

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	08-09-2026 14:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-09-2026 14:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Home Affairs
विभाग का नाम/Department Name	Department Of Home
संगठन का नाम/Organisation Name	Office Of The Registrar General And Census Commissioner Census Of India
कार्यालय का नाम/Office Name	Directorate Of Census Operations Haryana
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :dco-har.rgi@censusindia.gov.in Buyer Email id: arunnegi.rgi@nic.in
कुल मात्रा/Total Quantity	100
वस्तु श्रेणी /Item Category	Executive Table (V4) (Q2) , Modular Table / Meeting Table / Centre Table (V2) (Q2) , Revolving Chair (V5) (Q2) , Chair for General Purpose (Q2) , Modular Work Stations (V3) (Q2)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	9 Lakh (s)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	75 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 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
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
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 or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
विगत प्रदर्शन /Past Performance	50 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	50% Lowest Priced Technically Qualified Bidders
लागू आरसीएम/RCM Applicable	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	Executive Table (V4)
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
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	99950

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	36

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

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

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

ADCO

Directorate of Census Operations Haryana, Department of Home, Office of the Registrar General and Census Commissioner Census of India, Ministry of Home Affairs
(Adco)

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

एमआईआई खरीद वरीयता / MII Purchase Preference

एमआईआई खरीद वरीयता / MII Purchase Preference	Yes
मेक इन इंडिया विक्रेताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में है / Purchase Preference to MII sellers available upto price within $L1+X\%$	20
मेक इन इंडिया खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MII purchase preference	50

सार्वजनिक खरीद (मेक-इन-इंडिया को प्राथमिकता) आदेश 2017 के अनुसार केवल क्लास 1/क्लास 2 के स्थानीय आपूर्तिकर्ताओं को ही भागीदारी की अनुमति है दिनांक 16.09.2020 (समय-समय पर संशोधित एवं लागू) / Allow participation only from Class 1/Class 2 local suppliers as per the Public procurement(Preference to Make-in-india) order 2017 date 16.09.2020(as amended and applicable time to time)	Yes, in compliance with the MII ORDER : DPIIT Order(as amended and applicable time to time)
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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 itself is MSE 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 in respect 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 in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
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 OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

8. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .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 and its subsequent Orders/Notifications issued by concerned Ministry .Benefits of MSE will be allowed only if seller/service provider is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

9. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal 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 themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. 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 MSE 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.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 allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

10. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category 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 Govt Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

जीएसटी की धारा 9(3)/Section 9(3) Of GST

Where ever RCM is applicable, sellers (Regular GST registered seller who opted out of FCM , unregistered seller, seller registered under composition scheme)will be forced to put Zero GST and GST cess in their bids. Buyer will have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this Bid.

11. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of prices from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L-1 to L-4). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer has chosen to split the bid amongst N sellers, then minimum N

sellers would be taken to RA round. In case Primary products of only one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of sellers qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its reseller) if available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of Non MSE L-1 or if bid of any seller(s) eligible for Make in India preference is / are coming within price band of 20% of non MII L-1, then such MSE / Make in India seller shall also be allowed to participate in the RA process.

जीएसटी की धारा 9(3) / Section 9(3) Of GST

Where ever RCM is applicable, sellers (Regular GST registered seller who opted out of FCM , unregistered seller, seller registered under composition scheme) will be forced to put Zero GST and GST cess in their bids. Buyer will have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this Bid.

If the buyer has mentioned MSE purchase preference in ATC then service provider is required to upload necessary documents for MSE purchase preference for verification by the buyer during evaluation.

Executive Table (V4) (9 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Type of Executive Table	Executive Table, Executive Table with Pedestal / Side Storage Unit, Executive Table with Keyboard Tray, Executive Table with Keyboard Tray and Pedestal / Side Storage Unit
Table Top	Table Top Material Type	Particle Board, MDF Board, Marine Ply, BWP Ply, MR (Moisture Resistant) Ply, Glass Or higher
	Thickness of Table Top (Tolerance ± 5 mm)	25 mm, 36 mm
	Length of Table Top (Tolerance ± 50 mm)	1500 mm, 1650 mm, 1800 mm
	Depth of Table Top (Tolerance ± 20 mm)	750 mm, 900 mm
Table Understructure	Type of Material in Table Understructure	Metal Understructure, Wooden/Engineer Wood Understructure, Metal Frame in combination with wooden understructure
	Material of Support Type in Table Understructure	Particle Board, MDF Board, Marine Ply, MR (Moisture Resistant) Ply, BWP Ply, Mild Steel, Aluminium, Mild Steel with Particle Board, Mild Steel with MDF Board, Mild Steel with Marine Ply, Mild Steel with MR Ply, Mild Steel with BWP Ply Or higher
	Availability of modesty panel	Yes, No
Extendable Returnable Unit (ERU) Characteristics	ERU Position wrt to Table Top	Left Aligned, Right Aligned

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Width of ERU (Extended Return Unit) (Tolerance ± 20 mm)	900 mm, 1050 mm, 1200 mm
	Depth of ERU (Extended Return Unit) (Tolerance ± 20 mm)	450 mm, 600 mm, 750 mm
	Type of ERU (Extended Return Unit)	With Storage, Without Storage
Pedestal Characteristics	Availability of Pedestal Unit	Yes, No
Keyboard Tray	Availability of Keyboard Tray	Yes, No

