

# Checklist Before Submission Of The Tender

## **TWO BID, TWO STAGE (TWO PACKETS) TENDER BIDDER'S CHECK LIST BEFORE TENDER SUBMISSION :**

### **A. Part I : First Envelope (Techno-Commercial Bid)**

| Sl. No. | Tender Submission Check Points  | Check before submission Tick (v) |
|---------|---|----------------------------------|
| 1       | Tender Document Duly Seal & Signed on every page  |                                  |
| 2       | Term of Delivery : FOR, India Govt. Mint, Kolkata duly unloaded   |                                  |
| 3       | Tender Validity 120 days as per the tender  |                                  |
| 4       | Technical Specification - Section VII as per tender   |                                  |
| 5       | Submit the documents as per Qualification / Eligibility criteria - Section IX                                       |                                  |
| 6       | Section XIV: Manufacturer's Authorization Form duly filled, sealed & signed   |                                  |
| 7       | Section X : Tender Form and Section XII : Questionnaire duly filled, sealed & signed                                |                                  |
| 8       | Delivery Period : Acceptance of delivery period as per Section V : SCC of Tender Document.                          |                                  |
| 9       | Documentary evidence towards PAN & GST Registration Certificate   |                                  |
| 10      | Offer is valid for acceptance up to minimum <b>120 days</b> duly filled in Section XII : Questionnaire              |                                  |
| 11      | Sealed & Signed Declaration (Annexure - I)  |                                  |
| 12      | Bidder Firm's Details duly filled, sealed & signed (Annexure - II)  |                                  |
| 13      | Earnest Money Deposit of Rs. 93,000.00  |                                  |
| 14      | Download 45 pages from the link mentioned in Section II : GIT and submit with duly sealed and signed                |                                  |
| 15      | Download 29 pages from the link mentioned in Section IV : GCC and submit with duly sealed and signed                |                                  |
| 16      | Bidder firm should clearly mention the due date of tender on their envelope   |                                  |
| 17      | The firms participating as MSE/NSIC/DIC/Start-up India Campaign, needs to enclosed certificates containing validity |                                  |
|         | <b>Category of MSME Firms</b>   |                                  |
|         | SC  |                                  |
|         | ST  |                                  |
|         | GEN   |                                  |
| 18      | Owner of Company  |                                  |
|         | Male  |                                  |
|         | Female  |                                  |

### **B. Part II : Second Envelope (Price Bid)**

| Sl. No. | Description   | Submitted/ Not Submitted |
|---------|---|--------------------------|
| 1       | Price Bid as per Section XI (Price including all taxes & other charges) |                          |

- Price to be mentioned only in price bid not in Techno commercial bid or any other place. If it is mentioned any other part other than price bid, the offer will be rejected. Firm should mention the due date of the tender on their envelope.



India Government Mint,  
Alipur, Kolkata Pin- 700053 India  
Ph. No: 91-33-24014132-35, 24014821  
Fax No: 033-24010553 CIN: U22213DL2006GOI144763  
E-Mail: calmint@spmCIL.com  
Web: www.igmkolkata.spmCIL.com  
GSTIN : 19AAJCS6111J2Z4  
IEC Code:506051536 PAN No: AAJCS6111J

| PR Number | PR Date    | Indenter | Department |
|-----------|------------|----------|------------|
| 12004091  | 27.11.2021 | ASSAY    | IGC        |

Not Transferable

Security Classification:

## **TENDER DOCUMENT FOR PURCHASE OF: PROCUREMENT OF BIOMETRIC SYSTEM WITH FACE, FINGERPRINT & CARD READER.**

**Tender Number: 6000017330/ASSAY, Dated: 21.03.2022**

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

Details of Contact person in SPMCIL regarding this tender:

**Name:** DEVANAND SINGH  
**Designation:** Dy.Manager (MM)  
**Address:** IGMK (India Government Mint, Kolkata)  
India

### ***Disclaimer***

The information contained in this Bid Document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Security Printing and Minting Corporation Limited (hereafter referred as the “Purchaser”) or any of its employees or associated agencies, is provided to Bidder(s) on the terms and conditions set out in this Bid Document and such other terms and conditions subject to which such information is provided.

This Bid Document is not an agreement and is neither an offer nor invitation by the Purchaser to the prospective Bidder(s) or any other party hereunder. The purpose of this Bid Document is to provide the Bidder(s) with information to assist them in the formulation of their proposal submission. This Bid document does not purport to contain all the information Bidder(s) may require. This Bid document may not be appropriate for all bidders, and it is not possible for the Purchaser to consider particular needs of each Bidder. Each Bidder should conduct its own investigation and analysis, and should check the accuracy, reliability, and completeness of the information in this document and obtain independent advice from appropriate sources.

Information provided in this Bid Document to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Purchaser, its employees and other associated agencies accept no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

This Bid document and ensuing bids; communications and Contracts would alone determine the legal and commercial relationship between the bidders/ contractors and the Purchaser. No other Government or Purchaser’s document/ guidelines/ Manuals including its Procurement Manual (which are for internal and official use of its officers), have any locus standi in such a relationship. These documents/ guidelines/ Manuals therefore should not be cited or referred in any legal or dispute resolution or grievance redressal proceedings.

The Purchaser, its employees and other associated agencies make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Bid Document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Bid Document and any assessment, assumption, statement or information contained therein or deemed to form part of this Bid Document or arising in any way for participation in this Bid Stage.

The Purchaser, its employees and other associated agencies also accept no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder(s) upon the statements contained in this Bid Document.

The Purchaser may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this Bid Document.



The issue of this Bid Document does not imply that the Purchaser is bound to select Bidder(s) and the Purchaser reserves the right to reject all or any of the Bidders or Bids or to decide to drop the procurement process at any stage without assigning any reason.

The Bidder(s) shall bear all its costs associated with or relating to the preparation and submission of their Bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any submission of samples, demonstrations or presentations which may be required by the Purchaser or any other costs incurred in connection with or relating to their Bids. All such costs and expenses will remain with the Bidder(s) and the Purchaser shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder(s) in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

This disclaimer forms an integral part of the Bid document and shall supplement but not supplant the provision of the Bid Document.

