



बैंक नोट पेपर मिल इण्डिया प्रा. लिमिटेड

BANK NOTE PAPER MILL INDIA PVT LIMITED

JV of SPMCIL - A Govt. of India Enterprises & BRBNMPL - A Subsidiary of RBI

Ph no. 0821-2401189; Email: [karthikeyan.m@bnpmindia.com](mailto:karthikeyan.m@bnpmindia.com)

**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/202-23 dated 30.12.2022**

**Closing Date & Time: 20.01.2023 11:00 hrs.**

**A. Scope of Work:**

Sl No	Description	Unit	Qty
1	Providing, supplying and fixing wooden cupboards for washbasin counter with 19mm thick commercial ply (BWR) for vertical support, shutters and racks having anti terminate and water proof properties finished in approved 1.00mm PVC laminate of approved colour and shade, etc., complete the rate includes cost of all materials, labour charges, complete as per specification. Rate includes cost of hardware (CP finish) fixtures like hinges, door handle, lock, bolt etc	Sqm	5

Bidder requested to visit the place of work to get first-hand information before quoting. Nothing shall be entertained at later stages.

**B. Terms & Conditions:**

**1. Documents to be submitted:**

- Signed copy of this document (All the pages).
- Filled price details as per the format provided below in this document.
- Technical details /datasheet for the enquired product (if applicable).
- Micro / Small Enterprise (Certificate issued by MSME)/UAM/NSIC certificate (If applicable).
- Pan card.
- GST certificate.
- Self-Declaration for defect liability period as mentioned in the annexure-1

**2. Price:** Price should be inclusive of P&F, Freight, Transit Insurance and GST. Price shall remain fixed & no price variation shall be accepted till completion of contract.

**3. Terms of Payment:**

100% of the bill value shall be paid within 30 days on completion of works at BNPM Premises and on production of all required documents by the supplier.

TDS if any, will be applicable as per statutory norms.

Payment shall be made after completion of works at BNPM, Mysore, subject to satisfactory condition and duly certified by BNPM officials.

**4. Service Delivery:**

The date of commencement of work shall be mentioned in the work order. It is the responsibility of the successful bidder to arrange required manpower for completing the



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

works at BNPMIPL, Mysore. The necessary transportation arrangement for manpower shall be provided by the successful bidder. If the service conditions as per the contract are not met, the Successful bidder shall be blacklisted and shall not be considered for any future proposals.

**5. Taxes:** All Taxes shall be as applicable in GST regime.

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

- i) An invoice issued by the vendor for goods or services or both as applicable should be in accordance with the provisions of Sec 31 of the CGST Act & should contain all the prescribed information's in accordance with Chapter VI of CGST rules 2017.
- ii) A debit note issued if any, by the vendor should be in accordance with the provisions of Sec 34 of the CGST Act.
- iii) The vendor should mandatorily upload the aforementioned documents in respective GSTR, details of outward supplies of goods or services as applicable within the prescribed time under GST Act.
- iv) The vendor should provide the relevant documents to confirm the tax charged on the invoice has been paid to the credit of government after adjusting the ITC if any.

Notwithstanding the above, the supplier should provide indemnification as follows:

In the event of non-compliances with respect to GST Act & Rules by the successful bidder, the purchaser is allowed to adjust the GST amount from retention amount (either in BG or in cash) held by the company. If no amount is available for recovery, the successful bidder will refund the GST liability within 10 days from the date of GST reversal in GSTRN.

The above requirements are mandatory to claim any GST liability, falling which, the GST liability will not be paid /reimbursed/accepted.

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

1. In case of unregistered bidders, the rate and amount of GST shall be shown as "Nil".
2. In case of a compounding dealer, GST shall be quoted as "Nil" as compounded dealers cannot collect GST from the consumers. The price quoted therefore shall be construed as all inclusive.
3. In case of work contracts or pure labour contracts, the bidder shall quote single GST rate for the work.
4. In case of composite supplies, i.e., a supply consisting of one principal supply and other ancillary supplies, the supply will attract the GST Rate of the principal supply. For example, if Item A in the supply order is the major or principal supply and other items are ancillary supplies, the bidder shall quote the GST Rate applicable to the principal goods (i.e., Item A) being supplied.
5. In case of mixed supply, i.e., a combination of two or more individual goods made together for a single price (each of these items can be supplied separately and is not dependent on any other), the total supply will attract the GST rate of the item which



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

has the highest rate of tax. For example, if Item A in the mixed supply attracts highest rate of tax, the bidder shall quote the GST rate applicable to item A for total mixed supply.

