

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	14-08-2026 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	14-08-2026 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	45 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Ports, Shipping And Waterways
विभाग का नाम/Department Name	Na
संगठन का नाम/Organisation Name	Directorate General Of Lighthouses And Lightships
कार्यालय का नाम/Office Name	Directorate Of Lighthouses And Lightships, Kolkata
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :dte-kol@gov.in Buyer Email id: amarkesh-dgll@gov.in
कुल मात्रा/Total Quantity	3417
वस्तु श्रेणी /Item Category	Correspondence Envelopes (V3) (Q4) , Markers and Photography paper Conforming to IS 6139 (Q4) , File, Desk Pads - Writing (V2) (Q4) , Plain Copier Paper (V2) 14490 (Q4) , Staple Pins/Staples(V3) (Q4) , Correspondence Envelopes (V3) Conforming to IS 13892 (Q4) , Staplers(V3) (Q4) Conforming to IS 5650 (Q4) , Paper Punch Machine(V3) (Q4) , Glue Stick (V3) (Q4) , Tags For Files (V3) Conforming to IS 13262 (Q4) , Pressure Sensitive Adhesive Tapes with Plastic Base Conforming to IS 13262 (Q4) , Electronic Calculator (V2) (Q4) , Eraser (V3) (Q4) , Lead Pencils (V3) Conforming to IS 1375 (Q4) , Metric Ruler (V3) Conforming to IS 1481 (Q4) , Self Adhesive Flags (V3) (Q4) , Rubber Stamps (V2) Conforming to IS 4747 (Q4) , Colouring Pencils (V3) (Q4) , Register (V2) (Q4) , Stationery Scissors (V2) Conforming to IS 1481 (Q4) , Manual Pencil Sharpener (V3) (Q4)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	1 Lakh (s)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	10 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	2 Year (s)
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete

बिड विवरण/Bid Details	
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Bidder Turnove (Requested in ATC),OEM Annual Turnover,Additional ATC) *In case any bidder is seeking exemption from Exper Criteria, the supporting documents to prove his eligig must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification o during the tender/bid process will also be displayed t 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	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	2
विगत प्रदर्शन /Past Performance	50 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	Plain Copier Paper (V3) ISI Marked to IS 14490
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	302750
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई खरीद वरीयता/MII Purchase Preference

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

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	25

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. 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 of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered shall have regularly, manufactured and supplied same or similar Category Product to Central Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening. Relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having met the quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value shall be considered for this criterion.
7. 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 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.

for this criteria.

8. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs having Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service offering Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documents regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility will be validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of maximum price /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the

[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. Benefits of MSE will be available only if validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

9. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or 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 determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment and based on competitive prices received in Bid / RA process.

10. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar products for 50% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Government Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category relating to having highest bid value should meet this criterion.

11. Short Duration Bid has been published by the Buyer with the approval of the Competent authority due to Emergency critical products/services.

Correspondence Envelopes (V3) (400 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
STANDARDS	Type of Envelope	Pocket shape envelope
	Dimensions of the Envelope (In mm)	220 x 310
	Grammage of the Envelope	150 gsm
	Colour of the Envelope	Light Brown
	Window in Envelope	Without Envelope

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	400	15

Markers And Highlighters (40 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
Generic	Type of Product	Whiteboard Markers
	Tip Point Type	Bullet or Fine Tip
	Tip Width Size	1.5 mm
	Ink Color	Blue

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	40	15

Photography Paper Conforming To IS 6139 (40 packet)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
GENERIC	Color of Paper	White Photography Paper
	Grammage of Paper(gsm)	150 gsm
	Size of Paper(in mm)	203 mm x 254 mm
	Number of Sheets in a Packet	100 Sheets
	Finishing of Paper	Glossy

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

क्र.सं./S.No.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	40	15

File/Folder (V3) (20 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requir Values)
GENERAL	File/Folder type with binding mechanism	Lever Arch Box File/Index File
	Material of File/Folder	Cardboard / Duplex Board
	File/Folder Closure Type	Open
	File/Folder Size Compatibility	21.5 cm x 34.5 cm (FS)
	Cover Design	Plain
	Number of pockets in a File/Folder	NA (In case of No pockets)
	GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM)	300, 460
	Color of File/Folder	Green, Black, White, Yellow, Blue, Pink, Orang

