

**SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.**  
**16<sup>TH</sup> FLOOR, JAWAHAR VYAPAR BHAWAN, JANPATH, NEW DELHI-110001**  
**Phone: 011-43582244, 0120-4758000 Fax: 0120-4758010 Email:info@spmcil.com**  
**Website: www.spmcil.com**

**Tender No: SPMCIL/IT/64/18/6275**

**Dated: 10-02-2020**

**This Tender Document Contains 18 Pages.**

**Tender Document for Supply, Installation and Commissioning of CCTV  
System with 5 year comprehensive AMC at SPMCIL Data Center, Noida**

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

**AGM (IT)**  
**Security Printing and Minting Corporation of India Limited**  
**16<sup>th</sup> Floor, Jawahar Vyapar Bhawan**  
**Janpath, New Delhi – 110001**  
**Phone: 011-43582244/0120-47580001**  
**Fax: 0120-4758010**  
**Email: [info@spmcil.com](mailto:info@spmcil.com)/ [agmit@spmcil.com](mailto:agmit@spmcil.com)**

<b>Contents</b>		<b>Page No</b>
<b>Section I</b>	<b><u><a href="#">Notice Inviting Tender (NIT)</a></u></b>	<b>1</b>
<b>Section II</b>	<b><u><a href="#">General Instructions to Tenderer (GIT)</a></u></b>	<b>3</b>
	<b><u><a href="#">Part I: General Instructions Applicable to all Types of Tenders</a></u></b>	
	<b><u><a href="#">Part II: Additional General Instructions Applicable to Specific Types of Tenders</a></u></b>	
<b>Section III</b>	<b><u><a href="#">Special Instructions to Tenderers (SIT)</a></u></b>	<b>4</b>
<b>Section IV</b>	<b><u><a href="#">General Conditions of Contract (GCC)</a></u></b>	<b>5</b>
<b>Section V</b>	<b><u><a href="#">Special Conditions of Contract (SCC)</a></u></b>	<b>6</b>
<b>Section VI</b>	<b><u><a href="#">List of Requirements</a></u></b>	<b>7</b>
<b>Section VII</b>	<b><u><a href="#">Technical Specifications</a></u></b>	<b>8</b>
<b>Section VIII</b>	<b><u><a href="#">Quality Control Requirements</a></u></b>	<b>10</b>
<b>Section IX</b>	<b><u><a href="#">Qualification/ Eligibility Criteria</a></u></b>	<b>11</b>
<b>Section X</b>	<b><u><a href="#">Tender Form</a></u></b>	<b>12</b>
<b>Section XI</b>	<b><u><a href="#">Price Schedule</a></u></b>	<b>13</b>
<b>Section XII</b>	<b><u><a href="#">Questionnaire</a></u></b>	<b>15</b>
<b>Section XIII</b>	<b><u><a href="#">Bank Guarantee Form for Performance Security</a></u></b>	<b>16</b>
<b>Section XIV</b>	<b><u><a href="#">Letter of Authority for attending a Bid Opening</a></u></b>	<b>17</b>
	<b><u><a href="#">Mandatory check list</a></u></b>	<b>18</b>

**Section I: Notice Inviting Tender (NIT)**

**SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.**  
16<sup>th</sup> FLOOR, JAWAHAR VYAPAR BHAWAN, JANPATH, NEW DELHI-110001  
Phone: 011-43582244, 0120-4758004 Fax: 0120-4758010 Email:info@spmCIL.com  
Website: [www.spmCIL.com](http://www.spmCIL.com)

Tender Sr. No. SPMCIL/IT/50/17/2018/6275

Date 10/02/2020

Sealed tenders are invited from eligible and qualified tenderers for “Supply, Installation and Commissioning of CCTV System with 5 year comprehensive AMC at SPMCIL Data Center Noida” as mentioned in the **Tender Document**.

