



TENDER FOR AUDIT OF CSR PROJECTS

TENDER NO: BNPM/OTE/CSR AUDIT/ 0511 /2022-23 DATED 18.10.2022

Bank Note Paper Mill India Private Limited (BNPM) invites participation from reputed and experienced Company / Individual / Proprietary /Partnership Firm / LLP/ AOP/ Society / Institution for Audit of CSR Projects carried out / being carried out by BNPM.

The Tender document is hosted on Company's website <http://www.bnpmindia.com> and at e tender portal (www.tenderwizard.com/BNP) .

The tender may be purchased from the Office of Managing Director, Bank Note Paper Mill India Private Limited, Administrative office Building, Entry Gate-1, Paper Mill Compound, Note Mudran Nagar, Mysuru - 570 003. Tender may also be downloaded from the above referred websites. For online submission through e tender portal (www.tenderwizard.com/BNP) : The registration charges will be Rs. 1000/- plus applicable taxes (per year) which needs to be paid through electronic mode only. Tender processing fee is Rs. 1000/- plus applicable Taxes.



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Interested Bidders meeting the eligibility criteria and accepting the general terms and conditions may submit their bid ONLINE.

The due date and time for submission of bid is 11:00 Hrs on 08.11.2022 .

The due date and time for opening of bid is 11:30 Hrs on 08.11.2022.

For and on behalf of

Bank Note Paper Mill India Private Limited

(B.P.Singh)

Assistant General Manager





Section 1

Background of the Company

Bank Note Paper Mill India Private Limited is a Special Purpose Vehicle (SPV) jointly promoted by Government of India through Security Printing and Minting Corporation of India Limited (SPMCIL) and Reserve Bank of India through Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL) incorporated under the Companies Act, 1956 having its registered corporate office at Entry gate no 01, Administrative Building, Paper Mill Compound, Note Mudran Nagar, Mysore – 570003 and its factory of operation in the same campus. The company is set for manufacturing currency notes.

As per companies act, BNPM as a responsible Corporate has completed or undertaken various CSR projects. As per the norms the Economic, Social & Environmental impact are to be ascertained along with social return of the projects are also to be measured through Audit.





Section 2

Eligibility Criteria

1. The bidder should be a Company / Individual / Proprietary /Partnership Firm / LLP/ AOP/ Society / Institution.
2. The bidder should have conducted minimum 4 Audits / Impact Assessments of CSR Projects as undertaken by any Govt Organization/Public Sector Company/Private Sector during last 5 years ending on 30.09.2022.
3. CSR professionals/ should be CSR professionals if individual, who are Internationally/Nationally certified CSR Professional and should be presently in business.
4. The bidder should not have been blacklisted/debarred anytime from participation in a tender floated by any central/state PSU including Security Printing and Minting Corporation of India Limited, New Delhi and Bharatiya Reserve Bank Note Mudran Private Limited, Bangalore or any state/central government department/institutes or any autonomous body funded and/or controlled by any state/central government.
5. The bidder should have valid PAN and GST Number.
6. Bidder should have office in Mysore/Bangalore.
7. Bidder to submit CA audited financial statement for the financial year 2020-21.





Section 3

Objective & Scope of work

1. To obtain all documents from beneficiary and from BNPM as required for Audit.
2. To collect the stakeholder feedback.
3. Examine, evaluate, assess, review the CSR Projects carried out / being carried out by BNPM for the following:
 - a. Its effectiveness and relevancy
 - b. Economic, Social, Environmental Impact of the projects are to be ascertained & Social Returns from the project are to be measured.
4. Submit Audit Report for each projects.



