



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2023/B/4308112  
Dated/दिनांक : 08-12-2023

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	19-12-2023 19:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	19-12-2023 19:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Chemicals And Fertilizers
Department Name/विभाग का नाम	Department Of Chemicals And Petrochemicals
Organisation Name/संगठन का नाम	Central Institute Of Plastics Engineering And Technology (cipet)
Office Name/कार्यालय का नाम	Cipet Csts Bhubaneswar 751010
Total Quantity/कुल मात्रा	1068
Item Category/मद केटेगरी	Transparent Tape (V2) (Q4) , Spring File (Q3) , Lever Arch File (Q4) , Staplers (V2) (Q3) , Stapler Pin / Staples (V2) (Q4) , Roller Ball Pen (V2) (Q4) , Diaries Printed - Plain - Register (Q4) , Markers - White Board (Q4) , Fluid Correction Pen (V2) (Q4) , Highlighter Pen (Q4) , Black Lead Pencils as per IS 1375 (Rev) (Q4) , stamp pads (Q4) , Plain Copier Paper (V2) as per IS 14490 (Q4) , paper or eyelet punches (Q4) , Correspondence Envelopes (V2) (Q4) , Computer Paper as per IS 12766, IS 9055, IS 1060, IS 1064 (Q4) , Self Adhesive Flags (V2) (Q4) , file storage boxes or organizers (Q4) , conference folder (Q4) , whiteboard erasers and dusters (Q3) , Paper Adhesive, Liquid Gum and Office Paste Type as per IS 2257 (Rev) (Q3)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	4 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/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

**Bid Details/बिड विवरण**

<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Past Performance,Bidder 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
<b>Past Performance/विगत प्रदर्शन</b>	10 %
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	Yes
<b>RA Qualification Rule</b>	H1-Highest Priced Bid Elimination
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Primary product category</b>	Transparent Tape (V2)
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Evaluation Method/मूल्यांकन पद्धति</b>	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	No
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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. 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. 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.

5. 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.

6. 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.

7. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 10% 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 all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.
- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

## **Transparent Tape (V2) ( 50 pieces )**

### **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
Certification	ISI Marked	No
Dimension	Minimum Tape Width (mm)	48, 72 Or higher
	Tape Length (meter)	25, 50, 60, 100, More than 100 Or higher
Test Report Details	Availability of Test Reports from Central Govt/State Govt/NABL/IL AC accredited Lab covering all the Declared Parameters as per IS Specification	No

#### Additional Specification Parameters - Transparent Tape (V2) ( 50 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
CELLO TAPE 2" TRANSPARENT-WONDER BRAND	50 PC

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

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
			25	10	15
			25	40	60

#### Spring File ( 100 pieces )

#### 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
Size and GSM	Length of file (mm)	350
	Width of file (mm)	240
	GSM of file	536 - 556
Clip and Spring	Size of clip (l x w)(mm x mm)	165 x 20

#### Additional Specification Parameters - Spring File ( 100 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
SPRING /COBRA FILE-RAJDHANI/LOTUS/GOOD QUALITY	100 PC

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

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Applicable Drawing Document	<a href="#">View</a>
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#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी तक पूरी कर ली जाए
			50	10	15
			50	40	60

#### Lever Arch File ( 60 pieces )

**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
Size	Paper size to which file is suitable	A4, Foolscap
Material and Colour	Material and minimum thickness of material (mm)	Card board 2.5 mm thick with 0.19mm PP and both side PVC coated
Dimension	Length (mm)	350
	Width (mm)	280

**Additional Specification Parameters - Lever Arch File ( 60 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
ARCH FILE-RAJDHANI/LOTUS/KRISHNA/GOOD QUALITY	60 PC

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
			Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010			
			30	10	15
			30	40	60

**Staplers (V2) ( 5 pieces )****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
GENERAL REQUIREMENT	Staple suitable for using pin size	10/4
	Range of stapling	50 mm
	Capacity of staples	50 staples
BINDING AND DURABILITY TEST	Binding and Durability test (As per pin size)	15 numbers of 50 GSM white printing paper sheets(for 4 mm leg staples)

**Additional Specification Parameters - Staplers (V2) ( 5 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
STAPPLER 10 NO.SIZE-KANGARO	5 NOS.

