



India Government Mint,  
Alipur, Kolkata Pin- 700053 India  
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Web: www.igmkolkata.spmCIL.com  
GSTIN : 19AAJCS6111J2Z4  
IEC Code:506051536 PAN No: AAJCS6111J

**Not Transferable**

**Security Classification:**

**TENDER DOCUMENT FOR PURCHASE OF: HIRING OF SERVICE AND MAINTENANCE OF  
IS200 TX GRAVOGRAPH MARKING/ENGRAVING MACHINE ALONG WITH PROCUREMENT OF  
SPARES.**

**Tender Number: 6000017472 /, Dated: 19.05.2022**

**This Tender Document Contains\_\_\_\_\_Pages.**

**Tender Document is issued to :**

( )

**Details of Contact person in SPMCIL regarding this tender:**

<b>Name</b>	DEVANAND SINGH
<b>Designation</b>	Dy.Manager (MM)
<b>Address</b>	IGMK (India Government Mint, Kolkata) India
<b>Email</b>	
<b>Phone</b>	
<b>Fax</b>	

## Section I: Notice Inviting Tender (NIT)

6000017472 /

(SPMCIL's Tender SI No.)

19.05.2022

(Date)

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

GeM - Availability Report and Past Transaction Summary - ID (as per para 13 a below): ###

Schd. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
1	Unica spindle- 22915 SPME051806	1.000 EA	0.00INR NIL	
2	Spindle Mtr Belt Unica- 13457 SPBE001337	1.000 EA		
3	Unica 97 Pressure Reg. Kit-22953 SPME051807	1.000 EA		
4	X Y Z Microswitch- 14488 SPEL027586	2.000 EA		
5	Unica Spindle Motor Pulley- 22912 SPME051808	1.000 EA		
6	Coupling for Gravograph machine SPHW005060	1.000 EA		
7	GR Plotter Keyboard- 22890 SPEI009969	1.000 EA		
8	Diamond Tools for Gravograph m/c SPTL005383	3.000 EA		
9	Onsite visit and service charge for 2day	1.000 AU		
1	Onsite visit and service charge for 2day	1.000AU		

Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)	ONE-BID PROPRIETARY ARTICLE CERTIFICATE
Security Classification :	
Authority in whose favour all tender related financial instruments (FD, DD, Banker's cheque etc) are to be made	Security Printing and Minting Corporation of India
All Financial Instruments to be payable at :	ONLINE THROUGH MSTC E TENDERING PORTAL
Dates and place of issue of tender documents:	ONLINE THROUGH MSTC E TENDERING PORTAL From 19.05.2022 to 10.06.2022 during office hours.

Place of Pre-Bid Conference :	16th Floor, STC Building, Janpath Road, Jawahar Vyapar Bhawan, New Delhi, Delhi 11000
Place, Time, and date before which Written queries for Pre-bid conference must be received :	, 00:00:00 ONLINE THROUGH MSTC E TENDERING PORTAL
Closing date and time for receipt of tenders	10.06.2022 15:00:00
Place of receipt of tenders	ONLINE THROUGH MSTC E TENDERING PORTAL
Time and date of opening of tenders for Technical Bid. Place, Time, and date of Opening of Price (Financial) bid would be intimated later on	10.06.2022 15:30:00
Place of opening of tenders	ONLINE THROUGH MSTC E TENDERING PORTAL
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.1 of GIT)	DEVANAND SINGH Dy.Manager (MM)
Officer to be contacted for clarifications/ help :	DEVANAND SINGH
Name and Contact Details of Independent Monitor(s) for Integrity Pact (please refer to Clause 44.3 of GIT) for this Tender :	DEVANAND SINGH

ABBREVIATION "EA" EACH, "AU" ACTIVITY UNIT "IGMK" India Govt. Mint, Kolkata  
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2. The quotation must be in the form furnished by procuring entity and should be in ink free from corrections / erasures. In case there is any unavoidable correction it should be properly attested, otherwise the quotation will not be considered.

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

4. Participation in this tender is by invitation only. Unsolicited offers are liable to be ignored. However, vendors who desire to participate in such tenders in future may bring it to the notice of Procuring Entity and apply for registration as per procedure. Note: To get registered as approved supplier with us, please keep visit our website i.e. [www.igmkolkata.spmcil.com](http://www.igmkolkata.spmcil.com) whenever we notify, download EOI for Empanelment of Vendors form and submit.