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

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Vikki	160019,Janganana Bhawan, Plot No.-2B, Sector-19A, Madhya Marg	9	15

Modular Table / Meeting Table / Centre Table (V2) (9 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Table Top	Table Top Material Type	Particle Board, MDF Board, Marine Ply, BWP Ply, MR (Moisture Resistant) Ply Or higher
	Availability of Table top edge	Yes
	Shape of Table Top (For Circle and Square, Length and Depth must be same)	Rectangle
	Width of Table Top (Tolerance ± 50 mm)	1500 mm, 1650 mm, 1800 mm, 1950 mm
	Depth of Table Top (Tolerance ± 50 mm)	750 mm, 900 mm, 1050 mm, 1200 mm
	Height of Table Top Adjustable	Yes, No
	Colour Family of Table Top	Natural (inherent color of processed material)
Table Understructure	Material Type in Table Understructure	Wooden/Engineer Wood Understructure
	Support Type in Table Understructure	Leg, Gable
	Material of Table Understructure	Particle Board, MDF Board, Marine Ply, MR (Moisture Resistant) Ply, BWP Ply Or higher
	Table Understructure Metal Legs Cross Section (Approx)	NA
	Thickness of Metal Legs Cross Section	NA
	Thickness of Wooden Leg / Gable (Tolerance ± 2 mm)	25 mm, 36 mm
	Availability of modesty panel	Yes
Pedestal / Storage Unit in Table	Availability of Pedestal / Storage Unit	Yes

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

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकार 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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 दिन/Delivery Days
1	Vikki	160019,Janganana Bhawan, Plot No.-2B, Sector-19A, Madhya Marg	9	15

Revolving Chair (V5) (12 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERIC REQUIREMENTS	Type of Chair	Revolving Chair of Adjustable height with Wheels
CHAIR SEAT	Seat upholstery material	Mesh fabrics, Polyester fabric, Leatherette, Leather
CHAIR BACKREST	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 401 - 700 mm, High-back range: equal to or more than 701 mm)	Mid-back, High-back
	Locking available while tilting backrest	Yes
	Lumbar Support available in Seat Backrest	Yes, No
	Headrest available in Chair	Yes, No
CHAIR ARMREST	Armrest Available in the Chair	Yes

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

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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

क्र.सं./S.N o.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Vikki	160019,Janganana Bhawan, Plot No.-2B, Sector-19A, Madhya Marg	12	15

Chair For General Purpose (10 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
CHAIR BACKREST	Backrest Height (Low-back range: 200 - 400 mm, Mid- back range: 400 - 700 mm)	Mid-back
	Lumbar Support available in Seat Backrest	Yes
CHAIR ARMREST	Armrest Available in the Chair	Yes
	Type of Armrest in Chair	Fixed armrest with Padding

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

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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

क्र.सं./S.N o.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
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क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Vikki	160019,Janganana Bhawan, Plot No.-2B, Sector-19A, Madhya Marg	10	15

Modular Work Stations (V3) (30 per seat)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

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 Requirement (Allowed Values)
PHYSICAL PARAMETERS	Type of system	Tile based system (shape fit tiles), Panel based system
MATERIAL	Frame material for work station	Engineered Wood / Wood
	Material of table top	Particle Board, MDF Board

Additional Specification Parameters - Modular Work Stations (V3) (30 per seat)

Specification Parameter Name	Bid Requirement (Allowed Values)
Electrical and Networking Wiring for Workstations	The bidder shall compulsorily provide and complete all required electrical wiring and networking/LAN wiring for each modular workstation, including necessary channels/raceways, switches, sockets, LAN ports, connectors, cable dressing, termination, testing and proper fixing as per site requirement.
Electrical and Networking Wiring for Workstations - Charges	The bidder shall clearly mention the additional charges, if any, for electrical and networking wiring in the bid quotation/price breakup. No extra payment shall be admissible later unless the same has been clearly quoted and accepted in the bid.

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

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

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
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जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/RCM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Vikki	160019,Janganana Bhawan, Plot No.-2B, Sector-19A, Madhya Marg	30	15

Revolving Chair (V5) (30 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERIC REQUIREMENTS	Type of Chair	Revolving Chair of Adjustable height with Wheels
CHAIR SEAT	Seat upholstery material	Mesh fabrics, Polyester fabric, Leatherette, Leather
CHAIR BACKREST	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 401 - 700 mm, High-back range: equal to or more than 701 mm)	Mid-back
	Locking available while tilting backrest	Yes
	Lumbar Support available in Seat Backrest	Yes
	Headrest available in Chair	No
CHAIR ARMREST	Armrest Available in the Chair	Yes

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

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicabl e	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Vikki	160019,Janganana Bhawan, Plot No.-2B, Sector-19A, Madhya Marg	30	15

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

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$, subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. Service & Support

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

3. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

4. Service & Support

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

5. Warranty

Over and above the normal Warranty terms as per GeM GTC, the successful bidder / OEM shall have to provide Comprehensive Warranty during the entire Standard warranty period as per contract. : The comprehensive warranty shall be covering the following scope

As per ATC

(Upload an undertaking with the bid confirming compliance by the bidder if Bidder is taking onus of this compliance. In case OEM is taking onus of this compliance, OEM undertaking is to be uploaded along with Bidder undertaking)

6. **Warranty**

Successful bidder will have to ensure that adequate number of dedicated technical service personals / engineers are designated / deployed for attending to the Service Request in a time bound manner and for ensuring Timely Servicing / rectification of defects during warranty period, as per Service level agreement indicated in the relevant clause of the bid.

