

**बिड दस्तावेज़ / Bid Document**

<b>बिड विवरण/Bid Details</b>	
<b>बिड बंद होने की तारीख/समय /Bid End Date/Time</b>	23-06-2026 16:00:00
<b>बिड खुलने की तारीख/समय /Bid Opening Date/Time</b>	23-06-2026 16:30:00
<b>बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)</b>	180 (Days)
<b>मंत्रालय/राज्य का नाम/Ministry/State Name</b>	Kerala
<b>विभाग का नाम/Department Name</b>	Home Department Kerala
<b>संगठन का नाम/Organisation Name</b>	Police Department
<b>कार्यालय का नाम/Office Name</b>	Police Headquarters
<b>शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal</b>	jsmodphq.pol@kerala.gov.in
<b>कुल मात्रा/Total Quantity</b>	1229
<b>वस्तु श्रेणी /Item Category</b>	A4 and Legal Size Multifunction Printer (MFP) (Q2)
<b>बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)</b>	150 Lakh (s)
<b>मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)</b>	1200 Lakh (s)
<b>उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service</b>	3 Year (s)
<b>एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover</b>	No
<b>स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover</b>	No
<b>विक्रेता से मांगे गए दस्तावेज़/Document required from seller</b>	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Compliance of BoQ specification and supporting document *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>बिड विवरण/Bid Details</b>	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों 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 लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	5
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
विगत प्रदर्शन /Past Performance	30 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
व्यापक रखरखाव शुल्क आवश्यक / Comprehensive Maintenance Charges Required	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
अनुमानित बिड मूल्य / Estimated Bid Value	30725000
<b>Payment Timelines</b>	Payments shall be made to the Seller within <b>45</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/Evaluation Method	Total value wise evaluation
वित्तीय दस्तावेज की आवश्यकता है / Financial Document Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
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ईएमडी राशि/EMD Amount	307250
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#### ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	38

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

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

#### लाभार्थी /Beneficiary :

Junior Supdt  
Police Headquarters, Home Department Kerala, Police Department,  
(Pramod S)

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

#### एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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#### एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM 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.

3. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid

document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. 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.

5. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 30% 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.

#### **A4 And Legal Size Multifunction Printer (MFP) ( 1229 pieces )**

Bis Required	Yes
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#### **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)
General Product Information	<b>Description of Stores</b>	A4 and Legal size Multifunction Machine Printer with core function as Print, Scan and Copy with Power Cord/Adapter and connecting USB cable
	<b>Printing Technology</b>	Electrophotography/Xerography (Laser/LED)
	<b>Type of Printing</b>	Monochrome (Black), Colour Or higher
	<b>Availability of Fax</b>	Yes, No
	Operating System Compatibility	Microsoft Windows, Linux, Mac OS, Microsoft Windows Server
Printing Performance	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM) for Laser/LED MFPs</b>	30 to 34, 35 to 39, 40 to 44, 45 to 49, 50 to 54, 55 to 59, 60 to 64, 65 to 69, 70 to 74, 75 to 79 Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in IPM) for Inkjet MFPs</b>	Not Applicable Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM) for Laser/LED MFPs</b>	Not Applicable, 5 to 9, 10 to 14, 15 to 19, 20 to 24, 25 to 29, 30 to 34, 35 to 39, 40 to 44, 45 to 49, 50 to 54, 55 to 59, 60 to 64, 65 to 69, 70 to 74, 75 to 79 Or higher
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in IPM) for Inkjet MFPs</b>	Not Applicable Or higher

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Duplexing & Copying Features	<b>Auto Duplexing Printing/Coping (2-sided Feature)</b>	Yes Or higher
Scanning Capabilities	Maximum Scan Area (Platen/ADF)	A4 and Legal Or higher
Document and Paper Handling	<b>Original Document Feeder Type (For Scanning and Copying)</b>	Automatic Document Feeders (ADF), Reverse/Duplex Automatic Document Feeders (RADF/DADF), Single-Pass Document Feeders (SPDF) Or higher
	Feeder Capacity (Number of Sheets) (For Scanning and Copying)	41 to 50, 51 to 100, 101 to 150, 151 to 200, 201 to 250, 251 to 300, 301 to 350, 351 to 400 Or higher
	<b>Number of Main Paper Tray</b>	1, 2, 3, 4 Or higher
	Total Main Paper Tray Combined Capacity (Number) at 75 GSM	201 to 300, 301 to 400, 401 to 500, 501 to 1000, 1001 to 2000, 2001 to 3000 Or higher
	Bypass Tray Facility	Yes Or higher
	Bypass Tray Capacity at 75 GSM	1 to 49, 50 to 99, 100 to 149, 150 to 199, 200 to 249, 250 to 299, 300 to 349, 350 to 399, 400 to 449, 450 to 499, 500 to 549 Or higher
Connectivity and Reliability	<b>Connectivity</b>	USB Port, Ethernet Port, Wi-Fi
	Duty Cycle (Number of Prints/Month)	30,000 to 49,999, 50,000 to 79,999, 80,000 to 99,999, 1,00,000 to 1,19,999, 1,20,000 to 1,49,999, 1,50,000 to 1,99,999, 2,00,000 to 2,49,999, 2,50,000 to 2,99,999, 3,00,000 to 3,49,999, 3,50,000 to 3,99,999, 4,00,000 to 4,49,999, 4,50,000 to 4,99,999 Or higher
Certification and Warranty	<b>On Site Warranty (in Year)</b>	1 Or higher
	<b>Extended Warranty (in Years) over and above standard warranty</b>	2, 3, 4 Or higher