6. In case of supplies which are neither composite nor mixed supplies, the bidder shall quote the GST Rate applicable to each item of supply separately.
7. If there is any difference of opinion regarding classification in HSN code, the bidder should sought clarification/raise query within the given time from the date of tender and it would be clarified before submitting the bid. Once clarified then that will be final & binding and no deviation shall be granted.

**B. Tender Evaluation for determination of L1 price:**

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 code of the product/services shall be determined at the tendering stage itself and mentioned in the price bid format to quote the GST rate according to the specified HSN code.
3. The evaluation of tender for three categories of GST registration is provided below:

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

4. 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.

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

1. Registered/compounding Contractor/supplier should produce GST Invoice containing all the particulars stated in Rule 46 of the CGST Rules, 2017 in accordance with the provisions of Section 31 of the CGST ACT.
2. The supplier should mandatorily update the invoice details in GSTR-1, details of outward supplies of goods or services within the prescribed time under GST Act
3. The Payment shall be made net of TDS as per the provisions of CGST/SGST/IGST Act.
4. Wherever there is difference in the amount admitted, the supplier may be directed to issue a Credit Note (in case of reduction in the Invoice value)/Debit Note (in case of increase in the Invoice value), and payment shall be released only after the receipt of such Debit or Credit Note
5. Supplier should provide the relevant documents to confirm the tax charged on the invoice has been paid to the credit of Government after adjusting with ITC, if any.



## OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23

6. Supplier should provide indemnification as follows: “In the event of non-compliances with respect to GST ACT and Rules by the supplier, the supplier should refund the GST liability within 10 days from the date of GST reversal in GSTRN failing which the purchaser shall recover the GST amount from the retention amount (whether in BG or in Cash) held by the company”.

**6. Warranty/Defect Liability Period:** Defect liability period shall be for 12 months from the date of completion of work. During the defects liability period, the contractor will be liable to make good any defects whether arising from faulty materials or workmanship or erection or from any act of commission or omission of the contractor. All such rectification/replacement shall be done at site and arranged by the contractor at his own expense. Vendor has to submit the declaration in the company letter head along with this enquiry as mentioned in the Annexure-1.

**7. Labour and Labour Laws:**

The successful bidder shall comply at its own cost with all statutory provisions as laid down & as applicable under all prevailing Labour Laws like- Minimum Wages Act, VDA, Provident Fund Act, ESI, Bonus Act, Gratuity Act, Contract Labour Act, Employee Compensation Act etc., and all other applicable statute (as & if applicable) from time to time. In case of violation of such statutory provisions under the Labour law by the agency, there will not be any liability on BNPM and the contract will be liable for termination.

**8. Special Instructions:**

- i. Rates shall be firm and binding and inclusive of all charges towards tools, material, labour, leads and all levels, taxes, levies, transportation etc., all complete. No escalation on any account shall be allowed during the currency of work order.
- ii. The work will be executed in strict accordance with the specifications. The vendor have to take care of the existing structures, cable lines etc., during the execution of the work. In case of any damage of the above, if noticed, it should be made good at contractors cost.
- iii. The vehicle bringing the materials should have valid documents including the valid insurance & Vehicle Permit.
- iv. BNPM is not responsible for any theft, missing or loss of material during the Work period. Vendor shall be solely responsible for the safety of materials at the site.
- v. The Vendor shall start the work only after the approval from the competent authority appointed by the company. The vendor should follow his instructions during the execution period.

**9. General Conditions of Contract:**



## **OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

The CONTRACTOR shall forthwith comply with and duly execute any work comprised of such “special instructions’ provided always that verbal instructions, directions and explanations given to the CONTRACTOR or his representatives upon the works by the shall, if involving a variation, writing by the CONTRACTOR within seven days, and if not dispensed from in writing within a further seven days by the, such shall be deemed to be Instructions within the scope of the Contract.

### **Safety, Security & Confidentiality Measures**

The successful bidder should scrupulously conform to the safety and security norms as stipulated by BNPMIPL while working in the security area. The successful bidder shall take all the precautions while executing the work.

The company being a secured area (declared as Prohibited Area by Govt. of Karnataka), restriction of men and materials in to the company premises are very essential both for safety and security point of view. The successful bidder shall strictly follow the administrative and security regulations of BNPMIPL at the site of work regarding entry of personnel, vehicles, materials etc. and other regulations that might be enforced from time to time at the work site for efficient operation.

The Successful bidder’s employees shall be liable to be frisked / checked by the CISF security personnel at BNPMIPL premises or on duty at any time during performance of their duties.

