

### Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण  |   |
|--|---|
| Bid End Date/Time/बिड बंद होने की तारीख/समय  | 26-09-2023 14:00:00   |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय   | 26-09-2023 14:30:00   |
| Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)  | 180 (Days)  |
| Ministry/State Name/मंत्रालय/राज्य का नाम  | Ministry Of Health And Family Welfare   |
| Department Name/विभाग का नाम   | Department Of Health And Family Welfare   |
| Organisation Name/संगठन का नाम   | All India Institute Of Medical Sciences (aiims)   |
| Office Name/कार्यालय का नाम  | Raipur  |
| Total Quantity/कुल मात्रा  | 550   |
| Item Category/मद केटेगरी   | Correspondence Envelopes (V2) (Q4)  |
| Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)                        | 2 Lakh (s)  |
| OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)   | 5 Lakh (s)  |
| Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष                     | 3 Year (s)  |
| MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है              | Yes   |
| Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है | Yes   |
| Document required from seller/विक्रेता से मांगे गए दस्तावेज़   | Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover<br>*In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |
| Past Performance/विगत प्रदर्शन   | 50 %  |

| Bid Details/बिड विवरण  |   |
|--|---|
| Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया   | Yes   |
| RA Qualification Rule  | 50% Lowest Priced Technically Qualified Bidders |
| Type of Bid/बिड का प्रकार  | Two Packet Bid                                  |
| Primary product category   | Correspondence Envelopes (V2)                   |
| Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय | 2 Days  |
| Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)                                      | No  |
| Evaluation Method/मूल्यांकन पद्धति   | Total value wise evaluation                     |

#### EMD Detail/ईएमडी विवरण

|                   |    |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

#### ePBG Detail/ईपीबीजी विवरण

|                   |    |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

#### Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

#### MII Purchase Preference/एमआईआई खरीद वरीयता

|  |    |
|--|----|
| MII Purchase Preference/एमआईआई खरीद वरीयता | No |
|--|----|

#### MSE Purchase Preference/एमएसई खरीद वरीयता

|   |     |
|---|-----|
| MSE Purchase Preference/एमएसई खरीद वरीयता | Yes |
|---|-----|

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of

quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

5. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

6. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY. The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

7. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 50% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

8. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of prices from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L-1 to L-4). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer has chosen to split the bid amongst N sellers, then minimum N sellers would be taken to RA round. In case Primary products of only one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of sellers qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its reseller) if available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of Non MSE L-1 or if bid of any seller(s) eligible for Make in India preference is / are coming within price band of 20% of non MII L-1, then such MSE / Make in India seller shall also be allowed to participate in the RA process.

## **Correspondence Envelopes (V2) ( 100 packet )**

### **Technical Specifications/तकनीकी विशिष्टियाँ**

[\\* As per GeM Category Specification/जेम कैटेगरी विशिष्टि के अनुसार](#)

| Specification             | Specification Name/विशिष्टि का नाम                    | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य |
|---------------------------|---|--|
| GENERAL REQUIREMENT       | Technical specification of 'CORRESPONDENCE ENVELOPES' | BIS specification no. IS 13892:1999 (with latest amendment)    |
|                           | Type of Envelopes                                     | Type -I (Pocket Shape)   |
|                           | Colour of Envelopes paper                             | White  |
|                           | Printing on Envelopes with                            | Single colour  |
| MATERIAL                  | Material of Envelopes                                 | Maplitho Printing Paper  |
|                           | Window material                                       | BOPP of 15 micron thickness, PVC of 15 micron thickness        |
|                           | Grammage of Paper (GSM)                               | 90   |
| DIMENSION                 | Dimension of Envelopes - As per IS:13892              | N.A  |
|                           | Dimension of Envelopes - Not as per IS Specification  | 280 X 120 (mm)   |
| TESTING AND CERTIFICATION | BIS marked  | Yes, No  |

#### Additional Specification Parameters - Correspondence Envelopes (V2) ( 100 packet )

| Specification Parameter Name | Bid Requirement (Allowed Values)   |
|------------------------------|--|
| Printing                     | Printing of AIIMS Raipur on Bilingual with Logo of AIIMS Raipur with Address |

\* Bidders offering must also comply with the additional specification parameters mentioned above.

