

बिड दस्तावेज़ / Bid Document

| बिड विवरण/Bid Details | |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| बिड बंद होने की तारीख/समय /Bid End Date/Time | 23-02-2026 17:00:00 |
| बिड खुलने की तारीख/समय /Bid Opening Date/Time | 23-02-2026 17:30:00 |
| बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date) | 30 (Days) |
| मंत्रालय/राज्य का नाम/Ministry/State Name | Ministry Of Electronics And Information Technology |
| विभाग का नाम/Department Name | Department Of Electronics And Information Technology |
| संगठन का नाम/Organisation Name | National Informatics Centre (nic) |
| कार्यालय का नाम/Office Name | Nic Haryana State Centre, Chandigarh |
| कुल मात्रा/Total Quantity | 9877 |
| वस्तु श्रेणी /Item Category | Desk Pads - Writing (V2) (Q4) , Eraser (V2) (Q4) , Staple Pins/Staples(V3) (Q4) , Register (V2) (Q4) , File/Folder (V3) (Q4) , Pressure Sensitive Adhesive Tapes with Plastic Base (V4) Conforming to IS 13262 (Q4) , Correspondence Envelopes (V3) Conforming to IS 13892 (Q4) , Paper Adhesives, Liquid Gum and Office Paste Type (V2) Conforming to IS 2257 (Q3) , Paper Clips (V2) Conforming to IS 5650 (Q4) , Poker or AWL as per IS 10375 (Q4) , Moisteners (V2) (Q3) |
| बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years) | 1 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 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 | No |
| विक्रेता से मांगे गए दस्तावेज़/Document required from seller | Experience Criteria,Past Performance,Bidder Turnover *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 | 3 |
| ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count | 3 |
| विगत प्रदर्शन /Past Performance | 50 % |
| बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled | No |
| बिड का प्रकार/Type of Bid | Two Packet Bid |
| प्राथमिक उत्पाद श्रेणी/Primary product category | Desk Pads - Writing (V2) |
| तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation | 2 Days |
| निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM) | No |
| मूल्यांकन पद्धति/Evaluation Method | Total value wise evaluation |
| मध्यस्थता खंड/Arbitration Clause | No |
| सुलह खंड/Mediation Clause | No |

ईएमडी विवरण/EMD Detail

| | |
|-------------------|----|
| आवश्यकता/Required | No |
|-------------------|----|

ईपीबीजी विवरण /ePBG Detail

| | |
|-------------------|----|
| आवश्यकता/Required | No |
|-------------------|----|

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

एमआईआई खरीद वरीयता/MII Purchase Preference

| | |
|--------------------------------------------|----|
| एमआईआई खरीद वरीयता/MII Purchase Preference | No |
|--------------------------------------------|----|

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. 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 of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
5. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
6. 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. 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.

Desk Pads - Writing (V2) (450 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|----------------------------------------|-----------------------------------------------------------------|
| GENERIC | Type of Pads | Spiral Pad, Spiral Note book |
| | Type of Binding | Spiral Binding |
| | Type of Paper in the Pad | Offset Paper Conforming to IS 1848 : Part 1 |
| MATERIAL | Front Cover material of the Pad | Plastic |
| | Back Cover material of the Pad | Plastic |
| PAPER LAYOUT DESIGN | Colour of Papers in the Pad | Cream or Ivory (Off-white or light beige color) |
| | Paper Format | Ruled |
| | Space between Ruled Lines (In mm) | 4 mm to 6 mm |
| DIMENSIONS | Length of Pad (In mm) | 141 to 180 |
| | Width of Pad (In mm) | 100 to 140 |
| | Number of Pages in the Pad | 140 |
| | GSM of the Paper in the Pad | 70 |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 12 | 15 |
| 2 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 12 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 3 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 4 | 15 |
| 4 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 20 | 15 |
| 5 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 6 | 15 |
| 6 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 24 | 15 |
| 7 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, 3rd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 10 | 15 |
| 8 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 9 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 10 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 12 | 15 |
| 11 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 10 | 15 |
| 12 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 4 | 15 |
| 13 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 4 | 15 |
| 14 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 5 | 15 |
| 15 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 4 | 15 |

| क्र.सं./S.No. | प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 16 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 4 | 15 |
| 17 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 20 | 15 |
| 18 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 19 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 10 | 15 |
| 20 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 12 | 15 |
| 21 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 20 | 15 |
| 22 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 243 | 15 |

