

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	29-01-2026 13:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	29-01-2026 13:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Education
विभाग का नाम/Department Name	Department Of Higher Education
संगठन का नाम/Organisation Name	Indian Institute Of Technology (iit)
कार्यालय का नाम/Office Name	Abv-iitm Gwalior, Madhya Pradesh
कुल मात्रा/Total Quantity	100
वस्तु श्रेणी /Item Category	Chair (Without Wheels) for General Purpose (Q2)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	3 Lakh (s)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	22 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/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),Compliance of BoQ specification and supporting documents. *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

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् 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
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	20 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
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
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	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	Bank of India
ईएमडी राशि/EMD Amount	27500

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00

ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Director
ABV-IIITM, Gwalior, Morena Link Road, Gwalior-474015
(Director, Abv-iiitm, Gwalior)

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

एमआईआई खरीद वरीयता / MII Purchase Preference

एमआईआई खरीद वरीयता / MII Purchase Preference	Yes
मेक इन इंडिया विक्रेताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में है / Purchase Preference to MII sellers available upto price within L1+X%	20
मेक इन इंडिया खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MII purchase preference	50
सार्वजनिक खरीद (मेक-इन-इंडिया को प्राथमिकता) आदेश 2017 के अनुसार केवल क्लास 1/क्लास 2 के स्थानीय आपूर्तिकर्ताओं को ही भागीदारी की अनुमति है दिनांक 16.09.2020 (समय-समय पर संशोधित एवं लागू) / Allow participation only from Class 1/Class 2 local suppliers as per the Public procurement(Preference to Make-in-india) order 2017 date 16.09.2020(as amended and applicable time to time)	Yes, in compliance with the MII ORDER : DPIIT Order(as amended and applicable time to time)

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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 Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. 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.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. 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 certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. 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 bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CR/ to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case bunch bids, the category of primary product having highest value should meet this criterion.
7. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during 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 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.
8. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to participate. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate. 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
9. 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 (MII 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 MSME and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSME 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.

10. 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 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 will be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

11. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 20% 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 of 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.

12. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- If number of technically qualified bidders are only 2 or 3.
- If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

Chair (Without Wheels) For General Purpose (100 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

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)
CHAIR SEAT	Seat upholstery material	Polyester fabric
	Colour Family of Seat	Brown / Tan
CHAIR BACKREST	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 400 - 700 mm)	Mid-back
	Coverage of Backrest Material	Half-covered (Half of backrest covered)
	Colour Family of Backrest	Brown / Tan
	Lumbar Support available in Seat Backrest	No
CHAIR ARMREST	Armrest Available in the Chair	Yes
	Type of Armrest in Chair	Fixed armrest without cushion and padding

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

क्र.सं./S.No	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Narendra Pratap Singh Chauhan	474010,ABV-IIITM Gwalior, Morena Link Road, Gwalior, Madhya Pradesh Pin -474015	100	15

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 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 case 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. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Additional Terms & Conditions

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1. Bidders must submit previous Order copies/GeM Contracts for the last Three Years or more as on bid submission similar items supplied to reputed Government Organizations / Autonomous Institutions / PSUs / Centrally Funded S / Centrally Funded Technical Institutions (CFTIs) like IITs, NITs, IISERs, NISER, and Central Universities, etc. Failure to submit the same, the Bid may be rejected, subject to the Tender Evaluation Committee's recommendation.
2. Bidders must submit the Manufacture Authorization Form (MAF); failing which, the bid may be rejected. The form AF is as per the attached Annexure-VI. Furthermore, Sub-Authorization/Subletting shall not be considered for evaluation.
3. As per CVC guidelines, OEM and its authorized dealer/partner cannot participate in the same item in the same tender. In a case, the OEM Bid will be considered.
4. Declaration for Make in India (MII) Local content duly signed by OEM as per Annexure-I attached. Failure to submit the Bid may be rejected.
5. Bidder must submit the following documents as per attached Annexures:
 - a) Bid Securing Declaration Form instead of EMD as per Annexure - II
 - b) Bidder Information as per Annexure - III
 - c) Acceptance for Bid Terms and Conditions as per Annexure - IV
 - d) Vendor Master Form as per Annexure - V
 - e) Compliance of Technical Specification as per Annexure - VIII

f) Compliance of Techno-Commercial Terms & Conditions as per Annexure - IX

g) Checklist as per Annexure - X

Failure to submit the above Annexures along with the bid document, their Bid may be rejected.