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------------------------|-----------------|------------------------------|
| 1              | Girdhari Lal  | 492001,AIIMS Raipur Tatibandh | 100             | 30                           |

#### Correspondence Envelopes (V2) ( 100 packet )

#### Technical Specifications/तकनीकी विशिष्टियाँ

[\\* As per GeM Category Specification/जेम केटेगरी विशिष्टि के अनुसार](#)

| Specification             | Specification Name/विशिष्टि का नाम                           | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य  |
|---------------------------|--|---|
| GENERAL REQUIREMENT       | <b>Technical specification of 'CORRESPONDENCE ENVELOPES'</b> | BIS specification no. IS 13892:1999 (with latest amendment)   |
|                           | <b>Type of Envelopes</b>                                     | Type -I (Pocket Shape)  |
|                           | <b>Colour of Envelopes paper</b>                             | White   |
|                           | <b>Printing on Envelopes with</b>                            | No printing on Envelopes  |
|                           | <b>Opening of Envelopes</b>                                  | Side Slide opening  |
| MATERIAL                  | <b>Material of Envelopes</b>                                 | Maplitho Printing Paper   |
|                           | <b>Window material</b>                                       | N.A   |
|                           | <b>Grammage of Paper (GSM)</b>                               | 90  |
| DIMENSION                 | <b>Dimension of Envelopes - As per IS:13892</b>              | 90 x 140 (mm), 90 x 152 (mm), 100 x 176 (mm), 105 x 230 (mm), 110 x 220 (mm), 114 x 162 (mm), 122 x 176 (mm), 162 x 229 (mm), 176 x 250 (mm), 229 x 324 (mm), 250 x 353 (mm), 324 x 458 (mm), N.A |
|                           | <b>Dimension of Envelopes - Not as per IS Specification</b>  | 220 X 310 (mm)  |
| TESTING AND CERTIFICATION | <b>BIS marked</b>  | Yes, No   |

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------------------------|-----------------|------------------------------|
| 1              | Girdhari Lal  | 492001,AIIMS Raipur Tatibandh | 100             | 30                           |

### Correspondence Envelopes (V2) ( 50 packet )

**Technical Specifications/तकनीकी विशिष्टियाँ**

\* As per GeM Category Specification/जेम कैटेगरी विशिष्टि के अनुसार

| Specification | Specification Name/विशिष्टि का नाम | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य |
|---------------|------------------------------------|--|
|---------------|------------------------------------|--|

| Specification             | Specification Name/विशिष्ट का नाम                            | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य  |
|---------------------------|--|---|
| GENERAL REQUIREMENT       | <b>Technical specification of 'CORRESPONDENCE ENVELOPES'</b> | BIS specification no. IS 13892:1999 (with latest amendment), Not Conforming to IS 13892:1999  |
|                           | <b>Type of Envelopes</b>                                     | Type -I (Pocket Shape), Type - II (Banker Shape)  |
|                           | <b>Colour of Envelopes paper</b>                             | White, Light colour, Brown, Off white, Yellow, Light Brown, Green, Blue, Pink, Red, Khakhi  |
|                           | <b>Printing on Envelopes with</b>                            | Single colour, Two colour, Three colour, Four colour, As per Buyer's Requirement (to be indicated during bid creation), No printing on Envelopes  |
| MATERIAL                  | <b>Material of Envelopes</b>                                 | Kraft Paper, Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper, Art paper, Handmade paper   |
|                           | Cotton Cloth lining material                                 | Plain woven cotton  |
|                           | <b>Window material</b>                                       | Glassine paper of 35 g square metre, Cellophane paper of 40 g square metre, PVC of 15 micron thickness, BOPP of 15 micron thickness, N.A  |
|                           | <b>Grammage of Paper (GSM)</b>                               | 90  |
| DIMENSION                 | <b>Dimension of Envelopes - As per IS:13892</b>              | 90 x 140 (mm), 90 x 152 (mm), 100 x 176 (mm), 105 x 230 (mm), 110 x 220 (mm), 114 x 162 (mm), 122 x 176 (mm), 162 x 229 (mm), 176 x 250 (mm), 229 x 324 (mm), 250 x 353 (mm), 324 x 458 (mm), N.A |
|                           | <b>Dimension of Envelopes - Not as per IS Specification</b>  | 240 X 330 (mm)  |
| TESTING AND CERTIFICATION | <b>BIS marked</b>  | Yes, No   |

#### Additional Specification Parameters - Correspondence Envelopes (V2) ( 50 packet )

| Specification Parameter Name | Bid Requirement (Allowed Values)   |
|------------------------------|--|
| Printing                     | Printing of AIIMS Raipur on Bilingual with Logo of AIIMS Raipur with Address |

\* Bidders offering must also comply with the additional specification parameters mentioned above.