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"> <thead> <tr> <th>Quantity/मात्र</th> <th>Delivery Days/डिलीवरी के दिन</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>15</td> </tr> </tbody> </table>	Quantity/मात्र	Delivery Days/डिलीवरी के दिन	5	15
Quantity/मात्र	Delivery Days/डिलीवरी के दिन						
5	15						

**Stapler Pin / Staples (V2) ( 60 box )**

**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
GENERAL REQUIREMENT	Size number	10/4

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
FINISH	Coating on Stapler pin/Staples	Tinned coating

**Additional Specification Parameters - Stapler Pin / Staples (V2) ( 60 box )**

Specification Parameter Name	Bid Requirement (Allowed Values)
STAPLER PIN-KANGAROO	60 PKT

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"> <thead> <tr> <th>Quantity/मात्र</th> <th>Delivery Days/डिलीवरी के दिन</th> </tr> </thead> <tbody> <tr> <td>60</td> <td>15</td> </tr> </tbody> </table>	Quantity/मात्र	Delivery Days/डिलीवरी के दिन	60	15
Quantity/मात्र	Delivery Days/डिलीवरी के दिन						
60	15						

**Roller Ball Pen (V2) ( 100 pieces )**

**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
GENERAL REQUIREMENT	Ink type	Light water-based Ink, Gel-Based Ink
	Colour of Ink	Blue
	Line width/Tip sizes	0.5 mm, 0.7 mm
	The refill shall write a continuous line of (Minimum)	500 Meters
MATERIAL	Pen Barrel made of	Plastic



Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Material of Tube (Ink Container)	Plastic

#### Additional Specification Parameters - Roller Ball Pen (V2) ( 100 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
ball pen- rorito/renyolds/cello	100 pc

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____तक पूरी कर ली जाए
			50	10	40
			50	40	60

#### Roller Ball Pen (V2) ( 20 pieces )

#### 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
GENERAL REQUIREMENT	Ink type	Light water-based Ink, Gel-Based Ink
	Colour of Ink	Red
	Line width/Tip sizes	0.7 mm

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	The refill shall write a continuous line of (Minimum)	500 Meters, 750 Meters, 1000 Meters, 1200 Meters
MATERIAL	Pen Barrel made of	Metal with suitable corrosion resistant finish, Plastic, Metal with suitable corrosion resistant finish and plastic
	Material of Tube (Ink Container)	Plastic

#### Additional Specification Parameters - Roller Ball Pen (V2) ( 20 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
roller pen red-rorito/cello/renyolds	20 pc
roller pen red-rorito/cello/renyolds	20 pc

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा 20	Delivery Days/डिलीवरी के दिन 15

#### Diaries Printed - Plain - Register ( 10 pieces )

#### 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	Single Line Ruled, RULED REGISTER

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
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)	65, 60
Colour	Colour of Pages	white
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format

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

Specification Parameter Name	Bid Requirement (Allowed Values)
Ruled register - (No-40) rajdhani/krishna/lotus	10 nos.

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
			10	15

**Diaries Printed - Plain - Register ( 10 pieces )**

**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	RULED REGISTER

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Dimension	Dimension of Paper (Length X width) (mm X mm)	330 X 210
	Dimension of Cover (Length X Width) (mm X mm)	340 X 220
Grammage (GSM)	Grammage of Paper (gsm)	65, 60
Binding	Type of Binding	Softcover Cloth Bound , Hardcover Cloth Bound, Wire-o-bound, Perfect Bound, Glu Binding, Thread Binding, Soft Bound, Other, Hardbound
Content	Content and Description	General Format

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

Specification Parameter Name	Bid Requirement (Allowed Values)
ruled register-(30 no)-rajdhani/krishna/lotus	10 pcs.

