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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

**This notice is being published only to limited bidders and is not an open invitation to quote in tender. Participation in this tender is by invitation only and is limited to bidders to whom invitation has been sent. Unsolicited offers are liable to be ignored.**

**TENDER ENQUIRY FOR SUPPLY OF PRE PAID GIFT CARDS AT BNPM PLANT, MYSURU.**

**This tender document contains 13 Pages**

Tender Enquiry No.	BNPM/LTE/248/2025-26
Tender issuing date	12.09.2025
Pre-bid meeting date & time	Not Applicable
Due date & time for bid submission	26.09.2025 till 12:00 Hrs.
Bid Opening date & Time	26.09.2025 12:30 Hrs.
Mode of bid submission	Online / Offline
Type of tender	Limited Tender Enquiry
Tender Processing Fee	Online: Rs. 1000/- + Taxes Offline: Nil
Details of contact person	Deputy General Manager (SCM) 0821-2401111/178/177/180

Registered & Corporate Office:  
Administrative Building  
Gate 1, Paper Mill Compound  
Note Mudran Nagar, Mysuru - 570 003  
Telephone No. 0821 - 2401 111

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

website: [www.bnpmindia.com](http://www.bnpmindia.com)

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## SECTION I – NOTICE INVITING TENDERS

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

Schedule No.	Brief Description of Goods	EMD*	Required Quantity (UoM)
1.	Supply of <b>Prepaid Gift Cards</b> at BNPM, Mysuru	NA	<b>361</b>

Bid submission mode – **ONLINE/OFFLINE (Sealed bid)**

- Interested bidders may obtain further information about this requirement from the above office selling the documents. They may also visit our website [www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP) mentioned above for further details.
- Aspiring Bidders/Contractors who have not registered in e-tendering should register through the website E – Tendering ([www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP)) for participating in the Online Tenders. The registration charges will be Rs. 1000/- plus applicable taxes (per year) which needs to be paid through electronic mode only.
- For details, registration and e-payment, please visit e-tendering website [www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP) or contact **KEONICS help desk at 080-40482000**.
- The NIT Form with standard tender documents will be accessible in the e-Tendering website (viz [www.tenderwizard.com/BNP](http://www.tenderwizard.com/BNP)).
- 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 firm as approved by CCA.
- 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.
- 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.
- BNPM reserves the right to cancel the tender at any stage without assigning the reasons thereof.
- The tender documents are not transferable.
- Against receipt of the following notification through email from tender wizard, bidder must resubmit the bid even if the bidder have already submitted the bid through tender wizard.

***Notification: If you have already submitted the tender, then ensure that you re-submit 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.***

- 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.
- For OFFLINE bid submission, bid needs to be submitted as below,**

**Envelope-shall contain the following documents**

- Copy of Company's registration Certificate /Certificate of incorporation/Partnership Deed/Any other registration certificate (as applicable).
- GST, PAN, MSME (If applicable), Filled & signed copy of total tender document, documents as per eligibility criteria (ref tender document), Bank Mandate/ Cancelled cheque
- (Technical/Commercial) Deviations, if any.
- Declarations as per Section V.

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

- e. Authorization of the signing authority
- f. Dully filled Price Bid as per format enclosed.
- g. Sealed & signed pages of Tender document.

The envelope shall be super subscribed as “**TENDER ENQUIRY FOR SUPPLY OF PRE PAID GIFT CARDS AT BNPM PLANT, MYSURU**” and to be submitted to below address:

To  
The Deputy General Manager,  
Supply Chain Management & Purchase,  
Bank Note Paper Mill India Pvt Ltd,  
Administrative Building,  
Entry Gate 1, Paper Mill Compound,  
Note Mudran Nagar,  
Mysuru – 570 003. Karnataka. P: +91-821 2401 111.

All other terms mentioned in the tender for online bid submission will remain applicable.

