



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2023/B/3140243  
Dated/दिनांक : 16-02-2023

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	27-02-2023 18:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	27-02-2023 18:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Education
Department Name/विभाग का नाम	Department Of Higher Education
Organisation Name/संगठन का नाम	Indian Institute Of Technology Kanpur
Office Name/कार्यालय का नाम	Kanpur
Total Quantity/कुल मात्रा	24
Item Category/मद केटेगरी	Executive Computer Table (Q3) , Revolving Chair (Version 2) (Q3) , Executive Table (Q3) , Centre Table (Q3) , Sofas (Version 2) (Q3)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	6 Lakh (s)
OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)	12 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	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover	Yes

**Bid Details/बिड विवरण**

<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,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
<b>Past Performance/विगत प्रदर्शन</b>	80 %
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Primary product category</b>	Sofas (Version 2)
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation

**EMD Detail/ईएमडी विवरण**

Required	No
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**ePBG Detail/ईपीबीजी विवरण**

Required	No
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**Splitting/विभाजन**

Bid splitting not applied.

**MII Purchase Preference/एमआईआई खरीद वरीयता**

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

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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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.

7. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 80% 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.

### Executive Computer Table ( 4 pieces )

Brand Type/ब्रांड का प्रकार	Registered Brand
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### 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
GENERIC	<b>Type of Computer Table</b>	Computer table with key board drawer and table top
	<b>Construction of Computer/Printer Table</b>	Gable end and modesty panel
FINISHING AND PACKING	<b>Colour of Top</b>	oak

<b>Specification</b>	<b>Specification Name/विशिष्टि का नाम</b>	<b>Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य</b>
MATERIAL	<b>Material of table top,keyboard and drawer</b>	Three layer prelaminated particle board(Wood Product) of grade II type II of IS 12823/Latest
	<b>Gable end and Modesty panel material</b>	Three Layer prelaminated particles board(wood product) of grade II type III of IS 12823/Latest
	<b>Leg Material</b>	NO LEGS
DIMENSION	<b>Table top thickness ±2mm</b>	19.0
	<b>Thickness of gable end and modesty panel ±2mm</b>	12
	<b>Dimension of leg(mmXmm) ±5mm</b>	No legs
	<b>Length of table in mm (±15 mm)</b>	1200.0
	<b>Depth of table in mm (±10mm)</b>	610.0
	<b>Height of table in mm (±10mm)</b>	760.0
KEYBOARD TRAY	<b>Type of keyboard tray</b>	Prelaminated particle board keyboard tray
FOOTREST	<b>Material of footrest</b>	No footrest
	<b>Material thickness of footrest ±2mm</b>	No footrest
WARRANTY	<b>Warranty period in number of years</b>	1, 2, 3, 4, 5 Or higher
CERTIFICATION	<b>Product having BIFMA certification</b>	NO
	<b>OEM of offered product is ISO 9001:2015 certified</b>	YES
	<b>OEM of offered product is ISO 14001:2015 certified</b>	YES
	<b>OEM of offered product is ISO 18001:2007/45001:2018certified</b>	YES

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Manoj Kumar Duklan	208016, Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	4	30

### Revolving Chair (Version 2) ( 14 pieces )

Brand Type/ब्रांड का प्रकार	Registered Brand
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### 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>Chair mechanism</b>	Knee tilt Synchronic mechanism
	<b>Type of locking</b>	4-Position Locking
	<b>Number of arm movement</b>	2 (Up and Down)
MATERIAL	<b>Pedestal Base</b>	Glass Fiber Nylon
	<b>Armrest Material</b>	Polypropylene
	<b>Seat material</b>	Pressed and moulded with PU foam
	<b>Backrest is made of</b>	One piece injection moulded frame
	<b>Density of PU foam used in seat KG per Cu Meter (± 3)</b>	55
	<b>Density of PU foam used in backrest in KG per Cu Meter (±3)</b>	N.A
	<b>Backrest upholstered with</b>	Mesh Fabric
	<b>Seat upholstered with</b>	100% polyester fabric
	<b>GSM/Thickness of fabric ±5%(Gram/Square meter)</b>	250 gram
DIMENSION	<b>Overall width (±10 mm)</b>	750 mm
	<b>Backrest Height ±15 mm</b>	550 mm
	<b>Backrest Width ±10 mm</b>	440 mm
	<b>Seat Height ±10 mm</b>	440 mm
	<b>Seat Width ±10 mm</b>	460 mm
	<b>Seat Depth ±10 mm</b>	480 mm