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## Section1: Notice Inviting Tender (NIT)

6000017330 /ASSAY

21.03.2022

(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          | FACE RECOGNITION SYSTEM ENTRY       | 1.000 EA             | 93000.00INR NINETY THREE THOUSAND ONLY |         |
| 2          | FACE RECOGNITION SYSTEM EXIT        | 1.000 EA             |  |         |
| 3          | FACE RECOGNITION SYSTEM ENTRY       | 1.000 EA             |  |         |
| 4          | FACE RECOGNITION SYSTEM EXIT        | 1.000 EA             |  |         |
| 5          | COMPUTER WITH ACCESSORIES/SOFTWARES | 1.000 EA             |  |         |
| 6          | UPS 2 KVA                           | 4.000 EA             |  |         |
| 7          | FACE RECOGNITION SYSTEM ENTRY       | 2.000 EA             |  |         |
| 8          | FACE RECOGNITION SYSTEM EXIT        | 2.000 EA             |  |         |
| 9          | FACE RECOGNITION SYSTEM ENTRY       | 3.000 EA             |  |         |

| Sch d. No.   | Brief Description of Goods/services | Quantity (with unit) | Earnest Money (In Rupee)                           | Remarks |
|--|-------------------------------------|----------------------|--|---------|
| 10   | FACE RECOGNITION SYSTEM EXIT        | 3.000 EA             |  |         |
| 11   | BIOMETRIC INSTALLATION CHARGES      | 1.000 AU             |  |         |
| 1  | INSTALLATION CHARGES                | 1.000EA              |  |         |
| Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.) |                                     |                      | TWO-BID National Competetive Bid                   |         |
| Dates of sale of tender documents:   |                                     |                      | From 21.03.2022 to 22.04.2022 during office hours. |         |
| Place of sale of tender documents  |                                     |                      | INDIA GOVT. MINT, KOLKATA                          |         |
| Closing date and time for receipt of tenders   |                                     |                      | 22.04.2022 15:00:00                                |         |
| Place of receipt of tenders  |                                     |                      | TENDER BOX, I.G. MINT, KOLKATA                     |         |
| Time and date of opening of tenders  |                                     |                      | 22.04.2022 15:30:00                                |         |
| Place of opening of tenders  |                                     |                      | INDIA GOVT. MINT, KOLKATA                          |         |
| Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT)                             |                                     |                      | DEVANAND SINGH<br>Dy.Manager (MM)                  |         |

ABBREVIATION "EA" Each, "IGMK" India Government Mint, Kolkata

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

3. Eligibility to participate as per Government of India's Public Procurement (Preference to Make in India) Order 2017 (as amended/ revised) and Ministry of Finance, Department of Expenditure, Public Procurement Division's Orders (Public Procurement 1, 2 and 3) F.No.6/18/2019-PPD dated 23rd/ 24th July 2020 (or any further amendments thereof) regarding eligibility of bidders from neighbouring countries shall apply to this tender.

4. Please note that SPMCIL reserves its right to grant Purchase preferences in accordance with Government of India's Public Procurement (Preference to Make in India) Order (as amended/ revised) and Public Procurement Policy for Micro and Small Enterprises (MSEs) Amendment Order, (as amended/ revised).

5. Interested tenderers may obtain further information about this requirement from the above office selling the documents. They may also visit our website mentioned above for further details.

6. Tenderer may also download the tender documents from the web site mentioned above and submit its tender by utilizing the downloaded document, the bidder must not make any changes to the contents of the documents, except for filling the required information. A certificate to this effect must be submitted by the bidder in the Tender Form (Section X).

7. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped on or before the closing date and time indicated in the Para 1 above in the tender box located at the address given below, failing which the tenders will be treated as late and rejected. Tenders may also be sent through post at the address as above. However, Purchaser will not be responsible for any postal lapses or delays in receipt of the documents. In case NIT/ SIT provide for uploading of bids to nominated e-Procurement portal, bidders must upload their bids along with scanned copies as required enclosures (including proofs of cost of Tender Documents and EMD as applicable - unless an online payment gateway is provided in the instruction) as per instructions given in this regard. Original copies of such scanned uploaded required enclosures must reach in physical form within the date and place as provided in such instructions, otherwise their uploaded bid, would be declared as unresponsive.

8. 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.

9. The tender documents are not transferable.

10. The bidder, their affiliates, or subsidiaries - including subcontractors or suppliers for any part of the contract - should not stand declared ineligible/ blacklisted/ banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations. A declaration to this effect shall be submitted by the bidder in the Tender Form (Section X).

11. 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.

12. SUBMISSION OF TENDER : The bid is to be submitted in TWO parts :-

- a) Tender will consist of Two bid system ('Techno-Commercial Bid' and 'Price Bid')
- b) 'Techno-Commercial Bid' and 'Price Bid' are to be submitted in two separate double sealed envelopes on or before the due date of submission of tender.
- c) It may be noted that the price is not to be quoted in the 'Techno-commercial Bid'.
- d) It shall only be quoted in 'Price Bid'. Non-adherence to these conditions make tender liable for rejection. The envelopes containing bids shall be super scribed as 'Techno-Commercial Bid' and 'Price Bid' as the case may be for "PROCUREMENT OF BIOMETRIC SYSTEM WITH FACE, FINGERPRINT & CARD READER". The sealed envelopes shall again be put in another sealed cover and should be super scribed as 'Techno-Commercial Bid' and 'Price Bid' due on 22.04.2022 upto 3.00 PM (IST). Late tender shall not be accepted. Tenderers shall submit their offers only on prescribed form.

TENDERS SHALL BE SUBMITTED IN TWO PARTS AS BELOW :

PART - I : Techno-Commercial Bid (Packet-1):

- (i) Containing un-priced tender consisting of documents as specified under section VI: List of Requirements, duly filled Sec: X (unpriced) & Sec. XII in this tender document.
- (ii) The tenderer shall submit detailed technical offer as per technical specifications given in Section VII and list of requirement given in Section VI of this tender document and documents related to Section IX: Qualification/Eligibility criteria.
- (iii) The tenderer has to submit acceptance of all section of the tender document (GIT, SIT, GCC & SCC), quality control requirement, tender form, questionnaire etc.
- (iv) Earnest Money Deposit (EMD)

PART - II : Price Bid ( Packet - 2): The tenderer shall quote price strictly as per the proforma given in Section XI of this tender document. PRICE TO BE MENTIONED ONLY IN PRICE BID NOT IN TECHNO COMMERCIAL BID OR

ANY OTHER PLACE. IF IT IS MENTIONED ANY OTHER PART OTHER THAN PRICE BID, THE OFFER WILL BE REJECTED.

**NOTE :**

(i) 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.

(ii) The bid is to be submitted in sealed envelopes duly super scribed with Tender Subject & mention our NIT reference No. with date and Due date on the top of the sealed envelope and be addressed to the Chief General Manager, India Govt. Mint, Kolkata, Alipore - 700 053. (W.B)

(iii) Quotation will be accepted by INDIA POST/COURIER SERVICE/DROP BOX only. Quotation sent by FAX/E-Mail will not be considered.

13. In case of order material in your favour for above Rs. 2,50,000/- the supplier shall furnish the performance security amount/ Security Deposit (S.D) 3% of the total contract amount valid for 60 days beyond completion of all contractual obligations before supply of material within 21 days after issue of Purchase order by IGM, Kolkata in favour of "India Govt. Mint, Kolkata (A Unit of SPMCIL)" payable at Kolkata. The performance security will be returned without any interest to successful tenderer after the completion of all contractual obligations. For Submission of Security Deposit, Section XV: Bank Guarantee Form for Performance Security may please be referred.

14. NO EXEMPTION WILL BE GIVEN FOR DEPOSITING OF SECURITY DEPOSIT (S.D) TO ANY DIC/SSI/MSME/NSIC REGISTERED FIRM.

15. EXEMPTION FOR MSME REGISTERED STARTUPS/BIDDERS AS PER CIRCULAR NO. 1(2)(1)/2016-MA DTD:10.03.2016 OF GOVT. OF INDIA MINISTRY OF MSME.

