



# SECURITY PAPER MILL, NARMADAPURAM - 461005 (M.P), INDIA

(A Unit of Security Printing and Minting Corporation of India Limited)

(Wholly owned by Government of India)

(Miniratna Category-I CPSE & ISO 9001:2015 & ISO 14001:2015 CERTIFIED)

Website: <http://spmarmadapuram.spmcil.com>

E-Mail: [gm.spm@spmCIL.com](mailto:gm.spm@spmCIL.com)

CIN: U22213DL2006GOI144763

Ph.No:91-7574-255259,

GSTIN: 23AAJCS6111J3ZE

Fax No: 07574-255170

PR Number	PR Date	Indenter	Department
11009717	10.03.2022	PM5 Mech.	Mechanical

## TENDER DOCUMENT FOR HIRING OF ANNUAL RATE CONTRACT OF MECHANICAL WORK

Tender Number: 6000017349/ME02/PM5/2279/ Dated: 24.03.2022

This Tender Document Contains 62 Pages.

Tender Documents is issued to:

M/s..... .....
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Details of Contact person in SPMCIL regarding this tender :-

Name, Designation : Amit Yadav Dy.Manager (Material)

Address : SPMH (Security Paper Mill, Narmadapuram)

Phone No. : 07574-286848

Email : [amit.yadav@spmCIL.com](mailto:amit.yadav@spmCIL.com)

## Section1: Notice Inviting Tender (NIT)

6000017349 /ME02/PM5/

24.03.2022

(SPMCIL's Tender SI No.)

(Date)

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

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
1	ARC of Mechanical work	1.000 AU	0.00INR	
1	Transprt Equip/mtrl above500 m in plant	5.000MT		
2	Fabrication/erection of steel structure	10.000MT		
3	Dismantling of steel structure	2.000MT		
4	Cutting of Metals by (Gas/ELEC)upto 10mm	5.000M		
5	Arc welding in[SS/CS/Al/MS ] upto 10mm t	12.000M		
6	TIG welding any metal by 3mm filler rod	10.000M		
7	Erection of new equipment	5.000MT		
8	Dismantling of equipment	3.000MT		
9	Erect. of same equip in same foundation	10.000MT		
10	Overhauling of equipment upto 500 Kg	8.000MT		
11	Overhauling of equip. 501 Kg - 1000 Kg	10.000MT		
12	Overhauling of equipment above 1001kg	10.000MT		
13	Erection of flanged valves upto 40 mm NB	6.000nos		
14	Erec. of flange end valves upto 50-100 N	20.000nos		
15	Dismantling of flanged valves 50-100 NB	20.000nos		
16	Erec. of flanged end valves 125-200 NB	15.000nos		
17	Dismantling of flanged valves 125-200 NB	5.000nos		
	Erec. of flanged end valves	6.000nos		

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
18	250-400 NB			
19	Dismantling of flanged valves 250-400 NB	3.000nos		
20	Erect. of weld/screw ends valve upto 40N	40.000nos		
21	Dismantle. of weld/screw end valve upto	10.000nos		
22	Erect. of weld/screw ends valve50-100NB	20.000nos		
23	Dismtle. of weld/screw end valve 50-100	5.000nos		
24	Arrest. flanged joint leakage Upto 50 NB	30.000nos		
25	Arrest. flanged joint leakage 65-100 NB	30.000nos		
26	Arrest. flanged joint leakage 125-200NB	30.000nos		
27	Arrest. flanged joint leakage 250-400 NB	5.000nos		
28	Fab. & erec.of CS/MS pipelines upto 25NB	60.000M		
29	Dismantling of CS/MS pipelines upto 25NB	20.000M		
30	Fab. & erect. of CS/MS pipelines 32-50NB	45.000M		
31	Dismantling of CS/MS pipelines 32-50 NB	20.000M		
32	Fab. & erec.of CS/MS pipelines 65-100NB	50.000M		
33	Dismantling of CS/MS pipelines 65-100 NB	10.000M		
34	Fab. & erec.of CS/MS pipelines 125-200NB	20.000M		
35	Dismantling of CS/MS pipelines 125-200NB	20.000M		
36	Fab. & erec.of SS pipelines upto 25NB	95.000M		
37	Fab. & erec.of SS pipelines 32-50NB	80.000M		
38	Fab. & erec.of SS pipelines 65-100NB	80.000M		
39	Fab. & erec.of SS pipelines 125-200NB	90.000M		

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
40	Fab. & erec.of SS pipelines 250-350NB	40.000M		
41	Fab. & erec.of CI pipelines100-200 NB	5.000M		
42	Dismantling of CI pipelines 125-200 NB	2.000M		
43	Fab. & erec.of GI pipelines upto 25NB	50.000M		
44	Dismantling of GI pipelines upto 25NB	10.000M		
45	Fab. & erec.of GI pipelines 32-50NB	40.000M		
46	Dismantling of GI pipelines 32-50 NB	10.000M		
47	Fab. & erec.of GI pipelines 65-100NB	2.000M		
48	Dismantling of GI pipelines 65-100NB	2.000M		
49	Erection of flanges Size upto 50 NB	30.000SET		
50	Erection of flanges Size 65-100 NB	25.000SET		
51	Erection of flanges Size 125-200 NB	20.000SET		
52	Erection of flanges Size 250-350 NB	4.000SET		
53	Alignment of equipment with motor 0-5kW	15.000nos		
54	Alignment of equip. with motor 5-20kW	30.000nos		
55	Alignment of equip. with motor 20-40kW	25.000nos		
56	Alignment of equip. with motor 40-60kW	16.000nos		
57	Alignment of equip. with motor 60-90kW	12.000nos		
58	Alignment of equip. with motor above91kW	7.000nos		
59	Rigging and handling of Equipment	10.000MT		
60	Repairing of Valves size upto 40 mm NB	10.000nos		
61	Repairing of valves 50 to 100mm NB	15.000nos		

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
62	Repairing of valves 125-200 mm NB	15.000nos		
63	Repairing of valves 250-400 mm NB	10.000nos		
64	Supply of Hydra 10ton	16.000H		
65	Arest Steam Leak in pipe upto 50mm Dia.	50.000nos		
66	Arest Steam Leak in pipe of 65-100mm Dia	30.000nos		
67	Arest Steam Leak in pipe 125-200mm Dia	13.000nos		
68	Chest Manhole Open/Close Upto 500MM Dia	15.000nos		
69	Pulley Replacement upto 250 mm Dia	18.000nos		
70	Pulley Replacement 250-500 mm Dia	10.000nos		
71	Pulley Replacement upto 500 -1000 mm Dia	8.000nos		
72	Pulley Replacement Beyond1000 mm Dia	7.000nos		
73	Replacement of Short Former Tubes(55No.)	12.000AU		
74	Replacement of Manifold Tubes	12.000AU		
75	Centicleaner opening for Cleaning	15.000AU		
76	Shredder & Briquet M/c Dust Filter Clean	11.000AU		
77	Roll Replacement Upto 100 Kgs	23.000nos		
78	Roll Replacement weight 101-1000 kg	17.000nos		
79	Roll Replacement weight 1001 - 2000 kg	10.000nos		
80	Roll Replacement weight 2001 - 4000 kg	9.000nos		
81	Roll Replacement weight above 4000 kg	3.000nos		
82	Pluker Roll Changing	2.000AU		
83	Dancing Floor Cleaning Work	1.000AU		

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
84	Dancing Floor Nylon strip changeing work	1.000AU		
85	Opening/Closing Upper Bivis barrel Work	10.000AU		
86	Changed Bivis Shaft Assembly	4.000AU		
87	Overhauling Bivis Shaft Assembly	4.000AU		
88	Metallic belt Replacement of Dwell unit	1.000AU		
89	Refiner filling chock cleaning	15.000AU		
90	Refiner filling replacement	10.000AU		
91	Dismntl, clean metal. pipe upto 25 NB	14.000nos		
92	Dismntl, clean metal. pipe 32-50 NB	29.000nos		
93	Dismntl, clean metal. pipe 65-100 NB	26.000nos		
94	Dismntl, clean metal. pipe 125-200 NB	24.000nos		
95	Dismntl, clean metal. pipe 250-350 NB	15.000nos		
96	Equipment Cleaning	50.000nos		
97	Cooling Tower Cleaning	4.000nos		

Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)	TWO-BID National Competetive Bid
Dates of sale of tender documents:	From 25.03.2022 to 25.04.2022 during office hours.
Place of sale of tender documents	SPM, NARMADAPURAM
Closing date and time for receipt of tenders	26.04.2022 11:00:00
Place of receipt of tenders	SPM, NARMADAPURAM
Time and date of opening of tenders	26.04.2022 15:00:00
Place of opening of tenders	ADMIN OFFICE, SECURITY PAPER MILL, NARMADAPURAM
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT)	AMIT YADAV Dy.Manager (Material)

2. 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 neighboring countries shall apply to this tender.

3. 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).

4. 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.
5. 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).
6. 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.
7. 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.
8. The tender documents are not transferable.
9. 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).
10. EMD : Not Applicable
11. GeM :- Undersigned confirms that the required goods mentioned above are not available on GeM as per #GeM - Availability Report and Past Transaction Summary# (GeM - AR&PTS). This unique ID is GEM/GARPTS/14032022/HOEXEK2DYG69 Dated 14.03.2022.
12. Procurement Preference for MSE
  - (i) From time to time, the Government of India (GoI) lays down procurement policies to help inclusive national economic growth by providing long-term support to small and medium enterprises and disadvantaged sections of society and to address environmental concerns. The Procurement Preference Policy for Micro and Small Enterprises has been notified by GoI in exercise of the powers conferred in Section 11 of the Micro, Small and Medium Enterprises Development (MSMED) Act, 2006.
  - (ii) Micro and Small Enterprises (MSE) must, along with their offer, provide proof of their being registered as MSE indicating the terminal validity date of their registration)for the item tendered, with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises (MSME),indicated below:
    - (a) District Industries Centres.
    - (d) Khadi and Village Industries Commission.
    - (e) Khadi and Village Industries Board.
    - (f) Coir Board.
    - (g) National Small Industries Corporation.
    - (h) Directorate of Handicraft and Handloom; and
    - (i) Any other body specified by the Ministry of MSME.

(iii) For ease of registration of Micro and Small Enterprises (MSEs), Ministry of MSME has started Udyog Aadhar Memorandum which is an online registration system (free of cost) w.e.f. 18th September 2015 and all Micro & Small Enterprises (MSEs) who are having Udyog Aadhar Memorandum should also be provided all the benefits available for MSEs under the Public Procurement Policy for Micro and Small Enterprises (MSEs), Order 2012.

(iv) The MSEs are provided tender documents free of cost and are exempted from payment of earnest money, Subject to furnishing of relevant valid certificate for claiming exemption.

