



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/4609855  
Dated/दिनांक : 09-02-2024

### Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण  |   |
|--|---|
| Bid End Date/Time/बिड बंद होने की तारीख/समय  | 23-02-2024 19:00:00   |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय   | 23-02-2024 19:30:00   |
| Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)  | 90 (Days)   |
| Ministry/State Name/मंत्रालय/राज्य का नाम  | Ministry Of Earth Sciences  |
| Department Name/विभाग का नाम   | Department Of Earth Sciences  |
| Organisation Name/संगठन का नाम   | National Centre For Antarctic And Ocean Research (ncaor)  |
| Office Name/कार्यालय का नाम  | Goa   |
| Total Quantity/कुल मात्रा  | 114   |
| Item Category/मद केटेगरी   | Laptop A , Desktop A , Desktop B , Workstation , Laptop B , Laptop C , Monitor , MFM A3 , MFM A4 , Software   |
| BOQ Title/बीओक्यू शीर्षक   | Procurement of Business Class IT Items  |
| Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)    | 100 Lakh (s)  |
| OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)                           | 400 Lakh (s)  |
| Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष | 3 Year (s)  |
| MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट                                 | No  |
| Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट                         | No  |
| Document required from seller/विक्रेता से मांगे गए दस्तावेज़   | Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Compliance of BoQ specification and supporting document<br>*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>Bid Details/बिड विवरण</b>  |                       |
|---|-----------------------|
| <b>Past Performance/विगत प्रदर्शन</b>   | 50 %                  |
| <b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>   | No                    |
| <b>Type of Bid/बिड का प्रकार</b>  | Two Packet Bid        |
| <b>Primary product category</b>   | Desktop A             |
| <b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b> | 3 Days                |
| <b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>                                      | No                    |
| <b>Evaluation Method/मूल्यांकन पद्धति</b>   | Item wise evaluation/ |

#### **EMD Detail/ईएमडी विवरण**

|  |                     |
|--|---------------------|
| Advisory Bank/एडवाइजरी बैंक                | State Bank of India |
| Schedule 1 EMD Amount/ईएमडी राशि (In INR)  | 2600                |
| Schedule 2 EMD Amount/ईएमडी राशि (In INR)  | 72000               |
| Schedule 3 EMD Amount/ईएमडी राशि (In INR)  | 84000               |
| Schedule 4 EMD Amount/ईएमडी राशि (In INR)  | 48000               |
| Schedule 5 EMD Amount/ईएमडी राशि (In INR)  | 4000                |
| Schedule 6 EMD Amount/ईएमडी राशि (In INR)  | 4400                |
| Schedule 7 EMD Amount/ईएमडी राशि (In INR)  | 1000                |
| Schedule 8 EMD Amount/ईएमडी राशि (In INR)  | 28800               |
| Schedule 9 EMD Amount/ईएमडी राशि (In INR)  | 500                 |
| Schedule 10 EMD Amount/ईएमडी राशि (In INR) | 27000               |

#### **ePBG Detail/ईपीबीजी विवरण**

|  |                     |
|--|---------------------|
| Advisory Bank/एडवाइजरी बैंक  | State Bank of India |
| ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)                               | 3.00                |
| Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने). | 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./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). The EMD Amount will be applicable for each schedule/group selected during Bid creation.

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

**Beneficiary/लाभार्थी :**

NCPOR

If Offline Bid Security or Performance Security (as per Beneficiary name & Bank Details), the Original document is to be delivered to The National Centre for Polar and Ocean Research (NCPOR), Ministry of Earth Sciences, Headland Sada, Vasco Da Gama, South-Goa, Goa 403804. Tel:0832-2525574/699 (as per the timeline stipulated by GeM GTC)  
(Director)

**Splitting/विभाजन**

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

**MII Purchase Preference/एमआईआई खरीद वरीयता**

|  |     |
|--|-----|
| MII Purchase Preference/एमआईआई खरीद वरीयता | Yes |
|--|-----|

**MSE Purchase Preference/एमएसई खरीद वरीयता**

|   |     |
|---|-----|
| MSE Purchase Preference/एमएसई खरीद वरीयता | Yes |
|---|-----|

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
3. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. 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 .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.

