



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/5887001
Dated/दिनांक : 04-03-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	03-04-2025 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	03-04-2025 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Finance
Department Name/विभाग का नाम	Department Of Economic Affairs
Organisation Name/संगठन का नाम	Security Printing And Minting Corporation Of India Limited (spmci)
Office Name/कार्यालय का नाम	Janpath
क्रेता ईमेल/Buyer Email	buyer1.spmcils.wb@gembuyer.in
Total Quantity/कुल मात्रा	1000
Item Category/मद केटेगरी	Conversion of Fine Silver (999) ingots into finished Oval shaped Silver plate having 92.5% purity
GeMARPTS में खोजी गई स्ट्रिंग / Searched Strings used in GeMARPTS	Engaging an agency for conversion of fine silver(999) ingots into finished oval shaped silver plate having 92.5% purity for NTPC
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Category not available on GeM for the text string uploaded by the buyer
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	<ul style="list-style-type: none">• Gold Medallion / Gold Bullion Coins• Silver Coins• Medals
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	7 Days
Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Required/वित्तीय दस्तावेज़ की आवश्यकता है।	Yes
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	41000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	26

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के

दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

S P M Corporation of India Limited
Payable at Kolkata
(S P M Corporation Of India Limited)

Splitting/विभाजन

Splitting Applied	Yes
Maximum No. Of Bidders Amongst Which Order May Be Split	2
Split Criteria based on which quantity will be distributed	As per bid document

MII Purchase Preference/एमआईआई खरीद वरीयता

MII Purchase Preference/एमआईआई खरीद वरीयता	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Preference to Make In India products (For bids < 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

4. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Conversion Of Fine Silver (999) Ingots Into Finished Oval Shaped Silver Plate Having 92.5% Purity (1000 pieces)

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/कमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

Technical Specifications/तकनीकी विशिष्टियाँ

Buyer Specification Document/क्रेता विशिष्टि दस्तावेज़	Download
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Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Indranil Payra	700053,India Govt Mint, Alipore Kolkata , West Bengal	1000	365

Buyer added Bid Specific Additional Scope of Work

S.No.क्र.सं.	Document Title	Description	Applicable/रिवर्स प्रभार के अनुसार जीएसटी i.r.o. Items
1	Additional Terms & Conditions for stamping/engraving/ etching: View	Stamping/Engraving/Etching to be done suitably in order to make all the texts clearly decipherable.	Conversion Of Fine Silver (999) Ingots Into Finished Oval Shaped Silver Plate Having 92.5% Purity(1000)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$, subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

3. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

S P M Corporation of India Limited
payable at
Kolkata

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

4. Forms of EMD and PBG

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

S P M Corporation of India Limited

. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

5. Forms of EMD and PBG

Bidders can also submit the EMD with Banker's Cheque in favour of

S P M Corporation of India Limited
payable at
Kolkata

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

6. **Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

S P M Corporation of India Limited
Account No.
40721855110
IFSC Code
SBIN0000205
Bank Name
State Bank of India
Branch address
New Alipore, Kolkata

. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

7. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

S P M Corporation of India Limited
payable at
Kolkata

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

8. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

S P M Corporation of India Limited
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

9. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

S P M Corporation of India Limited
Account No.
40721855110
IFSC Code
SBIN0000205
Bank Name
State Bank of India
Branch address
New Alipore, Kolkata

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at

the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

10. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. Terms and Conditions:

Guidelines of SPMCIL Procurement Manual Version 3.0 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 3.0 for additional terms and conditions as per the links given below:

General Instruction to Tenderer (GIT): <https://igmkolkata.spmcil.com/wp-content/uploads/2024/05/GIT.pdf>

General Conditions of Contract (GCC): <https://igmkolkata.spmcil.com/wp-content/uploads/2024/05/GCC.pdf>

2. Delivery Period:

a) Overall delivery period will be One (1) Year from the date of issue of Contract.

