

**Directorate of Printing
Ministry of Housing and Urban Affairs
Government of India
Nirman Bhawan, New Delhi-110011
* * * * ***

E-TENDER FOR PROCUREMENT OF
“Thermal Lamination Machine – 01 No.”

FOR GOVT. OF INDIA PRESS, MINTO ROAD, NEW DELHI-110002

E-Tender No.: **Proc./DOP/358/2021/Thermal Lamination M/c**

Date: 02/08/2021

Details of Contact person in Directorate of Printing regarding this e-tender:

Name & Designation: Shri Shesh Kumar, Deputy Director (Procurement)
Address: Directorate of Printing, Room No. 106, ‘B’ Wing,
Nirman Bhawan, Maulana Azad Road,
New Delhi-110011, INDIA
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- Note: 1. Bidders are advised to study and understand the e-tender document before submission of bids. An incomplete offer, late bid or conditional bid is liable to be ignored/summarily rejected.
2. Tender Documents may be downloaded from Central Public Procurement Portal **www.eprocure.gov.in** / **www.dop.gov.in** / **www.mohua.gov.in**. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll/register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at **para 5.0 and 6.0 on page no. 3** of this Tender Document.
3. No physical Financial bid(s) will be accepted. The Financial bids must be submitted in the E-procurement portal only.
4. This tender document contains 16 pages (Total no. of pages including Annexure) and bidders are requested to submit the signed / scanned pdf files of all the pages.

Key Events & Dates:

Key Events	Dates
The e-tender document can be downloaded from the website at www.eprocure.gov.in or www.dop.gov.in or www.mohua.gov.in	04/08/2021
Start Date and Time for submission of Tenders (on-line)	05/08/2021 at 10.00 a.m.
Closing Date and Time for submission of Tenders	31/08/2021 upto 06.00 p.m.
Time and Date of opening of Technical Bids	02/09/2021 at 11.00 a.m.
Time and Date of opening of Financial Bids	Will be informed later on to the technically qualified bidders

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Sub: Notice Inviting Tender for Procurement of 01 No. of “Thermal Lamination Machine” for Government of India Press, Minto Road, New Delhi-110002

1.0 Introduction

The Directorate of Printing is an attached office of Ministry of Housing & Urban Affairs. As per the Allocation of Business Rules, the Directorate is the Government Printer and responsible for executing printing works for all Ministries/Departments of Government of India including forms for Civil and Defence Departments through 5 Govt. of India Presses situated at different places in country.

2.0 Notice Inviting Tender

On behalf of the President of India, the Deputy Director (Procurement), Directorate of Printing, Ministry of Housing & Urban Affairs, B-Wing, Nirman Bhawan, New Delhi-110011 invites online Tenders in two bid system from the Indian Manufacturers or their authorized dealers for supply, installation and commissioning of **Thermal Lamination Machine (01 no.)** at Govt. of India Press, Minto Road, New Delhi-110 002.

3.0 Tender Opening

- 3.1 Directorate of Printing will open the tenders at the specified date and time and at the specified place as indicated in NIT.
- 3.2 Authorized representatives of the tenderers, may attend the tender opening, provided they bring with them letters of authority from the corresponding tenderers.
- 3.3 The technical bids will be opened in the first instance, at the prescribed time and date. These bids shall be scrutinized and evaluated by the competent committee/ authority with reference to parameters prescribed in the tender document. Thereafter, in the second stage, the online financial bids of only the technically qualified bidders shall be opened for further scrutiny and evaluation.

4.0 Submission of BIDS

Interested bidders should apply online and submit their bids along with scanned copy of all the relevant certificate, documents, etc. in support of their technical bids – all duly signed in and uploaded on CPP portal. The e-tender document can be downloaded from the website at **www.eprocure.gov.in** or **www.dop.gov.in** or **www.mohua.gov.in**.

- (a) The online financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.
- (b) The interested bidders are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect will be summarily rejected.

5.0 Bid Security Declaration Certificate

Bid Security Declaration Certificate to be submitted by the bidders as per the format specified at **Annexure-III**. Proposal without Bid Security Declaration in the prescribed format shall be summarily rejected.

6.0 Process of Online Registration

- 6.1 As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

- 6.2 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 6.3 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 6.4 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 6.5 Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (DSC) (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 6.6 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6.7 Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / eToken.