5. 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.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.

6. 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.

7. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 50% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

#### **Evaluation Method ( Item Wise Evaluation Method )**

Contract will be awarded schedulewise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

| <b>Evaluation Schedules</b> | <b>Item/Category</b> | <b>Quantity</b> |
|-----------------------------|----------------------|-----------------|
| Schedule 1                  | Laptop A             | 1               |
| Schedule 2                  | Desktop A            | 24              |
| Schedule 3                  | Desktop B            | 21              |
| Schedule 4                  | Workstation          | 6               |
| Schedule 5                  | Laptop B             | 1               |
| Schedule 6                  | Laptop C             | 1               |
| Schedule 7                  | Monitor              | 2               |
| Schedule 8                  | Mfm A3               | 3               |

|             |          |    |
|-------------|----------|----|
| Schedule 9  | Mfm A4   | 1  |
| Schedule 10 | Software | 54 |

### Laptop A

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

#### Technical Specifications/तकनीकी विशिष्टियाँ

|                               |                           |
|-------------------------------|---------------------------|
| <b>Specification Document</b> | <a href="#">View File</a> |
| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 1               | 30                           |

### Desktop A

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

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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्र | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 24             | 45                           |

**Desktop B**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्र | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 21             | 45                           |

**Workstation**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

|                               |                           |
|-------------------------------|---------------------------|
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| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| <b>S.No./क्र. सं.</b> | <b>Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी</b> | <b>Address/पता</b>  | <b>Quantity/मात्र</b> | <b>Delivery Days/डिलीवरी के दिन</b> |
|-----------------------|--|---|-----------------------|-------------------------------------|
| 1                     | Pradeep Kumar Singh  | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 6                     | 60                                  |

**Laptop B**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

|                               |                           |
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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 1               | 30                           |

### Laptop C

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

#### Technical Specifications/तकनीकी विशिष्टियाँ

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|------------------------|---------------------------|
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#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 1               | 30                           |

### Monitor

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

#### Technical Specifications/तकनीकी विशिष्टियाँ

|                        |                           |
|------------------------|---------------------------|
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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता  | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|--|-----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804,Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 2               | 30                           |

**MFM A3**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

|                               |                           |
|-------------------------------|---------------------------|
| <b>Specification Document</b> | <a href="#">View File</a> |
| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता  | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|--|-----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804,Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 3               | 45                           |

**MFM A4**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

|                               |                           |
|-------------------------------|---------------------------|
| <b>Specification Document</b> | <a href="#">View File</a> |
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Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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

| <b>S.No./क्र. सं.</b> | <b>Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी</b> | <b>Address/पता</b>  | <b>Quantity/मात्रा</b> | <b>Delivery Days/डिलीवरी के दिन</b> |
|-----------------------|--|---|------------------------|-------------------------------------|
| 1                     | Pradeep Kumar Singh  | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 1                      | 30                                  |

**Software**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

|                               |                           |
|-------------------------------|---------------------------|
| <b>Specification Document</b> | <a href="#">View File</a> |
| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Pradeep Kumar Singh                                     | 403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama, | 54              | 30                           |