(v) As per MSME Act, 2006 and Government of India's stimulus package announced on 13/02/2020 MSME payments have to be released within 45 days by Government and PSUs. As per the MSME Act, delays may attract punitive interest. Under Public Procurement Policy for MSEs, a minimum 25 per cent share out of the total procurement by Central Government Ministries/ Departments/ Public Sector Undertakings are to be made from MSEs. To meet this target, PSUs are required to conduct special Vendor Development Programmes/ Buyer-Seller Meets for SCs/ STs entrepreneurs.

(vi) If a MSE bidder quotes a price within the band of the lowest (L1) +15 per cent in a situation where the L1 price is quoted by someone other than an MSE, the MSE bidders are eligible for being awarded 25 per cent of the total tendered value if they agree to match the L1 price. In case of more than one such eligible MSE, the 25 per cent quantity is to be distributed proportionately among these bidders. Within this, a purchase preference of 4 per cent is reserved for MSEs owned by Scheduled Caste (SC)/ Scheduled Tribe (ST) entrepreneurs and 3 per cent is reserved for procurement from MSEs owned by women (if they participate in the tender process and match the L1 price). Provided that, in event of failure of such SC/ ST or Women MSE to participate in tender process or meet tender requirements and L1 price, 4 per cent sub-target shall be met from other MSE. MSEs would be treated as owned by SC/ ST or women entrepreneurs:

(a) In case of proprietary MSE, proprietor(s) shall be SC /ST or women

(b) In case of partnership MSE, the SC/ ST or women partners shall be holding at least 51% shares in the unit (c) In case of Private Limited Companies, at least 51% share shall be held by SC/ ST or women promoters.

In the opinion of Ministry of MSME, in case of tender item is non-split-able or non-dividable, etc. MSE quoting price within price band L1+15% may be awarded for full/ complete supply of total tendered value to MSE, considering spirit of policy for enhancing the Govt. procurement from MSE. This Policy is meant for procurement of only goods produced and services rendered by MSEs and not for any trading activities by them. An MSE Unit will not get any purchase preference over another MSE Unit.

(13) In case of order material in your favour for Rs.2,50,000/- or above, the supplier shall furnish the performance security amount/ Security Deposit(S.D) (03% of the ordered value) before supply of material after issue of Purchase order by SPM, Narmadapuram in favour of The Security Paper Mill payable at Narmadapuram. The performance security will be return back without any interest to successful tenderer after the completion of all contractual obligations.

#### (14) Safety Conditions

1) The work has to be carried out under proper supervision and all safety rules and regulations should be followed and also as per direction of our officials.

2) Contract awarded firm have follows all safety norms and labour law act police verification of there employees, insurance, without which firm employees can not permitted for work in our premises.

3) It will be sole responsibility of the contractor to insure yours workmen against risks of accident and injury while at work as required by the relevant rules and to pay compensation, if any to them as per workmen's compensation act.





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the work will be carried out in a protected area and all the rules and regulations of S.P.M. in that area that are in force from time to time will have to be followed by the contractor.

4) The contractor shall assign to his workmen task commensurate with their experience and state health condition.

Encl:

Yours faithfully,

(Amit Yadav)  
Dy.Manager (Material)  
For Chief General Manager  
E-mail: amit.yadav@spmciil.com  
PHONE :- (07574) 286848 & 286587

CORRESPONDING ADDRESS

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THE CHIEF GENERAL MANAGER  
SECURITY PAPER MILL  
NARMADAPURAM-461005 (M.P.)  
Website: <http://spmnmarmadapuram.spmciil.com>  
FAX :- (07574)-255170

SIGNATURE OF BIDDER WITH NAME,  
DESIGNATION & SEAL

.....

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

For and on behalf of

.....



Tender Number:6000017349

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

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

Kindly refer <https://spmCIL.com/uploaddocument/GIT/new.pdf> for further details (GIT contains 61 pages)

SIGNATURE OF BIDDER WITH NAME,  
DESIGNATION & SEAL

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

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

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Kindly refer <https://spmciil.com/uploaddocument/GIT/new.pdf> for further details (GIT contains 61 pages)

SIGNATURE OF BIDDER WITH NAME,  
DESIGNATION & SEAL

### 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	Eligible Tenderers	Applicable
02	3.4	Eligible Goods and Services (Origin of Goods)	Applicable
03	6.1	The tender documents includes:	Applicable
04	8	Pre-bid Conference	Not Applicable
05	9	Time Limit for receiving request for clarification of Tender Documents	A Tenderer requiring any clarification or elucidation on any issue of the tender documents may take up the same with SPM in writing or by fax/e-mail/telex. SPM will respond in writing to such request provided the same is received than fourteen days (unless otherwise specified in the SIT) prior to the prescribed date of submission of tender. Copies of the query and clarification shall be sent to all prospective bidders who have received the bidding document.
06	10.1	The Technical bid to be submitted by Tenderer shall contain the	following documents, duly filled in, as required: Applicable
07	11.2	Tender Currency	Supplier is requested to quote price within 2 Decimal place. Quotation with price quote beyond 2 decimal place is ignored.
08	12.1	Tender Prices	Applicable
09	12.2,33,36.1	Schedule wise evaluation	Not Applicable
10	12.6	GST details	Applicable
11	14	PVC Clause & Formula	Not Applicable
12	14.4 to 14.7	Exchange Rate Variation (ERV)	Not applicable
13	16.1 a) to c)	Documents Establishing Tenderer's Eligibility and Qualifications	Not applicable
14	18.4, 18.5	Earnest Money Deposit (EMD)	Not Applicable
15	19	Tender Validity	120 days from opening date of quotation.
16	20.4	Number of Copies of Tenders to be submitted	One copy in original
17	20.8	Two Bid System	Applicable
18	20.9	E-Procurement	Not applicable
19	34. and 35.1	Comparison on CIF Destination Basis	Not applicable
20	35.2 to 35.6	Additional Factors for Evaluation of Offers	Applicable

Sr No	GIT Clause No.	Topic	SIT Provision
		and Preferential schemes	
21	43	Parallel Contracts	Not applicable
22	44.1	Serious Misdemeanors	Applicable
23	44.3	Integrity Pact	Not applicable
24	45.1	Notification of Award	Applicable
25	50	Applicability of additional GIT for rate Contracts	Not applicable
26	51	Applicability of additional GIT for PQB Tenders	Not applicable
27	52	Applicability of additional GIT for Tenders involving Samples	Not applicable
28	53	Applicability of additional GIT for EOI Tenders	Not applicable
29	54	Applicability of additional GIT for Tenders for Disposal of Scrap	Not applicable
30	55	Applicability of additional GIT for Development/Indigenization Tenders	Not applicable
31	28.1,28.2,28.3	Discrepancy in Prices	Applicable
32	Special Condition	GST Returns	Supplier Should file the GST returns for outward supplies in time. In case of any Input Credit Loss to SPM by way of their failure to files GST Returns in time, SPM reserves the right to withhold the payment of further supplies till production of evidence of filling of Returns.

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

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Kindly refer <https://spmciil.com/uploaddocument/GCC/new.pdf> for further details (GIT contains 36 pages).

SIGNATURE OF BIDDER WITH NAME,  
DESIGNATION & SEAL

## 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	1.2	Abbreviations:	Applicable
02	6.1, 6.3 & 6.5	Performance Bond/ Security	Applicable
03	8.2	Packing and Marking	Not Applicable
04	9	Inspection and Quality Control	Not applicable
05	11.2	Transportation of Domestic Goods	Not Applicable
06	12.	Insurance	Applicable
07	14.1	Incidental Services	Applicable
08	15	Distribution of Dispatch Documents for clearance/ Receipt of Goods	Applicable
09	16.1, 16.2, 16.4, 16.6	Warrantee Clause	Not Applicable
10	33.1	Resolution of Disputes	If dispute or difference of any kind shall arise between SPM 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 their dispute or difference by such mutual consultation within 21 days of its occurrence, then, unless otherwise provided in the SCC, either SPM or the supplier may seek recourse to settlement of disputes through arbitration act 33.2.
11	22.	Terms and Mode of payments	Service wise payment will be made after successful and suitability of work and on production of all required documents by supplier thereof through RTGS/NEFT.
12	24.1	Quantum of LD	If the contractor fails to deliver the goods and/or services or any installment thereof within the Delivery Period, SPM shall, without prejudice to other rights and remedies available to SPM, Narmadapuram under the contract, deduct from the contractor price, as Liquidated damages, a sum equivalent to the rate of 0.5 % of the delivered price of the delayed goods and/or services along with applicable GST of 18% on the LD amount, for each week of delay or part thereof until actual delivery or....
13	24.1	Quantum of LD	..... performance, subject to a maximum deduction of the 10% ( plus GST on the LD

Sl.No	GCC Clause No.	Topic	SCC Provision
			amount) of the delayed goods or services#
14	25.1	Bank Guarantee and Insurance for Material Loaned to Contractor	Not applicable



## 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	ARC of Mechanical work	AU	1.000	0.00INR	

SUBMISSION OF TENDER: The bid is to be submitted in two parts are as follows:

(1) Bid: TWO BID (In Two Parts)

PART-A: TECHNO-COMMERCIAL BID:

(1) Consisting of all technical specification as per section VII of this Tender document & commercial conditions. It should not have any price /price elements of the item being offered.

(2) Tender Fee: NIL

(3) EARNEST MONEY DEPOSIT (EMD): Not Applicable.

(4) One format of blank Price bid to be furnished without price/ price elements to know whether the firm furnished clearly all charges as required in our Price Schedule shown at Section : XI of this document.

(5) Validity: 120 days from the date of opening of the tender, offer valid for a shorter period shall be treated as unresponsive & rejected.

(6) Place of work: SPM, Narmadapuram.

(7) Period of work order: 1 year from the date of issue of NAC/Purchase Order whichever is earlier.

(8) Taxes: If any - Please strictly incorporate in our NIT Section - XI.

(9) Payment Terms: Work wise payment will be made after suitability of work by user department and producing of all required essential documents by the firm. Payment shall be made through RTGS/NEFT.

(10) Warranty: NOT APPLICABLE.

(11) Employee Provident Fund Registration related documents.

(12) Declaration to provide ESIC policy on award of contract.

(13) GST registration related documents.

(14) Copy of Permanent Account Number (PAN Card).

(15) Declaration to provide Labour License after award of contract.

(16) Copy of valid Firm Registration.

(17) No Deviation Certificate: Bidder should confirm in their quotation, "We acceptance of all terms and condition with technical specification of tender document without any deviation".

(18) All Sections & pages of the tender documents strictly should be signed, name and sealed by bidder firm.

(19) Submit the declaration duly seal and signed by Competent Authority on your letter head as per Ministry of finance Dept. of Expenditure, Public Procurement Division OM No. F.No. 6/18/2019-PPD dated 23.07.2020 as follow (Refer GIT Cluase no. 3.5).

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India: I certify that M/s.....(firm's name) is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s .....(firm's name) fulfills at requirements in this regard and is eligible to be considered."