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

6. Complete details and ISI specification if any must accompany the quotation. Make/ Brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.

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

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

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

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

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

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

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

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

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

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

17. 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).

18. 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.

19. The tender documents are not transferable.

20. 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).

## 21. SUBMISSION OF TENDER:

The bid is to be submitted in one part :-

Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions

contained in the Tender Documents, are uploaded on MSTC e tendering portal on or before the closing date and time indicated in the Para 1 above.

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

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

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

## 25. FAILURE & TERMINATION

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

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

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

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

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

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

### **Part I: General Instructions Applicable to all type of Tenders**

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PLEASE CLICK ON BELLOW LINK.

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

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



## Section III: Special 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	Modify/ Substitute/ Supplement	SIT Provision
01	3.4	Eligible Goods and Services (Origin of Goods)		1. All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations. 2. The word 'origin' incorporated in this clause means the place from where the goods are mines, cultivated, grown, manufactured, produced or processed or from where the service are arranged.
02	11.2	Tender Currency		Supplier is requested to quote price within 2 Decimal place. Quotation with price quote beyond 2 decimal place is ignored.
03	14	PVC Clause & Formula		Prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.
04	19	Tender Validity		90 days from the date of open of tender.
05	20.4	Number of Copies of Tenders to be submitted		1 Copy (Original).
06	50.1, 50.3	Tender For rate Contracts		N.A
07	Special Condition	Special Condition		Supplier should file the returns pertaining to TCS (Section 206C (1H) for TCS collected, in the time and



Sr No	GIT Clause No.	Topic	Modify/ Substitute/ Supplement	SIT Provision
				provide the TCS certificate to IGMK. In case of any Credit loss to IGMK by way of their failure to files Returns and provide TCS certificate in time, IGMK reserves the right to recover the amount equivalent to TCS paid along with applicable interest from the payment of further supplies.
08	Special Condition	GST Return		Supplier should file the GST return for outward supplies in time. In case of any loss to IGMK by way of their failure to files GST Returns in time IGMK reserves the right to withhold the payment of further supplies till production of evidence. Any liability which will occurred on account of non-compliance of e-way bill, GST provision or any other applicable law will be borne by supplier.
09	20.9	E-Procurement		Yes, online through MSTC e-tendering portal

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

### **Part I: General Conditions of Contract applicable to all types of Tenders**

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PLEASE CLICK ON BELLOW LINK.

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

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

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

### **Part II: Additional General Conditions of Contract for specific types of Tenders**

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PLEASE CLICK ON BELLOW LINK.

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

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

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

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below. These Special Conditions will modify/ substitute/ supplement the corresponding (GCC) clauses.

Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

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

Sl.No	GCC Clause No.	Topic	Modify/ Substitute/ Supplement	SCC Provision
01	8.2	Packing and Marking		Items should be suitably packed. The packing should be weather proof and should be made water proof to prevent damage during transit. The supplier will also be responsible for unloading and stacking at Mint Store as per instruction of competent authority. Consignee : Chief General Manager India Government Mint, Alipore, Kolkata : 700 053 Order No : Packing No : Net Weight : Gross Weight :
02	10	Delivery Schedule		The material will have to delivered along with onsite visit and service within 3 months from the date of issue of Mint Purchase Order.
03	11.2	Transportation of Domestic Goods		N.A.
04	12.1	Insurance		N.A.
05	14.1	Incidental Services		N.A.
06	15	Distribution of Dispatch Documents for clearance/ Receipt of Goods		N.A.
07	16.2, 16.4	Warranty Clause		Warranty of spares: 1 year from the date of receipt of material.

Sl.No .	GCC Clause No.	Topic	Modify/ Substitute/ Supplement	SCC Provision
08	19.3	Option Clause		Applicable. Purchaser reserves the right to increase the ordered quantity by 25% at any time, on same terms and condition till final delivery date of the contract, by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period.
09	20.1	Price Adjustment Clause		N.A.
10	21.2	Taxes and Duties		Should be mentioned separately and the details there of should be mentioned in the quotation.
11	22	Terms and Mode of payments		100% on receipt and acceptance of materials & services by the consignee and on production of all required documents by the supplier.
12	24.1	Quantum of LD		As per NIT point number 14.
13	33.1	Resolution of Disputes		If dispute or difference of any kind shall arise between IGM, Kolkata and the supplier in connection with or relating the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve the same amicably the mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within 21 days of its occurrence, then, unless within 21 days

SI.No .	GCC Clause No.	Topic	Modify/ Substitute/ Supplement	SCC Provision
				of its occurrence, then, unless otherwise provided in the SCC,
14	33.1	Resolution of Disputes(Contd.)		either India Govt. Mint, Kolkata or the supplier may seek recourse to settlement of disputes through arbitration act 33.2.

