

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	09-03-2026 14:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	09-03-2026 14:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	60 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Chemicals And Fertilizers
विभाग का नाम/Department Name	Department Of Chemicals And Petrochemicals
संगठन का नाम/Organisation Name	Hindustan Organic Chemicals Limited
कार्यालय का नाम/Office Name	Ambalamugal,ernakulam
कुल मात्रा/Total Quantity	15
वस्तु श्रेणी /Item Category	Computer Printer (V2) (Q2) , Multifunction Printer (Print, Scan, Copy) (Q2)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	2 Year (s)
वर्षों के अनुभव के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience	Yes   Complete
वर्षों के अनुभव के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Years Of Experience	Yes   Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC) *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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
विगत प्रदर्शन /Past Performance	70 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	Multifunction Printer (Print, Scan, Copy)
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
मूल्यांकन पद्धति/Evaluation Method	Item wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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#### ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

#### एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No
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#### एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	25

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
3. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC 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.
4. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal 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 themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. 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 and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. 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 MSE 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. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
6. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 70% 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. 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.

मूल्यांकन विधि(मदवार मूल्यांकन विधि) / **Evaluation Method** ( Item Wise Evaluation Method )

Contract will be awarded schedulewise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

मूल्यांकन अनुसूचियां / <b>Evaluation Schedules</b>	वस्तु/श्रेणी / <b>Item/Category</b>	मात्रा / <b>Quantity</b>
Schedule 1	Computer Printer (v2)	4
Schedule 2	Multifunction Printer (print, Scan, Copy)	10
Schedule 3	Multifunction Printer (print, Scan, Copy)	1

### Computer Printer (V2) ( 4 pieces )

Bis Required	Yes
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### तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Description of Stores</b>	Computer Printer with Minimum 1 Year On Site Warranty, including Cartridge and Power Cord/Adaptor
	<b>Print Technology</b>	Laser
	<b>Type of Printing</b>	Monochrome (Black)
	<b>Paper Size</b>	A4 and Legal, A3, A4 and Legal Or higher
	Operating System Compatibility	Windows 10 and Above, Linux, Mac OS, Windows Server
Printing	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM)</b>	36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70 Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM)</b>	Not Applicable Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono (in PPM)</b>	Not Applicable, 1 to 5, 6 to 10, 11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60 Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A3 Size-Colour (in PPM)</b>	Not Applicable Or higher
	<b>Auto Duplexing Printing (2-Sided Feature)</b>	Yes Or higher
Connectivity	<b>Connectivity</b>	USB Port, Ethernet Port

### Additional Specification Parameters - Computer Printer (V2) ( 4 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
Specification 1	LASER MONOCHROME PRINTER - PRINT ONLY ..... 1. Type : Laser - Monochrome (Black) 2. Functions : Print only with duplex printing 3. Print Resolution : 1200 x 1200 4. Device Memory : 256 MB Above 5. Paper Size : A4 and Legal 6. Auto Duplex Printing : Yes 7. Paper Capacity : 250 sheets
Specification 2	8. Print Speed : 40 PPM 9. Recommended Monthly Page Volume : 6000 pages above 10. Connectivity Technology : USB, Ethernet 11. Network Interface : Ethernet 10/100/1000 12. OS Compatibility : Windows 10 and Above, Linux, Mac OS, Windows Server 13. Make : HP/ Canon 14. Warranty : One Year or above\

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Prakash Dadduji Gumgaonkar	682302,HINDUSTAN ORGANIC CHEMICALS LTD, AMBALAMUGAL ERNAKULAM	4	15

**Multifunction Printer (Print, Scan, Copy) ( 10 pieces )**

Bis Required	Yes
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**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Description of Stores</b>	Multifunction Machine Printer with Minimum 1 Year On Site Warranty, including Cartridge and Power Cord/Adapter
	<b>Print Technology</b>	Laser
	<b>Type of Printing</b>	Monochrome (Black), Colour Or higher
	Operating System Compatibility	Windows 10 and Above, Linux, Mac OS, Windows Server
Printing	<b>Print Paper Size</b>	A4 and Legal
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM)</b>	36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM)</b>	Not Applicable, 1 to 5, 6 to 10, 11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono (in PPM)</b>	Not Applicable Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Color (in PPM)</b>	Not Applicable Or higher
	<b>Auto Duplexing Printing/Coping (2-sided Feature)</b>	Yes Or higher
PAPER HANDLING	<b>Original Document Feeder Type (For Scanning and Copying)</b>	Reverse/Duplex Automatic Document Feeders (RADF/DADF), Single-Pass Document Feeders (SPDF) Or higher
	<b>Number of Main Paper Tray</b>	1
Connectivity	<b>Connectivity</b>	USB Port, Ethernet Port, Wi-Fi

**Additional Specification Parameters - Multifunction Printer (Print, Scan, Copy) ( 10 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
specification-1	1. Type : Laser – Multifunction (Black) 2. Functions : Print, Scan, Copy, with duplex Printing 3. Print Resolution : 1200 x 1200 4. Device Memory : 512 MB Above 5. Paper Size : A4 and Legal 6. Auto Duplex Printing : Yes
specification-2	7. Paper Capacity : 350- Sheet Input tray 8. Print Speed : 40 PPM 9. Recommended Monthly Page Volume : 4000 pages and above 10. Connectivity Technology : USB, Ethernet, WiFi 11. Sheet Reversing ADF : Available 12. Network Interface : Ethernet 10/100/1000 13. Scanner Type : Flatbed, RADF/DADF (Reverse/ Duplex Automatic Document Feeder)
specification-3	14. Scan Resolution : 1200 x 1200 dpi 15. Scan Speed : 29 ppm 16. Copy Resolution : 600 x 600 dpi 17. Copy Speed : 40 ppm 18. OS Compatibility : Windows 7/8/10/11 19. Make : HP/Canon 20. Warranty : One Year or above

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Prakash Dadduji Gumgaonkar	682302,HINDUSTAN ORGANIC CHEMICALS LTD, AMBALAMUGAL ERNAKULAM	10	15

### Multifunction Printer (Print, Scan, Copy) ( 1 pieces )

Bis Required	Yes
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#### तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Description of Stores</b>	Multifunction Machine Printer with Minimum 1 Year On Site Warranty, including Cartridge and Power Cord/Adapter
	<b>Print Technology</b>	Laser
	<b>Type of Printing</b>	Monochrome (Black), Colour Or higher
	Operating System Compatibility	Windows 10 and Above, Linux, Mac OS, Windows Server
Printing	<b>Print Paper Size</b>	A4, A3 and Legal
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM)</b>	21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM)</b>	Not Applicable, 1 to 5, 6 to 10, 11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono (in PPM)</b>	11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90 Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Color (in PPM)</b>	Not Applicable, 1 to 5, 6 to 10, 11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90 Or higher
	<b>Auto Duplexing Printing/Coping (2-sided Feature)</b>	Yes Or higher
PAPER HANDLING	<b>Original Document Feeder Type (For Scanning and Copying)</b>	Reverse/Duplex Automatic Document Feeders (RADF/DADF), Single-Pass Document Feeders (SPDF) Or higher
	<b>Number of Main Paper Tray</b>	1
Connectivity	<b>Connectivity</b>	USB Port, Ethernet Port

