

	<p>Public (Elections) Department</p>
<p>e-Tender for Production and Supply of Holograms for PVC+PETG Electors Photo Identity Cards (EPIC) for the State of Tamil Nadu.</p>	
	<p>O/o Chief Electoral Officer</p>
	<p>Public (Elections) Department</p>
	<p>1ST Floor, Main Building, Secretariat,</p>
	<p>Chennai-600009</p>
	<p>Phone: +91-44-25665327</p>
	<p>Email: sec2.pelecd@tn.gov.in</p>
	<p>Website: www.elections.tn.gov.in</p>

Important Notice

Applicability of Tamil Nadu Transparency in Tenders Act 1998

This Tender process will be governed by the Tamil Nadu Transparency in Tenders Act, 1998 and The Tamil Nadu Transparency in Tenders Rules, 2000 (Website link https://cms.tn.gov.in/sites/default/files/acts/TNTIT_act_Rules_Amended_upto_June_2018.pdf) as amended from time to time and G.O.Ms.No.343, Finance (Salaries) Department, dated 18.09.2020. In case of any conflict between the terms and conditions in the tender document and the Tamil Nadu Transparency in Tenders Act,1998 and the Tamil Nadu Transparency in Tenders Rules, 2000, the Act and the Rules shall prevail.

Bidders are advised to thoroughly read the bidding document, and by signing this document, they submit unconditional acceptance to all the terms & conditions of the bidding document without any deviations.

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Section - I

Part I (Invitation to Bid)

Chief Electoral Officer, Public (Elections) Department, Govt. of Tamil Nadu, Fort St. George, Secretariat, Chennai-600009.

NIB (Notice Inviting Bids)

NIB No: 2/567/2022

Date: 22.07.2022

Two-envelopes unconditional online Bids are invited on e-Proc website/portal on behalf of the Chief Electoral Officer, Tamil Nadu, for selecting of hologram producer and supplier for the item as listed below up to 4.30 PM of 12.08.2022.

Name of Article	Specifications	Quantity per annum	Estimated Procurement in 4 years	Validity Period of Bid	Place of Delivery
“Production & Supply of holograms for PVC+PETG Elector’s Photo Identity Cards (EPIC)”	As mentioned in the bid/ ECI guidelines	20,00,000 units (Approx.)	80,00,000 units (approx)	180 Days	Office of Chief Electoral Officer, Tamil Nadu

1. Price and/or purchase preference as per Instructions to Bidders shall be admissible in the evaluation and award of Contract.
2. The bid is for a Rate Contract for short-listing of suppliers for the above mentioned items.
3. The Bidders may enclose the specifications, catalogue, and other product characteristics offered. They shall also include details on their backup services offered, warranties, etc.
4. The complete Bidding Document, evaluation and qualification criteria and procedure, Bidding forms, designs, specifications, delivery schedule, etc. can be seen and downloaded from the website www.tntenders.gov.in and www.elections.tn.gov.in.

5. Bids, electronically signed on all pages (as mentioned in the bid document) and serially numbered, should be submitted electronically on www.tntenders.gov.in by following the electronic Bid submission procedure as specified on the portal.
No bidder can submit their bids after 3:00 P.M. on 12.08.2022, since the portal will not allow for submission of bids.
6. Bids have been invited electronically, the procedure for submission of Bids, including payment of Bidding Document, user charges/ processing fee etc. shall be as provided on the State e-Procurement Portal www.tntenders.gov.in.
7. The Pre-qualification Bids shall be opened on 12.08.2022 at 4.30 PM through online.
8. The Procuring Entity is not bound to accept the lowest Bid and may reject any or all Bids without assigning any reason thereof.
9. The Bidders shall have to submit/upload a valid 'GST' registration and 'GST' return of last year and the 'PAN' issued by the Income Tax Department.
10. The vendor is expected to understand the directions issued by the ECI vide its letters No.:- 23/EPIC Security/2021- ERS, dt.: 05.10.2021, 23/ID/2021-ERS, dt.:22.06.2021, 491/ECI/LET/FUNC/SVEEP-III/EPIC/ENVELOPE/2021, dt.:14.10.2021, 23/ID/2021-ERS, dt.:14.10.21, 23/ID/2021-ERS, dt.:18.01.2022, 23/EPIC Security/2021-ERS, dated 19.05.2022 and 23/ID/2022-ERS, dt.:01.07.2022.
11. To participate in the online bidding process, bidders must procure a Digital Signature Certificate (Class- III) as per Information Technology Act-2000 to digitally sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, Safecrypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.

Additional Chief Electoral Officer,
Public (Elections) Department,
Chennai, Tamil Nadu. 600009.

Part II (Introduction)

In an effort to prevent electoral fraud, EPICs or Elector's Photo Identity Card were introduced by the Election Commission of India in the year 1993.

ECI has decided that the agency for production and supply of hologram will be shortlisted with CEO and the award of contract, execution of contract, issuance of procurement orders and sanction of payments will be managed by CEO office of the states.

This "Request for Proposal (RFP)" document is therefore intended to invite bids from reputed and reliable companies for undertaking the work of manufacturing and supply of Hologram for hot stamping on PVC+PETG EPIC cards.

It will be imperative for each Bidder(s) to familiarize itself/themselves with the prevailing legal situations for the executing of contract. This Department shall not entertain any request for clarification from the Bidder regarding such legal aspects of submission of the Bids.

It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bids, and no claim whatsoever including those of financial adjustments to the contract awarded under this e-Tender will be entertained. Neither any time extension nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder to appraise themselves.

The Bidder shall be deemed to have satisfied itself fully before Bidding as to the correctness and sufficiency of its Bids for the contract and price quoted in the Bid to cover all obligations under this e-Tender.

It must be clearly understood that the Terms & Conditions and specifications are intended to be strictly enforced along with ECI guide lines in the subject matter. No escalation of cost in the e-Tender by the Bidder will be permitted throughout the period of contract or throughout the period of completion of the contract whichever is later on account of any reasons whatsoever, but the benefit of price fall due to any reason shall be passed on.

The Bidder should be fully and completely responsible to concerning Procurement Entity for all the deliveries and deliverables within the stipulated timelines.

The Procurement Entity reserves right to cancel part or complete bids without giving any reason thereof, which shall be accepted by all bidders.