Eraser (V2) (150 Unit)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|-------------------------------------|-----------------------------------------------------------------|
| STANDARDS | Eraser Type | Pencil Eraser |
| | Length of the Eraser | 3cm to 5 cm |
| | Width of the Eraser | 1.5 cm to 3 cm |
| | Colour of the eraser | White |
| PACKING | Type of Unit | Box |
| | No of Erasers in a Unit | 10 |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 10 | 15 |
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 10 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 10 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 12 | 15 |
| 6 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 4 | 15 |
| 7 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 3 | 15 |
| 8 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 10 | 15 |
| 9 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 1 | 15 |
| 10 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 5 | 15 |
| 11 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 20 | 15 |
| 12 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 5 | 15 |
| 13 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 4 | 15 |

| क्र.सं./S.N o. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|-------------------|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 14 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 15 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 5 | 15 |
| 16 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 5 | 15 |
| 17 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 5 | 15 |
| 18 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 29 | 15 |

Staple Pins/Staples(V3) (300 box)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|----------------------------------------|--------------------------------------------------------------------|
| GENERIC | Size of Staple Pins | 10/4 |
| | Number of Staple Pins in a box | 1000 |

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

| क्र.सं./S.N o. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|-------------------|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 1 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 4 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 4 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 6 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 20 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 12 | 15 |
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, 3rd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 5 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 9 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 1 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 10 | 15 |
| 12 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 40 | 15 |
| 13 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 10 | 15 |
| 14 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 10 | 15 |

| क्र.सं./S.N o. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|-------------------|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 15 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 16 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 20 | 15 |
| 17 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 1 | 15 |
| 18 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 1 | 15 |
| 19 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 138 | 15 |

Staple Pins/Staples(V3) (200 box)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|----------------------------------------|--------------------------------------------------------------------|
| GENERIC | Size of Staple Pins | 26/6 |
| | Number of Staple Pins in a box | 1000 |

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

| क्र.सं./S.N o. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|-------------------|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 1 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 2 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 2 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 2 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 20 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 12 | 15 |
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 5 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 9 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 1 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 10 | 15 |
| 12 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 13 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 20 | 15 |
| 14 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 2 | 15 |

| क्र.सं./S.No. | प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 15 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 10 | 15 |
| 16 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 10 | 15 |
| 17 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 18 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 5 | 15 |
| 19 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 1 | 15 |
| 20 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 1 | 15 |
| 21 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 77 | 15 |

Register (V2) (10 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Attendance register |
| | Inner paper specification confirming as per Is 1848 (Part 1) | Printing maplitho paper |
| | Paper colour | White |
| | Number of pages (Excluding Cover) | 151-200 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 75 |

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|-----------------------------------------------------|-----------------------------------------------------------------|
| | Minimum Length of Register (in mm) | 297.0 (millimeter) |
| | Minimum Width of Register (in mm) | 176.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 200 |
| PRINTING | Printing language | English |

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 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 10 | 15 |

File/Folder (V3) (900 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| GENERAL | File/Folder type with binding mechanism | L File Folder |
| | Material of File/Folder | Plastic |
| | File/Folder Closure Type | Open |
| | File/Folder Size Compatibility | 21 cm x 29.7 cm (A4) |
| | Cover Design | Plain |
| | Number of pockets in a File/Folder | 1 |
| | GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM) | NA (In case of material other than Cardboard / Duplex Board,Mill Board or Paper board) |
| | Color of File/Folder | White, Blue, Red |

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

| | |
|-----------------------------|----------------------|
| Applicable Drawing Document | View |
|-----------------------------|----------------------|

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 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 100 | 15 |
| 2 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 20 | 15 |
| 3 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 10 | 15 |
| 4 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 50 | 15 |
| 5 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, 3rd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 10 | 15 |
| 6 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 20 | 15 |
| 7 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 8 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 50 | 15 |
| 9 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |
| 10 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 10 | 15 |

| क्र.सं./S.No. | प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 11 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 12 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 5 | 15 |
| 13 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 5 | 15 |
| 14 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 10 | 15 |
| 15 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 10 | 15 |
| 16 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 17 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 20 | 15 |
| 18 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 50 | 15 |
| 19 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 100 | 15 |
| 20 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 412 | 15 |

