

## Bid Document

<b>Bid Details</b>	
<b>Bid End Date/Time</b>	10-08-2022 16:00:00
<b>Bid Opening Date/Time</b>	10-08-2022 16:30:00
<b>Bid Offer Validity (From End Date)</b>	80 (Days)
<b>Ministry/State Name</b>	Ministry Of Finance
<b>Department Name</b>	Department Of Financial Services
<b>Organisation Name</b>	Indian Bank
<b>Office Name</b>	Corporateoffice
<b>Total Quantity</b>	120
<b>Item Category</b>	Laptop-Notebook (Q2)
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)</b>	60 Lakh (s)
<b>OEM Average Turnover (Last 3 Years)</b>	240 Lakh (s)
<b>Years of Past Experience Required for same/similar service</b>	3 Year (s)
<b>MSE Exemption for Years Of Experience and Turnover</b>	Yes
<b>Startup Exemption for Years Of Experience and Turnover</b>	Yes
<b>Document required from seller</b>	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Past Performance</b>	80 %
<b>Bid to RA enabled</b>	Yes
<b>RA Qualification Rule</b>	H1-Highest Priced Bid Elimination
<b>ITC available to buyer</b>	Yes
<b>Time allowed for Technical Clarifications during technical evaluation</b>	3 Days
<b>Evaluation Method</b>	Total value wise evaluation

### EMD Detail

Advisory Bank	State Bank of India
---------------	---------------------

EMD Percentage(%)	3.00
EMD Amount	360000

### ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	38

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

### Beneficiary:

ASSISTANT GENERAL MANAGER

Head Office, Information Technology Department, 66 Rajaji Salai, Chennai - 600001

(Indian Bank)

### Splitting

Bid splitting not applied.

### MII Purchase Preference

MII Purchase Preference	Yes
-------------------------	-----

### MSE Purchase Preference

MSE Purchase Preference	Yes
-------------------------	-----

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in

support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

5. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

6. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

7. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.

8. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

9. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 80% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

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

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

### **Laptop-Notebook ( 120 pieces )**

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)**

Brand Type	Registered Brand
------------	------------------

### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Processor	<b>Processor Make</b>	Intel
	<b>Processor Generation</b>	11.0 Or higher
	<b>Number of Cores per Processor</b>	4, 6, 8 Or higher
	Processor Base Frequency (GHz)	2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 3, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 4, 4.1, 4.2, 4.3, 4.7 Or higher
	<b>Processor Description</b>	Intel Core i7 Or higher
	<b>Processor Number</b>	Intel Core i7 1165G7, Intel Core i7 11850H, Intel Core i7 11800H, Intel Core i7 1195G7, Intel Core i7 11375H, Intel Core i7 1185G7, Intel Core i7 11370H Or higher
Graphics	Graphics Type	Integrated
	<b>Size of Memory in Case of Dedicated Graphic Card (GB)</b>	0, 1, 2, 3, 4, 6 Or higher
Operating System	<b>Operating System (Factory Pre-Loaded)</b>	Windows 10 Professional
Memory	<b>RAM Size (GB)</b>	16, 32, 64 Or higher
Storage	<b>Type of Drives used to populate the Internal Bays</b>	SSD
	<b>Total HDD Capacity (GB)</b>	500, 1000, 1500, 2000, 2500, 3000, 0 Or higher
	<b>Capacity of each SSD (GB)</b>	512
	<b>Total SSD Capacity (GB)</b>	512, 768, 1024, 1280, 2048, 4096 Or higher
	<b>Capacity of each SSHD (GB)</b>	8 GB Flash + 500 GB @5400 rpm, 8 GB Flash + 1000 GB @5400 rpm, 8 GB Flash + 2000 GB @5400 rpm, NA Or higher
	<b>Total SSHD Capacity in addition to 8 GB Flash (GB)</b>	500, 1000, 1500, 0 Or higher
Connectivity	<b>Wireless Connectivity</b>	Yes
Display	<b>Display Size (Inch)</b>	14, 15, 15.4, 15.6, 16 Or higher
	<b>Display Type</b>	Non Touch, Touch Or higher
	<b>Display Resolution (Pixels)</b>	1920x1080, 1920 x 1200, 3200x1800, 3840 x 2160, 2304 x 1440, 2560 x 1600, 2736 x 1824, 2880 x 1800, 2256x1504, 3000x2000, 3240x2160, 3272 x 1920, 2880 x 1920, 3072 x 1920 Or higher
Miscellaneous	<b>Optical Drive</b>	Integrated, External, NA Or higher
	Type of Keyboard	Standard, Bilingual, Standard with Rupee Symbol Or higher