7.0 Searching for Tender Documents

- 7.1 There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 7.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 7.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

8.0 Preparation of Bids

- 8.1 Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 8.2 Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 8.3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 8.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

9.0 Submission of Bids

- 9.1 Bidder should log-in to the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 9.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 9.3 A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 9.4 The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 9.5 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9.6 Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9.7 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid.

10.0 Assistance to Bidders

- 10.1 Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 10.2 Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24 x 7 CPP Portal Helpdesk. The contact number for the helpdesk is 18002337315.
- 10.3 In case of any further clarification required relating to this tender, the same can be sought from the following officers of Directorate of Printing:-
Asstt. Director (Procurement),— regarding any query for specification of the said Machine.
Phone: 011-23061570 & Email ID: dir-pr@nic.in

11.0 Selection Criteria of Bidder

- 11.1 The selection of eligible bidder will be based as per following terms & Conditions:
- 11.2 **Technical Bid:** The financial bid will be opened only of those bidders who will qualify technical bid.
- 11.3 **Financial Bid:** Purchase / Supply order will be awarded to the L1 bidder/s who will quote lowest rate.

12.0 Document Required

- 12.1 Tender shall be accompanied by the relevant documents with Technical Bid (**Annexure-I**) duly certified by the firm:-

- (i) The Proof of Annual turnover of last three financial years i.e. 2018-2019, 2019-20 and 2020-21 and their net worth should have been positive in the form of certificate duly certified by Chartered Accountant.(Submit original scanned copy online).
- (ii) A list of organizations where the bidder has provided/supplied the Machine items (Submit original scanned copy online).
- (iii) For any imported machine(s), the vendor should have an authorization certificate from the Manufacturing Company and should enclose a copy of the same with the Technical bid.
- (iv) At least two supply orders of similar category of Machines supplied in Govt./PSU/Autonomous bodies / undertaking / Private Sector during the last 5 years from 2015 to 2020 (Submit original scanned copy online).
- (v) Copy of Registration Certificate in support of GST and PAN No. (Submit original scanned copy online).
- (vi) The bidder shall submit a bid declaration Certificate (as per the format specified at Annexure-III)
- (vii) Declaration on the Company letter head that the bidder has not been debarred from participating in tender by Directorate of Printing and its Presses and anywhere in Government Department / Public sector undertaking and also declaration to accept all the terms and conditions of tender document as per **Annexure-V**. (Submit original scanned copy online).
- (viii) Clause-by-clause commentary to be given on the technical specifications of each items separately as per format specified at Point No. 8 of **Annexure-I** (Submit original scanned copy online).

13.0 Terms & Conditions

- 13.1 The bidders shall ensure that he himself or his authorized representative is available for proper handing over the supplies / consignments at Govt. of India Press, Minto Road, New Delhi. The supplier will also arrange to train Govt. of India Press, Minto Road, New Delhi Staff for operation of machine.
- 13.2 The pre-inspection / post inspection of the machine may be undertaken by an authorized representative(s) from Directorate of Printing and the machine shall be accepted only after the machine are certified 'OK' by the Inspecting team of Directorate of Printing.
- 13.3 The installation of the machine with proper demonstration shall be the responsibility of the bidder and it should be certified as in working condition by the consignee after the installation.
- 13.4 Delivery is required to be completed within 4 weeks from the date of receiving of supply order. 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. The Directorate of Printing reserves the right to recover any loss sustained due to delayed delivery by way of penalty. Failure to supply the material within the stipulated period shall entitle Procuring Entity for the imposition of penalty without assigning any reasons @ 0.5% of the total value of the item covered in order as penalty per week subject to a maximum of 10% of the value of delayed goods unless extension is obtained in writing from the Directorate of Printing on valid ground before expiry of delivery period.

13.5 Warranty

- 13.5.1 The manufacturer warrants that the machine(s) supplied under the contract is new, unused and incorporate all recent improvements in design and materials. The manufacturer further warrants that the machine supplied under the contract shall have no defect arising from design, materials or workmanship or from any act or omission of the manufacturer that may develop under normal use of the supplied machine under the conditions prevailing in India.

