

### Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण  |  |
|--|--|
| Bid End Date/Time/बिड बंद होने की तारीख/समय  | 07-06-2024 10:00:00  |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय   | 07-06-2024 10:30:00  |
| Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)  | 120 (Days)   |
| Ministry/State Name/मंत्रालय/राज्य का नाम  | Ministry Of Petroleum And Natural Gas  |
| Department Name/विभाग का नाम   | Na   |
| Organisation Name/संगठन का नाम   | Hindustan Petroleum Corporation Ltd  |
| Office Name/कार्यालय का नाम  | Petroleum House  |
| Total Quantity/कुल मात्रा  | 1  |
| Item Category/मद केटेगरी   | Multifunction Machines MFM (Q2)  |
| 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,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC),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 |
| Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया   | Yes  |
| RA Qualification Rule  | H1-Highest Priced Bid Elimination  |
| Type of Bid/बिड का प्रकार  | Two Packet Bid   |
| Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय | 3 Days   |
| Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)                                      | No   |

| Bid Details/बिड विवरण              |                             |
|------------------------------------|-----------------------------|
| Evaluation Method/मूल्यांकन पद्धति | Total value wise evaluation |

#### EMD Detail/ईएमडी विवरण

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

#### ePBG Detail/ईपीबीजी विवरण

|  |       |
|--|-------|
| Advisory Bank/एडवाइजरी बैंक  | ICICI |
| ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)                               | 5.00  |
| Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने). | 24    |

(a). 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 :

CHIEF MANAGER OPERATIONS  
HPCL, MDPL, Santalpur Santalpur IP Station NH-27 Gandhidham Radhanpur Highway Santalpur - 385350  
(Supravat Dhua)

#### 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. 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.

2. 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.

3. 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.

4. 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

## Multifunction Machines MFM ( 1 pieces )

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

|              |     |
|--------------|-----|
| Bis Required | Yes |
|--------------|-----|

## Technical Specifications/तकनीकी विशिष्टियाँ

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

| Specification | Specification Name/विशिष्टि का नाम | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य  |
|---------------|------------------------------------|---|
| Ungrouped     | Type of Machine                    | Multifunction Machine   |
|               | Print Technology                   | Laser   |
|               | Type of Printing                   | Colour  |
|               | Cartridge Technology               | Composite Cartridge, Separate Drum and Toner (Mono Component), Separate Drum and Toner (Dual Component) Or higher |

| Specification | Specification Name/विशिष्टि का नाम                              | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य   |
|---------------|---|--|
|               | Developer Unit  | Yes, No Or higher  |
|               | Platen/Flatbed Size   | A3 Or higher   |
|               | Paper Size (Original/Image)                                     | A3/A3, A4/A4   |
|               | RAM size (MB)   | 1024, 2048, 4096, 6144, 3072, 1536, 1500, 1250, 2560, 7168, 5120, 8192, 16384, 2816, 4000, 2000, 4608, 10240, 8000, 3584 Or higher   |
|               | Hard Disk Capacity(GB)  | 0, 8, 128, 160, 256, 320, 500, 1024, 250, 640, 32, 1000, 2000, 3000 Or higher  |
|               | Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono   | 12, 15, 16, 18, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 35, 36, 38, 40, 43, 45, 46, 47, 50, 52, 55, 60, 61, 65, 70, 71, 75, 80, 90, 95, 100, 105, 110, 51, 56, 7.7, 8, 8.6, 8.8, 9, 9.9, 13, 14.5, 7.5, 41, 120, 130, 160, 10, 57, 33, 34, 32, 85, 81, 19, 21, 53, 140, 96, 111, 115, 136, 42, 48, 11, 29, 3.9 Or higher |
|               | Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour | 12, 15, 16, 18, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 35, 36, 4, 4.4, 5, 5.7, 5.8, 6.8, 10, 10.4, 15.5, 40, 50, 60, 5.5, 11, 46, 120, 130, 160, 65, 45, 7, 34, 55, 38, 56, 75, 81, 19, 71, 0, 21, 53, 32, 70, 140, 80, 85, 115, 6, 13, 33, 3.9, 9 Or higher  |
|               | Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono   | 15, 16, 18, 20, 21, 22, 24, 26, 27, 28, 30, 32, 35, 39, 40, 42, 44, 45, 46, 48, 50, 54, 55, 60, 65, 70, 75, 25, 37, 17, 38, 80, 23, 19, 34, 36, 53, 33, 52, 61, 62, 76, 31 Or higher   |
|               | Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Colour | 15, 16, 18, 20, 21, 22, 24, 26, 27, 28, 30, 32, 35, 39, 40, 42, 44, 45, 46, 48, 50, 54, 55, 60, 65, 70, 75, 25, 80, 37, 19, 34, 36, 53, 33, 52, 61, 62, 76, 31 Or higher   |
|               | Scanning Feature Availability                                   | Yes Or higher  |
|               | Duplexing Feature Availability                                  | Yes Or higher  |
|               | Faxing Feature Availability                                     | Yes, No Or higher  |
|               | Networking Feature Availability                                 | Yes Or higher  |
|               | If yes, Type of Network Interface                               | Ethernet 10/100/1000 Or higher   |
|               | Wi-Fi Availability  | Yes Or higher  |
|               | If yes,Wi-Fi Type   | Wi fi 802.11 b/g/n, Wi Fi Direct, Wi fi 802.11 b/g/n & Wi Fi Direct, Wi Fi Dual Band Or higher   |
|               | Original Document Feeder Type                                   | DADF/RADF Or higher  |
|               | Feeder Capacity (Number)  | 20, 30, 35, 40, 50, 75, 100, 120, 140, 150, 200, 250, 270, 300, 1, 70, 220, 10, 110, 130, 320 Or higher  |
|               | Number of Main Paper Tray                                       | 2, 3, 4, 5 Or higher   |

