



भारत सरकार टकसाल / INDIA GOVERNMENT MINT

भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड की इकाई

(A UNIT OF SECURITY PRINTING & MINTING CORPORATION OF INDIA LIMITED)

मिनीरत्ना श्रेणी -1 सीपीएसई / MINIRATNA CATEGORY - 1, CPSE

भारत सरकार के पूर्ण स्वामित्वाधीन / WHOLLY OWNED BY GOVERNMENT OF INDIA

(AN ISO 9001: 2015 COMPANY)



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पोस्ट बेग सं.10, एच.सी.एल (पो.आ.)
हैदराबाद, तेलंगाना, भारत-500051

IDA PHASE II, CHERLAPALLY,
P.B. NO.10, H.C.L (P.O), HYDERABAD,
TELANGANA, INDIA -500051.

No: X-24/EOI/KappaBoard/PS/2025-26/1456

दिनांक: 06.01.2026

INVITATION FOR SUBMISSION OF EXPRESSION OF INTEREST FOR MANUFACTURING OF PACKING MATERIALS FOR COMMEMORATIVE COINS i.e. KAPPA BOARD BOX

1	Name of the Organization	India Government Mint, Hyderabad (A Unit of SPMCIL)
2	Type of the Organization	Metallurgical Industry engaged in manufacturing of circulation coins, refining, commemorative coins
3	Reference No.	No. X-24/EOI/KappaBoard/PS/2025-26/1456
4	EOI Title	Hiring of Services for Manufacture of Packing materials for Commemorative coins i.e. Kappa Board Box
5	Category	Public Sector Undertaking wholly owned by Ministry of Finance, Government of India.
6	Sub-Category	Miniratna, Category-I, CPSE
7	Date of Announcement	06.01.2026
8	Last date for submission	05.02.2026
9	Bidders Qualification Requirements	The bidder should have experience of having successfully completed similar kind of services, in any one of the last five years ending on 31.03.2025.
10	Brief Requirement of India Government Mint, Hyderabad	<p>IGM Hyderabad intends to manufacture Packing materials for Commemorative coins i.e. Kappa Board Box (105×105×25 mm) and Kappa Board Booklet (105×90×12 mm) in its premises for packing the Commemorative coins. Specifications of the packing materials are given below:-</p> <p>1. <u>Kappa Board Box:</u></p> <p>a) Material: High quality Kappa Board of 1.5 mm thickness.</p> <p>b) Dimension: 105mm×105mm×25mm</p>

