

Bank Note Paper Mill India Private Limited, Mysore

Invites sealed quotations for providing, supplying and fixing of **Cushion seating** at Bank Note Paper Mill India Pvt Ltd., Mysore.

The tender document along with eligibility criteria are hosted on Company's website <http://www.bnpmindia.com> and may also be downloaded from the above referred website.

The cost of tender document is Rs. 500/-

For any query, you may contact at Tel 0821-2401 189 Fax 0821-2581 154
Email: karthikeyan.m@bnpmindia.com



BANK NOTE PAPER MILL INDIA PRIVATE LIMITED
Administrative office building,
Entry Gate.1, Paper mill compound,
Note Mudran Nagar , Mysuru-570 003

TENDER FOR PROVIDING, SUPPLYING & FIXING OF CUSHION SEATING

Tender No: BNPM/LTE/Cushion seating/796/2018-19 Dt: 28-12-2018

Last date for submission of tender: 1500 Hours on 17-01-2019
Opening of Technical Bids: 1530 Hours on 17-01-2019



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**NOTICE INVITING SEALED QUOTATIONS FOR PROVIDING,SUPPLYING AND
FIXING OF CUSHION SEATING**

Bank Note Paper Mill India Private Limited (BNPM) is a joint venture company between Bharatiya Reserve Bank Note Mudran Private Limited (A wholly owned subsidiary of Reserve Bank of India) and Security Printing and Minting Corporation of India Limited (100% owned by Government of India), incorporated for setting up & manufacturing of bank note papers at Mysore.

1. Two part sealed tenders are invited by BNPM from eligible bidders for providing, supplying and fixing of **Cushion seating** for its Plant Office at Note Mudran Nagar, Mysore - 570003.
2. **Eligibility Criteria:** The prospective bidders should have the following eligibility criteria and should submit the documents as mentioned below.
 - i. Registered under GST (if any).
 - ii. Should have permanent Income Tax A/ C No. as allotted by the Income Tax Authority of Government of India.
 - iii. Bid will be evaluated all-inclusive though input credit will be deducted to arrive at the effective cost.
 - iv. Should not blacklisted/ debarred by BNPM/ Bharatiya Reserve Bank Note Mudran (P) Limited (BRBNMPL) / Security Printing & Minting Corporation of India Limited (SPMCIL) or any Govt. Departments. Declaration must be given on company letterhead.
 - v. The bidder shall be registered company (Proprietorship, Partners or Pvt Ltd etc.) The bidder /contractor should have similar experience.
3. **Cost of Tender Form:** The cost of tender document is **Rs.500/-** and is non-refundable. The cost of tender document shall be paid by Demand draft payable at Mysore in favor of **Bank Note Paper Mill India Private Limited** payable at **Mysore** should be submitted in the envelope containing Earnest Money Deposit (EMD) or Through NEFT. Quotations without tender fee shall be liable for rejection.

Bank Account Details:-

A/c Name:	Bank Note Paper Mill India Pvt. Ltd.
Bank Name:	HDFC
Branch Name:	Richmond road Branch, Bangalore.
Account No:	05230350002465;
Account Type:	CC
IFSC Code:	HDFC0000523

4. **Earnest Money Deposit (EMD):** Interest free EMD of **Rs. 2,500/- (Rupees Two Thousand Five Hundred only)**. It shall be paid by Demand Draft in favor of **Bank Note Paper Mill India Private Limited** payable at **Mysore**. The EMD of



unsuccessful bidders shall be returned on finalization of the tender/order. The EMD of successful bidder shall be returned on completion of supply. Quotations without EMD shall be liable for rejection.

5. Exemption from Payment of EMD:-

The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period with DGS&D or with National Small Industries Corporation, New Delhi/MSME are exempted from payment of earnest money. In case the tenderer falls in these categories, it should furnish certified copy of its valid registration details (with DGS&D or NSIC or MSME as the case may be).