- 13.5.2 Warranty for a period of 3 years from the date of successful commissioning of the machine(s) be provided.
- 13.6 Support / Service: Quoted rates should be inclusive of delivery at Govt. of India Press, Minto Road, New Delhi, installation, training, configuration etc. as per Financial Bid (Annexure – II) on site after sales service & support to be provided as and when required during entire warranty period. Call should be attended within 48 hours from the time of logging of call.
- 13.7 The rates quoted should be inclusive of delivery, installation and training at Govt. of India Press, Minto Road, New Delhi including all taxes.
- 13.8 L1 bidder will be decided on the basis of lowest rate quoted by the bidder for the machine as per criteria mentioned in Price Bid (**Annexure – II**).
- 13.9 No overwriting, correction, insertion shall be permitted in any part of the tender document.
- 13.10 In the absence of required “Bid Security Declaration” in the prescribed format the bid shall be deemed to be invalid & will be rejected.
- 13.11 The bidder shall be suspended for 3 years for participating in any tender of this Department as per “Bid Security Declaration”. If, the bidder:
- (a) Withdraw or modify their bids during period of validity.
 - (b) Withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender.
 - (c) Fails to deposit the security deposit within stipulated time limit and the firm will be black listed.
- 13.12 Late tenders will not be considered at all.
- 13.13 The L1 bidder shall deposit 3% of the total value of supply order / purchase order as Security Deposit (refundable but non-interest bearing) in the form of Demand Draft / Fixed Deposit receipt from a Commercial Bank / BG (Format enclosed at **Annexure –IV**) receipt from a Commercial Bank/ online (bank details are mentioned above) in favour of Directorate of Printing payable at New Delhi, within 10 working days after receipt of supply order. No interest shall be paid on security deposit.
- 13.14 Directorate of Printing reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid.
- 13.15 In case L-1 is more than one, then the overall average turnover of last 03 years i.e. 2018-19, 2019-20 and 2020-21 of the bidder on higher side would be the selection criteria in this regard and selection of successful bidder in such situation will be final in all respect and will be binding on all the bidders.
- 13.16 Conditional Bids/Vague offers like “**Duties as applicable**” shall not be considered.
- 13.17 Directorate of Printing reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.
- 13.18 The Security Deposit will be released after 2 months of expiry of warranty period. No interest will be paid on the Security Deposit.
- 13.19 If the supply is not executed after accepting the same, the firm shall also be liable to be black listed for the 3 years as per Bid Security Declaration and the supply will be got executed at firm’s risk from some other firms.

- 13.20 The supply of machine should be according to the specifications provided in the tender document. If the supply of machine is not executed as per specifications, the order shall be rejected by Directorate of Printing, as the case may be, at the cost of firm's risk.
- 13.21 A Tenderer requiring any clarification on any issue of the e-tender document may take up the same with Directorate of Printing, in writing. Directorate of Printing will respond in writing to such request provided the same is received by Directorate of Printing, not later than 15 days prior to the prescribed date of submission of e-tender. In case the clarifications are not given by Directorate of Printing, in stipulated time frame then the bidder must strictly follow the e-tender terms and conditions. Clarification of the query (without identifying the source of the inquiry) will be notified in the e-portal or by e-mail and no separate letters will be issued, if required.
- 13.22 The payment shall be made in the following manner:
- (a) 50% Payment on receipt of the Machine(s) at Govt. of India Press, Minto Road, New Delhi.
 - (b) 30% Payment after successful installation & commissioning of the Machine(s).
 - (c) 20% Payment towards cost of machine after testing, training and issue of Final Acceptance Certificate issued by the Govt. of India Press, Minto Road, New Delhi.
- 13.23 The rates should be indicated clearly both in Figures and in words. If there is variation between the rates in Figures and Words the lower rate will be taken for evaluation.
- 13.24 Relaxation in turnover & Experience: As per the Govt., of India policy circular 1(2)/2016/MA dated 10th March 2016 relaxation shall be provided to Startups in public procurement on prior experience & Turn over criteria subject to meeting quality and technical specifications.
- 13.25 **Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017:** In this regard OM No. 6/18/2019-PPD dated 23rd July, 2020 issued by Ministry of Finance, Department of Expenditure, Public Procurement Division will be followed by Directorate of Printing and the same will be binding on the tenderers.
- 13.26 **Make in India Clause:** The provisions of the Public Procurement (Preference to Make in India/Registered under startup campaign) order 2017 dated June 15, 2017 and subsequent amendments issued on 4.6.2020 (and subsequent amendments, if any) by Department of Industrial Policy and Promotion, Govt. of India shall apply to this e-tender to the extent feasible.
- 13.27 Training of official/officer will be provided at Govt. of India Press, Minto Road, New Delhi campus by the supplier/vendor at the time of installation of machine/equipment.
- 13.28 The clause of Force Majeure will be applicable as per rules/guidelines issued from GOI.
- 13.29 The Force Majeure clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. The Force Majeure clause does not excuse a party's non-performance entirely, but only suspends it for the duration of the Force Majeure. The contractor/firm has to give notice of Force Majeure as soon as it occurs and it cannot be claimed ex-post facto.