व्यापक रखरखाव / Comprehensive Maintenance	
Comprehensive Maintenance ( Minimum Percentage )	3 %
Comprehensive Maintenance ( Maximum Percentage )	25 %
Warranty of required product	3 Year
Comprehensive Maintenance Duration (Post Warranty)	2 Year

\*Warranty displayed under the AMC/CMC Details section will supersede the warranty displayed under the catalog specification

**Additional Specification Parameters - A4 And Legal Size Multifunction Printer (MFP) ( 1229 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Available in ATC	Available in ATC

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

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	K C Ceynoy	695033,Opp. South Zone ADGP Office & IGP Trivandrum office, Nandavanam,Thiruvananthapuram	1229	45

**Special terms and conditions-Version:1 effective from 10-02-2026 for category A4 and Legal Size Multifunction Printer (MFP)**

1.

Product Verification	At the time of delivery, the Seller shall provide the Original Equipment Manufacturer website link along with the device serial number corresponding to the supplied product. The serial number shall be clearly indicated on the product. The Buyer or Consignee shall be able to verify complete product details, including configuration, through the Original Equipment Manufacturer website without the need to create a user account.
Warranty	<ol style="list-style-type: none"><li>1. The Seller shall provide a valid Warranty Certificate or Warranty Tag, in physical or digital form, issued by the Original Equipment Manufacturer, at the time of supply. The warranty shall be verifiable through the Original Equipment Manufacturer official website and or authorised customer care centre.</li><li>2. The warranty shall remain valid for the specified number of years or until the printer reaches the Original Equipment Manufacturer defined minimum number of prints during the warranty period, whichever occurs earlier. Upon reaching either of these limits, the warranty coverage shall automatically cease.</li><li>3. The Buyer may verify the actual number of prints completed by the printer at the time of delivery to confirm that the product has not been previously used. Such verification may be carried out using the printer's in-built print counter or any other Original Equipment Manufacturer approved mechanism..</li><li>4. The warranty shall not cover consumables, including but not limited to cartridges, toner, ink, developer, and similar consumable items.</li></ol>
Operating System Supportability	<ol style="list-style-type: none"><li>1. Products offered under this category shall support at least the Latest-2 versions of the operating systems specified in the catalogue.</li><li>2. If compatibility with an operating system version earlier than Latest-2 is required, the Buyer may specify the same under the "Additional Specification Parameter" section at the time of bid creation.</li></ol>

**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. **Service & Support**

Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

## 3. **Generic**

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

Chief Store Keeper  
Police Chief Store  
Nandavanam  
Thiruvananthapuram  
Kerala  
.

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

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

Assistant Inspector General of Police Procurement  
payable at  
Thiruvananthapuram  
.

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

## 5. **Generic**

Bidders shall quote only those products (Part of Service delivery) in the bid which are not obsolete in the market and has at least 5 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

## 6. **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.

## 7. **Generic**

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

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

Buyer Added text based ATC clauses

# **Specification - Multi Function Printer**

Sl. No	parameter	Bid requirement (allowed values)
1	Power	Voltage: 220-240 V AC, Frequency: 50 Hz
2	Memory	Minimum 256 MB or higher.
3	Connectivity	(a) Ethernet 10/100 Base-T
		(b) USB 2.0 or higher
4	Local control panel	Local Control Panel- Touch screen/ Button panel with Graphic Display
5	Print speed (A4/Letter)	B/W : 34/36 ppm or more
6	Cartridge Technology	Drum and Toner/Composite
7	Inbox Toner Capacity	Original box cartridge should have inbox tone capacity of 2500 pages
8	Duty Cycle	30,000 pages per month or higher
9	Warranty	3 years onsite warranty covering all parts and components of the MFP, including electronics, mechanical, optical, rollers, control boards etc excluding consumables.
10	Make in India	No
11	Cartridge yield	B/W >= 1200 pages
12	Certification	Must comply with BIS/ISO standards for hardware
<b>Copier</b>		
13	Copy speed (A4/Letter)	B/W : 34/36 ppm or more
14	Copy resolution	Minimum 600 × 600 dpi

