



SECURITY PAPER MILL,
HOSHANGABAD - 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 9001:2008 & ISO 14001:2004 CERTIFIED)
Website:<http://spmhoshangabad.spmcil.com>
E-Mail:gm.spm@spmCIL.com
Ph.No:91-7574-255259,Fax No:07574-255170
VAT/TIN No:23134202419&Excise Asse.Code:AAKCS4610BXM001

PR Number	PR Date	Indenter	Department
10009558	05.12.2013	Sachin Kumar	PROCESS

Not Transferable

Security Classification:

**TENDER DOCUMENT FOR PURCHASE OF: POLYESTER
STRAPPING TAPE**
Tender Number: 6000003634/PROCESS/2013-14/2394,
Dated:21.01.2014

This Tender Document Contains_____Pages.

Details of Contact person in SPMCIL regarding this tender:

Name: SUDESH PANWAR
Designation: Officer(Technical)
Address: SPMH (Security Paper Mill,Hoshangabd)
India

Section1: Notice Inviting Tender (NIT)

6000003634 /PROCESS/2013-14/2394

(SPMCIL's Tender SI No.)

21.01.2014

(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 Rs.)	Remarks
1	Polyester Strapping Tape 15.62 x .76 mm PKZZ000069	196000.000 M	6500.00INR (RUPEES SIX THOUSAND FIVE HUNDRED ONLY) 0.00	
Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)			ONE-BID National Competetive Bid	
Dates of sale of tender documents:			From 08.02.2014 to 10.03.2014 during office hours.	
Place of sale of tender documents			ADMIN OFFICE SPM,HOSHANGABAD	
Closing date and time for receipt of tenders			11.03.2014 11:00:00	
Place of receipt of tenders			ADMIN OFFICE SPM,HOSHANGABAD	
Time and date of opening of tenders			11.03.2014 15:00:00	
Place of opening of tenders			ADMIN SPM HOSHANGABAD	
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT)			SUDESH PANWAR Officer(Technical)	

T.D.NO.6000003634/Process/2013-14/2394 DATED 22.01.2014

PUBLISHED DATED 08-02-2014

2. Tenderer may also download the tender documents from the website <http://spmshoshangabad.spmcil.com> & <http://eprocure.gov.in> and submit tenders by utilizing the downloaded document.

3. Tender documents may be purchased on payment of non-refundable fee of Rs. 250/- (Rupees Two Hundred Fifty Only) per set in the form of account payee demand draft/ cashier's cheque/ certified cheque, drawn on a scheduled commercial bank in India, in favour of Security Paper Mill, Hoshangabad payable at Hoshangabad.

4. If requested, the tender documents will be mailed by registered post/ speed post to the domestic tenderers and by international air-mail to the foreign tenderers, for which extra expenditure per set will be Rs.100/- for domestic post and Rs.1000/- for international air-mail. The tenderer is to add the applicable postage cost in the non-refundable fee mentioned in Para 3 above.

5. Tenderer may also download the tender documents from the web site and submit its tender by utilizing the downloaded document, along with the required non-refundable fee as mentioned in Para 3 above.

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 in the tender box located at the address given below on or before the closing date and time indicated in the Para 1 above, failing which the tenders will be treated as late and rejected.



Tender Number:6000003634

7. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organisation, the tenders will be sold/ received/ opened on the next working day at the appointed time.

8. The tender documents are not transferable.

(SUDESH PANWAR)
OFFICER (MATERIAL)-II
For GENERAL MANAGER

Address: General Manager,
Security Paper Mill,
Hoshangabad (M.P.)-461005
Ph. No. 07574-279041-60 Extn: 6948, 6847 & 6588

.....

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

For and on behalf of

.....

Section II: General Instructions to Tenderers (GIT)

Part 1: General Instructions Applicable to all type of Tenderers

Kindly refer <http://spmshoshangabad.spmcil.com/spmcil/uploaddocument/GIT.pdf>
for further details.

(GIT contains 32 pages)

Section II: General Instructions to Tenderers (GIT)

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

Kindly refer <http://spmshoshangabad.spmcil.com/spmcil/uploaddocument/GIT.pdf>
for further details.

(GIT contains 32 pages)

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
04	11.2	Tender Currency	SUPPLIER IS REQUESTED TO QUOTE PRICE WITHIN 2 DECIMAL PLACE. QUOTATION WITH PRICE QUOTE BEYOND 2 DECIMAL PLACE IS IGNORED
07	19	Tender Validity	90 DAYS
08	20.4	Number of copies of Tender to be submitted	SINGLE

Section IV: General Conditions of Contract (GCC)

Kindly refer <http://spmhoshangabad.spmcil.com/spmcil/uploaddocument/GCC.pdf> for further details.