14.0 Conciliation / Arbitration

- 14.1 If any dispute(s) or difference(s) of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution & settlement through a Committee appointed by Director (Printing), Directorate of Printing.
- 14.2 In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to & settled by the sole Arbitrator to be appointed by Director (Printing), Directorate of Printing.
- 14.3 The Arbitration proceedings shall be in accordance with the provision of the Arbitration & Conciliation Act, 1996 & Laws of India as amended or enacted from time to time.

- 14.4 The venue of the Arbitration shall be based upon the Directorate of Printing. The language of the arbitration proceedings shall be in English.
- 14.5 The Arbitrator will give the speaking & reasoned order.
- 14.6 The cost incurred during arbitration, if any, shall be borne by the supplier.

15.0 Applicable Law & Jurisdiction

- 15.1 All matters connected with this shall be governed by the Indian Law both substantive & procedural for the time being in force & shall be subject to the exclusive jurisdiction of Indian Courts at Delhi.
- 15.2 Directorate of Printing reserves the right to annul the bidding process at any period to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidders on the ground of Directorate of Printing action.
- 15.3 The agency should not sublet the work or any part of the work to any other agency without written consent of Directorate of Printing.
- 15.4 Decision of the Directorate of Printing will be final and binding in case of work requirement and in all the matters relating to technical and commercial terms and specifications including right reserved to reject the tender.

16.0 Validity

- 16.1 Rates quoted should be valid for a period of 03 (Three) months from opening of Financial Bid.
- 16.2 The Tender should be submitted and signed by a duly authorized person, giving full name of the firm with its current business address.
- 16.3 The bidders should satisfy themselves before submission of the tender to Directorate of Printing that they meet the qualifying criteria and capability as laid down in the Tender document

All papers of the Tender Document will be signed and Stamped by the bidder.

Encl.: As above.


(Shesh Kumar)
Deputy Director (Procurement)
Directorate of Printing
Ph: 011-23061307

Annexure – I

Technical Bid for Procurement of “Thermal Lamination Machine”

Eligibility Criteria for Selection:

Sl. No.	Documents to be submitted	Proof Required																		
1.	The Proof of Annual turnover for the last three financial years i.e. 2018-2019, 2019-20 & 2020-21 and their net worth should have been positive in the form of certificate duly certified by Chartered Accountant.	Submit original scanned copy online																		
2.	A list of organizations where the bidder has provided /supplied the Machine items	Submit original scanned copy online																		
3.	At least two supply orders of similar category of Machine supplied in Govt./ PSU / Autonomous bodies / undertaking / Private Sector during the last 5 years from 2016 to 2021.	Submit original scanned copy of supply order																		
4.	Copy of Registration Certificate in support of GST and PAN No.	Submit original scanned copy online																		
5.	Bidder is required to submit the “Bid Security Declaration Certificate” as per para ‘5’ of Document required & sub para ‘vi’ mentioned above.	Submit original scanned copy online																		
6.	For any imported machine(s), the vendor should have an authorization certificate from the Manufacturing Company and should enclose a copy of the same with the Technical bid.	Submit original scanned copy online																		
7.	Declaration on the Company letter head that the bidder has not been debarred from participating in tender anywhere in Government Department / Public sector undertaking and declaration to accept all the terms and conditions of tender document, as per Annexure - V .	Submit original scanned copy online																		
8.	<p>Clause-by-clause commentary on the technical specification and other technical details of different items as given in Annexure-VI on a separate sheet as under:</p> <p>1.0 Basic configuration of the machine (for example as per Annexure- VI):</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><i>Specifications</i></th> <th style="text-align: center;"><i>Comments of the tenderer</i></th> <th style="text-align: center;"><i>Deviation if any</i></th> </tr> </thead> <tbody> <tr> <td>Maximum Sheet Width: 30 cm</td> <td></td> <td></td> </tr> <tr> <td>Minimum Sheet Width: 12 cm</td> <td></td> <td></td> </tr> <tr> <td>.....</td> <td></td> <td></td> </tr> <tr> <td>.....</td> <td></td> <td></td> </tr> <tr> <td>..... and so on 1.0 onwards to 10.6</td> <td></td> <td></td> </tr> </tbody> </table> <p>.....</p>	<i>Specifications</i>	<i>Comments of the tenderer</i>	<i>Deviation if any</i>	Maximum Sheet Width: 30 cm			Minimum Sheet Width: 12 cm		 and so on 1.0 onwards to 10.6			Submit original scanned copy online
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..... and so on 1.0 onwards to 10.6																				

