



**Tender No: 6000019182**

**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](mailto:igm.hyderabad@spmCIL.com), Web: <http://igmhyderabad.spmCIL.com>**

**CIN: U22213DL2006GOI144763; GSTIN: 27AAJCS6111J2Z78**

**Security Classification: *Non Security***

**TENDER DOCUMENT FOR: Aluminium partition work with double door.**

**Tender Number: 6000019182, Dated 26.02.2025**

**This Tender Document Contains 29 Pages.**

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

**Name:** V.Kirankumar

**Designation:** Joint General Manager (Material)

**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**

**E-mail: [igm.hyderabad@spmcil.com](mailto:igm.hyderabad@spmcil.com), Web: <http://igmhyderabad.spmcil.com>**

1. E-tenders (through CPPP portal <https://etenders.gov.in/e procure/app>) 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.	Aluminium partition work with double door	1144 square feet	Rs.13,500/- (Thirteen Thousand Five Hundred only)	

<b>Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)</b>	Two Bid i.e., (Techno-commercial Bid & Price Bid)  National Competitive Bid (NCB)
<b>Security Classification</b>	Non- Security
<b>Authority in whose favour all tender related financial instruments (FD, DD, Banker's cheque etc) are to be made</b>	India Government Mint, Hyderabad, A Unit of SPMCIL
<b>All Financial Instruments to be payable at</b>	Hyderabad.
<b>Dates and place of issue of tender documents:</b>	As per CPP portal
<b>Closing date and time for receipt of tenders</b>	As per CPP portal
<b>Place of receipt of tenders</b>	Through CPP portal i.e. CPPP (E-tendering) <a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a>
<b>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}</b>	As per CPP portal
<b>Pre-bid Conference</b>	Not Applicable
<b>Place of opening of tenders</b>	India Government Mint, Hyderabad through e-tendering portal i.e. CPPP (E-tendering) <a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a>
<b>Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.1 of GIT)</b>	JGM(M), India Government Mint, Hyderabad-500051, Telangana, India.
<b>Officer to be contacted for clarifications/ help:</b>	V.Kirankumar, JGM(M), India Government

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. [CPPP \(E-tendering\) https://etenders.gov.in/eprocure/app](https://etenders.gov.in/eprocure/app), 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. [CPPP \(E-tendering\) https://etenders.gov.in/eprocure/app](https://etenders.gov.in/eprocure/app), 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 Bankers Cheque in acceptable form, otherwise the tender will not be accepted in any case. The demand draft shall be drawn on any scheduled commercial bank in India, in favour of India Government Mint (A unit of SPMCIL) payable at Hyderabad.
  - b) Through NEFT or RTGS with the detail given below:  
Account no.201003484303  
IFSC Code.INDB0000004  
Bank Name. INDUSIND Bank  
Branch address-0004-Hyderabad

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).

(V.Kirankumar)

Joint General Manager (M)

India Government Mint, Hyderabad.

Telephone No. 040-27268300 (Extension: 117/122)

E-mail: [Purchase.igmh@spmcil.com](mailto: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://spmCIL.com/uploaddocument/GIT3.0.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	SIT Provision
1.	3	Eligible Tenderers	Applicable
2.	3.4	Eligible Goods and Services (Origin of Goods)	Applicable
3.	6.1	The tender documents includes:	All documents are required to be submitted as per section VI, VII, & IX in techno-commercial bid and duly fill price schedule as per section XI in financial bid.
4.	8	Pre bid Conference	Not-Applicable
5.	9	Time Limit for receiving request for clarification of Tender Documents	Applicable
6.	10.1	The Technical bid to be submitted by Tenderer shall contain the following documents, duly filled in, as required:	Duly signed & Sealed copy of GIT section II and GCC section IV. Duly filled, signed & sealed section X, XI, XII, XIV
7.	11.2	Tender Currency	The tenderer shall quote only in Indian rupees up to 2 decimal places.
8.	12.1	Tender Prices	Applicable
9.	12.2, 33, 36.1	Schedule Wise Evaluation	Not applicable
10.	12.6	GST details	Applicable
11.	14	PVC Clauses & Formula	Not applicable
12.	14.4 to 14.7	Exchange Rate Variation(ERV)	Not applicable
13.	16.2 a) to	Documents Establishing Tenderer's Eligibility and	Applicable as per section IX.