(GCC Contains 28 pages)

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
07	19.3	Option Clause	AS APPLICABLE
10	22,22.1,22.2,22.4,22.3,22.6	Terms and Mode of Payments	AS PER GCC. MODE OF PAYMENT THROUGH RTGS/NEFT ONLY

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
00010	PKZZ000069 Polyester Strapping Tape 15.62 x .76 mm	M	196000.00	6500.00 INR (RUPEES SIX THOUSAND FIVE HUNDRED ONLY) 0.00

Required Delivery Schedule : Within one month from the date of issue of Notification of Award of Contract or Purchase Order whichever is earlier.

Required Term of Delivery : F.O.R. Hoshangabad duly unloading at site

Destination : Security Paper Mill, Hoshangabad

Mode of Transport : BY ROAD Transport the contracted Material/supplies only through registered Common carrier.

1. COMPARISON ON F.O.R HOSHANGABAD BASIS

The Comparison of the responsive tenderers shall be on Total Price quoted FOR Hoshangabad basis as per Price Schedule in Section-XI of this Tender document. The tenders received and accepted will be evaluated to ascertain the best and lowest evaluated tender in the interest of the purchaser for the complete scope of supply as per Technical specifications covered in the document.

2. EARNEST MONEY DEPOSIT (EMD)

The earnest money for a total value of INR 6,500/- (Rupees Six Thousand Five Hundred Only) shall be furnished in one of the following forms.

- Account Payee Demand Draft or
- Fixed Deposit Receipt or
- Bankers cheque

The demand draft, fixed deposit receipt or banker cheque shall be drawn on any scheduled commercial bank in India, in favour of Account specified in the Clause 3 of NIT. The earnest money shall be valid for a period of forty five days beyond the validity period of the tender. (GIT Clause No. 18.1)

3. Tender Submission:

Tender shall be prepared and submitted in Single Bid System which includes Technical and Commercial conditions including Price Bid in a single sealed envelope. The envelope should be Super Scribed our tender enquiry No. and date and marked #TENDER FOR POLYESTER STRAPPING TAPE# due on 11.03.2014 and addressed to the General Manager, Security Paper Mill, Hoshangabad-461 005(M.P.),India. (GIT Clause No. 21.1)

4. Tender Validity

The tenders shall remain valid for acceptance for a period of 90 days. Any tender valid for a shorter period shall be treated as un-responsive and rejected. (GIT Clause No. 19.1)

5. OPTION CLAUSE

The General Manager, Security Paper Mill, Hoshangabad reserves the right to increase the ordered quantity by 25% at any time, till the 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 expiry of Delivery period. (GCC Clause No. 19.3)

6. Payment Terms

- (i) 100% Payment shall be done on receipt and acceptance of goods by the purchaser and on production of all required documents by the supplier.
- (ii) Payment shall be done through RTGS/NEFT facility. Bidder should provide Bank Account details including Bank Account No, IFSC code No, RTGS/NEFT code No. Bank and branch Name along with their Bid. (GCC Clause No. 22.1)

7. Schedule wise Evaluation

The Evaluation of L1 bidder shall be based on the consolidated Grant total offered by the bidder as per Section-XI of this tender document.

8. Performance Security

8.1) Within twenty-one days after the issue of notification of award by Security Paper Mill, Hoshangabad, the supplier shall furnish performance security of 10% of the order value to Security Paper Mill, Hoshangabad, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.

8.2) The performance security shall be denominated in Indian Rupees or in the currency of contract and shall be in one of the following forms:

- a) Account payee Demand Draft or Fixed Deposit Receipt drawn on any commercial bank of India, in favour of Security Paper Mill, Hoshangabad as indicate in the clause 3 to NIT.
- b) Bank Guarantee issue by a commercial bank in India, in the prescribed form as provided in Section XV of this document.

8.3) In the event of any loss due to supplier's failure to fulfill its obligation in terms of the contract, the amount of the performance security shall be payable to Security Paper Mill, to compensate Security Paper Mill, for the same.

8.4) In the event of any amendment issued to the contract, the supplier shall, within twenty-one days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract as amended.

