



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2023/B/3024787
Dated/दिनांक : 25-01-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	04-02-2023 18:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	04-02-2023 18:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	60 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Electronics And Information Technology
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	National Institute Of Electronics And Information Technology - Nielit (formerly Doeacc Society)
Office Name/कार्यालय का नाम	Nielit Ropar
Item Category/मद केटेगरी	Paper-based Printing Services - Printing without Material; QR Code Bill Printing on preprinted stationery; Digital
Contract Period	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	2 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/ and Turnover	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (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
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
ITC available to buyer/क्रेता के लिए उपलब्ध आईटीसी	Yes

Bid Details/बिड विवरण

Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days
Estimated Bid Value/अनुमानित बिड मूल्य	375000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Required	No
----------	----

ePBG Detail/ईपीबीजी विवरण

Required	No
----------	----

Splitting/विभाजन

Bid splitting not applied.

MII Compliance

MII Compliance	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" 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. 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.
4. 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.
5. 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.

Paper-based Printing Services - Printing Without Material; QR Code Bill Printing On Preprinted Stationery; Digital (1500000)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Printing	Printing without Material
Category of Printing	QR Code Bill Printing on preprinted stationery
Mode of Printing	Digital
Single/ Double Sided	Single Sided (One Sided)
Colour of Printing	Single Color
Printing Content	Variable Data with picture
Paper Material	Photocopier or Offset or Plain Copier
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	70 to 75 GSM
Inserts	Not Required
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	YES
Number of languages of printing	Bilingual
Language	English
Addon(s)	

Input Tax Credit(ITC)/इनपुट कर क्रेडिट(आईटीसी) and/ तथा Reverse Charge(RCM)/रिवर्स प्रभार (आरसीएम) Details

ITC on GST/जीएसटी पर इनपुट कर क्रेडिट	ITC on GST Cess/जीएसटी उपकर कर क्रेडिट
100%	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Copies	Additional Requirement
1	Ram Shabad	140001,NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY, BIRLA FARMS, BADA PHULL, RUPNAGAR	1500000	<ul style="list-style-type: none"> Number of pages per Item : 1

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 Added text based ATC clauses

1. SCHEDULE OF REQUIREMENTS (SCOPE OF WORK)

1.1 The NIELIT Campus is situated at NIELIT Chandigarh's permanent campus at **Vill. Bada Phull, Rupnagar** - 140001. The vendor will be required for printing of bills with QR Codes on A4 Sheets from PDF Files on High Speed Laser Printers.

1.2 The A4 Sheets will be provided to the vendor by this Centre. The vendor will have to collect the A4 Sheets REAMS from the office of NIELIT Chandigarh Centre at Ropar or NIELIT Chandigarh Centre, Sector 30 office at Chandigarh. The work can be given on any day including Holiday/Saturday/Sunday.

1.3 After printing from PDF files (By e-Mails/Pen Drive/Hard Disk) (page count can go up to approximate 65000 in one lot), the vendor will deliver printed sheets at NIELIT Chandigarh Centre, Sector 30 office at Chandigarh or at any other specified location in Chandigarh by 5.00 p.m. on next calendar day.

1.4 The printed A4-sheets are to be supplied with packing in lots of 500 sheets and are to be properly tagged.

1.5 The vendor should have an office in Rupnagar (Ropar) or Chandigarh tri-city with requisite number of printers for the completion of job within the timelines. Proof of locations must be uploaded to qualify.

1.6 The monthly A4-size sheets to be printed are approximately 1.25 Lakhs. However, the quantity may vary as per project requirements. Normally, printing will be done in 7 lots in a month:

- Two lots of around 50000 to 65000 pages
- Two lots of around 1500 pages
- One lot of around 2400 pages
- One lot of around 550 pages
- One lot of around 125 pages.

1.7 Payment shall be made within 30 days after completion of work upon submission of tax invoice as per actual number of pages printed.

1.8 The duration of the contract may be extended up to maximum 6 months beyond initial contract period (subject to satisfactory performance).

1.9 Time Schedule

- i) The vendor will deliver printed sheets after printing from PDF files at NIELIT Chandigarh Centre, Sector 30 office at Chandigarh or at any other specified location in Chandigarh by 5.00 p.m. on next day.
- ii) If the printed A4 sheets are not delivered within stipulated time schedule, due to reasons solely and entirely attributable to the successful bidder and not in any way attributable to the delay on the part of NIELIT, a penalty @2% (two percent) per calendar day shall be levied on total no. of pages provided to the vendor in PDF files in a lot subject to a maximum of 6% of that lot. In case Printed sheets are not supplied within 1 calendar day after the specified period, Director, NIELIT Chandigarh, will have the right to get the sheets printed from any other source at the risk and cost of the vendor and 2% penalty will have to be paid by the defaulting vendor in addition to the difference in actual cost of printing.
- iii) Further, if any act or failure by the bidder results in failure or non-operation of systems and if NIELIT has to take corrective actions to ensure functionality of its systems, NIELIT reserves the right to claim/recover damages from the bidder, which shall be equal to the cost it incurs or loss it suffers from such act or failure.
- iv) NIELIT reserves its right to recover these amounts by any mode including adjusting from any payments to be made by NIELIT to the bidder, irrespective of whether such payment is related to this contract or otherwise.

2. SPECIFICATIONS AND ALLIED TECHNICAL DETAILS

The printing on A4 Sheets supplied by NIELIT Chandigarh Centre will be done by the vendor as per following pattern:

Single Side Printing in Black Colour on A4 Size Single Sided Pre-Printed Sheets

The complete details of items to be printed along with description are as under:

SNo.	Item Description
1.	Single Side Printing in Black Colour on A4 Size Single sided Pre-Printed Sheets <i>(Single sided pre-printed Sheets will be provided By NIELIT Chandigarh To the Vendor)</i>

3. 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.

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. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

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.
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 governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), 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/सामान्य नियम और शर्तें 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./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---