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"> <thead> <tr> <th>Quantity/मात्रा</th> <th>Delivery Days/डिलीवरी के दिन</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>15</td> </tr> </tbody> </table>	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन	10	15
Quantity/मात्रा	Delivery Days/डिलीवरी के दिन						
10	15						

#### Diaries Printed - Plain - Register ( 10 pieces )

#### 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	RULED REGISTER

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
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)	60, 65
Binding	Type of Binding	Softcover Cloth Bound , Hardcover Cloth Bound, Wire-o-bound, Perfect Bound, Glu Binding, Thread Binding, Soft Bound, Other, Hardbound
Content	Content and Description	General Format

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

Specification Parameter Name	Bid Requirement (Allowed Values)
ruled register-(20no)-rajdhani/lotus/krishna	10 pcs.

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
			10	15

**Markers - White Board ( 150 pieces )**

**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
Surface	Writable Surfaces For Markers	White board

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Type	Type of Ink used in Markers	Dry safe, Water based
General Properties	Refilling	Yes
	Pocket Clip	Yes
	Cap Mounted Magnet and Eraser	Yes, No
	Number of Markers in a pack (Nos)	4, 4.0

#### Additional Specification Parameters - Markers - White Board ( 150 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
white board marker-camlin/doms/cello	150 pc

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
			80	10	15
			70	40	60

#### Fluid Correction Pen (V2) ( 25 pieces )

#### 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
GENERAL REQUIREMENT	Pen contains correction fluid	7 ml, 8 ml
	Line/pen tip size	0.5 mm, 0.6 mm, 0.7 mm
TESTING AND CERTIFICATION	'Correction fluid' is BIS marked	Yes, No
	Availability of Test Report of 'Correction fluid' from Designated AHSP / NABL / ILAC accredited or Central Government Lab to prove the conformity of products to the specification	Yes, No

#### Additional Specification Parameters - Fluid Correction Pen (V2) ( 25 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
Fluid Correction Pen - cello/doms/camlin/luxor	25 pcs

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
			15	10	15
			10	40	60

#### Highlighter Pen ( 20 pieces )

**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
GENERAL REQUIREMENT	Type of pen	Permanent highlighter Pen
	Ink Colour	Yellow, Pink, Green, Red, Black, Blue
	The shape of the Pen tip	Chisel Point, Bullet Tip, Wide Bristle
	Line Width	1.5 mm, 2.0 mm, 2.5 mm
MATERIAL	Pen body made of	Plastic
	Writing Tip made up of	Hydrocarbon Tip
MARKING AND PACKING	Marking on the pen (Barrel/Cap)	Manufacturer Name or initials or registered trademark etc., As per Buyer's Requirement (to be indicated during bid creation)
	Packing of each Pen	Paper poly pouch, Cardboard Box
TESTING AND CERTIFICATION	Availability of Test Report from Designated AHSP / NABL / ILAC accredited or Central Government Lab to prove the conformity of products to the specification	Yes, No
	Test reports to be furnished to the buyer on demand, if claimed to be available	Yes, N.A

**Additional Specification Parameters - Highlighter Pen ( 20 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
highlighter- faber castell/camlin/doms/luxor	20 nos

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

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



S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"> <thead> <tr> <th>Quantity/मात्रा</th> <th>Delivery Days/डिलीवरी के दिन</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>15</td> </tr> </tbody> </table>	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन	20	15
Quantity/मात्रा	Delivery Days/डिलीवरी के दिन						
20	15						

### Diaries Printed - Plain - Register ( 10 pieces )

#### 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	RULED REGISTER
Dimension	Dimension of Paper (Length X width) (mm X mm)	297 X 210
	Dimension of Cover (Length X Width) (mm X mm)	210 X 297
Grammage (GSM)	Grammage of Paper (gsm)	60
Binding	Type of Binding	Softcover Cloth Bound , Hardcover Cloth Bound, Wire-o-bound, Perfect Bound, Glu Binding, Thread Binding, Soft Bound, Other, Hardbound
Content	Content and Description	Double sided

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

Specification Parameter Name	Bid Requirement (Allowed Values)
ruled register-(12no)-rajdhani/lotus/krishna	10 pcs.