File/Folder (V3) (800 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| GENERAL | File/Folder type with binding mechanism | Clear bag folder |
| | Material of File/Folder | Plastic |
| | File/Folder Closure Type | Open, Button Lock |
| | File/Folder Size Compatibility | 21 cm x 29.7 cm (A4) |
| | Cover Design | Plain |
| | Number of pockets in a File/Folder | 1 |
| | GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM) | NA (In case of material other than Cardboard / Duplex Board, Mill Board or Paper board) |
| | Color of File/Folder | Black, White, Yellow, Blue, Pink, Red |

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

| | |
|-----------------------------|----------------------|
| Applicable Drawing Document | View |
|-----------------------------|----------------------|

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 | Kamal Tyagi | 132001, Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 50 | 15 |
| 2 | Deepak Kumar Khurana | 136027, Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 10 | 15 |
| 3 | Sachin | 160017, National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 365 | 15 |
| 4 | Aastha | 134109, Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 5 | 15 |
| 5 | Amit Lamba | 127021, Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 20 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 6 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 10 | 15 |
| 7 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 50 | 15 |
| 8 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 20 | 15 |
| 9 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 10 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 10 | 15 |
| 12 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 5 | 15 |
| 13 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 10 | 15 |
| 14 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, 3rd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 10 | 15 |
| 15 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 60 | 15 |
| 16 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 17 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 40 | 15 |
| 18 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 10 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 19 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 20 | 15 |
| 20 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 50 | 15 |
| 21 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 25 | 15 |
| 22 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 6 | 15 |

Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (150 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Specification | Governing Specification | Conforming to IS 13262 |
| Generic | Types of Tapes of Typical Base material | Polypropylene Tape |
| | Colour | Transparent |
| | Internal Core Diameter | 75 ± 1.5 mm |
| | Tape Width (In mm) (Tolerance Up to 25 is ±1.0 Tolerance Over 25 is ±1.5) | 60 mm |
| | Tape Length (In meters) | 25 meter |

प्रेषिती/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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 3 | 15 |
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 3 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 1 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 12 | 15 |
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, Illrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 1 | 15 |
| 9 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 4 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 1 | 15 |
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 2 | 15 |
| 12 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 13 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 10 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 14 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |
| 15 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 10 | 15 |
| 16 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 17 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 2 | 15 |
| 18 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 4 | 15 |
| 19 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 20 | 15 |
| 20 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 57 | 15 |

Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (150 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|----------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Specification | Governing Specification | Conforming to IS 13262 |
| Generic | Types of Tapes of Typical Base material | Polypropylene Tape |
| | Colour | Brown |
| | Internal Core Diameter | 75 ± 1.5 mm |
| | Tape Width (In mm) (Tolerance Up to 25 is ±1.0 Tolerance Over 25 is ±1.5) | 60 mm |
| | Tape Length (In meters) | 25 meter |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 3 | 15 |
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 1 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 1 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 24 | 15 |
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, Illrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 4 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 9 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 4 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 1 | 15 |
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 2 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 12 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 13 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 10 | 15 |
| 14 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |
| 15 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 5 | 15 |
| 16 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 17 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 2 | 15 |
| 18 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 4 | 15 |
| 19 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 5 | 15 |
| 20 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 64 | 15 |

Correspondence Envelopes (V3) Conforming To IS 13892 (1500 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| STANDARDS | Type of Envelope | Type 1 - Pocket shape envelope |
| | Dimensions of the Envelope (Size Symbol) (In mm) | 105 x 230 |

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|-------------------------------------|-----------------------------------------------------------------|
| | Colour of the Envelope | White |
| | Window on Envelope | Without Window |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 25 | 15 |
| 2 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 100 | 15 |
| 3 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 20 | 15 |
| 4 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 50 | 15 |
| 5 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 100 | 15 |
| 6 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 50 | 15 |
| 7 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 5 | 15 |
| 8 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 20 | 15 |
| 9 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 200 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 2 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 20 | 15 |
| 12 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 20 | 15 |
| 13 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 2 | 15 |
| 14 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 1 | 15 |
| 15 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 20 | 15 |
| 16 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 100 | 15 |
| 17 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 50 | 15 |
| 18 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 20 | 15 |
| 19 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 50 | 15 |
| 20 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 100 | 15 |
| 21 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 545 | 15 |