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

### 1. Generic

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

### 2. Scope of Supply

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

### 3. Generic

**Manufacturer Authorization:** Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

### 4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

#### **Eligibility Criteria:**

- i) Buyer Added Bid Specific Additional Terms and Conditions, all required Undertaking etc, shall be submitted on Bidders Letter head separately and shall be signed by Authorized signatory.
- ii) Bidder should submit Ink Signed Bid Specific Manufacturers Authorization Form (MAF)/ Certificate with Original Equipment Manufacturer (OEM) details such as Name, designation, address, e-mail Id and Phone No . along with the bid for all items i.e Desktops, Laptops, Workstation & Printers. Also MAF for Windows 11 Professional Operating System (OEM License) & MS Office Home & Business 2021. (Microsoft MAF should be required from OEM division only) and should be part of Technical Bid.
- iii) Workstation, Desktop, Processor, Monitor, Keyboard and Mouse shall be of the same OEM. Bidder shall submit OEM endorsed undertaking in this regard along with Technical Compliance Statement on OEM Letter head only. Deviation to any term will be liable for rejection.
- iv) The proposed machines should be of Corporate / Business class and letter from OEM in regard to segment of the Model shall be submitted and should be part of Technical bid.
- v) Bidder shall furnish a self certification for all the OEMs Item for ROHS (Restrictions of Hazardous Substances) compliance and should be part of Technical bid.
- vi) Bidder shall furnish Energy efficiency compliance and should be part of Technical bid.
- vii) For the sake of better co-ordination, smooth services & other administrative services i.e Co- ordination with OEM, Spare Parts Management, Spare Replacement, the service/bidder provider has to furnish details of the contact person & his mobile number and should be part of Technical bid, failing which their offer will

be liable for rejection.

viii) Genuine Manufacturers Authorization Form (MAF) are to be submitted as MAF issuance confirmation will be taken from respective OEM. The MAF should have been necessarily taken from the OEM after the bid published date. The MAF submitted should have a QR Code printed, which when scanned should display the details of MAF No, Date of issued, GeM bid No, Customer Name and the Registered Partner Name alternatively below information needs to be filled up and submitted along with the Technical Bid on the respective OEM's letterhead duly signed by OEM authorized signatory.

Manufacturers Authorization Form (MAF) details / particulars :

Name of OEM, GeM Reference No., Address to Buyer:

MAF details: a) MAF ID/No b) MAF Issue Dt c) MAF Validity (Months)

OEM Representative details: a) Name b) Designation c) OEM Office address from where MAF issued d) Official Mail Id. e) Mobile No.

ix) Service Centre list, Malicious Code Certificate, Make in India (MII) content declaration should be on the OEM's Letterhead and endorsed by OEM authorized signatory only.

x) OEM shall be ISO 9001, 14001, 20001, 27001 certified. Valid certificates to be submitted and should be part of Technical Bid.

xi) OEM must have online system hardware diagnostics facility. Also OEM must have facility to download updates of pre-installed software's, device, drivers, and firmware on its website. Link / web address to be submitted on OEM's/ Bidder letterhead and should be part of Technical Bid.

xii) The bidding firm should not be blacklisted by any Govt, PSU, Private organization and undertaking for the same must be submitted and should be part of Technical Bid.

xiii) Bidder shall possess valid registration under Goods and Service Tax Act 2017. Bidder shall upload self certified copy of GSTIN Registration Certificate along with Latest GST RETURN copy of the last Quarter / Month of current financial year.

xiv) Bidder Security/Earnest Money Deposit - As per Buyer & Banking details in Bid and GeM General Terms & conditions. Scanned copy of EMD shall be uploaded by Seller in the online bid and original copy of the same will have to be submitted directly to the Buyer mentioned delivery address within 5 working days of bid opening date, failing which the bid may be treated as incomplete & may lead to rejection of the bid by Buyer without making any reference to the seller. MSME - Trader category is not entitled for EMD exemption.

xv) Performance Security/Guarantee - As per Buyer & Banking details in Bid and GeM General Terms & conditions, the Online PBG or Offline PBG must be submitted by Seller to the Buyer within 15 days of award of contract on GeM. The payments to the seller shall become due only after receipt of Performance Bank Guarantee by the Buyer and verification of its genuineness. No interest shall be payable upon the Performance Bank Guarantee.

xvi) If the Seller fails or neglects to observe or perform any of his obligations under the contract it shall be lawful for the Buyer to forfeit either in whole or in part, the Performance Bank Guarantee furnished by the Seller.

xvii) Compliance on All Technical Specifications along with Product Catalog/Data Sheet of the product(s) offered in the bid must be submitted and should be part of Technical Bid.

xviii) Product Catalog/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 Product Catalog/Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

xix) Bidders must provide basic details sought in enclosed Buyer Added Specific ATC.