| Specification | Specification Name/विशिष्टि का नाम   | Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य  |
|---------------|--|---|
|               | Each Main Paper Tray Capacity (Number)   | 500, 550, 750, 1000, 1100, 1150, 1250, 1750, 2000, 2100, 2200, 3000, 4000, 1500, 520, 1040, 1800, 900, 1200, 3500, 600, 800, 540, 2320, 850, 700, 4700, 3300, 3600, 4400 Or higher  |
|               | <b>Bypass Facility</b>   | Yes Or higher   |
|               | If Yes, Bypass Tray Capacity   | 100, 150, 200, 1000, 120, 250, 500 Or higher  |
|               | Yield of the cartridge/Ink Tank/Ink Pack supplied with Machine as per ISO/IEC: 19752/2004(E) for Black (Number of prints)      | 37000, 40000, 43000, 45000, 55000, 83000, 120000, 42100, 69000, 36000, 56000, 85000, 91200, 48000, 54000, 38400, 43900, 106600, 82000, 105000, 54500, 88000, 70000, 59800, 38000, 39800, 44500, 42000 Or higher   |
|               | Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Cyan (Number of Prints)    | 60000, 70000, 75000, 78000, 80000, 90000, 95000, 100000, 120000, 150000, 160000, 175000, 180000, 200000, 250000, 270000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 214000, 185000, 222000, 54000, 275000, 396000, 145000, 67200, 84000, 105000, 480000, 135000, 87000, 109000, 107000, 125000, 65000, 950000, 1400000, 1900000, 106000, 115000, 73400, 660000, 740000 Or higher   |
|               | Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Magenta (Number of Prints) | 60000, 70000, 80000, 90000, 95000, 100000, 120000, 150000, 160000, 175000, 180000, 200000, 250000, 270000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 214000, 185000, 222000, 54000, 275000, 396000, 145000, 135000, 87000, 109000, 107000, 125000, 65000, 950000, 1400000, 1900000, 106000, 115000, 73400, 105000, 480000, 660000, 740000 Or higher   |
|               | Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Black (Number of Prints)   | 75000, 80000, 100000, 110000, 120000, 135000, 150000, 158000, 160000, 175000, 180000, 200000, 250000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 97000, 132000, 314000, 318000, 338000, 494000, 417000, 491000, 69000, 6000000, 490000, 275000, 396000, 145000, 84000, 125000, 210000, 480000, 520000, 590000, 660000, 720000, 900000, 87000, 109000, 107000, 70000, 950000, 1400000, 1900000, 2400000, 223000, 243000, 115000, 212000, 230000, 93000, 94000, 88000, 99000, 420000, 740000 Or higher |
|               | Duty Cycle (No of Prints/month)  | 200000, 300000, 400000, 500000, 150000, 140000, 135000, 170000, 215000, 125000, 185000, 240000, 230000, 280000, 350000, 110000, 120000, 1000000, 375000, 250000, 180000, 480000, 520000, 590000, 600000, 660000, 720000, 2500000, 2250000, 129000, 153000, 175000, 225000, 450000, 650000, 1750000, 2900000, 3300000, 4000000, 223000, 243000, 210000, 212000, 115000, 130000, 195000, 155000, 740000 Or higher   |
|               | <b>On Site OEM Warranty (Year)</b>   | 1, 2, 3, 4, 5 Or higher   |

**Additional Specification Parameters - Multifunction Machines MFM ( 1 pieces )**

| Specification Parameter Name  | Bid Requirement (Allowed Values)  |
|---|---|
| Scan File Format ,Life of Drum - For 3 colours Cyan, Yellow, Magenta (Number of Prints) & Life of Drum - Black (Number of Prints) | PDF, JPG, TIFF, XPS, Searchable PDF (Minimum Requirement), MINIMUM 18000 FOR EACH COLOUR, MINIMUM 65000 |

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

**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              | Arvind Kumar Meena                                      | 385350,HPCL MDPL IPS Santalpur, Patan District, Santalpur-385350 | 1               | 45                           |

**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. Generic**

Bidder shall submit the following documents along with their bid for Vendor Code Creation:

- Copy of PAN Card.
- Copy of GSTIN.
- Copy of Cancelled Cheque.
- Copy of EFT Mandate duly certified by Bank.

**3. 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 100% of total value.

#### 4. **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.

#### 5. **Service & Support**

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

#### 6. **Service & Support**

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

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

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

## **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. 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.

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---**