## Section VI: List of Requirements

Schedule No.	Breif Description of goods and services (Related Specifications etc.are in Section-VII)	HNS Code	Accounting Unit	Quantity	Amount of Earnest Money	Place of Delivery for GSTpurpose
1	SPME051806 Unica spindle- 22915		EA	1.000	0.00INR NIL	ONLINE THROUGH MSTC TENDERING PORTAL E
2	SPBE001337 Spindle Mtr Belt Unica- 13457		EA	1.000		ONLINE THROUGH MSTC TENDERING PORTAL E
3	SPME051807 Unica 97 Pressure Reg. Kit-22953		EA	1.000		ONLINE THROUGH MSTC TENDERING PORTAL E
4	SPEL027586 X Y Z Microswitch- 14488		EA	2.000		ONLINE THROUGH MSTC TENDERING PORTAL E
5	SPME051808 Unica Spindle Motor Pulley- 22912		EA	1.000		ONLINE THROUGH MSTC TENDERING PORTAL E
6	SPHW005060 Coupling for Gravograph machine		EA	1.000		ONLINE THROUGH MSTC TENDERING PORTAL E
7	SPEI009969 GR Plotter Keyboard- 22890		EA	1.000		ONLINE THROUGH MSTC TENDERING PORTAL E
8	SPTL005383 Diamond Tools for Gravograph m/c		EA	3.000		ONLINE THROUGH MSTC TENDERING PORTAL E

Schedule No.	Breif Description of goods and services (Related Specifications etc.are in Section-VII)	HNS Code	Accounting Unit	Quantity	Amount of Earnest Money	Place of Delivery for GSTpurpose
9	Onsite visit and service charge for 2day		AU	1.000		ONLINE THROUGH MSTC TENDERING PORTAL

1. Required Delivery Schedule:

2. Required Terms of Delivery, Destination, Ultimate Consignee, and preferred mode of Transportation

3. Scope of Supply, including any Accessories, Mandatory Spares, Installation, Commissioning, Training, or any other incidental requirements



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## Section VII: Technical Specifications

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Description:

1. Unica spindle- 22915 for IS200TX Gravograph Engraving machine.

Description:

2. Spindle Mtr Belt Unica- 13457 for IS200TX Gravograph Engraving machine.

Description:

3. Unica 97 Pressure Regulat. Kit- 22953 for IS200TX Gravograph Engraving machine.

Description:

4. X Y Z Microswitch- 14488 for IS200TX Gravograph Engraving machine.

Description:

5. Unica Spindle Motor Pulley- 22912 for IS200TX Gravograph Engraving machine.

Description:

6. Coupling for IS200TX Gravograph Engraving machine.

Description:

7. GR Plotter Keyboard- 22890 for IS200TX Gravograph Engraving machine.

Description:

8. Diamond Tools for IS200TX Gravograph Engraving machine.

Description:

9. Onsite visit and service(i.e. two days onsite diagnosis and maintenance) for IS200TX Gravograph Engraving machine.

Delivery schedule: Within 3months from the date of issue of Mint PO.

Warranty of spares: 1year from the date of receipt of material.

Schedule-I:

#####.

#####.

Schedule-II:



#####.

#####.

Note: Tenderer's attention is drawn to GIT clause 17 and GIT sub-clause 10.1.

The tenderer is to provide the required details, information, confirmations, etc accordingly, failing which it is tender is liable to be ignored. Prospective bidders shall comply with the feature specifications (including Warrantee Obligations) and submit a #Specification Compliance Certificate# with their Technical Bid.

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## Section VIII: Quality Control Requirements

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

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

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[to be inserted by the office inviting tender as applicable to specific tender]

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## Section X: Tender Form

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**Date:**

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

Ref: Your Tender document No.6000017472 / dated 19.05.2022

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 up to ....., as required in the GIT clause 19, read with modification, if any in Section-III - 'Special Instructions to Tenderers' or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

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

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

We also solemnly declare as under:

### 1. MSMEs Status:

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

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

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

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

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



(e) Udyog Aadhaar Memorandum no#####

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

## 2. Make in India Status:

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

(a) Self-Certification for category of supplier:

Class-I Local Supplier/

Class-II Local Supplier/

Non-Local Supplier.