<b>Brief Description of Services</b>	<b>Earnest Money (in Rs )</b>
Supply, Installation and Commissioning of CCTV System with 5 year comprehensive AMC at SPMCIL Data Center Noida	Rs.23,500 /-
Type Of Tender	Two Bid Open Tender with Techno-Commercial & Financial Bid.
Closing date and time for receipt of tenders	<b>13/03/2020 by 3.00 PM</b>
Place of receipt of tenders	Security Printing And Minting Corporation Of India Ltd. 16 <sup>th</sup> Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001
Date and time of Techno-Commercial Bid / Price Bid opening	For Techno-Commercial <b>13/03/2020 at 3.30 PM</b> Price Bid: - will be intimated later on to those firms who qualify in Technical Evaluation.
Place of opening of tenders	Security Printing And Minting Corporation Of India Ltd. 16 <sup>th</sup> Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001.
Pre-Bid Meeting	<b>20/02/2020, At 11:AM</b> Security Printing And Minting Corporation Of India Ltd. 16 <sup>th</sup> Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001.
Nominated Person/ Designation to Receive Tenders (Clause 21.1 of GIT)	AGM(IT) Security Printing and Minting Corporation of India Limited, 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi – 110001

1. 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.
2. EMD in the form of account payee Demand Draft/ Bankers Cheque/ Fixed Deposit Receipt (As per Section XIII) in favour of “**Security Printing and Minting Corporation of India Limited, New Delhi**” is to be furnished along with **Techno-commercial bid** from any scheduled commercial bank, in acceptable form otherwise the tender will not be considered and will be liable to be rejected. EMD

**SBD: Section I: Notice Inviting Tender (NIT)**

---

- shall be valid for the period of 45 days from the date of Techno-commercial bid opening.
3. Tenderer may also download the tender documents from the web site **www.spmcil.com** and submit the tender by utilizing the downloaded document,
  4. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped in the tender box located at the address given below on or before the closing date and time indicated in the above, failing which the tenders will be treated as late and rejected.
  5. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organization, the tenders will be sold/ received/ opened on the next working day at the appointed time.
  6. The tender documents are not transferable.
  7. **No Conditional Tender** shall be accepted.
  8. All rules, regulations, orders and instructions given in the Standard Bidding Document (SBD) of the tender relating to procurement as intended shall be applicable.
  9. Any Security Breach by the Contractor leads to
    - i) Termination of Contract
    - ii) Payment of Damages
  10. 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 and amendment order 2018. 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 case the L1 firm is Non MSE, the price quoted by MSE firm within the range of L1+15 % will be asked to match the price of L1 firm. In case the MSE firm matches the L1 price, order will be placed on MSE firm. However in case MSE firm does not match the price of L1 firm, the next lowest offer of MSE firm within the range of L1+15% will be asked to match the price of L1 and so on.

**AGM (IT)**

**Security Printing and Minting Corporation of India**

**Limited 16<sup>th</sup> Floor, Jawahar Vyapar Bhawan**

**Janpath, New Delhi – 110001**

**Phone: 011-43582244 , 0120-4758003**

**Fax: 0120-4758010**

**Email: agmit@spmcil.com, info@spmcil.com**

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

Please refer to “<http://www.spmcil.com/spmcil/uploaddocument/git.pdf>” for further details (GIT contains 32 pages and will form part of this tender document)

### Section III: Special Instructions to Tenderers (SIT)

The following Special Instructions to Tenderers will apply for this purchase. These special instructions will modify/ substitute/ supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II. The corresponding GIT clause numbers have also been indicated in the text below:

In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

Sl. No.	GIT Clause No.	Topic	SIT Provision
1	<b>11.2</b>	Tender Currency	Bidders to quote in Indian Rupees only. Note: Bidder is requested to quote price within 2(Two) decimal place, Quotation with price quoted beyond 2(Two) decimal places will be ignored.
2	<b>14</b>	PVC Clause & Formula	The price should be firm & fixed during the currency of the contract.
3	<b>18.5</b>	Earnest Money Deposit (EMD)	Rs.23,500/-
4	<b>19</b>	Tender Validity	One Hundred and twenty (120) days from the last date of submission of bid.
5	<b>20.8</b>	Signing and Sealing of Tender	Tender will consist of Two bid system (Techno-Commercial bid & Financial bid), all should be submitted in separate envelope
6	<b>43</b>	Parallel Contracts	NOT APPLICABLE
7	<b>52.3</b>	Pre-Production Sample	NOT APPLICABLE
8	<b>50.3</b>	Performance Security	The supplier shall furnish Performance Security to SPMCIL for an amount equal to 10% of the total value of the contract valid up to 60 days from the date of completion of all contractual obligations by the supplier including warranty and AMC.

