

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	03-06-2024 17:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	03-06-2024 17:30:00
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 Defence
Department Name/विभाग का नाम	Department Of Military Affairs
Organisation Name/संगठन का नाम	Indian Army
Office Name/कार्यालय का नाम	*****
Total Quantity/कुल मात्रा	174
Item Category/मद केटेगरी	Diaries Printed - Plain - Register (Q4)
OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)	1 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 Year (s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
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,Additional Doc 1 (Requested in ATC) *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
Past Performance/विगत प्रदर्शन	20 %
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	Yes
RA Qualification Rule	50% Lowest Priced Technically Qualified Bidders

Bid Details/बिड विवरण	
Type of Bid/बिड का प्रकार	Two Packet Bid
Primary product category	Diaries Printed - Plain - Register
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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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
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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 / 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.

8. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of prices from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L-1 to L-4). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer has chosen to split the bid amongst N sellers, then minimum N sellers would be taken to RA round. In case Primary products of only one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of sellers qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its reseller) if available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of Non MSE L-1 or if bid of any seller(s) eligible for Make in India preference is / are coming within price band of 20% of non MII L-1, then such MSE / Make in India seller shall also be allowed to participate in the RA process.

Diaries Printed - Plain - Register (30 pieces)

(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

* 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
Type	Type of Diaries / Registers	all types, Worksheet Register
Dimension	Dimension of Paper (Length X width) (mm X mm)	216 X 279
	Dimension of Cover (Length X Width) (mm X mm)	210 X 297
Grammage (GSM)	Grammage of Paper (gsm)	65, 75
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format, Office Format

Additional Specification Parameters - Diaries Printed - Plain - Register (30 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Gate Pass slip (50 Pages) In Triplicate copy (Multi colour) with following size Size : H-8" & W-6" Sample attached.	Contractor is requested to supply Printed Gate Pass slip (50 Pages) In Triplicate copy (Multi colour) with following size Size : H-8" & W-6" Sample attached.

* 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	*****	*****PORBANDAR	30	15

Diaries Printed - Plain - Register (30 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	148 X 210, 176 X 250
	Dimension of Cover (Length X Width) (mm X mm)	160 X 215, 210 X 297
Grammage (GSM)	Grammage of Paper (gsm)	60, 65, 70, 75, 80, 85, 90
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Desciption	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (30 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Complaint Slip (50 Pages) with following size Size : H-4.5" , W-06" Sample attached.	Contractor is requested to supply Printed Complaint Slip (50 Pages) with following size Size : H-4.5" , W-06" Sample attached.

* 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	*****	*****PORBANDAR	30	15

Diaries Printed - Plain - Register (12 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	330 X 210
	Dimension of Cover (Length X Width) (mm X mm)	330 X 210
Grammage (GSM)	Grammage of Paper (gsm)	60, 65, 70, 75, 80, 85, 90
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Desciption	General Format (MOP Rajya Sabha Secretariat), General Format (MHA-1 / S-37), General Format (Ministry of Personal, Public Grivances & Pensions, DOPT), General Format (MOP 13th Edition), General Format, General Format (Combination of Alphabet letters), General Format (G. A. R. 9 Rule No. 34), General Format (G. A. R. 27 Rule No. 110(2)), General Format (G. A. R. 17 Rule No. 66 & 89), General Format (G. A. R. 3 Rule No. 13(i)), General Format Form S-150, Office Format, Double sided

Additional Specification Parameters - Diaries Printed - Plain - Register (12 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Complaint Register (100 Pages) with following size Size : H-12" , W-10" Sample attached.	Contractor is requested to supply Printed Complaint Register (100 Pages) with following size Size : H-12" , W-10" Sample attached.

* 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	*****	*****PORBANDAR	12	15

Diaries Printed - Plain - Register (20 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PLAIN REGISTER, Worksheet Register
Dimension	Dimension of Paper (Length X width) (mm X mm)	330 X 203
	Dimension of Cover (Length X Width) (mm X mm)	330 X 210
Grammage (GSM)	Grammage of Paper (gsm)	65, 70
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (20 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Log Book for DG Set (50 Pages) with following size Size : H-12" , W-10" Sample attached.	Contractor is requested to supply Printed Log Book for DG Set (50 Pages) with following size Size : H-12" , W-10" Sample attached.

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परिषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	*****	*****PORBANDAR	20	15

Diaries Printed - Plain - Register (20 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	370 X 250
	Dimension of Cover (Length X Width) (mm X mm)	340 X 220
Grammage (GSM)	Grammage of Paper (gsm)	60.0
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Desciption	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (20 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Log Book for Pump Set (50 Pages) with following size Size : H-12" , W-10" Sample attached.	Contractor is requested to supply Printed Log Book for Pump Set (50 Pages) with following size Size : H-12" , W-10" Sample attached.

* 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	*****	*****PORBANDAR	20	15

Diaries Printed - Plain - Register (20 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	148 X 210, 330 X 203
	Dimension of Cover (Length X Width) (mm X mm)	160 X 215, 310 X 220, 330 X 210
Grammage (GSM)	Grammage of Paper (gsm)	70
Colour	Colour of Pages	white

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (20 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Sample Approval Register (50 Pages) with following size Size : H-12" , W-10" Sample attached.	Contractor is requested to supply Printed Sample Approval Register (50 Pages) with following size Size : H-12" , W-10" Sample attached.