15	Zoom (Reduction/ Enlargement)	Variable zoom from 25 % to 400 %
16	Color capability	Black & White
17	Paper Size	A4, A5, Legal
<b>PRINTER</b>		
18	Print speed (A4/Letter)	B/W : 34/36 ppm or more
19	Resolution	1200 × 1200 dpi or higher
20	Operating Systems	Windows, Linux, MacOS
<b>SCANNER</b>		
21	Capability	Color and Black & White
22	Original size	A4, A5
23	Scanning speed	(a) B/W : 20 ipm or more
		(b) Color: 10 ipm or more
24	Scanning Resolution	1200x1200 dpi or higher
25	Supported Scan destinations	E-mail, image, OCR File, FTP. FTPS
26	File formats	Handle single-page and multi-page TIFF, JPEG, and PDF file formats with searchable PDF output using Optical Character Recognition (OCR).
<b>PAPER HANDLING</b>		

27	Automatic Two Sided (Duplex)	Auto duplex
<b>DOCUMENT FEEDER</b>		
28	Capacity	Automatic Document Feeder: 50 sheets
29	Paper Sizes	A4, A5, Legal
<b>BYPASS TRAY</b>		
30	Capacity	50 sheet
31	Paper Sizes	A4, A5, Legal
32	Paper weight	60-120 GSM or higher
<b>TRAY-1</b>		
33	Capacity	250 sheets
34	Paper Sizes	A4, A5, Legal
35	Paper weight	60-120 GSM or higher

### **Pre-qualification criteria**

1. The bidder must be a registered company under the Companies Act, Proprietorship, LLP or Pvt Ltd, an MSME registered organisation. Certificate of Incorporation/MSME Registration Certificate must be submitted.
2. The bidder/OEM must have experience in delivering and executing orders for Government organisations. Copy of work orders must be submitted.



3. The bidder should have successfully completed any one of the following work orders within the last five years:

- One project of value ₹10 Crore or more, or
- Two projects of value ₹5 Crore or more each, or
- Five projects of value ₹50 Lakh or more each.

Work order/completion certificate or contracts to be submitted.

4. Average Annual Turnover of the bidder/OEM in the last 3 financial years:

Multi Function Printer - Average turnover of OEM/Bidder for last 3 FY - 12 Crores

The bidder must have a positive net worth. Audited financial balance sheet, CA Certification etc to be submitted.

5. The bidder or OEM must have a minimum 4 years experience in manufacturing or supplying the equipments.
6. The proposed system must comply with at least BIS/ISO standards for Hardware
7. OEM or bidder must provide a warranty of 3 years on all hardware and CAMC for 2 years. OEM authorisation letter, warranty documentation, MAF (specifically mention the Tender number for this particular bid).
8. Bidders must provide on-site support delivery and installation.
9. All the bidders should deliver one unit of each equipment with required supporting documents to the Police Headquarters for technical evaluation.
10. EMD exemption as per GeM Rule
11. Equipments/Samples produced for Technical Evaluation has to be kept with the Department for verification at the time of delivery.

9. **Buyer Added Bid Specific ATC**

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

10. **Rate Contract**

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.

11. **Rate Contract**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

## 12. **Rate Contract**

Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

## 13. **OEM**

IMPORTED PRODUCTS: In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.

## 14. **Generic**

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

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

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

Assistant Inspector General of Police Procurement  
payable at  
Thiruvananthapuram

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

## **अस्वीकरण/Disclaimer**

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer, is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.

10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. 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 catalogues 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. 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.

## **Additional Clause For Comprehensive Maintenance Charges**

1.CMC shall include preventive maintenance including calibration as per technical/ service /operational manual of the manufacturer, service charges and spares, after satisfactory completion of Warranty. During the CMC period commencing from date of the successful completion of warranty period, Service personnel shall visit each consignee site as recommended in the manufacturer's technical/ service /operational manual, at least once in six months or as per user requirement. Cost of consumables shall not be included in CMC. Further there will be 98% uptime warranty during CMC period on 24 (hrs) X 7 (days) X 365 (days) basis, with penalty, to extend CMC period by double the downtime period.