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

## **SECTION II – TERMS & CONDITIONS**

1. **Price:** The rates quoted will be treated inclusive of all charges and no further claims whatsoever will not be entertained in this respect. The quoted rates should be F.O.R – BNPM, Mysuru site basis.
2. **Payment terms:** 100% amount of the invoiced value shall be released within 30 days on receipt and acceptance of goods by the consignee at destination (i.e. BNPM, Mysuru) and on production of all required documents by the supplier.
3. **Delivery Schedule:** The materials should be supplied within maximum period 10 days from the date of Purchase Order. Time is the essence of this contract. No delay in delivery shall be acceptable and entertained.
4. **Delivery Terms:** It is responsibility of the supplier to arrange packing & forwarding, transportation, transit insurance and supply the material on F.O.R – BNPM, Mysuru basis only.
5. **Liquidated Damages:** In case your quotation is accepted and order is placed on you, the supply against the order should be made within the period stipulated in the order. BNPMIPL reserves the right to recover any loss sustained due to delayed delivery by way of penalty. Failure to supply the material within the stipulated period shall entitle BNPM to impose liquidated damages without assigning any reasons @ 0.5% (Half Percent) of the total value of the item covered in order as LD per week or part thereof subject to a maximum of 10% (Ten Percent) which you unconditionally and expressly agree to unless extension is obtained from BNPM without imposition of LD, without price escalation along with any other denial conditions (if applicable) on valid ground before expiry of delivery period.
6. BNPMIPL reserves the right to increase/decrease the quantity specified in this tender enquiry by **±25%** at the time of placement of order at the quoted price.
7. The prices quoted should be firm till the supplies are completed. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation including corrigenda (if any issued).
8. **Evaluation Criteria:**
  - (i) The technical bids & financial bids shall be opened at one instance and these bids shall be scrutinized and evaluated by the competent committee/ authority with reference to the parameters prescribed in the tender document. Tender will be opened as per date and time mentioned to enable the tenderers to attend the bid opening, if they so desire.
  - (ii) **Method of Evaluation:** Evaluation shall be carried out on **Over all Effective Price** quoted by the bidders, unless any other method of evaluation is specifically provided in the enquiry and contract shall be awarded to **Overall Effective lowest (L-1) bidder**. The quoted price should be inclusive of P&F, Freight, Transit Insurance and any other charges required for delivery of item to BNPM, Mysuru on F.O.R basis.
  - (iii) **Price Tie:** In case of a price tie at L-1 price for any schedule, company incorporated earlier among the tied parties shall be awarded order. In case of unavailability of incorporation certificates, such as proprietorship & partnership firms, date of GST registration & execution of partnership agreement respectively shall be taken as date of incorporation.
  - (iv) All responsive tenderers shall be evaluated as per the terms & conditions of the tender. The basis for arriving at the lowest responsive bidder shall be as per the price quoted for landed cost at Mysuru including GST, packing & forwarding charges, freight, insurance and any other charges etc. and input credit shall be deducted to arrive at the effective price. Effective price shall be considered for arriving the lowest responsive bidder.

## SECTION II – TERMS & CONDITIONS

- (v) Bidder has to mention appropriate HSN code and quote GST rate provided in Price Schedule. In case of any mismatch in HSN code with respect to offered product, same shall be decided in consultation with winning bidder
- (vi) All tenderers should be registered under GST. They should be eligible to pass on input credit. Bid will be evaluated all-inclusive though input credit will be deducted to arrive at the effective cost.

1. The evaluation of tender for three categories of GST registration is provided below:

Particulars	Registered	Composite	Unregistered*
Basic Price	xxx	xxx	xxx
Add: GST	X	-	X
Add: Cess on GST	xx	-	Xx
Less Input Credit	X	-	X
Total price	$\text{Xxx} + \text{X} + \text{xx} - \text{X}$	xxx	$\text{xxx} + \text{X} + \text{xx} - \text{X}$

\*If the tenderer 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. If no indication regarding GST is recorded in the quotation, the GST will be considered as included.

9. Payment of GST is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding GST is recorded in the quotation, the GST will be considered as included.
10. **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 imposition of liquidity damages.

11. **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.

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.

12. **Risk Purchase Clause:** If the supplier fails to abide by the terms and conditions of the agreement arising out of this enquiry (or) fails to supply the material/service as per the delivery schedule or any time repudiates the contract, the purchaser will have the right to,
- a) Procure the tender item/render service from other agencies at the risk and cost of the supplier. The cost difference between the alternative arrangement and existing contract value where the default has been made, will be recovered from the supplier along with the other incidental charges.

## **SECTION II – TERMS & CONDITIONS**

- b) 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.
13. **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.
14. Counter conditions (if any on technical & commercial terms) shall be reviewed by BNPM and acceptance of the same shall be at sole discretion of BNPM.
15. The BNPMIPL reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
16. **Divisibility & split-ability of contract:** Quantity in this tender is not divisible/not split-able.
17. **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 Mysuru, Karnataka.
18. **Preference for Micro and Small Enterprises (\*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](http://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).
19. **Legal Jurisdiction:** The Courts of Mysuru (Karnataka State) shall alone have jurisdiction to decide on any legal matter of dispute whatsoever arising out or in respect of the contract.
20. **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.

### **SECTION III- TECHNICAL SPECIFICATIONS**

<b>S No</b>	<b>Item Description</b>	<b>Qty</b>
1.	<p><b>PREPAID GIFT CARDS (PHYSICAL CARDS)</b></p> <p><u>Requirements:</u></p> <ul style="list-style-type: none"><li>a. Preload value – Rs. 3,000/- per card.</li><li>b. The pre-paid cards should preferably be packed in a box/envelope containing instructions on card usage.</li><li>c. Validity of card – 1 year from date of activation.</li></ul> <p><u>Features:</u></p> <ul style="list-style-type: none"><li>a. The pre-paid card should be non-reloadable.</li><li>b. The physical pre-paid card can be a direct usage card (or) transfer to e-wallet/e-pay and use type card.</li><li>c. The prepaid cards should have facility for multiple transactions (i.e. split and use).</li><li>d. The pre-paid cards should be enabled with features to ensure secure transactions across merchant POS outlets, online portals etc.</li><li>e. The pre-paid cards/e-wallet/e-pay should be widely accepted viz. e-commerce, bill payments, POS/online payments etc.</li><li>f. The pre-paid gift card should not be dedicated to any brand purchase (i.e. to spend on a particular brand).</li></ul>	361 Nos