16. MSEs firms are also requested to indicate clearly in their offer if their company is owned by SC/ST/Women proprietorship.

17. Clarification of Tender Documents : A Tenderer requiring any clarification or elucidation on any issue of the tender documents may take up the same with IGM, Kolkata in writing or by fax/e-mail.

18. No correspondence beyond bid due date will be made for shortfall of documentary evidence. Such offers received with shortfall of documentary evidence will be summarily rejected.

19. For any queries regarding the tender, you may please contact at E-mail [purchase.igmk@spmCIL.com](mailto:purchase.igmk@spmCIL.com).

**20. FAILURE & TERMINATION**

(A) Cancellation of contract for Default : Without prejudice to any other remedy for breach of contract, like removal from the list of registered Vendors, by written notice of default sent to the Vendor, the contract may be terminated in whole or in part :

(i) If the Vendor fails to provide any or all the material within the time period(s) specified in the contract, or any extension thereof granted.

(ii) If the Vendor fails to perform any other obligation under the contract within the period(s) specified in the contract or any extension thereof granted.

(B) Termination of Contract for convenience : India Govt. Mint, Kolkata may at any time terminate the Contract by giving you month's prior notice in writing to that effect and shall have the liberty to appoint any other agency to carry





Tender Number:6000017330

out your obligation under this contract.

.....  
(Sri Devanand Singh)  
Dy. Manager (Materials)  
FOR CHIEF GENERAL MANAGER  
India Government Mint, Kolkata  
West Bengal, Kolkata - 700 053  
Ph.No.033 - 2401 4132-35, 2401 4821  
FAX: (+) 033-2401 0553 Email: purchase.igmk@spmCIL.com

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

For and on behalf of

.....

## **Section II: General Instructions to Tenderers (GIT)**

### **Part 1: General Instructions Applicable to all type of Tenderers**

PLEASE CLICK ON BELLOW LINK.

<https://www.spmcil.com/UploadDocument/GIT%202.0.024ff929-0f9b-4cc4-a4e0-8e087b700a77.pdf>

BIDDERS ARE REQUESTED TO DOWNLOAD 45 PAGES BY CLICKING THE ABOVE SAID LINK AND SUBMIT THE SAME DULY STAMPED AND SIGNED ALONG WITH TENDER DOCUMENT. UNSIGNED/WITHOUT STAMPED PRINTOUTS OF THESE PAGES ARE NOT ACCEPTABLE.

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## **Section II: General Instructions to Tenderers (GIT)**

### **Part II: Additional General Instructions Applicable to Specific type of Tenderers**

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### 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  |
|-------|-------------------|--|--|
| 01    | 3.4               | Eligible Goods and Services (Origin of Goods)                          | 1. All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations. 2. The word "origin" incorporated in this clause means the place from where the goods are mines, cultivated, grown, manufactured, produced or processed or from where the service are arranged.                        |
| 02    | 8                 | Prebid Conference  | NA   |
| 03    | 9                 | Time Limit for receiving request for clarification of Tender Documents | As per GIT Clause number 9.  |
| 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.  |
| 05    | 14                | PVC Clause & Formula   | NA   |
| 06    | 18                | Earnest Money Deposit  | Refer to Section VI : List of Requirements   |
| 07    | 19                | Tender Validity  | 120 days from the date of open of the tender.  |
| 08    | 20.4              | Number of Copies of Tenders to be submitted                            | A tenderer shall submit two copies of its tender marking them as "Original" and "Duplicate".   |
| 09    | 20.9              | E-Procurement  | NA   |
| 10    | 50.1, 50.3        | Tender For rate Contracts  | NA   |
| 11    | 51.1, 51.2        | PQB Tenders  | NA   |
| 12    | Special Condition | Special Condition  | Supplier should file the returns pertaining to TCS (Section 206C (1H) for TCS collected, in the time and provide the TCS certificate to IGMK. In case of any Credit loss to IGMK by way of their failure to files Returns and provide TCS certificate in time, IGMK reserves the right to recover the amount equivalent to TCS paid along with applicable interest from the payment of further supplies. |
| 13    | Special Condition | GST Return   | Supplier should file the GST return for outward supplies in time. In case of any loss to IGMK by way of their failure to files GST Returns in time IGMK reserves the right to withhold the payment of further supplies till production of evidence. Any liability which will occurred on account of  |

| Sr No | GIT Clause No. | Topic | SIT Provision  |
|-------|----------------|-------|--|
|       |                |       | non-compliance of e-way bill, GST provision or any other applicable law will be borne by supplier. |

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

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PLEASE CLICK ON BELLOW LINK.

<https://www.spmcil.com/UploadDocument/GCC%202.0.769a2033-c216-4c4d-82f2-e6b87fb3b040.pdf>

BIDDERS ARE REQUESTED TO DOWNLOAD 29 PAGES BY CLICKING THE ABOVE SAID LINK AND SUBMIT THE SAME DULY STAMPED AND SIGNED ALONG WITH TENDER DCOUMENT. UNSIGNED/WITHOUT STAMPED PRINTOUTS OF THESE PAGES ARE NOT ACCEPTABLE.

## 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)

| Sl.No | GCC Clause No. | Topic  | SCC Provision   |
|-------|----------------|--|---|
| 01    | 8.2            | Packing  | N.A.  |
| 02    | 8.2            | Marking  | N.A.  |
| 03    | 10             | Delivery Schedule  | Delivery of the items and installation to be done within 10 weeks from the date of issue of Mint Purchase Order.  |
| 04    | 11.2           | Transportation of Domestic Goods                                   | To be borne by the supplier.  |
| 05    | 12.1           | Insurance  | The supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and deliver as per clause no. 12.3, 12.4 bear by firm.   |
| 06    | 14.1           | Incidental Services  | N.A.  |
| 07    | 15             | Distribution of Dispatch Documents for clearance/ Receipt of Goods | N.A.  |
| 08    | 16.2           | Warranty Clause  | 1 year from the date of issue of FAC (Final Acceptance Certificate).  |
| 09    | 19.3           | Option Clause  | Applicable. Purchaser reserves the right to increase the ordered quantity by 25% at any time, on same terms and condition till final delivery date of the contract, by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period. |
| 10    | 20.1           | Price Adjustment Clause  | N.A.  |
| 11    | 21.2           | Taxes and Duties   | Should be mentioned separately and details thereof should be mentioned in the quotation.  |
| 12    | 22             | Terms and Mode of payments   | (i) 90% on receipt and acceptance of goods by the consignee at destination and on production of all required documents by the supplier. (ii) 10% on successful installation and commissioning and issuance of Final Acceptance Certificate (FAC) by India Govt. Mint, Kolkata.                                    |
| 13    | 24             | LD   | If the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, India Govt. Mint, Kolkata shall, without prejudice to other rights and remedies available to India Govt. Mint, Kolkata under the contract, deduct from the       |

| Sl.No | GCC Clause No. | Topic                           | SCC Provision  |
|-------|----------------|---------------------------------|--|
|       |                |                                 | contract price, as liquidated damages, a sum equivalent to the 0.5% of the delivered price of the delayed goods and/ or services for each week of delay or part thereof until actual delivery or performance,  |
| 14    | 24             | LD (Contd.)                     | subject to a maximum deduction of the 10% of the delayed goods' or services' contract price(s). During the above mentioned delayed period of supply and / or performance, the conditions incorporated underGCC Shall also apply.   |
| 15    | 33.1           | Resolution of Disputes          | If dispute or difference of any kind shall arise between IGM, Kolkata and the supplier in connection with or relating the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve the same amicably the mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within 21 days of its occurrence, then, unless otherwise provided in the SCC, either IGM, Kolkata or the supplier may seek |
| 16    | 33.1           | Resolution of Disputes (Contd.) | recourse to settlement of disputes through arbitration act 33.2.   |



