

प्रतिभूति कागज कारखाना, नर्मदापुरम्-461005 (म.प्र.)

(सिक्योरिटि प्रिंटिंग एंड मिंटिंग कॉर्पोरेशन ऑफ इंडिया लिमिटेड की इकाई)

भारत सरकार के पूर्ण स्वामित्वाधीन

निरील श्रेणी - 1 सीरीज़एसई एवं आई.एस.ओ. 9001 : 2015, 14001:2015, 45001:2018, 50001:2018 एवं आईसी 17025:2017 प्रमाणित

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

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

Wholly Owned by Government of India

Minalatna Category - I CPSE & ISO 9001 : 2015, 14001:2015, 45001:2018, 50001:2018 & IEC 17025:2017 Certified

CIN : U22213DL2006GOI144763, GSTIN : 23AAJCS6111J3ZE



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No. EOI/ PM6/Consultancy/ 1120

Dated: 07.01.2026

EXPRESSION OF INTEREST (EOI)

For

Appointment of a Project Management Consultant for Setting Up of One integrated CWBN paper line with required accessories, auxiliary machines and infrastructures

Security Paper Mill, Narmadapuram, a unit of SPMCIL wholly owned by Govt. of India, Ministry of Finance. SPM invites Expression of Interest (EOI) from the reputed firms for appointment of a Project Management Consultant for setting up one integrated CWBN paper line with required accessories, auxiliary machines and infrastructures at SPM, Narmadapuram.

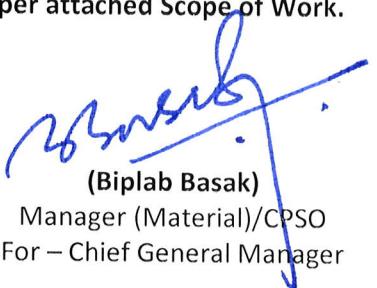
Type Of Tender/EOI	EXPRESSION OF INTEREST
Brief Description	EOI for appointment of a project consultant for setting up one integrated CWBN paper line with required accessories, auxiliary machines and infrastructures
Scope of Work	Scope of services of Project Consultant for setting up of One CWBN Paper machine (Total finished capacity of 6000 TPA) and consultancy services for Process Philosophy, Basic engineering, detailed engineering, Preparing tender specifications and tender document for procurement of Plant utility & Auxillary Equipment for CWBN paper machine with state of art technology along with Paper Machine, Slitter, Sheet cutter, Inspection System, Packing Line and Mould Cover Plant etc. , Civil works (including Structural & Architectural), Electrical, Mechanical and other utilities at SPM, Narmadapuram use of existing infrastructures like Electrical, ETP, Water treatment plant and seamless integration with the new plant fulfilling all the prevailing norms of state/central Government. Detailed scope of work as attached Annexure-I
Budgetary Quotation	Firms who have experience in providing project management consultancy services for similar work* should submit their budgetary quotation as per attached Scope of Work. *Similar work: Consultancy for Continuous process industry Or Consultancy for Setting up green field/brown field industrial project Or Consultancy for Complete project of Pulp and Paper Mill
Last date and time of submission of EOI	EOI may be submitted alongwith the Budgetary Quotation as per attached Scope of Work to "The Chief General Manager, Security Paper Mill, Narmadapuram" by 20.01.2026, 11.00 AM through email at purchase.spm@spmcil.com and gm.spm@spmcil.com

(Signature)

Contact Details in case of any query	Biplab Basak, Manager (MM), SPM, Narmadapuram 07574-286776 / 9903386521 / <u>biplab.basak@spmcil.com</u> Kishor P Khandekar, Manager (MM), SPM, Narmadapuram 07574-286792 / 9371774027 / <u>kishor.khandekar@spmcil.com</u>
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Note:

- 1) The firm may visit Security Paper Mill, Narmadapuram, if desired.
- 2) The bidders shall have to submit their budgetary quotation as per attached Scope of Work.