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

Applicable Drawing Document	View
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परिषदी/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	20	15

File/Folder (V3) (40 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requi Values)
GENERAL	File/Folder type with binding mechanism	File Cover
	Material of File/Folder	Cardboard / Duplex Board
	File/Folder Closure Type	Open
	File/Folder Size Compatibility	21 cm x 29.7 cm (A4)
	Cover Design	Printed
	Number of pockets in a File/Folder	NA (In case of No pockets)
	GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM)	280, 300
	Color of File/Folder	Green

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

Applicable Drawing Document	View
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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	40	15

Desk Pads - Writing (V2) (400 pieces)

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 Required Values)
GENERIC	Type of Pads	Executive Pad / Slip Pad
	Type of Binding	Staple-Bound
	Type of Paper in the Pad	Cream Laid Paper Conforming to IS 1848 : Part 1
MATERIAL	Front Cover material of the Pad	Cardboard
	Back Cover material of the Pad	Grey Pulp Board
PAPER LAYOUT DESIGN	Paper Format	Ruled
DIMENSIONS	Length of Pad (In mm)	181 to 220
	Width of Pad (In mm)	100 to 140
	Number of Pages in the Pad	20
	GSM of the Paper in the Pad	60

Additional Specification Parameters - Desk Pads - Writing (V2) (400 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Print on Front cover	As per approved design by the buyer

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

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	400	15

File/Folder (V3) (500 pieces)

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 Required Values)
GENERAL	File/Folder type with binding mechanism	Lever Arch Box File/Index File
	Material of File/Folder	Mill Board

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
	File/Folder Closure Type	Open
	File/Folder Size Compatibility	21.5 cm x 35.5 cm (Legal)
	Cover Design	Printed
	Number of pockets in a File/Folder	NA (In case of No pockets)
	GSM of Cardboard / Duplex Board, Mill Board or Paper board (GSM)	280, 760
	Color of File/Folder	Blue

Additional Specification Parameters - File/Folder (V3) (500 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Print on front cover. File/Folder Colour should Multi colour (Green, Brown, Yellow, Sky Blue, Red)	As per approved by the buyer

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

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

Applicable Drawing Document	View
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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	500	15

Markers And Highlighters (50 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
Generic	Type of Product	Highlighters
	Tip Point Type	Broad Tip
	Tip Width Size	1.0 mm

विवरण/Specification	विशिष्ट का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
	Ink Color	Pink

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	50	15

Plain Copier Paper (V3) ISI Marked To IS 14490 (300 ream)

Bis Required	Yes
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तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्ट का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
STANDARDS	Paper Size	A4
	Grammage (GSM) of the Paper	75 gsm
PACKING AND MARKING	Packing	Ream of 500 Sheet

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	300	15

Staple Pins/Staples(V3) (100 box)

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 Required Values)
GENERIC	Size of Staple Pins	10/4
	Number of Staple Pins in a box	1000

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	100	15

Correspondence Envelopes (V3) Conforming To IS 13892 (400 pieces)

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 Required Values)
STANDARDS	Type of Envelope	Type 1 - Pocket shape envelope, Type 2 - Ban
	Dimensions of the Envelope (Size Symbol) (In mm)	110 x 220 (DL)
	Colour of the Envelope	Light Brown
	Window on Envelope	Without Window

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	400	15

Correspondence Envelopes (V3) Conforming To IS 13892 (150 pieces)

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 Required Values)
STANDARDS	Type of Envelope	Type 1 - Pocket shape envelope
	Dimensions of the Envelope (Size Symbol) (In mm)	100 x 176
	Colour of the Envelope	Light Green
	Window on Envelope	Without Window

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	150	15

Staplers(V3) (12 pieces)**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 Required Values)
MATERIAL, DESIGN & DIMENSION	Staple Pin Size Compatibility	24/6
	Throat Depth	50 mm
	Stapling Capacity(Sheets)	30 Sheets

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	12	15

Paper Clips (V2) Conforming To IS 5650 (20 Unit)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
STANDARD	Shapes of Clips	Streamline Shape Paper clips
	Size of Clips	Small
PACKING	Type of Unit	Box
	No of Clips in a Unit	100

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

Applicable Drawing Document	View
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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	20	15

