyber Security Roadmap for BNPMIPL Mysuru. BNPMIPL intends to engage an independent Subject Matter Expert (SME) Consultancy to study the as-is environment, evaluate multiple solution options with Total Cost of Ownership (TCO) and Return on Investment (ROI), and prepare Board-ready recommendations, an approved IS Policy, and a System Integrator (SI) RFP specification for onward tendering.

Background & Requirement Description

BNPMIPL currently operate its IT infrastructure from an on-premises setup, where most applications are hosted on a Hyper-Converged Infrastructure (HCI) platform. However, certain critical systems such as SAP ERP continue to run on standalone physical servers. Recognizing the limitations of this hybrid setup, BNPMIPL plans to modernize its infrastructure to enhance scalability, operational efficiency, and disaster recovery (DR) capabilities.

As part of this initiative, BNPMIPL also plans to virtualize its existing SAP environment, a strategic step to support its broader objective of modernizing IT infrastructure, simplifying disaster recovery operations, and enabling a more agile, secure, and efficient enterprise system landscape. In parallel, BNPMIPL also plans to assess & evaluate its strategies to migrate from legacy on-premises Microsoft Exchange environment and SAP HANA to leverage modern cloud-based collaboration and communication services.

To ensure continued business operations without interruption, BNPMIPL aims to establish a Disaster Recovery site through SAAS / Cloud / Hybrid or On-Premise mode depending upon the best suitable approach as per Security, Compliances, Total cost of ownership (TCO) & Return on Investment (ROI). This site should mirror the production environment to enable real-time recovery, high availability, and resilience against failures or disruptions in the event of natural / manmade disaster to sustain committed RTO & RPO of the organization. Alongside this, a complete assessment for technology refresh of the current IT infrastructure should be undertaken, replacing outdated IT and non-IT components with the latest technology.

BNPMIPL's broader objective is to build robust DC and DR facilities that adhere to standards for security, performance and service reliability. The upgraded environment is expected to significantly strengthen BNPMIPL's IT posture, streamline service delivery, and support long-term digital transformation goals.

Objective of the Assignment

The objective of this assignment is to engage a Consultancy organisation to provide end-to-end advisory for its IT infrastructure modernization initiative to enable sustained IT Infrastructure Resilience, Disaster Recovery Site Design, Business Continuity Planning & Cyber Security Roadmap. The engagement covers the technology refresh of the existing IT Infrastructure, design, feasibility study, due diligence, risk analysis and setup of a Disaster Recovery (DR) site. Consultant to provide strategic & technical support to BNPMIPL in advising and overseeing the best suitable approach, RFP, bidding and onboarding of System Integrator for IT infrastructure modernization initiative. This engagement aims to achieve Business Continuity in case of any unexpected disruptions, thereby minimizing downtime and

financial loss. Robust BCP should also enable Data Security and Integrity to help safeguard our data against potential threats, ensuring its integrity and availability in line with industry best practices and regulatory compliance requirements as per CERT & Government of India.

Consultant will broadly support BNPMIPL on the following –

1. Conduct a comprehensive as-is assessment of IT infrastructure, application landscape (SAP B1 and non-SAP/HCI environment), backup architecture, network, and existing security posture.
2. Conduct a Business Impact Analysis (BIA) and Risk Assessment, and define RTO/RPO for each critical business application/process in consultation with business and IT stakeholders.
3. Perform a gap analysis against leading practice frameworks (CERT Guidelines) and applicable regulatory security guidelines relevant to the Organisation's classification as a security organisation.
4. Identify, design and present multiple technically viable DC-DR site and IT Infra modernisation options (e.g., in-house second site, co-location, Cloud, hybrid) along with detailed TCO (3–5 years horizon) and ROI/cost-benefit analysis for each option.
5. Facilitate presentation of options to Management and support finalisation of the preferred solution and investment approval.
6. Draft a Board-approvable Information Security (IS) Policy, and DR/BCP Policy suite, aligned to leading practice and the finalised solution.
7. Prepare a comprehensive, technically detailed RFP (scope, specifications, Bill of Quantities, SLAs, eligibility and evaluation criteria) for onboarding a System Integrator (SI) to implement the approved IT Infrastructure Resilience, Disaster Recovery Site Design, Business Continuity Planning & Cyber Security Roadmap.
8. Support the Organisation through the SI tendering process, including pre-bid clarifications, technical bid evaluation assistance, and negotiation support.
9. Define a DR testing framework and RTO/RPO validation methodology to be adopted post-implementation, including a test environment approach, given none currently exists.
10. Recommend the resourcing/skillset composition required to execute this consultancy engagement, proportionate to the Organisation's size and scope.

Detailed Scope of Work

The detailed scope of work of the consultancy can be broadly categorised in five (5) Stages:

Stage 1 – Current IT State Landscape Capture, Risk Assessment & Gap Analysis

This phase of the activity will broadly comprise of Study, Analysis & Assessment of the existing IT infrastructure, and define future roadmap. As part of this section, Consultant is required to perform below scope of work w.r.t to IT Infrastructure, BCP & Cyber Security requirements:

- Kick-off, stakeholder mapping, and data/document collection plan.
- Conduct a comprehensive IT Infrastructure Assessment covering all the technology devices available in the DC w.r.t Availability, Performance, Security, Scalability and Resiliency. Assess the existing IT Infrastructure in terms of useful life (End of life/support), utilization, performance, Security, Backup, effectiveness and explore the need for up-gradation/strengthening of suitable futuristic infrastructure so as to meet the business objective.
- It shall be noted that exclusive OT & IOT devices assessment is not included as part of the scope, however IT - OT/IOT convergence impact & risk assessment needs to be carried.
- Perform detailed assessment of all IT Infrastructure components with an aim to do upgrade of the IT Infrastructure, but not limited to, below capabilities:

- Availability
- Scalability
- Obsolescence
- Standardization
- Performance
- Cyber Security

- Consultant need to coordinate with respective OEMs/SI/Vendor of various IT applications to study applications / IT infrastructure landscape. However, BNPM will provide necessary assistance wherever feasible.
- Review the ERP Solution along with other existing application portfolio, licenses and based on requirement defining the licensing need requirement both for hardware & software.
- Review of current cyber security posture & available security controls — perimeter security, endpoint security, identity & access management, logging/monitoring, vulnerability management, and any prior VAPT/audit reports.
- Consultant shall conduct a comprehensive assessment of current IT security / cyber security posture at BNPM in line with business requirements, in line with compliance requirements of bodies / standards such as NCIIPC, Meity, CERT-In and as per industry best practices, the set of applicable standards will be proposed by consultant and aligned for reference/use at BNPMIPL post discussion with the Senior Management & CISO.
- Study the network and security architecture implemented and requirement for upgradation for secured & robust connectivity.
- Consultant Scope will include passive items at DC including IT Infra environmental assessment / non-IT assessment such as Power (DG / UPS / Distribution Panels / Dual PDUs), Cooling (HVAC / Humidity), Cabling (Outside DC cabling / Within DC cabling), Fire suppression system, physical and logical security, CCTV, Racks for high availability and uptime in line with industry best practices and BNPM business requirements.
- Preparation of Current State Assessment report along with recommendations and future roadmap for IT infrastructure.
- Submit the Assessment report with Gap analysis against applicable regulatory/sectoral security requirements for a security-classified organisation.
- Consolidated Risk Register with likelihood/impact rating and prioritisation.

