



India Government Mint,
 Alipur, Kolkata Pin- 700053 India
 Ph. No: 91-33-24014132-35, 24014821
 Fax No: 033-24010553 CIN: U22213DL2006GOI144763
 E-Mail: calmint@spmcil.com
 Web: www.igmkolkata.spmcil.com
 GSTIN : 19AAJCS6111J2Z4
 IEC Code:506051536 PAN No: AAJCS6111J

Not Transferable

Security Classification:

TENDER DOCUMENT FOR HIRING OF: AMC OF HIGH PRECISION BALANCES

Tender Number: 6000018681 / ASSAY, Dated: 24.02.2024

This Tender Document Contains.....7.....Pages.

Tender Document is issued to :

Indian Instruments Manufacturing Company (127694)
 208, B.B. Ganguly Street
 (Bowbazar St.), Kolkata
 700012
 INDIA

Details of Contact person in SPMCIL regarding this tender:

Name	Nayan Nikhil Sarkar
Designation	Jt.General Manager (T.O)
Address	IGMK (India Government Mint, Kolkata) India
Email	purchase.igmk@spmcil.com
Phone	033 - 2401 4132-35, 2401 4821 (336/319/326)



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Section I: Notice Inviting Tender (NIT)

6000018681 / ASSAY
(SPMCIL's Tender SI No.)

24.02.2024
(Date)

1. Sealed tenders are invited from eligible and qualified tenderers for supply of the following:

Schd. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rs.)	Remarks
1	AMC of High Precision Balances	1.000 AU	0.00 INR	
1	AMC of Micro Balance (6 Digit)	1.000 AU		
2	AMC of Semi-Micro Balance (5 Digit)	1.000 AU		
3	AMC of High capacity Balance	1.000 AU		

Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)	ONE-BID PROPRIETARY ARTICLE CERTIFICATE
Security Classification :	
Authority in whose favour all tender related financial instruments (FD, DD, Banker's cheque etc) are to be made	S P M Corporation of India Limited
All Financial Instruments to be payable at :	S P M Corporation of India Limited
Dates and place of issue of tender documents:	INDIA GOVERNMENT MINT, KOLKATA From 24.02.2024 to 16.03.2024 during office hours.
Place of Pre-Bid Conference :	16th Floor, STC Building, Janpath Road, Jawahar Vyapar Bhawan, New Delhi, Delhi 11000
Closing date and time for receipt of tenders	16.03.2024 15:00:00
Place of receipt of tenders	INDIA GOVERNMENT MINT, KOLKATA
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	16.03.2024 15:30:00
Place of opening of tenders	INDIA GOVERNMENT MINT, KOLKATA
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.1 of GIT)	Nayan Nikhil Sarkar Jt.General Manager (T.O)
Officer to be contacted for clarifications/ help :	Nayan Nikhil Sarkar

- The quotation must be in the form furnished by procuring entity and should be in ink free from corrections/ erasures. In case there is any unavoidable correction it should be properly attested, otherwise the quotation will not be considered.
- The Purchaser reserves the right to accept the offer by individual items and reject any or all tenders without

assigning any reason thereof and does not bind itself to accept lowest quotations.