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Thickness of MS Plate Joining the under structure with Seat	3 mm
	Thickness of Plywood used in Seat $\pm 1$ (mm)	12 mm
	Thickness of Plywood used in Backrest $\pm 1$ (mm)	N.A
	Pedestal Size (Diameter in mm) $\pm 10$ mm	650 mm
	Thickness of Polyurethane Foam Used in Seat in mm ( $\pm 2$ mm)	45 mm
	Thickness of Polyurethane Foam Used in Backrest in mm( $\pm 2$ mm)	N.A
WARRANTY	Warranty period in number of years	1-year

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Manoj Kumar Duklan	208016,Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	14	30

**Executive Table ( 1 pieces )**

Brand Type/ब्रांड का प्रकार	Registered Brand
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**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
MATERIAL	<b>Table top Material</b>	Three layer prelaminated particle board(Wood Product) of grade II type II of IS 12823/Latest
	<b>Gable end and modesty panel material</b>	Three Layer prelaminated particles board(wood product) of grade II type III of IS 12823/Latest
	<b>Leg Material</b>	NO LEGS
GENERIC	<b>Mode of supply</b>	Knocked Down To Be Assembled At Consignee Site By The Seller
	<b>Storage provided</b>	One side
	<b>Keyboard tray</b>	Not provided
	<b>Foot rest</b>	Not Provided
DIMENSION	<b>Thickness of table top <math>\pm 2</math> mm</b>	25.0
	<b>Length of table top <math>\pm 10</math> mm</b>	1800.0
	<b>Depth of table <math>\pm 10</math> mm</b>	900.0
	<b>Height of table <math>\pm 10</math> mm</b>	750.0
	<b>Dimension of leg(mmXmm) <math>\pm 5</math>mm</b>	No legs
STORAGE UNIT	<b>Number of Storage unit provided</b>	Single storage
FOOTREST	<b>Material thickness of footrest <math>\pm 2</math>mm</b>	N.A
WARRANTY	<b>Warrantee period in number of years</b>	1
CERTIFICATION	<b>Product having BIFMA certification</b>	NO
	<b>OEM of offered product is ISO 9001:2015 certified</b>	YES
	<b>OEM of offered product is ISO 14001:2015 certified</b>	YES
	<b>OEM of offered product is ISO 18001:2007 certified</b>	YES

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Manoj Kumar Duklan	208016,Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	1	30

### Centre Table ( 1 pieces )

Brand Type/ब्रांड का प्रकार	Registered Brand
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### 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
GENERIC	Number of storage under top	Single storage in bottom portion
MATERIAL	Top material	Tempered glass
	Frame material	Other wood
DIMENSION & THICKNESS	Dimension of Top (Length X Breadth, or Diameter) $\pm 20\text{mm}$	1000mmX650mm
	Height of centre table $\pm 10\text{ mm}$	430.0
	Thickness of top material (+/-2 mm)	10.0
	Thickness of frame material (+/- 1 mm)	0.0
WARRANTY	Warranty period in number of years	1

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	Manoj Kumar Duklan	208016, Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	1	30

### Sofas (Version 2) ( 2 pieces )

Brand Type/ब्रांड का प्रकार	Registered Brand
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### 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
GENERIC	<b>Total Number of Seats in the Sofa Set</b>	1
	<b>Number of Single Seater Units (Nos)</b>	1
	<b>Number of Two Seater Units (Nos)</b>	No Two Seater Unit
	<b>Number of Three Seater Units (Nos)</b>	No Three Seater Unit
	<b>Number of Four Seater Units (Nos)</b>	No Four Seater Unit
	<b>Frame Covering</b>	Fully Upholstered
	<b>Sofa Set is Foldable to use as bed</b>	No
	<b>Backrest Cushion Material</b>	Foam
	<b>Density of Cushion of Backrest Material (Kg/Cubic M)</b>	32
	<b>Covering Material for Seat and Backrest</b>	Leatherite
MATERIAL	<b>Frame Structure Material and size (±1 mm)</b>	18 mm thick Teak Plywood
	<b>Seat Cushion Material</b>	Foam
	<b>Density of Cushion of Seat Material ±3 (Kg/Cubic M)</b>	30
	<b>Type of Spring in the Base / Seating</b>	Web suspension
DIMENSION	<b>Length of Single Seater Units in mm (±5 mm)</b>	800