Stage 1 Deliverable:

Under this phase, Bidder need to provide the following deliverables but not limited to the below mentioned activities:

- **As-Is Infrastructure & Security Assessment Report**
- **Business Impact Analysis (BIA) inputs, Asset Inventory & Risk Register**
- **Gap Analysis Report (mapped to applicable regulatory guidelines)**

Stage 2: BIA Finalisation, RTO/RPO Definition, DR Strategy Options with TCO/ROI, Information / Cyber Security Strategy and Plan.

This phase of the activity will broadly comprise BIA Finalisation, RTO/RPO Definition, DR Strategy Options with TCO/ROI, Information / Cyber Security Strategy and Plan. As part of this section, Consultant is required to perform below scope of work w.r.t to IT Infrastructure, BCP & Cyber Security requirements:

- Application criticality assessment and asset inventory (servers, storage, network, security devices) which involves Stakeholder interviews with IT, business function heads, and Management to understand tolerance for downtime/data loss per process.
- Finalise Business Impact Analysis and formally define target RTO and RPO for each critical application/process (including SAP Business One and other workloads), validated with business owners.
- Assistance in identifying & finalising the required RTO & RPO as per criticality of business process to arrive on DR sizing, backup strategy as well as applicable network bandwidth requirements.
- Review, Assessment & benefit analysis to be done for leveraging modern cloud-based infrastructure for Email & SAP ERP solution. Presentation & discussion with management and stakeholders are required to defining the roadmap.
- ERP Solution: Consultant shall evaluate existing ERP (SAP Business One) solution hardware tech refresh, hosting to cloud or on-prem virtualized hardware, prepare multiple options including DR feasibility, pros and cons of each option, provide budgetary costing of each option and present to management for final decision.
- Email Solution: Consultant shall evaluate existing On-Premise Email (Microsoft Exchange Server SE) solution hardware tech refresh or alternative cloud-based email solution, prepare multiple options including DR feasibility, Backup, pros and cons of each option, provide budgetary costing of each option and present to management for final decision.
- The selected agency will include a comprehensive Disaster Recovery (DR) in the assessment plan, ensuring that backup systems and procedures are in place to minimize data loss and ensure rapid recovery in case of a disaster or system failure - in alignment with the policy and standards agreed in Stage-1.
- Provide available options for consolidation and virtualization requirement.
- Prepare the futuristic roadmap and technology refresh TO-BE architecture ensuring availability, performance, scalability, agility and reliability of the IT landscape.
- Prepare DC-DR architecture in consultation with BNPM applications teams to meet the required RPO and RTO. DC-DR architecture shall include minimum below details:
    - Business Impact Assessment (BIA)
    - Identify critical applications to be available at DR site as per BIA
    - RPO & RTO for each application
    - Data replication solution from DC to DR
    - Server, Storage sizing and technical specifications
    - Back-up solution and policy formulations
    - Network design and requirements
    - Security solution and requirements
    - Bandwidth requirements between DC and DR
    - Monitoring solution
    - Software license requirements
- Evaluate DR site strategy options suited to a single-location, small-sized manufacturing organisation, including at minimum: (a) in-house/owned second-site DR, (b) co-location (Colo) DR, (c) Cloud DRaaS / hybrid cloud DR, (d) hybrid combinations.
- For each option, define indicative architecture, replication approach (synchronous/asynchronous), backup infrastructure modernisation, storage, network/bandwidth, and site-selection considerations (seismic/flood zoning, distance, connectivity) where a physical DR site is proposed.

- **Information / Cyber Security Strategy and Plan:**

SECTION VII – TECHNICAL SPECIFICATIONS & SCOPE OF WORK

Bidder is expected to cover scope as listed, but not limited to below activities, to ensure best in class information security architecture compliant with applicable regulatory standards as aligned in Stage-1.

- Prepare the Information security architecture for the entity with future roadmap for the BNPMIPL.
- Consultant will highlight the risks and limitations in current state and propose a TO-BE architecture meeting the business and compliance requirements. The security solutions may include components such as IPS/IDS, VAPT, PIM/PAM, SIEM, Firewall, WAAP, VPN, End point security, Immutable backup solution, Load balancer, SOC requirement etc.
- To enhance security, the selected agency will design & recommend for a security architecture based on Zero Trust principles, incorporating multi-layered defence mechanisms to safeguard the IT Infrastructure against internal and external threats. The approach will focus on strict identity verification and access control.
- The selected agency will recommend approach to integrate systems for real-time threat monitoring, automated incident response, and periodic security audits, ensuring continuous protection against cyber threats and maintaining compliance with industry standards.
- The information / Cyber security architecture should, at a minimum, consist of the following:

    a) Cyber Security Operations Centre
    b) Disaster Recovery
    c) Minimum Baseline Security Standards & controls for the IT Landscape OS, DB, Network, Cyber security solutions, business applications, etc.
    d) Review of System / Policies / Processes / Procedures / Rules / SOP /Controls / Functions / Contracts / Compliance / VAPT assessment & Governance structure of Chief Information Security Officer (CISO) Office

- Ensure that the proposed target state information security architecture is compliant with Industry best practices. The target state information security architecture should also consider the compliance requirements as mandated by the other applicable regulatory body.

- Prepare 3–5-year Total Cost of Ownership (Capex + Opex) for each option, and comparative ROI / cost-of-downtime-avoided analysis to support investment justification.
- Recommend a preferred option with clear rationale, while presenting all viable alternatives for Management's own evaluation.
- Assistance in understanding of existing risk & limitations.

Stage 2 Deliverable:

Under this phase, Bidder need to provide the following deliverables but not limited to the below mentioned activities:

- **Finalised BIA Report with RTO/RPO per critical application/process**
- **DR Strategy & Solution Options Report — multiple options with architecture, TCO and ROI/cost-benefit comparison.**
- **Cyber Security Strategy & Solution Options Report — multiple options with architecture, TCO and ROI/cost-benefit comparison.**

Stage 3 — Management Presentation & Solution Finalisation

As part of this section, Consultant is required to perform below scope of work:

- Prepare management-ready presentation summarising as-is gaps, risk exposure, solution options, TCO/ROI, and recommendation.
- Prepare high-level project plan and present to management for final approval of the program.

- Present to Management; respond to queries and incorporate feedback.
- Support formal documentation of the Board-Ready solution and indicative investment/budget approval.

Stage 3 Deliverable:

Under this phase, Bidder need to provide the following deliverables but not limited to the below mentioned activities:

- **Management Presentation Deck**
- **Board-Ready Solution Note (documenting the finalised IT Infra, DR, BCP & Cyber Security approach with 3 years roadmap with budget estimates)**

Stage 4 — IS Policy, BCP-DR Procedures Development

As part of this section, Consultant is required to initiate the formulation of IS Policy, BCP-DR Procedures Development.