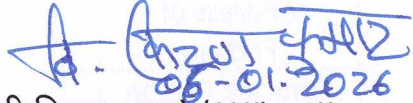
		<p>c) Exterior finish: The Kappa Board Box shall be covered/coated with digitally printed coloured 170 GSM art paper, thermal laminated. Colour of art paper will be different for different types of coin (Proof/UNC); and also for different Mints (IGMH/IGMK/IGMM). The Text/Logo/Images etc. on the front and back side of the booklet as well as on the sleeve (outer cover) shall be UV printed. There shall be a pocket at inner side of the top lid of the box as per design, which will accommodate an Information/Data card.</p> <p>d) Interior finish: EVA foam with groove of adequate size to be provided for properly holding a 50 mm sized coin capsule. The groove shall have a D-cut or notch to facilitate lifting of the capsule. The groove shall also have a small rectangular paper tag (with one end attached to its base) printed with the name and logo of IGMH. The EVA foam must be covered with 170 GSM art paper, thermal laminated of colour same as that of the whole box.</p> <p>e) Gumming: Proper gumming to be applied uniformly as per design.</p> <p>f) Closing mechanism: Concealed magnetic closing to be provided.</p> <p>g) Information/Data card: The Information/Data card shall be made of Chromo Art paper of 350 GSM with matte lamination. Colour of the Information/Data card shall be same as that of the whole box. Size of the said card will be 90 mm × 80 mm (approx.), so that it can easily slid into the inner pocket of the top lid.</p> <p>h) The box should be aesthetically finished in all respect.</p> <p>i) Theme specific self-adhesive label/sticker (Name/Title of the commemorative coin theme in Hindi & English) will be affixed on side of the box. The box will be placed inside theme specific sleeve (slip-in).</p> <p>2. Kappa Board Booklet:</p> <p>a) Material: High quality Kappa Board of 1.5 mm thickness.</p> <p>b) Dimension: 105mm×90mm×12mm</p>
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		<p>c) Exterior finish: The Kappa Board Booklet shall be covered/coated with digitally printed coloured 170 GSM art paper, thermal laminated. Colour of art paper will be different for different types of coin (Proof/UNC); and also for different Mints (IGMH/IGMK/IGMM). The Text/Logo/Images etc. on the front and back side of the booklet as well as on the sleeve (outer cover) shall be UV printed. There shall be a pocket at inner side of the top lid of the booklet as per design, which will accommodate an Information/Data card.</p> <p>d) Interior finish: EVA foam with groove of adequate size to be provided for properly holding a 50 mm sized coin capsule. The groove shall have a D-cut or notch to facilitate lifting of the capsule. The groove shall also have a small rectangular paper tag (with one end attached to its base) printed with the name and logo of IGMH. The EVA foam must be covered with 170 GSM art paper, thermal laminated of colour same as that of the whole booklet.</p> <p>e) Gumming: Proper gumming to be applied uniformly as per design.</p> <p>f) Closing mechanism: Concealed magnetic closing to be provided.</p> <p>g) Information/Data card: The Information/Data card shall be made of Chromo Art paper of 350 GSM with matte lamination. Colour of the Information/Data card shall be same as that of the whole booklet (Orange/Yellow). Size of the said card will be 90 mm × 80 mm (approx.), so that it can easily slid into the inner pocket of the top lid.</p> <p>h) The booklet should be aesthetically finished in all respect.</p> <p>i) Theme specific self-adhesive label/sticker (Name/Title of the commemorative coin theme in Hindi & English) will be affixed on side of the booklet. The booklet will be placed inside theme specific sleeve (slip-in).</p> <p><u>Scope of Work:</u></p> <p>a) The firm has to make Packing materials for Commemorative coins i.e. Kappa Board Box</p>
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		<p>(105×105×25 mm) and Kappa Board Booklet (105×90×12 mm) in IGMH premises strictly as per the specifications cited above.</p> <p>b) The firm has to install its own required machineries like paper cutting machine, suitable types of printing machine etc. in the premises of IGMH required for manufacturing the packing materials.</p> <p>c) The firm has to arrange for all the raw materials like Kappa Board, Art paper, Adhesive label/sticker, offset/UV printing inks, other consumables, tools etc. required for making above mentioned packing materials.</p> <p>d) The firm has to provide required manpower for manufacturing of above mentioned packing materials.</p> <p>e) IGMH will provide the design of the packing materials i.e. Kappa Board Box (105×105×25 mm) and Kappa Board Booklet (105×90×12 mm) and samples of Kappa Board Box (105×105×25 mm) & Kappa Board Booklet (105×90×12 mm) for design reference.</p> <p>f) IGMH will provide the required work area, power supply, compressed air, water etc. for setting up the machineries.</p> <p><u>General Conditions:</u></p> <p>a) All the interested parties are requested to go through the Scope of Work and mandatorily visit the site during office working hours with prior appointment of at least 02 days before the visit in order to understand the modalities and site requirement inside the premises of IGMH.</p> <p>b) Based on the acceptable solutions received against the EOI offers, India Government Mint Hyderabad will finalize the detailed scope, technical specifications and cost implications and then further process for an open tender inquiry.</p> <p>c) Presently, annual requirement of above packing materials for all the three Mints are Kappa Board Box = 1,80,000 nos; and Kappa Board Booklet = 2,70,000 nos.</p>
11	Bid documents (if any)	Enclosed (prescribed format available on website)