(Biplab Basak)
Manager (Material)/CPSO
For – Chief General Manager

Scope of work for project management consultancy firm

SCOPE OF WORK

Scope of services of Project Consultant for setting up of One CWBN Paper machine (Total finished capacity of 6000 TPA) and consultancy services for Process Philosophy, Basic engineering, detailed engineering, Preparing tender specifications and tender document for procurement of Plant utility & Auxillary Equipment for CWBN paper machine with state of art technology along with Paper Machine, Slitter, Sheet cutter, Inspection System, Packing Line and Mould Cover Plant etc., Civil works (including Structural & Architectural), Electrical, Mechanical and other utilities at SPM, Narmadapuram use of existing infrastructures like Electrical, ETP, Water treatment plant and seamless integration with the new plant fulfilling all the prevailing norms of state/central Government.

I. ENGINEERING & CONSULTANCY SERVICES

The scope of services of Consultant for rendering engineering and consultancy services for setting up of One CWBN Paper machine (Total finished capacity of 6000 TPA) within the premises of SPM, Narmadapuram shall be for facilities listed below but without limiting to :-

1) Infrastructure:

- a) Selection of Plant site and finalization of Plant layout along with associated plant & equipment.
- b) Main Plant buildings, Raw material warehouse, Product warehouse / strong room, buildings for various utilities and Buildings for process plants. Entire building work pertaining to this project shall be designed by consultant in consultation with SPM.
- c) Weighbridge, partition wall, Roads and drains, sewerage system etc.
- d) Green building concept to be ensured

2) Utility Plants:

- a) Steam distribution system, Water Intake & distribution system, Compressed air & Supply Plant.
- b) Electric Power Receiving & Distribution(Transformers, cables, switching panels with switch gears etc.), Diesel Generator Set, Emergency Power
- c) Air Conditioning & Ventilation System for Control Rooms, Automatic Finishing & Packing section, Testing Laboratory & Offices. HVAC System for plant.
- d) Roll Grinder with roll Storage facility.
- e) Mechanical, Electrical, Electronics & Instrument Workshops.
- f) Mill Security & Surveillance System Augmentation.
- g) Fire and smoke Detection, Alarm & Mitigation System, PA system
- h) Sewage Treatment system.
- i) Effluent Collection & Treatment Plant.
- j) Rain Water harvesting.
- k) Implementation of renewal source of power.
- l) Energy efficient lighting/illumination system, Emergency Lighting.
- m) Integration of existing utility services with the new plant.
- n) EOT Cranes, Hall Lifts, Lifter, BOPT for material Handling equipment etc.
- o) Fire-fighting & hydrant system,
- p) IT infrastructure (Server room, LAN Network, ERP Network, computer etc)
- q) Setting up laboratory for wet End, Dry End.

II. PRELIMINARY TECHNICAL SERVICES:

- a) On behalf of SPM consultant will be responsible to obtain all the Government and Statutory approvals for various facilities envisaged Clearances for Supply of electricity, IBR clearance, Electrical & boiler clearances, NOC from Inspector of factories, Fire NOC etc. However, official government/statutory fees shall be borne by SPM Narmadapuram.
- b) Explosive NOC, AERB NOC
- c) Suggest & design foundation required for buildings as per site soil condition.
- d) Study and establish strength of existing building & structures for its reuse.
- e) Study & establish methods of demolition of existing structures to be removed.
- f) Study & suggest filling of existing ponds/low lying area to re-claim land.
- g) Prepare Mill Plot/Master Plan showing different ground/ grade levels, boundary walls, roads, storm drains of all plant and mill facilities including power receiving station, raw water intake station, treated effluent discharge pipeline.
- h) Prepare all relevant Architectural drawings, GA Drawing, Structural design & drawing, as built drawing etc. for buildings & structures for the project.
- i) Proof checking of structural design & drawing from any IIT/NIT/PSU/Gov't Institution for Buildings & Structures for the project.
- j) Preparation of Master schedule for project implementation, PERT Charts, Gantt chart.
- k) Plan out Facilities at site required for start of construction.
- l) Survey and Plan methods of treated Effluent discharge, disposal for solid wastes emanating from the plant and discharge of gaseous effluents and it's lay out considering Zero discharge.
- m) Any other works related to preliminary project works.