#### PART # B: PRICE BID:

The bidders shall quote the price and other elements of price as per the format given as Section # XI of this tender documents. Insertion, post script, addition and alteration shall not be made, if any, will not be considered for calculating the price.

NOTE: #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) TERMS AND CONDITIONS

2.1 The Contractor must fulfill all the provisions/conditions required under the following Acts;

1. The Contract Labour (Regulation & Abolition) Act, 1970.
2. The Minimum Wages Act,1948
3. The Payment of Wages Act,1936
4. The Employee Provident Fund & Misc. Provisions Act,1936
5. The Employee Estate Insurance Act,1948.
6. The Industrial Dispute Act,1947
7. The Employees Compensation Act,1923
8. Other Misc. as & when Applicable

2.2 The Contractor shall submit periodical returns as may be specified from time to time.

2.3 The Contractor shall maintain complete official records as per aforesaid labour laws/Acts in respect of all the contract labour deployed in SPMH Premises.

2.4 The Contractor shall maintain a personal file in respect to fall their staff who are deployed in SPMH office. The personal file shall invariably consist of personal details such as name, address, date of birth, sex, residential address (Temporary/ Permanent) and all grievances recorded by the staff vis-a-vis action taken etc.

2.5 Each monthly bill must accompany the following duly sealed and signed by the contractor/proprietor:

- (a) Attendance sheet
- (b) Payment sheet/wages sheet
- (c) Bank transfer details/Statement of Wages

- (d) ESI Challan
- (e) PF Challan
- (f) ECR by EPFO

2.6 Contractor shall follow the shift timings as defined under;

Shift #G# = 08.00 AM to 05.00 PM

2.7 The Contractor must ensure that all of his unskilled labour will wear uniform with separate dress code, without pocket with name plate, failing which will invoke penalties.

2.8 Agency should provide Police Verification & Character Certificate of the deployed labour. The clearance of the local police with regards the antecedents of the persons deployed by it will be obtained by the agency before deployment of the personnel.

2.9 The Contractor firm shall have to furnish a Performance Security valid for sixty days after date of completion of all contractual obligation after awarding of contract which is returnable after successful execution/completion of the contract. The Earnest Money deposited by successful bidder shall only be refunded after he has furnished performance guarantee.

2.10 The Security Deposit shall be returned to the contractor on the expiry of the contract period on (contractor/ agency) furnishing the usual clearance/ No Demand Certificate.

2.11 The Chief General Manager, Security Paper Mill, Narmadapuram in his sole discretion unconditional and without having to assign any reason, reserves the right:

- (a) To accept or reject the lowest tender or any other tender or all the tenders.
- (b) To accept any tender in full or in part.
- (c) To apportion the total services amongst different tenders.
- (d) To enforce Fore-closure clause after placement of job orders by giving due notice of 15 days i.e. "if at any time during contract, the contract can be terminated by the General Manager, Security Paper Mill, Narmadapuram." for any security reasons or unsatisfactory performance by the contractor, without giving any right to the contractor for any claim or damages or loss to be lodged against Security Paper Mill, Narmadapuram.

2.12 The tender shall remain open for acceptance for a period of not less than 120 days from the date of opening of tenders.

2.13 The Contractor should make suitable arrangement for supervision of the manpower deployed and other related works.

2.14 The agency shall ensure that their staff deployed for service in Security Paper Mill, Narmadapuram premises shall be available during their duty hours and they shall not leave their place of duty without authorization of supervisor of the contractor.

2.15 That the agency shall deploy suitable personnel at all relevant time for rendering services and shall further maintain a list of the reserves police verification duly complied for replacement and supplement the strength at short notice as per work experiences. The agency shall furnish such list to the officer authorized by Security Paper Mill, Narmadapuram every month.

2.16 The Contractor shall not engage any sub-contractor or transfer the contract to any other person.

2.17 Security Paper Mill, is not responsible for any dispute of manpower deployed by the contractor, and the manpower so deployed shall not be in any way is the employees of Security Paper Mill, Narmadapuram.

2.18 Contractor will be responsible for making the payment directly to the deployed manpower through bank transfer only by 10th of every month.

2.19 The Contractor firm shall be responsible for all injuries and accidents to persons employed by him. In the event of injury, illness or mis-happening to any worker, Security Paper Mill, Narmadapuram (MP)(the company) will not be liable to pay any compensation.

2.20 In case of disputes for non-payment of wages to the deployed manpower or any other, the payment due to the Contractor firm can be withheld till settlement of the disputes on the orders of the court of law.

2.21 Companies Act, Tax deduction liabilities, welfare measures of its employees and all other obligations that enjoin in such cases and are not essentially enumerated and defined herein, though any such onus shall be the exclusive responsibility of the contractor and it shall not involve Security Paper Mill, Narmadapuram in any way whatsoever. Compliance of these provisions shall be ensured at the time of making payments.

2.22 The earnest money of the tenderer whose tender is not considered will be refunded without any interest thereon within month of award of the contract.

2.23 In case of any loss or theft, it shall be made good by the agency and failure on the part of the contractor/agency part to do so within a period of 30 days, the loss shall be made by good by the encashment of bank guarantees, and if the amount of loss or damage exceed the amount of bank guarantee then remaining amount shall be recovered form amount standing due and payable to the contractor/agency.

2.24 Any controversy of dispute arising out of this contract shall be referred to the sole arbitrator for adjudication of dispute to be appointed by Security Paper Mill, Narmadapuram and/or any other officer authorized by Security Paper Mill, Narmadapuram it on an application made to it within 30 days of the arising of the dispute. To entertain ability of an application made after the period of thirty days shall be at the discretion of Security Paper Mill, Narmadapuram and / or any other officer authorized by Security Paper Mill, Narmadapuram. The arbitration and conciliation act, 1996 shall apply and the venue of the arbitration shall be Narmadapuram. The cost of arbitration shall be shared equally by both the parties.

2.25 Any individual/firm/company/register society/registered co-operative society presently engaged by this institution and whose performance has not been found satisfactory shall not be eligible for offering tender even if the individual firm/company/ registered society/registered co-operative society subsequently changes the character/style /nomenclature/compositions of the tenderer and such tender shall be rejected out rightly.

2.26 The tenderer shall disclose in writing all relevant facts as to ownership of the agency and constitution of the business. If it is propriety concern, the name of the proprietor, if it is a firm, the names of all the partners and attested copy of the partnership deed: and if it is a company, the names of all the directors, shall be disclosed. Further, if the said proprietor/any of the partners/any of the directors has/have substantial interest in any other agency, the said fact and the nature of the said interest shall also be disclosed. If the concerned agency has any associated concern/subsidiary/principal/holding company/holding firm, the same shall be disclosed with full particulars.

2.27 Contractor be responsible to ensure high integrity of the manpower deployed by it. Any personnel deployed by the agency, caught making theft shall be handed over to the local police as per law in addition to actions liable as contained in the terms and condition of the tender/contract. Contractor should ensure that all administrative & security rules of the Security Paper Mill must adhere by the personal deployed by the agency.

2.28 The Security Paper Mill, Narmadapuram, reserves the right to accept or reject any or all tenders without assigning any reason and will not be bounded to accept lowest tender.

2.29 The terms and conditions contained herein shall form part of and shall take as if they were included in the contract agreement to be entered in to between Security Paper Mill, Narmadapuram with contractors.

Note:- If any of the terms& conditions(2.1) to (2.29) above is not found fulfilled during the work contract, Security Paper Mill, Narmadapuram reserves the right to discontinue the contract and forfeit the Performance Security without assigning any reasons thereof by providing a hearing to the contractor, if he wants so.

### (3) OBLIGATION OF CONTRACTOR

3.1 Contractor must provide to its employees their photo identity cards properly displayed during duty time. No extra payments shall be claimed by the Contractor or its deployed staff from SPMH for such item.

3.2 Contractor must employ adult personnel with relevant skill and qualification only. Employment of child labour shall lead to the termination of the contract at the risk and cost of the Contractor.

3.3 Be it private or public areas, the Contractor's employees shall be liable to be frisked checked by the security personnel at SPMH premises or on duty at any time during performance of their duties.

3.4 Contractor's employees shall perform their duties at the premises with due diligence and take all precautions to avoid any loss or damage to the SPM property/person.

3.5 Contractor shall be solely responsible for any indiscipline, theft, loss or damage to any or persons/ property at the premises on account of acts of omission and commission by the staff deployed by him.

### (4) PENALTIES

4.1 Whenever and wherever it is found that the assigned work is not performed up to the entire satisfaction of the SPMH, it will be brought to the notice of Contractor by the SPMH and if no action is taken immediately, service charges may be forfeited for that particular month by invoking penalty clause.

4.2 In case the Contractor fails to fulfill the minimum statutory requirements as per the conditions of the tender document and fails to produce the concerned documents, it shall be treated as breach of the Contract and the Contractor is liable to be blacklisted by the SPMH, in addition to forfeiting of the monthly bills and Performance Security Deposit.

4.3 In case of breach of any conditions of the contract and for all types of losses cause including excess cost due to hiring services in the event of Contractor failing to provide requisitioned number of manpower, the SPMH shall make deductions at double the rate on pro rata basis from the bills preferred by the Contractor or that may become due to the Contractor under this or any other contractor from the security deposit or may be demanded from him to be paid within seven days to the credit of the SPMH.

4.4 Non-compliance of any tender conditions may also lead to deduction of service charge for the month and decision of SPM management shall be final and binding.

### (5) Safety Conditions:

5.1 The work has to be carried out under proper supervision and all safety rules and regulations should be followed and also as per direction of our officials.

5.2 You have follows all safety norms and labour law act police verification of your employees, insurance, without which your employees can not permitted for work in our premises.

5.3 It will be sole responsibility of the contractor to insure yours workmen against risks of accident and injury while at

work as required by the relevant rules and to pay compensation, if any to them as per workmen's compensation act. the work will be carried out in a protected area and all the rules and regulations of S.P.M. in that area that are in force from time to time will have to be followed by the contractor.

5.4 The contractor shall assign to his workmen task commensurate with their experience and state health condition.

5.5 The manpower supplied by the contractor will work under their supervisor and will obey all the instructions given by supervisors.

5.6 All contractors must appoint their supervisor to look after the day to day activity of their labour at site.

5.7 Any injury/accident occurred at work place shall immediately be reported to the safety department of SPM/respective section.

5.8 The charges of such medical treatment will be borne by the contractor in addition to the various provisions under the ESI Act.

5.9 Safety helmet, belt and other safety appliances as per the requirement at the working places shall have to be provided by the contractor.

5.10 Experience & Past Performance : The bidder should have experience of having successfully completed similar works during last 7 years ending of 'Relevant Date'

a) Three similar completed works each costing not less than the amount equal to Rs.10,97,027/-.

OR

b) Two similar completed works each costing not less than the amount equal to Rs.13,71,284/-.

