

Checklist Before Submission of Tender

ONE BID, SINGLE STAGE (ONE PACKETS) TENDER BIDDER'S CHECK LIST BEFORE TENDER SUBMISSION :

Sl. No.	Tender Submission Check Points	Check before submission Tick (v)
1	Tender Document Duly Seal & Signed on every page	
2	Terms of Delivery : As per Section V : SCC	
3	Tender Validity 90 days as per the tender	
4	Technical Specification - Section VII as per tender	
5	Submit Manufacturer's Authorization form (if required)	
6	Accept the Warranty Clause as per tender	
7	Section X : Tender Form and Section XII : Questionnaire duly filled, sealed & signed	
8	Delivery Period : Acceptance of delivery period as per Section V : GCC of Tender Document.	
9	Price Bid as per Section XI (Price including all taxes & other charges)	
10	Documentary evidence of for copy of PAN & GST Registration Certificate (If applicable)	
11	Sealed & Signed Declaration (Annexure - I)	
12	Bidder Firm's Details duly filled, sealed & signed (Annexure - II)	
13	Download 45 pages from the link mentioned in Section II : GIT and submit with duly sealed and signed	
14	Download 29 pages from the link mentioned in Section IV : GCC and submit with duly sealed and signed	
15	The bid is to be submitted in one part 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)	



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
17003894	29.12.2021	C K SINGH	IT

Not Transferable

Security Classification:

**TENDER DOCUMENT FOR HIRING OF: CAMC FOR CCTV
SURVEILLANCE SYSTEM AND CAMC OF EXPANDED CCTV
STORAGE SYSTEM WITH ONE NO. OF RESIDENT ENGINEER IN
INDIA GOVT. MINT, KOLKATA**

Tender Number: 6000017145/IT, Dated: 14.01.2022

This Tender Document Contains_____Pages.

Details of Contact person in SPMCIL regarding this tender:

Name: Nayan Nikhil Sarkar
Designation: Dy.General Manager (T.O)
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)

6000017145 /IT

14.01.2022

(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	CAMC of IP CCTV System	1.000 AU	0.00INRNIL	
2	1 CAMC of IP CCTV System	1.000AU		
	CAMC OF EXPANDED STORAGE	1.000 AU		
	1 CAMC of expanded CCTV storage	1.000AU		
Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)			ONE-BID PROPRIETARY ARTICLE CERTIFICATE	
Dates of sale of tender documents:			From 14.01.2022 to 04.02.2022 during office hours.	
Place of sale of tender documents			INDIA GOVT. MINT, KOLKATA	
Closing date and time for receipt of tenders			04.02.2022 15:00:00	
Place of receipt of tenders			TENDER BOX, I.G. MINT, KOLKATA	
Time and date of opening of tenders			04.02.2022 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)			Nayan Nikhil Sarkar Dy.General Manager (T.O)	

ABBREVIATION "AU" Activity Unit

2. The quotation must be in the form furnished by procuring entity and should be in ink free from corrections / erasures. In case there is any unavoidable correction it should be properly attested, otherwise the quotation will not be considered.

3. The Purchaser reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.

4. Participation in this tender is by invitation only. Unsolicited offers are liable to be ignored. However, vendors who desire to participate in such tenders in future may bring it to the notice of Procuring Entity and apply for registration as per procedure. Note: To get registered as approved supplier with procuring entity, please download EOI for Empanelment of Vendors form from www.igmkolkata.spmcil.com and submit.

5. Manufacturer's name and country of origin of materials offered must be clearly specified. Please quote whether your organisation is large scale industry or small-scale industry. If you have NSIC/ SSI/ MSI. certificate, please attach it to the quotation. Mention your registration details.

6. Complete details and ISI specification if any must accompany the quotation. Make/ Brand of the item shall be

stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.

7. Samples must be submitted where specified along with the quotations. Samples must be carefully packed, sealed and labelled clearly with enquiry number, subject and sender's name for easy identification. Rejected samples will be returned at your cost if insisted.

8. All drawings sketches and samples if any sent along with this enquiry must be returned along with quotations duly signed.

9. All supplies are subject to inspection and approval before acceptance. Manufacturer/ Supplier Warranty Certificates and Manufacturer/ Government Approved Lab Test Certificate shall be furnished along with the supply, wherever applicable.