---

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

Please refer to “ <http://www.spmcil.com/spmcil/uploaddocument/gcc.pdf>” for further details  
**(GCC contains 28 pages and will form part of this tender document)”**

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

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

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

S. No	GCC Clause No.	Topic	SCC Provision
1	5	Country of Origin	NOT APPLICABLE
2	8	Packing and marking	NOT APPLICABLE
3	10	Terms of Delivery	The Job Work to be done as per Section VI: List of Requirement, and Section VII: Technical Specification.
4	9.4	Pre-Service Inspection	NOT APPLICABLE
5	19.3	Option Clause	Purchaser reserves the right to increase the ordered quantity by 25%, any time, till final delivery date of the contract, by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of delivery period
6	21.2	Taxes and Duties	If the tenderer fails to include taxes & duties in the tender, no claim thereof will be considered by the purchaser afterwards.
7	22.3, 22.4, 22.6	Terms and mode of payment	<ul style="list-style-type: none"> <li>i) Payment of materials, installation and commissioning cost after successful installation/ commissioning of the CCTV system</li> <li>ii) The payment of comprehensive AMC shall be on quarterly basis. The vendor shall submit his bill in triplicate duly pre- receipted to the concerned officer SPMCIL.</li> <li>iii) No extra pay and allowance and other facilities etc. will be provided by SPMCIL to the vendor/manpower supplier firm in any circumstances.</li> </ul>
8	24.1	Quantum of LD	If the supplier fails to deliver any or all of the goods or fails to perform the goods/services within the time frame incorporated in the contract. SPMCIL shall, without prejudice to other rights and remedies available to SPMCIL under the contract, deduct from contract price, as liquidated damages, as 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).



## Section VI: List of Requirements

SPMCIL is looking for Supply, Installation and commissioning of a technologically advanced CCTV system at Data center in Noida . The system should be capable of 90 days recording with 18 numbers of cameras including fittings to cover entire area of Data Center

### Requirement Details:

#### 1. Number of cameras with location identification for Supply, Installation and Commissioning of CCTV System with 5 year comprehensive AMC at Data Center, Noida

Sl.No	Type of Camera	Location	Number of camera
1	Outdoor camera	Ground floor to cover DG set	2
2	Outdoor camera	Entrance of server room	1
<b>A</b>	<b>Total Out door camera</b>		<b>3</b>
3	Indoor camera	LT Panel room	1
4	Indoor camera	Reception Area	2
5	Indoor camera	Corridor at ground floor	1
6	Indoor camera	Stairs from ground floor to first floor	1
7	Indoor camera	Server room	2
8	Indoor camera	UPS-1 room	2
9	Indoor camera	Network Operation Center (NOC room)	1
10	Indoor camera	UPS and Mux Rooms in first floor.	2
11	Indoor camera	consultant Hall	2
12	Indoor camera	First floor open space and corridor	1
<b>B</b>	<b>Total Indoor camera</b>		<b>15</b>
<b>C</b>		<b>Total of A + B</b>	<b>18</b>

## SECTION VII: TECHNICAL SPECIFICATION

### 1. Technical specification for CCTV Systems

S.N O	DESCRIPTION	QTY.
1	IP Network IR indoor Dome <b>Camera 4MP (H.265 Protocol) Resolution</b> with 3.6 mm Fixed Lens should support minimum 25 FPS, Video quality : clear visible and identifiable <b>Make : Sony/Panasonic / Bosch</b>	15 No.
2	IP Network IR out door <b>Bullet Camera ( weather proof ) 4MP (H.265 Protocol) Resolution</b> with 3.6 mm Fixed Lens , should support minimum 25 FPS , Video quality : clear visible and identifiable <b>Make : Sony/Panasonic / Bosch</b>	3 No.
3	32 Port NVR with 8 or more HDD Slots with Raid5 Facility, the vendor should ensure the Hard disk capacity sizing in order to support Storage capacity for 90 days with RAID 5 facility	01 No.
4	<b>24 Port POE Gigabit switch</b> (10/100/1000) Make : Cisco/HP/juniper	01 No.
5	<b>Cat 6 Wire (Each Box of 305 Mtrs)</b> Make :	03 Box or ( 3 *305 Mtrs )
6	<b>Cat 6 I/O</b> (Information Outlet)	24 No.
7	<b>Cat 6 Patch Cord</b> (1 Mtr.)	48 No.
8	<b>HDMI Extender (upto 30 Mtrs)</b>	01 No.
9	<b>HDMI Cable</b> (2 Mtrs.)	04 No.
10	<b>HDMI Splitter (1+4)</b>	01 No.
11	<b>24 Port Cat 6 Patch Panel</b>	01 No.
12	<b>GI Pipe (1/2")</b>	50 Mtr
13	<b>GI Flexible Pipe (1")</b>	50 Mtr.
14	<b>Full HD LED display</b> <b>40" or more Full HD LED display, HDMI X 2, VGA X 1, Video IN X 1, USB X</b> <b>1, Audio IN X1, Audio Out X 1, SPDIF</b> <b>X 1, RS232C x 1, 20W in built speaker, IPS LED display, USB media player</b> <b>Make : Panasonic/Sony/Samsung/LG</b>	1
15	<b>Miscellaneous items</b>	
16	<b>Installation charges</b>	
17	<b>Post support services: One year warranty and 5 year of Comprehensive AMC for all parts</b>	

