

Standard Bidding Document

INDIA GOVERNMENT MINT

(A UNIT OF SECURITY PRINTING & MINTING CORPORATION OF INDIA LTD.),

MINIRATNA CATEGORY – 1, CPSE, (WHOLLY OWNED BY GOVERNMENT OF INDIA)

P.B. NO. 10, H.C.L. POST, I.D.A. PHASE II, CHERLAPALLY, HYDERABAD – 500 051. (TELANGANA)

Tel. No: +91-40-27268300 (Extn -122); Fax No.: 040-27262951

E-mail: igm.hyderabad@spmCIL.com, Web: <http://igmhyderabad.spmCIL.com>

CIN: U22213DL2006GOI144763; GSTIN: 27AAJCS6111J2Z7

Security Classification: *Non Security*

TENDER DOCUMENT FOR: RENOVATION OF FACTORY CONFERENCE HALL.

Tender Number: 600018545/72/CIVIL, Dated 11.12.2023

This Tender Document Contains 33 Pages.

Details of Contact person in SPMCIL regarding this tender:

Name: RAJKUMAR R

Designation: Manager (MM)

Address: IGMH (India Government Mint, Hyderabad) India

Disclaimer

The information contained in this Bid Document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Security Printing and Minting Corporation Limited (hereafter referred as the "Purchaser") or any of its employees or associated agencies, is provided to Bidder(s) on the terms and conditions set out in this Bid Document and such other terms and conditions subject to which such information is provided.

This Bid Document is not an agreement and is neither an offer nor invitation by the Purchaser to the prospective Bidder(s) or any other party hereunder. The purpose of this Bid Document is to provide the Bidder(s) with information to assist them in the formulation of their proposal submission. This Bid document does not purport to contain all the information Bidder(s) may require. This Bid document may not be appropriate for all bidders, and it is not possible for the Purchaser to consider particular needs of each Bidder. Each Bidder should conduct its own investigation and analysis, and should check the accuracy, reliability, and completeness of the information in this document and obtain independent advice from appropriate sources.

Information provided in this Bid Document to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Purchaser, its employees and other associated agencies accept no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

This Bid document and ensuing bids; communications and Contracts would alone determine the legal and commercial relationship between the bidders/ contractors and the Purchaser. No other Government or Purchaser's document/ guidelines/Manuals including its Procurement Manual (which are for internal and official use of its officers), have any locus standi in such a relationship. These documents/guidelines/ Manuals therefore should not be cited or referred in any legal or dispute resolution or grievance redressal proceedings.

The Purchaser, its employees and other associated agencies make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Bid Document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Bid Document and any assessment, assumption, statement or information contained therein or deemed to form part of this Bid Document or arising in any way for participation in this Bid Stage.

The Purchaser, its employees and other associated agencies also accept no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder(s) upon the statements contained in this Bid Document.

The Purchaser may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this Bid Document.

The issue of this Bid Document does not imply that the Purchaser is bound to select Bidder(s) and the Purchaser reserves the right to reject all or any of the Bidders or Bids or to decide to drop the procurement process at any stage without assigning any reason.

The Bidder(s) shall bear all its costs associated with or relating to the preparation and submission of their Bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any submission of samples, demonstrations or presentations which may be required by the Purchaser or any other costs incurred in connection with or relating to their Bids. All such costs and expenses will remain with the Bidder(s) and the Purchaser shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder(s) in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

This disclaimer forms an integral part of the Bid document and shall supplement but not supplant the provision of the Bid Document.

SECTION I: NOTICE INVITING TENDER (NIT)

INDIA GOVERNMENT MINT

(A Unit of Security Printing & Minting Corporation of India Ltd.),

Miniratna Category – 1, CPSE, (Wholly Owned By Government of India)

P.B. NO. 10, H.C.L. POST, I.D.A. PHASE II, CHERLAPALLY, HYDERABAD – 500 051. (TELANGANA)

Tel. No: +91-40-27268300 (Extn -122); Fax No.: 040-27262951

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1. E-tenders (through [MSTC E-Commerce \(mstcecommerce.com\)](http://mstcecommerce.com)) are invited from eligible and qualified bidders for supply of the following.

Schedule No.	Brief Description of Goods/ Services	Quantity (with unit)	Earnest Money (in Rs.)	Remarks
01.	Renovation of Factory Conference Hall	1 AU	Rs.7,000 (Seven thousand only)	

Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)	Two Bid i.e., (Techno-commercial Bid & Price Bid) National Competitive Bid (NCB)
Security Classification	Non- Security
Authority in whose favour all tender related financial instruments (FD, DD, Banker's cheque etc) are to be made	India Government Mint, Hyderabad, A Unit of SPMCIL
All Financial Instruments to be payable at	Hyderabad.
Dates and place of issue of tender documents:	From 11.12.2023 to 10.01.2023 during Office Hours at IGM, Hyderabad
Closing date and time for receipt of tenders	10.01.2023 Up to 14:45 Hours IST
Place of receipt of tenders	Through e-tendering portal i.e. MSTC E-Commerce(mstcecommerce.com)
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}	15:00 Hours IST on 10.01.2023
Pre-bid Conference	Not Applicable
Place of opening of tenders	India Government Mint, Hyderabad through e-tendering portal i.e. MSTC E-Commerce (mstcecommerce.com)
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.1 of GIT)	Manager (MM), India Government Mint, Hyderabad-500051, Telangana, India.
Officer to be contacted for clarifications/ help:	Rajkumar R, Manager (MM), India Government Mint, Hyderabad.