	c)	Qualifications	
14.	18.4, 18.5	Earnest Money Deposit (EMD)	Refer section VI.
15.	19	Tender Validity	120 days from the date of opening of the techno-commercial bid.
16.	20.4	Number of Copies of Tenders to be submitted	One copy through e-tendering portal i.e. CPPP (E-tendering) <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
17.	20.8	Two Bid System	Refer section VI.
18.	20.9	E-Procurement	Applicable
19.	34 and 35.1	Comparison on CIF Destination basis	Not applicable; Comparison shall be done on total amount based on F.O.R IGMH basis.
20.	35.2 to 35.6	Additional Factors for Evaluation of Offers and Preferential schemes	Not applicable
21.	43	Parallel Contracts	Not Applicable
22.	44.1	Serious Misdemeanours	Applicable
23.	44.3	Integrity Pact	Not Applicable
24.	45.1	Notification of Award	Applicable
25.	50	Applicability of additional GIT for rate Contracts	Not Applicable
26.	51	Applicability of additional GIT for PQB Tenders	Not Applicable
27.	52.	Applicability of additional GIT for Tenders involving Samples	Not Applicable
28.	53.	Applicability of additional GIT for EOI Tenders	Not Applicable
29.	54.	Applicability of additional GIT for Tenders for Disposal of Scrap	Not Applicable
30.	55	Applicability of additional GIT for Development/ Indigenization Tenders	Not Applicable



**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	SCC Provision
1)	1.2	Abbreviations:	Applicable
2)	6.1, 6.2, 6.3 & 6.5	Performance Bond/ Security	The supplier shall furnish security deposit to SPMCIL, for an amount equal to 5% of the total value of the contract within 21 days and valid up to sixty days beyond the date of completion of all contractual obligations including warranty period by the supplier.
3)	8.2	Packing and Marking	Applicable
4)	9	Inspection and Quality Control	Applicable
5)	11.2	Transportation of Domestic Goods	Applicable
6)	12	Insurance	Not Applicable
7)	14.1	Incidental Services	Not Applicable
8)	15	Distribution of Despatch Documents for clearance/ Receipt of Goods	Not Applicable
9)	16.2,16.4	Warrantee Clause	12 months from the date of issuance of FAT (Final Acceptance Certificate).
10)	19.3	Option Clause	Applicable
11)	20.1	Price Adjustment Clause	Applicable
12)	21.	Taxes and Duties	As applicable.
13)	22	Terms and Mode of payments	Applicable, However, Payment will be made on actual work done quantity basis, acceptance & approval by concerned authority.
14)	24.1	Quantum of LD	Applicable

15)	25.1	Bank Guarantee and Insurance for Material Loaned to Contractor	Not Applicable
16)	33.1.	Resolution of Disputes	Applicable
17)	36.3.2, 36.3.9	Disposal/ Sale of Scrap by Tender	Not Applicable

**Section VI: LIST OF REQUIREMENTS**

Schedule No.	Brief Description of Goods/ Services	Quantity (with unit)	Earnest Money (in Rs.)	Remarks
01.	Providing & Fixing of Powder Coated Aluminium Partition Work with provision of double door	1144 square feet	Rs.13,500/- (Thirteen Thousand Five Hundred only)	

- 1. Required Delivery Schedule/Service:** Three months from the date of purchase order.
- 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.13,500/- (Thirteen Thousand Five Hundred 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 **UDYAM** 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 services** 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 Joint General 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:**

- E-Tender will consist of Two Bid system i.e. **Part I** – Techno-commercial Bid and **Part II** -Financial/ Price Bid.
- 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. CPPP (E-tendering) <https://etenders.gov.in/eprocure/app> 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. **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)*

<b>PART -I: TECHNO-COMMERCIAL BID</b>					
<b>S.No</b>	<b>Description</b>	<b>Submitted</b>		<b>Page No.</b>	
		<b>YES</b>	<b>NO</b>	<b>From</b>	<b>To</b>
1.	<b>a.) UDYAM Certificate (Or)</b>				
	<b>b.) Start-up Registration Certificate</b>				
2.	<b>EMD: Earnest Money Deposit</b>				
3.	<b>Tender Form:</b> As per Section X of the Tender Document (Duly filled, stamped and Signed) (Do not reveal Price here)				
4.	<b>Vendor Details:</b> 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.	<b>NEFT Mandate:</b> 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. <b>(Acceptance to all term and condition of the tender without any deviations)</b>				
10.	Documents to fulfil the eligibility criteria as per Section IX.				
11.	Acceptance of delivery period				
12.	Acceptance of scope of work as mentioned in section VII				
<b>PART II - FINANCIAL BID</b>					
<b>S.No</b>	<b>Description</b>	<b>Submitted</b>		<b>Page No.</b>	
		<b>YES</b>	<b>NO</b>	<b>From</b>	<b>To</b>
1.	Duly filled Section XI: Price Bid				