Correspondence Envelopes (V3) Conforming To IS 13892 (3000 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| STANDARDS | Type of Envelope | Type 1 - Pocket shape envelope |
| | Dimensions of the Envelope (Size Symbol) (In mm) | 162 x 229 (C5) |
| | Colour of the Envelope | Light Yellow |
| | Cloth Lining | Non-Cloth Lining |
| | Window on Envelope | Without Window |
| | Window Material | NA (For Without Window) |
| | Sealing Flap | Gummed |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 35 | 15 |
| 2 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 200 | 15 |
| 3 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 10 | 15 |
| 4 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 20 | 15 |
| 5 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 200 | 15 |
| 6 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 100 | 15 |
| 7 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 10 | 15 |
| 8 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 40 | 15 |

| क्र.सं./S.No. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 9 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 20 | 15 |
| 10 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 400 | 15 |
| 11 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |
| 12 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 40 | 15 |
| 13 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 40 | 15 |
| 14 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 4 | 15 |
| 15 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 2 | 15 |
| 16 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)-Pin Code: 123401 | 40 | 15 |
| 17 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 200 | 15 |
| 18 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 50 | 15 |
| 19 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 40 | 15 |
| 20 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 400 | 15 |

| क्र.सं./S.No. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------|------------------------------|
| 21 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 150 | 15 |
| 22 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 995 | 15 |

Register (V2) (120 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Minute register |
| | Inner paper specification confirming as per Is 1848 (Part 1) | Azure Laid paper |
| | Paper colour | White, Green/Light Green |
| | Number of pages (Excluding Cover) | 351-400 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 60 |
| | Minimum Length of Register (in mm) | 297.0 (millimeter) |
| | Minimum Width of Register (in mm) | 210.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 275 |
| PRINTING | Printing language | English |

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

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 1 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 5 | 15 |
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 2 | 15 |
| 3 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 4 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 12 | 15 |
| 5 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, Illrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 6 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 4 | 15 |
| 7 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 8 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 2 | 15 |
| 9 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 2 | 15 |
| 10 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 4 | 15 |
| 11 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 4 | 15 |
| 12 | Sachin | 123401,NIC District Computer Centre Room No. 206, Ist Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |

| क्र.सं./S.No. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------|------------------------------|
| 13 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 2 | 15 |
| 14 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 2 | 15 |
| 15 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 4 | 15 |
| 16 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 6 | 15 |
| 17 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 63 | 15 |

Register (V2) (140 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Minute register |
| | Inner paper specification confirming as per Is 1848 (Part 1) | Printing maplitho paper |
| | Paper colour | White |
| | Number of pages (Excluding Cover) | 351-400 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 60 |
| | Minimum Length of Register (in mm) | 297.0 (millimeter) |
| | Minimum Width of Register (in mm) | 210.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 110 |
| PRINTING | Printing language | English, Hindi |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 5 | 15 |
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 2 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 10 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 12 | 15 |
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, Illrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 4 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 9 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 5 | 15 |
| 10 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 2 | 15 |
| 11 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 4 | 15 |

| क्र.सं./S.No. | प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 12 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 5 | 15 |
| 13 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |
| 14 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 2 | 15 |
| 15 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 2 | 15 |
| 16 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 4 | 15 |
| 17 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 6 | 15 |
| 18 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 69 | 15 |

Paper Adhesives, Liquid Gum And Office Paste Type (V2) Conforming To IS 2257 (130 container(s))

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|-------------------------------------|-----------------------------------------------------------------|
| Specification | Governing Specification | Conforming to IS 2257 |
| Generic | Classification | Type B |
| | Types | Office Paste |
| Packing and Marking | Packing material | Plastic container |
| | Packing size | 100 ml |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 4 | 15 |
| 2 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 2 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 3 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 4 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 25 | 15 |
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 4 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 9 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 2 | 15 |
| 10 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 2 | 15 |
| 11 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 12 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 5 | 15 |

| क्र.सं./S.No. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 13 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |
| 14 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 10 | 15 |
| 15 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 16 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 5 | 15 |
| 17 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 5 | 15 |
| 18 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 41 | 15 |

Paper Clips (V2) Conforming To IS 5650 (300 Unit)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|-------------------------------------|-----------------------------------------------------------------|
| STANDARD | Shapes of Clips | Standard Shape Paper clips |
| | Size of Clips | Small |
| PACKING | Type of Unit | Box |
| | No of Clips in a Unit | 100 |

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

| | |
|-----------------------------|----------------------|
| Applicable Drawing Document | View |
|-----------------------------|----------------------|