III. BASIC ENGINEERING FOR PROCESS AND UTILITY PLANTS

1) Process and Mechanical Engineering

- a) Prepare design basis & production calculation.
- b) Prepare consumption calculation for raw material, chemicals, fresh water, steam, vacuum, compressed air, power etc.
- c) Prepare concept notes with system description & quality parameters.
- d) Prepare specifications for process machinery, utility plants, material handling equipment, fabricated storage tanks, firefighting and other systems.
- e) Prepare design basis for warehouse / godown.
- f) Prepare equipment list.
- g) Prepare flow diagrams showing pipe/duct size, pipe/duct material, line identification tag no., valves & specialties with tag no., instruments & control loops, insulation material & thickness, line slope etc.
- h) Prepare basic equipment layout and GA drawing, engineering drawing, as built drawings etc.
- i) Prepare dimensional drawings for chests, tanks, towers, and other fabricated equipment's with material of construction and other details.
- j) Prepare list of laboratory testing equipment's, process equipment's, mechanical equipment's & materials for set up.

2) Electrical, Instrumentation & Controls Engineering

- a) Prepare single line diagram.
- b) Prepare list, description for instruments, controls, control valves list including instruments Type & Ranges.
- c) Prepare loop diagrams, Logic and interlocks diagrams.
- d) Prepare basic equipment layout and GA drawing, engineering drawing, as built drawings etc.
- e) Prepare local; control station's description/specification.

- f) Prepare list of motors, specifications for drives, & controls.
- g)

3) Civil Engineering (Structural & Architectural)

- a) Prepare, check & review Static & Dynamic Load list for Equipment.
- b) Prepare, check & review Foundation Load plan & roof/slab details.
- c) Prepare, check & review Foundation drawings for Equipment.
- d) Prepare, check & review Mounting & support details for equipment.

IV. DETAIL ENGINEERING FOR PROCESS & UTILITY PLANTS

1) Detail Process & Mechanical Engineering

- a) Review & updating of engineering provided by machinery suppliers.
- b) Prepare detailed floor wise general arrangement drawings in plans & sections including equipment, drives, platforms, supports, maintenance space, stair cases, transformers, MCC & control rooms, steam flow & water line drawings (IBR & Non-IBR) ventilation equipment, fire protection equipment, erection openings, cranes, conveyors, lifts, pipe & cable lays, pipe, duct & cable trays, drains, pits, flow channels etc.
- c) Prepare : Piping & Ducting Routing Drawings in Plans & Sections; Piping Isometric Drawings as relevant; Pipe Load Calculations and Design Pipe supports; Bill of Materials for Pipes, Valves, Fittings; Bill of Materials for mechanical elements of Pipe Supports, Perform Stress Analyses for Hot Pipe lines, etc., provided by vendor and ratify the same to ensure stability of the plant building.
- d) Perform Vendor Drawing Review for Equipment / Systems.
- e) Perform Vendor Drawing Review for Bulk Purchase items.
- f) Prepare Enquiry Specification for Mechanical Erection Works, including their related testing procedures.
- g) Prepare Enquiry Specification for Fabricated items.
- h) Perform Vendor Drawing Review for Fabricated items.
- i) Prepare Enquiry Specification for Piping Erection.
- j) Prepare As-built drawings.