Note: THE FOLLOWING SECTION'S ARE NOT APPLICABLE FOR THIS TENDER:

SECTION- XIII BANK GUARANTEE FORM FOR EARNEST MONEY DEPOSIT
SECTION- XVIII SHIPPING ARRANGEMENTS FOR LINER CARGOS

Section VII: Technical Specifications

Polyester Strapping Tape 15.62 X .76 MM

Strap Width- 16 MM (+) (-) 2.5%

Strap Thickness- 0.75 MM (+) (-) 10%

Surface-Plain

Break Strength - 5000 Newton

Packing 1400 Mtrs Per Roll

Core I/D-203 MM

Colour Green

Section VIII: Quality Control Requirements

The bidder shall confirm in their Techno-commercial Tender that the offered material shall confirm to our Technical specifications as per Section-VII of this tender document.

Section IX: Qualification/Eligibility Criteria

//NOT APPLICABLE//



Tender Number:6000003634

Section X: Tender Form

Date:

To,
Security Paper Mill, Hoshangabad
A Unit of Security Printing & Minting
Corporation of India Limited
(Wholly Owned by Govt. of India)
Hoshangabad

Ref: Your Tender document No.6000003634 /PROCESS/2013-14/2394 dated 21.01.2014

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 of (total tender amount in figures and words), as 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 further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

.....
(Signature with date)

.....
(Name and designation)

Duly authorized to sign tender for and on behalf of

.....

.....

Section XI: Price Schedule

S.No.	Details of Heads	Rate	Rate Per Mtrs
01	Basic Price:		
02	Excise Duty in percentage (%) only		
03	CST(With and Without C form)/VAT in percentage (%) only		
04	Packing Charges		
05	Forwarding Charges		
06	Freight charges (Approximate / Actual) + Service Tax on Freight		
07	Unloading charges		
08	Others (Please specify)		
09	Total Price for 1 Mtr. (in figures only)(FOR, SPM, Hoshangabad)	Rs.....	
10	Total Price for 196000 Mtrs (in figures only)	Rs.....	
11	Total Price for 196000 Mtrs (in words Only)	Rs.....	

Note : Levies / Taxes would not be paid on forwarding and freight charges.

Section XII: Questionnaire

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

1. Brief description and of goods and services offered:

2. Offer is valid for acceptance up to

3. Your permanent Income Tax A/ C No. as allotted by the Income Tax Authority of Government of India:

Please attach certified copy of your latest/ current Income Tax clearance certificate issued by the above authority.

4. Status :

a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D), New Delhi, and / or the National Small Industries Corporation (NSIC), New Delhi, and / or the present SPMCIL and / or the Directorate of Industries of the concerned State Government for the goods quoted ? If so, indicate the date up to which you are registered and whether there is any monetary limit imposed on your registration.

b) Are you currently registered under the Indian Companies Act, 1956 or any other similar Act?

Please attach certified copy(s) of your registration status etc. in case your answer(s) to above queries is in affirmative.

5. Please indicate name & full address of your Banker(s) :

6. Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Deptt. of Government of India or by any State Govt.

.....
(Signature with date)

.....

.....
(Full name, designation & address of the
Person duly authorized sign on behalf of the tenderer)
For and on behalf of

.....

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

Section XIV: Manufacturer's Authorization FORM

To,
Security Paper Mill, Hoshangabad
A Unit of Security Printing & Minting
Corporation of India Limited
(Wholly Owned by Govt. of India)
Hoshangabad

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]

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.

Section XV: Bank Guarantee Form for Performance Security

.....[insert: Bank's Name, and Address of issuing Branch or Office]

Beneficiary: [insert: Name and Address of SPMCIL]

Date:.....

PERFORMANCE GUARANTEE No.:

WHEREAS..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... datedto supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand. We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

We undertake to pay SPMCIL up to the above amount upon receipt of its first written demand, without SPMCIL having to substantiate its demand.

This guarantee will remain in force for a period of forty five days after the currency of this contract and any demand in respect thereof should reach the bank not later than the above date.

.....
(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

Section XVI: Contract Form

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:

Section XVII: Letter of authority for attending a Bid opening

The General Manger,
Security Paper Mill, Hoshangabad.

Subject: Authorization for attending bid opening on 11.03.2014 in the Tender of POLYESTER STRAPPING TAPE.

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
1.		
1.		
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 bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not recovered.



(Refer to Clause 22.6 of GCC)

Name and address of the consignee.....



Tender Number:6000003634

Received Rs.....(Rupees).....

I hereby certify 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