Details of CSR Projects to be audited

Section 4

Sl. No.	New Project	Items Requested	Number	Allocated/ Sanctioned Budget	FY in which projects initiated	Requirement
1	MYSORE CITY CORPORATION	MEDICINES		20,32,060	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
		PPE KITS	1000	5,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
2	First Grade College, H D Kote	Water Purifier for Staff/students	2	1,30,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
		UPS (20 KVA-02 & 5 KVA-03)	5	4,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
		"6 ½ X 36 X 19" 18 X 20 Godraj Almirah (For Library & Office)	10	2,20,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
		Wooden with Steel Desk for Students	120	6,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
3	Jeevodaya Orphanage, Nadanahalli, Bannur Road, Alanahalli post	Solar water heater	2	1,18,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
		Solar lighting	1	2,58,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
4	Mysuru City Corporation	Circle Development	1	50,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
5	Ashakirana Foundation	Skanmobile DR A Compact & Lightweight 4.0 kW, 100 mA / 250 mAs, 200kHz high-frequency Mobile DR X-Ray system	1	21,28,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
6	Development of Heritage Band House	Old Police Commissioners office	1	64,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns



7	K R Hospital	Ventilator	10	99,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
8	Govt Polytech, Srirangapet, Arikere	Equipments		7,40,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
9	People for Animal	ULTRA SONOGRAPHY MACHINE	1	11,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
		Food Expenses	3	10,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
10	Government Colleges in Mysore	Drinking water facilites	74	50,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
11	Amrita Vishwa Vidyapeetham	Sponsor for education of female students		23,76,620	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
12	Mysore Zoo	Orangutan Facility second phase		99,20,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
13	Jain Charitable Trust ®	Vehicle		15,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
14	Siddalingapura Grama Panchayat	Vehicle		12,00,000	2021-22	CSR Audit, Impact Analysis, Assessing Social returns
15	Hunsur & Piryapatna Taluk Panchayat	Sewear and sucking machine	2	6277320	2021-22	CSR Audit, Impact Analysis, Assessing Social returns



1. The bidder shall submit the brief profile as per format – Annexure II.

2. Process and time schedule

The entire evaluation and Audit Report for the completed projects are to be furnished within 30 days from placement of order, for projects under progress (if any) the time for furnishing the report will be mutually agreed with the successful bidder & BNPM.

3. Payment terms

Payment shall be made within 30 days against submission of invoice & final audit report for individual project (separately for each individual project as & when applicable).

TDS as applicable shall be effected from the Professional fee.

Out of pocket expenses / conveyance/accommodation etc. are shall be included in the professional fees as quoted in price bid. No additional reimbursement of out of pocket expenses is envisaged.

Payment shall be done in INR only. Payments to supplier shall be made by electronic transfer.

4. Evaluation process

a) At first stage, techno-commercial bid 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 of only techno commercially acceptable offer 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.

b) Price Bid will be evaluated on overall effective price basis (i.e without GST) as per price bid format.

c) If there is a tie in Price among the eligible bidders: Local firm based in Mysore shall be preferred. If there is a tie between Mysore based firms, management will invite those firms for discussion/negotiation. The bidder having highest net worth as per financial statement of FY 2020-21 will be considered as L1 bidder.

5. Mere meeting the qualification and / or submission of application will not confer any right for selection. Acceptance / rejection of any application will be at the sole discretion of the Management.

6. Preference for Micro & Small Enterprises:

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.

* MSEs should have valid **UDYAM registration certificate / NSIC** to be considered under preference for Micro & Small Enterprises (*MSE).

7. EMD :

Interest free EMD of Rs 8600/- (Rupees Eight Thousand Six Hundred only). The EMD shall be paid through Bank Guarantee (As per the format provided in the tender) / online at e tender portal (www.tenderwizard.com/BNP). The tender without EMD shall be liable for rejection. Submission of EMD is exempted for Micro and small enterprises (MSEs) as per the Public Procurement Policy for MSEs Order, 2012. 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 or Any other body specified by Ministry of MSME. For EMD waiver, valid NSIC/UDYAM/any other doc as applicable is to be submitted along with Annexure A (Bid Security Declaration). On submission of SD, EMD will be returned to successful bidders. For unsuccessful bidders, EMD will be returned after FINALIZATION OF ORDER.

