

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	13-04-2026 15:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	13-04-2026 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/ Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/ Ministry/State Name	Ministry Of Heavy Industries And Public Enterprises
विभाग का नाम/ Department Name	Department Of Heavy Industry
संगठन का नाम/ Organisation Name	Cement Corporation Of India Limited (cci)
कार्यालय का नाम/ Office Name	Rajban Cement Factory
वस्तु श्रेणी / Item Category	Custom Bid for Services - Tender for Annual Rate Contract refilling and supply of printer cartridges at CCI Rajban
समान श्रेणी/ Similar Category	<ul style="list-style-type: none"> Customized AMC/CMC for Pre-owned Products
अनुबंध अवधि / Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)	2 Lakh (s)
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 Partial Experience - 2 year (s)
वर्षों के अनुभव के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Years Of Experience	Yes Partial Experience - 2 year (s)
विक्रेता से मांगे गए दस्तावेज़/ Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested ATC),Additional Doc 1 (Requested in ATC),Additional Doc (Requested in ATC) *In case any bidder is seeking exemption from Experience Criteria, the supporting documents to prove his eligibility 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 rep during the tender/bid process will also be displayed to other participated bidders after log in)

बिड विवरण/Bid Details	
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
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	5
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
क्रेता के लिए उपलब्ध आईटीसी/ITC available to buyer	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / Time allowed for Technical Clarifications during technical evaluation	3 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes

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 अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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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. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of cer

Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of 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. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Org or PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during the Financial year.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance 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 to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on assessment of reasonableness and based on competitive prices received in Bid / RA process.

If the buyer has mentioned MSE purchase preference in ATC then service provider is required to upload necessary documents for MSE purchase preference for verification by the buyer during evaluation.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Introduction about the project /services being proposed for procurement using custom bid functionality:[1774948927.pdf](https://www.cci.gov.in/attachment/1774948927.pdf)

Instruction To Bidder:[1774948932.pdf](https://www.cci.gov.in/attachment/1774948932.pdf)

Pre Qualification Criteria (PQC) etc if any required:[1774948936.pdf](https://www.cci.gov.in/attachment/1774948936.pdf)

Scope of Work:[1774948939.pdf](https://www.cci.gov.in/attachment/1774948939.pdf)

Payment Terms:[1774948943.pdf](https://www.cci.gov.in/attachment/1774948943.pdf)

Penalties:[1774948948.pdf](https://www.cci.gov.in/attachment/1774948948.pdf)

Quantifiable Specification / Standards of The Service/ BOQ:[1774948953.pdf](https://www.cci.gov.in/attachment/1774948953.pdf)

Project Experience and Qualifying Criteria Requirement:[1774948959.pdf](https://www.cci.gov.in/attachment/1774948959.pdf)

Educational Qualification including Profile of SME/Consultants /Professional Resources /Technical Resources they are part of Project .:[1774948964.pdf](https://www.cci.gov.in/attachment/1774948964.pdf)

GEM Availability Report (GAR):[1774948968.pdf](https://www.cci.gov.in/attachment/1774948968.pdf)

Any other Documents As per Specific Requirement of Buyer -1:[1774948973.pdf](https://www.cci.gov.in/attachment/1774948973.pdf)

Any other Documents As per Specific Requirement of Buyer -2:[1774948981.pdf](https://www.cci.gov.in/attachment/1774948981.pdf)

Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download the format document and upload:[1774948988.pdf](https://www.cci.gov.in/attachment/1774948988.pdf)

Custom Bid For Services - Tender For Annual Rate Contract For Repair Refilling And Supply of Printer Cartridges At CCI Rajban (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Tender for Annual Rate Contract for repair refilling and supply of printer cartridges at CCI Rajban
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess
100%	100%

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Requirement
1	Sonu Saxena	173029,Cement Corporation of India Ltd., Rajban Cement Factory,Distt. Sirmour(H.P.)	Project / Lumpsum Based	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions**1. Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 per cent time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Annexure: XI

Tender No: - RJO/M&CS/ARC/PRINTER/CARTRIDGES/2026-27

SPECIAL TERMS AND CONDITIONS**PART -III****Tender for Annual Rate Contract for repair, refilling and supply of printer cartridges at CCI R**

In addition to the General Terms and Conditions of tender under PART - I & II, the following special terms and ill also apply to the contract. These special terms and conditions, if contradictory to any conditions given in P will prevail upon the conditions given therein. In addition to the above, the following will also apply

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PRESENT SYSTEM:

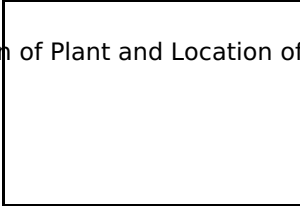
Brief description of Plant:

Rajban Cement Factory (RCF) is a unit of Cement Corporation of India Limited (CCI), (A Govt. of India Enterprise) having single kiln plant using dry process technology of 750 TPD clinker.