**Additional Specification Parameters - Multifunction Printer (Print, Scan, Copy) ( 1 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
specification-1	LASER MULTIFUNCTION PRINTER- A3 / A4 ..... 01. Type : Laser- Multifunction (Black) 02. Functions : Print, Scan, Copy, with duplex Printing 03. Print Resolution : 1200 x 1200 04. Device Memory : 512 MB Above 05. Paper Size : A3/A4 and Legal (A3, A4, A5, A6, B4 (JIS), B5 (JIS), Oficio, etc.
Specification-2	06. Auto Duplex Printing : Yes 07. Display : 4-line LCD 08. Paper Capacity : 350- Sheet Input tray 09. Print Speed : 25 PPM 10. Recommended Monthly Page Volume : 4000 pages and above 11. Monthly duty cycle : 50,000-page 12. Sheet Reversing ADF : Available 13. Connectivity Technology : USB, Ethernet 14. Network Interface : Ethernet 10/100/1000
specification-3	15. Scanner Type : Flatbed, RADF/DADF (Reverse/ Duplex Automatic Document Feeder) 16. Scan Resolution : 600 x 600 dpi 17. Copy Resolution : 600 x 600 dpi 18. OS Compatibility : Windows 7/8/10/11 19. Make : HP/Canon 20. Warranty : One Year or above

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Prakash Dadduji Gumgaonkar	682302,HINDUSTAN ORGANIC CHEMICALS LTD, AMBALAMUGAL ERNAKULAM	1	15

**Special terms and conditions-Version:3 effective from 31-01-2025 for category Computer Printer (V2)**

1.

For Buyers		
1	Product Verification	The buyer/consignee shall verify the complete product details, including configuration, through the OEM website. The buyer/consignee should be able to perform these verifications without needing to create an account on the OEM website.

2	Warranty	<ol style="list-style-type: none"> <li>1. The buyer may ensure that as soon as supplies are received, a request for a warranty certificate is made, along with logging into the OEM website/call centre to verify the certificate.</li> <li>2. The product in GeM marketplace (Direct Purchase &amp; L1 purchase) comes with a minimum standard on site warranty of one year. In case the seller has standard warranty more than one year, the same may be mentioned in the catalogue (including in the model name) and in such case higher warranty offered shall prevail/supersede the minimum one year warranty.</li> <li>3. Buyer shall verify the actual number of prints completed by the printer at the time of delivery (to ensure that the product has not been in use prior to delivery to the buyer) and may be verified using the printer's built-in print counter or an equivalent tracking system as available with OEMs.</li> <li>4. Buyer may please note that warranty does not cover any consumables i.e. Cartridges/Toner/Ink/Developer and such consumables.</li> </ol>
<b>For Sellers</b>		
3	OEM Website Link/Part No for product verification	The OEM shall provide the OEM website link to the buyer at the time of delivery. The offered model details/configuration should be available on the OEM's website. A device serial number must also be provided at the time of supply, which must also be mentioned on the product supplied. The buyer/consignee must be able to verify the complete product details, including configuration, through the provided OEM website link.
4	Warranty	<ol style="list-style-type: none"> <li>1. The seller shall furnish a valid warranty Certificate/Tag in physical or digital format from the OEM to the purchaser, guaranteeing the product's coverage under the specified warranty terms. The warranty certificate should be verifiable through the OEM website/customer care centre.</li> <li>2. The product in GeM marketplace (Direct Purchase &amp; L1 purchase) comes with a standard warranty of 1 year only and additional warranty may be opted for via the bidding process.</li> <li>3. The warranty period will be valid for the specified number of years or until the printer reaches the OEM-defined Minimum Number of Prints within the Warranty Period, whichever is earlier, i.e. once the printer meets either the Minimum Number of Prints within the Warranty Period or the time duration specified, the warranty coverage will end.</li> <li>4. The actual number of prints completed by the printer during the warranty period may be verified using the printer's built-in print counter or an equivalent tracking system.</li> </ol>
5	Compliance of extended producer's responsibility	With effect from 1st April 2023, as per the E-waste rules 2022, EPR registration is mandatory for manufacturing entities. Therefore, all OEMs shall hold valid EPR registration, and the registration number should be reflected in the catalogue parameter. OEMs shall ensure compliance with all responsibilities as per EPR registration applicable from time to time.

**Special terms and conditions-Version:4 effective from 31-01-2025 for category Multifunction Printer (Print, Scan, Copy)**

1.

<b>For Buyers</b>		
1	Product Verification	The buyer/consignee shall verify the complete product details, including configuration, through the OEM website. The buyer/consignee should be able to perform these verifications without needing to create an account on the OEM website.

2	Warranty	<ol style="list-style-type: none"> <li>1. The buyer may ensure that as soon as supplies are received, a request for a warranty certificate is made, along with logging into the OEM website/call centre to verify the certificate.</li> <li>2. The product in GeM marketplace (Direct Purchase &amp; L1 purchase) comes with a minimum standard on site warranty of one year. In case the seller has standard warranty more than one year, the same may be mentioned in the catalogue (including in the model name) and in such case higher warranty offered shall prevail/supersede the minimum one year warranty.</li> <li>3. Buyer shall verify the actual number of prints completed by the Multifunction Machine Printer at the time of delivery (to ensure that the product has not been in use prior to delivery to the buyer) and may be verified using the Multifunction printer's built-in print counter or an equivalent tracking system as available with OEMs.</li> <li>4. Buyer may please note that warranty does not cover any consumables i.e. Cartridges/Toner/Ink/Developer and such consumables.</li> </ol>
<b>For Sellers</b>		
3	OEM Website Link/Part No for product verification	The OEM shall provide the OEM website link to the buyer at the time of delivery. The offered model details/configuration should be available on the OEM's website. A device serial number must also be provided at the time of supply, which must also be mentioned on the product supplied. The buyer/consignee must be able to verify the complete product details, including configuration, through the provided OEM website link.
4	Warranty	<ol style="list-style-type: none"> <li>1. The seller shall furnish a valid warranty Certificate/Tag in physical or digital format from the OEM to the purchaser, guaranteeing the product's coverage under the specified warranty terms. The warranty certificate should be verifiable through the OEM website/customer care centre.</li> <li>2. The warranty period will be valid for the specified number of years or until the printer reaches the OEM-defined Minimum Number of Prints within the Warranty Period, whichever is earlier, i.e. once the printer meets either the Minimum Number of Prints within the Warranty Period or the time duration specified, the warranty coverage will end.</li> <li>3. The actual number of prints completed by the printer during the warranty period may be verified using the printer's built-in print counter or an equivalent tracking system.</li> </ol>
5	Compliance of extended producer's responsibility	With effect from 1st April 2023, as per the E-waste rules 2022, EPR registration is mandatory for manufacturing entities. Therefore, all OEMs shall hold valid EPR registration, and the registration number should be reflected in the catalogue parameter. OEMs shall ensure compliance with all responsibilities as per EPR registration applicable from time to time.

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

### 1. **Generic**

**OPTION CLAUSE:** The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be  $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$ , subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

### 2. **Generic**

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

### 3. **Generic**

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

**4. Generic**

Bidder shall submit the following documents along with their bid for Vendor Code Creation:

- a. Copy of PAN Card.
- b. Copy of GSTIN.
- c. Copy of Cancelled Cheque.
- d. Copy of EFT Mandate duly certified by Bank.

**5. Generic**

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

**6. Generic**

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 for 2 years 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 year. In case of bunch bids, the primary product having highest value should meet this criterion.

**7. Generic**

**Manufacturer Authorization:**Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

**8. Generic**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

**9. Generic**

Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:

- i) The Seller fails to comply with any material term of the Contract.
- ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
- iv) The Seller becomes bankrupt or goes into liquidation.
- v) The Seller makes a general assignment for the benefit of creditors.
- vi) A receiver is appointed for any substantial property owned by the Seller.
- vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

**10. Generic**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

**11. Scope of Supply**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

## 12. **Purchase Preference (Centre)**

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% 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 percentage of 25% of total value.