**Note:** 1) Per Unit / meter rate should be given. In case additional units or cabling required in future than vendor will be paid as per the quoted rates only.

2) SPMCIL will retain the faulty hard disk, and bidder will supply the replacement.

## 2 . Delivery Period:

The successful bidder has to complete Supply, Installation, Commissioning and User training of CCTV Systems at, Data Center Noida within 2 months from the date of LOI. Delay in same will attract applicable Liquidated Damage / Penalty as per the terms of this Tender document.

## 2. Onsite Warranty Maintenance

- i) The warranty period for the systems shall be Minimum one year from the date of completion of supply of products, after successful installation/ commissioning and acceptance by SPMCIL.
- ii) Any system failing at subsystem level at least three times in three months, displaying chronic system design or manufacturing defects or Quality Control problem will be totally replaced by the Vendor at his cost and risk within 30 days.

## 5. Annual Maintenance Contract (Comprehensive AMC) Terms and Conditions.

S.No.	Description
1.	The complete systems should be under 5 (Five) years of Comprehensive AMC for all items. The Comprehensive AMC period will start after warranty period, initially CAMC will be for one year, and it is extendable up to 4 years subject to satisfactory performance of the supplier. The vendor should provide free on-site comprehensive support service and free provision of spare parts as and when necessary.
2.	During comprehensive AMC period besides service/ maintenance of Hardware and System Software, all software up gradation, bugs/ patches and services shall be provided free of cost by the vendor.
3.	<b>The vendor should fulfill the following conditions during Comprehensive AMC period:</b>
3.1.	Supplier will maintain enough spares in India, so as to provide satisfactory on-site comprehensive maintenance services during the warranty period. Supplier will indicate the level of spares, which will be stored by them in India for providing comprehensive on-site warranty services to SPMCIL Locations.
3.2.	Vendor would provide the helpdesk support services through telephone/e-mail where users can lodge their complaint.
3.3.	Any failure in the equipment supplied/ any accessories thereof should be rectified within maximum period of Two working days.
3.4.	If any of the systems is down beyond two working days penalty will be charged or recovered from out of withheld amount towards CAMC per day per Item Rs.500/- per day.
3.5.	Vendor shall visit each site at least once in every three months for items supplied to carryout preventive maintenance and fine-tune the performance of the system besides regular service calls duringCAMC period.

## 6. Any other Item required:

Any other item(s) required for completion of Supply, Installation and Commissioning of CCTV system other than stated above, shall be arranged by vendor.

## 7. Licensing:

- i. Vendor should provide requisite number of licenses along with Hardware & Software, so that no extra license is required for making system operational.
- ii. Vendor should clearly specify licensing of various features.

## **Section VIII: Quality Control Requirements**

Supply, Installation and Commissioning of Materials Delivered not in conformity with tender specification will be treated as materials not delivered at all. Materials shall be delivered by the service provider in accordance with the terms and conditions specified in the contract failing which expenses may be levied on supplier.

SPM/CIL

---

## **Section IX: Qualification/ Eligibility Criteria**

1. Experience & Past Performance - Bidder Firm should have successfully executed at least one similar Supply, Installation and commissioning of CCTV Systems to any Govt./PSU/Bank or any other organization of repute in any one year during last five (5) years ending March 31st, 2019.
2. Capability - Bidder firm must have an annual capacity to execute at least one Supply, Installation and commissioning of CCTV Systems.
3. Financial Standing –
  - a. The average annual turn-over of the Bidder firm during the last three (3) years, ending March 31<sup>st</sup>, 2019 should be at least Rs. 351315( three lakh fifty one thousand three hundred fifteen ).
  - b. The Bidder firm should not have suffered any financial loss for more than one (1) year during the last three (3) years ending March 31<sup>st</sup>, 2019.
  - c. The net worth of the Bidder firm should not have eroded by more than 30% in the last three (3) years ending March 31st, 2019.

