



# SECURITY PAPER MILL, NARMADAPURAM - 461005 (M.P), INDIA

(A Unit of Security Printing and Minting Corporation of India Limited)

(Wholly owned by Government of India)

(Miniratna Category-I CPSE & ISO 9001:2015, 14001:2015, 45001:2018, 50001:2018 & IEC17025:2017 Certified)

Website: <http://spmarmadapuram.spmcil.com>

E-Mail: gm.spm@spmCIL.com

CIN: U22213DL2006GOI144763

Ph.No:91-7574-255259,

GSTIN: 23AAJCS6111J3ZE

Fax No: 07574-255170

|          | PR Date    | Indenter       | Department |
|----------|------------|----------------|------------|
| 11010544 | 31.03.2023 | Electrical PM5 | Electrical |

Not Transferable

## Security Classification: NON-SECURITY

### TENDER DOCUMENT FOR HIRING OF: ANNUAL MAINTENANCE CONTRACT OF DCS 800 DRIVES

Tender Number: 6000018236 /EL/PM5/PAC/AMC/135, Dated: 03.05.2023

This Tender Document Contains 13 Pages.

Tender Documents is issued to:

|     |   |
|-----|---|
| To, | M/s ABB India Limited (122826)<br>Plot No. 5 & 6, 2nd Phase Peenya Industrial Area<br>P.B. No. 5806, Peenya<br>560058 BANGALORE INDIA<br><br>Mail id- hemanti.rani@in.abb.com |
|-----|---|

Details of Contact person in SPMCIL regarding this tender :-

Name, Designation : Vikas Kumar, Manager (Material)

Address : SPMN (Security Paper Mill, Narmadapuram)

Phone No. : 07574-286842

Email : [kumar.vikas @spmCIL.com](mailto:kumar.vikas@spmCIL.com)

## Section1: Notice Inviting Tender (NIT)

6000018236 /EL/PM5/PAC/AMC/135

03.05.2023

(SPMCIL's Tender SI No.)

(Date)

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

| Sch d. No.   | Brief Description of Goods/services | Quantity (with unit) | Earnest Money (In Rupee)                           | Remarks |
|--|-------------------------------------|----------------------|--|---------|
| 1  | AMC for 2 nos of DCS800 drives      | 1.000 AU             | 0.00INR  |         |
| 1  | AMC for 2 nos of DCS800 drives      | 9.000AU              |  |         |
| Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.) |                                     |                      | ONE-BID<br>PROPRIETARY ARTICLE CERTIFICATE         |         |
| Dates of sale of tender documents:   |                                     |                      | From 03.05.2023 to 29.05.2023 during office hours. |         |
| Place of sale of tender documents  |                                     |                      | ADMIN. OFFICE, SECURITY PAPER MILL, NARMADAPURAM   |         |
| Closing date and time for receipt of tenders   |                                     |                      | 30.05.2023 11:00:00                                |         |
| Place of receipt of tenders  |                                     |                      | ADMIN. OFFICE, SECURITY PAPER MILL, NARMADAPURAM   |         |
| Time and date of opening of tenders  |                                     |                      | 30.05.2023 15:00:00                                |         |
| Place of opening of tenders  |                                     |                      | ADMIN. OFFICE, SECURITY PAPER MILL, NARMADAPURAM   |         |
| Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT)                             |                                     |                      | VIKAS KUMAR<br>Manager(Material)                   |         |

Sub: Regarding acceptance of Terms and Conditions for procurement of "Annual Maintenance Contract of 2 Nos. ABB Make DCS 800 DC drive".

Security Paper Mill, Narmadapuram MP invites the quotation/Proforma Invoice for the procurement of "Annual Maintenance Contract of 2 Nos. ABB Make DCS 800 DC drive". You are therefore, requested to send the quotation cum proforma invoice for the same on or before closing date & time for receipt of tender by Fax & Email, and sent original copy by speed post. The quotation cum proforma invoice may be sent in the favour of the "The Chief General Manager, Security Paper Mill, Narmadapuram MP" immediately containing the following:

Please submit on or before 3:00 pm on date of tender opening, your quotation for following goods, in accordance with the Terms and Conditions printed in this tender enquiry, in a sealed cover, marked on top with # Enquiry No; Date of Tender opening.