b) As per requirement of India Government Mint, Kolkata, the successful bidder/firm will be intimated for delivering the desired quantity. The firm has to supply the materials within 30 days' period from date of intimation by India Government Mint, Kolkata.

c) The vendor is responsible for lifting & delivering the material and duly unloading the same at the Bullion Store of India Government Mint, Kolkata after taking necessary security clearance from CISF at the main gate of India Government Mint, Kolkata by showing the driving licence, vehicle registration etc. and necessary documents like invoice, delivery challan, copy of Purchase Order, e-way bill, bank details in company letter head duly sealed & signed etc. are to be handed over to Bullion Store- in- charge.

3. Terms and Mode of payments:

100% on receipt and acceptance of goods & services at destination by the user section of India Government Mint, Kolkata and on production of all required documents by the supplier on every instalment. (Acceptance means goods supplied in proper condition at India Govt. Mint, Kolkata as well as meeting other terms and conditions of Purchase order.)

4. Warranty

a. The supplier warrants that the goods supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per specifications of India Government Mint, Kolkata) or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.

b. The warranty shall remain valid for **Twelve (12) months** after the goods or any portion thereof as the case may be, have been delivered to the final destination and accepted by India Government Mint, Kolkata in terms of the contract or for fifteen months from the date of despatch from the supplier's premises for domestic goods, whichever is earlier.

c. In case of any claim arising out of this warranty, India Government Mint, Kolkata shall promptly notify the same in writing to the supplier. Upon receipt of such notice, the supplier shall, with all reasonable speed, repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination.

d. The supplier shall take over the replaced parts/ goods after providing their replacements and no claim, whatsoever shall lie on India Government Mint, Kolkata for such replaced parts/ goods thereafter. In the event of any rectification of a defect or replacement of any defective goods during the warranty period, the warranty for the rectified/ replaced goods shall be extended to a further period of twelve months from the date such rectified / replaced goods starts functioning to the satisfaction of India Government Mint, Kolkata.

e. If the supplier, having been notified, fails to rectify/ replace the defect(s) within a reasonable period, India Government Mint, Kolkata may proceed to take such remedial action(s) as deemed fit by India Government Mint, Kolkata (including forfeiture of performance security or warranty security, if any), at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which India Government Mint, Kolkata may have against the supplier.

5. Replacement:

If the items delivered are rejected for any reasons, the firm has to lift & replace the same at their cost and risk.

6. Custody and return of material loaned to contractor:

i) Fine Silver (999) raw material will be provided by Purchaser i.e. India Government Mint, Kolkata. Whenever raw material is required to be issued to the firm/contractor, it will be issued against appropriate material custody security.

The successful firm must submit total material custody security for an amount of ₹1,00,00,952/- (considering rate of fine silver as ₹ 95.680 per g (as on 05/02/2025) and total quantity of fine silver (999) to be provided as 104525 g)

The firm has to submit material custody security drawn in favour of 'S P M Corporation of India Limited', payable at Kolkata, from any Scheduled Commercial Bank in acceptable form (i.e. Account Payee Demand Draft/ Fixed Deposit Receipt/Bank Guarantee) valid till 60 days beyond the completion of delivery of finished product (silver plates).

In any case, the successful bidder has to submit necessary material custody security of ₹20,00,190.40/- so as to be eligible for lifting the Fine silver (999) raw material proportionate to minimum 200 pcs of finished Silver plates.

ii) In case of parallel contracts placed on L1 & L2 bidders (in 60:40 ratio of the tendered item), both L1 & L2 bidders will have to submit material custody security of minimum ₹20,00,190.40/- towards material custody amount for lifting the Fine silver (999) raw material proportionate to minimum 200 pcs of finished Silver plates. No splitting of minimum material custody amount will be allowed among successful bidders in case of parallel contracts.

