बिड संख्या/Bid Number: GEM/2026/B/8202626

दिनांक /Dated: 26-10-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	11-11-2026 10:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	12-11-2026 10:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Mines
विभाग का नाम/Department Name	Materials
संगठन का नाम/Organisation Name	National Aluminium Company Limited, Bhubaneswar
कार्यालय का नाम/Office Name	Corporate Office
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :buyer1.nacl.bbs@gembuyer.in Buyer Email id: asheerbad.panda@nalcoindia.co.in
कुल मात्रा/Total Quantity	500
वस्तु श्रेणी /Item Category	A$ Paper 80 GSM
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	A4 Paper 80 GSM
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Plain Copier Paper (V3) ISI Marked to IS 14490, Shredding Machine/Paper Shredder, Cloth, Disruptive Pattern, Uniform for VIP Security, Computer Paper (V3) Conforming to IS 12766 (In Packet), Cotton Towelling And Towels Conforming To IS 7056 (V4), Printing Maplitho Paper (V3) Conforming to IS 1848 (Part 1), Facial Tissue Papers(V3), Note Sheet Pad (Azure Laid) (V3), Toilet Paper (V3) Conforming to IS 14661, Computer Paper (V3) Conforming to IS 12766
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	• Computer Paper (V3) Conforming to IS 12766 (In Packet) • Plain Copier Paper (V3) ISI Marked to IS 14490
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Certificate (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	5
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Payment Timelines	Payments shall be made to the Seller within **10** days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

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

एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No

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

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. **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.

A$ Paper 80 GSM (500 packet)

तकनीकी विशिष्टियाँ /Technical Specifications

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download

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	Asheerbad Panda	530035,PORT AREA,NEAR ORE HANDLING COMPLEX,VISHAKHAPATANAM	500	60

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

1. **Buyer Added Bid Specific ATC**

   Buyer Added text based ATC clauses

ADDITIONAL TERMS AND CONDITIONS OF TENDER

1. **By participating in this tender process, the bidder explicitly agrees to all outlined terms and conditions. Any deviations must be clearly and separately disclosed at the time of submission. The buyer will not accept or recognize the bidder's standard organizational terms and conditions; any such attachments will be ignored and superseded by this tender.**

2. Quotation shall be made on FOR (2010)/DAP/CIP Site basis inclusive of all Taxes, Duties, Levies, Packing, Forwarding, Freight and Transit Insurance charges etc. as per price bid format.

3. **Payment Terms:** Unless otherwise specified, Payment shall be released within 10 days from the date of receipt and acceptance of material at site against clear tax Invoice.
   Note- Payment of GST is subject to reflection of invoice in GSTR-2A/ Anx-2(GST Return of NALCO).

4. Price quoted will remain firm for the entire except for statutory variation in taxes and duties during contractual delivery period.

5. Any increase in taxes and duties after expiry of the delivery period will be to supplier’s account.

6. Delivery: The delivery shall be completed as stipulated in the tender from the date of issuance of Order.

7. In case of supply of any poor quality materials, it is the responsibility of the supplier to replace the same, free of cost, to N ALCO. User's complaint regarding the poor quality shall be treated final.
8. Repeat order or order extension may be placed against the order within 1 year from the date of supply of material to site, subject to mutual agreement and performance feedback. The order shall be p laced at same terms and conditions as that of the original PO.
9. NALCO reserves the right to accept any tender in full or in part or to reject any or all tenders without assigning any reasons thereof.
10. Please confirm that you have not been banned or de -listed by any Government or Quasi Government agencies or PSU.
11. Inspection: Unless otherwise specified, the materials will be inspec ted by NALCO after delivery at sites. NALCO may have option to ca rry out stage inspection/pre-dispatch inspection at Supplier's works .
12. Defect Liability Period: Unless otherwise specified/ OEM Specified/ agreed the materials will have a warranty of 18 months from the da te of receipt and acceptance or 12 months from the date of commis sioning, whichever is earlier.
13. Jurisdiction: The contract shall be governed by and construed acco rding to the laws in force in India and subject to exclusive jurisdicti on of the Courts of Bhubaneswar only.
14. Security Deposit: In specific cases wherever stipulated, the succes sful tenderer shall either deposit 5% of order value as Security Dep osit or give a Bank Guarantee (both EBG or hard copy is acceptable)/Insurance Surety Bonds for like amount towards Security Deposit in NALCO's prescribed format from any bank in NALCO’s approved l ist of bankers which will be valid for six months beyond the date of last dispatch including three months claim period. Security Deposit will be deposited within 15 days of P.O.
15. DELIVERY AND LIQUIDATED DAMAGES:
    Delivery period is the essence of the contract and the materials sho uld be dispatched within this time, failing which, NALCO without pr ejudice to its rights under the contract shall have the option either to recover liquidated damages @ 1/2% of order value per week or part thereof subject to a maximum of 5% of the undelivered portio n/ the order value (if the item(s) cannot be used unless full supply i s made) or to cancel the Order and purchase the materials from alt ernative source at the risk and cost of the supplier.
    Liquidated damages will be calculated on the basis of contract/ sup

ply order price of services/ materials excluding duties and taxes, where such duties/ taxes have been shown separately in contract/ supply order. LD shall be recovered along with applicable GST thereon.

16. Alternate Sourcing/ Risk Purchase: NALCO reserve the right to procure the material from alternate sources at the Risk and Cost of the supplier, giving 15 days' notice, if the Seller fails to execute the contract as per the terms and conditions of the order. Any increase in taxes and duties after expiry of the delivery period will be to supplier's account. This will be without prejudice to the rights of NALCO for any other action including termination

17. The materials are to be consigned to:
I/C Materials, NALCO Store, Port Facilities, Visakhapatnam, Pin: - 530001, Andhra Pradesh

18. Contact details:
    i. For Tender and Orders:
    Asheerbad Panda, Mgr (Materials)
    Email: asheerbad.panda@nalcoincia.co.in
    Mob: 9777972236

    ii. For Delivery:
    Mr. Sivannarayna Behara
    Mob: 9441265652/7093688927

    iii. For payment:-
    Mr. G Ramarao, DM (Finance)
    Email: gantasetty.ramrao@nalcoindia.co.in

Checklist/ Questionnaire/ Commercial Requirements

1. This questionnaire must be filled in against all Serial nos. & enclosed with the Un- priced offer. Non submission or submission of incomplete questionnaire may lead to rejection of the offer.

Sl. Descriptions Vendor's confirmation No. with details

Sl No	NALCO's Requirement	Bidder's Remark
1	Confirmation to Commercial Terms and Conditions/ STC of Tender	
2	Deviations to Commercial Terms and Conditions, confirm that the same has been highlighted separately	

3	Indicate despatching station	
4	Indicate rate of G.S.T	
5	If you are not registered with NALCO, confirm submission of following docu ments with offer: a) Valid G.S.T. Certificate. b) PAN Card c) MSME if Applicable	
6	Acceptance of Splitting of Order as pe r Government guidelines for MSME an d MII Category.	
7	Acceptance to Performance Bank Gua rantee/ Security Deposit Clause as sti pulated in Tender.	
8	Dully Filled Integrity Pact Submitted with Offer	
9	Dully Filled SA 8000 questionnaire pr ovided with tender is submitted.	
10	Duly Filled Local Content Declaration Certificate as per PPP_MII order has b een submitted with the offer.	

NAME	
DESIGN ATION	
PHONE NO	
EMAIL	
Bidder’s Signatur e and Se al	

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2. **Buyer Added Bid Specific ATC**

   Buyer uploaded ATC document Click here to view the file.

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---