7. **Warranty**

Warranty period of the supplied products shall be 3 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

8. **Past Project Experience**

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc. **Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc.

9. **Past Project Experience**

The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar Category Products during preceding 3 financial years (i.e. current year and three previous financial years) as on opening of bid, as per following criteria:

- (i) Single order of at least 35% of estimated bid value; or
- (ii) Two orders of at least 20% each of estimated bid value; or
- (iii) Three orders of at least 15% each of estimated bid value.

Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid. In case of bunch bids, the Category related to primary product having highest bid value should meet this criterion

10. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

BUYER ADDED ATC / SPECIAL TERMS AND CONDITIONS

Bid No.: GEM/2026/B/7954714

Buyer: Directorate of Census Operations, Haryana

Office: Jangana Bhawan, Plot No. 2B, Sector-19A, Madhya Marg, Chandigarh – 160019

1. General Scope of Work

The scope of work shall include **supply, transportation, loading, unloading, shifting, placement, fixing, installation, alignment, finishing, electrical/networking integration wherever applicable, t**

esting, commissioning and handing over of all furniture items covered under the GeM Bid.

The work shall be executed at:

Directorate of Census Operations, Haryana

Janganana Bhawan, Plot No. 2B,
Sector-19A, Madhya Marg,
Chandigarh – 160019.

The quoted rates shall be inclusive of all materials, labour, tools, tackles, fittings, fixtures, hardware, accessories, transportation, loading/unloading, installation, testing, commissioning and all incidental expenses necessary for successful completion of the supply and installation.

No additional payment shall be admissible for any item/work which is reasonably necessary for making the supplied furniture/workstations fully functional and ready for use.

2. Items Covered

The ATC shall apply to all items covered under the bid, including:

1. Executive Tables – 09 Nos.
2. Modular Table / Meeting Table / Centre Table – 09 Nos.
3. Revolving Chairs – 12 Nos.
4. Chairs for General Purpose – 10 Nos.
5. Modular Workstations – 30 Seats.
6. Revolving Chairs for Modular Workstations – 30 Nos.

All items shall strictly conform to the specifications and allowed values prescribed in the GeM Bid.

3. Eligibility Criteria

3.1 Registration

The Bidder/OEM shall be a legally registered entity such as:

- Company registered under the Companies Act, 1956/2013;
- Partnership Firm registered under the Indian Partnership Act, 1932;
- LLP; or
- Any other legally permissible business entity under applicable law.

Relevant registration documents shall be uploaded with the technical bid.

3.2 OEM Turnover

The OEM shall have a minimum average annual turnover of **₹75 lakh**, as stipulated in the GeM Bid.

The Bidder/OEM shall submit:

- Audited financial statements/CA-certified turnover certificate;
- ITRs for the last three applicable financial years; and
- GSTR-3B returns for the latest three months, wherever applicable.

Turnover shall be from genuine business/operational activities.

3.3 Experience

The Bidder/OEM should have experience of at least **three years** in manufacturing/supply, installation and

commissioning of office furniture/modular workstations or similar products.

The Bidder/OEM should have successfully executed similar supply and installation work in Central Government/State Government Departments/PSUs/Autonomous Bodies/Public Institutions during the prescribed period.

The Bidder/OEM shall upload copies of relevant:

- Work Orders/Contracts;
- Invoices;
- CRAC/Completion Certificates; and/or
- Satisfactory Performance Certificates.

Where any relaxation is permissible to MSE/Startup bidders under applicable GeM/Government provisions, the same shall be governed strictly by GeM GTC and applicable Government instructions.

3.4 Statutory Documents

The bidder shall submit valid copies, wherever applicable, of:

- PAN;
- GST Registration;
- TAN;
- Firm/Company Registration;
- Udyam Registration, if applicable;
- Startup/DPIIT Registration, if applicable.

3.5 Manufacturer Authorization

Where the bid is submitted by an authorized dealer/distributor/channel partner, a valid **Manufacturer Authorization Form/Certificate (MAF)** issued by the OEM shall be uploaded.

The MAF shall clearly indicate:

- OEM name;
- Authorized signatory;
- Designation;
- Address;
- Email ID;
- Telephone/mobile number; and
- Authorization of the bidder for the offered product.

3.6 Product Data Sheet

Item-wise catalogue/data sheet/specification sheet of the offered products shall be uploaded with the bid.

The bidder shall provide an **item-wise compliance statement** against the technical specifications prescribed in the GeM Bid.