6. Quotations should be addressed to The Chief General Manager, Bank Note Paper Mill India Private Limited and should be submitted on or before **15:00 hrs. on January 17, 2019** in sealed covers at the office of Bank Note Paper Mill India Private Limited, Administrative office Building, Entry Gate-1, Paper Mill Compound, Note Mudran Nagar, Mysuru - 570 003. Document in person may be handed over to DGM. The bid shall be opened at **1530 Hours on January 17, 2019** at the above mentioned address.

7. Quotation should be submitted in duplicate marked as original and duplicate in a sealed cover, to the offices of the BNPM, super subscribed "**Tender for Supply & fixing of Cushion seating at BNPM**". The quotation shall be submitted as follows:-

a) Envelope -1 shall contain the following

- i. Tender cost of Rs. 500 in the form of DD/NEFT details if paid online.
- ii. EMD of Rs. 2,500/- in the form of DD/NEFT details if paid online.
- iii. Copy of PAN Card.
- iv. Copy of GST Certificate.
- v. (Technical/Commercial) Deviations, if any.
- vi. Documentary proof in support for eligibility criteria.
- vii. Copy of the blank tender document without any reference to price duly signed & company seal affixed on all pages.
- viii. Declaration regarding non-blacklisting/non-barring of firm by as per Annexure-III in your company's letterhead.

b) Envelope -2 shall contain the following

Dully filled Price Bid as per format enclosed with tender document. (Annexure-II).

Both the envelopes shall be put in one envelope and super subscribed "**Tender for Providing, Supplying and fixing of cushion seating at BNPM**".

8. Receipt of Tender:



BNPM is not responsible for any postal delay and quotation shall not be accepted after due date and time. The sealed envelope may also be dropped in the "Tender Box" kept in the corporate office of BNPM, after taking the endorsement at our inward section at reception. Any query/clarification can be had from the following phone number/s:- Shri. Alok Kumar (0821 2401 171). All pages of tender documents, General terms and conditions and other supporting documents shall be duly stamped, signed & submitted by the tenderer, as a token of having read and accepted all the terms & conditions.

9. Quotations not properly filled, mutilated with incorrect calculations or generally not complying with the conditions may be rejected.
10. Tenderers should quote their prices and rates both in figures and in words. No blank spaces shall be left. All erasures and corrections made while filling up the tender document shall be initiated by the tenderer.
11. The quotation shall remain open for acceptance for a period of 60 days from the date of opening of the tender.

12. Evaluation Criteria:

- i. At first stage, techno-commercial bid (Envelope-1) will be opened and evaluated by the competent committee/authority with reference to the parameters prescribed in the tender document. Subsequently, in the second stage the financial bids (Envelope-2) of only technically acceptable offers as decided in first stage shall be opened for further scrutiny and evaluation. Intimation regarding opening of financial bids shall be given to acceptable tenderers to enable them to attend the financial bid opening, if they so desire.
 - ii. The method of evaluation of bidder for awarding the contract shall be on overall L-1 basis inclusive of GST.
13. The rates quoted will be treated inclusive of all charges and no further claims whatsoever will be entertained in this respect. The quoted rates should be F.O.R (Free On Road) Mysore site basis. However GST shall be paid extra at actuals.
 14. The acceptance of the tender document will rest with the Owner, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tender's received without assigning any reason thereof.

15. Terms of Payment:

- i. 100% payment shall be made within 30days after receipt and acceptance of goods at BNPM plant, Mysuru and on production of all required documents by the supplier 100%. Warranty certificate (If any) and NEFT/RTGS details shall be furnished along with invoice. Statutory deductions as applicable will be deducted from the gross bill amount.



ii. Payments to suppliers shall be made through ECS only.

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

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

17. **Delivery Period:** The supply and fixing of cushion seating should be completed within maximum period 1 month from the date of work Order. Time is the essence of this contract.

18. **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 (as mentioned in point 7 of this enquiry document); (b) Termination of contract for default (as mentioned in point 10 of this enquiry document).

19. **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.

20. **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.

21. **Warranty:** The product supplied shall be under warranty for 12 months from the date of receipt of material at BNPM Plant, Mysore. Warranty certificate to be enclosed wherever applicable.