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 neighbouring 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 (Through e-tendering portal i.e. [MSTC E-Commerce \(mstcecommerce.com\)](http://MSTC E-Commerce (mstcecommerce.com))), 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. **Bidders may upload their bids through e-tendering portal i.e. [MSTC E-Commerce \(mstcecommerce.com\)](http://MSTC E-Commerce (mstcecommerce.com))), bidders must upload their bids along with scanned copies as required enclosures (including proof of cost of EMD as applicable) as per instructions given in this regard. Original copy of such scanned uploaded EMD, 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 organisation, 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 amount mentioned in Section VI – List of Requirements shall be furnished in one of the following forms: a) Account Payee Demand Draft or b) Fixed Deposit Receipt ; in acceptable form, otherwise the tender will not be accepted in any case. The demand draft, fixed deposit receipt shall be drawn on any scheduled commercial bank in India, in favour of Account and place of payment specified in the Para 1 above.
11. 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).
12. As per the amendments to Companies Act 2013, companies are required to make certain disclosure pertaining to vendors registered under Micro, Small and Medium Enterprises Development Act 2006 (MSMED Act 2006). If your firm/ company is registered under MSMED Act 2006, please attach a copy of the registration certificate.
13. Any security breach by the contractor, will lead to:
 - a) Termination of contract.
 - b) Payment of damages.

14. As per provisions contained in M/o Finance, Dept. of Expenditure O.M. No.1(2)(1)/2016-MA dt.10th March 2016, relaxation shall be given of prior turnover and prior experience with respect of Micro & Small Enterprises (MSEs) subject to meeting of quality and technical specifications.
15. Traders/resellers/distributor/authorized agents will not be considered for availing benefits under PP Policy 2012 for MSEs as per MSE guidelines by MOMSME
16. The guidelines issued vide office Memorandum No. DPE/7(4)/2007-Fin. Dated 06.12.2012 issued by the Ministry of Heavy Industries & Public Enterprises, D.O.No.21(1)/2011-MA dated 25.04.2012 and letter F.No.21(8)/2018-MA dated 09.11.2018 issued by the Ministry of Micro, Small & Medium Enterprises and letter No. NSIC/HO/BD/66/PPP/1415 dated 23.01.2015 issued by National Small Industries Corporation Ltd as follows: #Micro & Small Enterprises are eligible to get the benefits under Public Procurement Policy for Micro & Small Enterprises (MSEs) Order 2012” as notified by the Government of India, Ministry of Micro, Small & Medium Enterprises, New Delhi vide Gazette Notification dated 26.03.2012 (Traders are exempted from purview of this policy).The major benefits allowed are as under:

- a) Issue of Tender Sets free of cost.
- b) Exemption from payment of Earnest Money Deposit (EMD).
- c) In Tender participating MSEs quoting price within price band of L1 + 15% shall also be allowed to supply at least 25% of requirement by bringing down their price to L1 price where L1 is non-MSEs. Further out of this requirement of at least 25% procurement from MSEs, 4% is earmarked for units owned by Schedule Caste/Schedule Tribes and 3% reservation for Women owned MESSs. In case no SC/ST and Women owned MSE is a responsive tenderer then whole procurement shall be made from responsive MSE fulfilling the above mentioned conditions.

Note 1: Firm must submit a valid UDYAM registration certificate (which clearly indicates the status of firm) in order to be eligible for MSEs benefits.

Note 2: As the procurement is not split able. Therefore, the above clause (c) would imply that participating MSEs registered with MSME under single point registration scheme quoting price within price band of L1 + 15% shall be allowed to bring down their price to L1 price where L1 is non-MSEs. On acceptance of the above, the total job shall be awarded to the MSE firm.

