

# Check List Before Submitting 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 (✓)
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 X : Tender Form and Section XII : Questionnaire duly filled, sealed & signed	
7	Delivery Period : Acceptance of delivery period as per Section V : SCC of Tender Document.	
8	Documentary evidence towards PAN & GST Registration Certificate	
9	Offer is valid for acceptance up to minimum <b>120 days</b> duly filled in Section XII : Questionnaire	
10	Sealed & Signed Declaration (Annexure - I)	
11	Bidder Firm's Details duly filled, sealed & signed (Annexure - II)	
12	Bid Security (i.e. EMD) Declaration in LETTER HEAD of the bidder duly filled, sealed & signed as per Annexure -III	
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	Bidder firm should clearly mention the due date of tender on their envelope	
16	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	
17	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.
- Firms should quote their price strictly as per our given price schedule in Section XI of tender documents. No deviation in terms & conditions of the tender is allowed in the price schedule, if found may lead to rejection of the offer.



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

PR Number	PR Date	Indenter	Department
11009509	01.12.2021	r bardhan	CIVIL

Not Transferable

Security Classification:

## TENDER DOCUMENT FOR HIRING OF: DEMOLITION WORKS FOR OVER HEAD TANK AT SILVER MINT, STRAND ROAD KOLKATA

**Tender Number: 6000017040/CIVIL, Dated: 16.12.2021**

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)

6000017040 /CIVIL

16.12.2021

(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	Demolition of overhead tank	1.000 AU	0.00INR BIDDER HAS TO SUBMIT BID SECURITY DECLARATION (ENCLOSED AS ANNEXURE III).	
1	Demolition of overhead tank	1.000AU		
2	Buyback option	1.000AU		
Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)			TWO-BID National Competetive Bid EXPRESS	
Dates of sale of tender documents:			From 16.12.2021 to 28.12.2021 during office hours.	
Place of sale of tender documents			INDIA GOVT. MINT, KOLKATA	
Closing date and time for receipt of tenders			28.12.2021 15:00:00	
Place of receipt of tenders			TENDER BOX, INDIA GOVT. MINT, KOLKATA	
Time and date of opening of tenders			28.12.2021 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. 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 2017 (as amended/ revised) and Public Procurement Policy for Micro and Small Enterprises (MSEs) Amendment Order, 2018 (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 "DEMOLITION WORKS FOR OVER HEAD TANK AT SILVER MINT, STRAND ROAD KOLKATA". 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 28.12.2021 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.

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. As per OM No. 9/4/2020-PPD Govt. of India, Ministry of Finance, Department of Expenditure Procurement Policy Division dtd: 12.11.2020, Bidders are exempted from submitting Earnest Money Deposit. Bidders have to submit the duly filled bid security declaration (Attached as Annexure-III) in the tender documents. Non submission of the same may lead to disqualification.

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

18. 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.

19. 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.

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

**21. 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.



Tender Number:6000017040

(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.

.....  
(Sri Nayan Sarkar)  
MATERIALS HEAD  
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@spmcl.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:6000017040

### 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 no. 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	19	Tender Validity	120 days from the date of open of the tender.
07	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".
08	20.9	E-Procurement	NA
09	50.1, 50.3	Tender For rate Contracts	NA
10	51.1, 51.2	PQB Tenders	NA
11	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.
12	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



Tender Number:6000017040

Sr No	GIT Clause No.	Topic	SIT Provision
			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	The work is in nature and will be completed within 3 (three) months from the date placement of 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	Warrantee Clause	N.A.
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	100% after successful completion of the work at site and subject to verification from Mint concerned authority.
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 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

Sl.No	GCC Clause No.	Topic	SCC Provision
			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	Demolition of overhead tank	AU	1.000	0.00INR BIDDER HAS TO SUBMIT BID SECURITY DECLARATION (ENCLOSED AS ANNEXURE III).	

1. Bidders should submit offer as per price schedule (Section XI)
2. All the copies of tenders shall be complete in all respects with all their attachments/enclosures duly numbered.
3. 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.
4. 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.
5. Risk Purchase Clause :
  - (a) 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:
    - (i) 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.
    - (b) 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.



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## Section VII: Technical Specifications

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Name of work:

Demolition works for overhead tank at Silver Mint, Strand Road Kolkata.