## 13. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

## 14. **Certificates**

Material Test Certificate Should Be Sent Along with The Supply. The Material Will Be Checked by Buyer's Lab & the Results of the Lab will be the Sole Criteria for Acceptance of the Item.

## 15. **Certificates**

The bidder is required to upload, along with the bid, all relevant certificates such as BIS licence, type test certificate, approval certificates and other certificates as prescribed in the Product Specification given in the bid document.

## 16. **Certificates**

To be eligible for award of contract, Bidder / OEM must possess following Certificates / Test Reports on the date of bid opening (to be uploaded with bid):

Warranty certificate and catalog to be provided with supply

## 17. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

## 18. **Past Project Experience**

The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar Category Products during preceding 3 financial years (i.e. current year and three previous financial years) as on opening of bid, as per following criteria:

- (i) Single order of at least 35% of estimated bid value; or
- (ii) Two orders of at least 20% each of estimated bid value; or
- (iii) Three orders of at least 15% each of estimated bid value.

Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid. In case of bunch bids, the Category related to primary product having highest bid value should meet this criterion

19. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**1. Specification sheet, Commercial term formats, Bid security declaration, Compliance of Land border as per given annexures should be filled, signed and submitted along with the offer. If a ny deviation, please mention separately.**

-

**2. ARBITRATION OF DISPUTES:** All disputes, differences, questions and claims arising out of, under or touching upon this Tender /Agreement/ Purchase Order/ Work Order shall be settled amicably between the parties through mutual discussion. If the parties fail to resolve the dispute by such mutual consultation within 21 days, then such disputes, difference, questions or claims shall be referred for resolution through arbitration by either of the parties to the India International Arbitration Centre or a Sole Arbitrator mutually agreed upon by the parties from a panel of arbitrators. The award of Arbitration shall be final and binding on the parties. The seat of the Arbitration shall be at Kochi, Kerala, India and the proceedings of the arbitration shall be held at Kochi, Kerala, India in accordance with the India International Arbitration Centre Act 2019 / Indian Arbitration & Conciliation Act 1996 or any statutory modification or re-enactment thereof for the time being in force.

When the contract is with foreign vendor, the vendor has the option to choose arbitration in accordance with the provisions of The India International Arbitration Centre Act 2019 / The Indian Arbitration and Conciliation Act, 1996 / UNCITRAL (United Nations Commission on International Trade Law Arbitration) Arbitration Rules."

**GENERAL INFORMATION TO SUPPORT THE GROWTH OF MSME BUSINESS:** - "The Government of India offers two excellent opportunities to elevate the quality and sustainability of MSME businesses—the ZED Certification (Zero Defect Zero Effect) and the MSME Competitive (Lean) Scheme—both designed to improve product quality, enhance competitiveness, and provide access to government benefits."

Eligible MSMEs shall apply through online portal: <https://zed.msme.gov.in/> <https://lean.msme.gov.in/>.

20. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

## अस्वीकरण/Disclaimer

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. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

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. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
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.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

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.

**All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

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

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 कार्रवाई का आधार होगा।/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.

**---धन्यवाद/Thank You---**

**विनिर्देश SPECIFICATION**

क्रम संख्या Sl. No.	आइटम विवरण Item Description	मात्रा Qty.
1	<p><b>LASER MONOCHROME PRINTER - PRINT ONLY</b> .....</p> <p>1. Type : Laser – Monochrome (Black)            2. Functions : Print only with duplex printing            3. Print Resolution : 1200 x 1200            4. Device Memory : 256 MB Above            5. Paper Size : A4 and Legal            6. Auto Duplex Printing : Yes            7. Paper Capacity : 250 sheets            8. Print Speed : 40 PPM            9. Recommended Monthly Page Volume : 6000 pages above            10. Connectivity Technology : USB, Ethernet            11. Network Interface : Ethernet 10/100/1000            12. OS Compatibility : Windows 10 and Above, Linux, Mac OS, Windows Server            13. Make : HP/ Canon            14. Warranty : One Year or above\</p>	4 Nos.
2	<p><b>LASER MULTIFUNCTION PRINTER</b> .....</p> <p>1. Type : Laser – Multifunction (Black)            2. Functions : Print, Scan, Copy, with duplex Printing            3. Print Resolution : 1200 x 1200            4. Device Memory : 512 MB Above            5. Paper Size : A4 and Legal            6. Auto Duplex Printing : Yes            7. Paper Capacity : 350- Sheet Input tray            8. Print Speed : 40 PPM            9. Recommended Monthly Page Volume : 4000 pages and above            10. Connectivity Technology : USB, Ethernet, WiFi            11. Sheet Reversing ADF : Available            12. Network Interface : Ethernet 10/100/1000            13. Scanner Type : Flatbed, RADF/DADF (Reverse/ Duplex Automatic Document Feeder)            14. Scan Resolution : 1200 x 1200 dpi            15. Scan Speed : 29 ppm            16. Copy Resolution : 600 x 600 dpi            17. Copy Speed : 40 ppm            18. OS Compatibility : Windows 7/8/10/11            19. Make : HP/Canon            20. Warranty : One Year or above</p>	10 Nos.

<b>LASER MULTIFUNCTION PRINTER- A3 / A4</b>			
3	01. Type	: Laser– Multifunction (Black)	1 Nos.
	02. Functions	: Print, Scan, Copy, with duplex Printing	
	03. Print Resolution	: 1200 x 1200	
	04. Device Memory	: 512 MB Above	
	05. Paper Size	: A3/A4 and Legal (A3, A4, A5, A6, B4 (JIS), B5 (JIS), Oficio, etc.	
	06. Auto Duplex Printing	: Yes	
	07. Display	: 4-line LCD	
	08. Paper Capacity	: 350- Sheet Input tray	
	09. Print Speed	: 25 PPM	
	10. Recommended Monthly Page Volume	: 4000 pages and above	
	11. Monthly duty cycle	: 50,000-page	
	12. Sheet Reversing ADF	: Available	
	13. Connectivity Technology	: USB, Ethernet	
	14. Network Interface	: Ethernet 10/100/1000	
	15. Scanner Type	: Flatbed, RADF/DADF (Reverse/ Duplex Automatic Document Feeder)	
	16. Scan Resolution	: 600 x 600 dpi	
	17. Copy Resolution	: 600 x 600 dpi	
	18. OS Compatibility	: Windows 7/8/10/11	
	19. Make	: HP/Canon	
	20. Warranty	: One Year or above	

**Notes:**

1. Warranty certificate to be provided along with supply of item.
2. Being a Standardized Item, HP/CANON is the only acceptable makes.
3. Supply with installation.



हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड HINDUSTAN ORGANIC CHEMICALS LTD

(भारत सरकार का उद्यम A Government of India Enterprise)

अंबलमुगल, कोची AMBALAMUGAL, KOCHI – 682 302

दूरभाष Phone: (0484) 2720911, www.hoclindia.com

मैट MAT/ पुर PUR/42314/26/CAP

23.02.2026

प्रिय महोदय, Dear Sir,

हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड, भारत सरकार का एक उपक्रम है जो कोच्चि, केरल, भारत स्थित अपने संयंत्र में फिनोल, एसीटोन और हाइड्रोजन पेरोक्साइड का निर्माण करता है। एचओसीएल ई-निविदाएँ आमंत्रित करता है:

**प्रिंटर (स्पेक शीट संलग्न है)।**

Hindustan Organic Chemicals Ltd. is a Govt. of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e-tenders: **PRINTERS (Spec. Sheet attached herewith).**

आप निर्दिष्ट तिथि और समय से पहले अपना प्रस्ताव ऑनलाइन जमा कर सकते हैं।  
You may submit your offer online before the due date and time specified.