4. Participation in this tender is by invitation only. Unsolicited offers are liable to be ignored. However, vendors who desire to participate in such tenders in future may bring it to the notice of Procuring Entity and apply for registration as per procedure. Note: To get registered as approved supplier with us, please keep visit our website i.e. www.igmkolkata.spmcil.com whenever we notify, download EOI for Empanelment of Vendors form and submit.
5. Manufacturer's name and country of origin of materials offered must be clearly specified. Please quote whether your organization is large scale industry or small-scale industry. If you have NSIC/ SSI/ MSI certificate, please attach it to the quotation. Mention your registration details.
6. Complete details and ISI specification if any must accompany the quotation. Make/ Brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.
7. The Purchaser reserves the right to modify the quantity specified in this enquiry.
8. The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be free delivery at destination including all charges otherwise the quotation is likely to be rejected. Price quoted for free delivery at destination will be given preference. If there is no indication regarding the FOR, in the quotation, then it will be considered as F.O.R. Destinations. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.
9. Payment of GST is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding GST is recorded in the quotation, the GST will be considered as included.
10. **Option Clause:** Purchaser reserves the right to increase the ordered quantity by 25% at any time, on same terms and condition 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 the delivery period.
11. **Liquidated Damages:** In case your quotation is accepted, and order is placed on you, the supply against the order should be made within the period stipulated in the order. Purchaser reserves the right to recover any Loss sustained due to delayed delivery by way of penalty. Failure to supply the material or installation & commissioning or both within the stipulated period i.e. delivery period, shall entitle the Purchaser for imposition of Penalty without assigning any reasons @ 1/ 2% of the total value of the item covered in order as LD for each week or part thereof of delay. The total damages shall not exceed 10 (ten) per cent of the value of delayed goods.
12. If the deliveries are not maintained and due to that account the Purchaser is forced to buy the material at your Risk and Cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.
13. Tenderer may download the tender documents from the web site www.igmkolkata.spmcil.com and submit its tender by utilizing the downloaded document.
14. 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.
15. The tender documents are not transferable.
16. The bidder, their affiliates, or subsidiaries - including subcontractors or suppliers for any part of the contract -



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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.

17. SUBMISSION OF TENDER:

The bid is to be submitted in one part :-

(i) Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are sent to the address given below on or before the closing date and time indicated in the Para 1 above, failing which the tenders will be treated as late and rejected. Tenders may also be sent through post at the address as above. However, Purchaser will not be responsible for any postal lapses or delays in receipt of the documents.

(ii) The bid is to be submitted in one part in sealed envelopes duly super scribed with Tender Subject & mention our NIT reference No. with date and Due date on the top of the sealed envelope and be addressed to the Chief General Manager, India Govt. Mint, Kolkata, Alipore - 700 053. (W.B)

(iii) Quotation will be accepted by INDIA POST/COURIER SERVICE/DROP BOX. Besides these Quotation sent by FAX/E-Mail also will be considered for this tender.

18. Clarification of Tender Documents: A Tenderer requiring any clarification or elucidation on any issue of the tender documents may take up the same with India Govt. Mint, Kolkata in writing or by fax/e-mail.

19. No correspondence beyond bid due date will be made for shortfall of documentary evidence. Such offers received with shortfall of documentary evidence will be summarily rejected.

20. For any queries regarding the tender, you may please contact at E-mail: purchase.igmk@spmcil.com.

21. FAILURE & TERMINATION

(A) Cancellation of contract for Default: Without prejudice to any other remedy for breach of contract, like removal from the list of registered Vendors, by written notice of default sent to the Vendor, the contract may be terminated whole or in part :

(i) If the Vendor fails to provide any or all the material and service within the time period(s) specified in the contract, or any extension thereof granted.

(ii) If the Vendor fails to perform any other obligation under the contract within the period(s) specified in the contract or any extension thereof granted.

(B) Termination of Contract for convenience : India Govt. Mint, Kolkata may at any time terminate the Contract by giving you month's prior notice in writing to that effect and shall have the liberty to appoint any other agency to carry out your obligation under this contract.

22. Tender Validity 90 days from the date of opening of the bid.

23. Terms and Mode of Payments: Payment shall be made on bi-yearly basis upon successful service provided at site subject to submission of bills which must certified by User Section of India Govt. Mint Kolkata mentioning that work has been completed as per conditions of Purchase Order.

24. Resolution of Disputes: If dispute or difference of any kind shall arise between India Govt. Mint, Kolkata and the supplier in connection with or relating the contract, the parties shall make every effort to resolve the same amicably by

mutual consultations. If the parties fail to resolve the same amicably the mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within 21 days of its occurrence, then, unless otherwise provided in the SCC, either India Govt. Mint, Kolkata or the supplier may seek recourse to settlement of disputes through arbitration act 33.2. Disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within Kolkata only.