Signature of Tenderer :

Name of the Authorized Signatory :

Name of the Company/Firm :

Seal of the Company/Firm :

Address :

Contact No. /-Email :

Annexure – II**Price Schedule****SUMMARY OF PRICE SCHEDULE (BOQ)**

1. No row/ column shall be left blank. Please indicate NA, in case the row/ column is “Not Applicable”. If the below format is not used or any row/column is left blank, then the bid will be liable for rejection without assigning any reason.
2. The L-1 (lowest one) bidder will be decided on the basis of lowest quoted rates.
3. Basic Price includes freight, insurance, installation/commissioning and warranty.

Sl. No.	Description of the Item	Qty.	Unit	Basic Price in INR	GST in (%)	Total Amount (without taxes)	Total Amount (with taxes)	Total Amount in words
1	2	3	4	5	6	7	8	9
1.	Thermal Lamination Machine	01	No.					

BID SECURITY DECLARATION FORM

Date:

Tender No.....

To

.....
(insert complete name and address of the purchaser)

I/We, The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two years from the date of notification, if I am/we are in a breach of any obligation under the bid conditions, because I/We

- (1) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (2) have been notified of the acceptance of our Bid by the purchaser during the period of bid validity:-
 - (i) fail or reuse to execute the contract, if required,

OR

- (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed:

(insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing he Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

Annexure –IV

Bank Guarantee Form for Performance Security

(Judicial Stamp as per Stamp Act - paper of appropriate value as respective state)

To,
.....
.....

WHEREAS (name and address of the supplier) (hereinafter called “the supplier”) has undertaken, in pursuance of contract No. datedto 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 there under 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.

This guarantee shall be valid until the day of, 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, Name & Address of the Issuing Branch of the Bank

Note: Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Speed Post/Hand an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.

Sub: Undertaking/Acceptance of Terms & Conditions of Tender

Tender Bid No.....

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender' from the website(s) / portal namely:-https://.....
2. I / We hereby certify that I / We have read entire terms and conditions of the tender document from Page No. 01 to (including all annexure) and I / We shall abide by the terms / conditions / clauses contained therein.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s).
4. I / We do hereby declare that our Firm has not been blacklisted / debarred by Directorate of Printing, its Presses and any Government Department / Public Sector Undertaking.

Technical Specifications - Thermal Lamination Machine**1.0 Technical Specifications:**

- | | | | |
|-----|-----------------------|---|-----------------------------|
| 1.1 | Maximum Sheet Width | : | 30 inch |
| 1.2 | Minimum Sheet Width | : | 12 inch |
| 1.3 | Speed | : | more than 10 meters/minutes |
| 1.4 | Sheet weight | : | 100 - 350 gsm |
| 1.5 | Feeding System | : | Hand Feed |
| 1.6 | Maximum film diameter | : | 400 mm / 15.7" |

2.0 Salient Features:

- 2.1 Impression cylinder made of Hypalon, Dupoint
- 2.2 Hard chrome coated heating Cylinder
- 2.3 Temperature controller
- 2.4 Anti Curved Device
- 2.5 Winding Roll Mechanism
- 2.6 Machine must be painted with heat proof paints as where required. The other parts be also painted with rust resist paint.
- 2.7 The grade of steel and other metal should be specifically mentioned. The certificate from reputed test laboratories of the grade must be attached.