ABBREVIATIONS & DEFINITIONS

AERO	Assistant Electoral Registration Officer
ASPA	Authentication Solution Providers Association
Authorised Signatory	The bidder's representative/ officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.
BG	Bank Guarantee
Bid/Tender/RFP	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation, bidding document, Request For Proposal and tender document
EMD	Security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents.
Bidder/Tenderer	Any person/ firm/ agency/ company/ contractor/ supplier/ vendor as per qualification laid herein, participating in the procurement/ bidding process with the procurement entity.

Bidding Document	Documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to bid
BoM	Bill of Material/ Volume of Business
BOQ	Bill of Quantity
Tender Accepting Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement. CEO, Tamil Nadu in this bidding document.
Contract/ Procurement Contract	A contract entered into between the procuring entity and a successful short-listed bidder.
Contract/ Project Period	The Contract/ Project Period shall commence from the date of issue of Work order till the successful commissioning of the project (one-time job) as per bidding document.
Day	A calendar day as per Govt. of Tamil Nadu/GoI
DEO	District Election Officer (Collector of District, Commissioner of Greater Chennai Corporation.)

ED	Public (Elections) Department, Secretariat, Chennai - 600009, Tamil Nadu headed by the Chief Electoral Officer.
EMD	Earnest Money Deposit
EPIC	Elector's Photo Identity Card
ERO	Electoral Registration Officer
FOR/ FOB	Freight on Road or Freight on Board
GoI	Govt. of India
Goods	All articles, material, commodities, electricity, livestock, furniture, fixtures, raw material, spares, instruments, software, machinery, equipment, industrial plant, vehicles, aircraft, ships, railway rolling stock and any other category of goods, whether in solid, liquid or gaseous form, purchased or otherwise acquired for the use of a procuring entity as well as services or works incidental to the supply of the goods if the value of services or works or both does not exceed that of the goods themselves
HSSMS	Hologram Safety and Security Management Systems
HOMAI	Hologram Manufactures Association of India

ICT	Information and Communication Technology.
IFB/NIT/NIB	Invitation for Bids or Notice Inviting Tenders or Notice Inviting Bidders (A document published by the procuring entity inviting Bids relating to the subject matter of procurement and any amendment thereto and includes notice inviting Bid and request for proposal)
IHMA	International Hologram Manufactures Association
INR	Indian Rupee
In Writing	Communicated in writing form through letter, email etc.
ISI	Indian Standards Institution
ISO	International Organisation for Standardisation
IT	Information Technology
ITB	Instruction to Bidders
LD	Liquidated Damages
LOA/LOI	Letter of Agreement/Letter of Intent
Lowest Bidder	The bidder who have participated in the bid and quoted / agree to supply items on the financially lowest price (technically qualified) during the contract period.

NCB	A bidding process in which qualified bidders only from within India are allowed to participate
OEM	Original Equipment Manufacturer
PAN	Permanent Account Number
Personalization	Printing of Electors' details such as Photo, Name, Relation, Relative Name, DoB, Gender, Address, AC, Part Number etc. with ERO Signature on PPPVC EPIC as per ECI guidelines/SoW and E-Roll Data
PBQ	Pre Bid Query(ies)
PSP	Print Service Provider/Vendor
PVC	Poly Vinyl Chloride (PVC)
PPPVC EPIC	Pre-Printed PVC EPIC card is Pre-Personalized or Non-Personalized PPPVC EPIC card
PBG/Security Money	Performance Bank Guarantee
PQ/EC	Pre-Qualification bid criteria/Eligibility criteria
PE	Procurement Entity
PETG	Polyethene Terephthalate Glycol
Procurement / Public Procurement	The acquisition by purchase, lease, license or otherwise of works, goods or services, including award of Public Private Partnership projects, by a

	procuring entity whether directly or through an agency with which a contract for procurement services is entered into, but does not include any acquisition without consideration, and “procure” or “procured” shall be construed accordingly
Purchaser/ Tendering Authority/ Procuring Entity	Person or entity that is a recipient of a good or service provided by a seller (bidder) under a purchase order or contract of sale. Also called buyer.
RFP	Request for Proposal
GST	Goods and Services Tax
SD	Security Deposit
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a procuring entity and does not include appointment of any person made by any procuring entity
Singular/Plural	If the context so requires singular means plural and vice versa.
SLA	Service Level Agreement is a negotiated agreement between two parties wherein one is the customer and the other is the service provider. It is a service contract where the level of service is formally

	defined. In practice, the term SLA is sometimes used to refer to the contracted delivery time (of the service) or performance.
State Government	Govt. of Tamil Nadu
SP	Service Provider
STQC	Standardisation Testing and Quality Certification, Govt. of India
Subject Matter of Procurement	Any item of procurement whether in the form of goods, services or works
Successful Bidders	The bidder who have participated in the bid and quoted / agree to supply items on the financially lowest price (technically qualified) during the contract period.
GSTIN	Goods and Services Tax Identification Number
Tender Evaluation Committee	The Committee duly constituted by the Department for opening received bids and evaluate the bids till the agreement is executed and placing award of contract.
Vendors/Vendors	Short-listing of a bidder who have participated in the bid online and quoted / agree to supply items on the financially lowest price (technically qualified) during the contract period.
Website of CEO, Tamil Nadu	www.elections.tn.gov.in

WO/ PO	Work Order/ Purchase Order
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Please note that all those terms which have not been explicitly defined in this document have the same meaning as in the General Clauses Act or any other Central or State Act/Rules.

Tender Schedule

1.	Tender inviting Authority, Designation and Address	The Additional Chief Electoral officer and Additional Secretary to Government, Public (Elections) Department , First Floor, Main Building, Secretariat, Chennai-600009. Phone: +91-44-25674019 Email: sec2.pelecd@tn.gov.in Website: www.elections.tn.gov.in
2.	A) Name of the Work	Production and Supply of Holograms for PVC+PETG Electors Photo Identity Cards (EPIC) for the State of Tamil Nadu
	B) Tender reference	Tender Ref. No.2/567/2022, dated 22.07.2022
	C) Place of execution	District Headquarters in all districts of Tamil Nadu.
3.	Tender documents available place	Tender documents can be downloaded free of cost from www.tntenders.gov.in and www.elections.tn.gov.in
4.	Tenure of Contract:	Initial period of four (4) years that can be extended by further 12 months with mutual consent.
5.	Earnest Money Deposit (EMD)	Earnest money deposit of Rs.1,00,000/- (Rupees One Lakh only) shall be paid only online through the www.tntenders.gov.in .
6.	Tender submission	The bid shall be submitted online, the Signed and Scanned copy of all the required documents in a Cover 1: Prequalification sheets as per pre-Qualification criteria Cover 2: Financial Bid submission as per BOQ Format as available in the portal www.tntenders.gov.in
7.	Last date for submission of pre-Bid queries	Up to 05.00 p.m. on 01/08/2022. Queries to be emailed to sec2.pelecd@tn.gov.in . The replies to the queries will be hosted by 05.00 p.m. on 08.08.2022 in the website www.elections.tn.gov.in only.
8.	Due Date, Time for submission of Tender	On 12.08.2022 @ 3.00 PM through the www.tntenders.gov.in .
9.	Date Opening of Technical Bids	On 12.08.2022 @ 4.30 PM
10.	Tender Accepting Authority	The Chief Electoral Officer & Principal Secretary to Government, Public (Elections-II) Department, Secretariat, Chennai-600009. Tamil Nadu. Phone: +91-44-25670390 Email: sec2.pelecd@tn.gov.in Website: www.elections.tn.gov.in