**Consignees/Reporting Officer/प्रेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------------------------|-----------------|------------------------------|
| 1              | Girdhari Lal  | 492001,AIIMS Raipur Tatibandh | 50              | 30                           |

### Correspondence Envelopes (V2) ( 100 packet )

#### Technical Specifications/तकनीकी विशिष्टियाँ

\* As per GeM Category Specification/जेम कैटेगरी विशिष्टि के अनुसार

| Specification             | Specification Name/विशिष्टि का नाम                           | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य  |
|---------------------------|--|---|
| GENERAL REQUIREMENT       | <b>Technical specification of 'CORRESPONDENCE ENVELOPES'</b> | BIS specification no. IS 13892:1999 (with latest amendment), Not Conforming to IS 13892:1999  |
|                           | <b>Type of Envelopes</b>                                     | Type -I (Pocket Shape)  |
|                           | <b>Colour of Envelopes paper</b>                             | White   |
|                           | <b>Printing on Envelopes with</b>                            | Single colour   |
|                           | Lamination of Envelopes                                      | With  |
| MATERIAL                  | <b>Material of Envelopes</b>                                 | Kraft Paper, Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper, Art paper, Handmade paper   |
|                           | <b>Window material</b>                                       | N.A   |
|                           | <b>Grammage of Paper (GSM)</b>                               | 90  |
| DIMENSION                 | <b>Dimension of Envelopes - As per IS:13892</b>              | 90 x 140 (mm), 90 x 152 (mm), 100 x 176 (mm), 105 x 230 (mm), 110 x 220 (mm), 114 x 162 (mm), 122 x 176 (mm), 162 x 229 (mm), 176 x 250 (mm), 229 x 324 (mm), 250 x 353 (mm), 324 x 458 (mm), N.A |
|                           | <b>Dimension of Envelopes - Not as per IS Specification</b>  | 220 X 310 (mm)  |
| TESTING AND CERTIFICATION | <b>BIS marked</b>  | Yes, No   |

### Additional Specification Parameters - Correspondence Envelopes (V2) ( 100 packet )

| Specification Parameter Name | Bid Requirement (Allowed Values)   |
|------------------------------|--|
| Printing                     | Printing of AIIMS Raipur on Bilingual with Logo of AIIMS Raipur with Address |

\* Bidders offering must also comply with the additional specification parameters mentioned above.

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------------------------|-----------------|------------------------------|
| 1              | Girdhari Lal  | 492001,AIIMS Raipur Tatibandh | 100             | 30                           |

## Correspondence Envelopes (V2) ( 100 packet )

Technical Specifications/तकनीकी विशिष्टियाँ

[\\* As per GeM Category Specification/जेम कैटेगरी विशिष्टि के अनुसार](#)

| Specification             | Specification Name/विशिष्टि का नाम                           | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य                               |
|---------------------------|--|--|
| GENERAL REQUIREMENT       | <b>Technical specification of 'CORRESPONDENCE ENVELOPES'</b> | BIS specification no. IS 13892:1999 (with latest amendment), Not Conforming to IS 13892:1999 |
|                           | <b>Type of Envelopes</b>                                     | Type -I (Pocket Shape)   |
|                           | <b>Colour of Envelopes paper</b>                             | White  |
|                           | <b>Printing on Envelopes with</b>                            | No printing on Envelopes   |
|                           | Opening of Envelopes   | Side Slide opening   |
| MATERIAL                  | <b>Material of Envelopes</b>                                 | Maplitho Printing Paper  |
|                           | Cotton Cloth lining material                                 | N.A  |
|                           | <b>Window material</b>                                       | N.A  |
|                           | <b>Grammage of Paper (GSM)</b>                               | 90   |
| DIMENSION                 | <b>Dimension of Envelopes - As per IS:13892</b>              | N.A  |
|                           | <b>Dimension of Envelopes - Not as per IS Specification</b>  | 11 X 4.75 (Inch)   |
| TESTING AND CERTIFICATION | <b>BIS marked</b>  | Yes, No  |