17. The tender document includes:-

- 1) Section I - Notice Inviting Tender (NIT)
- 2) Section II - General Instructions to Tenderers (GIT)
- 3) Section III - Special Instructions to Tenderers (SIT)
- 4) Section IV - General Conditions of Contract (GCC)
- 5) Section V - Special Conditions of Contract (SCC)
- 6) Section VI - List of Requirements
- 7) Section VII - Technical Specifications
- 8) Section VIII - Quality Control Requirements
- 9) Section IX - Qualification/ Eligibility Criteria
- 10) Section X - Tender Form
- 11) Section XI - Price Schedule
- 12) Section XII - Vendor Details
- 13) Section XIII - Bank Guarantee Form for EMD (**--NOT APPLICABLE--**)
- 14) Section XIV - Manufacturer's Authorization Form
- 15) Section XV - Bank Guarantee Form for Performance Security
- 16) Section XVI - Contract Form
- 17) Section XVII - Letter of Authority for attending a Bid Opening
- 18) Section XVIII - Proforma of Bills for Payments



Tender No: 6000018545

- 19) Section XIX - NEFT Mandate
20) Section XX - Integrity Pact (**--NOT APPLICABLE--**)

Note: For “SPMCIL” be read as ‘India Government Mint, Hyderabad’

(R Rajkumar)
Manager (MM)
India Government Mint, Hyderabad.
Telephone No. 040-27268300 (Extension: 122)
E-mail: Raj.kumar@spmcil.com
Purchase.igmh@spmcil.com

For and on behalf of

*The Chief General Manager
India Government Mint, Hyderabad.*

Section II: GENERAL INSTRUCTIONS TO TENDERER (GIT)

Please refer the link <https://spmciil.com/uploaddocument/GIT/new.pdf> for the following:

- 1) *Part I: General Instructions Applicable to All Types of Tenders*
- 2) *Part II: Additional General Instructions applicable to Specific Types of Tenders*

Section III: SPECIAL INSTRUCTIONS TO TENDERER (GIT)

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.)

Sl. No.	GIT Clause No.	Topic	Modify/Substitute/ Supplement	SIT Provision
1	11.2	Tender Currency	Modify	The tenderer shall quote only in Indian rupees up to 2 decimal places.
2	16. a) to c)	Documents Establishing Tenderer's Eligibility and Qualifications	Modify	As per Section IX: Qualification / Eligibility Criteria
3	18.	Earnest Money Deposit (EMD)	Modify	Refer section VI.
4	19	Tender Validity	Modify	120 days from the date of opening of the techno-commercial bid.
5	20.4	Number of Copies of Tenders to be submitted	Modify	One copy through e-tendering portal i.e. MSTC E-Commerce (mstcecommerce.com)
6	20.8	Two Bid System	Modify	Refer section VI.

Section IV: GENERAL CONDITIONS OF THE CONTRACT (GCC)

Please refer the link <https://spmci.com/uploaddocument/GCC/new.pdf> for the following:

- 1) Part I: General Conditions of Contract Applicable to All Types of Tenders
- 2) Part II: Additional General Conditions of Contract applicable to Specific Types of Tenders

Section V: SPECIAL CONDITIONS OF THE 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 of 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
1	6.1, 6.2, 6.3 & 6.5	Performance Bond/ Security	Modify	The supplier shall furnish performance security for an amount equal to 10% of the total value of the contract and valid up to 60 (Sixty) days beyond the date of completion of all contractual obligations by the supplier.
2	16.2,16.4	Warrantee Clause	Modify	Warranty shall be for a period of 1 year from the date of acceptance of work by the authorized officer.
3	19.3	Option Clause	Modify	India Government Mint, Hyderabad reserves the right to exercise option clause up to 25% of the total value of contract at any time till the final delivery date of the contract by giving reasonable notice even though the work has been completed as per contract in full before the last date of delivery on the same term & conditions.
4	21.	Taxes and Duties	Modify	As applicable.
5	22	Terms and Mode of payments	Modify	100% Payment to the firm shall be made on actual work basis after satisfactory completion of work and submission of bills along with supporting documents duly certified by authorised Mint Officers.
6	24.1	Quantum of LD	Modify	If the supplier fails to deliver any or all of the goods or fail to perform the services within the time frame(s) incorporated in the contract, IGM, Hyderabad shall, without prejudice to other rights and remedies available to IGM, Hyderabad under the contract,

				deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% of the delivered price of the delayed goods and/or services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% of the delayed goods' or services' contract price(s).
7	29.	Termination for convenience	Modify	India Government Mint, Hyderabad reserves the right to short close the contract upon any change in requirement of IGMH on design/specification, National consideration, user requirement and indent etc. in addition to the GCC Clause 29.

Section VI: LIST OF REQUIREMENTS

Schedule No.	Brief Description of Goods/ Services	Quantity (with unit)	Earnest Money (in Rs.)	Remarks
01.	Providing and fixing mineral fibre false ceiling tiles	66.7 sq.m	Rs.7,000/- (Seven thousand only)	
02	Providing & fixing glass panes with putty and glazing clips in steel doors, windows	5 sq.m		
03	Wall Painting with acrylic emulsion paint	188.46 square meter		
04	Providing and applying white Cement based putty over walls	121.76 square meter		
05	French spirit polishing Providing of polishing to door and wooden racks	25 square meter		
06	Laying of PVC Vinyl Mat for floor	66.7 square meter		
07	Supply & Transportation of materials	10 each		

- 1. Required Delivery Schedule/Service:** Three months from the date of issuance of NAC or Purchase order whichever is earliest.
- 2. Required Terms of Delivery:** F.O.R India Government Mint, Hyderabad.
- 3. Destination:** India Government Mint, P.B. NO. 10, H.C.L. POST, I.D.A. PHASE II, CHERLAPALLY, HYDERABAD – 500 051. (TELANGANA)

4. Earnest Money Deposit:

The required Earnest Money Deposit for the above tendered items is **Rs.7, 000/- (Seven thousand only)** shall be submitted scanned copy along with e-tender in Techno-Commercial Bid.