CHAPTER – I
ELIGIBILITY CRITERIA

Pre-Qualification Criteria:

Evaluation of Pre-qualification criteria will be as per the information/response provided by the bidders against Pre-qualification criteria along with the relevant supporting documents.

Important: Those service providers who do not qualify Pre-Qualification Criteria(s) will not be considered for any further processing and are liable to be rejected.

TABLE 1: CRITERIA FOR PRE-QUALIFICATION

1	Name of Bidder	
2	Mailing Address	
3	Mobile Number	
4	E-Mail address	
5	Name and designation of the person authorized to make commitments of CEO (Certificate of Authority to be provided)	
6	Year of the establishment of firm	
7	Other financial activities of the firm/company	

Sr. No.	Pre-Qualification Criteria	Supporting Documents	Compliance (Yes/No)	Detailed Remarks
1	Company registered in India under the Companies Act 1956 / Companies Act, 2013	Certificate of Incorporation / Registration in the name of the bidder valid as on the date of bid submission.		

2	The Bidder's Average Annual Turnover is of at least Rs.50 lakhs (Rupees Fifty Lakh only) from security holographic hot stamping foil during the previous three financial years (2018-19,2019-20& 2020-21)	Audited Balance Sheet of last 3 years. CA certificateduly mentioning the UDIN with registration number and seal		
3	Should have filed Income Tax returns for the three financial years (2018-2019, 2019-2020 & 2020-2021)	Certified Copies of the ITRs filed by the entity for the immediately preceding three financial years i.e (2018-2019, 2019-2020 & 2020-2021)		
4	The bidder should have positive net worth for two years out of three financial years. i.e (2018-2019, 2019-2020& 2020-2021)	CA certification with CA's Registration Number and seal.		
5	The bidder should be a member of Authentication Solution Providers Association (ASPA) at the time of bid submission	Copy of the ASPA membership certificate valid on the date of bid submission (duly signed by authorized		

		signatory).		
6	The bidder should not be blacklisted or debarred banned from participating or carrying out business with any Central/ State Government at the time of the submission of the bid. An undertaking from the bidder, in this regard, should be submitted. A similar ban subsequent to the submission of the bid, but before the award of the contract shall also disqualify the bidder.	Self-certification duly signed by authorized signatory.		
7	The bidder should be a member of International Hologram Manufacturers Association (IHMA) at the time of bid submission.	Copy of the IHMA membership certificate valid on the date of bid Submission (duly signed by authorized signatory).		
8	The bidder should have ISO 9001 certifications, valid at the time of bid Submission	Copy of the certification valid on the date of bid submission.		

9	The bidder must be certified under Security Certification - TUV-ASPA (Formerly known as HOMAI) or HSSMS Hologram Security Standards.	Copy of the certificate valid on the date of bid submission (duly signed by authorized signatory).		
10	<p>The bidder must have Successfully “completed” OR “completed part of the ongoing” projects of Security holographic hot stamping foil for stamping on PVC card within India only during last five years awarded by Government / PSUs / Banks / NPCI of the following values as on 31.03.2021</p> <p>(a) One project of not less than Rs.20.00 lakh</p> <p>or</p> <p>Two projects costing not less than Rs.12 lakh each.</p> <p>or</p> <p>Three projects costing not less than Rs.8 lakh each</p>	Copy of work orders and certificate of work completion clearly mentioning the value of work done or proof of 80% payment of the contract value received from the client with date.		

11	GST registration and clearance Bidder should have GST where his business is located. Should have TIN (income tax) /PAN number and should also submit the GSTR 3B.	Copies of GST registration, last GST return filed, TIN registration and PAN. (GSTR 3B for the months from January 2022 to March 2022)		
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Note: Documents must be digitally signed by the CS/authorized signatory of the Bidder. Relevant portions in the documents submitted in pursuance of eligibility criteria, should be highlighted.

The above requisite documents of the bidders shall be uploaded in the portal www.tntenders.gov.in.

The bidder should have complete manufacturing facilities, including Master Making Process and intermediate processes to produce holographic hot stamping foils in-house. The bidder must provide a self-certification for the existence of the following:

S. No.	Plant & Machineries
1	Master Origination Machine
2	Electroforming System (Nickel plating on Glass Master for Production of Shims)
3	Embossing Machines
4	Adhesive Coating Machine
5	Slitting Machine
6	Inspection/Numbering Machine
7	Quality Control Department
8	Control Room Equipped with facility of Monitoring through CCTV
9	CCTV Cameras (Nos.)
10	Access control system

Note: None of the processes shall be allowed to be subcontracted or sublet to any other agency.

Important:

CEO reserves the right to visit the Bidder's premises and include the same for evaluation.

Discrepancy between stated capacity/capabilities and site verification shall result in immediate disqualification.