**Section VII: SCOPE OF WORK & SPECIFICATIONS:**

1. Providing and fixing of powder coated aluminium partition work with 50mm x 25mm x1.5mm thick sections for frames and partitioning with 2 mm thick sheets with necessary fasteners, including provision of door with frame.
  - (a) door frame of section 65mm x 35mm x1.5mm thick
  - (b)door shutters of section 50mm x 50mm x 1.5mm thick sections and covering with 2 mm thick aluminium powder coated sheet fixing with necessary aluminium fixtures, fasteners & locking arrangements etc., as directed by the IGMH official.
  
2. Terms & Conditions:
  - i. The firm/contractor has to make arrangements for getting tools, ladders, equipment, machinery, scaffolding, personal safety items and etc.
  - ii. If any waste generated while doing the works mentioned in scope, the same has to be collected and lifted from IGMH premises to outside of the mint with contractors own arrangements.
  - iii. It is responsibility of the contractor to provide necessary/required PPE to the deputed working labour/staff. Under any circumstances IGMH will not be responsible for the accidents if any.
  - iv. Payment will be made based on the actual measured qty of the work after completion of service and handing over same by vendor to IGMH and with a ceiling mentioned in the purchase order.
  - v. Proper care should be taken during operation of work, in case of any damage, vendor is bound to repair, rectify and restore with his own expenses.

**Section VIII: QUALITY CONTROL REQUIREMENTS**

The quality control requirement shall be in line with section VII: Technical specification. Apart from that following point will be part of this tender:

1. Safety of Worker: Whole safety of worker will be responsibility of the contractor. The contractor shall ensure that the workers will carry the work wearing proper PPEs (Personal Protective Equipment).
2. Timing of Working: As this is security organization, Workers can work at IGMH from 09:00 A.M to 05:00 P.M only.



**Section IX: QUALIFICATION/ ELGIBILITY CRITERIA**

The bidder firm should meet following eligibility criteria to qualify:

- (a) For Start-up firm: The bidder should be enlisted in either Central Public Works Department (CPWD) or Military Engineering Services (MES) or any other Government/PSU/ Autonomous bodies.
  
- (b) For other firm - Experience and past performance  
The bidder should have experience of having successfully completed similar works during last 7 years ending on the date of previous day of tender opening.
  - a. Three similar completed works each costing not less than the amount equal to ₹ 2,70,000.00
  - b. Two similar completed works each costing not less than the amount equal to ₹ 3,37,500.00
  - c. One similar completed works each costing not less than the amount equal to ₹ 5,40,000.00

**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

.....  
.....



**Tender No: 6000019182**

**Section XI: PRICE SCHEDULE**

To,  
The Chief General Manager  
India Government Mint, Hyderabad

OFFER FORM for Tender no: \_\_\_\_\_ Date of Opening ..... Time ..... Hours .....

We.....hereby certify that we are established firm in providing services for the tendered services with office at ..... We hereby offer to provide the following services at the prices indicated below:-

Sl.no	Description	Unit of Measurement	Quantity	Unit price in ₹	GST			Unit price with GST	Total value of offer in ₹ with GST
					IGST@ ____%	CGST@_ ____%	SGST@_ ____%		
1.	Aluminium Partition Work with provision of double door	Square feet	1144						
2.	<b>Rupees in words:</b>								

**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)

.....  
Earnests Money/Bid Guarantee for an amount equal to ..... is enclosed in form of -  
------(form and reference number, date) as per the Tender Documents.

Signature and seal of Bidder

Note:

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

**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:



**Tender No: 6000019182**

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

(Refer to clause 24.2 of GIT)  
Not Applicable

**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	or Rate Rs. P	Price Rs. P	per 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: 6000019182**

**Section XX: INTEGRITY PACT**

*(Ref Para 44.3 of GIT)*

*(To be signed on Plain Paper)*

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