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## 5. **Buyer Added Bid Specific ATC**

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

## 6. **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.

## 7. **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.

## 8. **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.

## 9. **Service & Support**

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

## 10. **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.

## 11. **Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Director, National Centre for Polar and Ocean Research (NCPOR)  
payable at  
SBI Commercial Branch, Vasco Da Gama, Goa

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

## 12. **Forms of EMD and PBG**

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C (Name of the Buyer). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

**13. Forms of EMD and PBG**

Bidders can also submit the EMD with Banker's Cheque in favour of

Director, National Centre for Polar and Ocean Research  
payable at  
SBI Commercial Branch, Vasco Da Gama, Goa

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**14. Forms of EMD and PBG**

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

Director, National Centre for Polar and Ocean Research  
Account No.  
10153336180  
IFSC Code  
SBIN0004116  
Bank Name  
State Bank of India  
Branch address  
SBI Commercial Branch, VIDHYA DHIRAJ BHAVANF L GOMES RD, GOA PIN-403802

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

**15. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Director, National Centre for Polar and Ocean Research  
payable at  
SBI Commercial Branch, Vasco Da Gama, Goa

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

**16. Forms of EMD and PBG**

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

Director, National Centre for Polar and Ocean Research  
Account No.  
10153336180  
IFSC Code  
SBIN0004116  
Bank Name  
State Bank of India  
Branch address  
SBI Commercial Branch, VIDHYA DHIRAJ BHAVANF L GOMES RD, GOA PIN-403802

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

**17. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

Director, National Centre for Polar and Ocean Research (NCPOR)  
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

#### 18. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:  
a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.  
b. Execution certificate by client with contract value.  
c. Any other document in support of contract execution like Third Party Inspection release note, etc.  
**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:  
a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.  
b. Execution certificate by client with contract value.  
c. Any other document in support of contract execution like Third Party Inspection release note, etc.

#### 19. **Past Project Experience**

The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar Category Products during preceding 3 financial years (i.e. current year and three previous financial years) as on opening of bid, as per following criteria:

- (i) Single order of at least 35% of estimated bid value; or
- (ii) Two orders of at least 20% each of estimated bid value; or
- (iii) Three orders of at least 15% each of estimated bid value.

Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid. In case of bunch bids, the Category related to primary product having highest bid value should meet this criterion

#### 20. **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.

#### 21. **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.

#### 22. **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.

#### 23. **Certificates**

The bidder is required to upload, along with the bid, all relevant certificates such as BIS licence, type test certificate, approval certificates and other certificates as prescribed in the Product Specification given in

the bid document.

## **Disclaimer/अस्वीकरण**

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. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

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.
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.

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.

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

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./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।

**---Thank You/धन्यवाद---**



**Sr.No.01 - Laptop A (Normal Specs) Qty – 01 No.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b> | <b>Required Specification</b>           | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|------------------|---|------------------------------|-------------------------|
| 1             | CPU              | Intel core i7                           |                              |                         |
| 2             | Memory           | 16GB DDR4 3200 MHz RAM or higher        |                              |                         |
| 3             | Graphic Card     | Integrated                              |                              |                         |
| 4             | SSD              | 1 TB                                    |                              |                         |
| 5             | Screen Size      | 14" (35.6 cm) FHD (1920 x 1080)         |                              |                         |
| 6             | Audio            | YES                                     |                              |                         |
| 7             | Camera           | With camera                             |                              |                         |
| 8             | Communication    | Integrated 10/100/1000 Network Port.    |                              |                         |
| 9             | Wi-Fi            | With Wi-Fi feature                      |                              |                         |
| 10            | Operating System | MS Window 11 Professional (OEM License) |                              |                         |
| 11            | OS Certification | Windows Operating System Certification  |                              |                         |
| 12            | Battery Warranty | 1 year minimum                          |                              |                         |
| 13            | Warranty         | 3 years onsite warranty                 |                              |                         |
| 14            | Mouse            | Bluetooth mouse                         |                              |                         |
| 15            | Carry Case       | Standard carry Case/Bag required.       |                              |                         |