धन्यवाद, Thanking you,

भवदीय, Yours faithfully,

हिंदुस्तान ऑर्गेनिक केमिकल्स लिमिटेड की ओर से  
For Hindustan Organic Chemicals Ltd.

बी बालचंद्रन B Balachandran

मुख्य महा प्रबंधक (सामग्री/एमएसएस/मानव संसाधन) CGM (Materials/MSS/HR)

संपर्क संख्या: 0484-2727396 Contact no:0484-2727396

**\* इस निविदा के हिंदी तथा अंग्रेजी संस्करणों में किसी भी प्रकार की विसंगति होने पर अंग्रेजी संस्करण को मूल एवं प्रभावी माना जाएगा।**

**In case of any discrepancy between the Hindi and English versions of this tender, the English version shall be treated as the original and will prevail.**

सूची - निविदा दस्तावेज  
**INDEX - TENDER DOCUMENTS**

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3	निविदा के सामान्य नियम और शर्तें General Terms and conditions of the tender	अनुबंध- III Annexure-III
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6	भारत के साथ भूमि सीमा साझा करने वाले देशों के विक्रेताओं के डीपीआईआईटी के साथ अनिवार्य पंजीकरण संबंधी धारा का अनुपालन Compliance To Clause W.R.T Mandatory Registration Of Vendors From Countries Sharing Land Border With India,With DPIIT	अनुबंध- VI Annexure-VI

**विनिर्देश SPECIFICATION**

क्रम संख्या Sl. No.	आइटम विवरण Item Description	मात्रा Qty.
1	<p><b>LASER MONOCHROME PRINTER - PRINT ONLY</b></p> <p>.....</p> <p>1. Type : Laser – Monochrome (Black)  2. Functions : Print only with duplex printing  3. Print Resolution : 1200 x 1200  4. Device Memory : 256 MB Above  5. Paper Size : A4 and Legal  6. Auto Duplex Printing : Yes  7. Paper Capacity : 250 sheets  8. Print Speed : 40 PPM  9. Recommended Monthly Page Volume : 6000 pages above  10. Connectivity Technology : USB, Ethernet  11. Network Interface : Ethernet 10/100/1000  12. OS Compatibility : Windows 10 and Above, Linux, Mac OS, Windows Server  13. Make : HP/ Canon  14. Warranty : One Year or above\</p>	4 Nos.
2	<p><b>LASER MULTIFUNCTION PRINTER</b></p> <p>.....</p> <p>1. Type : Laser – Multifunction (Black)  2. Functions : Print, Scan, Copy, with duplex Printing  3. Print Resolution : 1200 x 1200  4. Device Memory : 512 MB Above  5. Paper Size : A4 and Legal  6. Auto Duplex Printing : Yes  7. Paper Capacity : 350- Sheet Input tray  8. Print Speed : 40 PPM  9. Recommended Monthly Page Volume : 4000 pages and above  10. Connectivity Technology : USB, Ethernet, WiFi  11. Sheet Reversing ADF : Available  12. Network Interface : Ethernet 10/100/1000  13. Scanner Type : Flatbed, RADF/DADF (Reverse/ Duplex Automatic Document Feeder)  14. Scan Resolution : 1200 x 1200 dpi  15. Scan Speed : 29 ppm  16. Copy Resolution : 600 x 600 dpi  17. Copy Speed : 40 ppm  18. OS Compatibility : Windows 7/8/10/11  19. Make : HP/Canon  20. Warranty : One Year or above</p>	10 Nos.

<b>LASER MULTIFUNCTION PRINTER- A3 / A4</b>			
3	01. Type	: Laser– Multifunction (Black)	1 Nos.
	02. Functions	: Print, Scan, Copy, with duplex Printing	
	03. Print Resolution	: 1200 x 1200	
	04. Device Memory	: 512 MB Above	
	05. Paper Size	: A3/A4 and Legal (A3, A4, A5, A6, B4 (JIS), B5 (JIS), Oficio, etc.	
	06. Auto Duplex Printing	: Yes	
	07. Display	: 4-line LCD	
	08. Paper Capacity	: 350- Sheet Input tray	
	09. Print Speed	: 25 PPM	
	10. Recommended Monthly Page Volume	: 4000 pages and above	
	11. Monthly duty cycle	: 50,000-page	
	12. Sheet Reversing ADF	: Available	
	13. Connectivity Technology	: USB, Ethernet	
	14. Network Interface	: Ethernet 10/100/1000	
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	19. Make	: HP/Canon	
	20. Warranty	: One Year or above	

**Notes:**

1. Warranty certificate to be provided along with supply of item.
2. Being a Standardized Item, HP/CANON is the only acceptable makes.
3. Supply with installation.

## अनुबंध II ANNEXURE II

**बोली में भाग लाने के लिए पात्रता मानदंड**  
**Eligibility criteria for participating in the bid.**

**विचार किया जाएगा जो निम्नलिखित पात्रता मानदंडों को पूरा करते हैं।**  
**Offers of bidders who satisfy the following Eligibility Criteria only will be considered**

1. स्टैंडर्ड आइटम होने के कारण, सिर्फ HP/CANON मेक ही एक्सेप्टेबल है।  
Being a Standardized Item, HP/CANON is the only acceptable makes
2. विक्रेता ने पिछले तीन वित्तीय वर्षों में समान वस्तुओं के लिए ऑर्डर निष्पादित किया हो  
Vendor must have executed orders for similar items in the last three financial years
3. समान वस्तुओं के लिए कम से कम 3 प्रतिष्ठित ग्राहकों (अधिमानतः सार्वजनिक क्षेत्र के उपक्रमों/सरकारी संगठनों) के कार्य आदेश की प्रतियां अपलोड होनी चाहिए।  
Vendor should have upload work order copies of Minimum 3 Nos of Reputed Customers preferably PSUs/Govt. Organisations for similar items
4. समान वस्तुओं के लिए प्रतिष्ठित संगठनों (अधिमानतः सार्वजनिक क्षेत्र के उपक्रमों) द्वारा जारी किए गए कार्य आदेश की प्रतियां या संतोषजनक प्रदर्शन प्रमाण पत्र दोहराए जाएं।  
Repeat works order copies or satisfactory performance certificates issued by reputed organizations preferably PSUs for similar items
5. ग्राहक सूची  
Client list

विक्रेता को तकनीकी बोली के साथ उपरोक्त सभी के लिए दस्तावेजी साक्ष्य प्रस्तुत करने होंगे। उक्त श्रेणी के लिए एचओसीएल पंजीकृत विक्रेताओं को बिंदु संख्या ' 2 ' से '5' तक उपरोक्त दस्तावेज प्रस्तुत करने से छूट दी गई है। एमएसएमई वेंडर्स के साथ-साथ स्टार्ट-अप्स भी पिछले टर्नओवर और पिछले अनुभव की शर्त पर छूट के लिए एलिजिबल हैं, बशर्ते वे क्वालिटी और टेक्निकल स्पेसिफिकेशन्स को पूरा करते हों।

Vendor should provide documentary evidences for all the above along with the Technical Bid. HOCL registered vendors for the said category are exempted from furnishing above document as in point nos 2 to 5. MSME vendors as well as starts ups are eligible for relaxation on condition of prior turn over and prior experience subject to meeting of quality and technical specifications.

