



E-TENDER

FOR

Name of Work:-Work of Annual Maintenance Contract (AMC) of Itotech Programmable Paper Cutting Machine at Municipal Printing Press.

Website: www.mahatenders.gov.in

Office of:-

Manager Municipal Printing Press
(Brihanmumbai Municipal Corporation)
2nd Floor, Municipal Printing Press Bldg.,
546 N.M.JoshiMarg, Byculla (W), Mumbai - 400011.

Prepared By

Checked By

Approved By

S.E(MPP)

Deputy Manager (MPP)

Manager (MPP).

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SECTION 1

E-TENDER NOTICE

BRIHANMUMBAI MUNICIPAL CORPORATION

Manager (Municipal Printing Press)

No. MMP/ 8876 / S.P.dt.17.02.2026

E-Tender Id. 2026_MCGM_1280320_1

E-TENDER NOTICE

Subject: Work of Annual Maintenance Contract (AMC) of Itotech Programmable Paper Cutting Machine at Municipal Printing Press.

The Brihanmumbai Municipal Corporation (BMC) invites e-tender for the aforementioned work from contractors of repute, multi-disciplinary engineering organizations i.e. eminent firm, Proprietary/Partnership Firms/ Private Limited Companies/ Public Limited Companies/Companies registered under the Indian companies' act 2013, the contractors registered with the Brihanmumbai Municipal Corporation, (BMC) Manufacturer or their authorised dealers having experience of Work Annual Maintenance Contract (AMC) of Itotech Programmable Paper Cutting Machine in the Central/State Government Organization/BMC/Reputed organisations except those who are blacklisted or against whom FIR has been filled or from the contractors /firms equivalent and superior classes registered in Central or State Government/Semi Govt. Organization/Central or State Public Sector Undertakings, will be allowed subject to condition that, The contractors who are not registered with BMC will have to apply for registering their firm within three months' time period from the award of contract, otherwise their Bid Security i.e. E.M.D (Earnest Money Deposit) will be forfeited/recovered and an amount equal to Registration Fee of respective class will be recovered as penalty.

Bidding Process will comprise of THREE stages.

Bidder should note that the Tender fee of Rs.3300/- + 18 % GST will be payable immediately after opening of Packet A & B in any of the Ward Citizens Facilitation Centers (CFCs) or will recover from EMD of concerned bidder as per Circular No. CA/FRG/09dt.04.10.2024.

The application form can be downloaded from e-procurement system of Government of Maharashtra (Mahatenders) (<http://mahatenders.gov.in>). The applicants not registered with BMC are mandated to get registered (Vendor Registration) with BMC for e-tendering process & obtain login credentials to participate in the online bidding process.

i) To download the application form, for those applicants not having vendor registration, need to apply first for vendor registration at the office of CPD Byculla.

ii) The forms of Tender documents are available on the e-Tendering website <https://mahatenders.gov.in>. The aspiring Applicants will have to download Tender form, from the website mentioned above. The bidder has to fill in online format and upload information regarding Tender Online. Also he has to download the Tender application form from website, fill it and upload the scanned copy of duly filled form, along with required documents.

iii) For purchasing the Tender documents, the bidders will have to get registered with e-tender portal (<https://mahatenders.gov.in>) for the e-tendering process and obtain login credentials to participate in the online Tender process. The details of the same are available on <https://mahatenders.gov.in>. For registration, enrolment for digital signature certificates and user manual, please refer to respective links provided in e-tendering tab on <https://mahatenders.gov.in>.

Name and location of work	Contract Period	Estimated Cost of Project
Work of Annual Maintenance Contract (AMC) of Itotech Programmable Paper Cutting Machine at Municipal Printing Press.	60 Months	

In terms of the 3 stage system of e-tendering, a Bidder will be required to deposit, along with its Bid, an Earnest Money Deposit of Rs.43000/- (Rs. Forty Three Thousand only)(the "EMD"), refundable in accordance to the relevant clause of bid document, from the Bid Due Date, except in the case of the selected Bidder whose Bid Security/EMD shall be retained. The Bidders will have to provide Earnest Money Deposit through the payment gateways while submitting the bids. The Bid shall be summarily rejected if it is not accompanied by the Earnest Money Deposit. The e-tender is available on BMC portal (<http://portal.BMC.gov.in>) as well as on NIC Portal <https://mahatenders.gov.in> as mentioned in the Header Data of the tender.

As per THREE Packet systems, the document for Packet A&B is to be uploaded by the bidder in vendors' document online in Packet A, B. Packet A, B & C shall be opened on dates as mentioned in header data. All the responsive and eligible bidders if they so wish can be present at the time of opening of bids, in the office of Manager, Municipal Printing

Press. The Packet C shall be opened if bids submission in Packet A& B satisfies/includes all the requirements and same are found acceptable to the Authority.

The Municipal Commissioner reserves the right to reject all or any of the e-tender(s) without assigning any reasons at any stage.