**Sr.No.02 - Desktop Computers A (Without Graphics card) Qty - 24 Nos.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b>             | <b>Required Specification</b>   | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|------------------------------|---|------------------------------|-------------------------|
| 1             | CPU                          | Intel core i7-12700, 12 <sup>th</sup> Generation, 2.1GHz, 25MB Cache, 12 Core or higher                             |                              |                         |
| 2             | Chipset                      | Intel H-670/H770 OR Higher  |                              |                         |
| 3             | Memory                       | 16GB DDR4 3200 MHz RAM with 64 GB expandability or Higher   |                              |                         |
| 4             | Graphic Card                 | Integrated  |                              |                         |
| 5             | SSD                          | 512GB   |                              |                         |
| 6             | Hard Disk Drive              | 1 TB @7200 RPM  |                              |                         |
| 7             | Monitor                      | 23.8-inch LED Monitor with inbuilt Web Camera & Speaker with same OEM   |                              |                         |
| 8             | Keyboard                     | USB Interface with same OEM   |                              |                         |
| 9             | Mouse                        | Optical with USB interface with same OEM  |                              |                         |
| 10            | Drive Bays                   | 3.5" 2 Nos or above   |                              |                         |
| 11            | Internal Speaker             | Internal Speaker in CPU   |                              |                         |
| 12            | Cabinet                      | Tower/Mini Tower/SFF  |                              |                         |
| 13            | Network Facility             | Integrated 10/100/1000 on board integrated Network Port.  |                              |                         |
| 14            | Wi-Fi                        | With Wi-Fi feature  |                              |                         |
| 15            | Operating System             | MS Window 11 Professional (OEM)   |                              |                         |
| 16            | OS Certification             | Windows Operating System Certification  |                              |                         |
| 17            | Energy efficiency compliance | CE; CEL; ENERGY STAR® certified; EPEAT Gold Certification, FCC; RoHS; SEPA; UL any equivalent Indian Certification. |                              |                         |
| 18            | SMPS efficiency              | 180 W, 90% or higher  |                              |                         |
| 19            | Warranty                     | 3 years onsite warranty   |                              |                         |

**Sr.No.03 - Desktop Computers B (With Graphics card) Qty 21 Nos.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b>             | <b>Required Specification</b>   | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|------------------------------|---|------------------------------|-------------------------|
| 1             | CPU                          | Intel core i7-12700, 12 <sup>th</sup> /13th Generation, 2.1GHz, 25MB Cache, 12 Core or higher                       |                              |                         |
| 2             | Chipset                      | Intel H-670/H770 OR Higher  |                              |                         |
| 3             | Memory                       | 32 GB DDR4 3200 MHz RAM with 64 GB expandability or Higher  |                              |                         |
| 4             | Graphic Card                 | NVIDIA T400-4GB or higher   |                              |                         |
| 5             | SSD                          | 1TB SSD   |                              |                         |
| 6             | Hard Disk Drive              | 1 TB @7200 RPM  |                              |                         |
| 7             | Monitor                      | 27" LED Monitor with inbuilt Web Camera & Speaker with same OEM   |                              |                         |
| 8             | Keyboard                     | USB Interface with same OEM   |                              |                         |
| 9             | Mouse                        | Optical with USB interface with same OEM  |                              |                         |
| 10            | Drive Bays                   | 3.5" 2 Nos or above   |                              |                         |
| 11            | Internal Speaker             | Internal Speaker in CPU   |                              |                         |
| 12            | Cabinet                      | Tower/Mini Tower/SFF  |                              |                         |
| 13            | Network Facility             | Integrated 10/100/1000 on board integrated Network Port.  |                              |                         |
| 14            | Wi-Fi                        | With Wi-Fi feature  |                              |                         |
| 15            | Operating System             | MS Window 11 Professional (OEM License)   |                              |                         |
| 16            | OS Certification             | Windows Operating System Certification  |                              |                         |
| 17            | Energy efficiency compliance | CE; CEL; ENERGY STAR® certified; EPEAT Gold Certification, FCC; RoHS; SEPA; UL any equivalent Indian Certification. |                              |                         |
| 18            | SMPS efficiency              | 180 W, 90% or higher  |                              |                         |
| 19            | Warranty                     | 3 years onsite warranty   |                              |                         |

