



INDIA GOVERNMENT MINT MUMBAI  
(A Unit of Security Printing and Minting corporation of India Limited)  
(Wholly owned by Government of India)  
Shaheed Bhagat Singh Marg,  
Fort, Mumbai  
Pin-400023 India CIN: U22213DL2006GOI144763  
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GSTIN: 27AAJCS6111J1Z8

PR Number	PR Date	Indenter	Department
10022307	12.03.2019	SATISH	ANNEALING

Not Transferable

Security Classification:

## TENDER DOCUMENT FOR PURCHASE OF: 6313-2RS1 (BALL BEARING) & WD-40 RUST REMOVER

**Tender Number: 6000012823/ANNEALING, Dated: 25.03.2019**

This Tender Document Contains \_\_\_\_\_ Pages.

Details of Contact person in SPMCIL regarding this tender:

**Name:** Priyanka Sharma  
**Designation:** Assitant Manager (Technic  
**Address:** IGMM (India Government Mint, Mumbai)  
India

PRIYANKA.SHARMA@SPMCIL.COM

## Section1: Notice Inviting Tender (NIT)

6000012823 /ANNEALING

25.03.2019

(SPMCIL's Tender SI No.)

(Date)

1. Sealed tenders are invited from eligible and qualified tenderers for supply of following goods & services:

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
1	6313-2RS1(BALL BEARING) SPME003878	10.000 EA	0.00INR 0.00	
2	WD-40 Rust remover CMZZ003845	2.000 EA		
Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)			ONE-BID LIMITED	
Dates of sale of tender documents:			From to during office hours.	
Place of sale of tender documents				
Closing date and time for receipt of tenders			16.04.2019 14:30:00	
Place of receipt of tenders			I.G.MINT, MUMBAI	
Time and date of opening of tenders			16.04.2019 15:00:00	
Place of opening of tenders			I.G.MINT, MUMBAI	
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT)			Priyanka Sharma Assitant Manager (Technic	

2. Interested tenderers may obtain further information about this requirement from the above office. They may visit our website [www.igmmumbai.spmcil.com](http://www.igmmumbai.spmcil.com) for further details.

3. If requested, the tender documents will be mailed by registered post/ speed post to the domestic tenderers and by international air-mail to the foreign tenderers.

4. Tenderer may also download the tender documents from the web site [www.igmmumbai.spmcil.com](http://www.igmmumbai.spmcil.com) and submit its tender by utilizing the downloaded document.

5. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped in the tender box located at the address given below on or before the closing date and time indicated in the Para 1 above, failing which the tenders will be treated as late and rejected.

6. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organisation, the tenders will be sold/ received/ opened on the next working day at the appointed time.

7. The tender documents are not transferable.

8. 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 I.G. Mint, Mumbai 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, I.G.Mint, Mumbai will not assume any responsibility for its misplacement, premature opening, late opening etc.

9. Section II: For details regarding General Instruction of Tenderers (GIT) please refer to our website: <http://www.spmcil.com/spmcil/UploadDocument/GIT.pdf>

10. Section IV: For details regarding General Conditions of Contract (GCC) please refer to our website:



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<http://www.spmcil.com/spmcil/UploadDocument/GCC.pdf>

11. The bidder have to submit the quotation strictly as per our tender enquiry specification and terms and conditions only.

12. NOTE: Vendors who have been sent Tender document by post to submit quotation pl.  
This is for Website access only: This notice is being published only as an abundant precaution and is not an open invitation to quote in the tender. Participation in this tender is by invitation only and is limited to the selected India Government Mint Mumbai's registered vendors for the item, who have been sent this tender by post/courier. Unsolicited offers are liable to be ignored.

13. Right of Acceptance: The G.M., India Government Mint, Mumbai, For and on behalf of the CMD, SPMCIL, 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.

14. Replacement: If the Material is rejected for any reason the supplier have to replace the material at firms own cost and risk from our Mint and again supply the material as per our requirement.