**ई-बोली प्रस्तुत करने के लिए सामान्य नियम और शर्तें**  
**GENERAL TERMS AND CONDITIONS FOR E BID SUBMISSION**

कृपया नीचे दिए गए निर्देशों के अनुसार संलग्न विनिर्देशों और नियमों व शर्तों के अनुरूप अपनी ई-बोली प्रस्तुत करें :-  
 Please submit your e-bids conforming to the specifications and the terms and conditions attached as per instructions given below: -

1. बोली में निम्नलिखित अनुपालन कथन को इसके अभिन्न अंग के रूप में शामिल किया जाएगा: "हमने इस जांच का हिस्सा बनने वाले खरीद और संबंधित दस्तावेजों की शर्तों और नियमों को पढ़, समझ और स्वीकार कर लिया है और इसके अनुपालन में माल की पूर्ति करने के लिए सहमत हैं।"  
 The bid shall contain as integral part of the same the following compliance statement: "We have read, understood and accepted the terms and conditions of purchase and related documents forming part of this enquiry and agree to supply the goods in compliance with the same."
2. बोलीदाताओं को इस पूछताछ के दस्तावेजों का ध्यानपूर्वक अध्ययन करना चाहिए। पूछताछ में उल्लिखित सभी नियम व शर्तें बोलीदाताओं पर बाध्यकारी होंगी, जब तक कि वे किसी भी बोली को स्वीकार करते समय HOCL द्वारा स्पष्ट रूप से बताई गई किसी भी नियम व शर्त के विपरीत न हों।  
 Bidders should carefully study the documents of this enquiry. All terms and conditions set out there in the enquiry shall be binding on the bidders unless conflicting with any terms and conditions expressly stated by HOCL while accepting any bid, in the event of such acceptance.
3. बोलियां प्राप्त और खोलने की नियत तारीख से न्यूनतम 60 दिनों के लिए वैध होंगी।  
 Bids shall be valid for a minimum of 60 days from the due date for receipt and opening of the bids.
4. उत्पाद का विनिर्देश: प्रस्तावित उत्पाद का विनिर्देश तकनीकी बोली के साथ अपलोड किया जाएगा।  
 Specification of the Product: Specifications offered product shall be uploaded along with technical bid.
5. भुगतान शर्तें होंगी: GeM मानक भुगतान शर्तें।  
 Payment terms shall be: GeM standard Payment terms.
6. यदि एचओसीएल चाहे, तो निविदाकर्ता को अपने कार्यस्थल पर सामग्री के निरीक्षण के लिए सहमत होना होगा। यह निरीक्षण एचओसीएल के प्रतिनिधि, किसी तृतीय पक्ष या संयुक्त रूप से किया जा सकता है।  
 Tenderer should agree for inspection of material at their site, if desired by HOCL. The inspection may be carried out by the representative of HOCL or by a third party or jointly.
7. निविदाकर्ता को बोली में प्रस्तुत सामग्री का जीएसटीन ईएन नंबर एवं एचएसएन कोड अवश्य बताना होगा।  
 The Tenderer must specify their GSTIN No& HSN code of material offered in the BID.
8. सफल निविदाकर्ता, यदि एचओसीएल चाहे, तो देश के संतोषजनक निष्पादन हेतु देश के 21 दिनों के भीतर देश मूल्य के 5% के बराबर राशि सुरक्षा जमा के रूप में जमा करेगा। एचओसीएल द्वारा इस राशि पर कोई ब्याज नहीं दिया जाएगा। यदि लागू हो, तो पक्षकार के लिखित अनुरोध पर 60 दिनों के भीतर सुरक्षा जमा राशि वापस कर दी जाएगी।  
 The successful tenderer shall, if so desired by HOCL, deposit an amount equivalent to 5% of the value of order as security deposit within 21 days of the order towards satisfactory execution of the order. No interest will be paid on this amount by HOCL. SD, if applicable, will be refunded within 60 days against written request from party.

9. 15 दिनों के भीतर डिलीवरी। डिलीवरी का कार्यक्रम HOCL द्वारा दिया जाएगा और आप उस कार्यक्रम के अनुसार आपूर्ति की व्यवस्था करने के लिए जिम्मेदार होंगे। यदि आपूर्तिकर्ता निर्धारित अवधि के भीतर माल की डिलीवरी करने में विफल रहता है, तो HOCL, यदि HOCL चाहे, तो HOCL के विवेकानुसार, आपूर्तिकर्ता के लंबित बिलों या किसी अन्य बिल से प्रति सप्ताह बकाया माल की कीमत का 0.5% जुर्माना वसूलने का अधिकारी होगा, जो अधिकतम 5% तक हो सकता है।

Delivery within 15 days. The delivery schedule shall be given by HOCL and you shall be responsible for arranging supplies as per the schedule. In case the supplier fails to deliver the consignment within the period prescribed, HOCL shall be entitled, if so desired by HOCL, to recover from supplier's pending bills against the order or from any other bills a penalty of 0.5% of the price of the goods in arrears per week at discretion of the HOC subject to maximum of 5%.

10. आपूर्ति के साथ निर्माता का मूल या सत्यापित परीक्षण प्रमाणपत्र, मूल गारंटी प्रमाणपत्र, मूल चित्र आदि, जैसा भी लागू हो प्रदान किया जाएगा।

Manufacturers test certificate in original or attested, guarantee certificates in original, drawings in original etc. as applicable shall be provided along with the supply.

11. निविदाकर्ता, जहाँ भी आवश्यक हो आवश्यक कैटलॉग/ड्राइंग/वस्तुओं के विस्तृत विवरण संलग्न कर सकता है। साथ ही, प्रस्तावित वस्तु का मेक/मॉडल भी स्पष्ट रूप से निर्दिष्ट करें।

Tenderer may attach necessary catalogues/drawings/detailed specifications of the items wherever required. Also clearly specify the make/model of the item offered.

12. सार्वजनिक क्षेत्र के उपक्रमों/लघु उद्योग इकाइयों आदि के लिए क्रय प्राथमिकताएँ, बयाना राशि/स्थायी जमा छूट आदि भारत सरकार के समय-समय पर जारी निर्देशों के अनुसार लागू होंगी। इसके लिए, निविदाकर्ता को अपने प्रस्ताव में ही सहायक दस्तावेजों के साथ अपनी पात्रता का दावा करना होगा।

Purchase preferences, EMD/SD Exemption etc for PSUs/SSI units etc will be applicable as per GOI directives from time to time. For this, the tenderer should claim their eligibility along with the supporting documents in their offer itself.

13. बाली को अस्वीकार करने का अधिकार: एचओसीएल किसी भी बाली को निम्नलिखित कारणों से अस्वीकार करने का अधिकार सुरक्षित रखता है: (क) विक्रेता द्वारा उपररुक्त बाली प्रक्रिया का पालन न करना (ख) विक्रेता का एचओसीएल को तकनीकी रूप से स्वीकार्य न होना (ग) तकनीकी वाणिज्यिक बाली के साथ ईएमडी भुगतान विवरण प्रस्तुत न करना या निर्धारित राशि से कम ईएमडी का भुगतान करना (घ) विक्रेता का निविदा की सामान्य शर्तों से सहमत न होना। (ङ) मांगे गए किसी विशेष दस्तावेज को संलग्न न करना (च) कोई अन्य वैध कारण।

RIGHT TO REJECT A BID: HOCL reserves the right to reject any bid due to reasons such as (a) Vendor not following above bidding procedures (b) Vendor not being technically acceptable to HOCL (c) Non submission of EMD payment details with the techno commercial bid or EMD paid being lesser than the stipulated amount (d) Vendor not agreeing with the general conditions of the tender. (e) Not enclosing any particular documents asked for (f) Any other valid reasons.