Any material mismatch, deviation, ambiguity or false declaration in specifications may render the bid liable for rejection.

4. OEM Manufacturing Capability

The OEM should have an established manufacturing unit in India with valid factory registration/licence and adequate machinery/manufacturing/testing facilities for production of the offered furniture.

The Bidder/OEM shall provide documentary evidence of manufacturing capability, wherever applicable.

For furniture requiring steel/metal and processed wood manufacturing, the manufacturing facility should have suitable machinery/equipment such as:

- CNC Laser Sheet Metal Cutting Machine;
- CNC Laser Bending Machine;
- Spot Welding Facility;
- MIG Welding Machines;
- Powder Coating Facility;
- Panel Saw;
- Edge Bander;
- Multi-boring/CNC Router;
- Pipe Cutting Machinery;
- Power Press; and
- Other appropriate machinery required for manufacturing the offered products.

Supporting invoices/details of machinery may be required to establish manufacturing capability.

5. Quality and Certifications

The Bidder/OEM shall possess relevant certifications as applicable to the offered products, including:

- ISO 9001:2015 – Quality Management System;
- ISO 14001:2015 – Environmental Management System;
- ISO 45001:2018 – Occupational Health & Safety Management System;
- ISO 50001:2018, wherever applicable.

Relevant furniture/product quality or sustainability certifications such as **BIFMA, GreenPro, IGBC, GRIHA or equivalent**, wherever applicable, may also be submitted.

All applicable BIS/Test Certificates/Quality Certificates prescribed under the relevant GeM category shall be submitted.

6. Sample Inspection and Approval

6.1 Mandatory Sample Inspection After Award

After award of the contract and **before commencement of bulk supply/manufacturing**, the successful bidder shall provide/install a representative **sample/prototype of the respective furniture items**, as required by the Buyer, for physical inspection and approval.

The sample inspection shall be conducted **post-award and shall not constitute submission of a physical sample along with the technical bid or during technical evaluation**.

6.2 Purpose of Sample Inspection

The Buyer/Inspection Committee may inspect the sample for conformity with the contracted specifications,

including but not limited to:

- Dimensions;
- Material and thickness;
- Workmanship;
- Finish and polish;
- Colour/shade;
- Laminate/board quality;
- Edge banding;
- Structural strength;
- Stability;
- Hardware and accessories;
- Locking arrangements;
- Drawers/pedestal/storage units;
- Chair mechanism;
- Upholstery;
- Armrests;
- Lumbar support;
- Workstation panels;
- Electrical fittings;
- Networking fittings;
- Cable management system; and
- Overall appearance and functionality.

6.3 Approval Before Bulk Supply

Bulk manufacturing/supply shall commence only after satisfactory inspection and approval of the representative sample by the Buyer/authorized inspection committee.

Approval of the sample shall not relieve the successful bidder of responsibility for compliance with the complete contractual specifications.

6.4 Rejection/Rectification of Sample

In case the sample is found deficient or non-compliant, the successful bidder shall modify, rectify or replace the sample within the period prescribed by the Buyer without any additional cost.

Bulk supply based on a rejected/non-approved sample shall not be accepted.

6.5 Accepted Sample as Benchmark

The approved sample shall serve as the **benchmark/reference standard** for inspection of the bulk supply.

All subsequently supplied items shall be equal to or better than the approved sample in material, workmanship, finish and specifications.

The Buyer may retain the approved sample until completion of supply and final acceptance.

Where technically feasible and acceptable to the Buyer, the approved sample may be adjusted against the contracted quantity after final acceptance.

6.6 Cost of Sample

All expenses relating to preparation, transportation, installation, demonstration, inspection, modification or replacement of the sample shall be borne by the successful bidder and no separate payment shall be admissible.

7. Site Visit / Pre-Installation Assessment

The successful bidder shall inspect the site before commencement of installation and shall take actual measurements and verify:

- Furniture placement;
- Workstation configuration;
- Electrical routes;
- LAN/networking routes;
- Existing electrical/network infrastructure;
- Floor/wall conditions;
- Access and movement constraints; and
- Other site conditions relevant to successful installation.

No subsequent claim on account of lack of site knowledge, incorrect measurements, installation difficulties or routing constraints shall be entertained.

8. Modular Workstations - Electrical and Networking Work

Electrical and networking/LAN wiring under this clause shall apply **only to Modular Workstations**.

The successful bidder shall provide complete electrical and networking arrangements necessary to make every workstation fully functional.

The scope shall include, as required:

1. Electrical wiring for each workstation.
2. Electrical switch points.
3. Modular electrical switches.
4. Electrical sockets.
5. Switch plates.
6. Modular boxes.
7. Necessary electrical accessories.
8. PVC casing/capping/batten.
9. Cable channels/raceways.
10. Flexible conduit/flexi pipe.
11. Cat-6 LAN cable.
12. RJ-45 I/O/networking points.
13. LAN/networking switches/connectivity accessories wherever forming part of workstation connectivity.

ty requirement.

14. Information outlets.
15. Face plates.
16. Connectors.
17. Cable dressing.
18. Cable tagging.
19. Cable termination.
20. Cable management within/along workstation panels.
21. Testing of all electrical points.
22. Testing of all LAN/networking points.
23. Proper fixing and finishing.
24. Minor accessories required to make the installation complete and functional.