OR

c) One similar completed work costing not less than the amount equal to Rs.21,94,054/-.

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SIGNATURE OF BIDDER WITH NAME,  
DESIGNATION & SEAL

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## Section VII: Technical Specifications

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### SCOPE OF WORK ARC MAINTENANCE :

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### SCOPE OF WORK & SPECIAL CONDITIONS OF GENERAL ITEMS FOR ALL PLANTS :

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#### 1. Transportation of Equipment / Materials: [Sl. No 10 of schedule of items]

Material is to be transported on the basis of distance and weight. SPM providing only hand trolley for material handling of equipment and material free of cost. Other material handling equipment like: Hydra, lifter etc required for loading / unloading the materials in connection with transportation, shall be in the scope of vendor. In case SPM provide the other material handling equipment like: Hydra, lifter etc based on the emergency requirement for loading / unloading of the materials in connection with transportation no rate shall be applicable.

- a. If the material is available within the premises [controlling area] of section /plant where the work is to be executed transportation charge shall not be applicable.
- b. Requirement & provision of any type of material lifting equipment for transportation shall be at the discretion of Engineer-In-Charge [EIC]and subject to their availability.

#### 2. Fabrication/Erection/Dismantling of Steel Structure: [Sl no. 20 & 30 of schedule of items]

Fabrication & erection of structure:

- a. The job involves fabrication & erection of structural like platforms, ladders handrails, tee plates, pipe supports and similar items at all elevations from the ground in various plants. All types of cutting, welding jobs required for fabrication of the structural are included in the scope of work i.e no additional payment for cutting /welding shall be applicable.

- b. Transportation/shifting of materials to worksite from stores/any other place within the plant premises is also included in this job; i.e. no separate transportation charge shall be applicable.

- c. Rate for this job will be on the basis of #weight of the structural# taken from physical weighment /drawings/document/calculation.

- d. Generally drawings/sketches, which may be only indicative, shall be provided at the time of execution of the work and the contractor has to arrange fabrication and erection of the structural to suit the connected equipment. Or the jobs are to be carried out by the directives of Engineer-in-charge [EIC].

- e. Fabrication and erection of structural shall confirm to internal standards of SPM or Indian/international standards.

- f. Erected structure shall be free of sharp edges, burrs, weld-slugs etc.

- g. Dismantling of structures: As instructed by EIC

#### 3. Cutting of Metallic Pipes & Plates: [Sl no. 40 of schedule of items]

1. Cutting of metals by any method except cutting wheel/grinding.

2. Cutting of metals pipe & plates by cutting wheel/grinding

- a. For cutting of circular shaped items the total length [perimeter] based on the outside diameter of the item will be taken for measurement.

- b. The rates shall be applicable to plates/pipes/structural up to 10mm thick and the jobs shall be carried out at any elevation from the ground.

- c. All consumables like Oxygen / DA/Grinding/cutting wheel and cutting set/machine etc shall be scope of vendor.



4. Arc Welding Joints:

[Sl no.50- of schedule of items]

Arc welding of all metals [CS/SS/Al/MS etc]

a. Normally two types of welding are involved: (1). Butt (2). Fillet.

b. The scope of work of welding shall include edge preparation of the joint by cutting/ grinding, fitting, preheating and welding.

c. The weld-joints shall be furnished for inspection to EIC before welding. EIC shall decide upon the type/size of electrodes to be used.

d. The rates shall be applicable to plates/pipes/structural up to 10mm thick.

e. For welding of circular shaped items the total length [perimeter] based on the outside diameter of the item will be taken for measurement.

f. welding Electrodes shall be supplied by SPM.

5. Tig Welding Joints:

[ Sl. no. 60 - of schedule of items]

5.1. TIG root [one or as required no#s of rounds] welding on any metal with filler rods up to 3mm diameter

a. Scope of work shall be in line with Arc welding joints.

b. For TIG welding Argon gas welding machine, tungsten electrode, welding torch & accessories shall be arranged by the contractor.

Common conditions for the jobs under clause 3-5 [Sl. no.40-60] of schedule of items:

a. The contractor shall arrange Cutting/Grinding/Welding machines, tungsten rod & their accessories, DA/ Oxygen/ Argon Cylinder for all jobs.

b. All consumables & spare except above shall be supplied free of cost by SPM.

c. All consumables/equipment are to be collected & transported from stores/ any site of the plant to the work spot. No transportation charge shall be applicable.

6. Erection /dismantling/overhauling of equipment:

6.1. Erection of equipment

[SL NO. 70 OF SCHEDULE OF ITEMS]

a. The job includes erection of equipment [stationery/rotating] old or new, in a new position/new foundation or for replacing base-frames. Job includes chipping of foundation/pockets, positioning with foundation bolts, levelling, squaring, and final alignment after grouting with connected equipment#s/systems and all activities connected with its commissioning. Civil work viz. grouting shall not be in the scope of contractor.

6.2. Dismantling of equipment

[SL NO. 80 OF SCHEDULE OF ITEMS]



Dismantling of structures: As instructed by EIC

**6.3. ERECTION OF SAME OR IDENTICAL EQUIPMENT IN SAME FOUNDATION.**  
[SL NO. 90 OF SCHEDULE OF ITEMS]

a. Job includes erection of identical/same equipment in position/foundation, levelling alignment with connected equipment#s/systems system and all activities connected with its commissioning. However the tools & tackles for the jobs must be arrange by the vendor.

**6.4 . OVERHAULING OF EQUIPMENT**  
[SL NO. 100-120 OF SCHEDULE OF ITEMS]

a. Scope of work includes repairing/ overhauling of all types of equipment. Repairing/Overhauling work by opening covers, cleaning inside faces, stage-wise dismantling of internals using mechanical and hydraulic tools, pullers etc.; presentation to SPM for inspection at every stage, drawing spares from stores, replacement of damaged parts, replacement of components/ seals/ packing, repairing part or complete, adjustment, setting, fitting, installation of bearing etc. (shrunk fitted items by necessary heating/cooling), replacing lube oil, grease etc. (to be supplied by SPM) as necessary and completing, reassembling and final completion with coupling after alignment with respect to the connected equipment and piping system. During overhauling, the equipment may have to be dismantled & re-assembled more than one occasion as per instruction of EIC. Job will be executed under direct supervision of the contractor#s representative. All the data/ information will be recorded and handed over to the concerned Engineer after completing the work. This item shall be applicable for jobs that are not specified under schedule of items of this contract.

Common terms & conditions for all jobs under clause 6([Sl. no.70-120] of schedule of items

a. Rate for all the jobs shall be based on #weight of the equipment# taken from physical weighment/ drawings/ document/calculation

b. Transportation of the equipment, if required, shall be a separate job and shall be applicable as per clause-1 of this tender. However if the equipment is available within the premises [area] of section/plant, where the work is to be executed, transportation charge shall not be applicable.

**7. VALVES ERECTION/DISMANTLING**  
**7.1. ERECTION OF FLANGE ENDED VALVES**  
[SL NO. 130-190 OF SCHEDULE OF ITEMS]

a. Scope of work includes erection of all types of flange-ended valves. Job involves renewal of gaskets in the joint, fixing of valves in position with bolt & nuts and making the joints leak free.

**7.2. ERECTION OF VALVES WITH WELD-ENDS**  
[SL NO. 200-230 OF SCHEDULE OF ITEMS]

a. The job involves fixing of valve in position, alignment and welding. screwing the valve with both pipe ends with all the preparative jobs for Welding, and the joint shall be made leak proof.

Common terms & conditions for all jobs under clause 7 [Sl. no.130-230] of schedule of items

a. Erection of Strainers/Non return valves is also included under this clause and the depending upon their end connections; respective rates for erection of valves shall be applicable.

b. Dismantling of valves: As per instruction of E/lc.

c. Transportation of the valves shall not be a separate job & transportation charge shall not be applicable.

d. Gas cutting/welding, if required is also included in the scope of work.

**8. ARRESTING OF FLANGE JOINT LEAKAGE:**

[SI no. 240-270 of schedule of items]

- a. The scope of work includes arresting leakage from the flange-joint/opening & refitting of a flange joint for inspection purpose by removal of fasteners, cleaning of mating surfaces, renewal gasket in the joint and fastening the flange to make the joint leak free.
- b. Transportation of the blind flanges shall not be a separate job & transportation charge shall not be applicable.

#### 9. FABRICATION/ERECTION/DISMANTLING OF METALLIC PIPE LINES

[SI no. 280-480 of schedule of items]

##### 9.1 Fabrication & erection of CS/MS /GI/CI/ SS pipelines.

- a. Scope of work includes fabrication, erection, testing and commissioning of metallic pipelines at all elevations in the plants including collection & transport of materials from store/any plant premises, safe storage and shifting to work sites. Work includes cutting, edge preparation, preheating, bending, setting, alignment, erection and assembly by welding, branching, flange joints etc.
- b. Threaded joints shall be made for GI pipelines normally. If directed by EIC welding joints may also be done.
- c. Flanged joints shall be made for CI pipelines normally. If directed by EIC lead joints may also be done.
- d. Erection of valves & flanges, if involved in the pipeline job shall be treated as separate jobs and rates as per relevant clauses of this tender shall be applicable.
- e. The rates shall be based on erected running meters for each size of pipes including all fittings.
- f. Separate transportation charge is not shall be applicable for pipeline job.
- g. Dismantling of pipeline: As instructed by EIC

#### 10. ERECTION OF FLANGES:

[SI no. 490-520 of schedule of items]

- a. The scope of work includes erection of flanges in new or existing pipeline. The job includes cutting of the pipeline, fitting of the flange, alignment, welding of flanges with pipe ends and leak free box up of flange joint with gaskets and fasteners. Scope of work also includes collection & transportation of flanges/bolts/fasteners/gaskets from store/any plant premises, safe storage and shifting to work sites.
- b. The rates shall be based on pair of flanges

#### 11. ALIGNMENT OF EQUIPMENT WITH ELECTRIC MOTOR:

[SI no. 530-580 of schedule of items].

##### 11.1. Motor alignment with equipment by using Dial gauge/Laser alignment machine]

- a. Scope of work includes all the activities pertaining to alignment of old or new Equipment / Electric Motor both axially and radially (directly coupled or through Carden shaft) with respect to each other and final coupling. Alignment activities shall involve Mating Surface cleaning, levelling, soft foot checking, minor modification in Motor or Equipment base plate hole centre if required, shimming as per requirement, checking and correction of axial and radial misalignment by Dial indicator or other alignment tool as per Engineering practice. The work will be executed as per the instruction of EIC and final alignment reading must be certified by the EIC. Coupling shall be done only after the acceptance of the alignment reading by the EIC. Contractor has to maintain the record of initial and final alignment reading.

#### 12. RIGGING AND HANDLING OF EQUIPMENT.

[SI no. 590 of schedule of items].