## 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            | FACE RECOGNITION SYSTEM ENTRY   | EA              | 1.000    | 93000.00INR<br>NINETY<br>THREE<br>THOUSAND<br>ONLY |        |
| 2            | FACE RECOGNITION SYSTEM EXIT  | EA              | 1.000    |  |        |
| 3            | FACE RECOGNITION SYSTEM ENTRY   | EA              | 1.000    |  |        |
| 4            | FACE RECOGNITION SYSTEM EXIT  | EA              | 1.000    |  |        |
| 5            | COMPUTER WITH ACCESSORIES/SOFTWARES   | EA              | 1.000    |  |        |
| 6            | UPS 2 KVA   | EA              | 4.000    |  |        |
| 7            | FACE RECOGNITION SYSTEM ENTRY   | EA              | 2.000    |  |        |
| 8            | FACE RECOGNITION SYSTEM EXIT  | EA              | 2.000    |  |        |
| 9            | FACE RECOGNITION SYSTEM ENTRY   | EA              | 3.000    |  |        |
| 10           | FACE RECOGNITION SYSTEM EXIT  | EA              | 3.000    |  |        |
| 11           | BIOMETRIC INSTALLATION CHARGES  | AU              | 1.000    |  |        |

- Bidders should submit offer as per price schedule (Section XI)
- All the copies of tenders shall be complete in all respects with all their attachments/enclosures duly numbered.
- The total cost inclusive of all elements as cited above on FOR India Govt. Mint, Kolkata (W.B) basis should be indicated clearly both in words and figures in the price bid.
- Bidder should furnish their bank details i.e. Account No, Branch name, IFSC code etc. to receive payment. A Cancelled Cheque should also be enclosed.
- Risk Purchase Clause :
  - If the supplier after submission of tender and due acceptance of the same, i.e. after notification of award of contract fails to abide by the terms and conditions of these tender documents, or fails to supply the deliverables as per delivery schedule given or at any time repudiates the contract, the purchaser shall have the right to:
    - Invoke the Security-cum-Performance Guarantee if deposited by the supplier and procure stores from other agencies at the risk and consequence of the supplier. The cost difference between the alternative arrangement and supplier tendered value will be recovered from the supplier.
    - Supplier has to abide by all the terms and conditions of tender.

(c) In case of procurement through alternative sources and if procurement price is lower, no benefit on this account will be passed on to the supplier.

6. The bidder should give undertaking/declaration that they have read and understood all the terms & conditions of tender documents and submitting unconditional acceptance to all terms & conditions.

7. The bidder failing to submit the requisite documents as per tender along with bid, their bid will be considered as unsolicited offer. Further, if the bidder does not accept the terms & condition of this tender document, their offer will also be treated as unsolicited offer.

8. All safety and security of the workmen is the sole responsibility of the awarded firm itself and incase of any unwanted incidents IGM, Kolkata authorities would not be liable under any circumstances.

9. EMD (Earnest Money Deposit): The required Earnest Money Deposit for the above tendered items is Rs. 93,000.00 (Rs. Ninety Three Thousand only) shall be submitted along with Techno-Commercial Bid of tender documents.

The EMD shall remain valid for a period of 45 days beyond Bid Validity i.e.,  $120+45 = 165$  days after the date of opening of the tender. Any short validity, the tender shall be treated as unresponsive and rejected. The EMD should be in Indian Rupees only. Successful tenderer's EMD will be returned without any interest, after the receipt of Performance Security from the tenderer. Unsuccessful Tenderer's EMD will be returned to them without any interest, after expiry of the tender validity period.

The firm who are registered under Micro & Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or Start-ups as recognised by Department for Promotion of Industry and Internal Trade (DPIIT) during the tender validity period are exempted from payment of earnest money. In case the tenderer falls in these categories, it should furnish certified copy of its valid registration for tendered item.

EMD must be furnished along with the tender in one of the following forms :

(i) Account Payee Demand Draft

(ii) Banker's cheque and

(iii) Bank Guarantee issued/confirmed by scheduled commercial bank of India in the proforma given in Section XIII of tender document.

The demand draft or banker's cheque shall be drawn on any "Scheduled Commercial Bank" in India, in favour of India Govt. Mint, Kolkata payable at Kolkata. In case or bank guarantee, the same is to be provided from any scheduled commercial bank in India as per the format specified under Section XIII in these documents.

10. Non submission of EMD may lead to rejection of the offer.

---

## Section VII: Technical Specifications

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### 1. FACE RECOGNITION SYSTEM ENTRY

Quantity : 1 EA

#### Technical Specifications:

##### HARDWARE

1. Biometric Reader should support authentication like Face Recognition, Fingerprint, Contactless Card & PIN for providing multi factor authentication by reading the Face, Fingerprint & combinations.
2. Biometric Reader device should determine whether a face in a video stream is "live" or a photograph.
3. Device should be able to support the "Walk Through Type" where device can read the user's face from a distance from 0.5 meter to 3 meters and authentication distance should be configurable in the device menu.
4. Device should be able to detect the Fake Fingerprints.
5. Device should have minimum 500 DPI Optical Sensor with FBI PIV certification.
6. Display should have min 5" Color LCD with enhanced touch sensitivity and shall be capturing & displaying USER's picture on main screen after authentication
7. Device should be able to store up to 20,000 Faces /500,000 card user /5,00,000 Fingers & shall not be dependent on any server for storage of Face/Finger/Card & hence storage capacity shall not be divided between terminal & server.
8. Device should be able to store up to 1,00,00,000 transaction logs along with min. 20,000 picture logs.
9. Device should be able to upload/transfer punch information of employees on real time basis to the server/controller.
10. Device should be able to perform in 1:1 & 1: N authentication modes. a. Face Authentication: It should support 1:20,000 face authentication in 1:1 & 1:N mode b. Fingerprint Authentication: It should support 1:500,000 authentication in 1:1 & 100,000 in 1:N mode
11. Device should support Mask / No Mask detection feature.
12. Device should be compatible with Thermal Module / Camera for body temperature scanning & should display the body temperature on screen in F/ °C along with threshold limit.
13. Device should have in built controller provision for door control and should be compatible with any 3rd party controller to transfer user information for Authentication.
14. Device should have min 2MP camera to capture the picture of authorized or unauthorized users & shall be transferring the same to server on real time basis w/o any delay unless network is down. It should support for extreme dark environments to outdoor lighting conditions. The authentication must be possible in Irregular Lighting Recognition.
15. Device should support Anti Pass back feature & shall be configurable user wise.
16. Device should support Duress fingerprint and Password option. In case of emergency, system should send Duress finger/PIN Alarm to Server.
17. Device should support Blacklist & Expiry Employee configuration. It should send an alert to software if a blacklist & Expire employee punch.
18. The access permission should be less than 1 second & enrolment process shall not take more than 30 seconds for Face.
19. 0.0001% FAR / 0.1% FRR in Ideal Conditions.
20. Device should communicate with central server using TCP/IP protocol over Ethernet or Internet, 10/100 Mbps auto sensing Ethernet with DHCP, IPv4, GPRS (Optional).
21. Device should support Multiple card reading format (Standard / Decimal / Hexa-Decimal / Hexa-6 Digit etc.)
22. Device should have full functionality in offline mode. It should be able to send all events once connectivity is re-established (employees must be able to punch- in/out for shift or break off line).
23. System should give warning alarm in case of tampering with machine.
24. Software / Firmware updates should be possible through network/communication Port.
25. Device should have built-in RTC Calendar. Should be able to sync the clock with the server.
26. Shall have UL Listed external power supply required for internal operations. Should be able to control & provide power to EM locks & other related accessories also.