If the applicable warranty period is less than 12 months then the same has to be mentioned at the appropriate place provided at page no. 16 of this enquiry document.

22. **Repeat Orders:** Bidders may note that, quantity of maximum up to 50% of the total ordered quantity against this enquiry may be considered for repeat order within a period of 06 months from the date of completion of last supply made in the PO ordered against this enquiry with terms & conditions remaining same as per the original PO.

23. **Termination for Convenience (Foreclosure) Clause:** 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.

24. **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.

25. **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.

26. **Delivery Terms:** It is responsibility of the supplier to arrange transportation and supply the material on F.O.R (Free On Road) BNPM, Mysuru basis only.

27. **Delay or Non Delivery:** Time is essence of the contract and completion of delivery dates agreed to are binding on the seller. In the event the seller is not able to supply as per the delivery schedules given by BNPM, Purchaser will have right either to cancel the order without prejudice to any other rights or to make purchase from an alternate source at the risk and cost of the seller.

In case of rejection and failure to replace goods, the order will be treated as incomplete and we may cancel the order and will arrange to purchase the goods from elsewhere at your risk and cost and the Purchase Order / LOI on you will be cancelled and action taken as per the order terms.



28. **Liquidated Damages:** The Employer/Owner shall levy a penalty at the rate of 0.5% of the delivered price of the delayed goods per week or part thereof delay in delivery up to a maximum of 10% of the delayed goods.
29. **Tender Evaluation and award of work:** Bids will be evaluated as per the terms and based on responsiveness taking into account all relevant factors. While the lowest offer will generally be criteria, BNPM reserves the right to reject any offer including the lowest one if the same is not conforming to its norms. The decision of BNPM in this regard will be final.
30. **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
31. **Settlement of Disputes:** All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the work or after their completion except accepted matters shall be settled through arbitration process as per the Arbitration & Conciliation Act, 1996. The venue of arbitration shall be Mysore, Karnataka.

All the above terms and conditions have been read, understood and accepted by me.

(Authorized Signatory)

Name of the Person
Signing the Document: _____

Designation: _____

Seal with address: _____

Address of local office: _____



LIST OF REQUIREMENTS / SPECIFICATIONS

Supply and fixing of Cushion seating at BNPM auditorium.

1. Seat width: 18 Inches.
2. Foam density:40
3. Cora cloth for cushions (inside).
4. Main cloth for cushions (Outside).
5. Velcro for cushions.
6. The cushion cover should be washable.



ANNEXURE-II

BNPM/LTE/796/Cushion seating/2018-19 Dated 28-12-2018

Schedule of Price (Financial Bid)

Name of Work: supply and fixing of cushion seating AT BNPM PLANT, MYSURU

Name of the Firm					Price for Supply and fixing of cushion seating (in INR)							
S I N O	Description	Unit	QTY	HSN /SA C COD E	Basic Unit Price (INR)	Freight, P&F, Insurance and Other Charges (INR)	Unit Price (Incl. of Freight, P&F, Insurance & Other Charges) (INR)	GST - 18% (INR)	Total Unit Price (Incl. of Freight, P&F, Insurance, Other Charges & GST) (INR)	Input Tax Credit for HSN/SAC (INR)	Effective Unit Price (Net of Input Tax Credit) (INR)	Total Price (Incl. of Freight, P&F, Insurance, Other Charges & GST) (INR)
					(a)	(b)	(c) = (a)+(b)	(d)	(e) = (c)+(d)	(f)	(g) = (e) - (f)	(h) = (g)*(i)
1	Providing, supplying, fixing of 18 inches width 40 density foam material with Cora clothing for cushions covered with the cushion cloth material and fixing the cushion material on the existing wooden laminate floor using the Velcro for cushions, adhesive, staples etc including the cost of material, stitching of materials as per the required shape of auditorium seating arrangement, wastages, transportation, labour etc which are necessary for completion of the work. (The Cushion cover should be washable).	Meter	50									
Total effective price (net of input tax credit) for supply & fixing of cushion seating with GST, freight, P&F, Insurance and Other Charges (In figures) (D.A.P - Mysore site) (A)												
Total effective price (net of input tax credit) for supply & fixing of Cushion seating with GST, freight, P&F, Insurance and Other Charges (In words) (D.A.P - Mysore site)												



1. We confirm that the quoted price is inclusive of all statutory levies, duties, freight, packing & forwarding, handling, loading/unloading, insurance and all other charges and charges for delivery at Engineering Stores, BNPMIPL, Note Mudran Nagar, Mysore and is firm.
2. We confirm that the quoted prices will remain firm and there would not be any price escalation during the supply period.
3. We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions.
4. We confirm that we understood the scope of supply before quoting the price.