8. Discrepancy in Prices:

- a) 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.
- b) 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
- c) If, there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.
- d) 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/email. If the tenderer does not agree to the observation of BNPM, the tender is liable to be ignored.

9. Security Deposit (SD): Within 21 days of receipt of order, SD of 3% of the order value has to be submitted by the successful bidder, SD will be valid upto 60 days after the contract period. If the successful bidder fails to resume/complete the work within stipulated time, SD of such bidder shall be forfeited. SD shall be interest free. If the successful bidder fails to submit the Security Deposit then BNPM reserves the right to cancel the order & debar/blacklist that bidder.

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

- a) Render service from other agencies at the risk and cost of the successful bidder. The cost difference between the alternative arrangement and existing contract value wherein default has been made will be recovered from the successful bidder along with the other incidental charges.

In case of procurement through alternative sources, if procurement (of service) 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 successful bidder.

- b) Forfeit the Security Deposit amount/ EMD amount as available.





Instruction for submission of bid

Section 6

Online mode of bid submission (e tender):

- a. Interested tenderers may obtain further information about this requirement from the above office selling the documents. They may also visit our website www.tenderwizard.com/BNP mentioned above for further details.
- b. Aspiring Bidders/Contractors who have not registered in e-tendering should register through the website E - Tendering (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. Tender processing fee is Rs. 1000/- plus applicable Taxes.**
- c. For details, registration and e-payment, please visit e-tendering website www.tenderwizard.com/BNP or contact Helpdesk at **8951906455 / 8951944383 / 9686196755.**
- d. The NIT along with tender documents will be accessible in the e-Tendering website (viz www.tenderwizard.com/BNP).
- e. 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.
- f. Bidders/Contractors should upload and attach all the Scanned copies of technical documents/certificates in e-tendering website www.tenderwizard.com/BNP pertaining to their eligibility criteria mentioned in the NIT, failing which, the bid will not be considered.





Section 7

Price bid format

Sr No	Name of the Beneficiary	Professional fees(INR)	Out of pocket expenses / conveyance /Travelling / accommodation etc(INR)	Total professional fee (in figures) including out of pocket expenses etc., (INR)(without GST)	Total GST (INR)	Total professional fee with GST (in figures) including out of pocket expenses etc.(INR)
1	MYSORE CITY CORPORATION					
2	First Grade College, H D Kote					
3	Jeevodaya Orphanage, Nadanahalli, Bannur Road, Alanahalli post					
4	MYSORE CITY CORPORATION					
5	Ashakirana Foundation					
6	Development of Heritage Band House					
7	K R Hospital					
8	Govt Polytech, Srirangapet, Arikere					
9	People for Animal					
10	Government Colleges in Mysore					
11	Amrita Vishwa Vidyapeetham					
12	Mysore Zoo					
13	Jain Charitable Trust					
14	Siddalingapur a Grama Panchayat					





15	Hunsur & Piryapatna Taluk Panchayat					
16	Total(INR)					

Note:

Price bid with conditions shall not be considered/may be rejected.

For _____

(Name & Signature of the competent authority)

Place:

Date:





Section 8

Documents checklist to substantiate the Eligibility Criteria

Sl n o	Eligibility criteria	Documents to be submitted duly attested with seal & Signature
	<u>Eligibility criteria of Bidder:</u>	
01	The bidder should be a Company / Individual / Proprietary /Partnership Firm / LLP/ AOP/ Society / Institution.	Company's registration certificate under company's Act, Certificate of incorporation, MOA , AOA (if other than limited company then MOA , AOA by corporate) / Partnership Deed under Indian Partnership Act / Constitution of business in case of business in individual name / Any other registration certificate as applicable.
02	The bidder should have conducted minimum 4 Audits / Assessments of CSR Projects as undertaken by any Govt Organization/Public Sector Company/Private Sector during the last 5 years ending on 30.09.2022	a. Self-certified Copy of Work order / Agreement b. Proof of Work Completion of the same work order.
03	The bidder should have CSR professionals who are Internationally/ Nationally certified CSR Professional.	Relevant International /IICA Certificate.
04	Declaration being non-blacklisted. Compliance to tender terms, scope of work.	As per Annexure A
05	The bidder should have valid PAN and GST Number	Self-certified copies of the documents.
06	Bidder should have office in Mysore/Bangalore.	Address proof of the office.
07	Bidder to submit CA audited financial statement for the financial year 2020-21	Relevant Document
08	Bid Security declaration	As per Annexure B