Specification	Specification Name	Bid Requirement (Allowed Values)
Power	Battery Backup Time (Hours)	8.0 - 22.0 Or higher
Warranty	<b>Battery Warranty</b>	3, 4, 5 Or higher
	<b>On Site OEM Warranty (Year)</b>	3

#### Additional Specification Parameters - Laptop-Notebook ( 120 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
Laptop Construction:	The display size of the laptop should be 14 Inch or less. The Weight of the Laptop should not be more than 1.5 KG (including battery) and it should have atleast 2 USB 3.0 ports, 1 USB Type-C port & 1 HDMI port. Laptop Chassis material should be Alluminium with Metallic hinges. Laptop should have integrated HD webcam.
Laptop Features:	Laptop should have: (a) Built-in stereo speakers with high definition audio support (b) Built-in Microphone (c) Headphone out, Microphone-in facility (d) Spill Resistant Keyboard (e) Touchpad with multi-touch gestures enabled (f) Finger Print Reader (g) Hardware Trusted Platform Enabled (h) Security Lock Slot (i) Back Pack
Certificates of Laptop:	Laptop should have the following certificates: (1) ROHS Compliance (2) BEE/Energy Star Complaint (3) Microsoft Windows 10/11 Certified (4) BIS certificate. The certificates need to be uploaded with Bid.
OEM Warranty & MAF:	All parts of the Laptop including Battery should be covered under 3 year comprehensive onsite warranty from OEM. Bidder has to submit Manufacturer's Authorization Form (MAF) from OEM including the GeM Bid Reference Number & 3 year comprehensive onsite warranty including battery during warranty period.

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

#### Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable
50%	50%	No

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
-------	-----------------------------	---------	----------	---------------

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	vinaychandrapatil	380052,Zonal Office Ahmedabad, 201-205, B BLOCK RUDRA ARCADE ,2 ND FLOOR, MEMNAGAR, AHMEDABAD-380052	3	90
2	vinaychandrapatil	211001,Zonal Office Allahabad, 22 PURUSHOTTAM DAS TANDON ROAD CIVIL LINES,ALLAHABAD,UTTAR PRADESH SDRTYUIO, ALLAHABAD-211001	2	90
3	vinaychandrapatil	522006,Zonal Office Amaravati, #235/3 JKC COLLEGE ROAD GUJJANAGUNDLA-522006	1	90
4	vinaychandrapatil	560001,Zonal Office Bengaluru, 4th floor East Wing 26/27 Raheja Towers M G Road BANGALORE-560001	4	90
5	vinaychandrapatil	462023,Zonal Office Bhopal, OFFICE COMPLEX C BLOCK, FIRST FLOOR ,GAUTAM NAGAR, BHOPAL-462023	1	90
6	vinaychandrapatil	751007,Zonal Office Bhubaneshwar, B2, EAST, SAHEED NAGAR, BHUBANESWAR-751007	2	90
7	vinaychandrapatil	160019,Zonal Office Chandigarh, 2nd Floor, SCO 49-50, BANK SQUARE SECTOR 17B-160019	3	90
8	vinaychandrapatil	641001,ZONAL OFFICE COIMBATORE, 31 SECOND FLOOR, VARIETY HALL ROAD ,COIMBATORE-641001	1	90
9	vinaychandrapatil	607001,ZONAL OFFICE CUDDALORE, 3RD FLOOR AVR TOWER, 4 BHARATHI ROAD ,CUDDALORE-607001	1	90
10	vinaychandrapatil	248001,Zonal Office Dehradun,1, GANDHI ROAD, 1ST FLOOR, NEAR CLOCK TOWER-248001	1	90
11	vinaychandrapatil	110001,Zonal Office Delhi (South), 17 PARLIAMENT STREET, (3RD FLOOR),NEW DELHI -110001	6	90
12	vinaychandrapatil	814112,Zonal Office Deoghar, 498A SRIKANT ROAD BELABAGAN, DEOGHAR - 814112	2	90