LOCATION AND APPROACH

District	Sirmour , Himachal Pradesh
Nearest Highway	NH-707
Nearest Railway Station	Dehradun , Yamunanagr
Nearest Commercial Airport	Dehradun

Location of Plant and Location of Plant Mines 8 KM from the plant



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GENERAL TERMS & CONDITIONS

1.0 SCOPE OF WORKS: -

1. The Annual Rate Contract (ARC) covers the repair, maintenance (including spare parts), refilling, and supply of new printer cartridges as per the following monthly requirements:

Sr. No	Product Description	Quantity
1.	Repair & Refilling of printer Cartridges - 88A	10 Nos
2.	Repair & Refilling of printer Cartridges - 12A	10 Nos
3.	Repair & Refilling of printer Cartridges- 110A	5 Nos.
4.	Supply of New printer Cartridges (88A -3 Nos. & 12A- 02 Nos)	5 Nos.
5.	Supply of New printer Cartridges - 110A	1 Nos.
6.	Supply of Ribbon Cartridges for Dot Matrix Printers	2 Nos.

2. The Annual Rate Contract will be covered in

- A. Repair & maintenance of printer cartridges including spare parts as per the above list.
 - B. Refilling of printer cartridges as per the above list.
 - C. Supply of new cartridges as per the above list.
3. **Substitute Cartridge** : In case the repair of any cartridge is likely to take more than **Two day**, the contractor must provide an **alternate (substitute) cartridge** to ensure uninterrupted printing work.
 4. **Inspection Before Refilling** : The contractor must inspect each cartridge before refilling. If found defective, the cartridge must be fully repaired/serviced prior to refilling to ensure optimum print quality.
 5. **Preventive and Corrective Maintenance** : The contractor shall take all necessary preventive and corrective measures to ensure trouble-free performance of the cartridges.
 6. **Quality Guarantee**: The contractor shall guarantee that all items supplied, replaced, or repaired whether manufactured by them, or procured from other sources or sourced from a third party, shall be free from defects in material and workmanship.
 7. **Tools & Spares**: CCI will not provide any tools, instruments, or spare parts. The contractor must provide with all required **spare parts, diagnostic tools (hardware and software), and instruments** to carry out the work.
 8. **Workmanship Guarantee**: The contractor shall guarantee that all the items supplied/repaired by them whether manufactured by them or their sub-contractor or purchased from any other source shall be free from all defects.
 9. **Additional Costs**: No extra charges/payment for additional visits will be levied.

by the Contractor/ Service Engineer due to non-availability of the spares, in the original equipment supplier etc. It is the responsibility of the contractor to maintain all the required spares for equipment's.

10. **Risk & Cost Clause:** CCI-Rajban reserves the right to carry out the work at risk & cost of the contractor from open market by tender or by any other method in respect of such work that contractor fails to carry out in accordance with the contract as agreed, after giving due notice to contractor.
11. **Termination:** The contract is subject to quarterly performance reviews. CCI reserves the right to terminate the contract with **one week's notice** if satisfactory service is not provided.
12. **Safety & Liability:** The contractor is responsible for the safe execution of the work and must perform a risk assessment before starting work. Any damage or injury to property during the service will be recovered from the contractor.

2.0 ELIGIBILITY CRITERIA :-

- A. The contractor/bidder should have at least 03 years of experience in execution of repair and refilling of printer Cartridges . The contractor/bidder has to submit the purchase orders/Service Orders should be accompanied with necessary proof of execution of such order.

3.0 PAYMENT TERMS:

- 3.1 No advance payment will be made.
- 3.2 Bill will be raised on quarterly basis and payment of quarterly running bill to be made after deduction of 5% security deposit and applicable taxes , within 15 days from submission of bill duly certified by concerned department by way of Demand Draft (DD). The security amount will be refunded after 1 month of satisfactory completion of the contract.
- 3.3 Income tax/TDS shall be recovered from bills as per I.T Act/Rates.
- 3.4 Paying Authority: HOD (Finance), CCI Rajban.