27. Device Should Support Power Saving Mode.
28. The device must be capable of supporting Storage Temperature range from -10 °C~150 °C and operating temperature range from -20 to 60°C.
29. The device should support humidity < 90%
30. CE / FCC/ BIS/ROHs must be complied with the items (main) under scope of supply.

## SOFTWARE

1. Proposed Access Management Software should be Browser (Web) based, supporting SQL Server database/Maria DB.
2. Proposed Access Management Software should be OS independent platform (Windows/Linux).
3. Software must Support Major PC browser. Using https protocol to support packet encryption with SSL for security of communication section. Software must also support unlimited simultaneous connections.
4. The software must support HTML5 Key Features as under:
  - a. Supports Video and Audio functions on its own.
  - b. Supports various 2D and 3D graphics functions.
  - c. Directly control the H/W functions such as camera, motion sensor etc. from the Web.
  - d. Web Client / Server bidirectional communication possible.
5. Web based Access Management software must support up to 2,000 terminals and 2 lacs users.
6. The software must display the Body Temperature of the person in real time captured through the Biometrics Readers.
7. The software must be able to support / integrate following additional modules on license basis. These modules could be the part of standard module OR can be further added through implementing additional license as per requirement.
  - a) Time & Attendance Module
  - b) Visitor Management Module
8. Proposed software should be able to support Server Redundancy.
9. Photo pop up to check employee in software even if monitoring page is minimized & should display live capture images in pop up - stored profile image logs in database along with Live captured image.
10. Proposed software should be able to set Expiry date of user.
11. System connectivity status can be monitored on line for all machines connected with software.
12. The proposed software must support user management/Template management from one machine to another from standard software only, for all / selected users.
13. Real time monitoring of punches for all machines / users connected with software. As user authenticates, status can be monitored on line on real time basis.
14. Software should be able to send manual command for temporary door open/ Door Open/ Door Close and reset emergency status.
15. Software should be to display all valid & invalid punches / logs in real time basis along with various events.
16. Software should be able to display the live captured images on screen for real time logs.
17. It Should support Anti Pass back feature. The user must be restricted if the exit punch of previous entry is not made on the same door in case anti-passback or on any door in case of global anti-passback. The software should support both hard and soft anti-passback. The anti-passback is available at user wise also.
18. It should support Blacklist Employee Authentication feature. In case of blacklist employee authenticate, system should be able to send emails on pre-defined email ids OR should generate alarm in the software.
19. Software should support Duress Fingerprint feature. In case of Duress FP authenticate, system should be able to send emails on pre-defined email ids OR should generate alarm in the software.
20. Proposed software should be able to generate the various Log Reports like Access Log, Server Audit Log, Admin Logon Audit, Search Event Log, etc.
21. Proposed software should support Issuance of Smart card & Design Card layout for smart card.
22. Proposed software should support smart card sector writing.
23. Proposed software should support message broadcast for a specific period of time & for a specific time zone also.

24. The software should support online update of devices firmware.
25. The software should support EXDB (send real time logs data to external database also).
26. The software should support Holiday management.
27. The software should be managing all connected terminals, in case of Fire/Emergency/Panic alarm. When software will get any emergency alarms then all connected terminals doors should be opened.
28. Software should support the configure FP security level.
29. Software should support configurable password policy.
30. The software should have Auto Sync feature on server level. When Admin will be modify any users then modified users should automatically sync on all terminals.

#### CERTIFICATION /SOFTWARE SPECS

- # Web based user friendly GUI application and real-time monitoring of door controllers from one place
- # Built on 3-Tier, .NET Platform with MS-SQL and Oracle database, expandable and modular without change in the hardware
- # Software must be certified from CERT CERTIFIED Lab for Performance and Vulnerability Test

#### A. Scope of Supply

- # Multimodal Facial Recognition System for Entry - 7 Nos.
  - # Multimodal Facial Recognition System for Exit - 7 Nos.
  - # Enrollment Unit - 1 Nos.
  - # Single Leaf EM Lock with bracket 600 Lbs - 9 Nos.
  - # UTP Cat 6 Cable - 900 Mtr
  - # 20 mm PVC Conduit - 700 Mtr
  - # 2KVA UPS with 2 Hr Battery Back up - 4 Nos.
  - # 8 Port Network Switch L2 - 2 Nos.
  - # 16 Port Network Switch L2 - 1 Nos.
  - # 6U RACK - 1 Nos.
  - # Work Station with Monitor and Accessories like Mouse , Keypad etc - 1 Nos.
  - # Mifare 1 K Access Card - 100 Nos.
  - # GI Cable Tray for Network Cable with cover - 200 Mtr
  - # Access Software - 1 Nos.
  - # Installation Charges - 1 Lot
7. Technical literature with Instruction manual : The supplier shall provide illustrations , pictures, drawings with the following manuals -
- # Operation Manual # 2 sets,
8. Final Acceptance Test (FAT): Upon completion of installation & commissioning work at the purchaser premise, purchaser will run the machine in presence of supplier's staff. The FAT will be carried out for a period of 3 full working days to the satisfaction of purchaser. A full working day means 8 hrs in a single shift.
9. Training at Purchaser's site: Training to the Mint technicians will be given by the Service Engineer of the Supplier or Firm for a period of 1 (One) working days.