### Sr.No.04 -Workstations Qty – 06 Nos.

|                |  |
|----------------|--|
| Offered Make:  |  |
| Offered Model: |  |

| Sr. No | Parameter                       | Required Specification  | Complied/Not Complied | Remarks (if any) |
|--------|---------------------------------|---|-----------------------|------------------|
| 1      | Processor Make                  | Intel Xeon W5-2465X, 16 Core, or higher   |                       |                  |
| 2      | Processor Base Frequency        | 3.1 GHz or above  |                       |                  |
| 3      | Chipset                         | Intel W790 or higher  |                       |                  |
| 4      | RAM type and size               | 64 GB (2 x 32GB) DDR4 or above  |                       |                  |
| 5      | Cache                           | 33.75 MB or above   |                       |                  |
| 6      | Graphics card: Dedicated        | NVIDIA T1000 4 GB with mDP to DP adapter or above   |                       |                  |
| 7      | Primary Storage size and type   | 1 TB M.2 SSD or above   |                       |                  |
| 8      | Secondary Storage size and type | 2TB SATA 7200 rpm HDD or above  |                       |                  |
| 9      | Power Supply                    | more than 90% Efficiency  |                       |                  |
| 10     | Network & Communications        | Intel AX210 Wi-Fi 6 non-vPro +Bluetooth 5.2 wireless card with Internal Antenna WLAN or better. |                       |                  |
| 11     | Operating system                | Windows 11 Professional (OEM License)   |                       |                  |
| 12     | Display size                    | 27" LED Monitor with inbuilt Web Camera & Speaker with same OEM                                 |                       |                  |
| 13     | Display Type                    | 1920x1080 or higher. Non-Touch  |                       |                  |
| 14     | Keyboard & Mouse                | Wired (USB)   |                       |                  |
| 15     | Warranty                        | 3 years or more   |                       |                  |

**Sr.No.05 –Laptop B (with Higher specs, Light weight) Qty-01 No.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b> | <b>Required Specification</b>  | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|------------------|--|------------------------------|-------------------------|
| 1             | CPU              | Intel core i7-1365U, 13 <sup>th</sup> Generation, 1.8GHz, 12 MB Cache, 10 Core or higher |                              |                         |
| 3             | Memory           | 16 GB DDR4 3200 MHz RAM or higher  |                              |                         |
| 4             | Graphic Card     | Integrated Iris X Graphics   |                              |                         |
| 5             | SSD              | 1 TB PCIe® NVMe™ TLC 2280 Solid State Drive  |                              |                         |
| 6             | Screen Size      | 13.5" IPS (1920 x 1080), Touch Screen  |                              |                         |
| 7             | Audio            | Microphone/Headphone Combo Audio Jack  |                              |                         |
| 8             | Camera           | With Camera (720p HD minimum)  |                              |                         |
| 9             | Wi-Fi            | With Wi-Fi feature   |                              |                         |
| 10            | Operating System | Windows 11 Professional (OEM)  |                              |                         |
| 11            | OS Certification | Windows  |                              |                         |
| 12            | Battery Warranty | 1 year minimum   |                              |                         |
| 13            | Warranty         | 3 years onsite warranty  |                              |                         |
| 14            | Mouse            | Bluetooth mouse  |                              |                         |
| 15            | Carry Case       | Standard carry Case/Bag required.  |                              |                         |