Your's Faithfully

(Vikas Kumar)  
Manager(Material)  
FOR CHIEF GENERAL MANAGER  
CORRESPONDING ADDRESS

THE CHIEF GENERAL MANAGER  
SECURITY PAPER MILL  
NARMADAPURAM-461 005 (M.P.)  
Website: <http://spmarmadapuram.spmcil.com>  
PHONE :-07574 286971 /286587

**TERMS AND CONDITIONS :**

1. 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.
2. Quotation will be opened on due date at 3.00 p.m. at the indicated venue in presence of tenderer or their representatives who may wish to be present.
3. 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 procuring entity, please download supplier approval form from <http://spmNarmadapuram.spmcil.com> and submit.
5. Manufacturer's name and country of origin of materials offered must be clearly specified. Please quote whether your organisation 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. Samples must be submitted where specified along with the quotations. Samples must be carefully packed, sealed and labelled clearly with enquiry number, subject and sender's name for easy identification. Rejected samples will be returned at your cost if insisted. (NOT APPLICABLE)
8. All drawings sketches and samples if any sent along with this enquiry must be returned along with quotations duly signed. (NOT APPLICABLE)
9. All supplies are subject to inspection and approval before acceptance. Manufacturer/ Supplier Warranty Certificates and Manufacturer/ Government Approved Lab Test Certificate shall be furnished along with the supply, wherever applicable.
10. The Purchaser reserves the right to modify the quantity specified in this enquiry.
11. 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.
12. 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.
13. Delivery Period required for supplying the material should be invariably specified in the quotation.
14. 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 within the stipulated 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 Penalty per day subject to a maximum of 5% unless extension is obtained in writing from the office on valid ground before expiry of delivery period. Penalty + 18% GST will be deducted.

15. 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.

16. Dispute Clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Narmadapuram only.

17. Our normal payment terms are 100% within 30 days on receipt and acceptance of material at our site in good condition.

18. Technical Specifications: submit Technical Specifications duly seal & signed.

19. SPM (as Buyer) is liable to deduct TDS u/s 194Q @ applicable rate on goods purchases (if applicable). In case of deduction of TDS under section 194Q; the supplier (Vendor) need not to charge TCS u/s 206C (1H) on invoicing on or after 01.07.2021 Vendor has to submit declaration in specified format for the compliance of section 206AB of Income tax Act, 1961. In case of non-submission of declaration; TDS will be deducted at higher rates (as applicable) as per section 206AB.

20. Undersigned confirms that the required goods mentioned above are not available on GeM as per #GeM - Availability Report and Past Transaction Summary# (GeM - AR&PTS). This unique ID is GEM/GARPTS/25042023/IB4T46VQ7KGI.

## 21. OTHER TERMS AND CONDITIONS

1. Place of work : Security Paper Mill, Narmadapuram MP.

2. Period of Work : 12 months - 1 year (depute suitable technician during AMC period within 24 hours on receipt complaint form SPM, Narmadapuram. Number of visit during AMC is 09 man days, normal hrs. of a day shift are applicable for not more than 8 Hrs. {All tools and Tackle for repairing work will be in scope of firm}

3. Payment Terms : 100% payment after completion, suitability within 30 days and acceptance of work at our site every visit wise (Man days- 8 hours) on production of all required documents by supplier at our site through RTGS/NEFT only.

4. Warranty: NOT APPLICABLE.

06. Submission of Undertaking: You are requested to submit an undertaking stating that the rates quoted by you are the same and not higher than those quoted/delivered to other government, public sector, or private organizations.

07. GST Returns : Supplier Should file the GST returns for outward supplies in time. In case of any Input Credit Loss to SPM by way of their failure to file GST Returns in time, SPM reserves the right to withhold the payment of further supplies till production of evidence of filing of Returns.

NOTE : KINDLY ACCEPT OUR TERMS & CONDITIONS OF THE NIT WITH SEAL AND SIGNED AND SEND BY RETURN MAIL/SPEED POST AT PRESCRIBED DATE AND TIME.



Tender Number:6000018236

I/ We engage to supply the service(s)/material(s) to your office and comply the following:

1. Tender Schedule and Technical Specification indicated.
2. Item/ Tender specific conditions for this tender.
3. Terms and Conditions printed overleaf.
4. I/ we confirm that set off for the GST etc. paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST etc.
5. This offer is valid for 90 days from the date of opening of tender.

Signature & seal

Name of Authorised

Place & Date:

Signatory:

Address:

Tel. No/ Fax. No /

Mobile No

Email ID:

.....

.....

(Name Designation, Address telephone number etc  
of the officer signing the document)

For and on behalf of

.....

---

## Section VII: Technical Specifications

---

Annual maintenance contract (AMC)- Complete Maintenance contract for 2 nos. ABB make DCS 800 drives for 1 year.