Chapter-II:

Scope of work

DESCRIPTION OF SERVICES

1. GENERAL

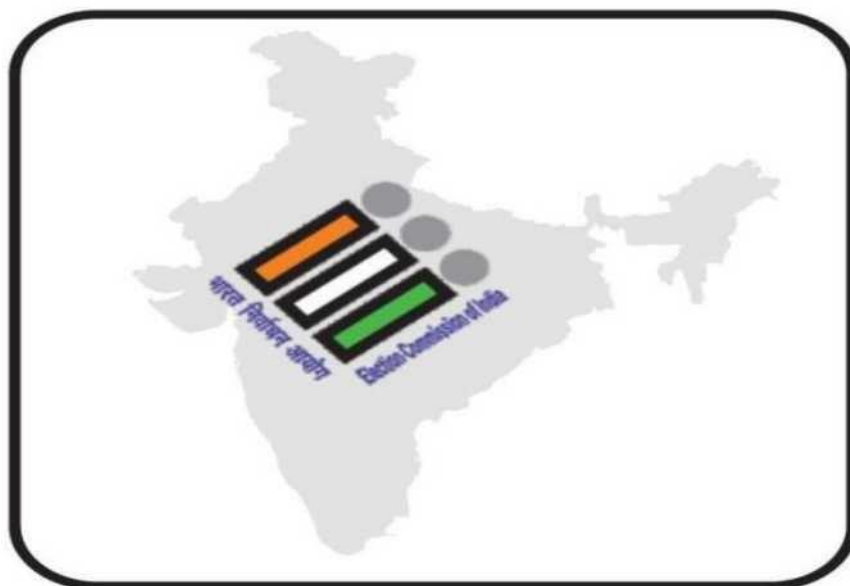
To manufacture & supply Security Holographic Hot stamping Foil (Silver Foil) for EPIC PVC+PETG Cards as per the holographic features prescribed by Election Commission of India (ECI). The bidder shall NOT outsource hologram master work (or any other intermediate process) to any other organization, and must have complete in-house infrastructure to manufacture EPIC hologram as per the specifications as mentioned below.

S.No	Area	Requirement
1.	Holographic Features	Indicative list of high security anti-counterfeiting holographic features are: Overt: <ul style="list-style-type: none">• Motion Effects• Multi-channel Effects• True Colour Effects• Gradient Effects Covert: <ul style="list-style-type: none">• Micro Security Features• CLR based Effects Forensic: <ul style="list-style-type: none">• Nano Security Features Note: Selected bidder will be required to provide 5 sample designs in consultation with CEO based on aforesaid (or other better) features for finalization by CEO.
2.	Hologram Size	Hologram size (before stamping) : 20mm x 15mm Job size or die size (after stamping) : 16mm x 12mm
3.	Hologram Type	The security hologram must be suitable for hot stamping on PVC + PETG EPIC card. It should be as per the design, approved and finalized by ECI.

4.	Film Type	Vacuum metalized, 19 to 23 micron polyester film of Silver shade to be used.
5.	Adhesive	Thermo Plastic polymer based adhesive to be used.
6.	Hologram colour	Silver Foil to be used
7.	Numbering	Each hologram has to be serially numbered to ensure proper accountability of the holographic hot stamping foil (numbering must not vanish by rubbing fingers upon it). Numbering may be on the holographic hot stamping foil over the holographic design or on the foil. However, upon hot stamping it must not get transferred on to the card.

- o Selected bidder will be required to make delivery for the holograms to CEO without any extra cost.
- o Bidder should maintain delivery proofs duly signed by Bidder as well as receiving indicating Date/Time/Quantity etc.
- o The diagrammatic representation of the ECI hologram for dimensions pre hot stamping and post hot stamping are as under:-

Sample of Hologram



Each order delivery should be accompanied by a “quality test report from a Govt. Lab based

on the following tests:

A. Chemical:

S.No.	Agent	Total Time	Concentration
1	Petrol	5 minutes	Pure
2	Diesel	5 minutes	Pure
3	Hot water(65°C)	30 minutes	Pure
4	Normal Soap Water	1 hour	5%

B) Physical Checks

Sr.No.	Agent	Test Procedure
1	Image Quality	Check visually for the Brightness, visible defects/spots.
2	Flakes	The stamped image should be free from flakes along the sides of the hot stamping area.
3	Smudge Test	Briskly rub the image with your finger about 10 to 12 times & check visually for any deterioration to the image.
4	Tape Test	Apply 3M 810 Scotch tape (Magic Tape), on the sample & pull it abruptly in a single jerk at 25° angle to check visually for any residue on the Tape. The sample should withstand Tape Test without peel-off.
5	Effect of Humidity	Exposing the card to 27°C at 65% RH for 18 hrs in a Humidity Chamber.
6	Effect after exposing the card to 50°C & 80% RH for 18 hours	Expose the card to 50°C & 80% RH for 18 hours in a humidity chamber & check visually for any deterioration to the image after rubbing the surface with tissue paper.

Chapter-III

Instructions to Bidders on Procedure for Submission of online Bids on Tamil Nadu Tenders Portal (www.tntenders.gov.in)

<p>1. Procedure for Submission of online Bids on TN Tenders Portal</p>	<p>(a) The bidders are required to submit soft copies of their bids electronically on the www.tntenders.gov.in, using valid Digital Signature Certificate. The instructions given below are meant to assist the bidders in registering on the www.tntenders.gov.in, preparing their bids in accordance with the requirements and submitting their bids online on the www.tntenders.gov.in .</p>
	<p>(b) More information useful for submitting online bids on the e-Tender Portal may be obtained at www.tntenders.gov.in</p>
	<p>1. Registration</p> <p>i) Bidders are required to enroll on the e-Tender module of the www.tntenders.gov.in by clicking on the link “Online bidder Enrollment” which is free of charge.</p> <p>ii) As part of the enrolment process, the bidders will be required to choose a unique</p>

	<p>username and assign a password for their accounts.</p> <p>iii) 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 www.tntenders.gov.in.</p> <p>iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by Controller of Certifying Authorities.</p> <p>v) 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 to others which may lead to misuse.</p> <p>vi) 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</p>
	<p>2. Searching for tender document</p>
	<p>i. There are various search options built in the</p>

	<p>www.tntenders.gov.in 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 www.tntenders.gov.in Portal.</p> <p>ii. 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.</p> <p>iii. 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</p>
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<p>2. General</p>	<p>i) All the provisions listed out in the Request for Proposal (RFP) issued by the O/o the CEO shall be binding upon the participating bidders of this RFP.</p> <p>ii) O/o the CEO will select a single supplier, in accordance with the method of selection as mentioned in RFP.</p> <p>iii) The detailed scope of the assignment/job has been described in the Scope of Work, the date and time and address for submission of the bid have been given in Data Sheet.</p> <p>iv) The Purchaser is not bound to accept any or all the bids, and reserves the right to annul the selection process at any time prior to Contract award, Without thereby incurring any liability to the Bidders.</p>
<p>2.1 Only one Bid</p>	<p>A Bidder shall upload only one Financial Bid. If a Bidder submits or participates in more than one bid, such bids shall be disqualified.</p>
<p>2.2 Bid Validity</p>	<p>Indicates the period for which the Bidder's Bid must remain valid after the submission date.</p>

2.3 Consortium	No consortium is allowed. Bids received from Consortiums will be rejected. Subcontracting of any work resulting from the tender is not allowed, except where the RFP explicitly allows for the bidder to enter into a contract with a third party
3. Clarification and Amendment of RFP Document	<p>i) Bidders may request a clarification in the RFP document up to the number of days indicated in ‘Tender Schedule’, before the bid submission date. Any request for clarification must be sent to sec2.pelecd@tn.gov.in.</p> <p>ii) At any time, before the submission of Bids, the Purchaser may amend the RFP by issuing an addendum/corrigendum in writing or by standard electronic means.</p> <p>iii) The addendum/corrigendum issued shall be binding on all Bidders.</p>
4. Preparation of Financial bid	i. The preparation of the Financial Bid as well as all related correspondence exchanged by the Bidders and the Purchaser shall be in English.