Paper Punch Machine(V2) (24 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
MATERIAL, DESIGN & DIMENSION	Product Type	Single Hole Paper Punch Machine
	Punch hole Diameter	6 mm

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requi Values)
	Punching Capacity	Up to 10 Sheets
	Availability of Paper Chip Tray	No

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	24	15

Writing Pens (100 pieces)

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 Requi Values)
Generic	Type of Pen	Ballpoint Pen (Conforming to IS 3705)
	Tip Size	0.3 mm
	Ink Color	Blue

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	100	15

Writing Pens (100 pieces)

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 Required Values)
Generic	Type of Pen	Ballpoint Pen (Conforming to IS 3705)
	Tip Size	0.7 mm
	Ink Color	Red

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	100	15

Glue Stick (V3) (50 packet)

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 Required Values)
Generic	No of Glue stick in a Packet	1
	Net Content of Each stick (In gm)	8 gm, 25 gm

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	50	15

Tags For Files (V3) Conforming To IS 8499 (25 Unit)

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 Required Values)
STANDARDS	Overall length of the lace portion	125 mm
PACKING	Type of Unit	Box
	No of Tags in a Unit	100

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	25	15

Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (25 p

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
Specification	Governing Specification	Conforming to IS 13262
Generic	Types of Tapes of Typical Base material	Cellulose Tape
	Colour	Transparent
	Internal Core Diameter	50 ± 0.5 mm
	Tape Width (In mm) (Tolerance Up to 25 is ±1.0 Tolerance Over 25 is ±1.5)	48 mm
	Tape Length (In meters)	100 meter

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	25	15

Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (25 p

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 Requi Values)
Specification	Governing Specification	Conforming to IS 13262
Generic	Types of Tapes of Typical Base material	Polypropylene Tape
	Colour	Brown
	Internal Core Diameter	75 ± 1.5 mm
	Tape Width (In mm) (Tolerance Up to 25 is ±1.0 Tolerance Over 25 is ±1.5)	48 mm
	Tape Length (In meters)	100 meter

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	25	15

Electronic Calculator (V2) (12 pieces)

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 Requi Values)
Physical Characteristics	Type of Calculator	Basic Calculator
	Material of keys in calculator	Plastic

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
	Color Family of Calculator	Black
Display Characteristics	Panel technology in calculator	Liquid Crystal Display (LCD), Dot Matrix Display
	Number of lines in display	1
	Number of digits that can be input in each line	10
Power Characteristics	Power Source options in Calculator	Battery and Solar Panel
Warranty Duration	Minimum Standard Warranty of Product(in year)	1

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	12	15

Eraser (V2) (80 Unit)

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 Required Values)
STANDARDS	Eraser Type	Pencil Eraser
	Length of the Eraser	3cm to 5 cm
	Width of the Eraser	1.5 cm to 3 cm
	Colour of the eraser	White
PACKING	Type of Unit	Box
	No of Erasers in a Unit	10

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	80	15

Black Lead Pencils (V3) Conforming To IS 1375 (50 box)

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 Requi Values)
STANDARDS	Pencil Type	General Writing Pencil
	Pencil Grades	B
	Pencil Shapes	Round

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	50	15

Metric Steel Scales (V3) Conforming To IS 1481 (40 pieces)

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 Requi Values)
STANDARDS	Metric Steel scale types	Type A
	Principal dimensions of the scales - Nominal Size in cm	15 cm

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

क्र.सं./S.No.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	40	15

Self Adhesive Flags (V3) (50 pad(s))

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 Requi Values)
STANDARDS	Material of the Self Adhesive Flags	Paper
	Total Number of assorted colours in a pad	3, 4, 5
	Flag colours in the pad	Pink, Blue, Green, Orange, Yellow
	Total Number of flags per each colour in the pad	40
	Dimensions of each Flag (In mm) in the pad	15 mm x 76 mm

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

क्र.सं./S.No.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	50	15

Pads For Rubber Stamps (V2) Conforming To IS 4747 (24 pieces)

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 Requi Values)
STANDARDS	Size of the Stamp Pad	Small size - 9 cm x 5 cm, Medium size - 11 cm

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
	Stamp pad type	With Ink
	Colour of the Stamp pad	Violet
	Material of the Stamp pad container	Plastic

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	24	15

Correction Fluid Pen(V3) (20 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
GENERIC	Capacity of Correction Fluid	7 ml
	Pen Tip Size	0.6 mm

