

## Bid Document

| Bid Details  |   |
|--|---|
| <b>Bid End Date/Time</b>   | 09-08-2022 11:00:00   |
| <b>Bid Opening Date/Time</b>   | 09-08-2022 11:30:00   |
| <b>Bid Offer Validity (From End Date)</b>                                    | 65 (Days)   |
| <b>Ministry/State Name</b>   | Ministry Of Health And Family Welfare   |
| <b>Department Name</b>   | Department Of Health Research   |
| <b>Organisation Name</b>   | Indian Council Of Medical Research (icmr)   |
| <b>Office Name</b>   | National Centre For Disease Informatics And Research, Bengaluru   |
| <b>Item Category</b>   | Annual Maintenance Service - Photocopier Machine - Photocopier Machine; Kyocera; OEM Authorised Service Provider  |
| <b>Contract Period</b>   | 1 Year(s)   |
| <b>Years of Past Experience Required for same/similar service</b>            | 1 Year (s)  |
| <b>MSE Exemption for Years Of Experience</b>                                 | Yes   |
| <b>Startup Exemption for Years Of Experience</b>                             | Yes   |
| <b>Document required from seller</b>   | Experience Criteria<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 to RA enabled</b>   | No  |
| <b>Time allowed for Technical Clarifications during technical evaluation</b> | 2 Days  |
| <b>Evaluation Method</b>   | Total value wise evaluation   |

### EMD Detail

|          |    |
|----------|----|
| Required | No |
|----------|----|

### ePBG Detail

|          |    |
|----------|----|
| Required | No |
|----------|----|

### Splitting

Bid splitting not applied.

## MSE Purchase Preference

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

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. 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 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 service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

### Additional Qualification/Data Required

**Additional SOW if not readily covered in the Scope of Works incorporated in STC of Services:Kyocera Photocopier Machine Model No. FS-6525MFP 4 Nos.**

Comprehensive AMC

### **Annual Maintenance Service - Photocopier Machine - Photocopier Machine; Kyocera; OEM Authorised Service Provider ( 4 )**

#### Technical Specifications

| Specification                                  | Values                          |
|--|---------------------------------|
| <b>Core</b>                                    |                                 |
| Type Of Asset                                  | Photocopier Machine             |
| Make/Brand Of Assets                           | Kyocera                         |
| Status of Annual Maintenance Service Provider  | OEM Authorised Service Provider |
| Onsite Service Engineers Requirement           | As Indicated in Bid Document    |
| Periodicity of Preventive Maintenance Services | Monthly                         |
| <b>Addon(s)</b>                                |                                 |

#### Additional Specification Documents

## Consignees/Reporting Officer

| S.No. | Consignee/Reporting Officer | Address   | Quantity | Additional Requirement |
|-------|-----------------------------|---|----------|------------------------|
| 1     | F S Roselind                | 562110,NIRMAL BHAVAN ICMR COMPLEX 2ND FLOOR POOJANAHALLI ROAD OFF N.H.7 ADJACENT TO TRUMPET FLYOVER OF BIAL KANNAMANGALA POST BENGALURU | 4        | N/A                    |

## Buyer Added Bid Specific Terms and Conditions

1. Experience Certificate for the supply of the same to any Govt/ PSU/ any renowned private organisation along with Supply/ Purchase Order.
2. If the agency is registered under MSME or NSIC, then EMD exemption certificate needs to be enclosed.
3. **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.

#### 4. **Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 50 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 50% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

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

Buyer Added text based ATC clauses

Terms and Conditions

1. Total Comprehensive Service (TCS) Maintenance Contract
2. Vendor should be registered in the state of consignee
3. All 4 machines are 5 years old and out of warranty
4. Authorized Service certificate should be submitted from OEM.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid.

Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. If any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

This Bid is governed by the [General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

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