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
13	vinaychandrapatil	682016,ZONAL OFFICE ERNAKULAM, 62/1550 FLOOR B & C, RAM MEENA BUILDING, VALANJAMBALAM JUNCTION SA ROAD, KOCHI -682016	1	90
14	vinaychandrapatil	781003,Zonal Office Guwahati, SHARMA AND SHARMA MARKET, 2ND FLOOR R G BARUAH ROAD, OPP GUWAHATI COMMERCE COLLEGE, CHANDMARI -781003	1	90
15	vinaychandrapatil	210305,ZONAL OFFICE HAMIRPUR, 10/379 RAMENI TARAUNS HAMIRPUR -210305	1	90
16	vinaychandrapatil	500029,Zonal office Hyderabad, 4th Floor , Liberty Plaza, Himayatnagar, Hyderabad -500029	1	90
17	vinaychandrapatil	482001,Zonal Office Jabalpur, CIVIL LINES, P.B. NO -9 RESIDENCY ROAD, SOUTH CIVIL LINES -482001	1	90
18	vinaychandrapatil	208001,Zonal Office Kanpur, 15/287,MAHATMA GANDHI MARG, BADA CHAURAHA, KANPUR -208001	2	90
19	vinaychandrapatil	700106,ZONAL OFFICE KOLKATTA-1, 4TH & 5TH FLOOR ALLAHABAD BANK BUILDING 377/378 GD BLOCK SECTOR III SALT LAKE KOLKATA -700106	8	90
20	vinaychandrapatil	673011,ZONAL OFFICE KOZHIKODE, Ground Floor Dr.SBs Dentistry, and Orthodontics Clinic Building ,West Nadakkavu Kannur Road, Nadakkavu P O -673011	1	90
21	vinaychandrapatil	262701,ZONAL OFFICE LAKHIMPUR KHERI, RANDHEY COMPLEX KUTCHERY ROAD, LAKHIMPUR KHERI -262701	1	90
22	vinaychandrapatil	250001,Zoanl Office Meerut, 55 THE MALL, MEERUT CANTT - 250001	1	90
23	vinaychandrapatil	721101,ZONAL OFFICE MIDNAPORE, BIDHAN NAGAR (NEAR OLD WATER TANK) MIDNAPORE WEST BENGAL, Station Road ,Midnapore - 721101	2	90

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
24	vinaychandrapatil	231001,Zonal Office Mirzapur, PLOT NO 516, MAKAN NO 174/4, WARD NO 2, MUHALLA PUTALI GHAR, NATWAN PARGANA KANTIT, MIRZAPUR - 231001	2	90
25	vinaychandrapatil	440001,Zonal Office Nagpur, 1st Floor, Palm Road, Near RBI, Civil Line, Nagpur -440001	1	90
26	vinaychandrapatil	800001,ZONAL OFFICE PATNA, 1st Floor Indian Bank Premises, Buddha Marg ,Patna, GPO Patna -800001	3	90
27	vinaychandrapatil	605008,ZONAL OFFICE PUDUCHERRY, 66/4, EAST COAST ROAD ,PAKKAMUDAYANPET, PUDUCHERRY -605008	2	90
28	vinaychandrapatil	411006,ZONAL OFFICE PUNE, 2nd FLOOR HERMES WAVES, CENTRAL AVENUE ROAD ,LANE NO.3, KALYANI NAGAR, PUNE - 411006	1	90
29	vinaychandrapatil	492007,ZONAL OFFICE RAIPUR, BACHHAWAT COMPLEX 18/1421 NEW SHANTI NAGAR NEAR DISHA COLLEGE PO - SHANKER NAGAR RAIPUR - 492007	1	90
30	vinaychandrapatil	834001,Zonal Office Ranchi, 4TH FLOOR , S.P.G MART BAHU BAZAR OLD H.B ROAD, RANCHI -834001	1	90
31	vinaychandrapatil	636001,ZONAL OFFICE SALEM, THIRD FLOOR DIVYA TOWERS, 15/1 FORT MAIN ROAD ,OPP GOVT SUPER SPECIALITY HOSPITAL, SALEM -636001	1	90
32	vinaychandrapatil	485001,ZONAL OFFICE SATNA, INDIAN BANK BUILDING, JAI STAMBH CHOWK ,2ND FLOOR, SATNA -485001	1	90
33	vinaychandrapatil	734001,ZONAL OFFICE SILIGURI, 2 CHURCH ROAD SILIGURI WEST BENGAL, HEAD POST OFFICE -734001	2	90
34	vinaychandrapatil	395007,ZONAL OFFICE SURAT, 101-102 3rd FLOOR, WEST FIELD SQUARE ,VESU, SURAT - 395007	1	90