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	20	15

Writing Pens (80 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
Generic	Type of Pen	Gel Pen
	Tip Size	0.7 mm
	Ink Color	Blue

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	80	15

Register (V2) (40 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Attendance register
	Inner paper specification confirming as per Is 1848 (Part 1)	Printing maplitho paper
	Number of pages (Excluding Cover)	41-60
	Binding of Register	Saddle Stitching/Staple Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	75
	Minimum Length of Register (in mm)	176.0 (millimeter)
	Minimum Width of Register (in mm)	297.0 (millimeter)
	Grammage (substance) of cover board (in GSM)	200

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	40	15

Register (V2) (40 pieces)

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 Required Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Minute register
	Inner paper specification confirming as per Is 1848 (Part 1)	Printing maplitho paper
	Number of pages (Excluding Cover)	81-100
	Binding of Register	Hardcover Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	60
	Minimum Length of Register (in mm)	297.0 (millimeter)
	Minimum Width of Register (in mm)	210.0 (millimeter)
	Grammage (substance) of cover board (in GSM)	150

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	40	15

Register (V2) (30 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Minute register
	Inner paper specification confirming as per Is 1848 (Part 1)	Printing maplitho paper
	Number of pages (Excluding Cover)	151-200
	Binding of Register	Hardcover Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	60
	Minimum Length of Register (in mm)	297.0 (millimeter)
	Minimum Width of Register (in mm)	210.0 (millimeter)
	Grammage (substance) of cover board (in GSM)	175

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	30	15

Register (V2) (15 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Accession register
	Inner paper specification confirming as per Is 1848 (Part 1)	Printing maplitho paper

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Required Values)
	Number of pages (Excluding Cover)	351-400
	Binding of Register	Hardcover Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	90
	Minimum Length of Register (in mm)	420.0 (millimeter)
	Minimum Width of Register (in mm)	420.0 (millimeter)
	Grammage (substance) of cover board (in GSM)	325

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
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	15	15

Stationery Scissors (V2) Conforming To IS 989 (15 pieces)

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 Required Values)
TYPE AND CLASSES	Type of Scissor	Type 3
DIMENSIONS	Nominal Size of the Scissor (In mm)	125 mm
MATERIAL	Material of the Handles when welded or riveted to blades made of high carbon steel	Steel conforming to IS: 2062-1969

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	15	15

Manual Pencil Sharpener (V3) (50 pieces)

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 Required Values)
GENERIC	Types of Manual Pencil sharpeners	Handheld Manual Pencil Sharpener
	Type of Sharpening Mechanism	Twist Mechanism
	Material of the Sharpener body	Plastic
	Number of Holes in Manual Pencil sharpener	Single hole
	Shavings Container	No

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	50	15

Markers And Highlighters (50 pieces)

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 Required Values)
Generic	Type of Product	Permanent Markers
	Tip Point Type	Bullet or Fine Tip
	Tip Width Size	3.0 mm
	Ink Color	Blue

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के
1	Amar Kesh Meena	700088, Directorate of Lighthouses and Lightships, Deep Bhavan, D-372/2, Taratalla Road, Kolkata	50	15

Special terms and conditions-Version:1 effective from 04-06-2025 for category Correspondence Envelope

1. Note to Buyers :

For printing on the envelope as per Buyer's requirement the buyer shall create the BID and mentioned the code the ATC such as Logo or any texts etc.,

Note to Sellers :

1) Sellers must declare their catalog price for 1 Piece of Unprinted Correspondence envelope.

2) The seller shall quote their price during bidding in accordance to the buyer's requirements for printing on

Special terms and conditions-Version:2 effective from 22-01-2025 for category File/Folder (V3)

1. Note to Buyers :-

For printing on the File/Folder as per Buyer's requirement - The buyer shall create the BID and mention the code such as Logo, text etc. in the ATC.

Note to Sellers :-

1) Sellers must declare their catalog price for 1 standard Piece of File/Folder

2) The seller shall quote their price during bidding in accordance to the buyer's requirements as per the print the buyer

Special terms and conditions-Version:3 effective from 10-03-2026 for category Plain Copier Paper (V3) | 14490

1. Catalogue Image Upload Guidelines

Product catalogue Images uploaded should carry the following informations:

1. Should have original product image.
2. Should carry the marking information as per IS:14490 such as ISI Mark, BIS License Number (CM/L), Net GSM etc.
3. Should have the ISI Mark label on the wrapping cover

Special terms and conditions-Version:2 effective from 17-07-2026 for category Correspondence Envelope

to IS 13892

1.