2.CMC charges to be indicated as percentage of cost of equipment quoted for each year after the warranty period.

3.GST shall be included in the CMC Charges quoted.

4.Cost of CMC will be added for Ranking/Evaluation purpose with depreciation formula. A 10% discounting rate per year shall be applied on CMC Charges for price evaluation on Net Present Value.

5.The payment of CMC will be made on quarterly basis after satisfactory completion of said period, duly certified by end user.

6.While creating a bid or RA, buyers shall indicate whether CMC is required against Yes/No" options. If CMC Charges are included, an option for number of years for CMC required after the warranty period shall be available. Under this option up to 15 years can be chosen for CMC charges beyond warranty period.

7.In case the bid has a provision for CMC, the warranty of the product will also be deemed to have been converted into Comprehensive warranty including preventive maintenance and calibration as per technical/ service /operational manual of the manufacturer, service charges and spares, during the Warranty Period also. Sellers are therefore advised to include the cost of Comprehensive Warranty including spares (excluding consumables) also in product Cost.

8.The CMC functionality shall be available in bid only and no direct RA shall be applicable. In case of bid to R/A decrement rules shall be applicable on total price inclusive of CMC charges. Bunching of products shall not be available while creating bids with CMC charges.

8.1.Buyer shall indicate number of years of warranty by selecting different options available in the field depending on warranty parameter applicable in category parameters for the equipment. No. of years of warranty indicated here shall supersede the warranty period indicated elsewhere in bid or product specifications. The Seller while participating in Bid/RA will get fields to indicate CMC charges as percentage depending on number of years of CMC selected by Buyer. The following shall be applicable, if 5 year CMC selected:

- CMC charges for 1st year after warranty period- Percentage to be indicated- A1
- CMC charges for 2nd year after warranty period- Percentage to be indicated- A2
- CMC charges for 3rd year after warranty period - Percentage to be indicated- A3
- CMC charges for 4th year after warranty period - Percentage to be indicated- A4
- CMC charges for 5th year after warranty period - Percentage to be indicated- A5

Similarly, A6 to A15 are to be indicated for 6th to 15th year of CMC if applicable.

8.2.The calculation of CMC Charges shall take into account the number of years of warranty and duration of CMC as specified while creating bid.

8.3. In the price evaluation, the system shall provide function to calculate the cost of each equipment by formula indicated below including CMC and then show the inter-se-ranking of the bidders. The following are the variables

- (i) Number of years for which CMC required.
- (ii) Number of years of product warranty

The formula for calculating total cost including CMC charges shall be as under:

Total Cost for evaluation =

$C + C * \{ (A1/100)/(1.10^n) + (A2/100)/(1.10^{n+1}) + (A3/100)/(1.10^{n+2}) + (A4/100)/(1.10^{n+3}) + (A5/100)/(1.10^{n+4}) \}$  and so on

C - Cost for equipment quoted and n shall be number of years of product warranty specified.

If 2 year warranty specified, n shall be 2 and if 5 year warranty specified, n shall be 5. A1, A2, A3, A4 & A5 shall depend on how many years CMC selected. For 3 year CMC, only A1, A2 and A3 factors are to be taken into account and A4 and A5 will not be applicable.

8.4. CMC charges offered for each subsequent year should be same or higher than preceding year.

8.5. The CMC charges shall be offered within range of 3 to up to 50% of cost of equipment as defined by buyer.

9. Since CMC charges are to be paid only later for each year during CMC period, applicable performance guarantee amount after placement of contract shall be based on the cost of equipment excluding the cost of CMC Charges.

10. Performance bank guarantee applicable for CMC is to be submitted at start of the CMC and shall be applicable between 2.5% to 10% as specified in bid on total CMC Charges. The PBG submitted after award of contract shall be released only after new PBG for the CMC period is submitted and accepted by buyer/consignee after due verification. Bank guarantee for CMC is to remain valid till completion of CMC period plus one year. The bank guarantee for CMC shall be submitted to buyer directly. In case, seller fails to submit the PBG or does not provide services for the CMC contract after expiry of warranty period then PBG of equipment shall be forfeited.

11. In case of splitting of order quantity, equipment cost and CMC charges offered by L1 bidder shall be matched by higher quoting eligible bidders on one-to-one basis. The equipment cost and CMC charges (year to year) shall be matched individually.

12. The CMC Contract shall be an offline contract to be handled by buyer. The payment of CMC will be made on quarterly basis after satisfactory completion of said period, duly certified by end user and scope of CMC will be as per para 1 above.