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 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 2 | 15 |
| 2 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 3 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 25 | 15 |
| 4 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, 3rd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 5 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 4 | 15 |
| 6 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 1 | 15 |
| 7 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 2 | 15 |
| 8 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 1 | 15 |
| 9 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 10 | 15 |
| 10 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 1 | 15 |
| 11 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 1 | 15 |
| 12 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 100 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------|------------------------------|
| 13 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 2 | 15 |
| 14 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 2 | 15 |
| 15 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 50 | 15 |
| 16 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 95 | 15 |

Poker Or AWL As Per IS 10375 (50 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Certificaton | Poker (Awls) Generally conforms to IS:10375 latest | Yes |
| Test report Details | Availability of Test Reports from Central Govt/NABL/ILAC accredited Lab covering all the declared parameters as per IS specification | No |
| Material | Material of Handle | Wood |
| | Minimum Hardness of Blade Material (HRC) | 55 |
| Dimensions | Diameter of Handle | 25.0 (millimeter) |
| | Length of Blade | 150.0 (millimeter) |
| | Nominal Blade Diameter | 3.8 (millimeter) |
| | Nominal pointed Diameter (5 mm before tip) | 1.9 (millimeter) |
| | Overall Length of Poker | 200.0 (millimeter) |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 2 | 15 |
| 2 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 1 | 15 |
| 3 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 1 | 15 |
| 4 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 2 | 15 |
| 5 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 6 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 1 | 15 |
| 7 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 2 | 15 |
| 8 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 1 | 15 |
| 9 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 1 | 15 |
| 10 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 10 | 15 |
| 11 | Sachin | 123401,NIC District Computer Centre Room No. 206, Ist Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 1 | 15 |
| 12 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 2 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------|------------------------------|
| 13 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 2 | 15 |
| 14 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 2 | 15 |
| 15 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 2 | 15 |
| 16 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 18 | 15 |

Moisteners (V2) (50 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|-------------------------------------------------|-----------------------------------------------------------------|
| GENERIC | Types of Moisteners | Sponge-Based (Damper Pads)Moisteners |
| | Body Material of the Moisteners | Plastic |
| | Design of the Body Material | Transparent |
| | Lid Cover | With Lid |
| DIMENSIONS | Diameter of the Moisteners (In cm) | 5.6 cm to 6.5 cm |
| | Overall Height of the Moisteners (In cm) | 3.1 cm to 4 cm |
| | Net weight of the Moisteners | 10 gm |
| PACKING | Packed in | Blister Packs |

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

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 1 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 6 | 15 |
| 2 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |
| 3 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 1 | 15 |
| 4 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 5 | 15 |
| 5 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 1 | 15 |
| 6 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 2 | 15 |
| 7 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 4 | 15 |
| 8 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 4 | 15 |
| 9 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 23 | 15 |

Register (V2) (60 pieces)

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) |
|---------------------|-------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Dispatch register |

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| | Inner paper specification confirming as per Is 1848 (Part 1) | Printing maplitho paper |
| | Paper colour | White |
| | Number of pages (Excluding Cover) | 351-400 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 75 |
| | Minimum Length of Register (in mm) | 297.0 (millimeter) |
| | Minimum Width of Register (in mm) | 210.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 110 |
| PRINTING | Printing language | English |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 2 | 15 |
| 2 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 2 | 15 |
| 3 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 1 | 15 |
| 4 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |
| 5 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 6 | 15 |

| क्र.सं./S.No. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 6 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 7 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 8 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 1 | 15 |
| 9 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 2 | 15 |
| 10 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 5 | 15 |
| 11 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 2 | 15 |
| 12 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 13 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 2 | 15 |
| 14 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |
| 15 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 2 | 15 |
| 16 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 5 | 15 |
| 17 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 2 | 15 |

| क्र.सं./S.No. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 18 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 2 | 15 |
| 19 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 2 | 15 |
| 20 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 14 | 15 |

Register (V2) (2 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Cash book register |
| | Inner paper specification confirming as per Is 1848 (Part 1) | Account Book paper |
| | Paper colour | Green/Light Green |
| | Number of pages (Excluding Cover) | 351-400 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 75 |
| | Minimum Length of Register (in mm) | 250.0 (millimeter) |
| | Minimum Width of Register (in mm) | 210.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 130 |
| PRINTING | Printing language | English |

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 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 2 | 15 |