(b) We also declare that

There is no country whose bidders have been notified as ineligible on reciprocal basis under this order for offered product, or

We do not belong to any Country whose bidders are notified as ineligible on reciprocal basis under this order .

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

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

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

## 4. Debarment Status:

Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Deptts. 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 ; V 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

.....  
.....

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## Section XI: Price Schedule

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1. Unica spindle- 22915 for IS200TX Gravograph Engraving machine.

Qty: 1 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

2. Spindle Mtr Belt Unica- 13457 for IS200TX Gravograph Engraving machine.

Qty: 1 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

3. Unica 97 Pressure Regulat. Kit- 22953 for IS200TX Gravograph Engraving machine.

Qty: 1 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

4. X Y Z Microswitch- 14488 for IS200TX Gravograph Engraving machine.

Qty: 2 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

Total Price for 2 EA:

5. Unica Spindle Motor Pulley- 22912 for IS200TX Gravograph Engraving machine.

Qty: 1 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

6. Coupling for IS200TX Gravograph Engraving machine.

Qty: 1 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

7. GR Plotter Keyboard- 22890 for IS200TX Gravograph Engraving machine.

Qty: 1 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:



8. Diamond Tools for IS200TX Gravograph Engraving machine.

Qty: 3 EA

Basic Price for 1 EA:

Other Charges (If any):

GST for 1 EA:

Total Price for 1 EA:

Total Price for 3 EA:

9. Onsite visit and service for IS200TX Gravograph Engraving machine.

Qty: 1 AU

Basic Price for 1 AU:

Other Charges (If any):

GST for 1 AU:

Total Price for 1 AU:

Total Price for serial no. 1 to 9 on CIF basis at I.G. Mint, Kolkata:

Total Price in words for serial no. 1 to 9:

ABBREVIATION "EA" EACH, "AU" ACTIVITY UNIT "IGMK" India Govt. Mint, Kolkata, "CIF" Cost, Insurance and Freight Included

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



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## Section XII: Vendor Details

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The tenderer should furnish specific details mentioned below. In case a question / issue does not apply to a tenderer, the same should be answered with the remark #not applicable#.

Wherever necessary and applicable, the tenderer shall enclose certified copy as documentary proof/ evidence to substantiate the corresponding statement.

In case a tenderer furnishes a wrong or misleading answer against any of the under mentioned question/ issues, its tender will be liable to be ignored.

### 1. Vendor/ Contractor particulars:

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

### 2. Taxation Details:

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

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

.....

(Signature with date)

.....

.....

(Name, address, and stamp of the tendering firm)



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## Section XIV: Manufacturer's Authorization FORM

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

Dear Sirs,

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

We..... who are proven and reputable manufacturers of  
..... (name and description of the goods offered in the tender) having factories at  
..... here by authorize Messrs..... (name and address of the agent) to  
submit a

tender, process the same further and enter into a contract with you against your requirement as contained in the above  
referred tender enquiry documents for the above goods manufactured by us.

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

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

Yours faithfully,

.....

.....

[Signature with date, name and designation]

for and on behalf of Messrs.....

[Name & address of the manufacturers]

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

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## Section XV: Bank Guarantee Form for Performance Security

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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. ...., (here in after called the #Contractor#), this is to certify that, at the request of the Contractor, we ..... (name of the bank), are holding in trust in favour of the Purchaser, the amount of .....(write the sum here in words), to indemnify and keep indemnified the Purchaser, against any loss or damage that may be caused to, or suffered by the Purchaser, by reason of any breach by the Contractor of any of the terms and conditions of the said contract and/or in the performance thereof. We agree that the decision of the Purchaser, whether any breach of any of the terms and conditions of the said contract and/or in the performance thereof has been committed by the Contractor; and the amount of loss or damage that has been caused or suffered by the Purchaser, shall be final and binding on us, and the amount of the said loss or damage shall be paid by us, forthwith on demand and without demur to the Purchaser.