	<p>ii. The Financial Bid shall be prepared using the attached Standard Form as in BOQ (MS Excel format). It shall include all costs associated with the Service/Assignment. The financial bid shall not include any conditions attached to it. Any such conditional financial bid shall be summarily rejected.</p> <p>iii. The Financial Proposal/ Commercial bid format is also provided as BOQ_XXXX.xls along with this tender document at www.tntenders.gov.in</p> <p>Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the financial bid. Bidder shall not modify downloaded price bid template in any manner. In case if the same is found to be modified in any manner, bid will be rejected and EMD would be forfeited. In case of discrepancy between the BOQ and</p>
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	Annexure-II of RFP, BOQ will prevail.
5. Taxes	<ul style="list-style-type: none"> i. All rates quoted must be FOR destination (as mentioned in the bid) and should include all incidental charges, taxes & duties except GST which should be shown separately and would be paid as per the prevailing rates. Bidders shall mention GST in the financial bid separately as per the format provided. ii. Bidders shall provide the price of their services in Indian Rupees and up to two decimal places only (for example: Rs 00.00) iii. The Service Provider shall be entirely responsible for all taxes, duties, octroi, license fees, and demurrage charges etc., incurred of the contracted Services to the Purchaser except GST which would be payable extra as per the prevailing rates. Bidder shall provide the cost of the services and applicable GST separately as per the format provided in the RFP.

	<p>iv. If any rates of Tax are increased or decreased, a new Tax is introduced, an existing Tax is abolished, or any change in interpretation or application of any Tax occurs in the course of the performance of the Contract, which was or will be assessed on the Contractor in connection with performance of the Contract, an equitable adjustment of the Contract price shall be made to fully take into account any such change by addition to the Contract price or deduction there from, as the case may be, in accordance with General Conditions of Contract (GCC) hereof.</p>
<p>6. Earnest Money Deposit (EMD)</p>	<p>Earnest money deposit of Rs.1,00,000 (Rupees One Lakh only) shall be paid only online through the www.tntenders.gov.in.</p> <p>Pre-Qualification document not accompanied with online Earnest Money Deposit will be rejected as 'Non-responsive' tender.</p> <p>If upon acceptance of tender, the</p>

	<p>tenderer withdraws his tender or fails to pay the requisite security deposit amount within the specified period of time, the Earnest money deposit paid with the tender will be forfeited.</p> <p>EMD will be retained in the case of a successful tenderer and will not carry any interest. It will be dealt with as provided in the tender.</p> <p>EMD for the unsuccessful tenderers will be refunded automatically, after uploading the LOA in the website.</p>
<p>6.1 Forfeiture of EMD</p>	<p>The entire EMD shall be forfeited by the Purchaser in the following events:</p> <ul style="list-style-type: none"> i. If Bidder withdraws its bid during the validity period or any extension agreed by the Bidder thereof. ii. If the Bidder varies or modifies its proposal in a manner not acceptable to the Purchaser after opening of Bid during the validity period or any extension thereof. iii. If the Bidder tries to influence the evaluation

	<p>process.</p> <p>iv. If the Bidder/s selected as ‘Suppliers’ chose to withdraw the Bid before the finalization process (failure to arrive at consensus by both the parties shall not be construed as withdrawal of Bid by the Bidder).</p>
7. Tender Fees	<p>The tender documents can be downloaded from the websites www.tntenders.gov.in and www.elections.tn.gov.in at free of cost.</p>
8. Performance Security	<p>In the written intimation of acceptance of its Bid sent to the successful bidder, it shall also be asked to execute an agreement in the format given in the Bidding Document on a non-judicial stamp of requisite value at his cost and deposit the amount of Security Deposit, within a period of 7 days from the date on which the LOA or LOI is dispatched to the Bidder. Letter of Acceptance (LOA) or LOI shall constitute a binding contract until a formal contract is executed.</p>
9. Submission, Receipt and Opening of Bids	<p>i) An authorized representative of the Bidders shall digitally sign all</p>

	<p>pages of the original Financial Bid before uploading on www.tntenders.gov.in website. The authorization shall be in the form of a written power of attorney or board resolution in the name of the authorized signatory accompanying the technical bid and Financial Bid demonstrating that the representative has been duly authorized to sign.</p> <p>ii) For instructions on bid preparation and checklist of documents required for bid submission please refer Annexure IV.</p> <p>iii) Bids shall be submitted online only at www.tntenders.gov.in website not later than the time and the date indicated in the Tender Schedule or any extension to this date by the purchaser Any bid received by the Purchaser after the deadline for submission shall not be considered.</p>
<p>10. Right to Accept/ Reject the Bid</p>	<p>The Purchaser reserves the right to accept or reject any Bid and to annul the RFP process and reject all such bids at any time prior to award of contract, without there by</p>

	<p>incurring any liability to the affected applicant(s) or any obligation to inform the affected applicant(s) of the grounds for such decision. The purchaser reserves the right to reject Incomplete or incorrect bids.</p>
<p>11. Opening of Financial Bids</p>	<p>i)The date & time will be intimated later to the technically qualified bidders.</p> <p>ii)The Purchaser reserves the right to correct any computational errors.</p> <p>If there is a discrepancy between the unit cost and total cost (unit cost multiplied by volume), unit cost will be considered as final number and also in case of discrepancy between words and figures, words will be considered as final figure.</p>
<p>12. Disqualification</p>	<p>Purchaser has the sole discretion to disqualify any applicant and at any time during the evaluation of application, if the applicant:</p> <p>i) Submitted the application after the response deadline:</p> <p>ii) Made misleading or false representations in the forms, statements and attachments</p>