The EMD shall remain valid for a period of **45 days** beyond Bid Validity i.e., **120+45 = 165 days** after the date of opening of the tender. Any short validity, the tender shall be treated as unresponsive and rejected. The EMD should be in Indian Rupees only. Successful tenderer's EMD will be returned without any interest, after the receipt of Performance Security from the tenderer. Unsuccessful Tenderers EMD will be returned to them without any interest, after expiry of the tender validity period.

The firm who are registered under **Udyog Aadhar Memorandum (UAM)** as Micro & Small Enterprises (MSEs) for Manufacturing/Selling, National Small Industries Corporation (NSIC), District Industrial Centres (DIC), Small

Scale Industries (SSI) for Manufacturing/Selling of **Tendered Item** may be exempted from submitting the EMD subject to the submission of valid certificate(s) during the tender validity period.

EMD must be furnished along with the tender in the form of Demand Draft/Fixed Deposit Receipt denominated in Indian Rupees drawn on any Scheduled Commercial Bank, in favour of India Government Mint, Hyderabad payable at Hyderabad.

Note: Earnest Money Deposit (EMD) in original shall be sent to the designated officer Mr. Rajkumar.R, Manager (Materials), India Government Mint, Hyderabad through post or by hand so as to reach within 5 days' time of tender opening.

5. Two bid systems:

- i. E-Tender will consist of Two Bid system i.e. **Part I** – Techno-commercial Bid and **Part II** -Financial/ Price Bid.
- ii. The tenderer is requested to bifurcate their quotations in two parts – first part, called the **Techno-commercial Bid**, containing the relevant technical details and documents required as per **Annexure- I: INDEX** of this tender document & **Part-I shall not contain any price aspects**. The Second part, Called **Financial Bid**, contains Price quotation/Offer for the tendered item.
- iii. **Part I- Techno-commercial Bid** and **Part II- Financial/ Price Bid** are to be submitted through e-tendering portal i.e. [MSTC E-Commerce \(mstcecommerce.com\)](http://mstcecommerce.com) on or before the due date of submission of tenders.
- iv. Revealing of Price in Techno-commercial Bid would only lead for rejection of Bid.
- v. Price bid will be considered of those firms who will qualify in the Techno-commercial bid. The opening date of the financial bid will be intimated accordingly to those firms who have qualified in Techno-Commercial Bid.
- vi. All the Documents/Copies submitted by the tenderer shall be complete in every aspect with all their enclosures/ attachments **duly numbered and signed on each and every page of the bid**.
- vii. The bidder has to sort and arrange the documents as per **Checklist** in **Annexure- I: INDEX** of this document and **only then** numbering of the document(s) maybe done accordingly.
- viii. The duly filled **Checklist** in **Annexure- I: INDEX** may please be placed on top of all the documents along with Techno-commercial Bid.
- ix. Bidder has to furnish stipulated documents in support of fulfilment of qualifying criteria. Non-submission or incomplete submission of documents may lead to rejection of offer.
- x. **Labour Compliance:** The firm shall comply fully and submit declaration accepting all laws and statutory regulations such as:
 - Minimum Wages Act, 1948,
 - Payment of Wages Act, 1936
 - Contract Labour (Regulation & Abolition) Act, 1970 & 1971,
 - Industrial Dispute Act, 1947,
 - Workmen's Compensation Act, 1923,
 - Payment of Gratuity Act, 1972
 - Employees' State Insurance Act, 1948

- Employees' Provident Fund and Misc. Provisions Act, 1952
- Maternity Benefits Act, 1951
- Payment of Bonus Act, 1965
- Factories Act, 1948
- Industrial Employment (Standing Orders) Act, 1946
- Child labour (prohibition and regulation) Act, 1986
- Inter-state Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979
- The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and Cess Act of 1996.

xi. Supply of water and electricity power:-

- The contractor shall be responsible for making arrangements at his own cost to obtain supply of water and/or electrical power, necessary for execution of works and during warranty period. In the event of supply of water or electrical power or both by the I.G Mint Hyderabad, such supply shall be given only at one point. The cost of making necessary arrangements for the distribution system and laying of necessary pipe line, valves, meters etc. for water supply or the laying of underground/overhead conductor, circuit protection, electrical power meters and transmission structures in case of electric power shall be borne by the contractor.
- The contractor shall also bear the running cost of water and power supplied, the rates for which shall be determined and notified by the I.G. Mint Hyderabad. The decision of the I.G. Mint Hyderabad on such cost shall be final and binding.
- Any increase in water/ power tariff by supplying agencies shall also be borne by the contractor.

xii. Completion certificate:

As soon as the work is completed, the Contractor shall give notice of such completion to IGM Hyderabad and within 30 days of receipt of such notice, IGMH shall inspect the work and also arrange for carrying out of such tests as may be prescribed under the contract or ordered by IGM Hyderabad.

