बिड संख्या/Bid Number: GEM/2026/B/8248352
दिनांक /Dated: 06-11-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	16-11-2026 19:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	17-11-2026 19:00:00
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 Railways
विभाग का नाम/Department Name	Indian Railways
संगठन का नाम/Organisation Name	South Central Railway
कार्यालय का नाम/Office Name	Principal Chief Material Manager Secunderabad
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :dycmmic@scr.railnet.gov.in Buyer Email id: dycmmgen@scr.railnet.gov.in
वस्तु श्रेणी /Item Category	Paper-based Printing Services - Printing with Material; Working Time Table Book 81 of Secunderabad Division of SCR; Offset , Paper-based Printing Services - Printing with Material; Working Time Table Book 81 of Hyderabad Division of SCR; Offset , Paper-based Printing Services - Printing with Material; Working Time Table Book 81 of Nanded Division of SCR; Offset
अनुबंध अवधि /Contract Period	1 Month(s) 1 Day(s)
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
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
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?	No

बिड विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
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	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाईजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	30560

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).	3

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। 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 :
PFA/SCR
PFA/SCR, Rail Nilayam ,Secunderabad, Indian Railways, South Central Railway, Ministry of Railways (Pfa/scr)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

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	100

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 100% (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.
2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Paper-based Printing Services - Printing With Material; Working Time Table Book 81 Of Secunderabad Division Of SCR; Offset (6987)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Printing	Printing with Material
Category of Printing	Working Time Table Book 81 of Secunderabad Division of SCR
Mode of Printing	Offset
Single/ Double Sided	Double Sided (Both Sided – Front and Back)
Colour of Printing	Please refer Full Description of WTT 81 TABLE in Buyer Added Bid Specific ATC
Printing Content	Text + Pictorial
Paper Material	Please refer Full Description of WTT 81 TABLE in Buyer Added Bid Specific ATC
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	60 GSM
Inserts	Map
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	NO
Number of languages of printing	Bilingual
Language	English and Hindi
एडऑन /Addon(s)	
Binding	Perfect Binding
Packaging Required	Carton

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Copies	अतिरिक्त आवश्यकता /Additional Requirement
1	Sunkara Kalyan	500025,OPERATING DEPARTMENT, 2ND FLOOR, RAILNILAYAM, SECUNDERABAD-025. Contact No : 6302711817	6987	• Number of pages per Item : 500

Paper-based Printing Services - Printing With Material; Working Time Table Book 81 Of Hyderabad Division Of SCR; Offset (2531)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Printing	Printing with Material
Category of Printing	Working Time Table Book 81 of Hyderabad Division of SCR
Mode of Printing	Offset
Single/ Double Sided	Double Sided (Both Sided – Front and Back)
Colour of Printing	Please refer Full Description of WTT 81 TABLE in Buyer Added Bid Specific ATC
Printing Content	Text + Pictorial
Paper Material	Please refer Full Description of WTT 81 TABLE in Buyer Added Bid Specific ATC
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	60 GSM
Inserts	Map
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	NO
Number of languages of printing	Bilingual
Language	English and Hindi
एडऑन /Addon(s)	
Binding	Perfect Binding
Packaging Required	Carton

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Copies	अतिरिक्त आवश्यकता /Additional Requirement
1	Sunkara Kalyan	500025,OPERATING DEPARTMENT, 2ND FLOOR, RAILNILAYAM, SECUNDERABAD-025. Contact No : 6302711817	2531	• Number of pages per Item : 320

Paper-based Printing Services - Printing With Material; Working Time Table Book 81

Of Nanded Division Of SCR; Offset (2316)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Printing	Printing with Material
Category of Printing	Working Time Table Book 81 of Nanded Division of SCR
Mode of Printing	Offset
Single/ Double Sided	Double Sided (Both Sided – Front and Back)
Colour of Printing	Please refer Full Description of WTT 81 TABLE in Buyer Added Bid Specific ATC
Printing Content	Text + Pictorial
Paper Material	Please refer Full Description of WTT 81 TABLE in Buyer Added Bid Specific ATC
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	60 GSM
Inserts	Map
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	NO
Number of languages of printing	Bilingual
Language	English and Hindi
एडऑन /Addon(s)	
Binding	Perfect Binding
Packaging Required	Carton