Scope of work:

Safe demolition of high dilapidated Overhead RCC Water Tank upto a height of 110 feet (approx.) at Old Mint at Strand Road and removal of the resulting rubbishes beyond the premises. It may please be noted that the structure appears to be in very dilapidated and unsafe condition and all safety precautions including providing and erecting some secondary supporting structures, if felt necessary, shall have to be taken including barricading and vacating the area around the structure during the demolition work, up to the satisfaction of the IGM, KOLKATA Engineers and the Police, whose NOC /permission may have to be taken before the subject demolition work. The Contractor entrusted with the subject work may also have to take necessary statutory clearances from the concerned authorities and insurances, if felt necessary. The quoted rate must cover all these costs including ESI, EPF Components and GST on the part of the employer. Unless otherwise specified the work to be provided for by the contractor shall include but not be limited to the following:

a) Provide all materials, supervision, testing, services, scaffolding, form work, structural steel materials, temporary drainage, temporary fencing and temporary lighting as required for safety and work purposes etc., for the execution of the work.

b) To take all the safety measures like using safety belt, helmet etc. required for such type of work and if required, insures the labourers against any accident, which may occur in the course of execution of the job.

Work Site:

The Work site is located at OLD MINT of IGM, KOLKATA at Strand Road and as described in the name of the work. The tenderer shall visit the site of work and acquaint himself with the exact nature, scope and site of work before quoting his rates. No claims for any extra payment will be entertained under any circumstances after opening of the tender on this account. The Contractor shall bear in mind that least possible inconvenience is to be created for users of Essential facilities located within or in the vicinity of the work site during the tenure of his Work.

Working Period:

Normally the work will be carried out between 8 AM to 5 PM on the IGM, KOLKATA working days only. In case of any deviation from this the contractor shall have to take prior permission from the Engineer-in-Charge. However, the tenderer should note that he might be required to carry out the job on Sundays, holidays and after normal working hours and at night in addition to the normal working hours to expedite the progress of the work. The tenderer should include in his rates the cost, if any, involved on these accounts.

Site Godown and Watching:

The contractor/firm may make his own arrangements for construction of site godown (if any) for storage of materials and security thereof during day and night at his own cost. The godown and other temporary structures, if erected, are to be dismantled by the contractor before leaving the site after completion of the work at his own cost.

Disposal of Materials:

The contractor shall have to dispose all resulting rubbishes and debris irrespective of whether usable or not (only the materials generated from demolition of the subject OH water tank) beyond the premises at his own cost within the scheduled completion time.

Supervision:

The contractor shall have to engage sufficient number of qualified and skilled persons to supervise and execute the work. Further, one full time supervisor has to be deputed by the contractor throughout the work tenure period. The contractor shall solely be responsible for any defective work/rectification as a result of poor supervision.

**Specifications/Codes and Standards:**

The execution of work shall conform minutely to the approved methodology and assigned drawings and specification and any other detailed drawings which shall be provided /duly approved by the Engineer during the progress of the work as to such other drawings those have formed part of the contract documents.

All works under this Contract will be executed according to the spirit of the IGM, KOLKATA's Specification for works. Whenever the details are not specifically covered in the specifications, relevant provisions in the latest revision and / or replacements of the Indian Standard Specifications (IS) or any other Inter-national Code of Practice will be followed. The Contractor shall have to procure copies of such codes / standards for ready reference of his own personnel as well as the IGM, KOLKATA's Engineers at site at his own cost and without any additional reimbursement.

**Plants and Equipment's:**

All plants and equipments required for the job shall have to be supplied by the successful tenderer for completion of the job at his own cost. Intending tenderers should note that the resulting delay due to late deployment (if any) as well as deployment of improper and/or inadequate plant(s) and equipment(s) in the work will not be considered while considering the extension of time of the contractor.

**Safety:**

The contractor shall follow all standard safety precautions for prevention of injury or accidents and safeguarding human lives and property. Standard safety regulations shall be strictly observed and safety officers / engineers of IGM, KOLKATA should be accorded all facilities for inspection of the Works, Plants & Equipments etc., whenever so required. The contractor shall further comply with any instruction issued by the Engineer in respect of safety, which may relate to temporary or permanent works, working of tools, plants & equipments, means of access or any other aspect. The contractor shall provide all necessary first aid measures, rescue and lifesaving equipment, etc. in proper condition, which shall be readily available for use at all times. The contractor shall adopt all the above safety measures at his own cost.