**\*It shall be the sole responsibility of the contractor to ensure safety to all his workers.**

**10. Liquidated Damages (LD):** Liquidated damages shall be applicable at the rate of 0.5% per week or part thereof until actual delivery or performance, subject to a maximum deduction of 10% of the delayed good’s /service’s contract price.

**11. Work completion period:** The Contractor has to complete the work within 1 month of period of time, from the date of issue of work order.

**12. Delay in supplier’s performance:** 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 contract.

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 the following sanctions besides any administrative action such as (a) Imposition of liquidity damages; (b) Termination of contract for default.

**13. Extension of Time:** If the contract is delayed in the progress of work by changes ordered in the work, or any clause which BNPM shall decide to justify the delay, then the time of completion shall be extended by a reasonable time.



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

If at any time during the currency of 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.

**14. Risk Purchase Clause:** If the supplier fails to abide by the terms and conditions of the contract/agreement, or fails to supply the material as per the delivery schedule or any time repudiates the contract,

Procure the tendered item / render service from other agencies at the risk and cost of the supplier. The cost difference between the alternative arrangement and existing contract value wherein default has been made will be recovered from the supplier along with the other incidental charges.

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

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

**16. Legal Jurisdiction:** The Courts of Mysore (Karnataka State) shall alone have jurisdiction to decide on any legal matter of dispute whatsoever arising out or in respect of the contract.

**17. Force Majeure:** 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.

**18. Fore-Closure Clause:** If at any time during the continuation of this contract, the use of material ordered in this contract is completely banned or due to drastic change in



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

Government policy its use as, raw material is discontinued or is declared hazardous to public health or cause rising to civil commotion, epidemics, wide-spread strikes and 21 days' notice of such eventualities is given by purchaser to the seller, the seller without any right to enforce the contract, will agree to the fore-close the performance of balance portion of this contract and in that event no claim for damages or loss will be lodged against the purchaser.

**19. Rights of Rejection:** BNPMIPL reserves the right to reject any or all the applied bids without assigning any reason whatsoever. The enquiry can be rejected on national security grounds.



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

**20.Price Bid Format:**

Sch. No	Material Description	SAC Code	U O M	Qty	Unit Price (INR)	P&F, Insurance & Freight Charges (INR)	GST@ Amount (INR)	Unit price including P&F, Insurance, Freight & GST (INR)	Total price inclusive of P&F, Insurance, Freight & GST (F.O.R, BNPM, Mysuru) (INR)
A	B		C	D	E	F	G	H=E+F+G	I=H*D
1	Providing, supplying and fixing wooden cupboards for washbasin counter with 19mm thick commercial ply (BWR) for vertical support, shutters and racks having anti terminate and water proof properties finished in approved 1.00mm PVC laminate of approved colour and shade, etc., complete the rate includes cost of all materials, labour charges, complete as per specification. Rate includes cost of hardware (CP finish) fixtures like hinges, door handle, lock, bolt etc.		Sqm	5					
<b>Total Amount</b>									

**Note:** Evaluation shall be carried out basis overall L-1 price quoted by the bidders, unless any other method of evaluation is specifically provided in the enquiry. The quoted price should be inclusive of P&F, Freight, Transit Insurance and any other charges required for delivery of item to BNPM, Mysuru.





**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

We hereby confirm that

1. We accept all the terms & conditions mentioned in the enquiry.
2. Price quoted is inclusive of P&F, Insurance, Freight and GST on F.O.R Basis, BNPM Plant, Mysore.
3. HSN Code: .....
4. GST registration status: Unregistered / Compounding / Registered.
5. Delivery/work completion period: ..... (Days / Weeks)
6. Warranty Period: ..... Months (Time Period to be specified in case warranty period is less than 12 months)
7. Bid validity: 90 days from date of closing of tender including extensions/corrigendum's (if any).
8. Bank Details: Acc. No. ....; Bank Name: .....; Branch name: .....; Branch Code: .....; IFSC: .....
9. MSME / NSIC status: ..... (If yes, then supporting document to be submitted along with the offer)  
(Please fill above: MSI – For Micro Enterprises; SSI – For Small Enterprises; MED.SI – For Medium Enterprises; NSIC – For National Small Industries Corporation regd. firm)

Signature of bidder: .....

Name of the Firm: .....