#### 2. FACE RECOGNITION SYSTEM EXIT

Quantity : 1 EA

#### 3. FACE RECOGNITION SYSTEM ENTRY

Quantity : 1 EA

#### 4. FACE RECOGNITION SYSTEM EXIT

Quantity : 1 EA

#### 5. COMPUTER WITH ACCESSORIES/SOFTWARES

Quantity : 1 EA



Tender Number:6000017330

6. UPS 2 KVA  
Quantity : 4 EA

7. FACE RECOGNITION SYSTEM ENTRY  
Quantity : 2 EA

8. FACE RECOGNITION SYSTEM EXIT  
Quantity : 2 EA

9. FACE RECOGNITION SYSTEM ENTRY  
Quantity : 3 EA

10. FACE RECOGNITION SYSTEM EXIT  
Quantity : 3 EA

11. BIOMETRIC INSTALLATION CHARGES  
Quantity : 1 AU

12. INSTALLATION CHARGES  
Quantity : 1 EA

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## Section VIII: Quality Control Requirements

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Quality of all items : Free from all technical defects, in compliance with our Technical Specification given SECTION VII.

i) Goods/service supplied not in conformity with tender specification will be treated as goods/service not supplied at all and supplier shall take supplied material not confirming to order specification back within 15 days. Goods/service shall be delivered by the supplier in accordance with the terms and conditions specified in the contract failing which expenses of keeping goods/service at purchaser's premises may be levied on supplier.

ii) Delivery date will be calculated from the date goods/service are received in acceptable quality in accordance with technical specification.

Final Acceptance Test (FAT) : Upon completion of installation & commissioning work at the purchaser's premises, purchaser will run the machine in presence of supplier's staff/engineer. The FAT will be carried out for a period of 3 full working days to the satisfaction of purchaser. A full working day means 8 hours in a single shift.

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## Section IX: Qualification/Eligibility Criteria

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**EXPERIENCE & PAST PERFORMANCE :** The bidder (manufacturer or principal of authorised representative - hereinafter referred simply as 'The Bidder') shall be a manufacturer that has regularly for at least the last three years manufactured, supplied, erected, commissioned with the same or higher specifications of at least one set of Biometric System with Face, Fingerprint & Card Reader as described in Section VII Technical Specification in last five years ending on 31.03.2021. At least one number of the product offered for supply should be in successful operation for at least one year on the date of bid opening.

IN SUPPORT OF EXPERIENCE & PAST PERFORMANCE COPY OF SUPPLY/ WORK ORDER; RESPECTIVE COMPLETION CERTIFICATE AND CONTACT DETAILS OF CLIENTS TO BE ENCLOSED ALONG WITH THE TENDER.

**CAPABILITY - EQUIPMENT & MANUFACTURING FACILITIES :** The bidder must have an annual capacity to manufacture and supply at least one set of Biometric System with Face, Fingerprint & Card Reader.

IN SUPPORT OF THE CAPABILITY THE BIDDER HAS TO SUBMIT COPY OF DOCUMENTS i.e. DETAILS OF EQUIPMENT AND MANUFACTURING FACILITIES, MANPOWER DETAILS, NUMBER OF SKILLED LABORS AVAILABLE WITH THE FIRM, ETC.

**FINANCIAL STANDING :**

a) The average annual financial turnover of the bidder during the last three years, ending on 31.03.2021, should be at least Rs. 18.50 Lakh as per the annual report (audited balance sheet and profit & loss account) of the relevant period, duly authenticated by a Chartered Accountant/Cost Accountant in India.

b) The bidder should not have suffered any financial loss for more than one year during the last three years, ending on 31.03.2021. i.e. FY 18-19, FY 19-20 & FY 20-21.

c)  
i) The net worth of the Bidder should not be negative on 31.03.2021 and also  
ii) should not have eroded by more than 30% in the last three years, ending on 31.03.2021.

**SUPPORTING DOCUMENTS TO BE FURNISHED AS CLAIM AGAINST THE ABOVE ELIGIBILITY CRITERIA :**  
ALL FINANCIAL STANDING DATA SHOULD BE CERTIFIED BY CERTIFIED ACCOUNTANTS e.g CHARTERED ACCOUNTANTS (CA) IN INDIA.





## Section X : Tender Form

Date : .....

To

.....  
.....  
.....

(complete address of SPMCIL)

Ref: Your Tender document No. .... dated .....

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 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 upto -----, 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 upto 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 confirm that in case of downloaded Tender Document, we have not changed/ edited its contents. We realise that in case any such change is noticed at any stage including after the award of contract, we would be liable to action under clause 44 of the GIT.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We also solemnly declare as under:

### 1. MSMEs Status:

Having read and understood the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 (as amended and revised till date), and solemnly declare the following:

(a) Company /Partnership Firm /Proprietary Concern / Society/Trust / NGO/Others (Please Specify):  
.....

(b) Micro/ Small / Medium Enterprise/ SSI/ Govt. Deptt. / PSU/ Others: ....

(c) Name of MSME Registering Body (NSIC/ DIC/ KVIC/KVIB etc.): .....

(d) MSME Registration no. (with copy of registration): .....

(e) Udyog Aadhaar Memorandum no.....

(f) Whether Proprietor/ Partner belongs to SC/ ST or Women category. (Please specify names and percentage of shares held by SC/ST Partners): .....



## 2. Make in India Status:

Having read and understood the Public Procurement (Preference to Make in India PPP\_MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:

(a) Self-Certification for category of supplier:

- ☐ Class-I Local Supplier/  
☐ Class-II Local Supplier/  
☐ Non-Local Supplier.

(b) We also declare that

- ☐ There is no country whose bidders have been notified as ineligible on reciprocal basis under this order for offered product, or  
☐ We do not belong to any Country whose bidders are notified as ineligible on reciprocal basis under this order

## 3. Restrictions on procurement from bidders from a country or countries, or a class of countries under Rule 144 (xi) of the General Financial Rules 2017

Having read and understood the Order (Public Procurement No. 1) issued vide F.No.6/18/2019-PPD dated 23rd July 2020 (and its amendments if any) by Department of Expenditure, Ministry of Finance under the above provision and solemnly declare the following:

- ☐ We do not belong to any Country whose bidders are notified as ineligible under this order

**4. Debarment Status:** Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Depts. of Government of India or by any State Govt:

- ☐ Yes (with period of Ban)  
☐ No, We, solemnly declare that neither we nor any of our affiliates or subsidiaries – including subcontractors or suppliers for any part of the contract – do not stand declared ineligible/ blacklisted/ banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations.

**5. Penalties for false or misleading declarations:** I/we hereby confirm that the particulars given above are correct and complete and also undertake to advise any future changes to the above details. We understood that any wrong or misleading self-declaration by us would be violation of code of Ethics and would attract penalties as mentioned in this tender document, including debarment.

.....  
(Signature with date)

.....  
(Name and designation)

Duly authorized to sign tender for and on behalf of

.....  
.....