6. Bidder must submit the undertaking regarding land Border Sharing as per Office Memorandum dated 23.07.2020 i ept. of Expenditure as per attached Annexure-VII. Failure to submit the same, Bid maybe rejected.
7. **After L1 decides, L1 bidder should be submitted a detailed price breakup (item wise-if applicable) as insisted by the Institute before placement of the order without fail.**
8. **Warranty:** Warranty as mentioned in Technical Specification shall be started from the date of satisfactory installation by the user. The items under warranty period must be attended & problems rectified immediately within 5 yrs of lodging of complaint by the Institute and this may be considered as the downtime.
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9. **Payment Term:** Payment will be made after delivery, installation & satisfactory acceptance by the user subject to n of all requisite clear documents, Delivery Challan certified with exact date of supply by the consignee, Original T. Warranty Certificate, Installation Certificate etc.
10. **Installation:** Wherever installation is required the same should be done by the supplier within 30 days of the sup quipment failing which the purchase order is liable to be cancelled/penalty may be imposed as per clause number number 3. In case the item ordered for is a machine/equipment the same should be successfully installed and com within 30 days from the actual date of delivery & acceptance by the user. For delay in commissioning beyond the heduled period, liquidated damages as deemed appropriated may be deducted from the Bill / Agency Commission
11. **Delivery with Insurance:** The date of delivery should be strictly adhered to failing which the purchase order is li cancelled. Penalty may be imposed as per P.O./ GeM terms & conditions. Goods should be securely, safely and aded ked, insured & dispatched at the risk of supplier and packing costs quoting this order reference should be kept in . Local firms are requested to deliver the goods in our stores before 3.00 PM on any working day.
12. All damaged or unapproved goods shall be returned at your cost & risk, and the incidental expenses incurred ther e recoverable from any of your bills. Availability of Service Centres: Bidder/OEM must have a Functional Service Ce State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site wa he service centre is not already there at the time of bidding, the successful bidder / OEM shall have to establish on days of the award of the contract. Payment shall be released only after submission of documentary evidence of ha tional Service Centre.
13. **Liquidated Damages:** As per GeM GTC
14. **Cancellation:** Printed conditions, if any, contained in or sent along with the quotation shall not be binding on us. A walior reserves all the rights to cancel the Purchase Order at any stage without assigning any reason thereof.
15. **Jurisdiction:** This contract between the supplier and the buyer shall be governed by the LAWS of India, and any di ing under this contract shall be taken by the parties only in Gwalior, India, to the competent jurisdiction.
16. All other terms and conditions as per GEM norms.
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-
-
17. _

FORMAT FOR SELF-CERTIFICATION ISSUED BY OEM UNDER PREFERENCE TO MAKE IN INDIA ORD

CERTIFICATE FOR CLASS-I or CLASS- II LOCAL SUPPLIER

Date: [insert date (as day, month and year) of Bid Submission]

GeM Bid No.: _____

To: **ABV-IIITM, Gwalior, Morena Link Road, Gwalior-474015, Madhya Pradesh**

We hereby declare that the items under our Quotation No. _____ in the brand name of _____ & (equipment details) _____ are manufactured at (cor
dress) _____

Hence, its contains the local content of _____ in percent
(as per I. CALCULATION OF LOCAL CONTENT(LC) - GOODS)

a) More than 50% (Class I)

b) More than 20% and Less than 50% (Class II)
(*Strike out whichever is not applicable*)

as defined under the Make in India policy of the Department for Promotion of Industry & Internal Trade, DPIIT, Gov

The value addition for the local content is done at (Name of the place& Address) _____
_____.

The Country of Origin of the item(s) used in manufacturing of Equipment is/are _____
**Further, it is declared that finished Equipment is not imported and local Content not calculated on th
of Transportation, Insurance, Installation, Commissioning, and Training & after sales services. Howev
pment is manufactured and assembled in India at our factory address: _____**
_____.

The false declaration will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rule
h a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules
h such other actions as may be permissible under Law.

We also declare that the goods are not manufactured in a country that shares its land border with India nor the be
wner belong to those country.

We shall be held responsible if the certificate is found to be incorrect.
We shall be held responsible if the certificate is found to be incorrect.

The certificate may be prepared under letterhead of the vender and submitted duly signed
by the authorized signatory.

Date:

Name, Sign & Seal of the OEM

Place:

Ar

Bid-Securing Declaration Form

Date: **[insert date (as day, month and year) of Bid Submission]**

GeM Bid No.: _____

To: **ABV-IIITM, Gwalior, Morena Link Road, Gwalior-474015, Madhya Pradesh**

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of Two Year from of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the GeM Bid, my/our Bid during the period of validity specified in the form of Bid; or
- (b) Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiry of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity on signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for and on behalf of: (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid).