10. The Purchaser reserves the right to modify the quantity specified in this enquiry.

11. The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be free delivery at destination including all charges otherwise the quotation is likely to be rejected. Price quoted for free delivery at destination will be given preference. If there is no indication regarding the FOR, in the quotation, then it will be considered as F.O.R. Destinations. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.

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

13. Delivery Period required for supplying the material should be invariably specified in the quotation.

14. In case your quotation is accepted, and order is placed on you, the supply against the order should be made within the period stipulated in the order. Purchaser reserves the right to recover any Loss sustained due to delayed delivery by way of penalty. Failure to supply the material within the stipulated period shall entitle the Purchaser for imposition of Penalty without assigning any reasons @ 1/2% of the total value of the item covered in order as Penalty per day subject to a maximum of 5% unless extension is obtained in writing from the office on valid ground before expiry of delivery period.

15. If the deliveries are not maintained and due to that account the Purchaser is forced to buy the material at your Risk and Cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.

16. Dispute Clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Kolkata only.

17. Tenderer may download the tender documents from the web site www.igmkolkata.spmcil.com and submit its tender by utilizing the downloaded document.

18. 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).

19. 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.

20. The tender documents are not transferable.

21. 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).

22. SUBMISSION OF TENDER:

The bid is to be submitted in one part :-

(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. 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.

(ii) The bid is to be submitted in one part 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. Besides these Quotation sent by FAX/E-Mail also will be considered for this tender.

23. 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.

24. 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.

25. 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.

26. For any queries regarding the tender, you may please contact at E-mail purchase.igmk@spmCIL.com.

27. 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 out your obligation under this contract.



Tender Number:6000017145

.....
(Sri Nayan Sarkar)
Dy General Manager(T.O)
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.



Tender Number:6000017145

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)	The origin of goods and service should be India only.
02	11.2	Tender Currency	Supplier is requested to quote price within 2 Decimal place. Quotation with price quote beyond 2 decimal place is ignored.
03	14	PVC Clause & Formula	Prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.
04	19	Tender Validity	90 days from the date of open of tender.
05	20.4	Number of Copies of Tenders to be submitted	1 Copy(Original).
06	50.1, 50.3	Tender For rate Contracts	N.A
07	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.
08	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 non-compliance of e-way bill, GST provision or any other applicable law will be borne by supplier.

Section IV: General Conditions of Contract (GCC)

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 and Marking	Items should be suitably packed. The packing should be weather proof and should be made water proof to prevent damage during transit. The supplier will also be responsible for unloading and stacking at Mint Store as per instruction of competent authority. Consignee : Chief General Manager India Government Mint, Alipore, Kolkata : 700 053 Order No : Packing No : Net Weight : Gross Weight :
02	10	Delivery Schedule	The jobwork should be started within 7 days from the date of issue of Mint Purchase Order. The contract for both the CAMC is valid for 1 year from the date of start of the jobwork.
03	11.2	Transportation of Domestic Goods	To be borne by the supplier.
04	12.1	Insurance	Applicable. To be borne by the supplier.
05	14.1	Incidental Services	N.A.
06	15	Distribution of Dispatch Documents for clearance/ Receipt of Goods	N.A.
07	16.2, 16.4	Warranty Clause	As per GCC of Tender Document.
08	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.
09	20.1	Price Adjustment Clause	N.A.
10	21.2	Taxes and Duties	Should be mentioned separately and the details there of should be mentioned in the quotation.
11	22	Terms and Mode of payments	(i) Payment will be made within 30 days on quarterly basis after the receipt and acceptance of the satisfactory service report from the concerned user for the quarter & submission of GST invoice in triplicate copy. (ii) The vendor should provide their e-mail ID with their bill, for intimation of payment. (iii) Payment will be made by e-payment only & for the purpose of e-payment kindly ensures to submit the following information of your

Sl.No	GCC Clause No.	Topic	SCC Provision
			Bank details along with Quotation:
12	22	Terms and Mode of payments (Contd.)	I. Applicant (Remitter) Details: Account Title, Debit Account No., Account Type:Current/ Saving/ Cash Credit etc., II. Beneficiary Details : Beneficiary Name, Credit Account No., Centre (Location), Name of Bank along with Address & Branch Code. III. Account Type: IFSC Code, MICR Code, Email ID and Mobile Number of the beneficiary. iv. All the documents would be sent to the Chief General Manager, India Govt. Mint, Kolkata. (v) For the transaction through RTGS, the firm may submit A/c no., MICR code &
13	22	Terms and Mode of payments (Contd.)	name of Bank, Branch name, IFSC code, Account type etc.
14	24.1	Quantum of LD	As per NIT point number 14.
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 within 21 days of its occurrence, then, unless otherwise provided in the SCC,
16	33.1	Resolution of Disputes(Contd.)	either IGM, Kolkata or the supplier may seek 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	CAMC of IP CCTV System	AU	1.000	0.00INRNIL	
2	CAMC OF EXPANDED STORAGE	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.
 - 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.
- 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.
- 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.

