

Bid Document

Bid Details	
Bid End Date/Time	08-10-2022 20:00:00
Bid Opening Date/Time	08-10-2022 20:30:00
Bid Offer Validity (From End Date)	60 (Days)
Ministry/State Name	Maharashtra
Department Name	Rural Development And Panchayat Raj Department Maharashtra
Organisation Name	N/a
Office Name	Finance Department
Total Quantity	8000
Item Category	Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064 (Q4)
Minimum Average Annual Turnover of the bidder (For 3 Years)	10 Lakh (s)
OEM Average Turnover (Last 3 Years)	25 Lakh (s)
Years of Past Experience Required for same/similar service	2 Year (s)
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	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
Past Performance	50 %
Bid to RA enabled	No
Primary product category	Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064
Time allowed for Technical Clarifications during technical evaluation	2 Days
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
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Required	No
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Splitting

Bid splitting not applied.

MSE Purchase Preference

MSE Purchase Preference	No
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MII Purchase Preference

MII Purchase Preference	No
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1. 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.
2. 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.
3. 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.
4. 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.
5. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 50% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064 (5000 set)

Brand Type	Registered Brand
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Technical Specifications

* As per GeM Category Specification

Specification	Specification Name	Bid Requirement (Allowed Values)
Certification	Conformity to Indian Standard IS 12766:Latest for Computer Paper	Yes
	ISI Marked for computer paper	No
Type	Computer Paper	Without carbon
	Printing on computer paper	Without
	Logo and Text as specified by Buyer	NA
Dimension	Dimension of the Paper (W X L) (Tolerance as per IS: 1064) (mm x mm)	381 X 305
	GSM (GSM)	70, 80 Or higher
	Designation	1 Part
General Properties	Number of colour for printing	Blank
Physical Characteristics	Brightness (%)	85.0 - 85.0 Or higher
	Tensile Index MD (Nm/g)	25
	Tensile Index CD (Nm/g)	25
	Opacity (%)	88
	Burst Index (kPa.m2/g)	1.9
	Tear Index(Avg) (mN.m2/g)	6.5
	Cobb Test (g/msup2;)	24.25
	Ash (%)	19
	Smoothness (sec/50ml)	90
	Moisture (%)	4
	Bulk (cc/gm)	1.2
Packing	Number of Sheets/Sets	1P per 1000 sheets (accounting unit: 1000 sheets)

Additional Specification Parameters - Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064 (5000 set)

Specification Parameter Name	Bid Requirement (Allowed Values)
Copier plain pape	Copier plain paper size210mm X 297mm Colo - Off White

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

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Ashwini Vijay Jamale	416416, FINANCE DEPT MAEN ZILLHA PARISHAD, CENTRAL ADMINISTRATIVE BUILDING, SANGLI MIRAJ ROAD, PUSHRAJ CHOUK, SANGLI	5000	15

Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064 (3000 set)

Brand Type	Registered Brand
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Technical Specifications

* As per GeM Category Specification

Specification	Specification Name	Bid Requirement (Allowed Values)
Certification	Conformity to Indian Standard IS 12766: Latest for Computer Paper	Yes
	ISI Marked for computer paper	No
Type	Computer Paper	Without carbon
	Printing on computer paper	Without
	Logo and Text as specified by Buyer	NA
Dimension	Dimension of the Paper (W X L) (Tolerance as per IS: 1064) (mm x mm)	229 X 279
	GSM (GSM)	70, 80 Or higher
	Designation	1 Part
General Properties	Number of colour for printing	1
Physical Characteristics	Brightness (%)	70.0 - 85.0 Or higher
	Tensile Index MD (Nm/g)	25
	Tensile Index CD (Nm/g)	17
	Opacity (%)	80
	Burst Index (kPa.m ² /g)	1.2
	Tear Index (Avg) (mN.m ² /g)	5
	Cobb Test (g/msup2;)	15
	Ash (%)	10
	Smoothness (sec/50ml)	30

Specification	Specification Name	Bid Requirement (Allowed Values)
Packing	Moisture (%)	4
	Bulk (cc/gm)	1.2
	Number of Sheets/Sets	1P per 1000 sheets (accounting unit: 1000 sheets)

Additional Specification Parameters - Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064 (3000 set)

Specification Parameter Name	Bid Requirement (Allowed Values)
Copier plain paper	Copier plain paper size 297mm X 420mm Color - Off White

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

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Ashwini Vijay Jamale	416416, FINANCE DEPTMAEN ZILLHA PARISHAD, CENTRAL ADMINISTRATIVE BUILDING, SANGLI MIRAJ ROAD, PUSHPRAJ CHOUK, SANGLI	3000	15

Special terms and conditions-Version:1 effective from 04-05-2020 for category Computer Paper-IS 12766, IS 9055, IS 1060, IS 1064

1. Accounting Unit and Composition of the item shall be as under:

- | | |
|------------------------|---|
| No. of parts | Accounting Unit |
| a) 1 P per 1000 sheets | 1000 sheets |
| b) 2 P per 1000 sets | 2000 sheets interleaved with 1000 carbons |
| c) 3 P per 1000 sheets | 3000 sheets interleaved with 2000 carbons |
| d) 4 P per 1000 sheets | 4000 sheets interleaved with 3000 carbons |

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 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. Scope of Supply

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

3. 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.

4. 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.

5. 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.

6. Service & Support

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

7. Service & Support

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

8. Warranty

Timely Servicing / rectification of defects during warranty period: After having been notified of the defects / service requirement during warranty period, Seller has to complete the required Service / Rectification within 3 days time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.5% of Unit Price of the product shall be charged as penalty for each week of delay from the seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG). Cumulative Penalty cannot exceed more than 10% of the total contract value after which the Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG. Seller shall be liable to re-imburse the cost of such service / rectification to the Buyer.

9. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1. Any type of transport fare, loading unloading charges and zakat will not be paid by this office.

2. Supply is to be made within 15 days from receipt of order. The final authority regarding extension in exceptional circumstances rests with Hon'ble Chief Executive officer.
3. If the ordered work is not complete within prescribed time or is incomplete, a penalty of half % of the ordered account per week will be levied. The penalty shall be a maximum of 5 percent of the amount of work. Apart from this, Hon'ble Chief Executive Officer reserves the right to reconsider the penalty amount and increase it in case of undue delay.
4. The amount of payment shall not be paid to the monopolist unless the said A-4 paper and legal paper are inspected by the concerned government and semi government authorities and the certificate is received by this office.
5. Government deductions (taxes, fines if any) required as per rules while making the payment amount of fine etc. will be done.
6. If any defect is found in the said material, Hon Chief Exicutive Officer shall have full right to pass or withhold the said payment amount.
7. An amount of 3% of the supply order amount will be retained from the payment in the form of secured deposit.
8. In case of judicial dispute, its jurisdiction shall be Sangli district. Similarly, if changes are made as per instructions and government decisions issued from time to time, action will be taken accordingly.
9. The undersigned reserves the right to cancel the supply order in case of non compliance with the above terms and conditions.
10. As soon as the supply order received, the contract is to be signed on stamp paper immediately

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. 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 incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. 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. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.