All switches, sockets, LAN ports, face plates, cables and associated accessories shall be of suitable quality and compatible with the existing office infrastructure.

9. Electrical and Networking Charges

All expenses for electrical and networking/LAN work relating to the modular workstations shall be **included in the quoted price**.

The quoted price shall include:

- Electrical cable;
- Cat-6 LAN cable;
- Switches;
- Electrical sockets;
- Networking ports;
- RJ-45 I/O;
- Face plates;
- Modular boxes;
- Raceway/channel;
- PVC batten;
- Flexible conduit;
- Connectors;
- Termination;
- Labour;
- Installation;
- Testing;
- Commissioning; and
- All other necessary accessories.

No extra payment whatsoever shall be admissible subsequently for the above work.

10. Electrical Safety and Workmanship

All electrical work shall be executed by competent personnel and shall comply with applicable electrical safety standards.

The successful bidder shall ensure:

- Proper earthing wherever applicable;
- Proper insulation;
- No loose/exposed wires;
- Proper routing of cables;
- Separate and identifiable routing of electrical and LAN cables wherever required;
- Safe termination;
- Proper cable management; and
- Neat finishing.

The bidder shall be responsible for any damage caused during installation to existing:

- Electrical system;
- LAN/networking system;
- Floors;
- Walls;
- Furniture;
- Panels; or
- Building infrastructure.

Any such damage shall be repaired/restored by the bidder at its own cost.

11. Installation, Testing and Commissioning

The bidder shall undertake complete:

Supply → Unloading → Shifting → Assembly → Fixing → Alignment → Installation → Electrical/LAN Integration → Testing → Commissioning → Final Handing Over.

Merely delivering packed furniture at the consignee location shall not constitute completion of supply.

Final acceptance shall be issued only after:

- Complete installation;
- Proper alignment and finishing;
- Electrical and LAN work of modular workstations;
- Testing;
- Rectification of defects, if any; and
- Satisfactory commissioning of all items.

12. Defective / Damaged Material

Any material/item found to be:

- Damaged;
- Defective;
- Scratched;
- Misaligned;
- Loose;
- Unstable;
- Inferior in workmanship;
- Different from approved sample;
- Non-compliant with specifications; or
- Otherwise unacceptable,

shall be replaced/rectified by the successful bidder **without any additional cost to the Buyer.**

13. Warranty

The entire supply, including furniture, modular workstations, fittings, hardware, electrical fittings, switches, sockets, networking fittings and installation workmanship, shall carry a **comprehensive warranty of minimum THREE (03) YEARS** from the date of final acceptance.

Where the OEM/GeM category provides a warranty higher than three years, the higher warranty shall prevail.

The successful bidder shall submit the OEM/Bidder warranty certificate at the time of final installation/commissioning.

14. Warranty for Electrical and Networking Installation

Electrical and networking items provided as an integral part of the modular workstation installation shall also remain covered under the contractual warranty.

During the warranty period, any defect relating to:

- Electrical sockets;
- Switches;
- Connections;
- Loose wiring;
- LAN I/O points;
- RJ-45 termination;
- Face plates;
- Cable management;
- Electrical/network connectivity caused by defective installation; or
- Associated workmanship

shall be rectified by the bidder without additional cost to the Buyer.

15. Service Support at Chandigarh

The successful Bidder/OEM shall have or arrange **functional service support at Chandigarh/Tricity or in close proximity to the consignee location** for the complete warranty period.

Where such service arrangement is not already available, the successful bidder shall establish/arrange the same within **15 days from the award of contract**.

Documentary evidence and complete service support details shall be provided to the Buyer.

16. Dedicated / Toll-Free Service Support Number

The Bidder/OEM shall provide a:

Dedicated Service Support Telephone Number / Toll-Free Number

for registration of service complaints.

The number shall remain functional throughout the warranty period.

Details shall be submitted on the Bidder/OEM letterhead.

17. Escalation Matrix

The bidder shall provide a complete escalation matrix containing:

- Service Engineer name;
- Mobile number;
- Email ID;
- Local service coordinator;
- Regional Service Manager;
- Senior escalation authority; and
- OEM escalation contact.

Any change in contact details during the warranty period shall immediately be communicated to the Buyer.

18. Complaint Resolution

During the warranty period, complaints shall be attended promptly.

The successful bidder shall make reasonable efforts to attend the complaint within **24 working hours** of reporting.

Defective components/items shall be repaired/replaced at no additional cost.

Repeated failure to provide warranty support may invite action as per contract conditions and GeM GTC.

19. Performance Security / ePBG

The successful bidder shall furnish **Performance Security/ePBG @ 5% of the contract value for the prescribed period of 36 months**, as stipulated in the GeM Bid.

The Performance Security shall be in favour of:

ADCO

Directorate of Census Operations Haryana

Department of Home

Office of the Registrar General and Census Commissioner, Census of India

Ministry of Home Affairs.

The Performance Security shall be submitted within the period prescribed under the GeM contract/GTC.