7. Packing:

To be packed in an exquisite velvet box covering with soft foam and premium quality blue velvet outside and a silicon frame inside which is to be covered with suitable blue cloth to have proper fixed grooves to accommodate wooden stand and silver plate. Top of the Box has to be printed with NTPC Logo in bold letters. Velvet Box has to be packed in a transparent pack or zip lock pouch along with a proper sticker of name of the person & employee ID who's plate has been packed inside. Silver Plate has also to be tightly packed separately with LD Polythene sheet before keeping it into the box to avoid any scratches. All the velvet boxes have to be supplied in wooden carets instead of cartoon boxes in not more than 25 pcs in a single caret to prevent any damage. The packing should be weather proof and should be made water proof to prevent damage during transit. The supplier will also be responsible for unloading and stacking at Mint Bullion Store as per instruction of competent authority.

8. Insurance:

The supplier shall make arrangements for insuring the goods against loss or damage, incidental to manufacture or acquisition, transportation, storage and delivery. The Supplier shall be responsible till the entire goods contracted for arrive in good condition at destination. The transit risk in this respect shall be covered by the supplier by getting the goods duly insured. The insurance cover shall be obtained by the supplier in its own name not in the name of India Government Mint, Kolkata or its consignee. For details please refer to clause 12 of General Conditions of Contract (GCC).

9. Quantum of LD:

If the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, India Govt. Mint, Kolkata shall, without prejudice to other rights and remedies available to India Govt. Mint, Kolkata under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% of the delivered price of the delayed goods and/ or services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% of the delayed goods' or services' contract price(s).

10. Parallel Contracts

(i) Parallel contracts, with more than one bidder (for the same contract) may be concluded in the following

cases:

After due processing, if it is discovered that the quantity to be ordered is far more than what L1 alone is capable of supplying and there was no prior decision/ declaration in the bidding documents to split the quantities, then the quantity being finally ordered may be distributed among the other bidders by counter offering the L1 rate in a manner that is fair, transparent and equitable based on objective data available in the bids e.g. eligibility data, Quantity/ Delivery etc.

In case of splitting in two, the ratio of 60:40, may be used - a different ratio may also be justified. These ratios are approximate and India Government Mint, Kolkata reserves its right to marginally vary quantities to suit capacity of the firm/ unit loads of packing or transportation. However, the requirements may not be split into a number of tenders of smaller quantities for the reason that one supplier may not be able to supply the entire quantity. It is also to mention in such cases that the firms should not quote for less than 25% of the tendered quantity; otherwise, their offer would be considered as unresponsive.

Before splitting the quantity, it should be ensured that the L1 price is reasonable. If it is not reasonable, negotiation with the L1 party may be carried out, if justifiable, with the approval of the CA. The following guidelines are to be considered while opting for parallel contracts:

- i) L1 should be awarded at least the percentage mentioned above or his spare supply capacity, whichever is lower; and
- ii) For the rest of the contract quantity, the lowest rate accepted will be counter offered to the L2 party. On acceptance of the counter offer, the order will be placed on L2 for the respective percentage or the spare supply capacity of the L2 bidder, whichever is lower, and so on, to other tenderers. In case of non-acceptance of the counter offer by the L2 party, a similar offer shall be made to L3 and L4, and so on.

11. The total cost inclusive of all as cited above on FOR India Govt. Mint, Kolkata (W.B) basis should be indicated clearly both in words and figures in the price bid.

12. Documentary evidence to be submitted towards PAN & GST Registration Certificate.

13. Participating Bidder must submit sealed and signed copy of entire GeM bid document including the Buyer Specification Document. Also the participating bidder must submit duly filled, sealed & signed **Annexure I, Annexure II &** documents as per **Annexure III** in their letter head attached under Buyer Specification Document.

14. All the supporting documents submitted along with this bid should be signed and sealed by the authorized signatory of the firm mandatorily. The bid document shall not contain any erasure or overwriting, except as necessary to correct any error made by the tenderer and, if there is any such correction; the same shall be initialled by the person(s) signing the tender.