15. Bidder or his duly authorised representative (with authorisation letter) can attend the tender opening if they wish to do so.

16. Vendor has to adhere to rules, regulations, and timings of I.G.Mint., Mumbai which is being a security sensitive organization.

17. I.G.Mint, Mumbai, is not responsible for any injury / accident caused to contractor or any person appointed by him to carry out the job / project.

18. For the purpose of e-payment kindly ensure to submit the following information in table format on your letter head with seal and signature along with Tax Invoice:

Bank Mandate form for RTGS/NEFT

1. Vendor Name
2. Vendor Account Number
3. Vendor Address
4. Vendor Bank Name
5. Vendor Bank Address
6. PAN card No.
7. Vendor Bank IFSC Code
8. Vendor Bank MICR Code
9. Vendor Bank Branch Code
10. Account type

Note :Kindly attach a cancelled cross cheque.

Priyanka Sharma  
Purchase Officer  
For and on behalf of GENERAL MANAGER  
India Government Mint, Mumbai  
Telephone No: 022-22703184 Ext:129/131 Fax:022-22661450.  
Email:purchase.igmm@spmcil.com



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.....

.....  
(Name Designation, Address telephone number etc  
of the officer signing the document)

For and on behalf of

.....

### Section III: Specific Instructions to Tenderers (SIT)

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.

(Clauses of GIT listed below include a possibility for variation in their provisions through SIT. There could be other clauses in SIT as deemed fit.)

Sr No	GIT Clause No.	Topic	SIT Provision
04	11.2	Tender Currency	Supplier is requested to quote price within 2 Decimal place.Quotation with price quote beyond 2 decimal place is ignored.
07	19	Tender Validity	90 DAYS
10	35.2	Additional Factors for Evaluation of Offers	Participating MSEs registered with MSME under Single Point Registration Scheme quoting price within price band of L1+15% cent shall also be allowed to supply a portion up to 25% of requirement by bringing down their price to L1 price where L1 is non MSEs
18	33	Schedule wise evaluation	The Price quoted for each item shall be considered for evaluation & to decide L-1 bidder itemwise.
19	Nil	Undertaking	Please refer clause No.3 under section VI
20	Nil	Submission of offer	Please refer clause No.4 under section VI



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## **Section IV: General Conditions of Contract (GCC)**

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## Section V: Special Conditions of Contract (SCC)

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.

(Clauses of GCC listed below include a possibility for variation in their provisions through SCC. There could be other clauses in SCC as deemed fit)

SI.No	GCC Clause No.	Topic	SCC Provision
09	21.2	Taxes and Duties	GST: APPLICABLE
10	22, 22.1, 22.2, 22.4, 22.3, 22.6	Terms and Mode of payments	ON RECEIPT & ACCEPTANCE OF GOODS BY STORES DEPT.& PRODUCTION OF ALL REQD.DOCU. MODE:ECS/CHEQUE/RTGS

## Section VI: List of Requirements

Schedule No.	Breif Description of goods and services (Related Specifications etc. are in Section-VII)	Accounting Unit	Quantity	Amount of Earnest Money	Remark
1	SPME003878 6313-2RS1(BALL BEARING)	EA	10.000	0.00 INR 0.00	
2	CMZZ003845 WD-40 Rust remover	EA	2.000		

1. Material to be delivered at I.G.Mint, Mumbai on door delivery basis.

2. Delivery schedule: The rates quoted in this order are for free delivery. The material to be delivered within 04 weeks from the date of purchase order.

\* Authorized distributors of SKF.

\* If not authorized distributor of SKF, the firm has to produce documents, at the time of delivery, that the materials were procured from the authorized distributor of SKF or directly from SKF.

3. The following undertaking needs to be invariably submitted along with the offer failing which the offer shall be rejected and no further communication shall be entertained.

Undertaking:

#Our offer against tender no: \_\_\_\_\_ doesn't contain any deviation from the stipulated tender conditions and we accept all the terms and conditions of the tender enquiry without any deviations."