If any incomplete item of work or any defect notices, which is to be rectified by the Contractor, or if any part of whole of the work fails to pass the specified tests, IGM Hyderabad shall furnish to the Contractor, the list of all such incomplete items of work, deficiencies, defects, failure to pass tests, etc., and may refuse to issue a Certificate of Completion to the Contractor. If the work has been satisfactorily completed then and has satisfactorily passed final test or tests that may be prescribed, IGM Hyderabad shall issue a certificate of completion, showing the date of completion in respect of the work. The warranty period shall commence from the date of completion indicated in such certificate. The Certificate of Completion of works shall not absolve the Contractor from his liability to make good defects, imperfections and shrinkages or faults, which may appear during the warranty period specified in the contract. These shall be rectified and made good by the Contractor at his own cost. In case of the default on the part of the Contractor, to so make good the defects or deficiencies, IGMH may employ labour, plant and machinery and materials or appoint another agency or Contractor, to make good such defects, imperfections, shrinkages and faults, and all expenses consequent and incidental thereto, shall be recovered from any money due to the Contractor under the contract including the Performance Security amount.

xiii. Subcontracting:-

The Contractor shall not subcontract the whole of the works. Except where otherwise provided in the Contract, the Contractor shall not subcontract any part of the works without the prior consent of IGM Hyderabad in writing. Any such consent shall not relieve the Contractor from any of his liability or obligation under the Contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his representative, servants or workmen as fully as if they were the acts, defaults or neglects of the Contractor. Provided that the Contractor shall not be required to obtain such consent for

- a. The provision of labour, or
- b. The purchase of materials which are in accordance with the specifications/standards specified in the Contract, or
- c. The subcontracting of any part of the works for which the subcontractor is named in the contract.
- d. The purchase of plants and equipment for execution of the works.
- e. The hiring of Plants and equipment for execution of the works.
- f. Any breach of the above conditions shall entitle the IGM Hyderabad to rescind the contract.

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

Annexure-I: INDEX

(Please Tick Mark appropriately for Produced/Submitted Documents)

PART -I: TECHNO-COMMERCIAL BID					
S.No	Description	Submitted		Page No.	
		YES	NO	From	To
1.	a.) Udyog Aadhaar Memorandum (UDYAM) Certificate (Or)				
	b.) Start-up Registration Certificate				
2.	EMD: Earnest Money Deposit				
3.	Tender Form: As per Section X of the Tender Document (Duly filled, stamped and Signed) (Do not reveal Price here)				
4.	Vendor Details: As per Section XII of the Tender Document (Duly filled, stamped and Signed)				
5.	Copy of PAN Certificate				
6.	Copy of GST registration Certificate				
7.	Make in India Declaration				
8.	NEFT Mandate: As per Section XIX of the Tender Document (Duly filled, stamped and Signed)				
9.	All the pages of Current Tender Document duly signed and stamped on every page. (Acceptance to all term and condition of the tender without any deviations)				
10.	Documentary Evidence towards Experience and Past performance as per Clause 1.of Section IX.				
11.	Documentary Evidence towards Capability, equipment and Manufacturing facilities as per Clause 2. of Section IX				
12.	Documentary Evidence towards Financial Standing as per Clause 3. (a), (b) & (c) of Section IX. (Tick mark the Following appropriately)				
	12.1 CA Certified Balance Sheet of FY 2020-21				
	12.2 CA Certified Balance Sheet of FY 2021-22				
	12.3 CA Certified Balance Sheet of FY 2022-23				
	12.4 CA Certified Profit & Loss Statements of FY 2020-21				
	12.5 CA Certified Profit & Loss Statements of FY 2021-22				
	12.6 CA Certified Profit & Loss Statements of FY 2022-23				
14.	Technical Specifications clearly mentioning Make/Brand and Model No. etc., of the Quoted Product/material on Firms Letterhead (Duly Signed & Stamped)				
PART II - FINANCIAL BID					
S.No	Description	Submitted		Page No.	
		YES	NO	From	To
1.	Duly filled Section XI: Price Bid				

Section VII: SCOPE OF WORK & SPECIFICATIONS:

Scope of Work:

1. Providing and applying white Cement based putty over walls
2. Complete internal wall painting.
3. Laying of PVC Vinyl Mat for Floor.
4. Providing of Polishing to door and wooden racks.
5. Replacement of Glass Panes to Windows and Ventilators.