15. The supplier has to provide GeM invoice during submission of bill for payment.

16. Price Schedule:

While quoting the price through GeM portal, the **detailed price breakup must be mentioned and attached as pdf in the document attachment option of price bid mandatorily.** Do not upload financial documents related to financial standings like audited balance sheets in the document attachment field of price bid, attach only the detailed price breakup of the quotation as mentioned above. Detailed price breakup of the quotation must be in the format as attached in the end of this bid document.

Price to be mentioned only in price bid not in Techno commercial bid or any other place. If it is mentioned any other part other than price bid, the offer will be rejected.

17. Qualification/ Eligibility Criteria

The bidder firm should meet following eligibility criteria to qualify: -

(a) For MSE/Start-up firm: The bidder must have capability to provide the relevant services.

(b) For other firm- Experience and past performance: The bidder should have experience of having successfully supplied relevant services of Rs.8.23 Lakhs in any one of the last five years ending on 31.03.2024.

Note:

(i) Relevant Services means: **Manufacturing and Supply of Oval Shaped Silver Plates.**

(ii) Participating bidder needs to submit all related documents along with the bid.

(iii) In support of Experience & Past Performance copy of supply/ work order; respective completion certificate and contact details of clients (previous buyer of the services) to be enclosed along with the tender.

(iv) All copy of supply/ work order; respective completion certificate and contact details of clients: in support of experience, past performance should be authenticated by the by the person authorized to sign the tender on behalf of the bidder.

(v) In support of the Capability, the bidder has to submit copy of supporting documents i.e. Details of equipment and manufacturing facilities, engineers/managers details, number of skilled labors available with the firm, Copy of Purchase Order/Supply/Work Order; respective completion certificate, SOP of the manufacturing process, Quality control systems, Annual Production Capacity etc.

(vi) For verifying the capability/capacity, India Government Mint, Kolkata reserves the right to depute its authorized representatives at the worksites of the bidder. In the event, the firm is found not having capability/capacity, their offer is liable to be rejected.

18. MSME & Make in India Status:

In case any bidder is submitting their bid as MSME and/or MII, the firm must be registered as a MSME & MII in GeM portal and Self-declaration along with documentary evidence in this regard must be submitted declaring that their MSME & MII status is updated in GeM portal also. In further evaluation stage if it is found that the firm is not registered as MSME and/or MII in GeM, but MSME certificate and/or MII declaration is submitted along with the bid, no exemption will be given and their offer may be rejected.

19. Price Preference for MSE:

MSE quoting price within price band L1 + 15% may be awarded 25% of the total tendered value provided they agree to match the L1 price. In case of more than one such eligible MSE, 25% quantity is to be distributed proportionately among these bidders. Within this, a purchase preference of 4% is reserved for MSEs owned by SC/ ST entrepreneurs' and 3% is reserved for procurement from MSEs owned by women (if they participate in the tender process and match the L1 price, considering spirit of policy for enhancing the Govt. procurement from MSE).

20. Eligible Goods and Services (Origin of Goods & Services):

(i) All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.

(ii) The word "origin" incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the goods & service are arranged.

21. Special Condition: Supplier should file the returns pertaining to TCS (Section 206C (1H) for TCS collected, in the time and provide the TCS certificate to IGMK. In case of any Credit loss to IGMK by way of their failure to file Returns and provide TCS certificate in time, India Government Mint, Kolkata reserves the right to recover the amount equivalent to TCS paid along with applicable interest from the payment of further supplies.

22. GST Return:

Supplier should file the GST return for outward supplies in time. In case of any loss to India Government Mint, Kolkata by way of their failure to file GST Returns in time India Government Mint, Kolkata reserves the right to withhold the payment of further supplies till production of evidence. Any liability which will occurred on account of non-compliance of e-way bill, GST provision or any other applicable law will be borne by supplier.