**Protection of existing services:**

The contractor must pay full attention to the fact that the existing service facilities for users are not disturbed at any time due to storing of materials and rubbish and take every precaution to keep the entrance passage clear if the same are being used by the labourers.

**Cleaning during execution and after completion:**

On completion of the works the contractor shall reinstate and make good at his own expense any property or land which might have been disturbed and/or damaged by his works. He should also clean the site as required during execution and fully clear the site after completion of all the works. The contractor shall clean out all part of the work and leave everything clean and tidy to the entire satisfaction of the Engineer.

**Terms and conditions:**

1) The successful firm/vendor has to execute the complete work after detailed physical verification at site and at no stage IGM, Kolkata authorities can furnish any sketch/particular layout drawing for internal security norms and regulations.

2) All safety and security aspects must be strictly adhered to by the workmen involved in the work ( Like all personnel engaged in the work should wear orange reflector, safety shoes, industrial helmet and full body harness.

The life line of harness to be anchored to a strong point, Safety nets are to be laid down in the affected areas. In case of absence of safety nets, the work cannot progressed, Scaffolding are to be fixed with rigid anchorage and ensure that no loose/slack movement between the grid as per standard practices, Industrial helmets and full body harness are to be secured properly in all respects. No loose chin strap and head securing bands would be allowed.) Further, in case of any unwanted incidents, I.G Mint, Kolkata would not be responsible for any injury/accident caused to contractor, employee or any person appointed by him due to the act of his job/project.

3) The site supervisor deputed on behalf of the successful firm should be present at all times while undertaking the work at site who should ensure complete work safety at site. Also, the number of personnel engaged at elevated height works are to be intimated to this office on daily basis.

4) The quantity and items mentioned in this purchase requisition are tentative and approximate, probable bidders may please visit the site before quoting.

5) Labour compliance:- In dealing with labour and employees, the contractor shall comply fully with all laws and statutory regulations such as Minimum Wages Act 1948, Payment of Wages Act 1936, Contract Labour (Regulation & Abolition) Act 1970 & 1971, Industrial Dispute Act 1947, Workmen's Compensation Act, 1923, Payment of Gratuity Act, 1972, Employees' State Insurance Act, 1948, Employees' Provident Fund and Misc. Provisions Act, 1952, Factories Act, 1948, Industrial Employment (Standing Orders) Act 1946, Child labour (prohibition and regulation) Act, 1986.

6) On completion of works, the contractor shall clear and remove from site all constructional plant, surplus materials, rubbish and temporary works of every kind, and leave the whole of the site of work clean, tidy and in workman like condition. This will be one of the pre-conditions for making the final payment to the Contractor. Such clearance may be made by IGM Kolkata through any other agency at the expense of the contractor in the event of the contractor's failure to comply with this provision within 7 days after receiving notice to that effect from IGM Kolkata.

7) The successful vendor/firm has to offer buyback option for various rubbish, malba, MS rod pipe fitting etc. upon successful completion of work at site.

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

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Quality of all civil works: 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 IX: Qualification/Eligibility Criteria

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The bidder should meet the following qualification criteria :-

### A. EXPERIENCE & PAST PERFORMANCE :-

The bidder should have experience of having successfully completed similar works during last 7 years ending on 31.03.2021 :-

- Three similar completed works costing not less than the amount of Rs.8,46,505.60/-

Or

- Two similar completed works costing not less than the amount of Rs.10,58,132.00/-

Or

- One similar completed works costing not less than the amount of Rs.16,93,011.20/-

Note:

SUPPORTING DOCUMENTS TO BE FURNISHED AS CLAIM AGAINST THE ABOVE ELIGIBILITY CRITERIA :

COPY OF PURCHASE ORDER DETAILS & WORK COMPLETION CERTIFICATE ISSUED BY THE PARTIES TO WHOM THE WORK HAS BEEN PROVIDED DULY SIGNED & STAMPED BY THE AGENCY ISSUING THE COMPLETION CERTIFICATE TO BE FURNISHED. THIS DOCUMENTS TO BE PROVIDED BY THE BIDDER DURING SUBMISSION OF TENDER.

WORK EXPERIENCE AS A SUB-CONTRACTOR SHALL NOT BE CONSIDERED AS THE REQUISITE QUALIFICATION.

### B. CAPABILITY- EQUIPMENT & MANUFACTURING FACILITIES :-

The bidder should be enlisted in either Central Public Works Department (CPWD) or Military Engineering Services (MES) or any other Government / PSU / Autonomous bodies.