1) Providing and fixing mineral fibre false ceiling tiles at all heights of size 595X595mm of approved texture, design and pattern. The tiles should have Humidity Resistance (RH) of 99%, Light Reflectance- 85%, Thermal Conductivity $k = 0.052 - 0.057 \text{ w/m K}$, Fire Performance as per (BS 476 pt - 6 &7) in true horizontal level suspended on interlocking T-Grid of hot dipped all round galvanized iron section of 0.33 mm thick (galvanized @120 gsm) comprising of main T runners of 15x32 mm of length 3000 mm, cross T of size 15x32mm of length 1200 mm and secondary intermediate cross T of size 15x32 mm of length 600 mm to form grid module of size 600x600 mm suspended from ceiling using galvanized mild steel item (galvanised@80gsm) 50 mm long 8mm outer diameter M-6 dash fasteners, 6 mm diameter fully threaded hanger rod up to 1000 mm length and L-shape level adjuster of size 85x25x2 mm, spaced at 1200 mm centre to centre along main 'T'. The system should rest on periphery walls /partitions with the help of GI perimeter wall angle of size 24x24X3000 mm made of 0.40 mm thick sheet, to be fixed to the wall with help of plastic rawl plug at 450 mm centre to centre & 40 mm long dry wall S.S. screws. The exposed bottom portion of all T-sections used in false ceiling support system shall be pre-painted with polyester baked paint, for all heights. The work shall be carried out as per specifications, drawings and as per directions of the engineer-in-charge. 26.27.1 With 16 mm thick beveled tegular mineral fibre false-----**66.7 sqm**

2) Providing & fixing glass panes with putty and glazing clips in steel doors, windows, clerestory windows, all complete with : 4.0 mm thick glass panes-----**5 sqm**

3) Wall painting with acrylic emulsion paint, having VOC (Volatile Organic Compound) content less than 50 grams/ litre, of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour.two coats-----**188.46 sqm**

4) Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.-----121.76 sqm
5) French spirit polishing ,one or more coats on old work.-----**25 sqm**

6) Vinyl Flooring Sheets/ tiles having a nominal total thickness of 2 mm with a wearing surface impregnated polyurethane homogeneous mixture of PVC, Plasticizers, Urethane, color pigments with wearing resistance and Fire Resistance as per standards-----**66.7 sqm**

7) Supply and Transportation of ----- Back lit, 2' x2' (600mm x 600mm) Recessed / Surface mounted LED luminaire made of CRCA sheet housing with powder coated with high efficiency acrylic wide diffuser, with wide operating voltage range, Power factor > 0.9, Surge protection >2KV, System efficacy of >100 lumens/watt, CCT: 3000K - 6500K as desired by the department, CRI >80, and THD is less than 15% etc., complete with 5 years warranty with BIS Certification. LUMINAIRE MAKE: Phillips / OSRAM / GE Venture / Wipro / Crompton / Bajaj / Havells / Jaquar / IB LED / Panasonic / Halonix / HPL / Syska / Eveready / Surya / Keselec / FIEM / Arraystorm / GM / Goldmedal or equivalent LED MAKE : PHILIPS LUMILEDS / CREE / NICHIA / OSRAM / SAMSUNG / LG LEDs. or equivalent-----**10 Each**

Terms & Conditions:

1. Firm has to collect and dispose off all accumulated earthen heaps/ unserviceable items/debris etc. to the site as directed by engineer in charge.
2. Firm should take utmost precautions while working at the proposed site in view of electric cables/connection in the site. He should inform electrical department before starting the work. Firm is wholly responsible if any damages were made to mint properties.
3. Firm should follow all safety and security rules and regulations while working at site.
4. Firm should provide PPEs to their workmen.
5. Firm should make entry of the materials at Mint store.
6. The above quantities may vary depending upon actual requirement of IGMH.

Section VIII: QUALITY CONTROL REQUIREMENTS

The quality control requirement shall be in line with Section VII: Technical specifications.

Section IX: QUALIFICATION/ ELGIBILITY CRITERIA

1. **Experience & Past Performance:** Bidder firm should have experience of having successfully completion of similar works during last 7 years ending on the last day of month previous to the one in which applications are invited should be either of the following :-

- Three similar completed works costing not less than the amount of ₹ 1.3 lakhs.

Or

- Two similar completed works costing not less than the amount of ₹ 1.5 lakhs.

Or

- One similar completed works costing not less than the amount of ₹ 2.5 lakhs.

Note: Copies of work orders/award letters along with certificates of successful completion of the similar job/ services executed by the bidders during last 5 years ending on date of previous day of tender opening date as a supporting document shall be attached with techno-commercial bid.

2. **Capability, Equipment & Manufacturing Facilities:**

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

Note:

- a. At the discretion of the Competent Authority of IGM, Hyderabad the Capacity / Capability Assessment / Verification of bidder / manufacturer firm(s) might be undertaken by Committee or through a third-party Technical Consultancy / Inspection agency to ensure that the firm is/are identified and capable to supply the item/material/product as required.
- b. All experience, past performance and capacity/capability related/date should be certified by the authorized signatory of the bidder firm. The credentials regarding experience and past performance to the extent required as per eligibility criteria submitted by bidder may be verified from the parties for whom work has been done.