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"> <thead> <tr> <th>Quantity/मात्रा</th> <th>Delivery Days/डिलीवरी के दिन</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>15</td> </tr> </tbody> </table>	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन	10	15
Quantity/मात्रा	Delivery Days/डिलीवरी के दिन						
10	15						

### Black Lead Pencils As Per IS 1375 (Rev) ( 10 packet )

#### 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
GENERAL REQUIREMENT	Technical specification of 'BLACK LEAD PENCILS'	BIS specification no. IS 1375:2021 (with latest amendment)
	Type of Pencil	Drawing Pencil, Carpenter's Pencil, Stenographer's and Reporter's Pencil, General Writing Pencil
	Pencil Grades	HB

### Additional Specification Parameters - Black Lead Pencils As Per IS 1375 (Rev) ( 10 packet )

Specification Parameter Name	Bid Requirement (Allowed Values)
pencil-apsara/natraj/doms/camlin	10pkt (100pc)

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
			10	15

### Stamp Pads ( 2 pieces )

#### 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
Material	Material of Pad	Cotton, Others
	Material of Box	Plastic

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
			2	15

### Plain Copier Paper (V2) As Per IS 14490 ( 200 ream )

#### 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
GENERAL REQUIREMENT	Technical specification of plain copier paper	BIS specification no. IS 14490:2018 (with latest amendment)
	Grammage (Substance ) of plain copier paper	70 g per square metre
	Sizes	A4
	The product conforming to the requirement of ECO-Mark	Yes, No
PACKAGING	Number of sheets in a ream	500 sheets
TESTING AND CERTIFICATION	BIS marked	Yes (As Per Gazette Notification CG-DL-E-30062020-220281 - copy Attached)
	Availability of Test Report from Designated AHSP / NABL / ILAC accredited or Central Government Lab to prove conformity of products to the specification	Yes, No

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

Verified and Signed Tp document	<a href="#">View</a>
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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारम्भ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी तक पूरी कर ली जाए
			100	10	15
			100	40	60

### Paper Or Eyelet Punches ( 3 pieces )

#### 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 and Material	Number of Hole	Two hole with punching distance 80mm
Dimension	Punching Diameter (mm)	5.5, 6, 7
Physical Characteristics	Capacity of Punch-80 GSM Paper (min) (Nos)	50, 100

#### Additional Specification Parameters - Paper Or Eyelet Punches ( 3 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
punching machine -kangaro dp 600	3 pc

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"> <thead> <tr> <th>Quantity/मात्रा</th> <th>Delivery Days/डिलीवरी के दिन</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>15</td> </tr> </tbody> </table>	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन	3	15
Quantity/मात्रा	Delivery Days/डिलीवरी के दिन						
3	15						

### Correspondence Envelopes (V2) ( 3 packet )

#### 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
GENERAL REQUIREMENT	Technical specification of 'CORRESPONDENCE ENVELOPES'	Not Conforming to IS 13892:1999
	Type of Envelopes	Type -I (Pocket Shape)
	Colour of Envelopes paper	Yellow
	Printing on Envelopes with	No printing on Envelopes
MATERIAL	Material of Envelopes	Kraft Paper
	Window material	N.A
	Grammage of Paper (GSM)	90
DIMENSION	Dimension of Envelopes - As per IS:13892	229 x 324 (mm)
	Dimension of Envelopes - Not as per IS Specification	250 X 300 (mm)
TESTING AND CERTIFICATION	BIS marked	No

### Additional Specification Parameters - Correspondence Envelopes (V2) ( 3 packet )

Specification Parameter Name	Bid Requirement (Allowed Values)
a4 size envelope - Laminated - yellow colour	3pkt (300pcs)

