

**बिड दस्तावेज़ / Bid Document**
**बिड विवरण / Bid Details**

बिड बंद होने की तारीख/समय /Bid End Date/Time	08-10-2025 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-10-2025 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Punjab
विभाग का नाम/Department Name	Technical Education And Industrial Training Department Punjab
संगठन का नाम/Organisation Name	I K Gujral Punjab Technical University
कार्यालय का नाम/Office Name	I K Gujral Punjab Technical University, Kapurthala
कुल मात्रा/Total Quantity	159
वस्तु श्रेणी /Item Category	Toner Cartridges / Ink Cartridges / Consumables for Printers (Q2)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	2 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	2 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover *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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)

### बिड विवरण/Bid Details

बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / <b>Minimum number of bids required to disable automatic bid extension</b>	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / <b>Number of days for which Bid would be auto-extended</b>	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / <b>Number of Auto Extension count</b>	1
विगत प्रदर्शन / <b>Past Performance</b>	20 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/ <b>Type of Bid</b>	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/ <b>Primary product category</b>	Toner Cartridges / Ink Cartridges / Consumables for Printers
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / <b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/ <b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Payment Timelines</b>	Payments shall be made to the Seller within <b>21</b> days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/ <b>Evaluation Method</b>	Total value wise evaluation
मध्यस्थता खंड/ <b>Arbitration Clause</b>	No
सुलह खंड/ <b>Mediation Clause</b>	No

### ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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### ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

### एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference

No

**एमआईआई खरीद वरीयता/MII Purchase Preference**

एमआईआई खरीद वरीयता/MII Purchase Preference

No

1. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

2. 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.

3. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 20% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity 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.

**Toner Cartridges / Ink Cartridges / Consumables For Printers ( 80 pieces )****तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERIC	<b>Product Class of Cartridge</b>	Compatible
	<b>Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered</b>	Promex Technologies, Namo Sales, DIC Techware, UV Office Solutions, Indrayani Sales Pvt Limited, Ashapura Computers, Ace Enterprises, Vedica Computer Private Limited, Elixir Enterprises, Rx Infotech Private Limited, Printodome, Max Office Solution, Consistent Infosystems Private Limited, Image Star Private Limited, A.S.Enterprises, ACM Cartridge Rechargers Private Limited, Indigo Prints Smart Private Limited, Unique Xerox Services
	<b>Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable</b>	RICOH, Canon, HP, Samsung, Kyocera, Toshiba, Epson, Brother, Fujifilm, Konica Minolta, Xerox, SHARP, PANTUM, Lexmark
	<b>Type of Cartridge/Consumable</b>	Toner Cartridge

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Color of the Ink/Toner	Black
	Model Number of OEM's Printer/OEM's Multi Function Machine	<p>HP DesignJet Z6810, HP DesignJet T1700, HP DesignJet T2530, HP DesignJet T7200, HP DesignJet Z5600, HP DesignJet Z6, HP DesignJet Z9+, HP DesignJet T130, HP DesignJet T530, HP DesignJet T120, HP DesignJet T520, HP DesignJet T790, HP DesignJet T795, HP DesignJet T1300, HP DesignJet T1530, HP DesignJet T230, HP DesignJet T730, HP DesignJet T830, HP DesignJet XL 3600, HP Pagewide XL4000HP Pagewide XL5000, HP DesignJet Z5400, HP DesignJet Z6200, HP DesignJet Z6800, HP DesignJet T930, HP DesignJet T3500, HP OfficeJet Pro 9010 AiO Printer, HP OfficeJet Pro 9018 AiO Printer, HP OfficeJet Pro 9016 AiO Printer, HP OfficeJet Pro 9019 AiO Printer, HP OfficeJet Pro 9012 All-in-One Printer, HP OfficeJet Pro 9020 AiO Printer, HP OfficeJet Pro 9028 AiO Printer, HP OfficeJet Pro 9026 AiO Printer, HP OfficeJet Pro 9010e All-in-One, HP OfficeJet Pro 9012e All-in-One, HP OfficeJet Pro 9020e All-in-One, HP OfficeJet 8010 All-in-One Printer, HP OfficeJet 8012 All-in-One Printer, HP OfficeJet Pro 8020 All-in-One Printer, HP OfficeJet Pro 8022 AiO Printer, HP OfficeJet Pro 8028 All-in-One Printer, HP OfficeJet Pro 8026 All-in-One Printer, HP OfficeJet 8010e All-in-One, HP OfficeJet 8012e All-in-One, HP OfficeJet Pro 8020e All-in-One, HP DeskJet 2720 AiO Printer, HP DeskJet 2721 AiO Printer, HP DeskJet Plus 4121 AiO Printer, HP DeskJet Plus 4122 AiO Printer, HP DeskJet Plus 4123 AiO Printer, HP DeskJet 2722 AiO Printer, HP DeskJet 2723 AiO Printer, HP DeskJet 2729 AiO Printer, HP DeskJet 2332 AiO Printer, HP DeskJet 2330 AiO Printer, HP DeskJet 1212 Printer, HP DeskJet 1210 Printer, HP DeskJet 2331 AiO Printer, HP DeskJet 2333 AiO Printer, HP DeskJet 1211 Printer, HP DeskJet 1213 Printer, HP DeskJet Plus IA 6475 AIO Printer, HP DeskJet Plus IA 6478 AIO Printer, HP DeskJet Plus IA 6075 AIO Printer, HP DeskJet Plus IA 6078 AIO Printer, HP DeskJet IA 2775 AiO Printer, HP DeskJet IA 2776 AiO Printer, HP DeskJet IA 2777 AiO Printer, HP DeskJet IA 2778 AiO Printer, HP DeskJet IA 2779 AiO Printer, HP DeskJet IA 4175 AiO Printer, HP DeskJet IA 4176 AiO Printer, HP DeskJet IA 4177 AiO Printer, HP DeskJet IA 4178 AiO Printer, HP DeskJet IA 2338 AiO Printer, HP DeskJet IA 2336 AiO Printer, HP DeskJet IA 1218 Printer, HP DeskJet IA 1216 Printer, HP DeskJet IA 2335 AiO Printer, HP DeskJet IA 2337 AiO Printer, HP DeskJet IA 1215 Printer, HP DeskJet IA 1217 Printer, HP DeskJet 2820 All-in-One Printer, HP Envy 5640 e-All-in-One Printer, HP Officejet 5740 e-All-in-One Printer, HP Envy 7640 e-All-in-One Printer, HP Envy 5540 All-in-One Printer, HP Envy 5542 All-in-One Printer, HP OfficeJet 200 Mobile Printer, HP OfficeJet 250 Mobile AiO Prntr, HP OfficeJet 258 Mobile AiO prntr, HP Officejet Pro 6230 ePrinter, HP Officejet Pro 6830 e-All-in-One Prntr, HP Officejet 5679 Printer, HP Officejet 5680 Printer, HP Officejet Mobile All-in-One Printer, HP Officejet Mobile Printer, HP Officejet H470b Mobile Printer, HP Photosmart Pro B8778 Printer, HP Officejet K7108 Printer, HP Photosmart Pro B8338 AP Printer, HP Photosmart C4188 All-in-One Printer, HP</p>