3. **Financial standings:**

- a) The Average Annual Turnover of the Bidder firm during the last three Financial Years ending on 31.03.2023 i.e., 2020-21, 2021-22 & 2022-23 should be more than Rs.1.3 lakhs as per annual report (audited balance sheet and Profit & Loss sheet) of the last three Financial duly authenticated by a Chartered Account/Cost Accountant in India.
- b) Bidder Firm should not have suffered any financial loss for more than one year during the last three years up to Financial Year ending on 31.03.2023 i.e., 2020-21, 2021-22 & 2022-23.
- c) The net worth of the firm should
 - i. Not be negative on 31.03.2023.
 - ii. Not have eroded by more than 30% in the last three years up to Financial Years ending 31.03.2023 i.e., 2020-21, 2021-22 & 2022-23.

4. Firms which come under Micro & Small Enterprises and start-up are exempted from Experience & Past Performance (Point No.1) and Annual Turnover criteria of qualification and eligibility criteria subject to submission of valid UDYAM registration certificate for the Tendered Item (which clearly indicates the status of firm) in order to be eligible for MSE benefits which should be valid at least during the validity of tender.

Section X: TENDER FORM

Date.....

To

.....
.....
.....

(Complete address of I.G Mint, Hyderabad)

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 up to -----, 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:

- Company /Partnership Firm /Proprietary Concern / Society/Trust / NGO/Others (Please Specify):
.....
- Micro/ Small / Medium Enterprise/ SSI/ Govt. Deptt. / PSU/ Others:
- Name of MSME Registering Body (NSIC/ DIC/ KVIC/KVIB etc.):
- MSME Registration no. (with copy of registration):

- Udyog Aadhaar Memorandum no:
- 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 – 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

Tender No. & Date:

Subject:

Bidder Name:

Schedule No.	Brief Description of Goods/ Services	Quantity (with unit)	Amount
01.	Providing and fixing mineral fibre false ceiling tiles	66.7 sq.m	
02	Providing & fixing glass panes with putty and glazing clips in steel doors, windows	5 sq.m	
03	Wall Painting with acrylic emulsion paint	188.46 square meter	
04	Providing and applying white Cement based putty over walls	121.76 square meter	
05	French spirit polishing Providing of polishing to door and wooden racks	25 square meter	
06	Laying of PVC Vinyl Mat for floor	66.7 square meter	
07	Supply & Transportation of materials	10 each	
08	Total		
09	GST@18%		
10	Grand Total		
Please see section VII for detail scope of work before quoting the price.			

Note:

1. Rates should be quoted FOR IG Mint, Hyderabad
2. All the charges should be clearly specified in the appropriate column.
3. Cutting/Overwriting should be avoided.
4. No conditional tender will be accepted.
5. Bidder firm shall quote strictly as per Price bid format above failing to which the offer shall be summarily rejected.
6. The firm interested to participate in tender process if required, may visit the site on any working day with prior permission.

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:
- 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 XIII: BANK GUARANTEE FORM FOR EMD

**BANK GUARANTEE FOR BID GUARANTEE
(ON BANK'S LETTER HEAD WITH ADHESIVE STAMP)**

-----Not Applicable-----

Section XIV: MANUFACTURER'S AUTHORIZATION FORM

To
.....
..... (Name and address of SPMCIL)

Dear Sirs,
Ref. Your Tender Document No....., dated

We,, who are proven and reputable manufacturers of (name and description of the goods offered in the tender) having factories at....., hereby authorise Messrs..... (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above goods manufactured by us.

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

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

Yours faithfully,
.....
.....
[Signature with date, name, and designation]

for and on behalf of Messrs.....
[Name & address of the manufacturers]

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

Section XV: BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

**PERFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE
GUARANTEE BOND.**

(ON BANK'S LETTERHEAD WITH ADHESIVE STAMP)

Ref.....

Date.....