20. No Extra Claim

The quoted rates shall be deemed to include all costs associated with:

- Material;
- Labour;
- Transportation;
- Loading/unloading;
- Shifting;
- Tools;
- Hardware;
- Fittings;
- Fixing;
- Assembly;
- Installation;
- Testing;
- Commissioning;
- Sample/prototype inspection;
- Minor accessories; and
- Incidental work.

For modular workstations, no additional claim shall be entertained for:

- Electrical wiring;
- LAN/network wiring;
- Cat-6 cable;
- Electrical switches;
- Electrical sockets;
- LAN ports;
- RJ-45 points;
- Face plates;
- Raceway;
- PVC channels;
- Flexible conduit;
- Termination;
- Testing;
- Labour; or
- Installation.

The bidder shall therefore quote after taking into account the complete scope of work.

21. Blacklisting / Debarment Undertaking

Both the **Bidder and OEM** shall submit an undertaking that they have not been debarred/blacklisted/restricted from business dealings by any Central Government Department, State Government Department, PSU, Autonomous Body, University or Government Institution as on the date of bid submission.

The declaration shall be submitted on the Bidder/OEM's letterhead or appropriate non-judicial stamp paper, wherever prescribed.

Any false declaration shall render the bid/contract liable for rejection/cancellation and further action as permissible under GeM GTC and applicable law.

22. Insolvency Undertaking

The bidder shall submit an undertaking that it:

- Is not under liquidation;
- Is not under court receivership;
- Is not undergoing insolvency proceedings;
- Has not been declared bankrupt; and
- Is legally competent to execute the contract.

23. Authenticity and Compliance Undertaking

The Bidder/OEM shall certify that:

1. All products supplied shall be genuine and new.
2. No refurbished/used/repaired material shall be supplied.
3. Products shall comply with the GeM technical specifications.
4. Supplied material shall be of the same or better quality than the approved post-award sample.
5. All documents/certificates submitted with the bid are genuine.
6. Any false statement may result in rejection/cancellation and action under applicable GeM/Government provisions.

24. Quantity Variation

The Buyer shall retain the right to increase/decrease the quantity to the extent permitted under the **Option Clause and GeM GTC**.

The successful bidder shall supply the increased quantity at the contracted rates wherever the Option Clause is exercised.

25. Final Acceptance

The supply shall be treated as completed only after satisfactory:

1. Supply of all contracted items;
2. Installation and fixing;
3. Alignment and finishing;

4. Electrical and networking work of modular workstations;
5. Testing;
6. Commissioning;
7. Rectification/replacement of defective items;
8. Removal of packing/waste material;
9. Cleaning of installation area; and
10. Certification by the Buyer/Consignee.

26. Payment

Payment shall be released only after satisfactory completion of supply, installation, testing and commissioning and issuance of applicable acceptance/CRAC by the Buyer/Consignee, subject to GeM terms and conditions.

Incomplete installation shall not be treated as successful completion.

27. Undertaking Regarding Complete Scope of Work

The bidder shall upload the following undertaking on its letterhead:

UNDERTAKING

We hereby certify that we have carefully examined the complete GeM Bid, specifications, Buyer Added AT C and scope of work. We undertake to supply, install, test and commission all furniture/modular workstations as per the contracted specifications.

We further undertake to provide complete electrical wiring, switches, sockets, networking/LAN wiring, Cat-6 cable, LAN ports, RJ-45 I/O points, face plates, raceways/channels, conduits, connectors, termination, testing, cable management and related accessories for the Modular Workstations wherever required.

We undertake that the complete cost of material, labour, installation, electrical/networking work, transportation, testing, commissioning, sample inspection and all incidental expenses has been included in our quoted price and no additional claim shall be made subsequently.

We further agree to provide a representative sample/prototype after award of contract for inspection and approval by the Buyer before commencement of bulk supply and undertake that the bulk supply shall conform to the approved sample and contractual specifications.

We also undertake to provide comprehensive warranty and after-sales service for a minimum period of **three years** from the date of final acceptance and maintain adequate service support for the consignee at Chandigarh/Tricity during the warranty period.

We agree to abide by all provisions of the GeM Bid, GeM GTC, Buyer Added ATC and applicable Government procurement rules.

Authorized Signatory: _____

Name: _____

Designation: _____

Firm/OEM: _____

Date: _____

Seal: _____

28. Priority of Conditions

The provisions of:

1. GeM General Terms and Conditions;
2. GeM Bid Document;
3. Applicable GeM Category Specifications;
4. Corrigendum, if any; and
5. These Buyer Added ATC,

shall be read harmoniously.

In case any provision of this ATC is inconsistent with a mandatory provision of GeM GTC or the GeM Bid Document, the applicable GeM provision shall prevail.

29. Acceptance of ATC

The bidder shall upload a **signed and stamped copy of the complete Buyer Added ATC** as token of unconditional acceptance.

Failure to comply with any mandatory document/specification requirement may render the bid liable for rejection, subject to applicable GeM GTC and Government procurement rules.