Section VII: Technical Specifications

1. CAMC for IP CCTV surveillance system.

A. The IP CCTV system of IGM kolkata majorly consists of the following:

1. IP camera: 92 nos.
2. L2 network switch: 15 nos.
3. L3 network switch: 04 nos.
4. Core switch: 01 no.
5. 5KVA UPS along with battery backup: 05 set
6. Servers: 05 nos. & storage: 90 days
7. Client PC with LCD monitor: 09 nos.
8. VMS software with camera license: 92 nos.

B. Scope of work:

1. Checking of the CCTV network for any error/malfunction and rectifying the same within 24 hours of breakdown call.
2. Cleaning of CCTV cameras to avoid blurring in video recording.
3. Proper arrangement of wires and cables in the CCTV room for the ease of maintenance.
4. To maintain OFC network of CCTV system.
5. Cleaning of junction boxes of various cameras which are located in open area inside the Mint premises.
6. Updating of software as and when required basis and keeping necessary license of all CCTV cameras.
7. Exterior cleaning of all equipment required for CCTV system.
8. Tools and tackles required for regular maintenance to be provided by M/s Godrej, Kolkata to their service engineer.
9. Compliance of all safety norms by service engineer during servicing at IGMK, will be the sole responsibility of the M/s Godrej, Kolkata.
10. All other scope of work mentioned in the original contract no.: N-277 dated 14/01/2011 w.r.t. CAMC to be followed in toto.

C. Special Terms and conditions of Comprehensive Annual Maintenance Contract of IP CCTV system of IGM, Kolkata

1. The works contract shall cover service-related preventive maintenance, consisting of checking and testing of the system and faults, if any, shall be rectified within 24 hours from the intimation of breakdown call.
2. Service Call: The firm shall endeavor to depute its technician or its Authorized Service Provider, four times in a year to inspect the system as a measure of preventive maintenance. In case a Service Call is received from the IG Mint, Kolkata during the subsistence of this contract, then the same will constitute as one of the Four scheduled visits as per the contract.
3. Breakdown call: Any number of Breakdown calls will be attended within 24 hours after receiving of said breakdown calls otherwise penalty clause will be imposed as mentioned below:

Penalty Clause: An amount of Rs 19/- per camera per day will be deducted from the bill for non-functioning of it. However, no penalty will be imposed if the failure is on account of non-provision of items/activities not covered in CAMC mentioned below:

(I) The details of items & activities not covered in CAMC are 6U Network Rack, Power Supply, RJ-45 Connectors, Camera Adaptor, Camera Junction Box, Camera Pole, LIU, CAT6 Patch Chord, OFC Patch Chord, Media Convertor, SFP Module, I/O Box, HDMI /VGA Cable, PDB, MCB, UTP CAT6 Cable, OFC Cable, Power Cable, Conduit, UPS Battery, Enclosures, Housing, Consumables, Rubber Parts, Plastic Parts, Cabling & Civil Work.

(II) The details of items & activities covered in CAMC are IP CCTV Fixed Camera, Dome Camera, PTZ Camera, Server, Storage, Network Switch, LCD Monitor, Display, UPS, Software, Camera license, Client PC, 42U Network

Rack, Preventive Maintenance & Breakdown complaint.

D. For calculation of penalty, the monthly report will be signed by technician of M/s Godrej and representative of IGMK with details of non-functioning of camera with above details. The said report must be submitted along with the bill.

E. For spare parts covered under CAMC, replacement/repair will be free of cost by M/s Godrej, Kolkata.

F. For spare parts not covered under CAMC, will be procured by IGM, Kolkata separately and its replacement will be done by M/s Godrej, Kolkata free of cost.

G. If required, the company will remove faulty parts of the system to the premises of the company/ASP for carrying out repairs and/or replacements and return the same to the IG Mint, Kolkata.