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Copies	अतिरिक्त आवश्यकता /Additional Requirement
1	Sunkara Kalyan	500025,OPERATING DEPARTMENT, 2ND FLOOR, RAILNILAYAM, SECUNDERABAD-025. Contact No : 6302711817	2316	• Number of pages per Item : 240

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

1. **Generic**

   OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **Buyer Added Bid Specific ATC**

   Buyer Added text based ATC clauses

[A]Service Description :

South Central Railway invites Open tender through GeM portal fr om eligible agencies for the printing and supply of Working Time Table Books (WTT-81) which are essential for systemic functioning of Railwa y.

Working Time Table Book (WTT-81), published by Railways for Tra in Operations. This is used for Railway internal working and not for circ ulation in general public or any entity other than Railways.

The Service provider should be able to print and supply within 15 days maximum .

The Service Provider has to provide assistance in formatting , pag e setting , designing (if required) , printing, binding and delivery to loc ations intimated by Consignee.

I. General conditions:

The General conditions and Technical Specifications for SCR Working Timetable-81 is as under:

1. The draft copies of WTT-81 will be provided in MS Word, Exce l, Jpeg format only, the cover page of the book is to be designed by the firm, subject to approval from this office. The printer may compose the data in any suitable application software for better p rinting output but the size should not be less than A-4 and A-3.

2. Firm should have trained DTP staff for taking the above work simultaneously for all the three divisions in editing the data in MS office. Firm should have sufficient DTP Operators, Computers, Printers, Scanners etc., for printing and publication of WTT booklets.
3. High-quality printing is mandatory.
4. Total number of booklets is 11,834.
5. The approximate timeline for printing and supply should be mentioned in the quotation for printing of the above booklets and supply to the destinations such as Secunderabad (for Secunderabad Division, Hyderabad Division and Rail Nilayam),Nanded, Visakhapatnam and Delhi.
6. The successful tenderer should be prepared to increase or decrease the number of copies by up to 30% based on the advice of Railways, within the delivery period.
7. The quotation should include a detailed cost breakup of all the activities for preparation of above booklets.

II.Full Description of WTT-81 : For detailed specification please refer below table:

(a)	Schedule wise Specification TABLE						
Sr. no	**DIVISION**	**Number of Copies**	**No of pages of A 4 size White paper (Inner)** B/W A4 **(Part A & B)**	**No of pages of A4 size (Inner) on Yellow paper using black ink (PartC)**	Total A 4 inner pages per book with B/W print	***A3-sized MAP***	**Multi colour 170 gsm gloss one side laminated Cover Page (A-4) Cover Pages**
			(i)	**(ii)**	**(iii)** = (i)+(ii)	**(iv)**	(v)
1	Secunderabad(SC)	**6987**	**405**	95	500	3	**4**
2	Hyderabad (HYB)	**2531**	**225**	95	320	2	**4**

3	Nanded (NED)	**2316**	**145**	95	240	3	**4**
	Note-i: All the above figures are the tentative number of pages of the books. There may be a variation of approximately 15 pages, more or less. Payment for the variation quantity of pages will be as per the 'price per page' in the contract as quoted by the bidder						

(b) Technical Specifications:

1. WTT-81 will have three parts: A, B, and C.
2. Parts A and B will be printed on white paper with black ink on both sides of the paper (division-specific content). Part C will be printed both sides on **yellow paper using black ink**. All parts will be printed in A4 size.
3. The cover pages will be printed in multi colour on both sides, on a 170 GSM Indian Art Paper (Multi colour, gloss laminated). It will feature content in both English and Hindi. The main content of the booklet will be primarily in English, with Hindi used optionally whenever necessary.
4. Maps and specific railway information will be printed in **multi colour on 80 GSM Indian Art Paper**.
5. Timetables and specific railway information will be printed on **56-60 GSM map litho paper or similar. Any deviation found will be returned back and new booklet to be printed with the above specification.**
6. Each booklet will include 2 to 3 pages of folded A-3 sized data of the relevant division. The map will be printed on one side in multi colour, using the same paper quality as for Part A and B. The map will be supplied in Autocad/PDF format.
7. Manuscripts and soft copies must be collected by the firm. The final proof will be approved by the Dy.COM/Coaching. Collection of manuscripts/artwork and design from the Dy.COM/Coaching will be the responsibility of the firm upon receipt of the purchase order. The firm must also handle all proofreading at every stage, and ensure that all corrections are carried out. Any errors will be the responsibility of the firm.
8. **Confidentiality is paramount**. The Working Timetable Booklet (WTT-81), is an internal document for Railway operations and is not intended for public circulation. The firm must maintain strict secrecy and is responsible for any omissions or errors caused by its personnel.
9. A sample of the previous WTT will be provided for reference a

	nd must be returned after the job is completed. 10. The firm should have well experience/equipped with workflow in Word, Excel, Tables, Page maker, Illustrator or other relevant applications. As the train timings may be changed till the last minute, the successful tenderer must be prepared for such changes and ensure timely delivery of the Working Timetable to the satisfaction of the Railway Administration. **Editing in the documents to be done by the trained DTP staff of your firm only**. 11. Binding should be of the “Perfect Binding” type. The printer must ensure that all pages are properly glued during binding, with no loose sheets. The side cuttings should be neat, and quality should be maintained throughout the supply. Care should be taken to maintain the quality of binding throughout the supply. The cover page should wrap around the entire width of the booklet. 12. All the finished WTT-81 books should be packed in cartons according to its size and to be shipped as mentioned above.

Note-ii: All the above booklet papers and quantity of books are approximate figures. There may be a variation of approximately 5% to 15% more or less.

[B] Eligibility Criteria:

The clauses mentioned in this section shall be mandatory for all the bidders. In case of failure of the bidder to submit the documents sought in these clauses , their offer shall be summarily rejected and will not be considered at the time of representation.

1) AVAILABILITY OF PRINTING PRESS OF SERVICE PROVIDER:

Service Providers should have Printing Press , Designing as well as Binding facility for proper coordination, inputs for content and designing, proof readings and final approvals.

a)Service Provider has to upload a copy of valid Factory licence for printing press on Service Provider / tenderer name

(OR)

b)They shall upload declaration of installed printing Machines and Facil

ities/ Infrastructure available in the format specified in Annexure-A of buyer uploaded ATC document .
[Proforma as per Annexure-A of Buyer uploaded ATC document]

2) PAST PERFORMANCE:

a)The tenderer/Service provider must have satisfactorily supplied Same / Similar Item (i.e. A4/A5/A3 size printed Books/Booklets/Forms) for minimum of 20 percent of total tender quantity in any one single tender of the last three preceding completed financial years and current year up to date of tender opening in Central / State Govt Organization / PSU / Public Listed Company. The onus of submission of requisite supply performance documents i.e CRAC/Experience Certificate /Receipt Notes/Proof of acceptance of material by consignee along with concerned Purchase order/ Contract shall be on bidder.

The threshold quantity for supply performance in any one single tender shall be 9,78,446 Book-pages / Form-pages or both .

Note: Number of pages shall be calculated as per experience certificate/Proof of Supply submitted by the bidder indicating number of books/ booklet and number of pages in each book /booklet.

(OR)

b)The tenderer/Service provider must have satisfactorily executed at least one single purchase order of Same / Similar Item (i.e., A3/A4 size booklets/books of minimum 100 pages in one booklet/book) for minimum of 20 percent of total tender quantity (2367 books/booklets) placed during three preceding completed financial years and current year up to date of tender opening in Central / State Govt Organization / PSU / Public Listed Company. The onus of submission of requisite supply performance documents i.e CRAC/ Receipt Notes/Proof of acceptance of material by consignee alongwith concerned Purchase order shall be on bidder.