IS Policy Development:

Below are some of the indicative points to cater while preparing the BNPMIPL IS Policy, however consultant is required to cover all the other aspects related to Confidentiality, Integrity & Availability for the IT Business process & data ensuring fulfilling the applicable regulatory compliances:

- Draft a comprehensive, Board-approvable Information Security (IS) Policy covering, at minimum: access control, asset management, network & endpoint security, cryptography, physical & environmental security, incident management, vendor/third-party risk, change management, acceptable use, and VAPT/audit cadence — aligned to ISO 27001 and applicable regulatory requirements for a security-classified organisation.
- Given the Organisation's manufacturing operations, specifically incorporate an Operational Technology (OT)/IOT (Internet of Things) / Industrial Control Systems (ICS) security chapter and a Data Security & Management chapter into the IS Policy (detailed below), rather than treating the policy as a generic IT-only document.
- Formal documentation and validation of the current IT-OT / IT-IOT segregation posture — confirming that the OT/shop-floor environment is predominantly air-gapped from corporate IT, and identifying the specific exception link(s) where OT & IOT network is bridged to IT/internet for special connectivity requirements (e.g., OEM remote diagnostics, cloud-based monitoring).
- Data classification policy (e.g., Public / Internal / Confidential / Restricted).
- Data ownership and stewardship — designated data owners per business function responsible for classification, access approval, and periodic access review.
- Encryption standards for data at rest (database/backup encryption) and in transit (internal and site-to-DR-site replication links).
- Data backup, retention, and secure disposal/archival policy — aligned with the modernised backup infrastructure being scoped in Stage 2, and statutory retention requirements.
- Data Loss Prevention (DLP) considerations for sensitive design, production, and commercial data leaving the network (email, removable media, cloud uploads).
- Third-party/vendor data-sharing safeguards, particularly for any cloud-hosted component of the DR/backup solution (data residency, contractual data protection clauses, exit/data-return provisions).
- Develop an enterprise-wide AI and Agentic AI Usage Policy that defines the principles, governance, controls, and accountability requirements for the responsible adoption and use of artificial intelligence tools. It will emphasis on security, privacy, legal and regulatory compliance, ethical use, transparency, human oversight, and alignment with the organisation’s regulatory compliances & risk appetite.
- Workshop policy drafts with IT/Management/Plant stakeholders; revise based on feedback; prepare final versions for Board approval.

BCP-DR Procedures Development:

Develop a comprehensive Disaster Recovery (DR) strategy that outlines the procedures, resources, and technologies required to restore critical systems and data in the event of a disaster. The plan should include Disaster Recovery (DR) capabilities, ensuring minimal downtime and rapid restoration of services in the event of system failures or disruptions. In addition, provide recommendations for backup provisioning, where backups are stored to primary infrastructure in robust & secured manner. Some of the high-level tasks are include the following (but not limited to):

- Draft a Business Continuity Policy and DR Policy, including roles & responsibilities (BCM/DR governance structure), invocation criteria, communication plan, and periodic testing/review cadence, aligned to best industry practices & applicable compliances.
- Define a practical test environment approach (e.g., scheduled DR drills, Backup & Restoration testing etc.) proportionate to the Organisation's size.
- Prepare a DR Testing Framework / Test Plan defining test types (tabletop, partial failover, full failover), frequency, roles, success criteria, and reporting format for ongoing RTO/RPO validation post go-live.
- Formulation of RACI Matrix & Approach between the stakeholders (BNPMIPL, Service provider & SI) for the DR site operations.
- Understanding & fixation of the methodology for DC-DR data replication like VM, Native DB Etc.
- Assist in drafting Business Continuity Plan (BCP), DR Drill frequency, VAPT Approach, DC-DR Maintenance and access, RTO, RPO, SOP, responsibility of BNPMIPL, responsibility of DRC Agency etc.
- Plan of disaster recovery drills to establish a clear failover mechanism to ensure rapid recovery, minimize downtime, and maintain service availability during disruptions.
- Assistance in understanding of existing risk & limitations & handover session and knowledge transfer to IT team.

Stage 4 Deliverable:

Under this phase, Bidder need to provide the following deliverables but not limited to the below mentioned activities:

- **Information Security (IS) Policy document (including OT/IOT Security, Data Security & Management chapters)**
- **Business Continuity & DR Procedures & Policy document (including DR Testing Framework & RTO/RPO Validation Methodology document**)

Stage 5 — Request for Proposal (RFP) Preparation & Bid Evaluation for SI selection

As part of this section, Consultant is required to manage RFP Preparation for System Integrator (SI) Onboarding end-to-end. Consultant is required to consolidate all the learning & findings to bridge the gaps & solution provisioning in terms of people, process & technology for the RFP development process. Some of the below indicative scope is outlined below:

- RFP Preparation: Define clear vendor assessment criteria as part of the RFP preparation process, focusing on technical capabilities, support services, and compliance with regulatory and industry standards. Specify SLA metrics such as uptime, response times, and penalties for non-compliance, ensuring that these expectations are well-documented and agreed upon to drive accountability and performance throughout the vendor relationship.
- Translate the approved solution & Policies into a detailed technical specification: compute, storage, backup/replication technology, network/bandwidth, DR site facility requirements (if physical site), security controls, and migration approach.
- Define the functional and technical requirements/specifications for the technology components.

- Define SI eligibility/pre-qualification criteria, technical evaluation criteria, and commercial bid format suited to the Organization's tendering process.
- Prepare draft RFP along with scope of work, timelines, Bill of material, pre-qualification criteria, evaluation matrix for selection of SI (System Integrator), SLA, terms and Conditions etc.
- Provide a detailed cost estimate for all items included in the Bill of Materials, ensuring a comprehensive financial plan for the entire project.
- Evaluate the adequacy of proposal as per the defined scope of work.
- Prepare Bill of Quantities (BOQ) / scope of supply, implementation scope, Service Level Agreements (SLAs), warranty/support terms, and acceptance/testing criteria (linked to defined RTO/RPO).
- Prepare complete draft RFP document (technical + commercial sections, terms & conditions inputs, draft SLA/contract schedules) ready for the Organization to float as tender for System Integrator selection.
- Pre-Bid Assistance: Organize and facilitate pre-bid meetings to ensure all potential bidders have a clear understanding of the project requirements and scope. Provide support in responding to bidder queries, ensuring consistent and transparent communication. Issue corrigenda or clarifications to address any ambiguities or changes in project specifications, and ensure that all potential bidders are kept up-to-date with relevant information to maintain fairness and transparency throughout the bidding process.
- Evaluate of bids as per the eligibility and evaluation criteria laid out in the RFP.