Thanking you,

Yours faithfully,

Seal

(.....)

Name & Signature with date



ANNEXURE III
(To be submitted on the letterhead)

Tender No: BNPM/LTE/CUSHION SEATING/ 796/2018-19 Dated 28.12.2018

DECLARATION

We do hereby declare that we have not been blacklisted/ debarred by BNPMIPL/ BRBNMPL/ SPMCIL or any Govt. Departments during last three years. The information provided above is correct and true to the best of my knowledge and belief. In case, at any time the information furnished is found to be false, you may disqualify/ debar me/ us as deemed fit.

Signature -----

Name-----

Designation-----

Date-----

Stamp of the Organization-----



ANNEXURE IV

PERFORMA OF TECHNO-COMMERCIAL BID FOR SUPPLY & FIXING OF CUSHION SEATING

From
Company Name,
BNPMIPL VENDOR REGISTRATION No (if any):
Address:

Date:

To
The Deputy General Manager,
Bank Note Paper Mill India Private Limited
Administrative Building, Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru-570 003.

Dear Sir,

SUB: Part-I: Techno-Commercial Bid for supply & fixing of cushion seating.

Ref: No: BNPM/LTE/CUSHION SEATING/796/2018-19 Dated 28.12.2018

We have received your tender enquiry cited and we are pleased to enclose the following as our technical bid for your kind consideration.

A. FIRM'S BIO DATA

1	Name of the applicant / organization and address of the registered office/business office.	
2	(a) Whether bidder is OEM (b) Address of the manufacturing facility in India	Yes / No
3	Type of the organization (whether Sole Proprietorship / Partnership / Private Limited / Limited or Cooperative Body etc.).	
4	Name of the Proprietor / Partners / Directors of the Organization / Firm as the case may be.	(a) (b) (C)
5	Details of Registration - (whether Partnership firm, Company etc.) - Name of Registering Authority, Date, Registration No etc.	
7	Experience in the field (Enclose documentary evidence)	___ Years



8	(a) GST NO (b) PAN NO	
9	Names of Bankers and their full addresses	
10	Warranty PeriodMonths

B. CONFIRMATIONS

1. We confirm that we have quoted exactly for the tendered product as per your specifications given and will supply the tendered product in numbers as per the delivery schedule and strictly as per your specifications.
2. We have enclosed DD No..... dated of amount Rs...../- (Rupees only) Payable at Mysore in a separate cover towards the payment of Tender fee amount as per your tender conditions.
3. We have enclosed DD No..... dated of amount Rs...../- (Rupees only) Payable at Mysore in a separate cover towards the payment of EMD amount as per your tender conditions.
4. We are the original manufacturer of the tendered product / wholesale authorized dealer / distributor of the original manufacturer and herewith enclose a valid authorized dealer /distributor certificate issued by M/s..... /Self certification as the case may be.
5. We have separately given our Price bid offer exactly as per format “Annexure A” in a sealed cover without any conditions /counter conditions. We also note that Price bid with conditions are liable for rejection.
6. We confirm that there would not be any price escalation during the supply period.
7. 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 (including Terms & Conditions) duly signed by us with seal affixed as a token of our acceptance.
8. We have not been blacklisted/ debarred by BNPM/ Bharatiya Reserve Bank Note Mudran (P) Limited(BRBNMPL) / Security Printing & Minting Corporation of India Limited (SPMCIL) or any Govt. Departments for participation in the tender.

Thanking you,

Seal

Yours faithfully,

Name & Signature with date