The dates and time for submission and opening the bids are as shown in the Header Data. If there are any changes in the dates the same will be displayed on the BMC Portal. (<http://portal.BMC.gov.in>) as well as on NIC Portal <https://mahatenders.gov.in>.

The Applicants interested for the above referred works may contact the Manager at the following address on any working day during office hours.

Office: **Manager Municipal Printing Press**
(Brihanmumbai Municipal Corporation)
2nd Floor, Municipal Printing Press Bldg.,
546 N.M.JoshiMarg, Byculla (W), Mumbai - 400011.

The applicants may wish to visit the site under reference, located at Municipal Printing Press, Byculla, Mumbai or address given above, a part of Mumbai and can collect the information of the present status from the department who have invited the bids.

The BMC reserves the rights to accept any of the application or reject any or all the application received for above works, without assigning any reasons thereof. The information regarding above subject matter is available on Website of BMC. (<http://portal.BMC.gov.in/tenders>) as well as on NIC Portal <https://mahatenders.gov.in>.

Note: As per Circular Dir./IT/F-59 Dtd. 10.05.2023 Use of e-Procurement System of Gov. of Maharashtra (Mahatender) for all tenders in BMC instead of SAP SRM is made mandatory. Contractor has to enroll and obtain credentials for the same.

Manager
Municipal Printing Press

HEADER DATA

Tender Document ID No	E-Tender Id. 2026_MCGM_1280320_1
Name of Organization	Brihanmumbai Municipal Corporation
Subject	Work of Annual Maintenance Contract (AMC) of Itotech Programmable Paper Cutting Machine at Municipal Printing Press.
Cost of Fee of Tender	Rs. 3300/- (+ 18.0% GST)
Cost of E-Tender (Estimated Cost)	
Bid Security Deposit/ EMD	Rs.43000 /-
Date of issue and sale of tender	24.02.2026 from 11:00 Hrs
Last date & time for sale of tender & Receipt of Bid Security Deposit	09.03.2026 upto 16:00 Hrs
Submission of Packet A, B & Packet C (Online)	09.03.2026 upto 16:00 Hrs
Pre-Bid Meeting	at 11:00 Hrs. Office of Deputy Municipal Commissioner (Gardens) 2 nd Floor, Penguin building, Veermata Jijabai Bhosale Udyan, Dr. Babasaheb Ambedkar Road, Byculla (East), Mumbai 400027
Opening of Packet A	As Mentioned on Mahatender Portal
Opening of Packet B	
Opening of Packet C	
Address for communication	Office of: Manager Municipal Printing Press (Brihanmumbai Municipal Corporation) 2 nd Floor, Municipal Printing Press Bldg., 546 N.M.Joshi Marg, Byculla (W), Mumbai-400011.
Venue for opening of bid	On line in Account Officer (E-1)'s office.

This tender document is not transferable.

The BMC reserves the rights to accept any of the application or reject any or all the application received for above subject without assigning any reason thereof.

**Manager
Municipal Printing Press**

SECTION 2

ELIGIBILITY CRITERIA

A) Eligibility Criteria

1. For Regular, Routine and Maintenance works:

1.1 Technical Capacity

The bidder(s) in their own name should have satisfactorily executed the work of similar nature BMC /Semi Govt. /Govt. & Public Sector Organizations/ Reputed organisations during last Seven (7) years ending last day of month previous to the one in which bids are invited as a prime Contractor (or as a nominated sub-Contractor, where the subcontract had involved similar nature of work as described in the scope of works in this bid document, provided further that all other qualification criteria are satisfied)

- a) Three similar completed works each of value not less than the value equal to Rs.4,21,500/-

OR

- b) Two similar completed works each of value not less than the value equal to Rs.5,26,875/-

OR

- c) One similar completed work of value equal and or not less than the Rs.8,43,000/-

The value of executed works shall be brought to current costing level by enhancing the actual value of work at compound rate of 10 % per annum; calculated from the date of completion to last date of receipt of applications for tenders.

Technical capacity will be considered for Manufacturer or their authorized dealer / channel partners.

1.2 Who Can Quote:

Only the Original Equipment Manufacturer (OEM), their authorized dealers and channel partners in India are qualified to fill and submit the tender. Only Manufacturers / channel partners Authority certificate will be considered. Authority certificate submitted by dealers or sub dealers will not be considered. Such offers will be kept outright and shall be treated as Non responsive.

1.3 Similar Experience:

For assessing the technical capacity of Regular, Routine and Maintenance works; Similar work shall mean Work of Annual Maintenance Contract (AMC) of Itotech Programmable Paper Cutting Machine.

Note: The statement showing the value of existing commitments and on-going works as well as the stipulated period of completion remaining for each of the works listed should be attached along with certificates duly signed by the Engineer-in Charge, not below the rank of an Executive Engineer or equivalent.

Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- Record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

Manager
Municipal Printing Press