Stage 5 Deliverable:

- **Complete System Integrator RFP document (technical specifications, BOQ, SLA, eligibility & evaluation criteria, SI work completion criteria Etc.) ready for floating.**
- **Assistance till bid finalization and SI onboarding**

To monitor the progress of the project Consultant to submit following reports:

1. Project inception report within one week of issuance of LoA
2. Weekly progress report after submission of Project inception report
3. Final report on completion of the project

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

SECTION VIII – QUALITY CONTROL REQUIREMENTS

DECLARATION TO BE PROVIDED BY BIDDER ON THEIR LETTER HEAD

We declare that we shall provide the IT consultancy services in accordance with the applicable standards, codes and ethics without deviation approved Terms of Reference, applicable laws/regulations, recognised professional standards, BNPM policies communicated to the Consultant, cybersecurity requirements, and the Stage-wise Deliverable & Acceptance Matrix. All deliverables shall be evidence-based, internally consistent, vendor-neutral and fit for BNPM's intended procurement/implementation decisions.

STAGE-WISE DELIVERY & ACCEPTANCE MATRIX (TO BE READ ALONG WITH LOR, SECTION VI)

Stage / Particulars	Deliverable	Minimum Acceptance Parameters	Review / Resubmission Clock	Acceptance Authority / Record
Stage 1	As-Is IT landscape, asset/application inventory, dependency map, security posture, risk register and gap analysis	Evidence-based coverage of agreed IT estate; application dependencies; EOL/EOS; security gaps; risk rating; regulatory mapping; traceable source evidence; no material unexplained gaps.	BNPM first review: 7 working days. Consultant correction/resubmission: 5 working days from consolidated comments. BNPM re-review: 5 working days. One consolidated comment cycle as far as practicable.	BNPM nominated IT/CEC authority; signed/electronic acceptance record and response-to-comments matrix.
Stage 2	BIA, RTO/RPO, DR options/architecture, cloud/SAP/email options, cyber strategy, TCO/ROI	Critical process/application coverage; RTO/RPO validated with business owners; architecture; option comparison; risks; TCO/ROI; cyber control mapping; decision traceability.	Same 7/5/5 working-day clock. BNPM business-owner validation time is excluded from consultant delay where documented.	BNPM IT/CISO + business owners/CEC as applicable.
Stage 3	Management presentation and Board-ready Solution Note	Internally consistent target architecture, roadmap, budgetary estimate, decision points, assumptions, risks and closure of technical comments. Board approval is solely BNPM responsibility.	Same 7/5/5 clock for consultant deliverables. Board/management approval time is BNPM time and does not create Consultant delay.	BNPM management/competent authority; approval record.
Stage 4	IS Policy, BCP/DR procedures, RACI, backup/retention,	Complete policy/procedure set; roles;	Same 7/5/5 clock.	BNPM IT/CISO/CEC.

Stage / Particulars	Deliverable	Minimum Acceptance Parameters	Review / Resubmission Clock	Acceptance Authority / Record
	IT-OT/IoT controls, DR test framework	controls; exceptions; incident/escalation; testing frequency; RTO/RPO validation; evidence requirements; regulatory mapping.		
Stage 5	Issue-ready SI RFP, technical specifications, BOQ/BOM, BBU/non-BBU, PQC, evaluation, SLA, testing/acceptance, pre-bid and bid support	Vendor-neutral; complete and internally reconciled; measurable PQC/evaluation; BOQ traceability; cost benchmark; SLA; FAT/SAT/UAT; acceptance linked to RTO/RPO; no hidden scope.	RFP review: 7 working days; Consultant correction: 5 working days; re-review: 5 working days. Pre-bid/bid support follows SI tender calendar and defined support boundary.	BNPM Purchase + IT/CEC; issue-ready acceptance record.

Definitions for delay analysis:

"Consultant-caused delay" means failure by the Consultant to submit/correct a deliverable within its contractual clock despite timely BNPM inputs/review.

"BNPM-caused delay" includes late access, late data/ input, late consolidated comments, late validation/approval or other BNPM-controlled dependency. "Excusable delay" includes approved scope change, SI delay not caused by Consultant, Force Majeure and other events formally accepted by BNPM. Effect of BNPM review time:

The Consultant's stage preparation clocks run to submission. BNPM review, validation and approval periods stated above are excluded from consultant delay computation. Where BNPM inputs / comments are late, the affected milestone shall be extended day-for-day to the extent demonstrated in the dependency-tracker.

Re-submission and acceptance: A deliverable is not deemed accepted merely because it has been submitted. Acceptance requires compliance with the stated parameters and written/electronic acceptance. Minor non-material observations may be recorded for closure without withholding acceptance only where BNPM expressly permits such conditional acceptance.

Change control: Any change to scope, deliverable, technology, quantity, stage sequence or effort outside the defined ToR shall require a written Change Request identifying reason, impact on cost/time, affected deliverables and approval authority. The Consultant shall not commence additional work without written approval, except emergency security actions specifically authorised by BNPM.

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

COMMERCIAL COMPLIANCE STATEMENT:

S No	Features	Requirements of BNPMIPL, Terms & conditions	Whether Agreed by the firm	Deviation, if any
1.	General Conditions and list of requirements	Supply shall be rendered exactly as per the given instructions / Technical Specifications mentioned in Section VII of the tender.	**Yes agreed**	
2.	Quantity	As per the list of requirements mentioned in Section VI, List of Requirement (scope of work) of the tender.	**Yes agreed**	
3.	Delivery	As per delivery terms mentioned in Section VI of the tender.	**Yes agreed**	
4.	Payment terms	Payment terms as mentioned in Sl No 8 & 22 (GCC Clause No 22) of SCC.	**Yes agreed**	
5.	Liquidated Damages	As per liquidated damages clause mentioned in (GCC clause No 24) and SCC.	**Yes agreed**	
6.	Defect Liability Period / Warranty	Not applicable.	**Yes agreed**	
7.	Performance Security	As per performance security in GCC clause No 6/SCC Clause 2.	**Yes agreed**	
8.	Tender terms & conditions	We have gone through entire tender document thoroughly including GIT (Section II - General Instructions to Tenderer), SIT, GCC (Section IV - GENERAL CONDITIONS OF CONTRACT), SCC **and confirm that we don't have any counter conditions.** We also understand that offer with counter conditions is liable for rejection	**Yes agreed**	
9.	Compliance to SIT & SCC Clauses	SIT Clause: Sl.no. 1 to Sl.no. 21. SCC Clause: Sl.no. 1 to Sl.no. 32.	**Yes agreed**	
10.	No. of pages	Total number of pages in Technical Bid		