- a. Scope of work shall include all the rigging and handling activities to facilitate shifting of material. Rigging and handling activities shall include cleaning of mating surfaces of all equipment and structural item, lifting/lowering, shifting, positioning, coupling fitting, minor modification in Motor or Equipment base plate hole centre etc if required.

**13. VALVES SERVICING:**

[SI no. 600-630 of schedule of items].

a. Scope of work shall include all the activities pertaining to maintenance of all types of valves. Dismantling of valves, replacement of damaged parts and assembly of valve as per engineering practice.

**14. HIRING OF ABOVE 10 TON CAPACITY HYDRA**

[SI no. 640 of schedule of items].

a. Scope of work include hiring of hydra capacity 10 ton for shifting of material inside the plant with driver on hour basis.

b. Vehicle RC book, insurance, vehicle fitness certificate, valid driver license provision are in the scope of contractor.

**15. ARRESTING OF STEAM LEAKAGE IN STEAM PIPELINE**

SI no. 650-670 of schedule of items].

a. The scope of work includes arresting leakage from the steam flange-joint/opening, steam valve & refitting of a flange joint for inspection purpose by removal of fasteners, cleaning of mating surfaces, renewal metallic gasket in the joint and fastening the flange/ valve to make the joint leak free.

b. All consumable items Like: gasket, valve, gland packing, fasteners are in the scope of SPM.

c. Arrangement of tools, scaffolding for attending the leakages at height is in the scope of contractor.

**16. OPENING & CLOSING OF CHEST/ TANK MANHOLE**

[SI no.680 of schedule of items]

a. Scope of work includes loosening of bolts of manhole of chest/tank dia up to 500mm. removal of damaged gasket, replacement of gasket, closing of manhole tightening of all bolts, checking any leakages, leakages arresting work if any.

b. During opening & closing of manhole cover may have to be open & close more than one occasion as per instruction of EIC. Job will be executed under direct supervision of the contractor's representative. All the data/ information will be recorded and handed over to the concerned Engineer after completing the work. This item shall be applicable for jobs that are not specified under schedule of items of this contract. c. All consumable items like: gasket, fasteners are in the scope of SPM.

**17. REPLACEMENT OF V-PULLEY:**

[SI no. 690-720 of schedule line items].

a. Scope of work includes replacement. Replacement work by opening safety covers, removal of V belt, removal of V pulley housing using mechanical and hydraulic tools, pullers etc; presentation to SPM for inspection at every stage, replacement of damaged parts, replacement of pulley/bearing/ seals/ packing, repairing part or complete, adjustment, setting, fitting, installation of bearing etc (shrunk fitted items by necessary heating/cooling), replacing lube oil, grease etc (to be supplied by SPM) as necessary and completing, reassembling and final completion with coupling after alignment with respect to the connected equipment. During overhauling, the equipment may have to be dismantled & re-assembled more than one occasion as per instruction of EIC. Job will be executed under direct supervision of the contractor's representative. All the data/ information will be recorded and handed over to the concerned Engineer after completing the work. This item shall be applicable for jobs that are not specified under schedule of items of this contract. Common terms & conditions for all jobs under clause 20

a. Rate for all the jobs shall be based on #Numbers of time replacement of V pulley as per diameter ranges per instruction of EIC. b. Transportation of the equipment, if required, shall be a separate job and shall be applicable as per clause-1 of this tender. However if the equipment is available within the premises [area] of section/plant, where the work is to be executed, transportation charge shall not be applicable

**18. REPLACEMENT OF SHORT FORMER TUBES (55 NO.):**

[SI no. 730 of schedule line items].

a. Scope of work includes Un- Clamping of 25NB nylon-braided Hose Pipe - 55 no#s at short former (From Both side Inlet & Outlet) Clamping of new 25NB nylon-braided Hose Pipe - 55 no#s at short former (From Both side Inlet & Outlet) b. During opening & closing of tubes may have to be open & close more than one occasion as per instruction of EIC. Job will be executed under direct supervision of the contractor#s representative. All the data/ information will be recorded and handed over to the concerned Engineer after completing the work. c. Provision of All consumable items like: clamp, fasteners, Hose pipe are in the scope of SPM.

**19. REPLACEMENT OF MANIFOLD TUBES (44 NO.)**

[SI no. 740 of schedule line items].

a. Scope of work includes Un- Clamping of 10NB nylon-braided Hose Pipe - 44 no#s at Master-vat (From Both side Inlet & Outlet) Clamping of new 10NB nylon-braided Hose Pipe - 44 no#s at Master-vat (From Both side Inlet & Outlet)

b. During opening & closing of tubes may have to be open & close more than one occasion as per instruction of EIC. Job will be executed under direct supervision of the contractor#s representative. All the data/ information will be recorded and handed over to the concerned Engineer after completing the work. c. Provision of All consumable items like: clamp, fasteners and hose pipe are in the scope of SPM.

**20. CENTICLEANER OPENING FOR CLEANING**

[SI no. 750 of schedule line items].

a. Scope of work includes Opening and closing of Primary and secondary centicleaner cup by un-screwing the clamp 14 no#s.

Ensuring proper cleaning of cup and cone.

Replacement of damaged cup if any with new one. Replacement of damaged O ring

Replacement of damaged cone if any with new one.

Fixing of all cone and cup.

b. During opening & closing of cups and cone may have to be open & close more than one occasion as per instruction of EIC. Job will be executed under direct supervision of the contractor#s representative. All the data/ information will be recorded and handed over to the concerned Engineer after completing the work.

c. Provision of All consumable items like: clamp, fasteners, cup & cone are in the scope of SPM.

**21. SHREDDER&BRIQUETTE M/C DUST FILTER CLEAN**

[SI no. 760 of schedule line items].

a. Scope of work includes removal of all bolt of cover

Removal of top cover.

Removal of 6No. filter from positioning.

Cleaning of all filter

Fixing of 6 no.s filter to positioning.  
Fixing of top cover  
Thighting of all bolt.

**22. ROLL REPLACEMENT.**

[SI no. 770 to 810 of schedule line items].

a. Scope of work includes removal of support structure including platform Un-screw of bearing block Removal of roll By means of crane/chain block Cleaning of bearing block fitting area  
Cleaning and checking of bearing condition of new roll before fixing. Replacement of bearing. If required  
Fixing of new roll By means of crane/chain block  
Proper alignment of bearing block  
Fixing of bearing block  
Fixing of support structure.  
Shifting of old roll to desired position as per EIC  
Trial to be taken in no load condition. If any abnormalities found during trial then its rectification will be scope of vendor.  
Provision of all spare items like: roll, bearing, seal etc are in the scope of SPM. Firm may Utilize installed crane for lifting and shifting of rolls.

**23. REPLACEMENT OF PLUKER ROLL.**

[SI no. 820 of schedule line items].

Side Plate dismantling work.  
a. scope of works includes Dismantling of plucker cage.  
De-coupling of belt from drive motor.  
Dismantling of Plummer block with bearing.  
Dismantle plucker rolls.  
Change Pulley from plucker rolls.  
Install new bearing in plucker rolls.  
Install the new plucker rolls on its position.  
Close Plummer block on its position.  
Greasing work in Plummer block.  
Closing of the plucker cage.  
Install the V belt and checked proper tension  
Fix the side plate on its position.  
Trial to be taken no load condition. If any abnormalities found during trial then its rectification will be scope of vendor.  
( APPX WEIGHT = 500 KG)

**24. DANCING FLOOR CLEANING WORK.**

[SI no. 830 of schedule line items].

Dismantle Rear top plate in dancing floor.  
Unscrew 88 No's bolts with nuts.  
Remove 22 No's of metal stripped from its position.  
Checked proper condition of Nylon stripped.  
Completely cleaning of dancing floor area.  
After cleaning dancing floor unit 22 No's of metal stripped install its position.  
Fix 88 no's of bolts with nuts in metallic stripped.  
Fix rear top plate its position. Trial to be taken no load condition.

25. DANCING FLOOR NYLON STRIPPED CHANGING WORKS.  
[SI no. 840 of schedule line items].

Dismantle Rear top plate in dancing floor.  
Dismantle 88 No's bolts with nuts.  
Dismantle 22 No's of metal stripped from its position.  
Remove supporting wedge side plates.  
Remove all wedge plate from one side.  
Unscrew nylon stripped bolt with nut approx -600 Nos  
Remove all damage nylon stripped one by one.  
Change the new nylon stripped.  
Nylon stripped installed in reverse order to the removal steps.  
Trial to be taken in no load condition.

26. OPENING/CLOSING BIVIS UPPER BARREL FOR CLEANING  
[SI no. 850 of schedule line items].

Isolate the Bivis and lock out/tag out.  
Disconnect the water supply.  
Disconnect all the effluent evacuation 8 tubes.  
Disconnect densifire flexible hose pipe. Disconnect densifire clamping nut also disconnect pipe size 120 mm from its position.  
Open the chute locking eye Open the tightening clamps 10 Nos. Open inspection cover of upper barrel. Position the lifting beam attachment holes opposite those in the handling flanges.  
flange/clamp, assemble with nuts and screws, then lock with a pin. Raise the upper barrel - half-chute assembly and remove Clean all the material blocking inside screw shaft assembly.  
Checked safe-set coupling shear plug shear or not Put off Jog tools its position and trial to be taken in jog mode condition.  
After clean inside materials. Trial to be taken in no load condition and similar process follow for closing Upper barrel assembly. Approx. weight of barrel is 500 KG

27. Replacement of Bivis Shaft Assembly [SI no. 860 of schedule line items].

Isolate the Bivis and lock out/tag out. Disconnect the water supply. Disconnect densifire flexible hose pipe. Disconnect densifire clamping nut also disconnect pipe size 120 mm from its position. Open the chute locking eye  
Open the tightening clamps 10 Nos. Open inspection cover of upper barrel. Position the lifting beam attachment holes opposite those in the handling flanges. Flange / clamp, assemble with nuts and screws, then lock with a pin. Raise the upper barrel - half-chute assembly and remove. Disconnect Screw tail coupling from its position. Disconnect the lubrication hoses.  
On the fixed bearing side , loosen then tip over the 4 hinged tie rods. Loosen the two clamping screws. Removed rear side protection cover of shaft assembly 2 nos. Fit the handling flange instead of the guards. Assemble with nuts and screws, then lock with a pin. Fit the lifting beam on both side of shaft assembly. Extract the shaft assembly and place it on the working bench. Check all liners/filters/tile holding bars/effluent gaskets/ condition and changed if required Related to some associated work may done if required. Completely clean all Bivis area. Assembled Spare shaft assembly its position.  
Trial to be taken in no load condition and similar process follow for closing screw shaft assembly. Approx. weight of barrel is 1900 KG

28. Overhauling Bivis Shaft Assembly (Appx Weight # 1500 kg)  
[SI no. 870 of schedule line items].

Place a screw shaft assembly on the working bench.  
Unscrew the hydraulic locknut. Apply sufficient pressure (600 bar) to take up the pre stress force applied on the



hydraulic nut and removed hydraulic nuts. Removed all Screw segments from its position. Removed oil seal cover 2 no's and changed new Oil 140X170X15 Qty-04 no's Rear side of bearing block, removed half portion of screw tail coupling. Rear side of bearing block, removed oil seal cover 2 no's and changed new Oil 140X170X15 Qty-04 nos. Removed all bearing from spline shafts ,checked bearing condition also changed new bearing No.24122CJ W33 Qty -04 no's, 29322E Explorer Qty-02 nos. Checked all O-ring condition and changed if required Thoroughly clean the internal surfaces of the half-bearings, surfaces which will be in contact. Fix spline shafts in bearing block with bearings. Fix the master pieces on rear side of bearing block Orient the shafts to align the engraved marks of the reference splines. Thoroughly clean the splines on the screw shafts and coat them with HSC Moly-coat grease. Insert a pair of all new screw segments in spline shafts. Check the clearance between thread flanks of the screw elements. Tighten the two shafts under the same pressure (600 bar). After assembly wrap shaft assembly for protection of dust. (Appx Weight # 1900 kg)

29. Metallic belt Changing Work for Dwell unit.  
[SI no. 880 of schedule line items].

Remove all bottom plates.  
Remove all metal stripped approx. 48 nos.  
Remove bolt approx. 350 nos.  
Remove damaged metallic belt.  
Check chain link condition.  
Install new metallic belt approx. 16 Mtr in dwell unit.  
Install metallic belt with help of metal stripped and bolts  
Trial to be taken in no load condition.  
Install all bottom plates its position.