S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
35	vinaychandrapatil	627007,Zonal Office Tirunelveli, 1/17, 2nd Floor, G R R Building New Bus Stand-STC Road, P K Nagar, Perumalpuram -627007	1	90
36	vinaychandrapatil	517507,ZONAL OFFICE TIRUPATI, FIRST FLOOR K.R.PRIDE, NEAR TTD ADMN.BUILDING ,KAPILATEERTHAM ROAD, TIRUPATI -517507	1	90
37	vinaychandrapatil	620001,ZONAL OFFICE TRICHY, JENNE PLAZA II FLOOR, 5 - E BHARATHIAR SALAI CANTONMENT, TRICHY -620001	1	90
38	vinaychandrapatil	313001,Zonal Office Udaipur, 203 & 204, Paras Prime, Paras circle, ahmedabad Udaipur road, sector 11 -313001	1	90
39	vinaychandrapatil	632006,Zonal Office Vellore, PEARL ARCADE,2nd and 3rd Floor 8 TH EAST MAIN ROAD, GANDHI NAGAR -632006	1	90
40	vinaychandrapatil	530016,Zonal Office Visakhapatnam, 3rd Floor, Sai Trade Centre, 2nd Lane, Dwaraka Nagar Visakhapatnam -530016	1	90
41	vinaychandrapatil	600001,HEAD OFFICE, 66, RAJAJI SALAI, Chennai -600001	35	90
42	vinaychandrapatil	400023,Treasuary Branch, 1st FLOOR,ALLAHABAD BANK BUILDING 37, MUMBAI SMACHAR MARG, FORT	5	90
43	vinaychandrapatil	742101,ZONAL OFFICE BERHAMPORE, 1ST FLOOR PANCHANANTALA NH-34, ANCHANANTALA, BERHAMPORE	2	90
44	vinaychandrapatil	144022,ZONAL OFFICE JALANDHAR, 2nd Floor,SCO 44C URBAN ESTATE PHASE 2 JALANDHAR	2	90
45	vinaychandrapatil	284001,ZONAL OFFICE JHANSI, 92, CIVIL LINES	1	90
46	vinaychandrapatil	611001,ZONAL OFFICE NAGAPATTINAM, NO 28 PERUMAL KOIL SOUTH STREET NAGAPATTINAM, PERUMAL KOIL SOUTH STREET, NAGAPATTINAM	2	90

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
47	vinaychandrapatil	533101,ZONAL OFFICE RAJAHMUNDRY, CAMP OFFICE : 36-2-2 SHYAMALAMBA TEMPLE ROAD, INNES PETA, RAJAHMUNDRY	2	90
48	vinaychandrapatil	360005,ZONAL OFFICE RAJKOT, SHOP NO 3-4NAKSTHRA III NEAR RAIYA TELEPHONE EXCHANGE, 150 RING ROAD, RAJKOT	1	90
49	vinaychandrapatil	641601,ZONAL OFFICE TIRUPPUR, NO.1 MEHALA TORWERS THIRD FLOOR, HARVEY ROAD, TIRUPPUR	1	90

#### Buyer added Bid Specific Additional Scope of Work

S.No.	Document Title	Description	Applicable i.r.o. Items
1	Scope of Work <a href="#">View</a>	Additional Scope of Work for Laptop Procurement	Laptop-Notebook(120)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

#### Special terms and conditions-Version:2 effective from 09-04-2021 for category Laptop-Notebook

- 'Local content means the amount of value added in India which shall, unless otherwise Prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value and percent.

*'Class-I local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 50% as defined under this Order*

*'Class-II local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50%, as defined under this Order*

#### Buyer Added Bid Specific Terms and Conditions

##### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

##### 2. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. **Generic**

Bidders shall quote only those products in the bid which are not obsolete in the market and has at least 1 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

4. **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 %.

5. **Generic**

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

6. **Generic**

Experience Criteria: The Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for 3 years before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the year. In case of bunch bids, the primary product having highest value should meet this criterion.

7. **Generic**

IT equipment shall be IPv6 ready from day one.

8. **Generic**

Malicious Code Certificate:

The seller should upload following certificate in the bid:-

(a) This is to certify that the Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to :-

- (i) Inhibit the desires and designed function of the equipment.
- (ii) Cause physical damage to the user or equipment during the exploitation.
- (iii) Tap information resident or transient in the equipment/network.