Bidder Information Form

(a) The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its form: all be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm]

Date: **[insert date (as day, month and year) of Bid Submission]**

Bid No.: _____]

Page 1 of _____ pages

01.	Bidder's Legal Name <i>[insert Bidder's legal name]</i>
02.	In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
03.	Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
04.	Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
05.	Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
06.	Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
07.	Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> Articles of Incorporation or Registration of firm named in 1, above.
08.	Whether firm is MSEs Unit: YES/ NO If YES then please Specify the category of ownership: SC/ST or Women: (Please Submit the Documentary Evidence for UAM and ownership details.)
09.	Whether firm is Local Supplier as per Make in India Order: YES/NO If Yes then Please Specify: Class I or Class II (Please Submit the Documentary Evidence for Local Content as per Annexure I) Country of Origin of quoted Goods:

10

Bidder Undertaking: "I certify that (Name of the Bidder) is not from such a country or, if from such country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. (Where applicable, evidence of valid registration by the Competent Authority shall be attached.)"

Signature & Seal of Bidder _____

Name _____

Business Address _____

Ar

(To be given on Company Letter Head)

Date: _____

To,

Registrar,

ABV-IIITM, Gwalior,

Morena Link Road, Gwalior- 474015

Sub: Acceptance of Terms & Conditions of Bid.

Bid Reference No: _____

Name of Bid / Work: _____

Dear Sir,

1. I / We have downloaded / obtained the Bid document(s) for the above mentioned 'Bid/Work' from the website:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the GeM Bid documents from _____ to _____ (including all documents like annexure(s), schedule(s), etc .,), which form part of the contract and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization have also been taken into account while submitting this acceptance letter.

4. I / We hereby unconditionally accept the GeM Bid conditions of the above-mentioned GeM Bid document(s) in its totality/entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public Sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedies, including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Stamp)

Ar

VENDOR MASTER FORM

(To facilitate registration under PFMS and fund transfer through RTGS, NEFT/ INTRA BANK Transfer-One time information to be furnished on Bidder's letter head)

SI No.	Information required	Data furnished
1	Name of the supplier company /firm	
2	CIN Number (in case of company)	
3	Complete contact address with PIN number	
4	Landline phone number	

5	Mobile number of contact person/ Finance Executive (for SMS on payment details)	
6	e-Mail ID (for receiving payment details)	
7	PAN Number	
8	GST Registration Number (with copy of GST registration certificate)	
9	TAN Number	
10	Bank account number (with a copy of cancelled cheque or Xerox copy of cheque leaf)	
11	Name of the Bank	
12	Name of the Bank Branch	
13	IFSC Code of Bank	
14	MICR Code of Bank	
15	Bank Account details where LC is to be opened in case of foreign suppliers (if applicable)	

I / We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not affected at all for reasons of incomplete or incorrect information, **ABV-IIITM, Gwalior**, will not be responsible.

Authorized signatory with date

-

Annexure

MANUFACTURERS' AUTHORIZATION FORM

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This Form of authorization should be on the manufacturer's letterhead and signed by a person with the proper authority to sign documents that are binding on the Manufacturer.]

Date: **[insert date (as day, month and year) of Bid Submission]**

Bid No.: _____

To: **ABV-IIITM, Gwalior, Morena Link Road, Gwalior-474015, (M.P)**

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]* having factories at **[insert full address of Manufacturer's factories & % of local content & Country of Origin]**, do hereby authorize **[insert complete name of Bidder]** to submit a bid the purpose of which is to provide the following Goods, manufactured by us **[insert name and or brief description of the Goods]**, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Bid of the General Conditions of Contract with respect to the Goods offered by the above firm.

Signed: *(insert signature(s) of Original Equipment Manufacturer (s) of the Manufacturer)*

Name: *(insert complete name)*

Title: *(insert title)*

Duly authorized to sign this Authorization on behalf of: *[insert complete name of Bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Anne

Undertaking regarding restrictions under Rule 144(xi) of the GFR 2017 as per Govt. Ministry of Finance, Government of India, Ministry of Expenditure letter No F.7/10/2021-PPD and F.7/10/2021-PPD all dt 23.02.2023

1. "I have read the clause regarding restrictions on Procurement from a bidder of a country which shares land border with India, and on sub-contracting to contractors from such countries; I certify that _____ (Name of the Bidder) is not from such a country or, if from such country, has been cleared with the Competent Authority and will not sub-contract any work to a contractor from such country unless such contractor is registered with the Competent Authority. I hereby certify that this bidder fulfills the requirements in this regard and is eligible to be considered. (Where applicable, evidence of valid registration with the Competent Authority shall be attached.)"

2. "I have read the clause regarding restrictions on Procurement from a bidder having Transfer of Technology (ToT) arrangement. I certify that _____ (Name of the Bidder) does not have a ToT arrangement requiring registration with the Competent Authority."