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Length of Two Seater Units in mm ( $\pm 10$ mm)	N.A
	Length of Three Seater Units in mm ( $\pm 10$ mm)	N.A
	Length of Four Seater Units in mm ( $\pm 10$ mm)	N.A
	Depth of Sofa Units in mm ( $\pm 10$ mm)	550
	Sofa Height (Without Back Cushion) $\pm 5$ (mm)	400.0
	Sofa Height (With Back Cushion) $\pm 5$ mm	765.0
	Seat Cushion Length $\pm 5$ (mm)	415
	Seat Cushion Width $\pm 5$ (mm)	530
	Seat Cushion Thickness $\pm 3$ (mm)	100
	Backrest Cushion Length $\pm 5$ (mm)	855
	Backrest Cushion Width $\pm 5$ (mm)	335
WARRANTY	Warranty	1 - Year

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Manoj Kumar Duklan	208016, Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	2	30

**Sofas (Version 2) ( 1 pieces )**

Brand Type/ब्रांड का प्रकार	Registered Brand
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**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
GENERIC	<b>Total Number of Seats in the Sofa Set</b>	3
	<b>Number of Single Seater Units (Nos)</b>	No Single Seater Unit
	<b>Number of Two Seater Units (Nos)</b>	No Two Seater Unit
	<b>Number of Three Seater Units (Nos)</b>	1
	<b>Number of Four Seater Units (Nos)</b>	No Four Seater Unit
	<b>Frame Covering</b>	Fully Upholstered
	<b>Sofa Set is Foldable to use as bed</b>	No
	<b>Backrest Cushion Material</b>	Foam
	<b>Density of Cushion of Backrest Material (Kg/Cubic M)</b>	32
	<b>Covering Material for Seat and Backrest</b>	Leatherite
MATERIAL	<b>Frame Structure Material and size (±1 mm)</b>	18 mm thick Teak Plywood
	<b>Seat Cushion Material</b>	Foam
	<b>Density of Cushion of Seat Material ±3 (Kg/Cubic M)</b>	30
	<b>Type of Spring in the Base / Seating</b>	Web suspension
DIMENSION	<b>Length of Single Seater Units in mm (±5 mm)</b>	N.A
	<b>Length of Two Seater Units in mm (±10 mm)</b>	N.A
	<b>Length of Three Seater Units in mm (±10 mm)</b>	1710
	<b>Length of Four Seater Units in mm (±10 mm)</b>	N.A
	<b>Depth of Sofa Units in mm (±10 mm)</b>	550

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Sofa Height (Without Back Cushion) ±5 (mm)	400.0
	Sofa Height (With Back Cushion) ±5 mm	765.0
	Seat Cushion Length ±5 (mm)	640
	Seat Cushion Width ±5 (mm)	530
	Seat Cushion Thickness ±3 (mm)	100
	Backrest Cushion Length ±5 (mm)	1050
	Backrest Cushion Width ±5 (mm)	335
WARRANTY	Warranty	1 - Year

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	Manoj Kumar Duklan	208016, Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	1	30