Authorized signatory & stamp

(To be 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
General	a) Bidder* (Proprietor/ Partnership Firm/ LLP Company/ HUF) intending to bid should be bonafide, experienced, technically competent, resourceful and financially sound to carry out the assigned work. Joint Venture/ Consortium (an association of several persons, firms, or companies) are not allowed to participate in this tender.	Company's registration certificate Partnership Deed / Certificate of incorporation with MOA & AOA / Any other registration certificate (as applicable).
	b) Bidder should have valid GST registration certificate.	Copy of GST certificate.
	c) Bidder should have valid PAN card.	Copy of PAN card.
	As on the date of submission of bid against this tender (including extension of bid submission due date vide issuance of corrigenda if any), bidder should not be ineligible/ blacklisted/ banned/ debarred entity by SPMCIL/ BRBNMPL/ BNPMIPL/any Government Agency for participating in its tenders. Further, bidder should not have changed its name or created a new "Allied Entity", consequent to having declared ineligible/ suspended/ blacklisted/ banned/ debarred as above.	Declaration as per **Annexure–A** on company's letter head duly Signed & with company Stamp to be submitted.
Experience	The bidder should be in continuous business of providing **IT consultancy services** in **India** during **last Three years ending on last date of bid submission (including extension of bid submission due date issued vide corrigenda if any).**	**For each of the last three years** following documents are to be submitted: 1) Atleast one copy of Order /Contract. (OR) 2) Atleast one copy of Work Completion Certificate issued by client. **Note: Years are defined as under:** a) 1st year: Previous 365 days from and including the due date of bid submission. b) 2nd year: Previous 365 days from the commencement date of 1st year as defined above. c) 3rd year: Previous 365 days

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

Category	Eligibility Criteria	Documents required in support of eligibility criteria
		from the commencement date of 2nd year as defined above.
Past Performance	Bidder should have successfully completed **at least one IT consultancy/IT program management/ IT implementation management order/ contract with minimum order/ contract value of Rs. 1,17,39,000.00 /- (Rs. One Crore Seventeen Lakhs Thirty-Nine Thousand only)** comprising of any one of the following: **a) Setting up Data Centres** **(OR)** **b) BCP Implementation & Commissioning** **(OR)** **c) Disaster Recovery consultancy** in **India within last 7 years ending on bid submission due date (including extension of bid submission due date issued vide corrigenda if any).**	1) Copy of Order/ Contract. (AND) 2) Copy of Work Completion Certificate OR Sign-off document issued by respective client. Aforementioned are to be submitted by the bidder.
Financial Standings	a) Average annual turnover of the bidder's firm during last three years period ending **31.03.2026** should be more than Rs. **2,93,48,000/- (Rupees Two Crore Ninety-Three Lakhs Forty-Eight Thousand only) with minimum Rs. 1,46,74,000/- (Rupees One Crore Forty-Six Lakhs Seventy-Four Thousand only) from consultancy services.** **Relaxation for Start-ups & MSE's:** Turnover criteria is relaxed for Startups & MSE's. Eligible start-ups & MSE's **are required to have at-least 75% of the value of the respective turnovers** as specified above.	CA Audited balance sheet, profit & loss statement, financial documents for FY 2025-26, 2024-25, FY 2023-24 and FY 2022-23, substantiating the criteria. Chartered Accountants certificate for Turnover, Profit and Net worth may be accepted for the bidders, where tax audits have been exempted as per the existing Govt. orders issued before tender closing date. The start-ups should be recognized by DPIIT and certificate of recognition issued by DPIIT clearly stating the "sector" & "industry" corresponding to item in the tender should be submitted along 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 in the tender.
	b) Net worth of the bidder firm should not be in negative as on 31.03.2026 and should have not **eroded** [Ref Note (ii)] by more than 30% (Thirty percent) year-on-year basis as well as cumulative basis in the last three financial year's period ending 31.03.2026.	

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

Category	Eligibility Criteria	Documents required in support of eligibility criteria

Note:

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.

ii. Erosion shall be calculated only on account of reported loss in the statement of P&L account, which has led to reduction in capital. Net-worth (NW) erosion will be calculated as below,

Year – on – Year basis	Cumulative basis
$\frac{\text{(NW of FY 2025-26 (–) NW of FY 2024-25)}}{\text{(NW of FY 2024-25)}}$	$\frac{\text{(NW of FY 2025-26 (–) NW of FY 2022-23)}}{\text{(NW of FY 2022-23)}}$
$\frac{\text{(NW of FY 2024-25 (–) NW of FY 2023-24)}}{\text{(NW of FY 2023-24)}}$	
$\frac{\text{(NW of FY 2023-24 (–) NW of FY 2022-23)}}{\text{(NW of FY 2022-23)}}$	

iii. Procuring entity reserves the right to verify all credentials submitted by bidders towards eligibility criteria.

iv. Procuring entity reserves the right to seek additional documents related to the documents submitted against eligibility criteria.

v. Financial Standing credentials of a domestic Holding Company can be clubbed with only one of its fully owned subsidiary bidding companies, with submission of appropriate legal documents proving such ownership.

vi. Demerged entities (by virtue of a corporate restructuring exercise, etc.) are not allowed to use the credentials of the original/parent entity to satisfy the Qualification/Eligibility criteria.

vii. Doctrine of Substantial Compliance': The Qualification/Eligibility Criteria are for shortlisting of sources who are competent to perform the contract (if awarded) to ensure best value for money. This process is neither intended to bestow any entitlement upon nor to create any rights or privileges for the Bidders, by way of overly hair-splitting or viciously legalistic interpretations of these criteria, disregarding the very rationale of the Qualification/Eligibility Criteria. Keeping this caveat in view, interpretation by procuring entity would be based on common usage of terminologies and phrases in public procurement in accordance with the 'Doctrine of Substantial Compliance' and would be final.

viii. Original Documents against all the submitted copies of the documents (i.e. bid documents) must be submitted for inspection, if so demanded.

ix. The qualification/eligibility criteria shall not consider the qualifications of other firms, such as the bidder's subsidiaries, parent entities, affiliates, or any other entity different from the bidder. Assignments completed by the bidder's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the bidder or that of the bidder's partners or sub-consultants.

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

2ND STAGE QUALIFICATION (ELIGIBILITY CRITERIA:)

The General information and technical bids would be evaluated on the basis of following 100 marks matrix:

TABLE A: MARKING MATRIX

S.N.	Based on Details Provided	Maximum Marks	DOCUMENTS REQUIRED
1	Bidder should have successfully completed **IT consultancy/IT program management/ IT implementation management** order/contract **with minimum order/contract value of Rs. 1,17,39,000.00 /- (Rs. One Crore Seventeen Lakhs Thirty-Nine Thousand only)** comprising of any one of the following: **a) Setting up Data Centres** **(OR)** **b) BCP Implementation & Commissioning** **(OR)** **c) Disaster Recovery consultancy** in **India within last 7 years ending on bid submission due date (including extension of bid submission due date issued vide corrigenda if any).** **Marks to be allotted meeting the aforementioned condition is as under:** 1 order/contract – 5 marks 2 orders/contracts – 10 marks 3 and above orders/contracts -15 marks	15	Each instance i.e each successful completion of order/contract are to be substantiated vide submission of following respective documents 1) Copy of Order/ Contract. (AND) 2) Copy of Work Completion Certificate OR Sign-off document issued by respective client.
2	Marks to be allotted for the Bidders average annual Turnover (AAT) in Last three financial years i.e. 2023-24, 2024-25 & 2025-26 is as under: Marks: ₹ 2.93 Crore ≤ AAT < ₹25 Crore –5 marks ₹25 Crore ≤ AAT ≤ ₹50 Crore - 10 marks AAT > ₹50 Crore - 15 marks	15	CA Audited balance sheet and profit & loss statement for FY 2025-26, 2024-25, FY 2023-24 and FY 2022-23