3) Constitution of the Firm/Company/Society etc.:

The bidder shall give full details of the constitution of the Firm/Company/Society etc. and shall also submit following documents (as applicable), in addition to documents mentioned above:

(a) Sole Proprietorship Firm: The bidder shall submit the notarized copy of the affidavit or GST certificate which indicates proprietorship status .

(b) Partnership Firm: The bidder shall submit self-attested copies of (i) registered/notarized Partnership Deed and (ii) Power of Attorney duly authorizing one or more of the partners of the firm or any other persons(s), authorized by all the partners to act on behalf of the firm and to submit & sign the Bid, sign the agreement, witness measurements, sign Measurement Books, receive payment, make correspondences, compromise/settle/ relinquish any claim (s) preferred by the firm, sign 'No Claim certificate', refer all or any dispute to arbitration and to take similar action in respect of all Bids/contracts OR said Bid/contract.

(c) Company registered under Companies Act-1956: The Bidder shall submit (i) the copies of MOA (Memorandum of Association) and AOA (Articles of Association) of the Company; and (ii) Power of Attorney duly registered/notarized by the company (backed by the resolution of Board of Directors) in favour of the individual, signing the Bid on behalf of the Company.

(d) Society: The bidder shall submit (i) Self- attested copy of the certificate of Registration, (ii) Deed of Formation and (iii) Power of Attorney in favour of the tender signatory

(e) Joint Venture (JV): Joint Venture (JV) not permitted.

[C] Special Conditions :

1) This tender is governed by Gem SLA, GTC of GeM, Scope of work in which special conditions are defined. Situation whenever relevant rules/guidelines/clauses are not available in bid conditions, the relevant clause/paras of General conditions of contract for services will be applicable. GCC for services 2018 and its amendments (up to tender opening date)are available on the Railway board website. The Hyperlink for GCC for services in Railway is as following

https://indianrailways.gov.in/railwayboard/uploads/directorate/Transformation_Cell/General%20Conditions%20of%20Contract%20for

%20Services.pdf

2) Post tender opening no new documents(which are not part of original bid offer uploaded by service provider before opening of GeM bid) will be considered for bid evaluation. Bidder's offer is liable to be rejected if they don't upload any of the certificates /documents sought in the Specification , Bid document, Buyer Added Bid Specific Additional Terms and Conditions and Corrigendum if any.

3)Earnest Money Deposit : Bidders shall upload EMD particulars or exemption documents in the relevant section of GeM while quoting the bid . Please refer clause (a) of the bid document , clause 4 sub clause XIII (m) and clause 2(k) of General Terms and Conditions on GeM hyperlinked with the bid document for further details on Earnest Money Deposit . The EMD shall be submitted in Sealed Envelope with GeM bid number and date , Firms complete address to Dy Chief Material Manager /G, Principal chief Material Manager Office, 6th Floor , Rail Nilayam , Secunderabad , Telangana- 500025

4)Security Deposit/ePBG Details: The applicable ePBG is 5 % of Contract value for the period mentioned in Bid document.

a. Security deposit/ePBG has to be deposited after award of GeM contract in acceptable money instruments specified in Clause 2 (l) and Clause 7 of GeM GTC attached with bid .

b. If Bidder fails to deposit ePBG within stipulated time frame and condition as specified in GeM GTC then contract may be cancelled by the buyer and Purchaser shall have right to levy damages from the supplier for failing to comply with contractual conditions, not by way of penalty, an amount equal to SD amount, as would have been submitted . These damages shall be treated as recoveries outstanding against the Seller and shall be dealt with accordingly.

c. In addition to above , Buyer shall raise an incident through the incident management system of GeM against failure of submission of ePBG ,for initiating stern action of Banning /Suspension as per clause 21 (ii) sub clause (g) of GeM GTC.