H. All other terms and conditions mentioned in the original contract no.: N-277 dated 14/01/2011 w.r.t. CAMC to be followed in toto.

2. CAMC of expanded CCTV storage system with one no of resident engineer in normal working hour in general shift.

A. The expanded storage system of IP CCTV system majorly consists of the following:-

1. Storage HDD: 300GB SAS15K RPM Hot Plug Enterprise storage- 18nos.
2. Secondary storage with OS: HP 36TB SATA 7.2K RPM Secondary storage- 01no.
3. Secondary storage with OS: HP 54TB SATA 7.2K RPM Secondary storage- 01no.
4. Network rack: 42U Rack- 01no.
5. 5KVA UPS(60mins) without battery backup- 01no.
6. VMS software: Multiracial compression on module for the existing VMS for cameras- 01no.

B. Scope of work:-

1. Repairing or replacement of storage HDD.
2. Repairing or replacement of storage OS.
3. Repairing or replacement of UPS.
4. Repairing or replacement of network rack.
5. Repairing and configuration of Video Management Software.
6. Providing one no. of resident engineer on day-to-day basis as per normal working hours of IGMK for L1 support to ensure shorter downtime and to avoid system failure. The system engineer may also be available as per any emergency situation related to system breakdown. All manpower related statutory obligation will be the responsibility of M/s Godrej, Kolkata and IGMK will not be responsible in any manner.
7. To maintain OFC network of CCTV system.
8. Updating of software on as and when required basis and keeping necessary license of storage server, storage HDD, etc.
9. Checking of the CCTV network for any error/malfunction and rectifying the same within 24 hours.
10. Proper arrangement of wires and cables in the CCTV room for the ease of maintenance.
11. Tools and tackles required for regular maintenance to be provided by M/s Godrej, Kolkata to their service engineer.
12. Compliance of all safety norms by service engineer during servicing at IGMK, will be the sole responsibility of M/s Godrej, Kolkata.

C. Special Terms and conditions of Comprehensive Annual Maintenance Contract of expanded CCTV storage system with one no. of resident engineer at IGM, Kolkata

1. The works contract shall cover day to day maintenance along with preventive maintenance and breakdown maintenance consisting of checking and testing of the system and faults, if any, shall be rectified within 24 hours.

2. Items & activities covered in CAMC of expanded storage are mentioned below:-

- (I). Repairing or replacement of all type of storage HDD
- (II). Repairing or replacement of storage OS
- (III). Repairing or replacement of UPS and network rack
- (IV). Repairing and configuration of Video Management Software

3. Items & activities not covered in CAMC of expanded storage are mentioned below:-

CAT6 Cable, OFC Cable, Power Cable, Conduit, UPS Battery, Enclosures, Housing, Consumables, Rubber Parts, Plastic Parts.

D. For spare parts covered under CAMC, replacement/repair will be free of cost by M/s Godrej, Kolkata.

E. For spare parts not covered under CAMC, will be procured by IGM, Kolkata separately and its replacement will be done by M/s Godrej, Kolkata free of cost.

F. If required, the company will remove faulty parts of the system to the premises of the company/ASP for carrying out repairs and/or replacements and return the same to the IG Mint, Kolkata.

A resident engineer is also needed for solving the problems arising in the CCTV system on daily basis on all working days in general shift only. This resident engineer will be required to work in holiday and Sunday also, if necessary, based on operational and organizational requirement without extra cost.

Section VIII: Quality Control Requirements

Quality of 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.



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

1. CAMC of IP CCTV Surveillance System (As per details in Section VII : Technical Specifications)

Qty : 1 AU

Basic Price/AU :

Other Charges (If any) :

GST :

Total Price for 1 AU on CIF basis at I.G. Mint, Kolkata :

Total price for 1 AU in words :

2. CAMC of Expanded CCTV Storage System with one no. of resident engineer in normal working hour in general shift. (As per details in Section VII : Technical Specifications)

Qty : 1 AU

Basic Price/AU :

Other Charges (If any) :

GST :

Total Price for 1 AU on CIF basis at I.G. Mint, Kolkata :

Total price for 1 AU in words :

Grand Total price for item number 1-2 :

Grand Total price for item number 1-2 in words :

Abbreviation "AU" Activity Unit, "CIF" Cost, Insurance and Freight included

.....
Signature of the tenderer with designation & 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 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 Officer authorized to sign the bid 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/T-160(21-22)/6000017145 Dated: 14.01.2022
(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 :