30. Refiner filling chocking cleaning Work.  
[SI no. 890 of schedule line items].

Isolate the Refiner and lock out/tag out. Open Manual Knife edge gate drain valve, ensure fully empty pipeline or not.  
Remove suction Pipe line from damper. Remove the feed end of refiner. Remove stator filling from its guide flange and lift aside. Cleaning choking inside refiner filling both stator and rotors. After cleaning fix the stator from its position.  
Closed the feed end. Connect the suction pipe line and closed the Manual Knife edge gate drain valve.Trial to be taken no load condition. (Appx Weight#300 kg)

31. Refiner filling Replacement.  
[SI no. 900 of schedule line items].

Isolate the Refiner and lock out/tag out.  
Open Manual Knife edge gate drain valve, ensure fully empty pipeline or not. Remove suction Pipe line from damper.  
Unscrew the feed end mounting screws. Remove the feed end of refiner.  
Remove worn-out stator filling from its guide flange and lift aside. Remove the rotor cone. Unscrew the rotor filling mounting screws. Three (3) mounting screws to the push-out holes in the flange, and use the screws to force the worn out rotor filling out of the guide flange. Lift the rotor filling aside.  
Install New Refiner Rotor filling from its position. Tighten the rotor filling mounting screws and checked if any play in rotor filling assembly.

Fix stator refiner filling over rotor refiner filling.  
Close the feed end of refiner with help of mounting screws. Close suction pipe and Knife edge gate valve.  
Trial to be taken in no load condition.  
(Appx Weight#500 kg)

32. Dismantling, Cleaning and Refitting Metallic Pipeline:  
[SI no. 91-95 of schedule of items]

All type of Flanged/Threaded/Welded metallic pipelines  
In order to clean the pipelines partly or fully, the pipeline needs to be opened, dismantled/removed. Scope of work includes dismantling of the pipe partly or fully from its installed positions at all elevations in the plant and refitting of cleaned pipeline to its original position, if required with new gaskets at flange joints/ welding after edge preparation and to make the pipeline leak proof. Cleaning of the pipe is also included in the scope of work. Transportation/shifting of pipelines to any site/place for cleaning/repair are also included in this job.

33. Equipment Cleaning: [SI no. 96 of schedule of items]

Cleaning of the equipment with proper scrapping, removal of pulp/dust/oil from equipment.  
Dusting of equipment by means of thinner/ diesel from Pump/gearbox/refiners/hydraulic pack/agitator/Bivis etc.

34. PM-5 Cooling Tower Cleaning: [SI no. 97 of schedule of items]

Cleaning of the equipment with proper scrapping of dust.  
Removal of all fins.  
Cleaning of all fins.  
Cleaning of sump.  
Removal of scrap material.  
Cleaning by water  
Fixing of all fins

Special Term & Condition to be included in Section VI:-  
DOCUMENT

Document consists of the following:-

- i. Instruction
- ii. Detailed scope of work
- iii. General conditions

I. INSTRUCTIONS

1. PLANT SYNOPSIS

Security Paper Mill, Hoshangabad (A unit of Security Printing and Minting corporation of India Limited) (wholly owned by Government of India) Miniratna category-I CPSE (ISO 9001:2008) (ISO 14001:2004 certified company, in the state of Madhya Pradesh District Hoshangabad. This contract covers the maintenance contract for a period of 1 (one) year. 2. LOCATION OF THE PLANT  
Security Paper Mill, Hoshangabad is accessible by road from Itarsi,



which are on NH-46 highway. From Itarsi, site is around 20 km. From Bhopal, the site is around 77 km. The nearest broad gauge railway line is at Hoshangabad, which is around 2 km from the Security Paper Mill, Hoshangabad. 3. WORKING HOURS: As this contract is a #maintenance contract for a continuously running plant# and the contractor shall have to undertake any of the jobs of this tender round the clock regardless of holidays /festivals on verbal/written instructions from EIC. Representative of the contractor shall be available in all the shifts and contact address, telephone numbers shall be intimated to the EIC.

## II. DETAILED SCOPE OF WORK

The scope of work covers total mechanical maintenance of the PM-5, NPP, SPM old plant, boiler, AC and Ventilation plant equipment detailed in following Section- VII of tender document activities wise.

a) Please refer Section- VII for Technical Specifications for Annual Rate Contract of General Mechanical Maintenance SPMH &SPM5 plant.

## III. GENERAL CONDITION:-

### 1. CONTRACT PERIOD

The contract will be one year from the date of actual commencement of operation of the contract. If fund balance remains contract period may be extend accordingly. JOB SLIP/JOB ORDER:

The respective Engineer-in- charges will issue job order/job slip/verbal order for the job On completion of the job the contractor may inform the same to EIC and responsible representatives of the contractor must be present during commissioning/trial run of the equipment#s system to attend and

exigency. 2. SITE-IN-CHARGE OF CONTRACTOR Representative of the contractor shall be available in all the shifts and contact address with telephone numbers shall be intimated to the

EIC.3. RATE The total contract price/ unit rate quoted will remain same during the period of contract. No escalation whatsoever shall be permitted. Overtime/ additional payments shall not be paid for any of the jobs take

up after normal working hours. Rates in the price schedule containing the : 1. Basic Price of activity work and 2. Other statutory charges which are inclusive of statutory payment, Insurance, Safety Equipments, benefits of labor whatsoever

required as also mentioned in scope of work and also inclusive of all applicable taxes except GST. GST will be paid only to service provider on claiming the GST amount on bill including furnishing of GST registration number. The bidder must mention rates of applicable taxes in bid 4. SCRAP REMOVAL.

All scraps/debris generated in connection with the execution of all the jobs of this contract shall be removed from the Work site immediately after completion of the jobs & shall be disposed at the designated place at scrapyard.

5.1 All scraps generated shall be segregated as per following categories 1. Ferrous Scraps

a. MS Scrap

b. CI Scrap

c. SS Scrap

d. Mixed scraps [Any items of MS joined with SS and difficult to separate from each other. However effort must made to separate the different metals to maximum possible extent]

2. Non-metallic scrap: PVC/FRP/Rubber items 3. Non Ferrous Scraps [Copper, Aluminium, Bronze, Brass, Nickel etc.] 4. Used containers [all type of Drums, MS, HDPE, plastic etc.]

a. Oil drums

b. Damaged/leaked drum

5. Oil soaked debris, like cotton waste, clothes etc, shall be

segregated and placed in oil-contaminated # waste bin.

6. Debris from asbestoses materials like gaskets, gland packing, etc, shall be segregated and placed in asbestos [waste] bin.

5.2 MODE OF DISPOSAL a. All the Ferrous and non-metallic scraps must be segregated and shifted to designated scrap yards.

b. Non-ferrous scrap may be segregated material wise.

c. All waste oil drums should be shifted to designated Garage yard. d. Oil soaked debris and asbestoses debris must be disposed off as directed by the controlling departments.

5.3 This clause is applicable for all the jobs of this contract and no additional payment shall be applicable.

5.4 No bills shall be passed unless the above conditions of scrap removal are strictly adhered to.

5.5 In case the contractor fails to shift the scarps/debris within seven [07] days of completion of the job, SPM shall undertake the scrap

removal & shifting and all the expenses including overhead incurred shall be deducted/recovered from Contractor. 6. RECORDS

6.1. The contractor shall maintain relevant records for entry and exit of manpower from the plant as per prevailing rules/practice/procedure of SPM.

6.2. Records of tools & tackles owned by the contractor shall be maintained with relevant material entry gate passes. Any tools and tackles without entry record should not be allowed to take out of the

mill premises. 6.3. Contractor shall maintain measurement/log book, job slip/job order for the jobs done and the same shall be furnished for verification by the EIC whenever asked for.

6.4. Each completed volume of log/measurement book shall be submitted to department /section under which contractor is engaged. 6.5. If same contractor is engaged for jobs in more than one section/department separate log/ measurement book for each section shall be maintained.

6.6. All records of materials issued from stores / handled shall be maintained. 6.7. SPM reserves the right to inspect the premises of the contractor at any time.

7. BILLING: 7.1. Bills for jobs shall be certified only on the basis of the data in the Log/Measurement books, Job Order/Job Slip duly certified by EIC.

7.2. Contractor shall submit only one Bill per month for the work done in previous month.

7.3. The contractor shall submit bills with detail measurement in quadruplicate in Standard bill format of SPM and maintain one copy of each bill for their records.

## 8. INSPECTION:

8.1. The work shall be subjected to inspection at all times by the Engineer-in-charge. The contractor shall carry out all instruction given during inspection and shall ensure that the work is being carried out according to technical specification of this tender/ work instruction of the department/section and standard Engineering practice. 8.2. Non-conforming work shall be rejected forthwith and Contractor shall carryout rectification at his own cost.

Alternatively SPM shall have the right to have these defects rectified at the risk and cost of the contractor if he fails to attend the defects immediately. 9. OTHER TERM & CONDITION 1. Work has to be executed in any location, elevation/height, position, and at day time/ night.

2. Contractor shall arrange personal protective appliances for their own people.

3. Trolley must be used for transportation/shifting of all materials including industrial gas cylinders.

4. Work-schedule for the next working day prepared by Engineer-In-Charge shall be collected by the contractor's representative well in advance and deploy resources and manpower accordingly in the next morning as per

instruction, and to report to the EIC at specific work site as specified in the schedule.