d. Seller's failure to submit Performance guarantee shall be treated as bad performance and will be dealt accordingly

e. Money Instrument shall be pledged in the name of PFA/SC R. In case ,if it is Bank Guarantee , then the stamp duty shall be 0.5% of contract value subject to maximum of Rs 1 0,000/- and in the format as per Annexure uploaded Buyer u ploaded ATC document hyperlink.[Proforma as per Annexure -B of *Buyer uploaded ATC document*]

5. GST : Please refer to Clause 8 of GeM GTC hyperlinked with th e bid document . Buyer sh all raise invoice for S.C. Railway (Telan gana) GST No.: 36AAAGM0289C1ZK for Telangana based consign ee and S.C. Railway (AP) GST No.: 37AAAGM0289C1ZI for Andhra Pradesh based Consignee.

6. Delivery Period and Extension Of Delivery : The Service P rovider has to print and deliver to the concerned employee as in dicated by the Consignee . Time is the essence of this Contract. P lease refer to Clause 15 of GeM GTC hyperlinked with bid . Bidde r shall adhere to the timeline mentioned in bid / contract for supp ly of goods . These are for Railway Internal working and for passe ngers, so it should be supplied as soon as possible. Any delay b eyond 10 days shall attract Liquidated Damages penalty of 0.5% per week.

Delivery to Commence within 15 days after issue of Contract and to be Completed within 01 month after of issue of contract. The it ems should be delivered within 05 days from the date of approval of Sample. The Consignee shall mention the date of sample appro val and date of supply invariably in the Receipt Note.

Delivery Location: As per the below table -

Sl. No.	Supply Copies To	SC	HYB	NED	Total	Place of Delivery
1	Sr.DOM/SC	6,237	351	61	6,649	Sanchalan Bhavan, Secunderabad

2	Sr.DOM/HYB	400	1,139	694	2,233	Hyderabad Bhavan, Secunderabad
3	Sr.DOM/NED	10	761	1,371	2,142	Nanded Railway Station
4	PCOM/SCR/Rail Nilayam	180	180	180	540	II Floor, Rail Nilayam
5	PCOM/VSKP	150	90	0	240	Visakhapatnam Railway Station
6	PED(CHG)	10	10	10	30	Rail Bhawan, New Delhi
	Total	6,987	2,531	2,316	11,834	

7. Failure of Contract & Recoverable Damages : If the Seller fails to supply goods as per GeM contract within Delivery period or extended delivery period or at any time repudiates the contract before the expiry of delivery period, Buyer reserves the right to cancel the GeM contract for unsupplied portion , record adverse performance of the bidder for taking appropriate administrative action.

(a) through incident Management of GeM.
(b) rejection of offer on account of bad performance in ensuing bids invited by buyer.
(c) forfeit the security deposit(ePBG) or initiate recoveries outstanding for an amount equivalent to applicable Security Deposit for undelivered portion.
(d) In severable contracts, in case of failure by the seller to meet deliveries for any lot, Railways may cancel the contract for

defaulted part by forfeiting SD commensurate with that lot or initiating recoveries for an amount equivalent to Security Deposit /ePBG for undelivered portion.

8. Settlement of Disputes: The GeM contract will be governed by the arbitration clause, as per Para 2900: SETTLEMENT OF DISPUTES in Annexure-A of Railway board letter No. 2018/TF/Civil/Arbitration Policy dated 12.12.2018 (as attached with the bid document). This is in supersession to the "Arbitration Clause" mentioned in the "Bid Details".