Bank Guarantee No

To,
**The Chief General Manager,
India Government Mint, Hyderabad**

Dear Sir,

1. Against contract vide Notification for Award of the Tender No dated covering supply of..... (Hereinafter called the 'contract') entered into between the (**insert name of Purchaser**) (Herein after called as the Purchaser) and M/s. (Here in after called the 'Contractor'), this is to certify that, at the request of the Contractor, we..... (**Name of the bank**), are holding in trust in favour of the Purchaser, the amount of..... (**write the sum here in words**), to indemnify and keep indemnified the Purchaser, against any loss or damage that may be caused to, or suffered by the Purchaser, by reason of any breach by the Contractor of any of the terms and conditions of the said contract and/or in the performance thereof. We agree that the decision of the Purchaser, whether any breach of any of the terms and conditions of the said contract and/or in the performance thereof has been committed by the Contractor; and the amount of loss or damage that has been caused or suffered by the Purchaser, shall be final| and binding on us, and the amount of the said loss or damage shall be paid by us, forthwith on demand and without demur to the Purchaser.
2. We..... (**name of the bank**), further agree that, the guarantee herein contained, shall remain in full force and effect, for sixty days after the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period whichever is later, i.e. till, (hereinafter called the 'said date') and that if any claim accrues or arises against us..... (**Name of the bank**), by virtue of this guarantee before the said date, the same shall be enforceable against us..... (**name of the bank**), notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us ..,..... (**Name of the bank**), by the Purchaser, before the said date. Payment under this bond of guarantee shall be made promptly, upon our receipt of notice to that effect, from the Purchaser.
3. It is fully understood that this guarantee is effective from the date of the said contract and that we..... (**Name of the bank**), undertake not to revoke this guarantee during its currency, without the consent in writing of the Purchaser.

4. We undertake to pay to the Purchaser, any money so demanded, notwithstanding any dispute or disputes raised by the Contractor, in any suit or proceeding pending before any Court or Tribunal, relating thereto, our liability under this present, being absolute and unequivocal. The payments so made by us under this bond, shall be a valid discharge of our liability for payment thereunder, and the Contractor shall have no claim against us, for making such payments.
5. We..... **(name of the bank)**, further agree that the Purchaser shall have the fullest liberty, without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said contract, or to extend time of performance by the Contractor, from time to time, or to postpone for any time or 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.

Date

Place

Signature

(Printed Name)

(Designation)

Witnesses

(Bank's Common Seal)

Section XVI: CONTRACT FORM

INDIA GOVERNMENT MINT

P.B. NO. 10, H.C.L. POST, I.D.A. PHASE II, CHERLAPALLY, HYDERABAD – 500 051. (TELANGANA)

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

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

1. Name & address of the Supplier:
2. IGM's Tender document No..... dated..... and subsequent Amendment No....., dated..... (If any), issued by IGM, HYD.
3. Supplier's Tender No..... dated..... and subsequent communication(s) No..... dated (If any), exchanged between the supplier and IGM in connection with this tender.
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:
 - (i) General Conditions of Contract;
 - (ii) Special Conditions of Contract;
 - (iii) List of Requirements;
 - (iv) Technical Specifications;
 - (v) Quality Control Requirements;
 - (vi) Tender Form furnished by the supplier;
 - (vii) Price Schedule(s) furnished by the supplier in its tender;
 - (viii) Manufacturers' Authorisation Form (if applicable for this tender);
 - (ix) SPMCIL's Notification of Award

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

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

(i) Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under:

Schedule No.	Brief description of goods/ services	Accounting unit	Quantity to be supplied	Unit Price (in Rs.)	Total Price

Any other additional services (if applicable) and cost there of:

- (i) Total value (in figure) _____ (in words) _____
- (ii) Delivery schedule
- (iii) Details of Performance Security
- (iv) Quality Control
 - (a) Mode(s), stage(s), and place(s) of conducting inspections and tests.
 - (b) Designation and address of SPMCIL's inspecting officer
- (v) Destination and despatch instructions
- (vi) Consignee, including port consignee, if any
- (vii) Warranty clause
- (viii) Payment terms
- (ix) Paying authority

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

For and on behalf of.....

Received and accepted this contract.....
(Signature, name, and address of the supplier's executive duly authorized to sign on behalf of the supplier)

For and on behalf of.....
(Name and address of the supplier)

.....
(Seal of the supplier)

Date:
Place:

**Section XVII: LETTER OF AUTHORITY FOR ATTENDING A
PRE-BID CONFERENCE/BID OPENING**

(Refer to clause 24.2 of GIT)

To,
The Chief General Manager,
India Government Mint,
P.B. NO. 10, H.C.L. POST,
I.D.A. PHASE II, CHERLAPALLY,
HYDERABAD – 500 051. (TELANGANA)

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 Signature
I.		
II.		
Alternate Representative		
Signature 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	Number or quantity	Rate Rs. P	Price per Rs. P	Amount
Total						

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

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

Dated..... (Enclosed)

Inspection Certificate No.....Dated..... (Enclosed)

Place and Date

Received Rs.....

(Rupees).....

We solemnly certify that:

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

Revenue stamp

Signature and of Stamp Supplier

Section XIX: NEFT MANDATE

(Refer to clause 22.2 of GCC)

From: M/s.

Date:

To:
The Chief General Manager,
India Government Mint,
P.B. NO. 10, H.C.L. POST,
I.D.A. PHASE II, CHERLAPALLY,
HYDERABAD – 500 051. (TELANGANA)

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.	Types 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



Tender No: 6000018545

Section XX: INTEGRITY PACT

(Ref Para 44.3 of GIT)

(To be signed on Plain Paper)

-----Not Applicable-----