### **NOTE:-**

1. All experience, past performance and capacity/capability related data/document should be certified by the authorized signatory of the Bidder firm. The credentials regarding experience and past performance to the extent required as per the above eligibility criteria as submitted by the Bidder may be verified from the parties for whom work has been done.
2. All financial standing data should be certified by certified accountants e.g. Chartered Accountants (CA) in India and Certified Public Accountant/ Chartered Accountant of other countries.

**MOST IMPORTANT NOTE: BIDDER TO FURNISH STIPULATED DOCUMENTS ALONG WITH TENDER IN SUPPORT OF FULFILLMENT OF QUALIFYING CRITERIA. FURTHER CORRESPONDENCE IN THIS REGARD WILL NOT BE ENTERTAINED FOR ANY REASON. NON-SUBMISSION OR INCOMPLETE SUBMISSION OF DOCUMENTS SHALL LEAD TO REJECTION OF OFFER.**

---

## Section X: Tender Form

Date.....

To  
AGM (IT)  
Security Printing and Minting Corporation of India Ltd.  
16<sup>th</sup> Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001

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 as shown in the price schedule(s), attached herewith and made part of this tender.

If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 6, read with modification, if any, in Section V – “Special Conditions of Contract”, for due performance of the contract.

We agree to keep our tender valid for acceptance for a period upto -----, as required in the GIT clause 19, read with modification, if any in Section-III – “Special Instructions to Tenderers” or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender 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 further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign tender for and on behalf of

---

## Section XI: Price Schedule

### (TO BE FURNISHED IN A SEPARATE SEALED ENVELOPE)

Date:

AGM (IT),  
Security Printing & Minting Corporation of India Ltd  
16<sup>th</sup> Floor, Jawahar Vyapar Bhawan  
Janpath, New Delhi – 110 001  
INDIA

Dear Sir,

**Sub: Price Bid in Response to Tender Document  
(Tender Document Number ..... dated .....**)

For Supply, Installation and Commissioning of CCTV Systems along with Five years comprehensive support services as mentioned in the above tender document, the following is the total lump sum price covering all taxes, duties and statutory levies as on the date of submission of the bid (Total Bid Price).

1. TOTAL QUOTED PRICE (In figures) ` \_\_\_\_\_
2. TOTAL QUOTED PRICE (In words) Rupees \_\_\_\_\_

The breakup of the above lump sum price is given in the tables below: (Table-1)

Thanking you,

Yours faithfully,

*<Seal and Signature of Authorized Signatory>*  
*<Name of Authorized Signatory>*  
*<Title of Authorized Signatory>*

**Table-1**

Sr.No	Items	Qty	Unit of Measurement	Unit Price (Rs)	Price (Rs)	Tax (%)	Tax amount (Rs)	HSN/ SAC Code	Amount(Rs)
		I		II	III = I*II	IV	V	VI	III+V
1	IP Network IR indoor Dome Camera 4MP	15	Number						
2	IP Network IR out door Bullet Camera ( weather proof ) 4MP	3	Number						
3	32 Port NVR with 8 or more HDD Slots with Raid5 Facility	1	Number						
4	24 Port POE Gigabit switch (10/100/1000)	1	Number						
5	Cat 6 Wire (Each Box of 305 Mtrs)	1	Number						
6	Cat 6 I/O (Information Outlet)	5	Number						
7	Cat 6 Patch Cord (1 Mtr.)	48	Number						
8	HDMI Extender (upto 30 Mtrs)	1	Number						
9	HDMI Cable (2 Mtrs.)	16	Number						
10	HDMI Splitter (1+4)	10	Number						
11	24 Port Cat 6 Patch Panel	6	Number						
12	GI Pipe (1/2")	50	Meter						
13	GI Flexible Pipe (1")	5	Meter						
14	Full HD LED display	1	Number						
15	Comprehensive AMC charges 1 <sup>st</sup> year	1	Number						
16	Comprehensive AMC charges 2 <sup>nd</sup> year	1	Number						
17	Comprehensive AMC charges 3 <sup>rd</sup> year	1	Number						
18	Comprehensive AMC charges 4 <sup>th</sup> year	1	Number						
19	Comprehensive AMC charges 5 <sup>th</sup> year	1	Number						
	<b>Total Bid price</b>	<b>1</b>	Number						