ADDITIONAL ATC CLAUSE - MANDATORY SERVICE CENTRE / SERVICE SUPPORT AT CHANDIGARH

1. Functional Service Centre at Chandigarh

The successful Bidder/OEM shall mandatorily have or establish a functional Service Centre / Authorized Service Support Facility at Chandigarh for providing after-sales service, warranty support, repair, replacement and technical assistance in respect of all furniture, modular workstations, chairs, electrical fittings, networking fittings and allied items supplied under the contract.

If such Service Centre/Service Support Facility is not already available at Chandigarh at the time of submission of bid, the bidder shall submit an undertaking along with the technical bid confirming that the same shall be established/arranged at Chandigarh within 15 days from the date of award of contract.

The Service Centre/Service Support Facility shall remain functional throughout the complete warranty period.

The successful bidder shall submit documentary proof of the Chandigarh Service Centre/Service Support Facility before completion of installation/final acceptance/payment, as required by the Buyer.

Documentary Proof may include any one or more of the following:

- GST Registration/Additional Place of Business showing Chandigarh address;
- Rent/Lease Agreement of Service Centre;
- Ownership proof of premises;
- Electricity/Utility Bill of Service Centre;
- Authorization/Agreement with an existing authorized service partner at Chandigarh;
- OEM letter confirming Chandigarh Service Centre;
- Trade/Shop Registration, wherever applicable;
- Service Centre photograph along with address and contact details; and/or
- Any other verifiable documentary evidence acceptable to the Buyer.

The Buyer shall have the right to physically verify the service facility, if considered necessary.

2. Dedicated Service Support Number

The Bidder/OEM shall provide a dedicated customer-service telephone number/toll-free number for registration of complaints.

The service-support number shall remain functional during the complete warranty period.

The bidder shall provide the following details:

- Dedicated/Toll-Free Number;
- Service Centre Telephone Number;
- Service Engineer Mobile Number;
- Email ID for complaints; and
- Complaint escalation mechanism.

3. Service Support Escalation Matrix

The Bidder/OEM shall submit an Escalation Matrix on its official letterhead containing at least:

1. Local Service Engineer – Chandigarh;
2. Local Service Coordinator;
3. Regional Service Manager;
4. Senior Service/Support Officer;
5. OEM Service Head/Nodal Officer.

For each official, the bidder shall provide:

- Name;
- Designation;
- Mobile Number;
- Email ID.

Any subsequent change in contact details shall immediately be communicated to the Buyer.

4. Three-Year Comprehensive Warranty

All furniture, modular workstations, chairs, fittings, fixtures, hardware, electrical accessories, networking accessories and installation workmanship supplied under the contract shall carry a minimum comprehensive warranty of THREE (03) YEARS from the date of final acceptance.

Where the GeM category/OEM provides a higher warranty, the higher warranty shall prevail.

The warranty shall include repair/replacement of defective components and rectification of installation/workmanship defects without any additional financial liability to the Buyer.

5. Complaint Attendance

During the warranty period, the successful bidder/OEM shall attend service complaints promptly.

The bidder shall endeavour to attend complaints within 24 working hours from the time of registration of complaint.

Where a defect cannot be rectified within a reasonable period, the defective component/item shall be replaced without additional cost to the Buyer.

6. Modular Workstations - Electrical & Networking Installation

For the Modular Workstations, the successful bidder shall provide complete electrical and networking/LAN infrastructure required to make each workstation functional, including:

- Electrical wiring;
- Electrical switches;
- Modular switch plates;
- Power sockets;
- Modular boxes;
- PVC casing/capping;
- Cable raceways/channels;
- Flexible conduit;
- Cat-6 LAN cable;
- RJ-45 I/O ports;
- LAN face plates;
- Information outlets;
- Connectors;
- Termination;
- Cable dressing;
- Cable tagging;
- Cable management;
- Testing of electrical points;
- Testing of LAN/network points; and
- All minor accessories required for complete installation.

All material, labour, installation, testing and commissioning charges shall be included in the quoted price.

No extra payment shall be admissible subsequently.

7. Sample / Prototype Inspection

After award of contract and before commencement of bulk supply, the successful bidder shall produce/install all representative sample(s)/prototype(s), as required by the Buyer, for inspection.

The Buyer/authorized committee may inspect:

- Material;
- Dimensions;
- Thickness;
- Finish;
- Colour/shade;

- Workmanship;
- Hardware;
- Stability;
- Upholstery;
- Workstation panel;
- Electrical fittings;
- Networking fittings;
- Cable management; and
- Overall conformity with contracted specifications.

Bulk supply shall be undertaken only after satisfactory inspection/approval of the representative sample, wherever such post-award inspection is required by the Buyer.

The approved sample may be treated as the benchmark for the subsequent supply.

CONSOLIDATED UNDERTAKING TO BE SUBMITTED BY BIDDER/OEM

To

The Director of Census Operations
 Directorate of Census Operations, Haryana
 Jangana Bhawan, Plot No. 2B,
 Sector-19A, Madhya Marg,
 Chandigarh - 160019.