Note to Buyers

For printing on the envelope as per Buyer's requirement the buyer s and mentioned the contents to be printed in the ATC such as Logo o

Note to Sellers

1) Sellers must declare their catalog price for 1 Unprinted Piece of C envelope

2) The seller shall quote their price during bidding in accordance to t requirements for printing contents.

Special terms and conditions-Version:1 effective from 24-09-2025 for category Staplers(V3)

1. **Note to Sellers:**

Product catalogue Images uploaded should carry the following informations.

1. Catalogue should be uploaded with the packaging box.
2. The product packaging box must clearly display the following details: Throat Depth, Stapling Capacity,
3. Stapler shall be supplied in the pack condition displaying following details in the packet

Special terms and conditions-Version:1 effective from 25-09-2025 for category Paper Clips (V2) Conform

1. **ISI Mark:**The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

Special terms and conditions-Version:1 effective from 25-09-2025 for category Tags For Files (V3) Conf

1. **ISI Mark:**The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

Special terms and conditions-Version:1 effective from 24-09-2025 for category Black Lead Pencils (V3) (1375

1. **ISI Mark:**The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

Special terms and conditions-Version:1 effective from 13-10-2025 for category Metric Steel Scales (V3) 1481

1. **ISI Mark:** The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

Special terms and conditions-Version:1 effective from 25-09-2025 for category Pads for Rubber Stamps IS 4747

1. **ISI Mark:**The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

Special terms and conditions-Version:1 effective from 30-06-2026 for category Register (V2)

1. **Note to Buyer and Seller - For DP/L1 mode of Purchase**

1. Once the contract is generated, the Buyer shall email or communicate through other modes of communication provided in the contract, with their Design/Requirement to be printed in the Register.
2. The details may include Content, Font Style, Font Size, Logos, Page designs, Layout, Language, Page number, Cover page, Inner pages, Back cover pages, in accordance with the catalogue specifications and requirements of the buyer at the time of purchase.

3. The Buyer may ensure accuracy of the information provided (spelling, formatting, and design) and Seller details exactly as received.

Note to Buyer and Seller - For BID

1. Buyer may provide complete details with their Design/Requirement to be printed in the Register at the
2. The details may include Content, Font Style, Font Size, Logos, Page designs, Layout, Language, Page number, Cover page, Inner pages, Back cover pages, in accordance with the catalogue specifications and requirements of the buyer at the time of purchase.
3. The Buyer may ensure accuracy of the information provided (spelling, formatting, and design) and Seller details exactly as received.

Note: Page count shall mean the total number of printable sides. For example : 2 Pages = 1 Leaf (Front and Back)

Special terms and conditions-Version:1 effective from 25-09-2025 for category Stationery Scissors (V2) 989

1. **ISI Mark:** The product may also carry an ISI Mark/Standard Mark as per the BIS standard governing this category. Buyer may also opt for ISI marked product while creating BID. In such cases buyer shall verify valid BIS License for the evaluation of BID and check ISI marking at the time of receipt of material before issuing CRAC.

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% quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity during the currency of the contract at the contracted rates. The delivery period of quantity ordered after the last date of original delivery order and in cases where option clause is exercised during the extended delivery period, additional time shall commence from the last date of extended delivery period. The additional delivery time shall be calculated as $(\text{Additional quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$, 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 calculation duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceeding or bankruptcy. Bidder to upload undertaking to this effect with bid.

3. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for support.

4. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid Schedule. Bidder to upload undertaking to this effect with bid.

5. Scope of Supply

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

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. The Buyer reserves the right to restrict or modify the bidding process due to these ATCs and including the modification of technical specifications and other conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the Buyer directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & its outcome shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without any notice.

notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has 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 permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then 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 specific ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable policy.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional to any other document. If buyer needs more items along with the main item, the same must be added through category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same shall 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 may raise their representation against the same by using the Representation window provided in the bid details field in Seller's 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 without replying to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Disputes Act, 1947; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 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 Industrial Disputes Act, 1947; 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 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 laws.

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 Condit

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 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 बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने 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 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 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---