**Bidder may include additional line item if required**

**Note:**

1. The location of cameras has been defined in Section VI: List of Requirements
2. The unit price above component should be inclusive of all necessary accessories as per technical specification and installation charges
3. L1 Price will be calculated on total value of item 1 to 19
4. Per Unit / meter rate should be given. In case additional units or cabling required in future than vendor will be paid as per the quoted rates only.



---

## Section XII: Questionnaire

The tenderer should furnish specific answers to all the questions/ issues mentioned below. In case a question/ issue does not apply to a tenderer, the same should be answered with the remark “not applicable”.

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

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

1. Brief description of services offered:
2. Offer is valid for acceptance upto .....
3. Your permanent Income Tax A/C No. as allotted by the Income Tax Authority of Government of India.
4. Status :
  - a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D), New Delhi, and/ or the National Small Industries Corporation (NSIC), New Delhi, and/ or the present SPMCIL and/ or the Directorate of Industries of the concerned State Government for the goods quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit imposed on your registration.
  - b) Are you currently registered under the Indian Companies Act, 1956 or any other similar Act?Please attach certified copy(s) of your registration status etc. in case your answer(s) to above queries is in affirmative.
5. Please indicate name & full address of your Banker(s) :
6. Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Deptt. of Government of India or by any State Govt.

.....

(Signature with date)

.....

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

.....

(Name, address and stamp of the tendering firm)

---

## Section XV: Bank Guarantee Form for Performance Security

\_\_\_\_\_ [insert: Bank's Name, and Address of Issuing Branch or Office]  
Beneficiary: \_\_\_\_\_ [insert: Name and Address of SPMCIL]  
Date: \_\_\_\_\_  
PERFORMANCE GUARANTEE No.: \_\_\_\_\_

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

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

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

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

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

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

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

.....

(Signature of the authorized officer of the Bank)

.....  
.....

Name and designation of the officer

.....

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

.....

Name and designation of the officer

.....

.....

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

## Section XVII: Letter of Authority for attending a Bid Opening

(Refer to clause 24.2 of GIT)

To

AGM(IT)

Security Printing and Minting Corporation of India

Ltd. 16<sup>th</sup> Floor, Jawahar Vyapar Bhawan

Janpath, New Delhi – 110 001 INDIA

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 Signatures
I.		
II.		
Alternate Representative		
Signatures of bidder or Officer authorized to sign the bid Documents on behalf of the bidder.		

### Note:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.

2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not produced.

**MANDATORY CHECKLIST****(To be submitted along with Tender)**

1. It is mandatory to submit all the supportive documents in respect of Past Experience, Financial Standing and other documents as mentioned in Section VI, VII & IX of tender document. Please note that if any of the documents as asked in the Section VI, VII & IX of tender document are not submitted along with your offer then your offer is liable for rejection.
2. No price component has to be mentioned in Techno-commercial Bid otherwise offer will be rejected.

S.No.	Description	Yes/No
1	Tender submitted in Two Bid (Techno Commercial and Price Bid) in separate envelopes.	
2	The Tender should be submitted in Hindi/English Language. The authenticated copies of the documents in support of the applicant's claims may be submitted in Hindi/English Language.	
3	EMD to be submitted in Techno Commercial bid.	
5	Power of attorney/Authorization indicating that authorized signatory is competent & legally authorized to submit the tender and /or enter into legally binding contract. To be enclosed in Techno-commercial Bid.	
6	Sealed & signed copy of tender document, as a token of acceptance of all terms & conditions. To be enclosed in Techno-commercial Bid.	
7	Copy of PAN/TAN number / VAT/TIN/GST number. To be enclosed in Techno-commercial Bid.	
8	Tender validity 120 days given.	
9	Delivery Period accepted as per tender.	
10	Price Schedule should be submitted with Price Bid in in separate envelopes.	
Signature and Seal of bidder		

\*\*\*\*\***End of Tender Document**\*\*\*\*\*