2) Detailed Electrical , Instrumentation & control Engineering

- a) Review & updating of engineering provided by machinery suppliers.
- b) Assessment and Augmentation of Power Receiving & Distribution System and substation.
- c) Prepare Enquiry specifications for electrical equipment, systems & sub-substation etc. Transformers, cables, PCC with switch gears, Panels, Cable routing infrastructure etc
- d) Prepare Single Line Diagrams for HT & LT power distribution.
- e) Perform Fault level study and relay coordination for over-current and earth fault relays up to 415 V MCC incomer level (for max. 2 operating conditions).
- f) Prepare Wiring Diagrams, Cable layout drawings, Cable Interconnection schedules, Earthing Layout, Lighting Layout, Electrical Rooms layout etc.
- g) Prepare Bill of Materials for Cables & Bulk purchase items.
- h) Perform Vendor drawing review for electrical equipment & items.
- i) Prepare Enquiry specification for electrical Installation Works.
- j) Prepare and review utility and power requirements for instruments, specification for Instruments & Control items, Junction box schedules, Cable schedules, Cable tray layouts, Control and rack rooms layout, Erection sketches/Hook-up drawings, Specification for Fire Alarm System, Specification for Mill security & Surveillance System, etc.
- k) Perform vendor drawing review for Instrument & Control.
- l) Prepare As built Drawings.

3) Detailed Civil Engineering

- a) Review & updating of engineering provided by contractors/vendor.
- b) Perform design calculations for buildings & structures.
- c) Prepare final architectural & structural design and drawings for plant buildings & offices showing fire exits, stair cases, roads, effluent & storm drains etc.
- d) Prepare fire hydrant design, drawing and layout.
- e) Prepare bill of Materials / estimate quantities for civil and structural works
- f) Prepare Pre-qualification tenders as well as detailed enquiry tender for civil and structural works, plumbing, sanitary, plant illumination and other interior facilities etc.
- g) Prepare reinforcement design and drawings for construction plant buildings.
- h) Prepare structural steel design and drawings for construction of structures.
- i) Prepare equipment foundation design & drawings.
- j) Prepare design & drawings for relevant platforms, stairs and structural supports etc.
- k) Prepare design & drawing for all types of pipe support structure.
- l) Prepare & certification of all bill of materials / quantities.
- m) Check & approve contractor's fabrication/construction drawings.
- n) Issuance of good for construction drawings for the project.
- o) Prepare As-built Drawings

V. CONTRACT ENGINEERING & PROCUREMENT SERVICES

- a) Prepare enquiry documents for the all the project related items.
- b) Provide clarifications to Tenderers on enquiry documents/pre-bid.
- c) Prepare approved list of vendors for machine package, utilities & process requirement related to projects, erectors, constructors, raw materials, chemicals, consumables etc.
- d) Prepare list of quality/specification for raw material, chemicals, consumables, other requirements etc. required for first 12 months from start up.
- e) Evaluate Pre-Qualification, technical & un-priced commercial bids & submit purchase recommendations with comparative statements for the supplies.
- f) Provide technical assistance in purchase and selection of Vendor.
- g) Provide Assistance in preparation of Purchase contracts/Agreements.
- h) Consultant shall perform inspection of indigenous/imported plant & equipment at the manufacturer's works/premises with respect to quality of materials, workmanship and conformity to specification/drawings, wherever necessary.
- i) Consultant shall witness necessary tests at manufacturer's/client's works to verify the performance characteristics as and when required.
- j) Recommendation for giving dispatch clearance by the client after satisfying himself of the compliance with purchase order wherever necessary.
- k) Consultant shall perform expediting services to ensure that the dispatch of items falls in line with the project schedule.
- l) After receipt of material consultant shall verify the material as per Purchase Order and packing list/dispatch documents provided by suppliers.

VI. PROJECT MANAGEMENT SERVICES

The project is scheduled to be completed in a period of 33 months GO-LIVE. The consultant shall provide all necessary project management services including:

- a) Prepare Co-ordination procedure with different vendors. Systems of interaction / meeting schedules among Consultant / site work contractors / suppliers / manufacturers / statutory agencies including meetings with client.
- b) Preparation of a master PERT network/ Microsoft Project/Gantt Chart schedule to cover the overall construction program for all shops and units which broadly reflect the interdependence between designing, foundations, buildings, services, network, equipment procurement, erection and commissioning, etc.
- c) Preparation of the fortnightly computerized progress reports clearly indicating the agencies involved with the activities, a comprehensive description of the activities, their duration,

scheduled start and finish, etc.