14. मूल्य: उद्धृत मूल्य अम्बालामुगल, एर्नाकुलम जिला, केरल राज्य स्थित हमारे कारखाने में डिलीवरी के लिए होगा। विक्रेता द्वारा उद्धृत मूल्य अनुबंध अवधि के दौरान स्थिर रहेगा।

PRICE: The price quoted shall be for delivery at our factory at Ambalamugal, Ernakulam District, Kerala state. The price quoted by the vendor shall remain firm during the period of contract.

15. भारत के साथ भूमि सीमा साझा करने वाले बालीदाता से खरीद पर प्रतिबंध

1. भारत के साथ भूमि सीमा साझा करने वाले किसी भी देश का बालीदाता बाली लगाने के लिए तभी पात्र होगा जब वह उद्योग एवं आंतरिक व्यापार संवर्धन विभाग (DPIIT) में पंजीकृत हो (कृपया कार्यालय ज्ञापन संख्या

6/18/2019-PPD दिनांक 23 जुलाई 2020 देखें) ऐसे बोलीदाताओं को निविदा के साथ पंजीकरण प्रमाणपत्र की वैध प्रति प्रस्तुत करनी होगी। हालाँकि, पंजीकरण की उक्त आवश्यकता उन देशों के बोलीदाताओं पर लागू नहीं होगी जिन्हें भारत सरकार ने ऋण दिया है या जिनमें भारत सरकार परियोजनाओं के विकास में लगी हुई है। बोलीदाता विदेश मंत्रालय की वेबसाइट पर उपलब्ध ऐसे देशों की अद्यतन सूची से स्वयं को अवगत करा सकते हैं।

2. सभी बोलीदाताओं को बोली के साथ अनुलग्नक VI में दिए गए प्रारूप के अनुसार उपरोक्त खंड के संबंध में अनुपालन प्रमाण पत्र प्रस्तुत करना होगा।

Restriction on procurement from Bidder who shares the land border with India

1. Any bidder from a country which shares a land border with India will be eligible to bid, only if the bidder is registered with the Department for promotion of Industry and Internal Trade (DPIIT). (Pl. refer office Memorandum no. 6/18/2019-PPD dated 23rd July 2020) Such bidders should submit the valid copy of registration certificate along with tender. However, the said requirement of registration will not be applicable to bidders from those country to which Govt. of India has extended lines of credit or in which Govt. of India is engaged in development of projects. Bidders may appraise themselves of the updated lists of such countries available in the website of Ministry of External Affairs.
2. All Bidders shall furnish compliance certificate with respect to above clause as per the format in Annexure VI along with the bid

16. विवादों का मध्यस्थता: -

इस निविदा/समझौते/क्रय आदेश/कार्य आदेश से उत्पन्न, इसके अंतर्गत या इससे संबंधित सभी विवादों, मतभेदों, प्रश्नों और दावों का पक्षों के बीच आपसी चर्चा के माध्यम से सौहार्दपूर्ण ढंग से निपटारा किया जाएगा। यदि पक्ष 21 दिनों के भीतर आपसी परामर्श से विवाद को सुलझाने में विफल रहते हैं, तो ऐसे विवाद, मतभेद, प्रश्न या दावे किसी भी पक्ष द्वारा मध्यस्थता के माध्यम से समाधान के लिए भारत अंतर्राष्ट्रीय मध्यस्थता केंद्र या मध्यस्थों के पैनल में से पक्षों द्वारा परस्पर सहमत एकमात्र मध्यस्थ के पास भेजे जाएंगे। मध्यस्थता का पुरस्कार अंतिम होगा और पक्षों पर बाध्यकारी होगा। मध्यस्थता का स्थान कोच्चि, केरल, भारत में होगा और मध्यस्थता की कार्यवाही भारत अंतर्राष्ट्रीय मध्यस्थता केंद्र अधिनियम 2019 / भारतीय मध्यस्थता और सुलह अधिनियम 1996 या वर्तमान में लागू किसी वैधानिक संशोधन या पुनः अधिनियमन के अनुसार कोच्चि, केरल, भारत में आयोजित की जाएगी।

जब अनुबंध विदेशी विक्रेता के साथ होता है, तो विक्रेता के पास भारत अंतर्राष्ट्रीय मध्यस्थता केंद्र अधिनियम 2019 / भारतीय मध्यस्थता और सुलह अधिनियम, 1996 / UNCITRAL (अंतर्राष्ट्रीय व्यापार कानून मध्यस्थता पर संयुक्त राष्ट्र आयोग) मध्यस्थता नियमों के प्रावधानों के अनुसार मध्यस्थता चुनने का विकल्प होता है।

ARBITRATION OF DISPUTES: -

All disputes, differences, questions and claims arising out of, under or touching upon this Tender /Agreement/ Purchase Order/ Work Order shall be settled amicably between the parties through mutual discussion. If the parties fail to resolve the dispute by such mutual consultation within 21 days, then such disputes, difference, questions or claims shall be referred for resolution through arbitration by either of the parties to the India International Arbitration Centre or a Sole Arbitrator mutually agreed upon by the parties from a panel of arbitrators. The award of Arbitration shall be final and binding on the parties. The seat of the Arbitration shall be at Kochi, Kerala, India and the proceedings of the arbitration shall be held at Kochi, Kerala, India in accordance with the India International Arbitration Centre Act 2019 / Indian Arbitration & Conciliation Act 1996 or any statutory modification or re-enactment thereof for the time being in force.

When the contract is with foreign vendor, the vendor has the option to choose arbitration in accordance with the provisions of The India International Arbitration Centre Act 2019 / The Indian Arbitration and Conciliation Act, 1996 / UNCITRAL (United Nations Commission on International Trade Law Arbitration) Arbitration Rules."

17. **क्षेत्राधिकार :-** इस अनुबंध के अंतर्गत या इसके संबंध में उत्पन्न होने वाले सभी प्रश्न, विवाद या मतभेद केवल एर्नाकुलम, केरल, भारत के न्यायालयों के अनन्य क्षेत्राधिकार के अधीन होंगे।

**JURISDICTION:** - All questions, disputes or differences arising under or in connection with this contract shall be subject to the exclusive jurisdiction of the courts in Ernakulam, Kerala, India only.

18. **बोली के सभी पृष्ठों पर हस्ताक्षर और मुहर लगाना:** - विक्रेता को प्रस्तुत बोलियों के सभी पृष्ठों को विधिवत भरना होगा, हस्ताक्षर करना होगा और मुहर लगानी होगी, अन्यथा बोलियां अस्वीकृत कर दी जाएंगी।

**SIGNING AND SEALING ON ALL PAGES OF BID:** - The vendor shall duly fill, sign and seal on all the pages of the bids submitted failing which bids are liable to be rejected.

19. **एमएसएमई व्यवसाय के विकास में सहायता के लिए सामान्य जानकारी :-**

भारत सरकार एमएसएमई व्यवसायों की गुणवत्ता और स्थिरता को बढ़ाने के लिए दृष्टिकोण अवसर प्रदान करती है - जेडईडी प्रमाणन (शून्य दाख शून्य प्रभाव) और एमएसएमई प्रतिस्पर्धी (लीन) योजना - दोनों को उत्पाद की गुणवत्ता में सुधार, प्रतिस्पर्धात्मकता बढ़ाने और सरकारी लाभों तक पहुंच प्रदान करने के लिए डिज़ाइन किया गया है।

पात्र एमएसएमई ऑनलाइन पोर्टल: <https://zed.msme.gov.in/> के माध्यम से आवेदन कर सकते हैं।  
<https://lean.msme.gov.in/> .