23. Consignee:

General Manager & HoD, India Government Mint, Alipore, Kolkata, West Bengal, Pin – 700053.

On the consignment please mention the following details:

Order No : **Packing No :** **Net Weight :** **Gross Weight :**

24. Resolution of Disputes:

If dispute or difference of any kind shall arise between India Government 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 their dispute or difference by such mutual consultation within 21 days of its occurrence, then, depending on the position of the case, either the purchaser or the supplier shall give notice to the other party of its intention to commence arbitration. When the contract is with domestic supplier, the applicable arbitration procedure will be as per Indian Arbitration and Conciliation Act, 1996 as amended by Arbitration and Conciliation (Amendment) Act, 2015 and 2021. Mode of settlement of such contractual disputes/ differences shall be through Arbitration, to the India International Arbitration Centre.

25. Risk Purchase Clause :

(a) If the supplier after submission of tender and due acceptance of the same, i.e. after notification of award of contract fails to abide by the terms and conditions of these tender documents, or fails to supply the deliverables as per delivery schedule given or at any time repudiates the contract, the purchaser shall have the right to:

(i) Invoke the Security-cum-Performance Guarantee if deposited by the supplier and procure stores from other agencies at the risk and consequence of the supplier. The cost difference between the alternative arrangement and supplier tendered value will be recovered from the supplier.

(b) Supplier has to abide by all the terms and conditions of tender.

(c) In case of procurement through alternative sources and if procurement price is lower, no benefit on this account will be passed on to the supplier.

26. Quality Control Requirements:

Quality of Services: Free from all technical defects, in compliance with our Technical Specification

i) Goods/service supplied not in conformity with tender specification will be treated as goods/service not supplied at all and supplier shall take supplied material not conforming to order specification back within 15 days. Goods/service shall be delivered by the supplier in accordance with the terms and conditions specified in the contract failing which expenses of keeping goods at purchaser's premises may be levied on supplier.

ii) Delivery date will be calculated from the date goods/services are received in acceptable quality in accordance with technical specification.

27. Anti-Bribery Management System (ABMS):

By participating in this tender, the suppliers/Vendors/ Contractors are deemed to have undertaken that they shall not give or take, any financial or non-financial bribe, to or from anyone during the tender or during the execution of the contract thereafter and if they notice any such incident happening, they shall report it to Vigilance.

28. Disclaimer:

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.

29. The bidder has to submit documents as per following Check list as given below along with the Technical bid documents without fail:

1	Entire Tender Document Duly Seal & Signed on every page including Buyer Specification Document (Annexure-I) as an acceptance of all terms & conditions of the tender
2	Submitted the documents as per Qualification/Eligibility criteria as per clause 17 of buyer added bid specific ATC
3	Documentary evidence towards PAN & GST Registration Certificate
4	Sealed & Signed Declaration (Annexure -II attached in technical specification)

5	Documentary/undertaking against Make in India Status i.e. being a Class I/ Class II supplier with details of percentage
6	Proof of EMD(scanned copy) as applicable or any exemption certificate

***FOR ANY OTHER QUERIES, FIRMS MAY CONTACT IN THE BELOW DETAILS:**

Ph. No. 033 - 2401 4132,33,34,35, (Extension 336/ 319/ 326);

Email: purchase.igmk@spmcil.com

11. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

[This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---

Conversion of Fine Silver (999) ingots into finished Oval shaped Silver plate having 92.5% purity (finished weight 110 g) for NTPC

Scope of Work:

Conversion of Fine Silver (999) ingots into finished Oval shaped Silver plate having 92.5% purity (finished weight 110 g) for NTPC

Specifications of Fine Silver plate

1. Material: Silver of 92.5% purity (to be used with Copper as the other raw material). Purity is to be certified on invoice & indicated on the Silver plates.