13. CMC Charges are inclusive of all the charges for Transportation, Lodging, Boarding, all insurances including third party insurance and all other incidental charges. The same shall include GST. The prices also include cost of spares and damaged parts. Purchaser does not have any liability, whatsoever, over and above the cost of CMC. It also includes for arranging hand tools & tackles, special tools etc. required to carry out the work.

**All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

**This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.**

**However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.**

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 कार्रवाई 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---**

## Specification - Multi Function Printer

Sl. No	parameter	Bid requirement (allowed values)
1	Power	Voltage: 220-240 V AC, Frequency: 50 Hz
2	Memory	Minimum 256 MB or higher.
3	Connectivity	(a) Ethernet 10/100 Base-T (b) USB 2.0 or higher
4	Local control panel	Local Control Panel- Touch screen/ Button panel with Graphic Display
5	Print speed (A4/Letter)	B/W : 34/36 ppm or more
6	Cartridge Technology	Drum and Toner/Composite
7	Inbox Toner Capacity	Original box cartridge should have inbox tone capacity of 2500 pages
8	Duty Cycle	30,000 pages per month or higher
9	Warranty	3 years onsite warranty covering all parts and components of the MFP, including electronics, mechanical, optical, rollers, control boards etc excluding consumables.
10	Make in India	No
11	Cartridge yield	B/W>=1200 pages
12	Certification	Must comply with BIS/ISO standards for hardware
<b>Copier</b>		
13	Copy speed (A4/Letter)	B/W : 34/36 ppm or more
14	Copy resolution	Minimum 600 × 600 dpi
15	Zoom (Reduction/Enlargement)	Variable zoom from 25 % to 400 %
16	Color capability	Black & White
17	Paper Size	A4, A5, Legal
<b>PRINTER</b>		
18	Print speed (A4/Letter)	B/W : 34/36 ppm or more
19	Resolution	1200 × 1200 dpi or higher
20	Operating Systems	Windows, Linux, MacOS
<b>SCANNER</b>		
21	Capability	Color and Black & White
22	Original size	A4, A5
23	Scanning speed	(a) B/W : 20 ipm or more (b) Color: 10 ipm or more
24	Scanning Resolution	1200x1200 dpi or higher
25	Supported Scan destinations	E-mail, image, OCR File, FTP. FTPS

26	File formats	Handle single-page and multi-page TIFF, JPEG, and PDF file formats with searchable PDF output using Optical Character Recognition (OCR).
<b>PAPER HANDLING</b>		
27	Automatic Two Sided (Duplex)	Auto duplex
<b>DOCUMENT FEEDER</b>		
28	Capacity	Automatic Document Feeder: 50 sheets
29	Paper Sizes	A4, A5, Legal
<b>BYPASS TRAY</b>		
30	Capacity	50 sheet
31	Paper Sizes	A4, A5, Legal
32	Paper weight	60-120 GSM or higher
<b>TRAY-1</b>		
33	Capacity	250 sheets
34	Paper Sizes	A4, A5, Legal
35	Paper weight	60-120 GSM or higher

### **Pre-qualification criteria**

- 1) The bidder must be a registered company under the Companies Act, Proprietorship, LLP or Pvt Ltd, an MSME registered organisation. Certificate of Incorporation/MSME Registration Certificate must be submitted.
- 2) The bidder/OEM must have experience in delivering and executing orders for Government organisations. Copy of work orders must be submitted.

3) The bidder should have successfully completed any one of the following work orders within the last five years:

- One project of value ₹10 Crore or more, or
- Two projects of value ₹5 Crore or more each, or
- Five projects of value ₹50 Lakh or more each.

Work order/completion certificate or contracts to be submitted.

4) Average Annual Turnover of the bidder/OEM in the last 3 financial years:

Multi Function Printer - Average turnover of OEM/Bidder for last 3 FY - 12 Crores

The bidder must have a positive net worth. Audited financial balance sheet, CA Certification etc to be submitted.

5) The bidder or OEM must have a minimum 4 years experience in manufacturing or supplying the equipments.

6) The proposed system must comply with at least BIS/ISO standards for Hardware

7) OEM or bidder must provide a warranty of 3 years on all hardware and CAMC for 2 years. OEM authorisation letter, warranty documentation, MAF (specifically mention the Tender number for this particular bid).

8) Bidders must provide on-site support delivery and installation.

9) All the bidders should deliver one unit of each equipment with required supporting documents to the Police Headquarters for technical evaluation.

10) EMD exemption as per GeM Rule

11) Equipments/Samples produced for Technical Evaluation has to be kept with the Department for verification at the time of delivery.