**GENERAL INFORMATION TO SUPPORT THE GROWTH OF MSME BUSINESS: -**

" The Government of India offers two excellent opportunities to elevate the quality and sustainability of MSME businesses—the ZED Certification (Zero Defect Zero Effect) and the MSME Competitive (Lean) Scheme—both designed to improve product quality, enhance competitiveness, and provide access to government benefits."

Eligible MSMEs shall apply through online portal: <https://zed.msme.gov.in/> <https://lean.msme.gov.in/>.

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अनुबंध IV-A ANNEXURE IV-A

**वाणिज्यिक शब्द प्रारूप COMMERCIAL TERM FORMAT**

(कृपया नीचे दिए गए विवरण को अपने लेटर हेड में भरें और अपनी बोली के साथ अपलोड करें)  
(Please fill up the details mentioned below in your letter head and upload along with your bid)

<p>जेम पोर्टल के माध्यम से ऑफर के लिए (केवल जेम मानक नियम और शर्तों के अनुसार, कोई विचलन की अनुमति नहीं होगी) FOR OFFERS THROUGH GEM PORTAL (AS PER GEM STANDARD TERMS AND CONDITIONS ONLY, NO DEVIATION WILL BE ALLOWED)</p>	<p>भुगतान की अवधि साइट पर सामग्री की प्राप्ति और स्वीकृति के 10 दिनों के भीतर है PAYMENT TERM IS WITHIN 10 DAYS OF RECEIPT AND ACCEPTANCE OF MATERIAL AT SITE</p> <p>उद्धृत दर में जीएसटी और साइट पर सामग्री पहुंचाने का भाड़ा शुल्क शामिल होना चाहिए RATE QUOTED SHOULD BE INCLUSIVE OF GST AND FREIGHT CHARGES TO DELIVER THE MATERIAL AT SITE</p>
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क्रम संख्या Sl.No	आवश्यक विवरण DETAILS REQUIRED	
1	संगठन का नाम और पता Name and Address of Organization	
2	फोन नंबर Phone No	
3	जीएसटीआईएन GSTIN	
4	पत्राचार के लिए ई-मेल आईडी E-mail id for correspondence	
5	संपर्क व्यक्ति का नाम और मोबाइल नंबर Contact Person Name and Mobile No	
6	क्या एमएसएमई/एनएसआईसी के साथ पंजीकृत हैं (यदि हां तो कृपया दस्तावेजी प्रमाण संलग्न करें): Whether registered with MSME/NSIC (If so, pl. enclose documentary proof):	
7	क्या प्रस्तावित वस्तु का निर्माता Whether manufacturer of offered item	<input type="radio"/> हाँ Yes <input type="radio"/> नहीं No
8	ऑफर की वैधता Validity of offer	
9	वितरण अवधि Delivery period	
10	आपूर्ति के साथ प्रदान किए गए प्रमाण पत्र, यदि कोई हो Certificates provided along with supply, if any	<input type="radio"/> हाँ Yes <input type="radio"/> नहीं No
11	विनिर्देश में विचलन, यदि कोई हो Deviation in specification, if any	

मैं/हम यहां पुष्टि करते हैं कि मुझे/हमें अतीत में किसी भी सार्वजनिक क्षेत्र के उपक्रम/सरकारी संगठन द्वारा काली सूची में नहीं डाला गया है।

I/We here by confirm that, I/We have not been blacklisted in the past by any Public Sector Undertakings/ Government organizations.

हस्ताक्षर और मुहर Signature and Stamp

अनुबंध IV – बी ANNEXURE IV – B

(कृपया इस शीट को भरें और वाणिज्यिक/तकनीकी बोली में जमा करें)  
(KINDLY FILL THIS SHEET AND SUBMIT IN -COMMERCIAL/TECHNICAL BID)

बोलीदाता का नाम Name of Bidder: .....		
क्रम संख्या Sl. No.	वाणिज्यिक खंड Commercial Clauses	बोलीदाता की पुष्टि (कृपया अपनी पुष्टि का आगमन लगायें) Bidder Confirmation (Please put ✓ in front of your confirmation)
1	क्या बोलीदाता (स्वामित्व संस्था, साझादारी फर्म, कंपनी) वर्तमान में अवकाश सूची/काली सूची/डी-लिस्ट में है या किसी सार्वजनिक क्षेत्र का उपक्रम/सरकारी संगठन में अवकाश सूची/काली सूची/डी-लिस्ट में रखा गया है। यदि हाँ, तो विवरण दें। Whether bidder (a proprietary concern, Partnership Firm, Company) is currently on holiday list/black list/de-listed or has been put on holiday/blacklisted/de-listed at any PSU/govt. Organization. If so, give details.	<input type="checkbox"/> हाँ, हम अवकाश सूची/काली सूची/डी-सूची में हैं Yes, We are on holiday List/Black List/De-List <input type="checkbox"/> नहीं No
2i	क्या पार्टी सूक्ष्म/लघु/मध्यम उद्यम अधिनियम 2006 का अंतर्गत पंजीकृत है (कृपया प्रमाण प्रस्तुत करें) Whether the party is registered under Micro/Small/Medium Enterprises act 2006 (Please furnish the proof)	<input type="checkbox"/> सूक्ष्म Micro <input type="checkbox"/> मध्यम Medium <input type="checkbox"/> छोटा Small <input type="checkbox"/> नहीं No
2-ii	एमएसई बोलीदाता की स्थिति Status of MSE Bidder	<input type="checkbox"/> निर्माता Manufacturer <input type="checkbox"/> सवाएँ Services <input type="checkbox"/> लागू नहीं Not Applicable
2-iii	क्या एमएसई बोलीदाता स्वयं द्वारा निर्मित उत्पाद की पेशकश कर रहा है? Whether MSE bidder is offering product manufactured by him/her	<input type="checkbox"/> हाँ Yes <input type="checkbox"/> नहीं No
3i	सभी एमएसई बोलीदाताओं को सीपीपी पोर्टल पर अपना यूएम नंबर पंजीकृत/घोषित करना होगा और इस पंजीकरण/घोषणा की प्रति प्रस्ताव के साथ संलग्न करनी होगी; ऐसा न करना पर एमएसई बोलीदाता एमएसएमई आदेश, 2012 के लिए पीपी नीति के अनुसार लाभ नहीं उठा पाएंगे। <u>एसएसआई/एमएसएमई/एनएसआईसी/यूएम/डीआईसी पंजीकरण प्रमाणपत्र</u> All MSE bidders shall register / declare their UAM Number on CPP Portal and copy of this registration / declaration shall be attached with the offer; failing which such bidders will not be able to enjoy benefits as per PP Policy for MSME order, 2012. <u>SSI/MSME/NSIC/UAM /DIC registration certificate</u>	<input type="checkbox"/> यूएम नंबर का उल्लेख करें Mention UAM Number ..... <input type="checkbox"/> लागू नहीं Not Applicable
3-ii	खंड संख्या 3i का विरुद्ध वैध दस्तावेज प्रस्तुत किया गया Submitted valid document against clause no 3i	<input type="checkbox"/> प्रस्तुत Submitted <input type="checkbox"/> लागू नहीं Not Applicable