(b) The firm will be considered to be in breach of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software.

9. **Generic**

**Non return of Hard Disk:** As per Buyer organization's Security Policy, Faulty Hard Disk of Servers/Desktop Computers/ Laptops etc. will not be returned back to the OEM/supplier against warranty replacement.

10. **Generic**

The successful bidder has to supply all essential accessories required for the successful installation and commissioning of the goods supplied. Besides standard accessories as per normal industry practice, following accessories must be part of supply and cost should be included in bid price: Cost of Laptop and its accessories including charger, backpack etc..

11. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior

written consent of buyer.

3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

#### 12. **Generic**

**Upload Manufacturer authorization:** Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.

#### 13. **Generic**

Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:

- i) The Seller fails to comply with any material term of the Contract.
- ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
- iv) The Seller becomes bankrupt or goes into liquidation.
- v) The Seller makes a general assignment for the benefit of creditors.
- vi) A receiver is appointed for any substantial property owned by the Seller.
- vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

#### 14. **Scope of Supply**

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

#### 15. **Turnover**

**Bidder Turn Over Criteria:** The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

#### 16. **Turnover**

**OEM Turn Over Criteria:** The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria. In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet this criterion.

#### 17. **Purchase Preference (Centre)**

**Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If

L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 25% of total value.

**18. Service & Support**

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

**19. Service & Support**

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

**20. Service & Support**

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

**21. Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

**22. Certificates**

To be eligible for award of contract, Bidder / OEM must possess following Certificates / Test Reports on the date of bid opening (to be uploaded with bid): (1) ROHS Compliance (2) BEE/Energy Star Complaint (3) Microsoft Windows 10/11 Certified (4) BIS certificate. .

**23. Warranty**

Warranty period of the supplied products shall be 3 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

**24. Warranty**

Over and above the normal Warranty terms as per GeM GTC, the successful bidder / OEM shall have to provide Comprehensive Warranty during the entire Standard warranty period as per contract. : The comprehensive warranty shall be covering the following scope Laptop including Battery and Charger (Upload an undertaking with the bid confirming compliance by the bidder if Bidder is taking onus of this compliance. In case OEM is taking onus of this compliance, OEM undertaking is to be uploaded along with Bidder undertaking)

**25. Warranty**

Successful bidder will have to ensure that adequate number of dedicated technical service personals / engineers are designated / deployed for attending to the Service Request in a time bound manner and for ensuring Timely Servicing / rectification of defects during warranty period, as per Service level agreement indicated in the relevant clause of the bid.

**26. Warranty**

Timely Servicing / rectification of defects during warranty period: After having been notified of the defects / service requirement during warranty period, Seller has to complete the required Service / Rectification

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

## 27. Financial Criteria

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

## 28. Past Project Experience

For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:

- a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
- b. Execution certificate by client with order value.
- c. Any other document in support of order execution like Third Party Inspection release note, etc.

## 29. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Buyer Added text based ATC clauses

**1. Preference to Make In India products (For bids less than 200 Crore):** 10 / 12 Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document 50%. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

## 2. Payment Terms:

On Delivery: Ninety (90) % of the price of the Laptops delivered at the respective location will be paid upon submission of invoice and proof of delivery and other relevant documents.

On Installation: Ten (10)% of the price of the Laptops will be paid on submission of Installation Certificate duly counter-signed by the Bank's Representative.

TDS, GST TDS and Penalty will be deducted from the payment, if applicable.

## 3. Insurance

The goods supplied under the Contract shall be fully insured against loss or damage incidental to transportation, storage and erection. The transit insurance shall be for an amount equal to 110 percent of the invoice value of the Goods from "Warehouse to final destination" on "All Risks" basis including War Risks and Strikes. In case the successful bidder is covering the goods under a Master Policy, bidder has to submit a declaration along with copy of master insurance stating that all the items are covered under the said master policy. If insurance policies for transit insurance is not provided, then 0.1% of the invoice value will be deducted from the payment.

**4. Bidder has to submit the self-declaration of blacklisting and bid security as per the format enclosed under buyer uploaded ATC document.**

**5. successful bidder has to sign contract & non-disclosure agreement as per the format enclosed under buyer uploaded ATC document.**

**30. Buyer Added Bid Specific ATC**

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

## **Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. If any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

[This Bid is also governed by the General Terms and Conditions.](#)

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.

**---Thank You---**