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

S.N.	Based on Details Provided	Maximum Marks	DOCUMENTS REQUIRED
3	Marks to be allotted for the Technical Presentation by the bidders pertaining to detailed concept/design/technology covering all the below aspects as in scope of work is as under: a) Approach, Work Plan & Methodology - (10 marks) b) Project Management including onboarding of SI - (8 marks) c) BCP & Cyber security aspect - (8 marks) d) Deployment Team & Resource Optimization - (8 marks) e) Compliance, Innovation, Scalability & Future Readiness – (6 marks) Refer **TABLE B** clarifying the evaluation process and marking methodology.	40	Online / offline presentation and data to be shared for record keeping towards Non-Quantitative Evaluation
4	Marks to be allotted for the Total number of Certified Professionals on payroll in India with minimum certificate and experience is as mentioned in **TABLE A1** as on bid submission due date **(including extension of bid submission due date issued vide corrigenda).**	30	**a) For Certificate:** Copy of the self-attested certificates of the resources. **b) For experience:** Certification from Company HR / Authorized Signatory certifying the CV of the individual employees with name, designation and qualification of the resources and declaring that these resources are in their regular pay-roll.

Note:

1) Procuring entity reserves the right to verify all credentials submitted by bidders towards eligibility criteria.
2) Procuring entity reserves the right to seek additional documents related to the documents submitted against aforementioned table under second stage evaluation.

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

TABLE A1

Sr No	Personnel position	Profile with Experience (Minimum)	Mandatory professional certifications	No. of Professional	Maximum Marks	No. of Professional	Maximum Marks	No. of Professional	Maximum Marks
1	Project Manager	Management/Risk & Compliance expert (15 years minimum)	At least 2 from below: **PMP/ Prince2/ ITIL**	3-6	2	7-12	4	>12	6
2	IT Infrastructure Expert	Technology profile (6 years minimum)	At least 2 OEM certification from below: **Server / Storage /Virtualization**	3-6	2	7-12	4	>12	6
3	BCP/DR Consultant	Functional/Technology profile (8 years minimum)	CBCP / ISO 22301 Lead Implementer/Auditor	3-6	2	7-12	4	>12	6
4	Consultant – Cyber Security	8+ years minimum in enterprise security	CISSP/CISM /CISA	5-10	3	11-20	6	>20	8
5	Application Architect (SAP Business One/S4 HANA)	8+ years minimum of industry experience	Any SAP/cloud certification	3-5	2	6-10	3	>10	4
6	Total				11		21		30

Note:

a) Evaluation process and marking methodology for the above is depicted under TABLE B hereunder.
b) Experience shall be counted from the date of joining the first company.

TABLE B: Evaluation Process and Marking methodology against Technical Presentation as specified in Sr No. 3 of TABLE A

1. Aspect-wise evaluation

Sl.	Aspect	Max. Marks	Predefined assessment indicators	Evidence expected
1	Approach, work plan and methodology	10	Understanding of objectives/scope; phased methodology and deliverables; realistic milestones/dependencies; quality assurance and acceptance approach.	Work plan, milestone schedule, deliverables matrix, assumptions/dependencies and QA approach.
2	Project management, including SI onboarding	8	Governance and escalation; RACI/stakeholder coordination; objective SI onboarding/transition; requirements, change, issue and dependency control.	Governance chart, RACI, SI onboarding checklist, transition plan, issue/risk log and change-control workflow.
3	BCP and security aspects	8	Business-impact/risk assessment; BCP/DR strategy, approach and RTO/RPO; security governance/access control; incident response, testing and recovery validation.	BCP/DR framework, RTO/RPO method, security controls matrix, incident response and test plan.
4	Deployment team and resource optimisation	8	Role-wise deployment linked to deliverables; proposed key personnel capability; resource loading/utilisation; continuity, substitution and knowledge transfer.	Role/resource matrix, deployment schedule, resource histogram, requested CVs, backup and knowledge-transfer plan.
5	Compliance, Innovation, scalability and future readiness	6	Relevant compliance including government regulations and feasible innovation; scalable/modular architecture; interoperability/vendor-lock-in safeguards; technology lifecycle, upgrade and cost implications.	Architecture/options note, interoperability standards, scalability scenario, upgrade roadmap and assumptions/cost implications.

2. Marking Methodology (To be applied separately to each aspect)

Rating	Assessment	Standard	Detailed Evaluation Process	Marks
A	Very Good	Fully adequate and evidenced	All indicators addressed coherently, with supporting material and a practical implementation approach.	100% of Full marks
B	Good	Adequate	Indicators substantially addressed with relevant evidence; only limited, non-critical gaps remain.	75% of Full Marks
C	Satisfactory	Partially adequate	Some relevant elements addressed, but material gaps remain in indicators or supporting evidence.	50% of Full Marks
D	Unsatisfactory	Materially inadequate	Generic assertions only; major essential elements missing or proposal not practically usable.	25% of Full Marks
E	Irrelevant	Not addressed / unusable	Aspect not addressed, or no relevant usable information provided.	0% of Full Marks

a) **Calculation:**

Presentation score = sum of the five aspect-wise scores; maximum 5.00 marks. No additional or unannounced sub-criteria may be introduced during evaluation.

b) **Minimum qualifying marks:**

Tenderer who scores a minimum of 70 marks in the above evaluation will be considered for opening of financial bid, failing which the tenderer shall be rejected at this stage.

Marksheets:

Consolidated Score						
S No.	**Name of the consultancy**	**Firm's Experience Marks Awarded (Table 1)**	**Annual Turnover Marks Awarded (Table 2)**	**Technical Presentation Marks Awarded (Table 3)**	**Qualifications, Experience and Number of Key Professionals Marks Awarded (Table 4)**	**Total Marks. Awarded**
		Max. Marks =15	**Max. Marks =15**	**Max. Marks =40**	**Max. Marks =30**	**Max. Marks =100**

Table 1			
S No.	**Name of the Consultancy**	**Firm Experience - No. of Projects**	**Marks Awarded**
			Max. Marks =15

Table 2			
S No.	**Name of the Consultancy**	**Annual Turnover**	**Marks Awarded**
			Max. Marks =15

Table 3						
S No.	**Name of the Consultancy**	**Approach, Work Plan & Methodology -**	**Project Management including onboarding of SI**	**BCP & Cyber security aspect --**	**Deployment Team & Resource Optimization --**	**Innovation, Scalability & Future Readiness –**

		Max. Marks =10	Max. Marks =8	Max. Marks =8	Max. Marks =8	Max. Marks =6

Table 4			
S No.	Name of the Consultancy	Key personnel (Qualifications, Experience and Number basis)	Marks Awarded Max. Marks =30

***Local (Domestic) Bidder falling under the definition of Bidder requiring registration as given in Requirement of registration, will be eligible to bid in the tender only if the bidder is registered with DPIIT, GOI. (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade)**

Bidder needs to submit Signed & Stamped **Annexure –B** on company's letter head.

Requirement of Registration

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:-

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) "Controlling 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 third persons.

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.

VIII) The registration shall be valid at the time of submission of bid and at the time of acceptance of bid.