- d) Preparation of special reports to take corrective measures on critical activities which may be affecting the timely completion of the project.
- e) Issue of good for Construction drawings time to time to ensure that no delay occurs to construction works/activities.
- f) Issue instructions to civil/mechanical/electrical works contractors time to time and ensure smooth and timely execution works as per the schedule.
- g) Maintain records of all communications with works contractors pertaining to execution of works. If any delay due to whatever reason takes place there should be substantial evidence on record to prove the reason for the same and Project consultant should immediately take necessary action on the works contractor to make up the delayed period and it should be notified to the client time to time.
- h) Preparation of monthly progress reports indicating the achievement of various works till a given date (i.e. 5th of each month) and comparing them against the plan, Recommend remedial actions and suggest methods for time compression after carrying out critical path study, where necessary.
- i) Review all project activities related to Engineering, Procurement, Inspection, Civil works, Erection, Construction, Start-up, Commissioning, Trial run with SPM and take corrective measures.
- j) Progress monitoring and quality assurance for all works with feedback and interaction systems for corrective measures.

k) **Cost Control**

- i. Forecasting of fund requirement on monthly/quarterly basis.
- ii. Establish cost control by budgeting, forecasting & control.

} **Advice to SPM.**

- m) Monitor schedule of Critical activities.
- n) Plan manpower for Construction, Erection, Start-up & commissioning.
- o) Assist SPM to resolve issues with Machinery Suppliers & Contractors.
- p) Any other relevant service in connection with setting up of paper mill, commissioning and trial running. Prepare master Project network Schedule & its monitoring & updating.

VII. CONSTRUCTION, ERECTION & COMMISSIONING SERVICES

Consultant shall provide adequate experienced personnel at site. Consultant should post a Senior Manager at site for supervising all the site activities pertaining to execution of project activities and for coordinating with the consultant's office. At the time of activity at site, adequate number of staff may be posted from each discipline, like civil, mechanical, electrical, control and Instrumentation, process, to supervise the execution and expedite smooth work by avoiding discrepancies.

1) **Civil & Structural Works**

- a) Overseeing contractor's supervision to ensure that the construction proceeds in accordance with design, specifications within acceptable limits and certify quality of works performed by the Contractor.
- b) Advise SPM and arrange construction power, steam and water supply etc.
- c) Review and approve the quality assurance plan and implementation plan submitted by the Contractors.
- d) Review work plans, activity schedules and progress reports submitted by contractors.
- e) Conduct periodic (monthly) Project Review Meetings to assess quality, schedule, safety etc.
- f) Interpretation/Evaluation of test results submitted by contractors.
- g) Interpretation of Construction drawings & codes.
- h) Approve the test results submitted by the contractor.
- i) Certify BOQ/Bills for payment.
- j) Advise Client on safety measures to be adopted during construction.
- k) Consultant will lead the "Safety organization at site" establish procedures for ensuring

safety during construction and monitor the same for implementation through contractors.

- I) Review and approve "As-built" status on the construction drawings as marked by respective contractors.

2) Supervision of Erection, Installation & Testing of Plant and Machinery

- a) Supervision of schedules for erection and testing work.
- b) Supervising contractor's work to ensure that the erection & installation proceeds in accordance with drawings and tolerance limits.
- c) Coordinate with contractors/ machinery suppliers to meet planned schedule and take corrective measures wherever necessary.
- d) Supervision of hydraulic testing carried out by contractors for fabricated equipment's, piping & fittings etc.
- e) Supervision of Electrical installations, power supply to equipment's and testing.
- f) Supervision of Installation of Instruments & Controls (Automation) & Testing.
- g) Review work plans, activity schedules and progress reports submitted by contractors.
- h) Assess adequacy of contractor's manpower and other resources for execution of site work as per approved schedules.
- i) Maintain statutory compliance in respect of work at site.
- j) Assess Quality control aspects of site work & Codes governing site work.
- k) Prepare monthly erection and testing progress reports with deviations from approved schedules if any.
- l) Certify completion of site work as per approved drawings /specifications.
- m) Certify quantity measurements submitted by contractors.