* 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	*****	*****PORBANDAR	20	15

Diaries Printed - Plain - Register (20 pieces)

(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

[* 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
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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	176 X 250, 330 X 203
	Dimension of Cover (Length X Width) (mm X mm)	176 X 250, 330 X 210
Grammage (GSM)	Grammage of Paper (gsm)	60, 65, 70, 75, 80, 85, 90
Colour	Colour of Pages	white
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Desciption	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (20 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Site order Register (50 Pages) with following size Size : H-12" , W-10" Sample attached.	Contractor is requested to supply Printed Site order Register (50 Pages) with following size Size : H-12" , W-10" Sample attached.

* 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	*****	*****PORBANDAR	20	15

Diaries Printed - Plain - Register (10 pieces)

(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

* 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
Type	Type of Diaries / Registers	SERVICE BOOK
Dimension	Dimension of Paper (Length X width) (mm X mm)	176 X 250, 216 X 279
	Dimension of Cover (Length X Width) (mm X mm)	210 X 297
Grammage (GSM)	Grammage of Paper (gsm)	65, 70
Colour	Colour of Pages	white
Binding	Type of Binding	Hardcover Cloth Bound, Hardbound
Content	Content and Description	General Format, Double sided

Additional Specification Parameters - Diaries Printed - Plain - Register (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to be supply Printed Service Book (100 Pages) with following size Size : H-10" , W-8" Sample attached.	Contractor is requested to be supply Printed Service Book (100 Pages) Size : H-10" , W-8" with following size Sample attached.

* 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	*****	*****PORBANDAR	10	15

Diaries Printed - Plain - Register (10 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	216 X 279, 370 X 250
	Dimension of Cover (Length X Width) (mm X mm)	210 X 297, 380 X 260
Grammage (GSM)	Grammage of Paper (gsm)	65, 75
Binding	Type of Binding	Perfect Bound, Hardbound

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Content	Content and Description	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Leave Account Book (50 Pages) with following size Size : H-10" , W-8" Sample attached.	Contractor is requested to supply Printed Leave Account Book (50 Pages) with following size Size : H-10" , W-8" Sample attached.

* 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	*****	*****PORBANDAR	10	15

Diaries Printed - Plain - Register (2 pieces)

(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

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Diaries / Registers	PEON BOOK, ATTENDANCE REGISTER, SERVICE BOOK, FILE MOVEMENT REGISTER, DESPATCH REGISTER, FILE REGISTER, SECTION DIARY, TELEPHONE REGISTER, PLAIN REGISTER, ALPHABET REGISTER, BILL REGISTER, CONTINGENCY REGISTER, PAY BILL REGISTER, CASH BOOK REGISTER, EXPENDITURE CONTROL REGISTER, STOCK REGISTER, sikayat pustika, bachat pustika, karwahi pustika, IN PLAIN AND PRINTED REGISTER INVOLVED MEASUREMENT BOOK, formative assessment register, Combined Site Register for CPWD, Site Order Register for CPWD, MONITOR DAIRY FOR SCHOOL USE, AUDIT REDISTER, CHEQUE/DD REGISTER, CHEQUE REGISTER, Inspection Register for CPWD, all types, Cement Register for CPWD, Worksheet Register, Outward Register, Inward Register, Movement Register, Casual Leave Register, T.A.S.R. Register, Plain, Interleave, Square Ruled, 4 Line with Gap, Single Line Ruled, Engineering Diary 2021, Executive Diary 2021, Assistant Diary, GST Book, Library card, Library Pocket, RULED REGISTER, Trade Consumable Register, Trade Expandable Register, Trade DS/FR Register, Indent Book, Raw Material Demand Book, Loan Register, Trainee Movement Register, Lesson Plan, Demonstration Plan, Day Wise 2-Year, Day Wise 1-Year, Progress Card-Non Engg, Progress Card-Engg, Progress Chart, Trainee Feedback Card, Trainee Follow up Card
Dimension	Dimension of Paper (Length X width) (mm X mm)	431.8 X 342.9
	Dimension of Cover (Length X Width) (mm X mm)	450 X 355
Grammage (GSM)	Grammage of Paper (gsm)	80
Binding	Type of Binding	Hardcover Cloth Bound, Other
Content	Content and Desciption	General Format

Additional Specification Parameters - Diaries Printed - Plain - Register (2 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Contractor is requested to supply Printed Public Fund Cash Book (400 Pages) with following size Size : H-08" , W-14" Sample attached.	Contractor is requested to supply Printed Public Fund Cash Book (400 Pages) with following size Size : H-08" , W-14" Sample attached.

* 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	*****	*****PORBANDAR	2	15

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. Buyer Added Bid Specific ATC

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

3. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

- Copy of G.S.T. registration certificate, PAN Card, Aadhar Card, of company/party/agency's owner.
- Copy of certificate company's / agency's last three financial year's bidder's turnover given by CA. C.A v erified turnover must be uploaded in Tender.
- Bidding Agency needs to upload ISO 9001, 14001, 45001 Certificate. (In case of Reseller, OEM must be ISO 9001 Certified). Valid Authorisation letter must be submitted by the Bidder
- 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.
- Work experience (Atleast two previous work orders) must be submitted with related items.
- MSME/Udyam Certificate, Undertaking regarding compliance of Making In India (MII).
- Bidder financial standing** : The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect on affidavit on Rs. 10 (Year 2024) stamp paper duly notarized to this effect with bid.
- The items of this bid shall be delivered at the designated place i.e GE (I) Coast Guard Porbandar (Gujrat).
- 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.

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 कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---