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<b>Quantity/मात्र</b> 3	<b>Delivery Days/डिलीवरी के दिन</b> 15

**Computer Paper As Per IS 12766, IS 9055, IS 1060, IS 1064 ( 6 set )****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
Certification	<b>Conformity to Indian Standard IS 12766:Latest for Computer Paper</b>	Yes, No
	<b>ISI Marked for computer paper</b>	No
Type	<b>Computer Paper</b>	With carbon, Without carbon, Carbonless
	<b>Printing on computer paper</b>	With, Without
	<b>Logo and Text as specified by Buyer</b>	NA
Dimension	<b>Dimension of the Paper (W X L) (Tolerance as per IS: 1064) (mm x mm)</b>	229 X 279, 229 X 305, 255 X 279, 255 X 305, 279 X 305, 305 X 279, 305 X 305, 381 X 279, 381 X 305
	<b>GSM (GSM)</b>	60, 70, 80 Or higher
	<b>Designation</b>	1 Part, 2 Part, 3 Part, 4 Part
General Properties	<b>Number of colour for printing</b>	Blank
Packing	<b>Number of Sheets/Sets</b>	1P per 1000 sheets (accounting unit: 1000 sheets)

**Additional Specification Parameters - Computer Paper As Per IS 12766, IS 9055, IS 1060, IS 1064 ( 6 set )**

Specification Parameter Name	Bid Requirement (Allowed Values)
exam rim paper	6 rim

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
			3	10	15
			3	40	60

**Self Adhesive Flags (V2) ( 10 pad(s) )**

**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
GENERAL REQUIREMENT	Flag colour	Pink, Green, Orange, Yellow
	Glued portion of flag (Lengthwise)	15 mm
MATERIAL	Paper Grammage (g per square metre)	75
DIMENSION	Flag size $\pm 0$ [decimal]5 mm (unit-mm)	12 x 45 (mm)
PACKING	Number of sheets (of each colour) in a pad	100 sheets

**Additional Specification Parameters - Self Adhesive Flags (V2) ( 10 pad(s) )**



Specification Parameter Name	Bid Requirement (Allowed Values)
self adhesive flags- oddy	10 pcs

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
			10	15

**File Storage Boxes Or Organizers ( 4 pieces )**

**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
Material	<b>Material of the Box (100% PVC Free)</b>	ABS/ tough & impact resistant durable with clear plastic
Type and Colour	<b>Type of box</b>	Hinged lid type with self lock
Dimension	<b>Box inside measurements approx (L x W x H)</b>	349 mm x 328 mm x 279 mm
Physical Characteristics	<b>Sturdy swivel carry handle for easy portability and not create problem in stacking</b>	Yes
	<b>Locking facility with secure lock and key</b>	No
	<b>Provision for 4 wheels below the box for easy movement</b>	No
	<b>Rack provided inside the box</b>	No
	<b>Partitions</b>	Letter
Capacity and Weight	<b>Load carrying capacity (Kgs)</b>	12

**Additional Specification Parameters - File Storage Boxes Or Organizers ( 4 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
box file	04 nos.

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )	
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
			4	15

**Conference Folder ( 50 pieces )****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
Material	Material of conference folder	PP
Dimension	Minimum Length of Folder (mm)	315
	Minimum Width of Folder (mm)	250
Physical Characteristics	Pocket for note pad and pen	Yes
	Closure	Loop

**Additional Specification Parameters - Conference Folder ( 50 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Transparent Button File Folder	50 nos.

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
			Quantity/मात्र	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010			
			20	10	15
			30	40	60

**Conference Folder ( 80 pieces )**

**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
Material	Material of conference folder	PP
Dimension	Minimum Length of Folder (mm)	315
	Minimum Width of Folder (mm)	250
Physical Characteristics	Pocket for note pad and pen	No
	Closure	Without

**Additional Specification Parameters - Conference Folder ( 80 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
L folder transparent	80 nos.