2. We ..... (name of the bank), further agree that, the guarantee herein contained, shall remain in full force and effect, for sixty days after the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period whichever is later, i.e. till ..... (hereinafter called the #said date#) and that if any claim accrues or arises against us ..... (name of the bank), by virtue of this guarantee before the said date, the same shall be enforceable against us ..... (name of the bank), notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us ..... (name of the bank), by the Purchaser, before the said date. Payment under this bond of guarantee shall be made promptly, upon our receipt of notice to that effect, from the Purchaser.

3. It is fully understood that this guarantee is effective from the date of the said contract and that we ..... (name of the bank), undertake not to revoke this guarantee during its currency, without the consent in writing of the Purchaser.

4. We undertake to pay to the Purchaser, any money so demanded, notwithstanding any dispute or disputes raised by the Contractor, in any suit or proceeding pending before any Court or Tribunal, relating thereto, our liability under this present, being absolute and unequivocal. The payments so made by us under this bond, shall be a valid discharge of our liability for payment thereunder, and the Contractor shall have no claim against us, for making such payments.

5. We..... (name of the bank), further agree that the Purchaser shall have the fullest liberty, without

affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said contract, or to extend time of performance by the Contractor, from time to time, or to postpone for any time or 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 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.

.....  
(Signature with date of the authorized officer of the Bank)

.....

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the Branch

.....  
Name and designation of the officer

.....

.....  
Seal name& address of the Bank and address of the Branch

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## Section XVI: Contract Form

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

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

1. Name & address of the Supplier: .....

2. SPMCIL's Tender document No..... dated.....and subsequent Amendment No..... dated..... (If any), issued by SPMCIL

3. Supplier's Tender No..... dated.....and subsequent communication(s) No..... dated..... (If any), exchanged between the supplier and SPMCIL in connection with this tender.

4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:

- (i) General Conditions of Contract;
- (ii) Special Conditions of Contract;
- (iii) List of Requirements;
- (iv) Technical Specifications;
- (v) Quality Control Requirements;
- (vi) Tender Form furnished by the supplier;
- (vii) Price Schedule(s) furnished by the supplier in its tender;
- (viii) Manufacturers' Authorization Form (if applicable for this tender);
- (ix) SPMCIL's Notification of Award

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

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

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

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

For and on behalf of.....

Received and accepted this contract.....

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

.....



(Name and address of the supplier)

.....

(Seal of the supplier)

Date:

Place:

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## Section XVII: Letter of authority for attending a Pre-bid Conference/ Bid opening

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(REFER to Clause 24.2 of GIT)

The General Manager,  
India Government Mint, Kolkata.

Subject: Authorization for attending bid opening on 10.06.2022 in the Tender of HIRING OF SERVICE AND MAINTENANCE OF IS200 TX GRAVOGRAPH MARKING/ENGRAVING MACHINE ALONG WITH PROCUREMENT OF SPARES..

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 to Clause 22.6 of GCC)**

Name and Address of the Firm.....

Bill No.....Dated.....

Purchase order.....No.....Dated.....

Name and address of the consignee.....

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

1. GST/ CGST/ SGST/ UTGST/ IGST Amount
2. Freight (if applicable)
3. Excise Duty (if applicable)
4. Packing and Forwarding charges (if applicable)
5. Others (Please specify)
6. PVC Amount (with calculation sheet enclosed)
7. (-) deduction/Discount
8. Net amount payable (in words Rs.)

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

Dated.....(enclosed)

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

Place and Date





Received Rs.....

Rupees).....

We solemnly certify that:

- a. Goods and Services Tax (GST) charged on this Bill is not more than what is payable under the provision of the relevant Act or the Rules made there under.
- b. Goods on which GST has been charged have not been exempted under the GST Act or the rules made there under and the charges on account of GST on these goods are correct under the provisions of that Act or the Rules made there under.
- c. We are registered with above indicated GSTIN as dealer in the State where in their Billing address is located for the purpose of GST.
- d. This bill form / invoice is not a replacement for the GST invoice. The proper GST invoice as per requirements of GST rules has been sent to the Purchaser as and when deliveries are made to the consignee.
- e. that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

Revenue stamp

Signature and of Stamp Supplier

## Section XIX: NEFT Mandate

(Refer clause 22.2 of GCC)

From : M/s .....

Date:.....

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

Sub: NEFT payments

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

### NATIONAL ELECTRONIC FUNDS TRANSFER MANDATE FORM

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

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

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

Date

Signature of the Customer

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

Stamp and  
Signature of authorized  
official of the bank