**Sr.No.06 – Laptop C (with Higher specs) Qty-01 No.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b> | <b>Required Specification</b>  | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|------------------|--|------------------------------|-------------------------|
| 1             | CPU              | Intel core i7, 12 <sup>th</sup> Generation, 1.6GHz, 18 MB Cache, 12 Core or higher |                              |                         |
| 3             | Memory           | 32 GB  |                              |                         |
| 4             | Graphic Card     | Integrated   |                              |                         |
| 5             | SSD              | 1 TB SSD   |                              |                         |
| 6             | Screen Size      | 15.6" (39.6 cm) FHD (1920 x 1080)  |                              |                         |
| 7             | Audio            | Yes  |                              |                         |
| 8             | Camera           | With camera (720p HD minimum)  |                              |                         |
| 9             | Communication    | Integrated 10/100/1000 Network Port.   |                              |                         |
| 10            | Wi-Fi            | With Wi-Fi feature   |                              |                         |
| 11            | Operating System | MS Window 11 Professional (OEM License)  |                              |                         |
| 12            | OS Certification | Windows Operating System Certification   |                              |                         |
| 13            | Battery Warranty | 1 year minimum   |                              |                         |
| 14            | Warranty         | 3 years onsite warranty  |                              |                         |
| 15            | Mouse            | Bluetooth mouse  |                              |                         |
| 16            | Carry Case       | Standard carry Case/Bag required.  |                              |                         |

### Sr.No.07 -Desktop Monitors Only Qty - 02 Nos.

|                |  |
|----------------|--|
| Offered Make:  |  |
| Offered Model: |  |

| Sr. No | Parameter                       | Required Specification   | Complied/Not Complied | Remarks (if any) |
|--------|---------------------------------|--|-----------------------|------------------|
| 1      | Monitor Display size (diagonal) | 23.8" (60.45 cm) LED Monitor   |                       |                  |
| 2      | Display type                    | IPS  |                       |                  |
| 3      | Native resolution               | FHD (1920 x 1080)  |                       |                  |
| 4      | Resolutions supported           | 1024 x 768; 1280 x 1024; 1280 x 720; 1280 x 800; 1366 x 768; 1440 x 900; 1600 x 900; 1680 x 1050; 1920 x 1080; 640 x 480; 720 x 400; 800 x 600 |                       |                  |
| 5      | Input signal                    | 1 VGA; 1 DisplayPort 1.2 (with HDCP support); 1 HDMI 1.4 (with HDCP support)   |                       |                  |
| 6      | Power                           | Input voltage 100 to 240 VAC   |                       |                  |
| 7      | Energy efficiency compliance    | ENERGY STAR certified; EPEAT® 2019 registered or any equivalent Indian Certification.  |                       |                  |
| 8      | Power consumption               | 26 W (maximum), 22 W (typical), 0.3 W (standby)  |                       |                  |
| 9      | Environmental                   | Operating temperature: 5 to 35°C;<br>Operating humidity: 20 to 80% non-condensing  |                       |                  |
| 10     | Warranty                        | 3 years  |                       |                  |

**Sr.No.08 -Multifunction Printer Machine A (Size A3, Colour & B/W)**

**Qty - 04 Nos.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b>  | <b>Required Specification</b>   | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|---|---|------------------------------|-------------------------|
| 1             | Print Technology  | Laser   |                              |                         |
| 2             | Type of Machine   | A3 Colour Laser Multifunction Machine   |                              |                         |
| 3             | Paper Size (Original/Image)   | A3/A3   |                              |                         |
| 4             | RAM size (MB)   | 2.0 GB RAM  |                              |                         |
| 5             | Storage   | 64 GB (available space 30 GB)   |                              |                         |
| 6             | Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono/Colour  | 26ppm or higher   |                              |                         |
| 7             | Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono/ Colour | 15ppm or higher   |                              |                         |
| 8             | Print Resolution  | 600 x 600   |                              |                         |
| 9             | Scanning Feature Availability   | Yes   |                              |                         |
| 10            | Duplexing Feature Availability  | Yes   |                              |                         |
| 11            | Networking Feature Availability & Type                                | Yes   Ethernet 10/100/1000  |                              |                         |
| 12            | Wi-Fi Availability  | With Wi-Fi feature  |                              |                         |
| 13            | Original Document Feeder Type   | DADF  |                              |                         |
| 14            | Document Feeder Capacity (Number)                                     | 100   |                              |                         |
| 16            | Number of main paper tray   | 2 no minimum  |                              |                         |
| 17            | Each Main Paper Tray Capacity (Number)                                | 550   |                              |                         |
| 18            | Warmup time   | 4 seconds or Less, From Sleep Mode: 10 s or less, From Power On: 10 s or less, or better. |                              |                         |
| 19            | On Site OEM Warranty (Year)   | 3 Years   |                              |                         |