4.0 EARNEST MONEY DEPOSIT (EMD): NIL

5.0 LIQUIDATED DAMAGES: -

In case of any fault in any equipment, the contractor has to attend the fault within 24 hours of reporting on phone/ Email etc. failing which will invite a penalty at the rate of 0.5% per day subject to a maximum of 5% of the contract value on each occasion in case without sufficient cause and CCI Ltd -Rajban shall have the right to get equipment's repaired in any way and the cost of repair will be deducted from the contract value of the contractor. No claim from the contractor on this account shall be entertained.

6.0. TRANSPORTATION /LODGING AND BOARDING:

No travel expenses will be paid by CCI for their employees.

Accommodation may be provided to maintenance staff in our guest house subject to available basis. No other expenses will be provided by CCI.

7.0 INPUT-TAX CREDIT

Tenderer are entitled for availing of INPUT-TAX Credit in respect of GST paid on materials. For availing Input tax credit, following documents are required to be submitted along with supply of materials: -

- a) A clear GST invoice, having HSN code duly stamped and signed by the supplier.
- b) The GST rate and amount should be clearly shown separately in the Tax-invoice.
- c) The copy of the Tax-invoice or as specified in GST meant for transporter.
- d) Supplier will pay GST timely to Govt. & will upload GST invoice on GST Portal.
- e) Tenderer shall confirm all the documents would be submitted along with every supply for availing the INPUT-TAX Credit. In case any of the documents are not submitted, INPUT-TAX Credit is not allowed by Tax authority on the GST bill by CCI, then the amount will be debited from your bill for the concerned supply after the payment.

8.0 PERIODICITY / DURATION OF CONTRACT:

The contract will be for a period of 01 (one) year initially, However, Management may extend it for another year subject to satisfactory performance.

9.0 INSURANCE OF WORKING STAFF: -

The contractor will have to produce group insurance certificate of the workers deployed for the job throughout the job, at site. The contractor shall be solely responsible for any accident / injuries to his personnel or third parties arising out of or in the course of employment of such personnel and shall adhere to all the regulations / obligations, such as reporting to the appropriate authorities, treatment of the injured and expenses incidentals therein, payment of compensation etc. The contractor shall be solely responsible for commissions or omissions on the part of the labour posted at the Corporation's premises.

10.0 COMPENSATION:

The contractor shall have to compensate for if he or his labour caused loss or damage to CCI or its property in any manner. Appropriate action including legal action will be taken to recover the compensation in the event of contractor's failure to pay the compensation within the stipulated time limits on demand. The contractor shall be responsible to pay compensation under the Employee's Compensation Act, 1923 to such of the workmen who suffer injuries/ death due to accident while on duty.

12.0 In case of any dispute in regard to the contract, the jurisdiction shall be the court of Paonta sahib.

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Tender No: RJO/M&CS/ARC/PRINTER/CARTRIDGES/2026-27

(Price Bid)

Sr. No.	Description of Job	QTY	Units	Unit Rate (Rs.)	G.S.T %	G.S.T AMOUNT	TOTAL
		(a)		(b)	(c)	(d) = b x (c/100)	(e)=
01	ANNUAL RATE CONTRACT FOR REPAIR, REFILLING AND SUPPLY OF PRINTER CARTRIDGES AT CCI RAJBANS AS PER SCOPE OF WORK	01	Yearly Lumpsum				
	<p>Note:-</p> <ol style="list-style-type: none"> 1) Certified that the GST indicated as above are as per the prevailing Act of GST as made there under. 2) The overall Lowest Bidder (L-1) shall be evaluated on the basis of net cost to the Government. 3) GST applicable and payable will be paid extra. TDS of Income Tax as applicable. 4) Rate shall be quoted on FOR basis. 5) Nothing is payable other than rate quoted above. 						
	<p><u>DECLARATION: -</u></p> <p>-</p> <p>I hereby certify that the information furnished above is true and correct to the best of my knowledge. I understand that in case, any deviation is found in the above statement at the time of evaluation, I/We will be blacklisted and will not have any dealing with the Department in future.</p>						

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(Signature of Authorized Signatory with date and seal of

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to the due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / a incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and : 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 in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemptions provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category being 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](#) 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. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Rar Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid terms indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference section bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms conditions/or any other document. If buyer needs more items along with the main item, the same must be added by bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category by 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 can raise their representation against the same by using the Representation window provided in the bid details field 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 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; a 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, 1946, 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 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.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in the [सामान्य नियम और शर्तें/General Terms and Conditions](#) is contradicted by the conditions stipulated in Service Level Agreement, the Service Level Agreement will over ride the conditions in 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 बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुपालन 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 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 GeM 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 contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---