Or

"I have read the clause regarding restrictions on Procurement from a bidder having a Transfer of Technology (ToT) arrangement. I certify that _____ (Name of the Bidder) has valid registration to participate in this procurement."

(Signature of the OEM, with O

Anne

COMPLIANCE STATEMENT OF TECHNICAL SPECIFICATION AND TERMS & CONDITIONS

Bidder Name & Address: _____

Offered product Make & Model: _____

Technical specification for Chair (100 Nos.)

Sl. No.	General Specifications		Comply / Not Comply	Ref. Page No.
	Component	Specification Details		
1	Fix Chair Dimensions	Width 480MM Depth 420MM Full Height 820 MM Height of armrests above 200 mm Chair with fixed height seat 435 mm. Inside distance between armrests 440 mm (minimum) The Seat of 12 MM Thick (7 layers) hot-pressed plywood.		

2	Frame Structure	Structure should be made from hot pressed wood. The Seat and back cushion are made up of Ply wood and Foam The Foam Density 32 for Back & Seat Foam (Moulded seat Foam) Both cushions are covered with polyester fabric Chair with Armrest Chair Seat Rectangular Thickness of Seat 40mm		
3	Other specifications	The cushion colour should be Maroon Dark The Chair colour should be wooden colour Fix the slider glide on all the legs of chairs		

Annexure IX

<u>Compliance of Terms & Conditions</u>		Comply / Not Comply	Ref. Page No.
Delivery Period	Delivery Period should be completed within 30 days from the date of the issue of the GeM Contract.		
Installation, Commissioning Testing and demonstration Period	As per clause No.10 of Additional Terms & Conditions.		
Warranty	As mentioned in the Technical Specification.		
Local content declaration & Country of the origin of the equipment	Local content declaration and country of origin must be provided duly stamped and signed by OEM only as per the annexure provided in the GeM Bid. Local Content % _____ Country of Origin _____		
Payment Term	As per clause No.09 of Additional Terms & Conditions.		
Past Performance	As per clause No.1 of Additional Terms & Conditions.		

Restriction on Land border sharing	As per clause No.6 of Additional Terms & Conditions.		
Submission of Annexures / Formats	As per clause No.5 of Additional Terms & Conditions.		
False declarations	False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Finance Rules along with such other actions as may be permissible under law.		
Other terms & conditions	As per GeM Bid		

Anr

Check list

Sl. No.	Documents asked for	Documents submitted Yes/No	If Yes PDF Page No
1.	Make & Model offered		
2.	Compliance statement of technical specification and terms and conditions as per annexure attached	Yes/No	
3.	MAF/OEM (If an Authorized dealer, the authorization certificate must be signed by the OEM). If OEM, registration of the firm, mentioning the brand of the equipment, must be submitted.	Yes/No	

		_____ % , COO _____	
4.	Local content declaration as per annexure. Local Content % & Country of Origin must be signed by the OEM	Yes/No	
5.	Past Performance/Experience (Similar Purchase order must be submitted)	Yes/No	
6.	Bid Securing declaration as per the tender annexure	Yes/No	
7.	Acceptance of Terms & Conditions as per the tender annexure	Yes/No	
8.	Bidder details as per annexure	Yes/No	
9.	MSME certificate (for preference purpose as per GoI and tender)	Yes/No	
10.	Firm Registration/ incorporation certificate, Firm GST Registration certificate & PAN of the firm	Yes/No	
11.	Any others	Yes/No	

Note: Technical bid to be submitted as per above order with clearly mentioning the page number duly signed Bidder.

(Signature of the bidder)

Name and Address (with seal)

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the Gross Turnover of M/s.having PAN:.....
..... addressed at
..... for preceding three financial years are as follows:-

S. No.	Financial Year	Assessment Year	Turnover (in crores)
1.	2022-23	2023-24	
2.	2023-24	2024-25	
3.	2024-25	2025-26	

Name of CA Firm:

Place:

Seal & Signature

Date:

M. No.:

UDIN:



3. **Buyer Added Bid Specific ATC**

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

4. **Scope of Supply**

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

5. **Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

Director, ABV-IIITM, Gwalior

Account No.

945210110000969

IFSC Code

BKID0009462

Bank Name

Bank of India

Branch address

IIITM Campus, Morena Link Road Gwalior-474015

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

6. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

Director, ABV-IIITM, Gwalior

Account No.

945210110000969

IFSC Code

BKID0009462

Bank Name

Bank of India

Branch address

IIITM Campus, Morena Link Road, Gwalior-474015

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of within 15 days of award of contract.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority 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) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated 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 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

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; 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 भाग-2 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 प्राधिकार 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 Restriction 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 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 this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---