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Vijay Kumar	144603,Registrar I.K. Gujral Punjab Technical University, Near Pushpa Gujral Science City, Ibban, Kapurthala- 144603, Distt. Kapurthala, ( Punjab)	4	15

**Special terms and conditions-Version:2 effective from 15-10-2024 for category Toner Cartridges / Ink Cartridges / Consumables for Printers**

1. Category cover 2 classes of products namely OEM Cartridges and Compatible Cartridges
2. For Parameter "Product Class of Cartridge", "OEM" shall mean OEM for Printers only and not OEM for compatible cartridges. "Compatible" shall mean OEM of compatible cartridges only.
3. OEM Cartridge covered is the cartridge having the brand of the respective printer OEM. Compatible Cartridge is the cartridge having the brand different than the respective printer brand or is manufactured by an entity other than OEM of the printer and is meant to fit in a particular printer for replacing OEM Cartridges.
4. Printer OEMs who are given entry in the category and allowed Dashboards can upload catalogues of OEM Cartridges choosing product class option as OEM. Compatible OEMs are those entities who are vendor-assessed as per the special VA criteria applicable (Available on GeM Website) by Vendor assessment agency of Government e marketplace. They are required to upload catalogues strictly in terms of the VA report and choosing product class option as compatible. Any deviations by OEMs/Compatible OEMs in appropriate product class option shall be viewed seriously and result in administrative actions against the respective seller.
5. Against parameter Type of Replacement Cartridge/Consumable options applicable depending on the type as cartridge or consumable is to be chosen while creating catalogue. For example if ink bottle or toner powder bottle are being uploaded the relevant option to be chosen as consumable and if toner cartridge is being uploaded option to be chosen as toner cartridge
6. Parameter model Number of OEM Printer /MFP etc., for which offered Cartridge/Consumable is suitable will guide the buyer in identifying the OEM or compatible cartridge to be procured for a specific printer. While creating catalogues sellers are to ensure that options are chosen according to the printer model for which offered cartridge is suitable
7. Model Number of cartridges/Consumable offered by compatible manufacturer indicate suitability of offered compatible cartridge with the OEM Cartridge model. For OEM also options covering their cartridge model numbers are included against parameter Model number of OEM's Printer Cartridge/Consumable. This details along with printer model for which offered cartridge/consumable is suitable shall help in identifying suitability of offered cartridge/consumable by buyers for the printers/multifunction machines available with them
8. Both Printer OEMs who are uploading catalogues for their OEM cartridges as well as compatible OEMs are required to get the model/Part Nos included in drop-down options Compatible OEMs are required to get their model nos included in the drop-down options for selection during the creation of catalogues. They are required to submit a list of compatible model nos through the help desk for inclusion and shall create catalogues selecting their model nos only after inclusion creation of catalogues choosing incorrect model nos shall be viewed seriously and may result in removal of catalogues in addition to other administrative actions ..Compatible OEMs are also required to ensure that they do not indicate their model no or part no in any manner resembling OEM model/Part No to avoid confusion to the buyers.
9. Name of the OEM of Cartridge/Consumable offered shall indicate Printer OEM or name of compatible OEM as per VA report .Printer OEM or compatible OEM are to upload catalogues only choosing their name from drop down options After completion of VA sellers should approach GeM through help desk to get name included under options provided against this parameter. Dash board should be taken for creating catalogue only after including name.
10. The buyers are requested to note that, when the OEM cartridges for different brands of printers are procured through bunch bids, they should opt for item-wise evaluation and not a total value-wise evaluation. This shall ensure that resellers of only one of the printer brands will also be able to participate in the bid. In the event of total value-wise evaluation only entities who are resellers for both the printers' brands shall be able to participate. Further OEM and compatible cartridges may

not be bunched together.

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

### 1. **Generic**

**OPTION CLAUSE:** The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be  $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$ , subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

### 2. **Scope of Supply**

Scope of supply (Bid price to include all cost components) : Only supply of Goods

### 3. **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.

### 4. **Service & Support**

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

### 5. **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

## अस्वीकरण/**Disclaimer**

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

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

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

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

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

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

---धन्यवाद/Thank You---