5. For emergency requirement, additional mobilization of all types resources shall be arranged.

6. Assigned jobs must be completed as per stipulated completion schedule and in the event of impending delay; advance permission has to be obtained from Engineer-in-charge.

7. Spares and consumables (except those specified as contractors supply) will be supplied by owner [SPM], which has to be collected from owner's storage point after fulfilling necessary formalities. Consumption status of materials duly certified by Engineer-in-Charge has to be submitted for regularization purposes and excess are to be returned to store.

8. Work in progress and completed work will be offered for inspection to EIC as per specific work instructions.

9. Following activities will be attributable for completion of any work as applicable.

a. Return of safety permit/work instruction (wherever applicable).

b. Cleaning of area. c. Return of excess materials to store and scraps to scrap-yard.

d. Return of all temporary facility/equipment/fire protection apparatus mobilized for the work

e. Submission of completion status to Engineer-In-Charge for detail activity, man-hour consumed, relevant to the work executed.

f. Provision of scaffolding material for maintenance work will be in the scope of the contractor. The scaffolding shall be with pipe and clamps, metallic jallies.

g. Contractor should be able to arrange required resources during shutdown/breakdown or in case of emergencies within 24 hrs.

h. The contractor has to submit daily reports showing maintenance work carried out spare parts/ consumables etc. replaced.

i. In case of breakdown of equipment, the contractor should work round the clock if required for putting back the equipment in services immediately within minimum time.

Contractor shall nominate /authorize person and communicate to the SPM in writing as Site in charge. He shall co-ordinate with SPM engineer and bears overall responsibility of contract. Such person shall function from site office of contractor at SPM, Hoshangabad.

j. The decision of the engineer in charge shall be final and binding on the contractor for defining the terms and condition included in this contract.

k. All new replacements either spare parts or any other shall be inspected by SPM Engineer before its actual use in work.

l. Engineer in charge or his authorized representative may do inspection of work at any time. If the work is not found satisfactory, engineer in charge reserves the right to take suitable action.

m. The time schedule given is the standard time required for respective activities of work, as mentioned.

n. Arrangement for lighting at the work spot while carrying out maintenance activities has to be made by the SPM. He has to arrange all lighting equipment's such as power cable, hand lamps etc. The contractor has to take prior approval for taking electrical power supply.

o. The contractor has to do quality job. SPM shall not compromise in quality. In case of poor quality of work the

contractor may be asked to rework the job at his own cost.

Immediately after completion of maintenance job work area has to be cleaned by removing all the tools, scrap, cotton waste, oil, grease etc. All scrap generated should be disposed off to the scrap yard or any other designated place as instructed by Engineer In Charge for which no separate payment will be made by SPM. PPE#s as per the requirement. Failing this SPM will take disciplinary action against workmen & contractor.

p. Contractor has to keep minimum two qualified supervisors for supervising the day to day job and ensuring the quality of job.

NIGHT/SUNDAY/HOLIDAY SHIFT The contractor shall depute qualified and adequate manpower in night shift/Sunday/holidays for any emergency job, which may come up at night/Sunday/holiday.

FACILITIES TO BE PROVIDED BY THE SPM Electricity & water at nearest available one point, free of cost. Further distribution to be done by contractor at their cost. One office space shall be provided free of cost as decided by SPM.

All the furniture and office equipment#s shall be in the scope of contractor.

Accommodation may be provided for supervisor/Engineer on chargeable

basis in SPM town ship at discretion of the OWNER subject to availability.

Facilities available at workshop, solely at discretion of the OWNER. Apart from the above, no other facilities shall be provided by the OWNER. The contractor shall provide necessary facilities, including accommodation for their labor at their own cost.

## 12. ITEMS/SERVICES ARE IN THE SCOPE OF SPM

S.no. Item Description

- 1 ALL PIPE LINES OF SS/MS/CI/CS WITH BEND, FLANGE STUB END ETC.
- 2 ALL TYPES OF Rubber/metallic GASKET,OIL SEAL,O RING, NUT BOLTS, Washer, Stud, gland packing etc.
- 3 ALL TYPES OF Flanges.
- 4 ALL TYPES OF VALVE
- 5 ALL TYPES OF Hydraulic Jack, pullers
- 6 All types of lubricants and grease
- 7 All types of consumable like: Anti rust spray, cotton waste, Aerosol spray, Loctite, Araldite, M seal, Emery paper, cotton waste, kerosene, petrol, thinner, paint, paint brush, red oxide,
- 8 All spares for overhauling and repairing of equipment
- 9 All types of steel plates, angle, channel, I beam, Railing pipe, steel mesh for fabrication of structure.
- 10 Power, air, water required for the job shall be provided by SPM free of cost. The contractor shall shift the items from SPM stores/warehouse as per scope of work at tender document. Contractor shall give reconciliation of the materials drawn.

## 11. ITEMS/SERVICES ARE IN THE SCOPE OF SUPPLIER

S.no. Scope of contractor

- 1 ARGON, DA, OXYGEN CYLINDER with auxiliaries

- 2 ALL TYPES OF CUTTING AND GRINDING WHEEL, Tungsten rod and their accessories
- 3 welding electrode and Welding machine for ARC and Argon welding
- 4 All tools and tackles to perform job like: Grinding machine, spanners
- 5 All types of scaffolding material
- 6 All types of trolley for material handling 7 All personal protective appliances for their personal

## 12. TOOLS & TACKLES

For proper maintenance of the plant, the contractor is required to maintain a set of tools & tackles in good working condition at site. If any additional tools and tackles are required for proper performance of the contract, the contractor shall also arrange the same immediately with no extra cost to SPM. performance of the contract, the contractor shall also arrange the same immediately with no extra cost to SPM.

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## Section IX: Qualification/Eligibility Criteria

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"Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority. (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade)"

I) Bidder means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms, or companies), every artificial judicial person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person participating in a procurement process.

II) "Bidder from a country which shares a land border with India" for the purpose of this order means:-

- a) An entity incorporated, established or registered in such a country; or
- b) A subsidiary controlled through entities incorporated, established or registered in such a country, or
- c) An entity substantially controlled through entities incorporated, established or registered in such a country, or
- d) An entity whose beneficial owner is situated in such a country; or
- e) An India (or other) agent of such an entity; or
- f) A natural person who is a citizen of such a country; or
- g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

III) The beneficial owner for the purpose of (ii) above will be as under :-

1) In case of a company or limited liability partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has a controlling ownership interest or who exercise control through other means.

Further Explanation:

a) "Continuing ownership interest" means ownership of or entitlement to more than twenty five percent of shares or capital or profits of the company.

b) "Control" shall include the right to appoint majority of the director or to control the management or policy decision including by virtue of their shareholding or management rights or shareholder agreements or voting agreements.

2) In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.

3) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals.

4) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.

5) In case of a trust, the identification of beneficial owners(s) shall include identification of the author

of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

IV) An agent is a person employed to do any act for any another, or to represent another in dealings with third person.

V)The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

VI) Bidder shall submit the following declaration duly seal & signed of Competent Authority :

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I certify that M/s.....(firm's name) is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s ..... (firm's name) fulfills at requirements in this regard and is eligible to be considered."

\_\_\_\_\_  
SIGNATURE OF BIDDER  
(WITH NAME, DESIGNATION AND SEAL)

**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 clause19, 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. Dep't. / PSU/ Others:
- (c) Name of MSME Registering Body (NSIC/ DIC/ KVIC/KVIB etc.):
- (d) MSME Registration no. (with copy of registration):.....
- (e) Udyog Aadhar 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 23<sup>rd</sup> 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

OFFER FORM for Tender No .6000017349 Date of opening 26/04/2022 Time 15:00:00 Hours .....We..... hereby certify that we are established firm of manufacturers / authorised agents of M/s.....with factories at..... which are fitted with modern equipment and where the production methods, quality control and testing of all materials and parts manufactured or used by us are open to inspection by the representative of.....(Name of Purchaser). We hereby offer to supply the following items at the prices indicated below:

Sr. No.	Description.	Qty.	Unit	Rate Per Qty. (in Rs.)	GST %	Total
Irem 1	Transprt Equip/mtrl above500 m in plant	5	MT			
Irem 2	Fabrication/erection of steel structure	10	MT			
Irem 3	Dismantling of steel structure	2	MT			
Irem 4	Cutting of Metals by (Gas/ELEC)upto 10mm	5	M			
Irem 5	Arc welding in[SS/CS/Al/MS ] upto 10mm t	12	M			
Irem 6	TIG welding any metal by 3mm filler rod	10	M			
Irem 7	Erection of new equipment	5	MT			
Irem 8	Dismantling of equipment	3	MT			
Irem 9	Erect. of same equip in same foundation	10	MT			
Irem 10	Overhauling of equipment upto 500 Kg	8	MT			
Irem 11	Overhauling of equip. 501 Kg - 1000 Kg	10	MT			
Irem 12	Overhauling of equipment above 1001kg	10	MT			
Irem 13	Erection of flanged valves upto 40 mm NB	6	nos			
Irem 14	Erec. of flange end valves upto 50-100 N	20	nos			
Irem 15	Dismantling of flanged valves 50-100 NB	20	nos			
Irem 16	Erec. of flanged end valves 125-200 NB	15	nos			
Irem 17	Dismantling of flanged valves 125-200 NB	5	nos			
Irem 18	Erec. of flanged end valves 250-400 NB	6	nos			
Irem 19	Dismantling of flanged valves 250-400 NB	3	nos			
Irem 20	Erect. of weld/screw ends valve upto 40N	40	nos			

cont.