25. Scope of Work:

Annual Maintenance Contract (AMC) for a period of one year in which Two Preventive, One Breakdown maintenance along with One time Calibration (one year valid Calibration Certificate with traceability certificate should be provided by the supplier) should be performed.

26. Delivery Schedule:

Service shall be started within Two (2) weeks from the date of issue of India Government Mint, Kolkata Purchase Order. The contract will be valid for a period of One (1) year from the date of issue of India Government Mint, Kolkata Purchase Order.

27. Price must be quoted as per Section XI: Price Schedule.

28. Bidder must submit the entire tender Document duly Sealed & Signed on every page and also a sealed and signed declaration in your letter head must be submitted with the bid, declaring the following:

"We do hereby declare that we have read and understood all terms and conditions of tender document including scope of work and confirm to abide to those conditions without any counter conditions. We are accepting all the terms and conditions of this tender including GIT & GCC unconditionally without any deviations"

29. Terms and Conditions:

Guidelines of SPMCIL Procurement Manual Version 2.0 will be applicable to this bid at any stage to avoid any conflict at later stage. Kindly refer GIT and GCC of SPMCIL Procurement Manual Version 2.0 for additional terms and conditions as per the links given below:

General Instruction to Tenderer (GIT): <https://spmcil.com/uploaddocument/GIT/new.pdf>
General Conditions of Contract (GCC): <https://spmcil.com/uploaddocument/GCC/new.pdf>



(Shri Nayan Sarkar)

Jt. General Manager (T.O.)

For Chief General Manager

India Government Mint, Kolkata West Bengal, Kolkata - 700 053



Section XI: Price Schedule

Price to be quoted in below mentioned format:

1. AMC of Micro Balance (6 Digit)

Quantity: 1 AU

Basic Price / 1 AU:

Other Charges (If any):

GST/ 1 AU:

Total Price including all for 1 AU on 'FOR IGM, Kolkata' basis at I.G. Mint, Kolkata:

Total Price including all for 1 AU on 'FOR IGM, Kolkata' basis at I.G. Mint, Kolkata in words:

2. AMC of Semi-Micro Balance (5 Digit)

Quantity: 1 AU

Basic Price / 1 AU:

Other Charges (If any):

GST/ 1 AU:

Total Price including all for 1 AU on 'FOR IGM, Kolkata' basis at I.G. Mint, Kolkata:

Total Price including all for 1 AU on 'FOR IGM, Kolkata' basis at I.G. Mint, Kolkata in words:

3. AMC of High capacity Balance

Quantity: 1 AU

Basic Price / 1 AU:

Other Charges (If any):

GST/ 1 AU:

Total Price including all for 1 AU on 'FOR IGM, Kolkata' basis at I.G. Mint, Kolkata:

Total Price including all for 1 AU on 'FOR IGM, Kolkata' basis at I.G. Mint, Kolkata in words:

Grand total price for item no. 1 to 3:

Grand total price for item no. 1 to 3 in words:

ABBREVIATION "AU" Activity Unit, "FOR" Free on Rail, "IGM" India Government Mint

Note:

1. Bidder to furnish stipulated documents along with tender in support of fulfillment of tender criteria. Further correspondence in this regard will not be entertained for any reason. Non-submission or incomplete submission of documents may lead to rejection of offer.
2. The L1 firm would depend upon the total financial implication for the whole work.



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Section XIV: Manufacturer's Authorization FORM

To,
India Government Mint, Kolkata
A Unit of Security Printing &
Minting Corporation of India
Limited (Wholly Owned by Govt. of
India) Kolkata

Dear Sirs,

Ref.: Your Tender document No..... dated.....

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

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

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

Yours faithfully,

.....

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

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

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