**Sr.No.09 -Multifunction Printer Machine B (Size A4, B/W only) Qty - 1 No.**

|                       |  |
|-----------------------|--|
| <b>Offered Make:</b>  |  |
| <b>Offered Model:</b> |  |

| <b>Sr. No</b> | <b>Parameter</b>               | <b>Required Specification</b>   | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|--------------------------------|---|------------------------------|-------------------------|
| 1             | MFM Printer                    | Multifunction Machine paper size A4                                     |                              |                         |
| 2             | Functions                      | Print/Scan/Copy   |                              |                         |
| 3             | Memory                         | 512 MB or higher  |                              |                         |
| 4             | Print Speed                    | 29 ppm or higher  |                              |                         |
| 5             | Resolution                     | 600 x 600dpi  |                              |                         |
| 6             | Copy Speed                     | 27 pages per minute or higher   |                              |                         |
| 7             | Scan Resolution                | 600 x 600dpi  |                              |                         |
| 8             | Scan Speed                     | 20 images per minute (ipm) / 15 images per minute (ipm) (mono / colour) |                              |                         |
| 9             | Monthly Page Volume            | 15000 prints  |                              |                         |
| 10            | Paper Type                     | Plain, Heavy, Recycled, Color, Bond, Label, Index Card, Envelope        |                              |                         |
| 11            | Duplex Printing                | Yes   |                              |                         |
| 12            | Networking                     | Yes   |                              |                         |
| 13            | Warranty                       | 3 years   |                              |                         |
| 14            | Scan Formats                   | Platen & ADF  |                              |                         |
| 15            | Copy Reduce & Enlarge facility | 25 - 400% in 1% increments  |                              |                         |
| 16            | Paper Tray                     | 1 no  |                              |                         |
| 17            | Connectivity                   | High-Speed USB 2.0<br>10 / 100 Base-T Ethernet, Wi-Fi 802.11b/g/n       |                              |                         |

**Sr.No.10 - Microsoft Office Qty- 54 Nos.**

| <b>Sr. No</b> | <b>Parameter</b>  | <b>Required Specification</b>                            | <b>Complied/Not Complied</b> | <b>Remarks (if any)</b> |
|---------------|-------------------|--|------------------------------|-------------------------|
| 1             | Microsoft Office  | MS Office Home & Business 2021 or Latest                 |                              |                         |
| 2             | Licence           | Perpetual Licence from OEM                               |                              |                         |
| 3             | Media Type        | CD / Pen drive   |                              |                         |
| 4             | OEM Authorization | Microsoft MAF should be required from OEM division only. |                              |                         |

# **BIDDER DETAILS FORMAT**

(Mandatory details to be submitted along with the Bid Documents)

| <b>A</b> | <b>Company Information of the Bidder/Service Provider:</b>        |  |
|----------|---|--|
| <b>1</b> | <b>Company Name in full as per GeM:</b>                           |  |
| <b>2</b> | <b>Address in full as per GeM:</b>                                |  |
| <b>3</b> | <b>Contact Name &amp; No.:</b><br>1) Primary<br>2) Secondary      |  |
| <b>4</b> | <b>Email id:</b><br>1) Primary<br>2) Secondary                    |  |
| <b>5</b> | <b>GST No.</b>  |  |
| <b>B</b> | <b>Bank Information of the Bidder/Service Provider:</b>           |  |
| <b>1</b> | <b>Bank Account Number:</b>                                       |  |
| <b>2</b> | <b>Bank Account Type:</b><br>Savings/Current Account.             |  |
| <b>3</b> | <b>Name of the Beneficiary Bank Account as registered in GeM:</b> |  |
| <b>4</b> | <b>Bank name in full:</b>   |  |
| <b>5</b> | <b>Bank Branch &amp; Address:</b>                                 |  |
| <b>6</b> | <b>IFSC Code:</b>   |  |

Company STAMP & SIGNED.