4. Your Bid should be strictly submitted as per NIT Cl.9 of Section 1. No single page offer shall be considered as a valid offer.

If the supplier fails to deliver any or all the goods or fails to perform the services within the time frame incorporated in the contract, SPMCIL shall, without prejudice to other rights and remedies available to SPMCIL under the contract, deduct from the contract price, as LIQUIDATED DAMAGES, a sum equivalent to the 0.5% percent 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% of the delayed goods or Services contract price(s).

Part Supply is not acceptable to us and ensure full material supply at a time only.

In case of failure to supply within the delivery period the material will be procured from other firms at your risk and cost.





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## Section VII: Technical Specifications

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Schedule No.00010

SPME003878

6313-2RS1(BALL BEARING)

DEEP GROOVE SINGLE ROW BALL BEARING

SPECIFICATIONS: 6313-2RS1

MAKE: SKF

INNER DIA:65MM

OUTER DIA:140MM

WIDTH:33MM

Schedule No.00020

CMZZ003845

WD-40 Rust remover

Each bottle to be supplied in 400 ml.

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## **Section VIII: Quality Control Requirements**

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Material to be provided as per the specification mentioned in Section VI and Section VII.

Test Certificates must be provided however tests carried out by India Government Mint, Mumbai will be final.

Inspection and Quality Control as per Clause 9 of GCC will also apply.



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## Section X: Tender Form

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Date:

To,  
India Government Mint, Mumbai  
A Unit of Security Printing & Minting  
Corporation of India Limited  
(Wholly Owned by Govt. of India)  
Mumbai

Ref: Your Tender document No.6000012823 /ANNEALING dated 25.03.2019

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 and services) in conformity with your above referred document for the sum of \_\_\_\_\_ (total tender amount in figures and words), 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 and perform the 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 ....., as required in the GIT clause 19, read with modification, if any in Section-III - '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

.....

.....

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## Section XI: Price Schedule

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The Price bid should clearly indicate the break-up of the price as under:-

Adhering to the format given below is a Pre-requisite for considering your quotations; quotation, which contains prices, should be in this Performa only (in tabular format) on your letterhead. Price should be quoted in Indian rupees and on door delivery basis:

-----  
Sr.No. Price Break up RATE FOR SCHEDULE/ITEM NO. (10-20)  
-----

1. Basic Price per unit  
-----

2. Packing and Forwarding charges  
-----

3. Freight Charges  
-----

4. Insurance Charges  
-----

5. G.S.T. in percentage (%) only  
-----

6. Total Amount of GST  
-----

7. Total cost for above item with all taxes and duties (1+2+3+4+6) (F.O.R, IGM,MUMBAI)

(a) In figures Rs. -----  
-----

SPECIAL CONDITION  
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NOTE:

1. Supplier is requested to quote price within 2 decimal place. Quotation with price quote beyond 2 decimal place is ignored.

2. Bidder should mention separately GST.

3. Please Quote the Percentage (%) of GST applicable.

4. Please mention your GSTIN Registered No. in your Qtn. invariably. GSTIN Registration Certificate to be attached along with Quotation, failing which your quotation will not be considered. Also please mention the HSN (8 digit)/SAC (6 digit) code against the quoted items.

5. Method of evaluation:

The Price quoted for each item shall be considered for evaluation & to decide L-1 bidder itemwise.

SIGNATURE OF BIDDER WITH DATE  
(WITH NAME, DESIGNATION AND SEAL)



## Section XII: Questionnaire

The tenderer should furnish specific answers to all the questions / issues mentioned below. In case a question / issue 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.

1. Brief description and of goods and services offered:

2. Offer is valid for acceptance up to .....

3. Your permanent Income Tax A/ C No. as allotted by the Income Tax Authority of Government of India:

Please attach certified copy of your latest/ current Income Tax clearance certificate issued by the above authority.

4. Status :

a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D), New Delhi, and / or the National Small Industries Corporation (NSIC), New Delhi, and / or the present SPMCIL and / or the Directorate of Industries of the concerned State Government 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.

b) Are you currently registered under the Indian Companies Act, 1956 or any other similar Act?