Register (V2) (5 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Stock register |
| | Inner paper specification confirming as per Is 1848 (Part 1) | Azure Laid paper |
| | Paper colour | Green/Light Green |
| | Number of pages (Excluding Cover) | 201-250 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 75 |
| | Minimum Length of Register (in mm) | 297.0 (millimeter) |
| | Minimum Width of Register (in mm) | 210.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 150 |
| PRINTING | Printing language | English |

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 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 5 | 15 |

File/Folder (V3) (50 pieces)

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) |
|---------------------|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GENERAL | File/Folder type with binding mechanism | File Cover, L File Folder, 2D Ring Binder File, 4D Ring Binder File, Office File Board, Cobra Spring File, Stick File/Slide Blinder File, Lever Arch Box File/Index File, Expanding Folder, Display File/Portfolio file, Clear bag folder |
| | Material of File/Folder | Cardboard / Duplex Board, Mill Board, Leather foam, Jute, Rexine, Plastic, Paper board, Khadi Paper / Handmade Rag Paper, Bamboo paper board |
| | File/Folder Closure Type | Open |
| | File/Folder Size Compatibility | 21 cm x 29.7 cm (A4) |
| | Cover Design | Plain |
| | Number of pockets in a File/Folder | NA (In case of No pockets) |
| | GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM) | 280, 300, 380, 460, 530, 760, NA (In case of material other than Cardboard / Duplex Board,Mill Board or Paper board) |
| | Color of File/Folder | Yellow, Blue, Brown |

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

| | |
|-----------------------------|----------------------|
| Applicable Drawing Document | View |
|-----------------------------|----------------------|

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

| क्र.सं./S.N o. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|-------------------|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 1 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 50 | 15 |

File/Folder (V3) (1000 pieces)

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) |
|---------------------|------------------------------------------------------------------------|--------------------------------------------------------------------|
| GENERAL | File/Folder type with binding mechanism | File Cover |
| | Material of File/Folder | Cardboard / Duplex Board |
| | File/Folder Closure Type | Open |
| | File/Folder Size Compatibility | 21 cm x 29.7 cm (A4) |
| | Cover Design | Plain |
| | Number of pockets in a File/Folder | NA (In case of No pockets) |
| | GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM) | 280 |
| | Color of File/Folder | Green, Yellow, Blue, Brown, Khaki |

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

| | |
|-----------------------------|----------------------|
| Applicable Drawing Document | View |
|-----------------------------|----------------------|

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

| क्र.सं./S.N o. | परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|-------------------|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|------------------|---------------------------------|
| 1 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 25 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 2 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 50 | 15 |
| 3 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 20 | 15 |
| 4 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 50 | 15 |
| 5 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 50 | 15 |
| 6 | Suman Dhananjay Jainpure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 50 | 15 |
| 7 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, 3rd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 20 | 15 |
| 8 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 40 | 15 |
| 9 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 10 | 15 |
| 10 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 20 | 15 |
| 11 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 5 | 15 |
| 12 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 20 | 15 |
| 13 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 50 | 15 |
| 14 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 50 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 15 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 10 | 15 |
| 16 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 20 | 15 |
| 17 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 40 | 15 |
| 18 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 20 | 15 |
| 19 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 25 | 15 |
| 20 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 20 | 15 |
| 21 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 50 | 15 |
| 22 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 355 | 15 |

File/Folder (V3) (300 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|------------------------------------------------|-----------------------------------------------------------------|
| GENERAL | File/Folder type with binding mechanism | Office File Board |
| | Material of File/Folder | Mill Board |
| | File/Folder Closure Type | Open |
| | File/Folder Size Compatibility | 21.5 cm x 34.5 cm (FS) |
| | Cover Design | Plain |

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|---------------------|------------------------------------------------------------------|-----------------------------------------------------------------|
| | Number of pockets in a File/Folder | NA (In case of No pockets) |
| | GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM) | 760 |
| | Color of File/Folder | Blue |

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

| | |
|-----------------------------|----------------------|
| Applicable Drawing Document | View |
|-----------------------------|----------------------|

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

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 1 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 20 | 15 |
| 2 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 24 | 15 |
| 3 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 4 | 15 |
| 4 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 5 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 1 | 15 |
| 6 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 2 | 15 |
| 7 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 4 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 8 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 5 | 15 |
| 9 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 4 | 15 |
| 10 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 50 | 15 |
| 11 | Sachin | 123401,NIC District Computer Centre Room No. 206, 1st Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 5 | 15 |
| 12 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 4 | 15 |
| 13 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 10 | 15 |
| 14 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 4 | 15 |
| 15 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 2 | 15 |
| 16 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 20 | 15 |
| 17 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 139 | 15 |