### Scope of work

1. All type of preventive and breakdown maintenance is covered in the contract
2. Overhauling / repairing of the equipment at site .
3. Inspection of Drives & environment,
4. Inspection of power/control cabling,
5. Inspection of earthing,
6. Complete/Max. Possible dismantling of the Drive units and Cleaning.
7. Relay must be checked for proper function and all connection should be inspected and checked for tightness.
8. Re-tuning and checking of parameters to check any deviation in characteristics
9. Any deviation in parameters is observed, same may be recorded and be informed to the customer
10. Trouble shooting, functional tests, Program/parameter back-up.
11. Recommendation for repairs and replacement.
12. Use a vacuum cleaner to cleaned the dust from the air inlet and outlet.
13. The heat sink should be checked and cleaned, if required.

### 1.Preventive Maintenance Services

ABB's Preventive Maintenance is based on product specific maintenance schedules. The maintenance program includes annual inspections, measurements and component replacements.

This service has the following primary objectives:

1. Optimum performance of your equipment,
2. Extension of the useful life of your equipment,
3. Reduction of equipment malfunctions, and
4. Maintenance of equipment appearance.

The program monitors equipment performance, reliability, and labor requirement to continuously improve the program's procedures and associated activities.

Our Preventive Maintenance Services include:

1. A schedule of preventive maintenance activities designed specifically for the equipment summarized below and listed in detail in the Detailed Equipment List section of this agreement.
2. The performance of the preventive maintenance activities per the frequency described below.
3. The preparation and presentation of preventive maintenance reports containing the findings and recommendations as a result of the preventive maintenance activities.

### 2.Shutdown Maintenance

Typical maintenance actions that can be performed are:

- a. Inspection of the drive and ambient conditions
- b. Inspection of software and its revisions, fault logger and parameters
- c. Inspection of optic fibers
- d. Inspection of batteries
- e. Inspection of cooling fans and air filter (air cooled drives)
- f. Inspection of cooling system (water cooled drives)
- g. Inspection of capacitors

- h. Inspection of spare parts and upgrading latest version software and documentation
  - i. Service report after each visit.
- After maintenance activity, suitable actions/modifications, if required, is to be carried out immediately.

Maintenance # Drive is working during the visit  
Typical maintenance actions that can be performed are:

- a. Inspection of the drive and ambient conditions
- b. Inspection of software and its revisions, fault logger and parameters
- c. Inspection of cooling fans and air filter (air cooled drives)
- d. Inspection of cooling system (water cooled drives)
- e. Inspection of spare parts and upgrading latest version software and documentation
- f. Service report after each visit

During this activity, if any abnormality has been found out suitable action will be carried at the earliest.

### 3. Corrective Maintenance Services

Corrective Maintenance Services are designed to complement your in-house maintenance resources and expertise in situations that require additional technical assistance to resolve equipment failures.

ABB's Corrective Maintenance Service applies to the equipment described in the Equipment List section of this document. The purpose of the service is to return equipment which is performing sub-optimally to full performance in the shortest possible time, perform lasting repairs and minimize potential administrative delays associated with urgent requests to restore equipment functionality.

To accomplish these objectives a highly qualified ABB Service Engineer will apply the required expertise to promptly diagnosis and repair equipment failures.

### 4. SupportLine

SupportLine, ABB's subscription-based telephone support service, is designed to deliver value added technical support and consulting during critical needs or general system maintenance activities. The objectives of this service include:

- 1. Access through a single telephone number 24 hours/day 365 days/year (1-800-419-3989)
- 2. Fast & efficient access to ABB's World Class product support through choices of medium-Telephone, Fax, E-Mail or Internet.
- 3. A cost-effective resource for solutions to system drives inquiries available 24 hours per day, 365 days per year.
- 4. Online facilities providing capabilities to enter, track and evaluate each support case opened with ABB.

Through ABB's state-of-the-art Call Center, technical experts, backed by ABB's extensive support network, are on hand to support customer efforts with all ABB products. Each case is individually managed by a dedicated support engineer who has full availability to all paths of escalation through to the Product Responsible Unit.

### 7.1 Service Includes

- 1. Remote trouble shooting by ABB India service engineers for the failure cases after customer request
- 2. Continuous collection of performance data for remotely connected drives
- 3. ABB India service engineers with drive data available
  - a. Automatic gathering of failure information, parameter file, and data logger in failure cases
  - b. Troubleshooting instructions for most common failure types
  - c. Continuously collected signal trend data of drive
- 4. Expert report every six months during normal operations and when any abnormality has been observed.

NOTE: -

1. Payment will be done on submission of bill with service report and after satisfactory work done of every Man days (8 hours) visit.
2. Response time will be within 24 working hours on receipt of complaint from SPM, Narmadapuram.
3. All the tools required for work should be provided by the firm.
4. Expert Engineer will timely notify for the maintenance work within Man-day (8 hours).