UNDERTAKING

Subject: Undertaking regarding Compliance of ATC, Chandigarh Service Centre, Warranty, Sample Inspection, Electrical/Networking Installation and After-Sales Support

We, M/s _____, having our registered office at _____, hereby undertake and certify as under:

1. Acceptance of Bid Conditions
 We have carefully read and understood the complete GeM Bid Document, technical specifications, Buyer Added ATC, corrigendum, if any, and applicable GeM General Terms and Conditions and agree to comply with the same.
2. Service Centre at Chandigarh
 We undertake that we/OEM have or shall establish/arrange a functional Service Centre/Authorized Service Support Facility at Chandigarh within 15 days from the date of award of contract, if the same is not already available.
3. Continuity of Service Centre
 We undertake to keep the Chandigarh Service Centre/Service Support arrangement functional throughout the complete warranty period.
4. Documentary Proof
 We undertake to submit documentary evidence of the Chandigarh Service Centre/authorized service arrangement, including address, contact details and service personnel details, within the period prescribed by the Buyer.
5. Physical Verification

We agree that the Buyer/authorized representative may verify the existence and functionality of the Service Centre/Service Support Facility.

6. **Dedicated/Toll-Free Number**
We undertake to provide a dedicated/toll-free service support telephone number along with email ID for lodging service complaints.
7. **Escalation Matrix**
We undertake to provide a complete service escalation matrix comprising local service engineer, coordinator, regional manager and OEM/service-head contact details.
8. **Three-Year Warranty**
We undertake to provide a minimum comprehensive warranty of three (03) years from the date of final acceptance of the complete supply, installation, testing and commissioning.
9. **Warranty Support**
During the warranty period, all defects in supplied material, furniture, workstation components, electrical accessories, networking accessories and installation workmanship attributable to the supplied work shall be rectified/replaced without additional cost to the Buyer.
10. **Electrical Work**
We undertake to provide complete electrical wiring, switches, sockets, modular boxes, channels/raceways, conduits and related accessories necessary for the Modular Workstations.
11. **Networking Work**
We undertake to provide complete networking/LAN wiring including Cat-6 cable, RJ-45 I/O points, face plates, connectors, termination, cable management and testing necessary for the Modular Workstations.
12. **No Extra Charges**
We certify that all costs relating to electrical wiring, networking/LAN wiring, switches, sockets, Cat-6 cable, LAN ports, face plates, channels, raceways, conduits, accessories, labour, installation, testing and commissioning have been taken into account in our quoted price and no additional claim shall be raised subsequently.
13. **Sample Inspection**
We undertake to provide/install representative sample(s)/prototype(s) after award of contract, whenever required by the Buyer, for inspection before bulk supply.
14. **Conformity with Approved Sample**
We undertake that all bulk-supplied items shall conform to the specifications and shall be equal to or better than the sample approved by the Buyer.
15. **Replacement of Non-Compliant Items**
Any defective, damaged, misaligned, inferior, unstable or non-compliant item shall be repaired/replaced by us without any additional cost.
16. **Genuine and New Products**
We certify that all products/material supplied shall be brand new, genuine and unused and shall conform to the contracted technical specifications.
17. **No Blacklisting/Debarment**
We certify that neither the Bidder nor OEM is presently debarred/blacklisted/restrained from participating in Government procurement by any competent Central/State Government Department/PSU/Autonomous Body, subject to declarations required under applicable GeM provisions.
18. **Solvency Status**
We certify that the bidder is not under liquidation, court receivership or bankruptcy and is legally competent to execute the contract.
19. **Accuracy of Documents**
We certify that all documents, certificates, declarations, data sheets and information submitted with the bid are genuine and correct.
20. **Binding Commitment**
We understand that any false declaration, non-compliance or breach of the above undertaking may invite action as permissible under the contract, GeM GTC and applicable Government rules.

For M/s _____

Authorized Signatory: _____

Name: _____

Designation: _____

Mobile No.: _____

Email ID: _____

Place: _____

DOCUMENTS RECOMMENDED TO BE OBTAINED WITH TECHNICAL BID

The bidder should preferably upload:

1. Signed and stamped copy of complete ATC.
2. Consolidated Undertaking as given above.
3. OEM Authorization/MAF, where bidder is not OEM.
4. OEM/Bidder turnover documents as prescribed in the bid.
5. Experience/Work Orders/Completion Certificates/CRAC.
6. PAN, GST and applicable registration certificates.
7. Product catalogue/data sheet and item-wise technical compliance statement.
8. ISO and applicable product-quality certificates.
9. Make in India/local-content declaration, wherever applicable.
10. Service Support Escalation Matrix.
11. Dedicated/Toll-Free Service Number declaration.
12. Undertaking for Chandigarh Service Centre.
13. Undertaking for three-year comprehensive warranty.
14. Undertaking for complete electrical and LAN/networking work for Modular Workstations without extra payment.
15. Undertaking accepting post-award sample/prototype inspection.
16. Non-blacklisting/debarment declaration.
17. Insolvency/non-bankruptcy declaration.
18. OEM warranty/support commitment, wherever applicable.

अस्वीकरण/Disclaimer

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

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such

suspension period has already expired.

4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

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

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

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

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

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

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

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

will over-ride the conditions in the General Terms and Conditions.

[यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions.](#)

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

---धन्यवाद/Thank You---