2. Shape: Oval shape.

3. Weight: 110 g (+3 g)

The finished oval silver plate should have a minimum weight of 110 g with a positive tolerance of +3 g. For this purpose, India Government Mint Kolkata will provide Fine silver (999) proportionate with 113 g finished weight of 92.5% Silver plate to the successful bidder. Hence, finished silver (92.5%) plate weighing less than 110 g would not be accepted by India Government Mint Kolkata; while India Government Mint Kolkata shall not make extra payment to the bidder in case finished silver (92.5%) plate weighs more than 113 g.

4. Size: The material is to be prepared keeping Major axis of 8 inch i.e. 203.2 mm and Minor axis of 5.5 inch i.e. 139.7 mm lengths, with suitable Thickness to have a finished weight of 110 g (+3 g).

5. Engraving: The silver plates shall be engraved as per the text matter to be given by India Government Mint Kolkata.

6. Packing: To be packed in an exquisite velvet box covering with soft foam and premium quality blue velvet outside and a silicon frame inside which is to be covered with suitable blue cloth to have proper fixed grooves to accommodate wooden stand and silver plate. Top of the Box has to be printed with NTPC Logo in bold letters. Velvet Box has to be packed in a transparent pack or zip lock pouch along with a proper sticker of name of the person & employee ID who's plate has been packed inside. Silver Plate has also to be tightly packed separately with LD Polythene sheet before keeping it into the box to avoid any scratches. All the velvet boxes have to be supplied in wooden carets instead of cartoon boxes in not more than 25 pcs in a single caret to prevent any damage.

7. Chemical composition:

Silver = 92.5% ($\pm 0.05\%$) and Copper = 7.5% ($\pm 0.05\%$)

The entire quantity of finished oval shaped silver plates to be supplied should be polished and free from any surface defects, scratches, discolouration, cracks etc.

Terms & conditions

1. The Silver raw material required for making 1000 pieces of Oval shaped Silver plates having 92.5% purity (Finished weight 110 g (+3g)) will be provided by India Govt. Mint, Kolkata in the form of Fine Silver (999) ingots and the same is to be lifted by the vendor.

2. The Copper raw material required for making 1000 pieces of Oval shaped Silver plates having 92.5% purity (Finished weight 110 g (+3g)) will have to be provided by the bidder in suitable form.

3. Quantity of Silver raw material required:

i) Maximum weight of 1 pc of Finished Oval shaped Silver plate = $(110 + 3) \text{ g} = 113 \text{ g}$

ii) Maximum weight of 1000 pcs of Finished Oval shaped Silver plate = $113 \times 1000 \text{ g} = 113,000 \text{ g}$ i.e. 113 kg

iii) Out of total requirement of 113,000 g of raw material, Quantity of Silver (92.5%) to be provided by India Govt. Mint, Kolkata is as follows:

Silver = $113,000 \times 92.5\% = 104,525 \text{ g}$ i.e. 104.525 kg

iv) The successful bidder shall submit a bonafide certificate in respect of the chemical composition and/or purity of the components present in the material.

Scope of work:

I. Scope of India Govt. Mint, Kolkata

1. To provide Fine Silver (999) ingots of 104,525 g i.e. 104.525 kg weight.

II. Scope of the Bidder

1. To provide pure copper in suitable quantity and amalgamate appropriately the same with fine silver for making up 92.5% silver.

2. To carry out stamping/engraving on blanks as per enclosed drawing/design for the following:

a) 'NTPC logo' on one side of the blank.

b) 'LONG SERVICE AWARD (Year)'

c) 'FOR YEARS OF SERVICE IN NTPC'

d) 'NAME OF EMPLOYEE' in ITALIC letters.

Year and Name of Employees will be provided by India Govt. Mint, Kolkata.

Engraving to be done suitably in order to make all the texts clearly decipherable.

3. To carry out metallurgical unit operations/processes like Cutting, Rolling, Blanking, Annealing, Washing, Polishing/Buffering etc. as deemed necessary for carrying out the above job.