Please attach certified copy(s) of your registration status etc. in case your answer(s) to above queries is in affirmative.

5. Please indicate name & full address of your Banker(s) :

6. Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Deptt. of Government of India or by any State Govt.

.....  
(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 XVI: Contract Form

Contract No.....dated.....

This is in continuation to this office' Notification of Award No..... dated .....

1. Name & address of the Supplier: .....
2. SPMCIL's Tender document No..... dated.....and subsequent Amendment No..... dated..... (If any), issued by SPMCIL
3. Supplier's Tender No..... dated.....and subsequent communication(s) No..... dated..... (If any), exchanged between the supplier and SPMCIL in connection with this tender.
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:
  - (i) General Conditions of Contract;
  - (ii) Special Conditions of Contract;
  - (iii) List of Requirements;
  - (iv) Technical Specifications;
  - (v) Quality Control Requirements;
  - (vi) Tender Form furnished by the supplier;
  - (vii) Price Schedule(s) furnished by the supplier in its tender;
  - (viii) Manufacturers' Authorization Form (if applicable for this tender);
  - (ix) SPMCIL's Notification of Award

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under clause 0 of Section - V - 'General Conditions of Contract' of SPMCIL's Tender document shall also apply to this contract.

5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

- (i) Brief particulars of the goods and services which shall be supplied/provided by the supplier are as under:
- (ii) Delivery schedule
- (iii) Details of Performance Security
- (iv) Quality Control
  - (a) Mode(s), stage(s) and place(s) of conducting inspections and tests.
  - (b) Designation and address of SPMCIL's inspecting officer
  - (v) Destination and dispatch instructions
  - (vi) Consignee, including port consignee, if any
  - (vii) Warranty clause
  - (viii) Payment terms
  - (ix) Paying authority

.....  
(Signature, name and address of SPMCIL's authorized official)

For and on behalf of.....

Received and accepted this contract.....

(Signature, name and address of the supplier's executive duly authorized to sign on behalf of the supplier)

For and on behalf of

.....  
(Name and address of the supplier)

.....  
(Seal of the supplier)

Date:

Place:



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## Section XVII: Letter of authority for attending a Bid opening

The General Manger,  
India Government Mint, Mumbai.

Subject: Authorization for attending bid opening on 16.04.2019 in the Tender of 6313-2RS1 (BALL BEARING) & WD-40 RUST REMOVER.

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of \_\_\_\_\_ (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signatures
1.		
1.		
Alternate representative		
Signatures of bidder or Officer authorized to sign the bid Documents on behalf of the bidder.		

### Note:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not recovered.



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## Section XIX: Proforma of Bills for Payments

(Refer to Clause 22.6 of GCC)

Name and Address of the Firm.....  
Bill No.....Dated.....  
Purchase order.....No.....Dated.....  
Name and address of the consignee.....

S.No	Authority for Purchase	Description of Stores	No.or qty.	Rate Rs. P.	Price per Rs. P	Amount

1. G.S.T. Amount and Rate
2. Freight (if applicable)
3. Excise Duty (if applicable)
4. Packing and Forwarding charges (if applicable)
5. Others (Please specify)
6. PVC Amount (with calculation sheet enclosed)
7. (-) deduction/Discount
8. Net amount payable (in words Rs.)
9. GSTIN No.
10. HSN/SAC Code
11. Shipping Address
12. Place of Supply
13. Billing Address

Despatch detail RR No. other proof of despatch.....  
Dated.....(enclosed)





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Inspection Certificate No.....Dated.....(enclosed)

Income Tax Clearance Certificate No.....Dated.....(enclosed)

Modvat Certificate No.....(enclosed)

Place and Date

Received Rs.....(Rupees).....

I hereby certify 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.

Revenue stamp

Signature and of Stamp Supplier



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## Mailing List (List of Vendors)

S.No.	Vendor Number	Vendor name	Vendor Address
1	104573	The Bidder,	The Bidder,