12	EOI should be submitted to : (Through Speed / Registered Post/ Courier only)	Joint General Manager (Materials) India Government Mint, IDA Phase-II, Cherlapally, R.R Dist. Hyderabad 500 501 E-mail ID : igm.hyderabad@spmCIL.com purchase.igmh@spmCIL.com Tel.No: 040- 27268300 (Ext. 122, 117)
13	Required Documents	a) EOI Document along with the attached Annexure – A & B and all the other supporting documentary proofs as per EOI to be submitted duly stamped, signed and sealed in an envelope duly mentioning the Point No. 3 & 4 on envelope via Post/Physically to the address mentioned in Point No. 11 before the last date of Submission as mentioned in Point No. 8. b) Budgetary Quotation may also be provided.

For detail information please visit our website: igmhyderabad.spmCIL.com


06-01-2026
(वी.किरण कुमार) / V Kiran Kumar

संयुक्त महाप्रबंधक (सामग्री)
Jt. General Manager (Materials)
भारत सरकार टंकशाल, हैदराबाद
India Government Mint, Hyderabad
भा.प्र.मु.नि.नि.लि. की इकाई
A Unit of SPMCIL
हैदराबाद/Hyderabad – 500 051

Annexure -A**STATEMENT OF CREDENTIAL OF INTERESTED FIRM****I. Applicant**

Category	<input type="checkbox"/> Original Manufacturer/ Service Provider <input type="checkbox"/> Others (Please mention)_____				
Name of the Firm/ Company					
Constitution or Legal Status					
Registration Number:		Registering: Authority		Date of Registration	
Registered Address office:					
Address of Factory					
Contract Person Name and Designation:					
Address for Correspondence					
Tel. No.			Fax No.		
Mobile No.			e-mail Address:		

II. Applicant profile

A. Type of Ownership:

☐

Individual

☐

Sole Proprietorship Concern

☐
Partnership
Firm
☐

PSU/ Govt. Undertaking I

☐

Private Ltd. Company I

☐

Other, (please specify).....)

B. Enclosed copies of Articles & Memorandum of Association / Certificate of incorporation/ Certificate of registration etc. as applicable.

C. (a) Do you have ISO 9001 quality certification?

Yes/No

If yes, please specify & indicate validity.

(b) In case of certification by other accredited institutions, please give details:

Institution	Type of Certification	Valid up to (date)

III) Requirements:

- Capable and Reputed bidders / service providers having proven capability in successfully completed similar kind of services, Nationally/Internationally
- Total Number of similar projects, with their capacity, manufactured and supplied till date (Please attach detailed statement)
- Details regarding the capability of the firm to execute the required services.
- Subsidiaries of the company if any, doing the same business of similar works.
- Schematic write-up of Technology/ Machinery/ Manpower available (along with engineering details and catalogues etc.)
- Lead time for completion of the project i.e. manufacture and supply capacity coupled with logistical lead time
- Budgetary Quotation may also be provided.

(Note: Please enclosed separate sheet for furnishing details of above points)

IV) List the names of Owners / Partners / Board of Directors:

Names of the Owners/ Partners / Board of Directors	Address	Whether Owners/ Partners or Directors	Extent of shareholding in the Firm/ Company as the case may be

V) List the names and address of all associated, subsidiary & holding companies including trusts:

Company Name	Address	Nature of business	Relationship with Applicant

VI) Financial Details:**(a) Annual Turnover in the past 5 years:**

Description	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Annual Turnover (INR)					
Profit/Loss (INR)					
Net worth					

VII) Attach the following audited financial statements, as applicable, for the past five financial years and place a tick mark in the appropriate column as confirmation of having enclosed the appropriate documents with the application:

Description	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Balance Sheet					
Profit and Loss Statement					

Annexure -B**Letter of authority for attending a Bid opening**

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

Subject: Authorization for attending bid opening on _____ in the EOI for Hiring of Services for Manufacture of Packing materials for Commemorative coins i.e. Kappa Board Box.

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
1		
2		
Alternate Representative		
Signatures of bidder or Officer authorized to sign the bid documents on behalf of the bidder.		

Note:

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