### Revolving Chair (Version 2) ( 1 pieces )

Brand Type/ब्रांड का प्रकार	Registered Brand
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### 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
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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Chair mechanism	Synchronic tilt mechanism
	Type of locking	Tilt limiter
	Number of arm movement	4 (UP and Down, Front and Back)
MATERIAL	Pedestal Base	Aluminium die cast
	Armrest Material	Polypropylene
	Seat material	Injection moulded 1 piece
	Backrest is made of	One piece injection moulded frame
	Density of PU foam used in seat KG per Cu Meter ( $\pm 3$ )	45
	Density of PU foam used in backrest in KG per Cu Meter ( $\pm 3$ )	N.A
	Backrest upholstered with	Mesh Fabric
	Seat upholstered with	100% polyester fabric
	GSM/Thickness of fabric $\pm 5\%$ (Gram/Square meter)	220 gram
	DIMENSION	Overall width ( $\pm 10$ mm)
Backrest Height $\pm 15$ mm		600 mm
Backrest Width $\pm 10$ mm		440 mm
Seat Height $\pm 10$ mm		440 mm
Seat Width $\pm 10$ mm		500 mm
Seat Depth $\pm 10$ mm		480 mm
Thickness of MS Plate Joining the under structure with Seat		5 mm
Thickness of Plywood used in Seat $\pm 1$ (mm)		N.A
Thickness of Plywood used in Backrest $\pm 1$ (mm)		N.A
Pedestal Size (Diameter in mm) $\pm 10$ mm		650 mm
Thickness of Polyurethane Foam Used in Seat in mm ( $\pm 2$ mm)		50 mm
Thickness of Polyurethane Foam Used in Backrest in mm( $\pm 2$ mm)		N.A
WARRANTY	Warranty period in number of years	1-year

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथा Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Manoj Kumar Duklan	208016,Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	1	30

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें****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 by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

**2. 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 %.

**3. Generic**

Bidders shall quote only those products (Part of Service delivery) in the bid which are not obsolete in the market and has at least 2 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

**4. 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.

**5. 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 / Public Listed Company for 3 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.

**6. 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.

**7. Generic**

Installation, Commissioning, Testing, Configuration, Training (if any - which ever is applicable as per scope of supply) is to be carried out by OEM / OEM Certified resource or OEM authorised Reseller.

**8. 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

**9. Generic**

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

**10. Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

**11. 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.

**12. 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.

**13. Scope of Supply**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing Commissioning of Goods and Training of operators and providing Statutory Clearances required (if any)

**14. 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.

15. **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.

16. **OEM**

IMPORTED PRODUCTS: In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.

17. **Service & Support**

Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

18. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

19. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

20. **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.

21. **Certificates**

ISO 9001: The bidder or the OEM of the offered products must have ISO 9001 certification.

22. **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.

23. **Warranty**

Warranty period of the supplied products shall be as given in specifications from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

24. **Financial Criteria**

**NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.



## 25. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1. Upload Manufacturer authorization: OEM Authorization letter to authorized reseller /contractor is mandatory to be submit along the bid for technical evaluation process.
2. OEM - Line diagram / Product Specification sheet (Detailed line diagram need to be attached for products with material and manufacturing description) is mandatory of all the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers will match and verify the line diagram with the product specifications asked in bid. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.
3. Test reports for all the products offered by bidder matching with line diagram and specifications as asked by bidder for offered product is mandatory to enclosed for technical evaluation process, any deviation will not be considered.
4. Product specific Certifications required for chairs (GRIHA, GREEN PRO, U/L GREENGUARD, BIFMA LEVEL-2, SCS GLOBAL-Indoor Advantage GOLD). OEM certifications required: - AIOTA, ISO 45001 - 50001 - 9001 - 14001, 13485) to be enclosed in bid while participating which are offered by the seller against the bid. Buyer can cross verify the same on internet. In case of any deviation found, the offer is liable for rejection.
5. Bidder should upload catalogues for all products quoted with proper highlighting of the products in catalogue.
6. Warranty / Guarantee for minimum 1 years to be declared by OEM (Original Equipment Manufacturer) / bidder from the date of installation. The Warranty / Guarantee must cover all parts of the equipment. Undertaking to be attached on OEM letter head during technical evaluation and failing in same may cause rejection in participation of bidder.
7. Details of after sale service support should be provided which will include the followings in state to be enclosed in bid, details required from OEM side.
  - (a) Corresponding address of service centre
  - (b) Telephone No.(Office)
  - (c) Name of Authorized Service Engineers along with mobile number & e-mail address.
8. 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 3 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.
9. For all goods, the price should be on F.O.R. inclusive of all levies and duties wherever applicable which should be indicated clearly. The rates of GST should be clearly indicated along with HSN code wherever chargeable
10. Dedicated / toll Free Telephone No. for Service Support: BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
11. Escalation Matrix for Service Support: Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
12. The office reserves the right to cancel/reject the bidder offer if the bidder doesn't upload any of the

certificates / documents sought in the Bid, as asked in terms and condition - ATC and Corrigendum if any.

## **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---**