4i	क्या "एमएसएमई" उद्यम का स्वामी एससी/ एसटी वर्ग से है (कृपया सक्षम प्राधिकारी द्वारा जारी जाति प्रमाण पत्र संलग्न करें) Whether the proprietor of "MSME" enterprise is from SC/ST category (Please attach caste certificate issued by competent authority)	<input type="checkbox"/> हाँ Yes <input type="checkbox"/> नहीं No
4ii	क्या "एमएसएमई" उद्यम की मालिक महिला है (अर्थात महिला स्वामित्व, या साझेदारी/निजी लिमिटेड कंपनियों के मामले में न्यूनतम 51% शेयर धारक) Whether the proprietor of "MSME" enterprise is woman (i.e. Woman proprietorship, or holding minimum 51% shares in case of Partnership/Private Limited Companies)	<input type="checkbox"/> हाँ Yes <input type="checkbox"/> नहीं No
4iii	खंड संख्या 4ii के विरुद्ध प्रस्तुत प्रमाण पत्र Submitted certificate against clause no 4ii	<input type="checkbox"/> प्रस्तुत Submitted <input type="checkbox"/> लागू नहीं Not Applicable
5	<p>पूछताछ के सभी नियमों और शर्तों से सहमत: इसके द्वारा यह कहा जाता है कि प्रस्तुत उद्धरण/प्रस्ताव जांच के विरुद्ध जारी किए गए दस्तावेजों के पूर्ण अनुपालन में है और यह भी पुष्टि की जाती है कि जांच के अनुसार सभी नियमों और शर्तों से कोई विचलन नहीं है। जांच दस्तावेजों में उल्लिखित एचओसीएल के मानक नियमों और शर्तों का अस्वीकार करने या उनसे विचलन करने पर प्रस्ताव का अस्वीकार किया जा सकता है, स्पष्टीकरण के लिए कोई पत्राचार नहीं किया जाएगा।</p> <p>AGREED TO ALL TERMS AND CONDITIONS OF ENQUIRY: It is hereby stated that the quotation/offer submitted is in full compliance with the documents issued against the enquiry and also further confirmed that there is no deviation from all the terms and conditions as per the enquiry. Non-acceptance or deviation to HOCL's standard terms and conditions mentioned in enquiry documents may lead to rejection of offer, no correspondence shall be done for clarifications</p>	<input type="checkbox"/> सहमत Agreed <input type="checkbox"/> सहमत नहीं Not Agreed
<p>दिनांक DATE: <span style="float: right;">बिदाता के हस्ताक्षर और मुहर SIGN AND STAMP OF BIDDER</span></p>		

अनुबंध-V ANNEXURE-V

**बोली सुरक्षा घोषणा**  
**BID SECURITY DECLARATION**

निविदा संख्या \_\_\_\_\_ के विरुद्ध बोली के साथ प्रस्तुत किया जाने वाला अनुलग्नक

ANNEXURE TO BE SUBMITTED ALONG WITH THE BID AGAINST TENDER NO \_\_\_\_\_

मैं/हम .....एतद्वारा

घोषणा करता/करती हूँ कि:

I/We.....hereby declare that:

1. मैं निर्धारित अवधि/वैधता अवधि के भीतर निविदा को रद्द नहीं करूंगा या उद्धृत दरों में वृद्धि नहीं करूंगा।  
I will not revoke the tender within the stipulated period/ validity period OR increase the quoted rates.
2. क्रय आदेश प्राप्त होने पर मैं काम शुरू कर दूंगा।  
I will commence the work on receipt of Purchase Order.
3. मैं निविदा की वैधता अवधि के दौरान निविदा को वापस नहीं लूंगा, उसमें संशोधन नहीं करूंगा, या किसी भी प्रकार से निविदा को क्षति नहीं पहुंचाऊंगा या उसका मूल्य कम नहीं करूंगा।  
I will not withdraw or amend the tender or impair or derogate from the tender in any respect within the period of validity of the tender.
4. मैं निर्दिष्ट अवधि के भीतर आवश्यक निष्पादन सुरक्षा प्रस्तुत करूंगा।  
I will furnish the required performance security within the specified period.

**बोली लगाने वाले का नाम और पता**  
**NAME AND ADDRESS OF THE BIDDER**

**जगह PLACE:**

**तारीख DATE:**

**बोली लगाने वाले के हस्ताक्षर और मुहर**  
**SIGNATURE AND STAMP OF THE BIDDER**

**भारत के साथ भूमि सीमा साझा करने वाले देशों के विक्रेताओं का डीपीआईआईटी के साथ अनिवार्य पंजीकरण संबंधी****धारा का अनुपालन****COMPLIANCE TO CLAUSE W.R.T MANADATORY REGISTRATION OF VENDORS FROM COUNTRIES SHARING LAND BORDER WITH INDIA, WITH DPIIT**

तारीख: Date:

**जिस किसी को भी इससे सरोकार हो****TO WHOMSOEVER IT MAY CONCERNS**

भारत के साथ भूमि सीमा साझा करने वाले देश के बोलीदाता से खरीद पर प्रतिबंध शीर्षक वाला खंड पढ़ा है।

"I have read The clause titled restrictions on procurement from a bidder of a country which shares a land border with India.

मैं प्रमाणित करता/करती हूँ कि मेसर्स ..... ( बोलीदाता का नाम) ऐसे देश से नहीं है

I certify that M/s.....(Name Bidder) is not from such a country

या | Or

मैं एतद्वारा प्रमाणित करता/करती हूँ कि मेसर्स ..... ( बोलीदाता का नाम) उस देश से है जिसकी सीमा भारत के साथ लगती है और वह इस संबंध में सभी □ वश्यकताओं को पूरा करता है तथा विचार किए जाने के योग्य है। इसके साथ वैध पंजीकरण प्रमाणपत्र संलग्न है।

I hereby certify that M/s. ....(name of Bidder) is from a country which shares land border with India and fulfills all requirements in this regard and is eligible to be considered. Enclosed herewith Valid Registration Certificate

या | Or

मैं एतद्वारा प्रमाणित करता/करती हूँ कि मेसर्स ..... (बोलीदाता का नाम) ऐसे देश से हैं जिसकी सीमा भारत के साथ लगती है। हालाँकि, पंजीकरण की यह □ वश्यकता उन बोलीदाताओं पर लागू नहीं होगी जिन्हें भारत सरकार ने ऋण दिया है या जहाँ भारत सरकार परियोजनाओं के विकास में लगी हुई है। इस संबंध में दस्तावेज़ी साक्ष्य संलग्न हैं।

I hereby certify that M/s..... (Name of Bidder) is from such a country which shares land border with India, however the said requirement of registration will not be applicable to bidders as Govt. of India has extended lines of credit or in which Govt. of India is engaged in development of projects. Enclosed herewith documentary evidence in this regard

हम पुष्टि करते हैं कि यदि यह सिद्ध हो जाता है कि इस अनुबंध के लिए प्रतिस्पर्धा करते समय हमने उपरोक्त खंड के अनुसरण में कोई गलत जानकारी प्रदान की है तो हमारी बोली अस्वीकार कर दी जाएगी।

We confirm that if it is established that we have provided any false information in pursuance to above clause, while competing for this contract then our Bid shall be rejected.

हम पुष्टि करते हैं कि यदि यह सिद्ध हो जाता है कि इस अनुबंध के लिए प्रतिस्पर्धा करते समय हमने उपरोक्त खंड के अनुसरण में कोई गलत जानकारी प्रदान की है तो हमारी बोली अस्वीकार कर दी जाएगी।

We further confirm that, if it is established that we have not complied with terms of aforesaid clause, during execution of contract, this would be a sufficient ground for immediate termination of the contract as per tender provision and shall be dealt accordingly

**बोली लगाने वाले का नाम Name of the Bidder**

**बोली लगाने वाले की मुहर और हस्ताक्षर Stamp & Signature of the Bidder**