\* 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	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
			Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____ तक पूरी कर ली जाए
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010			
			40	10	15
			40	40	60

**Whiteboard Erasers And Dusters ( 30 pieces )**

**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
Performance Parameters	Type of Duster	Non magnetic
	Material of the Frame	Unbreakable Plastic
	Marker Holder	Two
	Handgripper	Yes
	warranty in years	1, 2, 3, 4, 5
Dimensional Parameters	Length in mm	160.0 (millimeter)
	Width in mm	35.0 (millimeter)

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारंभ होने की तारीख से दिनों की संख्या में )		
			Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी _____तक पूरी कर ली जाए
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	15	10	15
			15	40	60

**Highlighter Pen ( 20 pieces )**

**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
GENERAL REQUIREMENT	Type of pen	Permanent highlighter Pen
	Ink Colour	Yellow, Pink, Green, Red, Black, Blue
	The shape of the Pen tip	Chisel Point, Bullet Tip, Wide Bristle
	Line Width	2.0 mm
MATERIAL	Pen body made of	Plastic
	Writing Tip made up of	Hydrocarbon Tip
MARKING AND PACKING	Marking on the pen (Barrel/Cap)	Manufacturer Name or initials or registered trademark etc., As per Buyer's Requirement (to be indicated during bid creation)
	Packing of each Pen	Paper poly pouch, Cardboard Box
TESTING AND CERTIFICATION	Availability of Test Report from Designated AHSP / NABL / ILAC accredited or Central Government Lab to prove the conformity of products to the specification	Yes, No
	Test reports to be furnished to the buyer on demand, if claimed to be available	Yes, N.A

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध prarambh होने की तारीख से दिनों की संख्या में )				
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	<table border="1"><thead><tr><th>Quantity/मात्र</th><th>Delivery Days/डिलीवरी के दिन</th></tr></thead><tbody><tr><td>20</td><td>15</td></tr></tbody></table>	Quantity/मात्र	Delivery Days/डिलीवरी के दिन	20	15
Quantity/मात्र	Delivery Days/डिलीवरी के दिन						
20	15						

**Paper Adhesive, Liquid Gum And Office Paste Type As Per IS 2257 (Rev) ( 20 pieces )****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
MATERIAL	Type of material	Type - A, Type - B, Type - C
PACKING	Packing size	100 ml, 200 ml

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध prarambh होने की तारीख से दिनों की संख्या में )
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Delivery Schedule/डिलीवरी अनुसूची (In number of days from contract start days/अनुबंध प्रारम्भ होने की तारीख से दिनों की संख्या में )		
1	Asisha Kumar Naik	751010,S-3/79,Sector-A,Zone-B,Mancheswar Industrial Estate,Bhubaneswar-751010	Quantity/मात्रा	Delivery to start after/प्रारंभ होने की तारीख से डिलीवरी	Delivery to be completed by/डिलीवरी तक पूरी कर ली जाए
			10	10	15
			10	40	60

**Special terms and conditions-Version:1 effective from 04-05-2020 for category Computer Paper as per IS 12766, IS 9055, IS 1060, IS 1064**

1. Accounting Unit and Composition of the item shall be as under:

No. of parts	Accounting Unit
a) 1 P per 1000 sheets	1000 sheets
b) 2 P per 1000 sets	2000 sheets interleaved with 1000 carbons
c) 3 P per 1000 sheets	3000 sheets interleaved with 2000 carbons
d) 4 P per 1000 sheets	4000 sheets interleaved with 3000 carbons

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

**1. Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

**2. Generic**

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

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

**3. Scope of Supply**

Scope of supply (Bid price to include all cost components) : Only supply of Goods

**4. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

- 1.The bidder must supply the item as per staggered delivery as mention in bid.
2. The bidder must supply the branded good quality item as mentioned in the bid.
- 3.The bidder must be clearly mention the make/brand and model of each item.

## **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 also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।



---Thank You/धन्यवाद---