SUPPORTING DOCUMENTS TO BE FURNISHED AS CLAIM AGAINST THE ABOVE ELIGIBILITY CRITERIA :

Note :

1. Similar work for this Contract means - Demolition of Concrete overhead tank at site.

### C. FINANCIAL STANDING :-

1. Average Annual Turnover of the Bidder during the last three financial years ending 31.03.2021 should be at least Rs.8,46,505.60/- 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.

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

3.

i) The net worth of the Bidder should not be negative on 31.03.2021 also

ii) should not have eroded by more than 30% in the last three years, ending on 31.03.2021.

Note:

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.

Note:

1. In case of procurement of Goods upto the value of Rs. 4 Crores, for the items which are readily available in the market, the bidder need not be a Manufacturer. However, such Bidders are required to submit the authorization / dealership certificate etc. directly from the manufacturers for tendered items. However, bidders have to qualify the PQC criteria (except details of manufacturing). In such cases order will be placed on successful bidders.

2. Besides Clause 3 of the General Instructions to Tenderers (GIT), eligibility to participate as per Government of India's Public Procurement (Preference to Make in India) Order 2017 (as amended/ revised) shall also apply to this tender.

3. 'Doctrine of Substantial Compliance': Pre-Qualification Criteria (PQC) are for shortlisting of sources who are competent to perform this contract to ensure best value for money from expenditure of Public Money. This process is neither intended to bestow any entitlement upon nor to create any rights or privileges for the Bidders, by way of overly hair-splitting or viciously legalistic interpretations of these criteria, disregarding the very rationale of the PQC. Keeping this caveat in view, interpretation by Procuring Entity would be based on common usage of terminologies and phrases in public procurement in accordance with the 'Doctrine of Substantial Compliance' and would be final.

4. Along with all the necessary documents/ certificates required as per the tender conditions, the bidder should furnish a brief write-up, backed with adequate data, explaining his available capacity (both technical and financial), for manufacture and supply of the required goods/ equipment, within the specified time of completion, after meeting all their current commitments.

5. Supporting documents submitted by the bidder must be certified as follows:

a. All copy of supply/ work order; respective completion certificate and contact details of clients; National Small Industries Corporation (NSIC); in support of experience, past performance and capacity/ capability should be authenticated by the person authorized to sign the tender on behalf of the bidder.

b. All financial standing data should be certified by certified accountants for example, Chartered Accounts/Cost Accountants in India ; and

c. Indian bidder should furnish their Permanent Account Number.

d. Bidder to furnish stipulated documents in support of fulfillment of qualifying criteria. Non-submission or incomplete submission of documents may lead to rejection of offer.



## 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

---

A) DEMOLITION WORKS FOR OVER HEAD TANK (As mentioned in Sec: VII):

QTY: 1 AU

Basic Price for 1 AU:

Other Charges (if any) for 1 AU:

GST for 1 AU:

Total price for (Demolition Works for overhead tank) :

B) BUYBACK OPTION:

QTY: 1 AU

Basic Price for 1 AU:

Other Charges (if any) for 1 AU:

GST for 1 AU:

Total price for 1 AU (i.e. total Buy back price) :

Net total price (A - B) :

Net total price (A - B) in 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 i.e. all demolition works and Buy-back option.

.....  
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 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/PT-146(21-22)/6000017040 Dated: 16.12.2021**  
**(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 : .....

## Bid Security Declaration Format

(To be printed on letter head of bidder)

Date :

To,  
The Chief General Manager  
India Govt. Mint, Alipore  
Kolkata - 700 053

Sub : Bid Security Declaration - Reg.

Ref : 1. Tender No. **54/PT-146(21-22)/6000017040** Dated: **16.12.2021**

2. Bidder's offer no. \_\_\_\_\_ Dtd. \_\_\_\_\_

I, \_\_\_\_\_ (Name of authorized Signatories), on  
behalf of M/s. \_\_\_\_\_

(Bidder's name and address), duly authorized to sign the tender document and enter into contract, if awarded, herewith accept that if we, the bidder withdraw (or) modify our bid during period of validity of the tender etc., our firm will be suspended/debarred/blacklisted for a period of one year/two years from the due date of the tender.

(Signature of Authorized Signatory)

Designation :

Name of Bidder :

Seal :