While carrying out above operations, It is to be ensured that finished plates are manufactured with no scratch marks on it, and it should have the bling effect (shininess of the plate).

4. The firm is required to prepare & submit a sample for taking approval of the competent authority of India Government Mint Kolkata before going for bulk manufacture.

Cost of Copper raw material, process loss (if any) etc. are to be included in the price quoted by the firm.

**GeM Bid Document No. :dated.
(To be submitted on the letter head of the bidder)**

DECLARATION

We do hereby declare that,

- 1. We have not been blacklisted/ debarred by BNPMIPL/BRBNMPL/SPMCIL or any Govt. Departments for participation in tenders. The information provided above is correct and true to the best of my knowledge and belief.
- 2. We do hereby declare that we have read and understood all terms and conditions of tender document including Technical Specification, Quality Control Criteria, Buyer added bid specific ATC and confirm to abide to those conditions without any counter conditions.
- 3. "We are accepting all the terms and conditions of the GeM tender document unconditionally without any deviations"
- 4. We do accept all the terms and conditions of GIT & GCC link given in buyer added bid specific ATC without any deviation.

Signature

Name

Designation

Date

Stamp of the Organization

IMPORTANT

Before submission of Tender, please fill up & submit the following points in your company letter head duly sealed & signed.

We have submitted following documents:

1. Entire GeM Bid document duly sealed & signed every page (including Annexure I, Annexure II & documents as per Annexure III duly filled sealed and signed)
2. Proof of EMD(scanned copy) as applicable or any exemption certificate
3. Documentary evidence towards PAN & GST Registration Certificate duly sealed and signed.
4. Documentary/undertaking against Make in India Status i.e: being a Class I/Class II Supplier with details of Percentage
5. The firms participating as MSE/NSIC/DIC/Start-up India Campaign, needs to enclose certificates containing validity.
6. If participating as MSME, then please mention Category of MSME Firm: SC/ST/GEN. Owner of the company Male/Female.
7. Copies of Purchase Orders & their Completion Certificates for Past Experience.
8. Relevant Documents (i.e: details of equipment and manufacturing facilities, engineers/managers details, number of skilled labors available, Purchase Orders & their Completion Certificates, SOP of Manufacturing Process, Quality control systems, Annual Production Capacity etc.) for Capability
9. Audited Balance sheet for F.Y 2021-22, 2022-23 & 2024-25 for Financial Standing.
10. We have quoted price only in Price Bid and not in Techno-commercial Bid.

Note:

The above documents must be enclosed otherwise tender will be rejected.

PRICE SCHEDULE

Conversion of Fine Silver (999) ingots into finished Oval shaped Silver plate having 92.5% purity (finished weight 110 g) for NTPC (Price to be quoted as per Annexure-I Buyer Specification Document, inclusive of all, complete in all respect)

Quantity: 1000 Pieces

Basic Price/ 1 Piece :

Other Charges (If any) :

GST/ 1 Piece :

Total Price including all for 1 Piece:

Total Price including all for 1 Piece in words:

Total Price including all for 1000 Pieces on FOR, IGM, Kolkata basis at India Government Mint, Kolkata:

Total Price including all for 1000 Pieces on FOR, IGM, Kolkata basis at India Government Mint, Kolkata in **words**:

Abbreviation "FOR" Free on Rail(i.e: Landed cost to the India Govt. Mint, Kolkata inclusive of all taxes & duties), "IGM" India Government Mint.

NOTE :

1. L1 firm will be declared from valid offers only those who submitted offer as per specification & as per all terms & condition of the tender. If there is any deviation in specification & if the offer is not found as per terms & condition of the tender, their offer will be treated as invalid/unresponsive offer.
2. Price to be mentioned only in price bid not in Techno commercial bid or any other place. If it is mentioned any other part other than price bid, the offer will be rejected.