	<p>submitted as proof of the eligibility requirements;</p> <p>iii) Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures etc. in any project in the preceding four years;</p> <p>iv) Submitted an application that is not accompanied by required documentation or is non-responsive;</p> <p>v) Failed to provide clarifications related thereto, when sought;</p> <p>vi) Submitted more than one application either as a Single Agency/ Prime Agency/ consortium member;</p>
<p>13. Award of Contract</p>	<p>i) The Purchaser shall issue work order to the selected Bidder. The Bidder will sign the contract within 7 days of notification of Award of contract.</p> <p>ii) The Bidder is expected to commence the services within 7 days of signing of Contract. In case the winning Bidder fails to start the services within 7 days of signing of</p>

	<p>contract, then the Purchaser may exercise the right to cancel the award of work to the selected bidder and award to the next lowest bidder or cancel the RFP, as the case may be.</p> <p>iii) In exceptional cases O/o the CEO may grant extension if the delay is due to reason not in control of the Service Provider.</p> <p>iv) The successful bidder have to supply the Holograms within 7 days of the indent placed by the O/o the CEO.</p> <p>v) The Holograms shall be supplied with prescribed security features and personalization details printed upon them.</p> <p>vi) However, the specification may change as and when directed by Election Commission of India (ECI) and the Successful Bidder will then have to follow the revised specifications.</p>
<p>14. Termination of Contract</p>	<p>Notwithstanding the duration of the contract/ allocation of volume of work, the termination of the Contract is subject to the conditions as stipulated in General Conditions of Contract.</p>
<p>15. Dispute Resolution during</p>	<p>i. Settlement of Disputes/ Dispute</p>

<p>the Tender process</p>	<p>Resolution Mechanism: If any dispute arises during the tender process related to RFP and other bid documents with regard to the interpretation, meaning and breach of the terms of the RFP, the matter shall be referred to "The O/o the CEO" & whose decision shall be final and abided by all stakeholders.</p> <p>ii. Legal Proceedings: All legal proceedings, if necessary arise to institute may by any of the parties (Government or Contractor) shall have to be lodged in courts situated in Chennai.</p>
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Chapter IV

SELECTION PROCESS AND INSTRUCTIONS ON BID PREPARATION

4.1. Technical Bid Opening

The Technical Bid will be opened on the date and time as specified in the Tender schedule in the presence of those Bidders, who choose to be present against production of an authorisation letter from the Bidding authority. Only one representative for each Bidder would be allowed to attend the Tender opening.

4.2. Tender Validity

The offer submitted by the Bidders should be valid for a period of not less than 180 days from the date of opening of the Tender. In exceptional circumstances, O/o the CEO may solicit the Bidders to extend the validity. The Bidder should extend price validity and EMD validity.

4.3. Earnest Money Deposit (EMD)

Every bidder, participating in the procurement process will be required to furnish the EMD as specified in the Tender Schedule.

- a) Earnest money deposit of Rs.1,00,000/- (Rupees One Lakh only) shall be paid only online through www.tntenders.gov.in.
- b) EMD will be retained in the case of a successful tenderer and will not carry any interest. It will be dealt with as provided in the tender.
- c) EMD for the unsuccessful tenderers will be refunded automatically, after uploading the LOA in the website.
- d) The EMD taken from a bidder shall be forfeited in the following cases, namely: -
 1. when the bidder withdraws or modifies its bid after the opening of bids;
 2. when the bidder does not execute the agreement, if any, after placement of supply/ work order within the specified period;
 3. when the bidder fails to commence the supply of the goods or service or execute work as per supply/ work order within the time specified;
 4. when the bidder does not deposit the Security Deposit within the specified period after the supply/ work order is placed; and

5. If the bidder breaches any provision of code of integrity prescribed for bidders specified in the bidding document or as per the state rules, the CEO reserves the right to terminate the contract.

6. If the Bidder does not accept the correction of its Bid Price pursuant to the relevant bidding document. [Correction of Arithmetical Errors].

e) Notice will be given to the bidder with a reasonable time before the EMD deposit is forfeited.

4.4. Clarifications by CEO Office

When deemed necessary, CEO Office may seek bonafide clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the Bid or price quoted. During the course of Technical Bid evaluation, CEO OFFICE may seek additional information or historical documents for verification to facilitate decision making. In case the Bidder fails to comply with the requirements of CEO OFFICE as stated above, such Bids may at the discretion of CEO OFFICE, be rejected as technically non-responsive.

4.5. Tender Evaluation

4.5.1. Suppression of facts and misleading information

During the Bid evaluation, if any suppression or misrepresentation is brought to the notice of CEO OFFICE, CEO OFFICE shall have the right to reject the Bid and if after selection, CEO OFFICE would terminate the contract, as the case may be, the rejection/ termination will be without any compensation to the Bidder and the EMD / SD, as the case may be, shall be forfeited.

Bidders should note that if any figures in the proof documents submitted by the Bidders for proving their eligibility is found suppressed or erased, CEO OFFICE shall have the right to seek the correct facts and figures or reject such Bids.

It is up to the Bidders to submit the full copies of the proof documents to meet out the criteria. Otherwise, CEO OFFICE at its discretion may or may not consider such documents.

The Tender calls for full copies of documents to prove the bidder's experience and capacity to undertake the project.

4.5.3 Technical Bid Evaluation

A Tender Evaluation Committee will examine the Technical Bids against the Eligibility Criteria and Evaluation Criteria given in the Tender document. The evaluation will be conducted based on the support documents submitted by the Bidders. The documents which did not meet the eligibility criteria the Technical Bid Evaluation will be rejected. The tender evaluation committee will be scrutinised whether the documents are differently signed, all relevant paper submitted and the proposal is in order. The technically qualified Bidders alone will be considered for further evaluation (i.e) for the financial bid opening.

4.5.4 Financial Bid Evaluation

The technically qualified Bidders only will be called for Financial Bid opening. The Financial Bids will be opened in the presence of the technically qualified Bidders by the Tender Evaluation Committee who choose to be present at CEO OFFICE.

The Financial Bid evaluation will be conducted as per the procedure stipulated in the Tamil Nadu Transparency in Tenders Act, 1998 and Tamil Nadu Transparency in Tenders Rules, 2000 with latest amendments. All the cost in the Financial Bid will be added and evaluated.

In respect of GST, where the bidders are from the State of Tamil Nadu GST shall be included for evaluation. In respect of bidders, who are from outside of Tamil Nadu IGST will be applicable as the case may be.

Financial Bid of the technically qualified bidders alone will be opened and evaluated.

Partial bid is not allowed. Failure to, submit the offer or partial offer will be liable for rejection of the bid itself.

The Bidder, who will be selected after the Financial Bid evaluation will be called as Successful Bidder (L1).