Register (V2) (60 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

| विवरण/Specification | विशिष्टि का नाम /Specification Name | बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values) |
|------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------|
| GENERAL REQUIREMENT | Product Type | Register |
| | Register type | Receipt Register |
| | Inner paper specification confirming as per Is 1848 (Part 1) | Printing maplitho paper |
| | Paper colour | White |
| | Number of pages (Excluding Cover) | 151-200 |
| | Binding of Register | Hardcover Binding |
| GRAMMAGE AND DIMENSION | Grammage (substance) of Paper (in GSM) | 75 |
| | Minimum Length of Register (in mm) | 210.0 (millimeter) |
| | Minimum Width of Register (in mm) | 148.0 (millimeter) |
| | Grammage (substance) of cover board (in GSM) | 175 |
| PRINTING | Printing language | English |

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 | Sunil Kumar | 127306,NIC Distt.Computer Centre, Mini Sectt, Near Court Complex Room No.10, Charkhi Dadri | 2 | 15 |
| 2 | Deepak Kumar Khurana | 136027,Room No. 317, 2nd Floor, Mini Secretariat, Kaithal | 2 | 15 |
| 3 | Amit Lamba | 127021,Room No. 8, Ground floor, Revenue Block, Mini Secretariat Bhiwani | 1 | 15 |
| 4 | Vipin Kumar Goel | 121007,5th Floor Mini Secretariat, Dy. Commissioner Office, Sector 12 Faridabad | 2 | 15 |
| 5 | Ramesh Sharma | 125050,National Informatics Centre Room no 59, 2nd floor Mini Secretariat, Fatehabad - Haryana. Pin -125050 | 2 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 6 | Suman Dhananjay Jainapure | 122001,Room 201, 2nd Floor, Mini Secretariat, Near Rajiv Chowk, Gurugram | 2 | 15 |
| 7 | Deepak Bhardwaj | 125001,NIC District Computer Centre Room No.305, IIIrd Floor, Mini Secretariat Hisar - 125 001 (Hry) | 2 | 15 |
| 8 | Amit Bansal | 124507,NIC District Computer Centre SDM Office Bldg., Mini Secretariat Jhajjar (Hry) | 2 | 15 |
| 9 | Sushma | 126102,NIC District Computer Centre Room No. 17, Ground Floor, Mini Secretariat, Jind (Hry) | 2 | 15 |
| 10 | Kamal Tyagi | 132001,Room No. 14, 2nd Floor, Mini Secretariat, Karnal | 2 | 15 |
| 11 | Parshant Kumar | 123001,NIC District Computer Centre Room no.7, Old Mini Secretariat Narnaul, Distt. Mahendragarh Pin Code-123001 (Hry) | 2 | 15 |
| 12 | Umesh | 122107,Hall No.24, B-Side, 2nd Floor,Mini Secretariat, Nuh-Palwal Road, Nuh, Mewat, (Hry) PIN Code : 122 107 (Hry) | 1 | 15 |
| 13 | Dharmendra Pal Kulshreshtha | 121102,NIC District Computer Centre 3rd Floor, Mini Secretariat, Village Kulsipur, Delhi -Mathura Road, Palwal-(Hry) | 2 | 15 |
| 14 | Aastha | 134109,Sh. Satpal Sharma, DIO NIC District Computer Centre, Room No.113, B-Side, 2nd Floor, Mini Secretariat, Sector-1, Panchkula (Hry) | 1 | 15 |
| 15 | Sanjay Kumar | 132103,NIC District Computer Centre 405, 4th Floor, Mini Secretariat Panipat (Hry) PIN Code: 132103 | 2 | 15 |
| 16 | Sachin | 123401,NIC District Computer Centre Room No. 206, Ist Floor, Mini Secretariat Rewari (Hry)- Pin Code: 123401 | 2 | 15 |
| 17 | Harish Kumar | 125055,Room No. 36, 1st Floor, Admin Block, Mini Secretariat, SIRSA | 2 | 15 |