## Section XI: Price Schedule

The Price bid should clearly indicate the break-up of the price as under:-

SAC CODE : 995468

| S.No. | Description  | Amount (In Rs.) |
|-------|--|-----------------|
| 1     | Basic price for AMC for ABB Make DCS800 drive<br>(as per section VII for complete AMC 1 visit 8 hours) |                 |
| 2     | No. of Visit   | 9 visits        |
| 3     | Total (1 X 2)  |                 |
| 4     | (a) GST @ 18 % on 3  |                 |
| 5     | Other taxes/charges (if any) please specify  |                 |
| 6     | Total Price (in figures only) (3+4+5) Rs.  |                 |
| 7     | Total price (in words only) -  |                 |

NOTE :

Mode of Payment: Payment will be made through RTGS/ NEFT (Please provide the details as required)

S.No. Details

1. Name of supplier .....
2. Account No. ....
3. Account Type .....
4. Name of the Bank .....
5. Branch .....
6. City with PIN code .....
7. Branch Code .....
8. MICR Code .....
9. IFSC Code .....
10. GSTIN .....
11. HSN/SAC Code.....
12. Shipping Address .....
13. Place of Supply .....
14. Billing Address .....

SIGNATURE OF BIDDER  
(WITH NAME, DESIGNATION AND SEAL)



---

## Section XIV: Manufacturer's Authorization FORM

---

To,  
Security Paper Mill, Narmadapuram  
A Unit of Security Printing & Minting  
Corporation of India Limited  
(Wholly Owned by Govt. of India)  
Narmadapuram

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.



Tender Number: 6000018236

**ANNEXURE – I**

**Tender No. 6000018236 /EL/PM5/PAC/AMC/135, Dated: 03.05.2023  
(To be submitted on the letter head)**

**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 GIT, SIT, GCC, SCC, Technical Specification, Quality Control Criteria and confirm to abide to those conditions without any counter conditions.
3. "We are accepting all the terms and conditions of the tender document without any deviation and withdraw all deviations if any"

Signature.....

Name.....

Designation.....

Date.....

Stamp of the Organization.....



Tender Number: 6000018236

**ANNEXURE – II**

**Tender No. 6000018236 /EL/PM5/PAC/AMC/135, Dated: 03.05.2023  
(To be submitted on the letter head)**

**DECLARATION**

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I certify that M/s.....**(firm's name)** is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s ..... **(firm's name)** fulfills all requirements in this regard and is eligible to be considered." (where applicable, evidence of valid registration by the competent Authority shall be attached)"

I, the undersigned, declare that the item.....originate in.....(Name of the country).

Signature.....

Name.....

Designation.....

Date.....

Stamp of the Organization.....



Tender Number: 6000018236

**ANNEXURE – III**

**Tender No. 6000018236 /EL/PM5/PAC/AMC/135, Dated: 03.05.2023  
(To be submitted on the letter head)**

**Declaration for Section 206AB of TDS under Income Tax Act, 1961**

Vendor Code: \_\_\_\_\_

M/s \_\_\_\_\_

PAN \_\_\_\_\_

GSTIN \_\_\_\_\_

I/We (Legal Name and Complete Address) \_\_\_\_\_ PAN: (PAN No.)  
\_\_\_\_\_, TAN: (TAN No.) \_\_\_\_\_, referring to the provisions of  
206AB of the IT Act, 1961, hereby declare the following:-

| Financial Year | Aggregate TDS & TCS credit in our name was Rs. 50,000 or more ("Yes/No") | Income Tax Return ("ITR") Filed ("Yes/No") | E-filing Acknowledgement Number (15 digit – number)<br>(Attach copy of acknowledgements) | Date of Filing of Return of income u/s 139/1<br>(DD/MM/YYYY) | Linked PAN with Aadhaar number or will link it before 30 June 2021 (or any further date as may be notified by CBDT ("Yes/No")) |
|----------------|--|--|--|--|--|
| 2020-21        |  |  |  |  |  |
| 2021-22        |  |  |  |  |  |

We do hereby declare that to the best of my/our knowledge and belief what is stated above is correct, complete and is truly stated. In case there is a tax liability, interest or penal consequences which are levied on SPM on account of the false representation/declaration, I/we undertake to fully indemnify SPM for the same.

FOR \_\_\_\_\_

Authorized Signatory

Date:

*Note: In case the vendor failed to comply with the above provisions, TDS shall be deducted at the higher of the following rates, namely:-*

- (i) at twice the rate specified in the relevant provision of the Act; or*
- (ii) at twice the rate or rates in force; or*
- (iii) at the rate of five per cent (5%).*