The bidder shall confirm that the Financial Bid confirms to all the terms and conditions stipulated in the tender document. He shall confirm that the Financial Bid is final in all respects and contains no conditions.

4.5.5 Negotiations

Negotiations will be conducted with all the Successful Bidders for improvement in the Scope of Work, Specification, further reduction in price and advancement of delivery schedule.

CHAPTER- VI
PAYMENT CLAUSE

- a) No advance payment will be made.
- b) Payment will be made by the CEO centrally.
- c) Bills will be honoured after submission along with all supporting documents in complete shape.
- d) The Successful Bidder shall agree to get the refund of incentive, excise duty and proportionate sales tax from authorities concerned and pass it on to CEO if the Government or any other appropriate agency reduces the Excise duty or Sales tax or give incentive of any type retrospectively after supplying the Ordered items failing which action will be taken to recover the balance amount from the Successful Bidder under the Revenue Recovery Act or any other relevant act.
- e) Penalty amount(s) if any, will be adjusted in the payment due to the Successful Bidder.
- f) All taxes and other levies imposed by Governments in India will be paid at actual as applicable.

CHAPTER- VII Service Level Agreement (SLA)

1. Commencement of Work:

(a) Successful bidder should be ready for manufacturing and supply of ECI holographic hot stamping foils to CEO within the time mentioned in the delivery schedule of signing of the contract. In-case of failure to start work within the timelines mentioned, CEO may choose to terminate the contract and PBG can be forfeited.

(b) In exceptional case, CEO may consider to extend the timeline of start of work beyond mentioned delivery schedule.

(c) **Liquidated Damages (LD):**

The Selected bidder shall guarantee the quality and life of hologram for a period of twelve months from the date of manufacture, subject to holograms being stored in a cool and dry area. If part of the hologram quantity is rejected or a quality defect has been identified, the selected bidder shall replace such holograms within 2 working days.

Sr. No.	Incidence	Penalty
1.	More than 3 incidences in a month	5% of the total order quantity
2.	More than 5 incidences in a month	7% of the total order quantity
3.	More than 10 incidences in a month	10% of the total order quantity
4.	More than 15 incidences in a month	may be disqualified for Hologram manufacturing

Here incidences means hologram quantity is rejected or a quality defects has been identified by our Selected Card Manufacturers, CEO or empaneled Test Labs(s).

Note: In case of any dispute, the stand of CEO shall be final and binding to the service provider.

Note: SLA penalties, if any, shall be deducted on quarterly basis.

Chapter-VII

Financial Bid (BOQ)

Bid Document for "For the Supply of Hologram"

Production and Supply of Holograms for
PVC+PETG Electors Photo Identity Cards (EPIC)
for the State of Tamil Nadu.

PART- B

FINANCIAL BID (Envelope-B)

(Tender Notice No.2/2022)

Public (Elections-II) Department,

Secretariat,

Fort St. George,

Chennai-600 009

Tamil Nadu

Financial Bid

Financial Bid for the total per unit cost for the services required by the CEO, Tamil Nadu is given in Table below.

Item	Item Description	Unit	Total Unit Cost (in Rs) up to two decimal places(exclusive of GST)	GST (in %)	Total unit cost (Inclusive of GST) Up to two decimal places
(A)	(B)	(C)	(D)	(E)	(F) = (D) + (E)
1	Manufacture and Supply of holograms (as per specifications mentioned in RFP) including incidental cost/ other expenses	Per Hologram			

ANNEXURE-I: PRE-BID QUERIES FORMAT {to be e-Mailed to sec2.pelecd@tn.gov.in}

Name of person(s) Representing the Company/Firm

Name of Person	Designation	Email-ID(s)	Mobile Number

Company/Firm Contacts:

Contact Person(s)	Correspondence Address	Email-ID(s)	Mobile Number

Query(ies) / Clarification(s) Sought:

S.No.	Bid Page No.	Bid Clause No.	Existing Clause Details	Query/Suggestion/ Clarification sought
1.				
2.				
3.				
4.				

Note:-

1. Prospective bidder may, in writing, seek clarifications from the procuring entity in respect of the bidding document. Such clarifications / queries shall be emailed to sec2.pelecd@tn.gov.in.
2. Queries must be strictly submitted only in the above prescribed format (.XLS/ .XLSX/ .DOC/ .DOCX) in virus-free file. Queries not submitted in the prescribed format will not be considered / responded at all by the Procurement Entity.

ANNEXURE-II: DRAFT AGREEMENT OF CONTRACT FORMAT

{to be mutually signed by selected bidder and procuring entity}

(This Agreement shall be executed on the non-judicial stamp-paper)

Agreement

Contract for EPIC card Hologram

An agreement made this _____ day of _____ between

(hereinafter called "the Hologram printer and Supplier" *here means short-listed printer and supplier), which expression shall, where the context so admits, be deemed to include his heirs successors, executors and administrators of the one part and Chief Electoral Officer, Tamil Nadu (hereinafter called "the Procuring Entity") on behalf of all the DEOs (Commissioner in respect of Chennai District/Collectors), all Districts of state of Tamil Nadu (after execution of this agreement all the DEOs of the State shall be performing all jobs/grievance redressal/activities etc. for this Bid during contract period), which expression shall, where the context so admits, be deemed to include his successors in office and assigns) of the other part.

Purchaser and **Supplier** are collectively referred to as the "**Parties**" or individually referred to as a "**Party**" as the context may require.

WHEREAS, the CEO, Tamil Nadu had invited bids for certain

Services, viz., "RFP for EPIC HOLOGRAM PROVIDER" vide their bid document number

.....

dated

AND WHEREAS, various applications were received pursuant to the said bid.

AND WHEREAS, the bid **inviting agency** has accepted the said Bid by the Supplier for the supply of those Services as per the following rates exclusive of all statutory taxes (hereinafter "**the Contract Price**").