3) Supervision of Start-up & Commissioning of Plant

- a) Supervision of schedules for commissioning work, check lists for commissioning of various equipment's and systems.
- b) Coordination of the various start-up activities with Client's personnel, vendor's service personnel and construction contractors.
- c) Supervision of commissioning of the various plants, systems and equipment.
- d) Review of vendor's equipment operation and maintenance manuals for completeness.
- e) Assistance and guidance to SPM in the development of log sheets.
- f) Assistance in preparation of guarantee test reports & evaluation of test results.
- g) Supervision of the work of setting up of the Quality testing Laboratory till it is made operational.
- h) Provide technical assistance required for clearing and shipping imported equipment from the Port of Entry in India.
- i) Recommendation and supervision of guarantee tests re-runs, where necessary.
- j) Assistance in FAT and issuance of Final Acceptance Certificates (FAC) by SPM.
- k) To provide necessary consultancy for timely and effective completion of project including contract and risk management.

VIII. CONTINUED SERVICE:

To provide technical support as and when required from the date of placement of supply/work order till the completion of contract period. Consultant will continue to extend their full support to SPM for 12 months from the date of final acceptance test for the successful implementation of the project.

IX. TIME SCHEDULE:

The project is scheduled to be completed, in a period of **33 months or completion of project, whichever is later.**

X. SITE CONDITION

- a) Proposed paper machine is to be set up within SPM's premises at Narmadapuram. The place is about 16 km north of Itarsi city and 70 km south of Bhopal and situated on NH- 69. Narmadapuram city is well connected to other parts of India by rail and road.
- b) The tenderer may inspect the site and shall satisfy himself of the site conditions and shall collect any other information which is required before submitting the tender. Claims and objections due to ignorance of site conditions will not be considered after submission of the tender.

XI. ACCOMMODATION

The successful tenderer shall have to make his own arrangements for residential accommodation for his employees/labourers during the execution of project. However, SPM may consider assisting or providing accommodation depending upon availability in company's township at Narmadapuram on payment basis as determined by SPM on specific request of the successful tenderer. SPM shall, however, provide suitable space for the project Office free of cost.

XII. CONSULTANCY CHARGES

The Consultancy charges quoted by the tenderer shall be firm. The quoted charges shall include the entire charges for the execution of total work mentioned in the scope of work including all travel, boarding and lodging charges etc. for Bidders personnel in connection with execution of work.

However the charge for the travel stay and incidentals towards inspection and testing (if required) of supplied equipment's both indigenous and imported shall be borne by SPM. The decision of SPM in this matter shall be final.

XIII. TENDER EVALUATION AND AWARD OF THE WORKS

Tenders will be evaluated as per the norms of the SPM /CVC Guide lines taking into account all relevant factors. While the lowest offer will generally be the criteria, SPM reserves the right to reject any offer including the lowest one if the same is not conforming to its norms/ CVC Guide lines. The decision of SPM in this regard will be final.

Note:

- DPR (For Finished 6000 TPA CWBN paper mill project) / Tender Document/ Purchase Order shall be provided by SPM & this DPR/ Tender Document/ Purchase Order will act only as a reference for execution of the project.
- Consultant will prepare and submit all the required tender documents (except tender document for Paper Machine Line) for approval to SPM Narmadapuram within 7 days of intimation through E-mail/FAX.
- Consultant will submit the clarifications, recommendations pertaining to queries, pre-bid meeting, pre-qualification bid, and techno-commercial bid etc. within 7 days of pre-bid meeting held/bid opened/written intimation through E-mail/FAX.
- Consultant will coordinate with all the Machinery/equipment/auxiliaries supplier/contractor to complete the project as per schedule.
- Consultant will certify all the BOQ/Bills submitted by contractors/vendors pertaining to project
- Consultant will provide 5 set of hard copies (printed form) and 5 sets of soft copy (in USB or External Hard Disk) of documents as states in scope of work. Language of all the documents shall be in English.
- Consultant will be responsible to meet the project timeline.
- Scope of work for consultancy of this project as detailed above shall not be restricted to above points only, any other work required/requested by SPM, pertaining to the project for successful completion of this project shall also be done by the consultant without any additional financial implication to SPM and in time bound manner.