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

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.

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

ANNEXURE – A

e-Tender No. BNPM/OTE/294/2026-27 dated 07.11.2026.

(To be submitted on the letterhead)

DECLARATION

I) We do hereby declare that,

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

   Further, we agree, in case we got 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----------

ANNEXURE – B

e-Tender No. BNPM/OTE/294/2026-27 dated 07.11.2026.

(To be submitted on the 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 service …….. originate in ……. (Name of the country).

Signature _____

Name----------

Designation----------

Date----------

Stamp of the Organization----------

ANNEXURE – C

e-Tender No. BNPM/OTE/294/2026-27 dated 07.11.2026.

(To be submitted on the letterhead)

BID SECURITY DECLARATION

(For MSE & Start-Up Bidders claiming EMD exemption)

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, Mysuru 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----------

ANNEXURE – D

e-Tender No. BNPM/OTE/294/2026-27 dated 07.11.2026.

(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, date, 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.
e) If awarded a detailed Non-Disclosure Agreement (NDA) shall be signed between BNPM and the successful bidder.

Signature _____

Name----------

Designation----------

Date----------

Stamp of the Organization----------

ANNEXURE – E

e-Tender No. BNPM/OTE/294/2026-27 dated 07.11.2026.

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

Professional Indemnity Bond for Consultancy Assignment.

This INDEMNITY BOND is executed at …… (Place) on this ____day of ____Year:____, _____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 IT consultancy work 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 1 year after SI onboarding for a value equal to 100% 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 100% 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.
2) The Consultant shall maintain professional indemnity appropriate to IT architecture, cyber-security advisory, BCP/DR and IT procurement/RFP advisory.
3) The indemnifier shall cover professional negligence/errors and omissions to the extent commercially available.
4) Any damage to the IT facility due to faulty design, methodology, proposal, substandard technique(s) or any other reasons whatsoever.
5) At any time during the period of consultancy, it is found that the design, methodology, proposal or execution is not carried out in accordance with the plan and design approved by BNPM, 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.

6) 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 1 year after SI onboarding by the ……..(name of the indemnifier) of the requirements of the relevant IS Codes, technical standards, laws, designs including designs, methodology 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)

ANNEXURE F

SELF DECLARATION OF LOCAL CONTENT

e-Tender No: BNPM/OTE/294/2026-27 dated 07.11.2026.

(To be submitted on company letter head)

Name of Bidder: _____

DECLARATION UNDER PREFERENCE TO MAKE IN INDIA (MII) POLICY

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017 and as amended from time to time and as applicable on the date of submission of tender, we hereby certify that we M/s_____ (supplier name) are local supplier meeting the requirement of minimum Local content as per details below for the material against Tender No_____

1. We declare to be (Tick one)
   a. Class-I Supplier (50% or more local content) ☐
   b. Class-II Supplier (20% or more and upto less than 50% local content) ☐
   c. Non-Local Supplier (Less than 20% local content) ☐

2. Details of location at which local value addition will be made is as follows:

S. No.	Name of the Item	Name of Manufacturer	Country of Origin	% Value to the total cost	Location (s) and address at which the local value addition is made

We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rule for which for which a bidder or its successors can be debarred for up two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

BNPMIPL reserves the right to verify the local content in terms of the requirement of Public Procurement (Preference to Make in India) Order.

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

Signature _____

Name----------

Designation----------

Date----------

Stamp of the Organization----------

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

ANNEXURE G
e-Tender No: BNPM/OTE/294/2026-27 dated 07.11.2026.

(To be submitted on company letter head)

DECLARATION

FORM – A: GENERAL INFORMATION

Sl No	Particulars	Information Furnished by the bidder	Remarks
1.	Name of the Bidder		
2.	Registered Address of the bidder with Name of Contact person and contact no.		Registration certificate is to be enclosed
3.	Address for communication With Name of contact person and Contact No.		
4.	Legal Status of the bidder/Type of Organisation (Whether a partnership firm/Private Limited/Public Limited/Co-operative Body etc.)		CIN, MOA, AOA/ Partnership Deed etc are to be enclosed
5.	Numbers of years of Consultancy services.		
6.	Name of Bankers and their full address		
7.	Ability to provide Bank Guarantee towards security deposit from a scheduled commercial bank in India.		
8.	GST & PAN		Copies of GST & PAN is to be enclosed
9.	Whether the bidder has ever abandoned any awarded project? If so, please give the name of the project and reason for abandonment.		
10.	Has the Bidder in the list of ineligible/ blacklisted/ banned/ debarred entity by SPMCIL/ BRBNMPL/ BNPMIPL/ any Government Agency? If yes please provide the details thereof.		
11.	Whether any civil suit/Litigation arisen in the contracts executed during the last 5 years/being executed? If yes, please furnish the name of the project, employer, and nature of work, contract value, work order and brief details of litigation		
12.	Whether the bidder is under Financial insolvency, bankrupted, under liquidation.		Bidder to submit detail along with Banker's certificate.

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

FORM – B: DETAILS OF EXPERIENCE

Sl No	Name of the Client	Order /Contract No.	Details of work	WCC/ Sign off with date
1.				
2.				
3.				
4.				
5.				
6.				
7.				

FORM – C: DETAILS OF PAST PERFORMANCE

Sl No	Name of the Client	Order /Contract No.	Details of work	Value of the work (INR)	WCC/ Sign off with date
1.					
2.					
3.					
4.					
5.					
6.					
7.					

FORM – C: TECHNICAL BID- DETAILS OF KEY PERSONNEL AND STAFF

Name of Key Personal	Position	Certifications	Experience	Relevant assignments	Domain	Date from which employed in bidder's organisation	Remarks
					Project Manager		Bidder may enclose a separate sheet for this table in same format.
					IT Infrastructure Expert		
					BCP/DR Consultant		
					Consultant – Cyber Security		
					Application Architect (SAP Business One/S4 HANA)		

SECTION IX – QUALIFICATION/ ELIGIBILITY CRITERIA

FORM -D: FINANCIAL DETAILS

Sl. No.	Financial Year	Annual Turn Over (Rs.)	Net worth (Rs.)	UDIN of CA	Remarks
1	2025-26				CA audited Financial Documents are to be submitted
2	2024-25				
3	2023-24				
4	2022-23				

FORM-E: MSE Details

Particulars	Factors	Bidder to tick (√) / write (As applicable)
Type of MSE	Manufacturing	
	Service	
	Trading	
Purchase preference is claimed under MSE	Yes	
	No	
UDYAM No.		
NIC (As per UDYAM)		

FORM-F: Start-Up Details

Particulars	Factors	Bidder to tick (√) / write (As applicable)
Start- Up detail	DPIIT No.	
	Validity	
	Field of Work	
Exemption to Turnover criteria under Financial Standings of Qualification/Eligibility Criteria is claimed under Start-Up.	Yes	
	No	

Signature _____

Name----------

Designation----------

Date----------

Stamp of the Organization---------- .

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.....dated.....