| क्र.सं./S.No. | प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer | पता/Address | मात्रा /Quantity | डिलीवरी के दिन/Delivery Days |
|---------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------|------------------------------|
| 18 | Vishal Kumar Sainee | 131001,NIC District Computer Centre Ground Floor, Mini Secretariat Sonapat - 131 001 (Hry) | 2 | 15 |
| 19 | Subham Kumar | 134003,1st Floor, Mini Secretariat, D.C. Kutchery Complex, Ambala City | 2 | 15 |
| 20 | Viney Gulati | 135001,NIC District Computer Centre 2nd Floor,Mini Secretariat D.C. Office, Yamunanagar (Hry) PIN Code 135001. | 2 | 15 |
| 21 | Bharti | 136118,Room No. 205, 1st Floor, Mini Secretariat, Kurukshetra | 2 | 15 |
| 22 | Sachin | 160017,National Informatics Centre Ground Floor Haryana New Secretariat Sector 17 Chandigarh | 21 | 15 |

Special terms and conditions-Version:2 effective from 22-01-2025 for category File/Folder (V3)

1. Note to Buyers :-

For printing on the File/Folder as per Buyer's requirement - The buyer shall create the BID and mention the contents to be printed such as Logo, text etc. in the ATC.

Note to Sellers :-

- 1) Sellers must declare their catalog price for 1 standard Piece of File/Folder
- 2) The seller shall quote their price during bidding in accordance to the buyer's requirements as per the printing requirements of the buyer

Special terms and conditions-Version:1 effective from 11-11-2024 for category Correspondence Envelopes (V3) Conforming to IS 13892

1.

Note to Buyers For printing on the envelope as per Buyers requirement the buyer shall create the BID and mentioned the contents to be printed in the ATC such as Logo or any texts etc.,

Note to Sellers 1) Sellers must declare their catalog price for 1 Unprinted Piece of Correspondence envelope
2) The seller shall quote their price during bidding in accordance to the buyers requirements for printing contents.

Special terms and conditions-Version:1 effective from 04-08-2025 for category Paper Adhesives, Liquid Gum and Office Paste Type (V2) Conforming to IS 2257

1. Presently, the products under this category are not covered under mandatory BIS licensing scheme. Hence, both ISI Marked and non-ISI Marked products may be available in this category. However, if a buyer intends to procure ISI Marked products, buyer may, at his discretion, opt for the same by indicating the requirement in the bid, after taking into account the number of valid licenses issued under the standard. In such cases, buyer shall verify valid BIS License as per the applicable governing standard at the time of evaluation of bid and check the ISI marking on the products at the time of receipt of material before issuing of CRAC.

The valid BIS license status of sellers may be viewed by buyer from the below link.

<https://www.manakonline.in/MANAK/ApplicationLicenceRelatedrpt>

or

https://www.services.bis.gov.in/php/BIS_2.0/bisconnect/knowyourstandards/indian_standards/isdetails

**Special terms and conditions-Version:1 effective from 25-09-2025 for category Paper Clips (V2)
Conforming to IS 5650**

1. **ISI Mark:**The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category. As such Buyers may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the same at the time of evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

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

1. **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 %.

2. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. The seller shall supply stationery items strictly as per specifications, quantity, and description mentioned in the GeM Bid
2. All terms, conditions, rules, and guidelines of the Government e-Marketplace (GeM), as amended from time to time, shall be applicable
3. Items supplied shall be new, unused, genuine, and of standard quality. Substandard or non-conforming items shall be rejected.
4. Delivery shall be completed within the delivery period mentioned in the GeM Purchase Order. Delay shall attract penalty as per GeM norms.
5. Delivery shall be made at the consignee location mentioned in the Purchase Order, during office hours, at seller's own cost.
6. Goods shall be subject to inspection at the time of delivery. Acceptance shall be made only after satisfactory verification by the consignee.
7. Rejected goods shall be replaced by the seller at no extra cost within the time specified by the consignee, failing which the order may be cancelled.

8. Proper packaging shall be ensured to prevent damage during transit. All transportation, loading, unloading, and insurance shall be the seller's responsibility.

9. Prices quoted shall be firm and inclusive of all taxes, duties, packing, forwarding, freight, and other incidental charges.

10. Payment shall be made through the GeM portal after receipt, inspection, and acceptance of goods. No advance payment shall be made.

11. The buyer reserves the right to cancel the order, wholly or partially, in case of delayed delivery, poor quality, or non-compliance with terms.

अस्वीकरण/**Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

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

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

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

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

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

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

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---