Irem 21	Dismantle. of weld/screw end valve upto	10	nos			
Irem 22	Erect. of weld/screw ends valve 50-100NB	20	nos			
Irem 23	Dismtle. of weld/screw end valve 50-100	5	nos			
Irem 24	Arrest. flanged joint leakage Upto 50 NB	30	nos			
Irem 25	Arrest. flanged joint leakage 65-100 NB	30	nos			
Irem 26	Arrest. flanged joint leakage 125-200NB	30	nos			
Irem 27	Arrest. flanged joint leakage 250-400 NB	5	nos			
Irem 28	Fab. & erec.of CS/MS pipelines upto 25NB	60	M			
Irem 29	Dismantling of CS/MS pipelines upto 25NB	20	M			
Irem 30	Fab. & erect. of CS/MS pipelines 32-50NB	45	M			
Irem 31	Dismantling of CS/MS pipelines 32-50 NB	20	M			
Irem 32	Fab. & erec.of CS/MS pipelines 65-100NB	50	M			
Irem 33	Dismantling of CS/MS pipelines 65-100 NB	10	M			
Irem 34	Fab. & erec.of CS/MS pipelines 125-200NB	20	M			
Irem 35	Dismantling of CS/MS pipelines 125-200NB	20	M			
Irem 36	Fab. & erec.of SS pipelines upto 25NB	95	M			
Irem 37	Fab. & erec.of SS pipelines 32-50NB	80	M			
Irem 38	Fab. & erec.of SS pipelines 65-100NB	80	M			
Irem 39	Fab. & erec.of SS pipelines 125-200NB	90	M			
Irem 40	Fab. & erec.of SS pipelines 250-350NB	40	M			
Irem 41	Fab. & erec.of CI pipelines 100-200 NB	5	M			
Irem 42	Dismantling of CI pipelines 125-200 NB	2	M			
Irem 43	Fab. & erec.of GI pipelines upto 25NB	50	M			
Irem 44	Dismantling of GI pipelines upto 25NB	10	M			
Irem 45	Fab. & erec.of GI pipelines 32-50NB	40	M			
Irem 46	Dismantling of GI pipelines 32-50 NB	10	M			
Irem 47	Fab. & erec.of GI pipelines 65-100NB	2	M			
Irem 48	Dismantling of GI pipelines 65-100NB	2	M			
Irem 49	Erection of flanges Size upto 50 NB	30	SET			

Irem 50	Erection of flanges Size 65-100 NB	25	SET			
Irem 51	Erection of flanges Size 125-200 NB	20	SET			
Irem 52	Erection of flanges Size 250-350 NB	4	SET			
Irem 53	Alignment of equipment with motor 0-5kW	15	Nos.			
Irem 54	Alignment of equip. with motor 5-20kW	30	Nos.			
Irem 55	Alignment of equip. with motor 20-40kW	25	Nos.			
Irem 56	Alignment of equip. with motor 40-60kW	16	Nos.			
Irem 57	Alignment of equip. with motor 60-90kW	12	Nos.			
Irem 58	Alignment of equip. with motor above 91kW	7	Nos.			
Irem 59	Rigging and handling of Equipment	10	MT			
Irem 60	Repairing of Valves size upto 40 mm NB	10	Nos.			
Irem 61	Repairing of valves 50 to 100mm NB	15	nos			
Irem 62	Repairing of valves 125-200 mm NB	15	nos			
Irem 63	Repairing of valves 250-400 mm NB	10	nos			
Irem 64	Supply of Hydra 10ton	16	H			
Irem 65	Arest Steam Leak in pipe upto 50mm Dia.	50	nos			
Irem 66	Arest Steam Leak in pipe of 65-100mm Dia	30	nos			
Irem 67	Arest Steam Leak in pipe 125-200mm Dia	13	nos			
Irem 68	Chest Manhole Open/Close Upto 500MM Dia	15	nos			
Irem 69	Pulley Replacement upto 250 mm Dia	18	nos			
Irem 70	Pulley Replacement 250-500 mm Dia	10	nos			
Irem 71	Pulley Replacement upto 500 - 1000 mm Dia	8	nos			
Irem 72	Pulley Replacement Beyond 1000 mm Dia	7	nos			
Irem 73	Repairing of valves 50 to 100mm NB	12	AU			
Irem 74	Repairing of valves 125-200 mm NB	12	AU			
Irem 75	Repairing of valves 250-400 mm NB	15	AU			
Irem 76	Supply of Hydra 10ton	11	AU			

cont.

Irem 77	Arest Steam Leak in pipe upto 50mm Dia.	23	nos			
Irem 78	Arest Steam Leak in pipe of 65-100mm Dia	17	nos			
Irem 79	Arest Steam Leak in pipe 125-200mm Dia	10	nos			
Irem 80	Chest Manhole Open/Close Upto 500MM Dia	09	nos			
Irem 81	Pulley Replacement upto 250 mm Dia	03	nos			
Irem 82	Pulley Replacement 250-500 mm Dia	2	AU			
Irem 83	Pulley Replacement upto 500 - 1000 mm Dia	1	AU			
Irem 84	Pulley Replacement Beyond1000 mm Dia	1	AU			
Irem 85	Opening/Closing Upper Bivis barrel Work	10	AU			
Irem 86	Changed Bivis Shaft Assembly	4	AU			
Irem 87	Overhauling Bivis Shaft Assembly	4	AU			
Irem 88	Metallic belt Replacement of Dwell unit	1	AU			
Irem 89	Refiner filling chock cleaning	15	AU			
Irem 90	Refiner filling replacement	10	AU			
Irem 91	Dismntl, clean metal. pipe upto 25 NB	14	nos			
Irem 92	Dismntl, clean metal. pipe 32-50 NB	29	nos			
Irem 93	Dismntl, clean metal. pipe 65-100 NB	26	nos			
Irem 94	Dismntl, clean metal. pipe 125-200 NB	24	nos			
Irem 95	Dismntl, clean metal. pipe 250-350 NB	15	nos			
Irem 96	Equipment Cleaning	50	nos			
Irem 97	Cooling Tower Cleaning	4	nos			
				Sub Total of Basic Material Cost with GST		
				Other Charges		
				Grant Total		

**NOTE :**

**The method of evaluation of L1 criteria for awarding the contract should be on consolidate basis of the total offered price basis.**

1. Scope of Supply: (Cost break-up of the quoted cost, showing inter-alia costs of all the concomitant Installation/ Commissioning/ Training/ Technical Support/ incidental services/ software/ accessories, considered necessary to make the proposal self-contained and complete must be indicated here.)

cont.

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)
- .....
- .....
- .....

3. It is hereby certified that we have understood the General and Special Instructions to Tenderers (GIT and SIT), and also the General and Special Conditions of Contract (GCC and SCC) attached to the tender and have thoroughly examined specifications/ Quality Control Requirements and other stipulations in Section VII & VIII- Technical Specifications and Quality Control Requirements; and are thoroughly aware of the nature of stores required and our offer is to supply stores strictly in accordance with the requirements and according to the terms of the tender. We agree to abide solely by the General and Special Conditions of Contract and other conditions of the tender in accordance with the tender documents if the contract is awarded to us.

4. We hereby offer to supply the stores detailed above or such portion thereof, as you may specify in the acceptance of tender at the price quoted and agree to hold this offer open for acceptance for a period of ---- days from the date of opening of tender (i.e., upto -----), We shall be bound by the communication of acceptance dispatched within the prescribe time.

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**Signature and seal of Manufacturer/Bidder**

Note:

- (i) The Bidder may prepare their own offer forms as per this proforma.
- (ii) No change in the proforma is permissible.
- (iii) No erasures or alternations in the text of the offer are permitted. Any correction made in the offer shall be initialed by the bidder.
- (iv) This Section should not bring in any new Technical Parameter that has not been mentioned in the Technical Bid.

NOTE : '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.

\_\_\_\_\_  
SIGNATURE OF BIDDER  
(WITH NAME, DESIGNATION AND SEAL)

## **Section XII Vendor Details**

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:





**Tender Number: 6000017349**

(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 ..... (herein after called the 'contract') entered into between the (insert name of Purchaser) (herein after called as the Purchaser) and M/s ..... (herein 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,
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 form, 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 ..... **(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' Authorization Form (if applicable for this tender);
  - (ix) SPMCIL's Notification of Award

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under 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 dispatch instructions
- (vi) Consignee, including port consignee, if any
- (vii) Warranty clause
- (viii) Payment terms
- (ix) Paying authority

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

For and on behalf of .....

Received and accepted this contract .....

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

For and on behalf of .....

(Name and address of the supplier)

.....

(Seal of the supplier)

Date:

Place:

**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.)
9. TCS (u/s 206C (1 H) of IT Act in not applicable, as SPM will deduct TDS U/s 194Q.

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

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.



**Tender Number: 6000017349**

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

**ANNEXURE – I**

**ONE BID, SINGLE STAGE (ONE PACKET) TENDER**

**BIDDER'S CHECK LIST BEFORE TENDER SUBMISSION**

**Part I: - Tender Documents and Bid (Refer as per Section VI-List of Requirement)**

S.No.	Tender Submission Check Points	Check before submission Tick (  )
1	Tender Fee	Not applicable
2	Earnest Money Deposited	Not applicable
3	Tender Document duly Seal & Signed	
4	F.O.R. /Place of work:- SPM Hoshangabad door delivery duly unloaded	
5	Blank Price Bid as per Section XI (Without Price)	Not applicable
6	Tender Validity <b>90 days</b> as per the tender	
7	Technical specification/ Scope of work as per Section VII	
8	Payment Terms as per Section V	
9	Submit Manufacturer's Authorization form (if applicable)	
10	Accept the Warranty clause as per tender (if applicable)	
11	Submit Eligibility Criteria - Section IX Duly seal & sign	
12	Fill Tender Form- Section X Duly seal & sign (without mentioning price)	
13	Period of Work/Delivery Terms : As per Section VI of our tender	
14	Submit declaration as per Annexure III & IV	

.....  
(Bidder's Seal & Sign)

**Note:**

1. Copy of this completed checklist to be necessarily enclosed alongwith bid.
2. "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."

**ANNEXURE – II**

**(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.....

**ANNEXURE – III**

**(To be submitted on the letter head)**

**DECLARATION**

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I certify that M/s.....(**firm's name**) is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s ..... (**firm's name**) fulfills all requirements in this regard and is eligible to be considered." (where applicable, evidence of valid registration by the competent Authority shall be attached)"

I, the undersigned, declare that the item.....originate in.....(Name of the country).

Signature.....

Name.....

Designation.....

Date.....

Stamp of the Organization.....

**ANNEXURE – IV**

**(To be submitted on the letter head)**

**Declaration for Section 206AB of TDS under Income Tax Act, 1961**

Vendor Code: \_\_\_\_\_

M/s \_\_\_\_\_

PAN \_\_\_\_\_

GSTIN \_\_\_\_\_

I/We (Legal Name and Complete Address) \_\_\_\_\_ PAN: (PAN No.) \_\_\_\_\_, TAN: (TAN No.) \_\_\_\_\_, referring to the provisions of 206AB of the IT Act, 1961, hereby declare the following:-

Financial Year	Aggregate TDS & TCS credit in our name was Rs. 50,000 or more ("Yes/No")	Income Tax Return ("ITR") Filed ("Yes/No")	E-filing Acknowledgement Number (15 digit - number) (Attach copy of acknowledgements)	Date of Filing of Return of income u/s 139/1 (DD/MM/YYYY)	Linked PAN with Aadhaar number or will link it before 30 June 2021 (or any further date as may be notified by CBDT ("Yes/No"))
<b>2018-19</b>					
<b>2019-20</b>					

We do hereby declare that to the best of my/our knowledge and belief what is stated above is correct, complete and is truly stated. In case there is a tax liability, interest or penal consequences which are levied on SPM on account of the false representation/declaration, I/we undertake to fully indemnify SPM for the same.

FOR \_\_\_\_\_

Authorized Signatory

Date:

*Note: In case the vendor failed to comply with the above provisions, TDS shall be deducted at the higher of the following rates, namely:-*

- (i) at twice the rate specified in the relevant provision of the Act; or
- (ii) at twice the rate or rates in force; or
- (iii) at the rate of five per cent (5%).