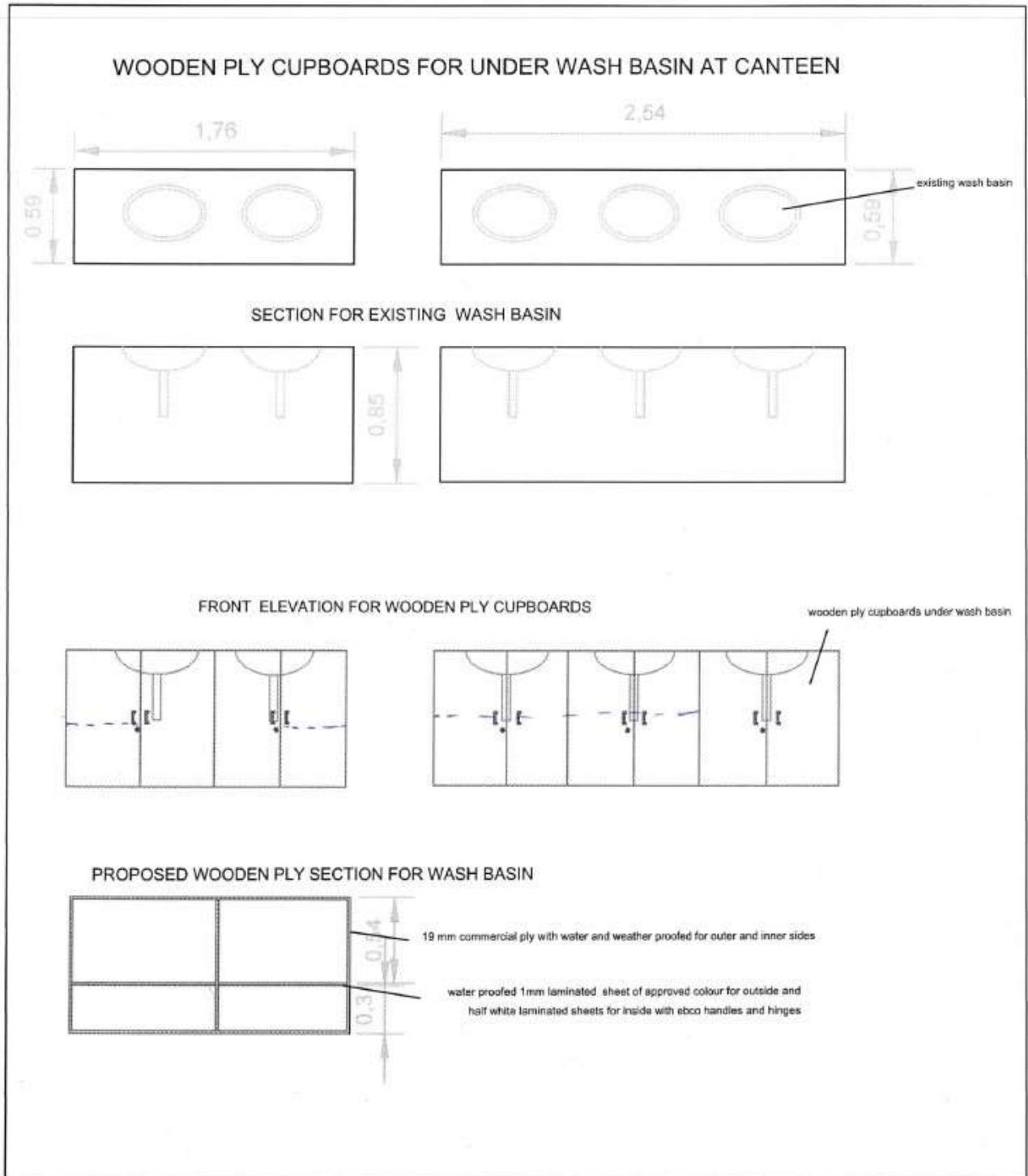
Seal of the firm: .....

GST No.: .....



**OPEN TENDER ENQUIRY - BNPM/OTE/WC/0716/2022-23**

Drawing.



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

**BNPM/OTE/WC/716/2022-23 dated 30.12.2022**

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

**BID SECURITY DECLARATION**

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

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of the Organization-----



**OPEN TENDER ENQUIRY – BNPM/OTE/WC/0716/2022-23**

**ANNEXURE-1**

**Tender No: BNPM/OTE/WC/716/2022-23 dated 30.12.2022**

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

**DECLARATION**

1. We do hereby declare that during the Defect Liability Period (12 months) if any defects found we should be liable to rectify at our own cost and responsibility.

Signature \_\_\_\_\_

Name-----

Designation-----

Date-----

Stamp of the Organization-----