3.0 Electrical Requirement: 3 phase, 415 V, AC $\pm 5\%$, 50 Hz**4.0 Safety System:** Safety measures as per the Factory Act and Indian Electricity Act or CE & GS safety regulations/certification with other existing international safety regulations.**5.0 Accessories:** Standard Tool Box.**6.0 TRAINING AFTER INSTALLATION & COMMISSIONING OF THE MACHINE AT PURCHASER'S SITE:**

- 6.1 The manufacturer has to impart training to Operational and Mechanical & Maintenance personnel after commissioning of the machine for 1 week at Govt. of India Press, Minto Road, New Delhi at their own cost. The training part includes the following:-

7.0 OPERATIONAL:

- 7.0.1 Detailed working of the entire system.
- 7.0.2 All precise settings of the machine.
- 7.0.3 Details of operation of Control Consoles.
- 7.0.4 Understanding of process flow of the work.
- 7.0.5 Daily maintenance schedule.
- 7.0.6 Trial run of the machine for actual working.

7.1 MAINTENANCE (ELECTRICAL/ELECTRONIC):

- 7.1.1 Sequential functions of the machine.
- 7.1.2 Fault diagnosis method.
- 7.1.3 Testing of systems.

7.2 MECHANICAL:

- 7.2.1 Complete setting and mechanical timings with electrical/electronic system.
- 7.2.2 Complete working and fault rectification in Centralized Lubrication System.
- 7.2.3 Setting and maintenance of all safety equipments installed on machine.
- 7.2.4 Complete working and fault rectification in pneumatic system.

8.0 TECHNICAL DOCUMENTATION (IN ENGLISH LANGUAGE ONLY – 2 SETS EACH):

- 8.1 The manufacturer shall provide schematic diagram of the machine mentioning detailed dimensions.
- 8.2 Entire Instruction and Operational Manuals of the Machine (Hard copy).
- 8.3 Complete Electrical Circuit Diagram of the machine both in hard copy and soft copy in the main Control Console.
- 8.4 Trouble shooting Manual for Operational, Electrical & Mechanical errors occurs in the machine.

9.0 WARRANTY:

- 9.1 Standard warranty of 3 years by the Manufacturer from the date of successful commissioning of the machine be provided.
- 9.2 All the consumables *i.e.* mechanical and electrical, which may get worn out as well as spare parts required to run the machine during the warranty period of 3 years be provided by the manufacturer at free of cost.
- 9.3 Quarterly preventive maintenance as well as routine servicing of the machine / equipment shall be provided during the course of 3 years warranty period.

10.0 ESSENTIAL TERMS AND CONDITIONS:

- 10.1 The manufacturer shall undertake to provide service back-up for minimum 15 (fifteen) years from the date of supply of the system.
- 10.2 The Manufacturer should have an arrangement for prompt after sales service support in Delhi and NCR with well-trained sufficient nos. of service engineers.
- 10.3 During Warranty, the manufacturer should have an arrangement to attend the machine within 24 hrs. in case of breakdown and restore immediately to avoid idling. The maximum response time for replacement of the defective part, if any, should not be more than 3 working days from the date of lodging of the complaint.
- 10.4 The manufacturer should furnish a certificate for guaranteed supply of spare parts for at least 15 years from the date of installation of the machine.
- 10.5 Warranty shall start from the date of handing over the machine for production.
- 10.6 Manufacturer to submit pre-installation manual/checklist/requirements on being successful tenderer within 10 days.

11.0 FINAL ACCEPTANCE TEST (FAT) for “Thermal Lamination Machine”

- 11.1 After successful installation and commissioning of the machine, the FAT will be carried out for a period of 2 days, consisting 8 hours per day, confirming to machine configurations rated speed, output as per the tender specification:

Sl. No.	Description	Parameters
1	Total number of working days	2 days
2	Number of shifts in a day	1 shift
3	Duration of each shift	8 Hours

- 11.2 If any parameter is not achieved due to any reason not attributed to the Purchaser, the Acceptance Test shall be conducted *ab-initio*:

- (i) For not meeting the output with rated speed of the machine as given in the tender specification, if not met.
- (ii) A fresh FAT will be conducted for period of another 2 working days.