---

## Section XI: Price Schedule

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1. FACE RECOGNITION SYSTEM ENTRY (As mentioned in Sec: VII):

Quantity : 1 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

2. FACE RECOGNITION SYSTEM EXIT

Quantity : 1 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

3. FACE RECOGNITION SYSTEM ENTRY

Quantity : 1 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

4. FACE RECOGNITION SYSTEM EXIT

Quantity : 1 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

5. COMPUTER WITH ACCESSORIES/SOFTWARES

Quantity : 1 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

6. UPS 2 KVA  
Quantity : 4 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

Total price for 4 EA :

7. FACE RECOGNITION SYSTEM ENTRY  
Quantity : 2 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

Total price for 2 EA :

8. FACE RECOGNITION SYSTEM EXIT  
Quantity : 2 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

Total price for 2 EA :

9. FACE RECOGNITION SYSTEM ENTRY  
Quantity : 3 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

Total price for 3 EA :

10. FACE RECOGNITION SYSTEM EXIT

Quantity : 3 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

Total price for 3 EA :

11. BIOMETRIC INSTALLATION CARGES

Quantity : 1 AU

Basic Price for 1 AU :

Other Charges (if any) for 1 AU :

GST for 1 AU :

Total price for 1 AU :

12. INSTALLATION CHARGES

Quantity : 1 EA

Basic Price for 1 EA :

Other Charges (if any) for 1 EA :

GST for 1 EA :

Total price for 1 EA :

Total price for item number 1 - 12 :

Total price for item number 1 - 12 words :

NOTE:

1. Bidder to furnish stipulated documents along with tender in support of fulfillment of tender criteria. Further correspondence in this regard will not be entertained for any reason. Non-submission or incomplete submission of documents may lead to rejection of offer.

2. The L1 firm would depend upon the total financial implication for the whole work.

.....  
Signature of the bidder with name, designation and seal

## Section XII : Questionnaire

The tenderer should furnish specific details 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 misleading answer against any of the under mentioned question/ issues, its tender will be liable to be ignored.

### 1. Vendor/ Contractor particulars:

- (a) Name of the Company:.....
- (b) Corporate Identity No. (CIN): .....
- (c) Registration if any with SPMCIL: .....
- (d) Complete Postal Address: .....
- (e) Pin code/ ZIP code: .....
- (f) Telephone nos. (with country/area codes): .....
- (g) Fax No.: (with country/area codes): .....
- (h) Cell phone Nos.: (with country/area codes): .....
- (i) Contact persons /Designation: .....
- (j) Email IDs: .....

### 2. Taxation Details:

- (a) PAN number: .....
- (b) Type of GST Registration (Registered, Unregistered, Composition, SEZ, RCM etc.): .....
- (c) GSTIN number: .....
- (d) Registered Address as per GST registration and Place of Delivery for GST Purpose: .....
- (e) Contact Names, Nos. & email IDs for GST matters (Please mention primary and secondary contacts): .....

☐ We solemnly declare that our GST rating on the GST portal / Govt. official website is NOT negative / blacklisted during the last three financial years.

.....  
(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 XIII: Bank Guarantee Form for EMD

### BANK GUARANTEE FOR BID GUARANTEE

***(ON BANK'S LETTERHEAD WITH ADHESIVE STAMP)***

Ref .....

Date .....

Bank Guarantee No .....

To,

India Government Mint, Kolkata  
Alipur, Kolkata, Pin-700053

Dear Sir,

Whereas ..... (Here in after called the "Tenderer") has submitted its bid numbered ..... dated ..... for the supply of ..... (Here in after called the "tender") against ..... 's (**insert name of Purchaser**) (here in after called as the 'Purchaser') tender enquiry No. .... opened on ..... Know all persons by these presents that we ..... of ..... (hereinafter called the "Bank") having our registered office at ..... are bound unto the Purchaser, in the sum of ..... for which payment will and truly be made forthwith, on demand by the Purchaser, without demure to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this..... day of .....20... The conditions of this obligation are —

(1) If the Tenderer withdraws or amends, impairs, or derogates from the tender, in any respect within the period of validity of this tender.

(2) If the Tenderer or anyone employed by it or acting on its behalf (whether with or without the knowledge of the Tenderer) breaches any of the provisions of the pre-bid/ Pre-contract Integrity Clause.

(3) If the Tenderer having been notified of the acceptance of his tender by Purchaser during the period of its validity:-

a) Fails or refuses to furnish the performance security for the due performance of the contract.

b) Fails or refuses to accept/ execute the contract.

We undertake to pay Purchaser up to the above amount, upon receipt of its first written demand, without Purchaser having to substantiate its demand, provided that in its demand Purchaser will note

that the amount claimed by it, is due to it owing to the occurrence of one or more or all the above conditions, specifying the occurred condition(s). We agree that the decision of the Purchaser, whether above conditions have occurred, shall be final and binding on us.

This guarantee will remain in force for a period of ..... (insert the period of validity plus 45 days, in words and figures) days after the date of ..... (insert date of tender opening) and any demand in respect thereof should reach the Bank not later than the above date.

Date

Place

Signature  
**(Printed Name)**  
**(Designation)**

Witnesses

**(Bank's Common Seal)**



#### Section XIV: Manufacturer's Authorization Form

To

.....

*(Name and address of SPMCIL)*

Dear Sirs,

Ref. Your Tender document No....., dated .....

We, ....., who are proven and reputable manufacturers of ..... *(name and description of the goods offered in the tender)* having factories at....., hereby authorise Messrs..... *(name and address of the agent)* to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. .... *(name and address of the above agent)* is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above goods manufactured by us.

We also hereby extend our full warranty, as applicable as per clause 16 of the General Conditions of Contract read with modification, if any, in the Special Conditions of Contract for the goods and services offered for supply by the above firm against this tender document.

Yours faithfully,

.....

.....

*[Signature with date, name, and designation]*

for and on behalf of Messrs.....

*[Name & address of the manufacturers]*

*Note: This letter of authorisation should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.*



**Section XV : Bank Guarantee Form for Performance Security**  
**PROFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE**  
**GUARANTEE BOND**

**(ON BANK'S LETTERHEAD WITH ADHESIVE STAMP)**

Ref .....

Date.....

Bank Guarantee No .....

To,

**(Insert Name & Address of the Purchaser)**

Dear Sir,

1. Against contract vide Notification for Award of the Tender No ..... dated ..... covering supply of ..... (hereinafter called the 'contract') entered into between the ..... **(insert name of Purchaser)** (herein after called as the Purchaser) and M/s. ....,..... (here in after called the 'Contractor'), this is to certify that, at the request of the Contractor, we ..... **(name of the bank)**, are holding in trust in favour of the Purchaser, the amount of **(write the sum here in words)**, to indemnify and keep indemnified the Purchaser, against any loss or damage that may be caused to, or suffered by the Purchaser, by reason of any breach by the Contractor of any of the terms and conditions of the said contract and/or in the performance thereof. We agree that the decision of the Purchaser, whether any breach of any of the terms and conditions of the said contract and/or in the performance thereof has been committed by the Contractor; and the amount of loss or damage that has been caused or suffered by the Purchaser, shall be final and binding on us, and the amount of the said loss or damage shall be paid by us, forthwith on demand and without demur to the Purchaser.
2. We ..... **(name of the bank)**, further agree that, the guarantee herein contained, shall remain in full force and effect, for sixty days after the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period whichever is later, i.e. till , (hereinafter called the 'said date') and that if any claim accrues or arises against us **(name of the bank)**, by virtue of this guarantee before the said date, the same shall be enforceable against us ..... **(name of the bank)**, notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us ..,..... **(name of the bank)**, by the Purchaser, before the said date. Payment under this bond of guarantee shall be made promptly, upon our receipt of notice to that effect, from the Purchaser.
3. It is fully understood that this guarantee is effective from the date of the said contract and that we



..... **(name of the bank)**, undertake not to revoke this guarantee during its currency, without the consent in writing of the Purchaser.