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



## SECTION IV – QUALITY CONTROL REQUIREMENTS

### **A) TECHNICAL COMPLIANCE STATEMENT:**

S No	Required Specifications	Offered Specifications	Deviations (if any)
1.	PREPAID GIFT CARDS (PHYSICAL CARDS) Requirement & Features as per Section III – Technical Specifications.	Gift Card Name: Product Catalogue: Submitted / Not Submitted	

*(Acceptance to deviations shall be at sole discretion of BNPM. In case of non-acceptance of deviations, bid is liable to be rejected. Interested bidders may get pre-clarifications to deviations from BNPM prior to submission of bid to avoid rejection of bids at a later stage.)*

### **B) COMMERCIAL COMPLIANCE STATEMENT**

Sl. No.	Features	Requirements of BNPMIPL, Terms & conditions	Whether Agreed by the firm	Deviation, if any
1.	Payment Terms	As mentioned in Sl.No.2 of Section II	<b>Yes agreed</b>	
2.	Liquidated Damages	As mentioned in Sl.No.5 of Section II	<b>Yes agreed</b>	
3.	Risk Purchase	As mentioned in Sl. No.12 of Section II	<b>Yes agreed</b>	
4.	All other terms & conditions as mentioned in tender		<b>Yes agreed</b>	
5.	No. of pages	Total number of pages in Technical Bid		

## **SECTION V – DECLARATIONS**

### **ANNEXURE A**

#### **BID SECURITY DECLARATION**

**e-Tender No: BNPM/LTE/248/2025-26 dated 12.09.2025.**

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

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

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

Date: \_\_\_\_\_

Stamp of the Organization:

## SECTION V – DECLARATIONS

I/we engage to supply the material(s) to your engineering store, BNPMIPL and comply the following:

1. Tender schedule and technical specification indicated.
2. Item/tender specific conditions for this tender.
3. Terms and conditions of this tender.
4. I/we confirm that set off for the GST, etc. paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST, etc.
5. This offer is **valid** for **90 (Ninety) days** from the date of opening of the tender.
6. Bidder's organization type: [Tick as applicable]
  - ☐ Large-scale Organization.
  - ☐ Small-scale Organization.
7. Whether bidder is registered with Ministry of MSME? If yes, enterprise type as per UDYAM [Tick as applicable]
  - ☐ Manufacturing
  - ☐ Services
  - ☐ Trading
8. Whether bidder has claimed Purchase preference? [Tick as applicable]
  - ☐ YES [NIC Code as per UDYAM: \_\_\_\_\_ ]
  - ☐ NO

Place & Date:		Name of Authorized Signatory:	
Signature & Seal:		Tel. No/Fax. No/Mobile No:	
Address:		Email Id:	

## SECTION VI – PRICE BID

Dear Sir,

**Sub: PRICE BID FOR SUPPLY OF PRE PAID GIFT CARDS AT BNPM PLANT, MYSURU.**

**Ref: e-Tender No: BNPM/LTE/248/2025-26 dated 12.09.2025.**

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

Sch. No.	Description	HSN CODE	Qty	UOM	Basic Unit price	Discount offered per card	Unit Price (incl. of P&F, Freight, Transit Insurance & any other charges (if any) excl. of GST)	GST (%)	GST on Unit Price	Total Unit Price (incl. of GST)	Less: Input Credit (GST)	Effective Unit Price (net of input tax credit) (F.O.R Mysuru)	Total Effective price (net of input tax credit) (F.O.R Mysuru)
					(INR)	(INR)	(INR)		(INR)	(INR)	(INR)	(INR)	(INR)
			A		B	C	D=B-C	E	F=D*E	G=D+F	H=F	I=G-H	J=I*A
1.	Pre-Paid Gift Card (As per detailed technical spec mentioned in section III)		361	Nos	3,000								
2.	Card Issuance / Activation / Other Charges (if any)		361	Nos									
Total effective price (net of input tax credit) for supply of Prepaid Gift Card with Freight, P&F, Transit Insurance and any other charges (F.O.R – BNPM, Mysuru site) in Figures (INR)													
Total effective price (net of input tax credit) for supply of Prepaid Gift Card with Freight, P&F, Transit Insurance and any other charges (F.O.R – BNPM, Mysuru site) in Words													

**Note:** Prices quoted above shall be F.O.R – BNPM, Mysuru site basis inclusive of GST, Packing & Forwarding charges, freight, transit insurance and all other charges if applicable.

## **SECTION VI – PRICE BID**

### ***Price Discrepancy:***

- i. 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.*
- ii. 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*
- iii. If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.*
- iv. 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.*

**Seal (            )**

Name

Signature with Date

### **Note:**

- i) Price should be quoted exactly as per the format given above; Price bids with conditions / Counter conditions are liable for rejection.
- ii) Multiple / Variable rate for single item, would lead to rejection of offer