We, the undersigned have examined the above-mentioned tender enquiry document, including amendment No. ----------, dated ---------- (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver..... (description of goods) 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 & 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 **180 days**, as required in the GIT clause 19, read with modification, if any in Section-Ill -"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 authorized 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 techno-commercial offer)

Dear Sir,

SUB: PRICE BID FOR PROVIDING IT CONSULTANCY SERVICES AT MYSURU, KARNATAKA.

Ref: e-Tender No. BNPM/OTE/294/2026-27 dated 07.11.2026.

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

Schedule No.	Description	Unit	QUANTIT	SAC	Providing IT Consultancy services				
					Total Price (Except GST) (INR)	GST @ (18%) (INR)	Total price (Incl. of all charges & GST) (INR)	Input Tax Credit for SAC (INR)	Total Effective price (net of input tax credit) (INR)
					(a)	(b)=(a)*18%	(c)=(a)+(b)	(d)=(b)	(e)=(c)-(d)
1.	Providing IT Consultancy Services at Mysuru, Karnataka including preparation and submission of Report\documents as per scope of work, list of requirements, quality control requirement, terms & conditions provided in the tender.	Lump-sum	1		**TO BE SUBMITTED ONLINE IN E-TENDERING PORTAL ONLY**				
Total Quoted Price (Incl. of all charges & GST) (INR)									

SECTION XI – PRICE SCHEDULE

1. The price quoted will be all inclusive including, Travelling, Fooding, Lodging, Boarding, and all other charges as applicable if any to complete the entire work as per scope of work, list of requirements, quality control requirements, terms & conditions provided in the tender. Claim for additional expenses, if any, is liable to be rejected.
2. No Counter condition shall be included in the price Bid. Conditional price bid shall be summarily rejected.
3. 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 complete scope of work, list of requirements, quality control requirements, terms & conditions as defined in the tender document.
4. Price Bid shall be submitted through e- procurement portal only, the price bid is liable for rejection if submitted in any other mode. Price should be quoted exactly as per the format given above; Price bids with conditions / Counter conditions are liable for rejection.
5. Bidders are to upload the downloaded (from e-procurement portal) Price Schedule (in .xls format) at e procurement portal only, after entering the relevant fields without any alteration/ deletion/ modification of other portions of the excel sheet. All the columns shown in the price schedule should be filled up as required. If prices are quoted in any other way or quoted in techno commercial bid then the bid is liable for rejection.
6. Bidders shall fill in their rates other than zero value in the specified cells without keeping it blank.
7. Any bid in foreign currency shall be summarily rejected.

( )

Seal

Name

Signature with Date

SECTION XII – QUESTIONNAIRE

The tenderer should furnish specific answers to all the questions/concerns mentioned below. In case a question/concern 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 services offered	
2	Offer is valid for acceptance up to	**180 days from the date of opening of the tender.**
3	Your permanent income tax A/c no. as allotted by the Income Tax Authority of Government of India (Please attach certified copy of PAN Card)	
4	Are you currently registered with the GEM, and/ or with 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.	**Yes / No** **If Yes:** **Registration No……..** **Validity: ……**
5	Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Dept. of Government of India or by any State Govt.	
6	EMD details:	**Online/Offline/Exempted/Not Applicable**
	a) Online:	NEFT/RTGS Details:_____Dtd:_____
	b) Exempted:	Whether NSIC/MSE/DGS&D Reg. no:
7	Tender Fee:	**Online / Offline**
	a) Online:	NEFT/RTGS Details:_____Dtd:_____

SECTION XII – QUESTIONNAIRE

S. No.	Description	To be filled by bidder
8	We confirm that we possess the necessary technical competence and financial resources as mentioned in Section -IX of this tender document, to ensure supply of the tendered services, as per your requirement. Necessary documents like copies of Purchase orders, P/L Accounts, Balance Sheets are enclosed	**Yes / No**
11	We confirm that we have quoted exactly for the tendered services as per scope of work given in Section VII	**Yes / No**
12	We confirm that the Price bid is quoted exactly as per your format in Section- XI	**Yes / No**
13	We confirm that there would not be any price escalation (Except Statutory Charges) during the contract period	**Yes / No**
14	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	**Yes / No**

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

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

Beneficiary:
Bank Note Paper Mill India Private Limited
Administrative Building,
Paper Mill Compound, Note Mudran Nagar,
Mysuru- 570003, Karnataka, India
Date:……..

Bank Guarantee No:……..

Whereas.....(hereafter Called the "Tenderer") has submitted its quotation dated.....for the supply of..... (hereinafter called the "tender") against Bank Note Paper Mill India Private Limited's tender enquiry No.....Know all persons by these presents that we.....of (hereinafter called the "Bank") having our registered office at.....

Are bound unto Bank Note Paper Mill India Private Limited (hereinafter called the "BNPMIPL") in the sum of ……..... for which payment will and truly to be made to the said BNPMIPL, the Bank binds itself, its successors and assigns by these presents.

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

The conditions of this obligation are -
1) If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.

2) If the tenderer having been notified of the acceptance of his tender by BNPMIPL during the period of its validity:-

a) Fails or refuses to furnish the performance security for the due performance of the contract.

b) Fails or refuses to accept/ execute the contract.

We undertake to pay 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, provided that in its demand BNPMIPL will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition (s).

This guarantee will remain in force for a period of forty-five days after the period of tender validity 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 XIII– BANK GUARANTEE FORM FOR EMD

Checklist for Bank Guarantee:

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

1. BG should be issued on not less than Rs. 300/- e-stamp / non-judicial stamp paper in case of paper Bank Guarantees (or) not less than Rs. 200/- e-stamp in case of e-Bank Guarantees.
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, name and address of BNPM and value 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 terms & conditions of the contract.
11. BG should be unconditional.
12. Our Bank details is mentioned below:

    Name of the Bank: **HDFC Bank.**

    Name of the Branch: **Richmond Road Branch.**

    Account No: **05230350002465.**

    Branch Address: **No. 8/24, Salco Centre, Bangalore- 560025, Karnataka.**

    IFSC: **HDFC0000523.**

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,
Mysuru – 570003.
Date: …….

Performance Guarantee No.:

WHEREAS.....(name and address of the consultant) (hereinafter called "the consultant") has undertaken, in pursuance of LoA (Letter of Award) no..... dated ..... to provide service (description of service) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said LoA that the consultant 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 LoA;

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

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the consultant, 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 consultant 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 consultant 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 consultant 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:

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

1. BG should be issued on not less than Rs. 300/- e-stamp / non-judicial stamp paper in case of paper Bank Guarantees (or) not less than Rs. 200/- e-stamp in case of e-Bank Guarantees.
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, name and address of BNPM and value 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.
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12. Our Bank details is mentioned below:

    Name of the Bank: **HDFC Bank.**

    Name of the Branch: **Richmond Road Branch.**

    Account No: **05230350002465.**

    Branch Address: **No. 8/24, Salco Centre, Bangalore- 560025, Karnataka.**

    IFSC: **HDFC0000523.**

SECTION XVI– CONTRACT FORM

NOT APPLICABLE TO THIS TENDER DOCUMENT

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 CARGO'S

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