4. We undertake to pay to the Purchaser, any money so demanded, notwithstanding any dispute or disputes raised by the Contractor, in any suit or proceeding pending before any Court or Tribunal, relating thereto, our liability under this present, being absolute and unequivocal. The payments so made by us under this bond, shall be a valid discharge of our liability for payment thereunder, and the Contractor shall have no claim against us, for making such payments.
5. We..... **(name of the bank)**, further agree that the Purchaser shall have the fullest liberty, without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said contract, or to extend time of performance by the Contractor, from time to time, or to postpone for any time or from time to time, any of the powers exercisable by the Purchaser, against the said Contractor and to for bear or enforce any of the terms and conditions relating to the said contracts and we..... **(name of the bank)**, shall not be released from our liability under this guarantee, by reason of any such variation or extension being granted to the said Contractor, or for any forbearance and/or omission on the part of the Purchaser, or any indulgence by the Purchaser towards the said Contractor, or by any other matter or thing whatsoever, which under the law relating to sureties, would, but for this provision, have the effect of so releasing us from our liability under this guarantee.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

Date

Place

Signature **(Printed  
Name)(Designation)**

Witnesses

**(Bank's Common Seal)**

## Section XVI : Contract Form

(Address of SPMCIL's office issuing the contract)

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' Authorisation 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 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:

| Schedule No. | Brief description of goods/ services | Accounting unit | Quantity to be supplied | Unit Price (in Rs.) | Total price |
|--------------|--------------------------------------|-----------------|-------------------------|---------------------|-------------|
|              |                                      |                 |                         |                     |             |
|              |                                      |                 |                         |                     |             |



Any other additional services (if applicable) and cost there of: .....

Total value (in figure) \_\_\_\_\_ (In words) \_\_\_\_\_

(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 despatch 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 :



**Section XVII: Letter of Authority for attending a  
Pre-bid Conference/ Bid Opening**  
(Refer to clause 24.2 of GIT)

The General Manager

Unit Address

Subject: Authorization for attending bid opening on \_\_\_\_\_ (date)  
in the Tender of \_\_\_\_\_.

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 |
|---|------|---------------------|
| I.  |      |                     |
| II.   |      |                     |
| Alternate Representative  |      |                     |
| Signatures of bidder or<br>Officer authorized to sign the bid<br>Documents on behalf of the bidder. |      |                     |

**Note:**

1. Maximum of two representatives will be permitted to attend pre-bid conference/ bid opening. In cases where it is restricted to one, first named representative will be allowed to attend. Alternate representative will be permitted when regular representatives are not able to attend.
2. In case of pre-bid conference, self-attested copy of proof of purchase of Bid documents, in the name of the bidder must be enclosed with this authorization, without which entry would be refused. Bid documents would be available for sale at the site also.
3. Permission for entry to the hall where even is held may be refused in case authorization as prescribed above is not produced.



**Section XVIII: Proforma of Bills for Payments**  
(Refer 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 | Number or quantity | Rate Rs. P. | Price per Rs. P. | Amount |
|-------|------------------------|-----------------------|--------------------|-------------|------------------|--------|
|       |                        |                       |                    |             |                  |        |
| Total |                        |                       |                    |             |                  |        |

1. GST/ CGST/ SGST/ UTGST/ IGST Amount
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.)

Dispatch detail RR No. other proof of despatch.....

Dated .....(enclosed)

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

Place and Date

Received Rs.....

Rupees).....

We solemnly certify that:

- a. Goods and Services Tax (GST) charged on this Bill is not more than what is payable under the provision of the relevant Act or the Rules made there under.
- b. Goods on which GST has been charged have not been exempted under the GST Act or the rules made there under and the charges on account of GST on these goods are correct under the provisions of that Act or the Rules made there under.

c. We are registered with above indicated GSTIN as dealer in the State where in



their Billing address is located for the purpose of GST.

- d. This bill form / invoice is not a replacement for the GST invoice. The proper GST invoice as per requirements of GST rules has been sent to the Purchaser as and when deliveries are made to the consignee.
- e. 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





## Section XIX : NEFT Mandate

(Refer clause 22.2 of GCC)

From: M/s. ....

Date: .....

To:

(Insert Name and Address of Purchaser's Paying Authority as per NIT Clause 1)

Sub: NEFT payments

We refer to RBI's NEFT scheme. Our mandate SPMCIL for making payments to us through the above scheme to our under noted account.

### NATIONAL ELECTRONIC FUNDS TRANSFER MANDATE FORM

|     |                                |  |
|-----|--------------------------------|--|
| 1.  | Name of City                   |  |
| 2.  | Bank Code No.                  |  |
| 3.  | Branch Code No.                |  |
| 4.  | Bank's Name                    |  |
| 5.  | Branch Address                 |  |
| 6.  | Branch Telephone / Fax No.     |  |
| 7.  | Supplier's Account No.         |  |
| 8.  | Type of Account                |  |
| 9.  | IFSC code for NEFT             |  |
| 10. | IFSC code for RTGS             |  |
| 11. | Supplier's name as per Account |  |
| 12. | MICR Code No.                  |  |

In Lieu of Bank Certificate to be obtained as under, please attach a bank cancelled cheque or photocopy of a cheque or front page of your bank passbook issued by your bank for verification of the above particulars.

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institution responsible. I have read the option intimation letter and agree to discharge responsibility expected of me as a participant under the scheme.

Date

Signature of the Customer

Certified that the above particulars are correct as per our record.

Stamp and

Signature of authorized official

of the bank

## Mailing List (List of Vendors)

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

## ANNEXURE - I

**Tender No. : 54/PT-183(21-22)/6000017330 Dated: 21.03.2022**  
**(To be submitted on the letter head)**

### DECLARATION

We do hereby declare that,

1. We have not been blacklisted/ debarred by BNPMIPL/BRBNMPL/SPMCIL or any Govt. Departments for participation in tenders. The information provided above is correct and true to the best of my knowledge and belief.
2. We do hereby declare that we have read and understood all terms and conditions of tender document including GIT, SIT, GCC, SCC, Technical Specification, Quality Control Criteria and confirm to abide to those conditions without any counter conditions.
3. "We are accepting all the terms and conditions of the tender document without any deviation and withdraw all deviations if any"

Signature .....

Name .....

Designation .....

Date .....

Stamp of the Organization .....

## Bidder Firm's Details

### Contact Details :

1. Name of Supplier : .....
2. Registered Office address : .....
3. Mobile No. : .....
4. Telephone No. : .....
5. E-mail Address : .....

### Account Details for payment :

1. Account No. : .....
2. Account Type : .....
3. Name of the Bank : .....
4. Branch : .....
5. City : .....
6. Branch Code : .....
7. MICR Code : .....
8. IFSC Code : .....
9. GSTIN : .....
10. HSN/SAC Code : .....