Annexure I

Bid forwarding letter – Specimen

Date:

To,

The Assistant General Manager
Bank Note Paper Mill India Private Limited
Administrative Building, Entry Gate1, Paper
Mill Compound,
Note Mudran Nagar, Mysuru-570003

Dear Sir,

Sub: Submission of Techno Commercial bid / Financial bid

Ref: Tender No.

With reference the above we_____ (name of the bidder) hereby submit our bid as under:

1. We have prepared and submitted the bid strictly as per the format and instruction given in the tender document.
2. Techno commercial bid and price bid are to be submitted through e tender portal.
3. The price bid is submitted un-conditionally i.e. without any condition and strictly as per the price bid format.
4. Techno-commercial bid is not having any mention of the price.
5. We perused the scope, objective as given in Section 3 & 4 including notes appended and confirm that, our bid is submitted with reference to the above scope and quantum of work.
6. We accept unconditionally the general terms and condition as prescribed in Section 05 the tender.
7. We meet the eligibility criteria as under:
 - a. We are a Company /Partnership Firm/LLP/ AOP/Individual/Proprietary /Society /Institution. (Copy of relevant document)
 - b. We have conducted_____No's of Audit/ Assessment of CSR





Projects as undertaken by Govt Organization/Public Sector Company/ Private sector during the last 5 Years ending 30th June, 2021. (Copy of work order / agreement and proof of work completion)

- c. We have not been blacklisted/debarred anytime from participation in a tender floated by any central/state PSU including Security Printing and Minting Corporation of India Limited, New Delhi and Bharatiya Reserve Bank Note Mudran Private Limited, Bangalore or any state/central government department/institutes or any autonomous funded and/or controlled by any state/central government. And acceptance of all terms & conditions of the tender (Annexure A)
 - d. We attach herewith relevant International / IICA certificate of the CSR professional.
8. We attach herewith the self-certified valid PAN & GST certificates (as applicable).
9. Bid Security Declaration(Annexure B)

For _____

(Name & Signature of the competent authority)





Annexure II

Brief Profile of the bidder

1. a. Name of the Firm (in CAPITAL letters) _____
- b. Address of the Head Office / Branch Offices _____
(Please also give telephone no. and
e-mail address) _____
- c. Permanent Account Number _____
- d. GST Registration No. _____
- e. Bank Details (Along with cancelled cheque) _____
- f. Qualification of the CSR Professional _____
- g. Experience of the CSR Professional _____
- h. Contact Details of Key Personnel _____

(Name & Signature of the competent authority)

List of Annexure:

1. _____
2. _____
3. _____





ANNEXURE -A
TENDER NO: BNPM/OTE/CSR AUDIT/0511/2022-23 Dated
18.10.2022

(To be submitted on the letterhead)
DECLARATION

We do hereby declare that,

1. We have not been blacklisted/ debarred by BNPMIPL/ BRBNMPL/ SPMCIL or any Govt. Departments. The information provided above is correct and true to the best of my knowledge and belief.
 2. The director/proprietor/partner of the bidding firm are not closely related to BNPMIPL, Mysore.
 3. We do hereby declare that we have read and understood all terms and conditions and Scope of work of the tender and confirm to abide to those conditions without any counter conditions.
- 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 -B
TENDER NO: BNPM/OTE/CSR AUDIT/0511/2022-23 Dated
18.10.2022
(To be submitted on the 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-----