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा



| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------------------------|-----------------|------------------------------|
| 1              | Girdhari Lal  | 492001,AIIMS Raipur Tatibandh | 100             | 30                           |

### Correspondence Envelopes (V2) ( 100 packet )

#### Technical Specifications/तकनीकी विशिष्टियाँ

[\\* As per GeM Category Specification/जेम केटेगरी विशिष्टि के अनुसार](#)

| Specification             | Specification Name/विशिष्टि का नाम                           | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य   |
|---------------------------|--|--|
| GENERAL REQUIREMENT       | <b>Technical specification of 'CORRESPONDENCE ENVELOPES'</b> | BIS specification no. IS 13892:1999 (with latest amendment)  |
|                           | <b>Type of Envelopes</b>                                     | Type -I (Pocket Shape)   |
|                           | <b>Colour of Envelopes paper</b>                             | Green  |
|                           | <b>Printing on Envelopes with</b>                            | Single colour, Two colour, Three colour, Four colour, As per Buyer's Requirement (to be indicated during bid creation), No printing on Envelopes |
| MATERIAL                  | <b>Material of Envelopes</b>                                 | Kraft Paper, Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper, Art paper, Handmade paper            |
|                           | <b>Window material</b>                                       | Glassine paper of 35 g square metre, Cellophane paper of 40 g square metre, PVC of 15 micron thickness, BOPP of 15 micron thickness, N.A         |
|                           | <b>Grammage of Paper (GSM)</b>                               | 90   |
| DIMENSION                 | <b>Dimension of Envelopes - As per IS:13892</b>              | N.A  |
|                           | <b>Dimension of Envelopes - Not as per IS Specification</b>  | 12 X 6 (Inch)  |
| TESTING AND CERTIFICATION | <b>BIS marked</b>  | Yes, No  |

### Additional Specification Parameters - Correspondence Envelopes (V2) ( 100 packet )

| Specification Parameter Name | Bid Requirement (Allowed Values)   |
|------------------------------|--|
| Printing                     | Printing of AIIMS Raipur on Bilingual with Logo of AIIMS Raipur with Address |

\* Bidders offering must also comply with the additional specification parameters mentioned above.

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता                   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------------------------|-----------------|------------------------------|
| 1              | Girdhari Lal  | 492001,AIIMS Raipur Tatibandh | 100             | 30                           |

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

1. Experience Certificate for the supply of the same to any Govt/ PSU/ any renowned private organisation along with Supply/ Purchase Order.
2. If the agency is registered under MSME or NSIC, then EMD exemption certificate needs to be enclosed.
3. Make in india specific authorisation certificate needs to be enclosed.
4. **Scope of Supply**

Scope of supply (Bid price to include all cost components) : Only supply of Goods

**5. Turnover**

Bidder Turn Over Criteria: The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

**6. Turnover**

OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria. In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet this criterion.

**7. Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 50 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 50% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

**8. Sample Clause**

After award of contract – Successful Bidder shall have to get advance sample approved from buyer before bulk manufacturing / starting bulk supplies. Successful Bidder shall submit

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samples for Buyer's approval, within 7 days of award of contract. Buyer shall, as per contract specifications framework, either approve the advance sample or will provide complete list of modification required in the sample within 7 days of receipt of advance sample. Seller shall be required to ensure supply as per

approved sample with modifications as communicated by Buyer. If there is delay from buyer side in approval of advance sample – the delivery period shall be refixed without LD for the period of delay in sample approval. In case, the sample is found to have major deviations / not conforming to the Contract specifications, the buyer at its discretion may call for fresh samples for approval before allowing bulk supplies or may terminate the contract after notifying the deviations to the seller. Unless otherwise provided in the contract, all samples required for test shall be supplied by the contractor free of cost. Where under the contract, the contractor is required to submit an advance sample, any expenses incurred by the contractor on or in connection with the production of stores in bulk, before the sample has been approved unconditionally shall be borne by the Seller and he shall not claim any compensation in the event of such sample being found unacceptable by the Buyer / Consignee.

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

[This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action

in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई

का आधार होगा।

**---Thank You/धन्यवाद---**