AND WHEREAS, vide a Letter of Intent dated....., the Purchaser agreed to place order for 'EPIC HOLOGRAM PROVIDER' as per the rates given below:

Item	Unit Rate in INR (in figures)	Unit Rate in INR (in words)
EPIC Hologram Manufacturing and Supply		
Manufacture and supply of holograms (as per specifications mentioned in RFP) including		

And in pursuance of having accepted the said bid, the Parties have agreed to enter into this Agreement. The Parties understand that all the conditions of the RFP, its amendments and clarifications issued, including those on allocation of volume, will be binding on both the parties.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- > In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the RFP.
- > The following documents (collectively referred to as “Contract Documents”) shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - a) RFP for EPIC HOLOGRAM PROVIDER
 - b) Performance Security Bank Guarantee Bond
 - c) Acceptance letter of the bidder dated.....
 - d) Duly signed notification of Award dated
 - e) Amendments and clarifications issued
- > The following Appendice: *[Note: If this Appendice is not used, the words “Not Used” should be inserted below next to the title of the Appendix,]:*
 - a) Form of Performance Bank Guarantee Bond
- > The mutual rights and obligations of the Purchaser and the Supplier shall be as set forth in the Contract, in particular:
 - a) the Supplier shall carry out the Services in accordance with the provisions of the Contract; and
 - b) the supplier shall receive payment in accordance with the provisions of the Contract.
- > The total estimated quantity of Volume Allocation of EPIC HOLOGRAM

PROVIDER as per the RFP is 20 Lakh per year (Twenty lakh only). However the supplier understands that the quantity for supplier may differ from the estimated quality.

- > The Supplier has already submitted a Contract Performance Guarantee amounting to 25% of the work order value which would be valid for 12 months beyond the four years of contract period.

- > The services shall be carried out at the site/premises at India as agreed by the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For/on behalf of CEO, Tamil Nadu

[Authorized Representative]

For/ on behalf of *[name of Supplier]*

M/s

[Name & position] Authorized Representative]

Annexure-III

**BANK GUARANTEE FOR SECURITY DEPOSIT
(To be Stamped in accordance with Stamp Act)
The non-judicial stamp paper should be in the name of issuing Bank**

Ref.

Bank Guarantee No.....

Date

To

The Chief Electoral Officer and
Principal Secretary to Government,
Public Elections Department,
Secretariat,
Chennai - 600009
Tamil Nadu.

Dear Sir,

1. In consideration of the Public (Elections) Department, Govt. of Tamil Nadu, Chief Electoral Officer, Tamil Nadu (hereinafter referred to as the bid inviting agency and purchaser) which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to M/s with its Registered/Head office at (hereinafter referred to as the "Supplier" which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a Contract by issue of Notification of award No dated and the same having been acknowledged by the Supplier, resulting in a Contract, bearing No dated valued at for (scope of Contract) and the Supplier having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract not exceeding Rs (in words & figures).
2. We..... (Name & Address of Bank Branch) having its Head Office at (hereinafter referred to as the „Bank’, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the amounts due and payable under this guarantee without any demur, reservation, context, recourse or protest and/or without any reference to the Supplier merely on a demand from the Purchaser stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the

Purchaser by reason of breach by the said Supplier(s) of any of the terms or conditions contained in the said Agreement or by reason of the Supplier(s)' failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive and binding notwithstanding any difference between the Purchaser and the Supplier or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. We agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till the Purchaser discharges this guarantee.

3. The Purchaser shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee, from time to time to extent the time for performance of the Contract by the Supplier. The Purchaser shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Supplier, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Purchaser and the Supplier or any other course or remedy or security available to the Purchaser. The Bank shall not be released of its obligations under these presents by any exercise by the Purchaser of its liberty with reference to the matters aforesaid or any of them or by reason of any other act of omission or commission on the part of the Purchaser or any other indulgences shown by the Purchaser or by any other matter or thing whatsoever which under law would, but for this provision have the effect of relieving the Bank.
4. The Bank also agrees that the Bid Inviting Agency/Purchaser at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Supplier and notwithstanding any security or other guarantee the Purchaser may have in relation to the Supplier's liabilities.
5. This guarantee will not be discharged due to the change in the constitution of the Bank or the Supplier(s)/Service Provider(s).
6. Notwithstanding anything contained hereinabove:
 - a. Our liability under this guarantee is restricted to Rs (in words & figures).
 - b. This Bank Guarantee will be valid upto; and
 - c. We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only upon service of a written claim or demand by you on or before

In witness whereof the Bank, through its authorised officer, has set its hand and stamp on this....day of2022 at

WITNESS

(Signature)

(Signature)

(Name)

(Name)

(Official Address)

(Designation with Bank Stamp)

Attorney as per Power of Attorney No Dated

ANNEXURE IV

Checklist for Technical Proposal

The technical proposal should comprise of the following basic requirements as mentioned in the Chapter 1 (i.e) Eligibility Criteria.

SI No	Particulars	Document Submitted (Yes/No)	Reference Page no
1	Eligibility related documents (the signed copy upload for the portal)		
A	Company registered in India under the Companies Act 1956 / Companies Act, 2013.		
B	The Bidder's Average Annual Turnover is of at least Rs 50 Lakhs (Rupees Fifty Lakhs only) during the previous three financial years (2018-19,2019-20& 2020-21)		
C	Should have filed Income Tax returns for the three financial years (2018-2019, 2019-2020& 2020-2021)		
D	The bidder should have positive net worth for two years out of three financial years. i.e (2018-2019, 2019-2020& 2020-2021)s		
E	The bidder should be a member of Authentication Solution Providers Association (ASPA) at the time of bid submission.		
F	The bidder should not be blacklisted or debarred banned from participating or carrying out business with any Central/ State Government at the time of the submission of the bid. An undertaking from the bidder, in this regard, should be submitted. A similar ban subsequent to the submission of the bid, but before the award of the contract shall also disqualify the bidder.		
G	The bidder should be a member of International Hologram Manufacturers Association at (IHMA) the time of bid submission.		
H	The bidder should have ISO 9001 certifications, valid at the time of bid Submission		

I	The bidder must be certified under Security Certification - TUV-ASPA (Formerly known as HOMAI) or HSSMS Hologram Security Standards.		
J	The bidder must have Successfully "completed" OR "completed part of the ongoing" projects of Security holographic hot stamping foil for stamping on PVC card within India only during last five years awarded by Government/ PSUs/Banks / NPCI of the following values as on 31.03.2021 (a) One project of not less than Rs.20 Lakh or (b) Two projects costing not less than Rs.12 Lakh each or (c) Three projects costing not less than Rs.8 Lakh each		
K	GST registration and clearance Bidder should have GST where his business is located. Should have TIN(income tax) /PAN number and should also submit the GSTR 3B.		
2.	Master Making Process and intermediate processes to produce holographic hot stamping foils in-house.		

Name of the Bidder: -
 Authorised Signatory: -
 Seal of the Organization: -
 Date: _____
 Place: _____

* The bidders should upload the above Pre-Qualification, Technical Evaluation Criteria in PDF format and Financial Bid in XLS format.