9.Sample approval: The service provider shall get the sample approved before bulk printing of the forms against the requirement communicated by Consignee (Soft copies of the Forms shall be provided by the Consignee. Any changes suggested by the consignee shall be carried out before Sample Approval . The Supplier/firm shall submit two (02) advance samples to the Consignee for the purpose of proof-reading and assessment of quality parameters, including paper quality, printing, numbering, layout, and overall finish. It shall be the responsibility of the supplier to ensure that the bulk supply strictly conforms to the approved sample, including all modifications as communicated by the Consignee. In the event that the submitted sample is found to have major deviations or fails to conform to the contract specifications, the Consignee/Buyer, at its sole discretion, may call for fresh samples for re-approval prior to authorizing bulk supplies. Alternatively, the Buyer may terminate the contract after notifying the deviations to the supplier and may forfeit the Security Deposit (SD) or recover an equivalent amount in cases where SD is exempted. Unless otherwise provided in the contract, all samples required for inspection and testing shall be supplied by the Supplier/ firm at no additional cost to the Buyer. Furthermore, any expenditure incurred by the Supplier/ firm on or in connection with the bulk production of material prior to unconditional approval of the advance sample shall be borne entirely by the supplier, and no claim for compensation shall be entertained by the Buyer or the Consignee in the event of rejection of the sample.

10. Packing : Forms shall be bundled in suitable denomination as per above table. The printed items shall be securely packed in suitable-size, five-ply corrugated paperboard cartons,. Each carton shall be sealed with gum paper tape of minimum 50 mm width, followed by strapping with two nylon straps of 13 mm width each, a

pplied on all sides. The ends of the nylon straps shall be heat-seal ed with an overlap of not less than 25 mm to ensure tamper-proo f packaging. A packing slip must be firmly affixed on each carton, clearly indicating, (a) Delivery Location Details (b) Division Name (c) Quantity Contained, (d) Date of Dispatch, (e) Contract Order Number and Date, and (f) Name of the Supplying Firm.

11. Transportation: The firm shall arrange to transport safely t he printed items in aforesaid packing condition to the Consignee on their own cost and transport arrangement.

12. Inspection by consignee against approved sample: The supplies shall be subject to inspection by the Consignee at the ti me of receipt, and the acceptance shall be based on conformity t o the approved sample submitted by the successful bidder. Suppli es not matching the approved sample in quality, specification, or workmanship may be rejected at the discretion of the consignee.

13.Removal of Rejected Goods : Bidders shall refer Clause 11(iv) of GeM GTC hyperlinked with bid. No payment shall be made f or rejected goods or services. After intimation of the rejection / pa rt rejection by the Buyer/ Consignee, the Seller shall be liable to r emove / lift back such rejected Goods within 10 days without any extra charge/cost to the Buyer / Consignee failing which suitable ground rent / warehousing charges would be payable by the Selle r to the Buyer/Consignee. If the Seller fails to remove / lift back su ch rejected Goods within reasonable time period, the Buyer / Con signee shall have the right to dispose off such rejected goods at t he risk and cost of the seller.

14.Payment: Payment shall be made on actual basis after . The Service Delivery Acceptance will be generated by the consignee i n the respective schedule of GeM Contract . The bill shall be forw arded in GeM module .

15. **Post tender opening no new documents(which are not part of original bid offer uploaded by service provider bef ore opening of GeM bid) will be considered for bid evaluat ion. Bidder's offer is liable to be rejected if they don't uplo ad any of the certificates /documents sought in the Specifi cation , Bid document, Buyer Added Bid Specific Additiona**

l Terms and Conditions and Corrigendum if any.

16. This tender is governed by Gem SLA, GTC of GeM, Scope of work in which special conditions are defined. Situation whenever relevant rules/guidelines/clauses are not available in bid conditions, the relevant clause/paras of General conditions of contract for services will be applicable. GCC for services 2018 and its amendments (up to tender opening date)are available on the Railway board website. The Hyperlink for GCC for services in Railway is as following

https://indianrailways.gov.in/railwayboard/uploads/directorate/Transformation_Cell/General%20Conditions%20of%20Contract%20for%20Services.pdf

17. Mandatory Documents to be uploaded with offer :

a) EMD or EMD Exemption document in the relevant section of GeM.

b) A copy of valid Factory licence for printing press on Service Provider / tenderer name

or

Upload declaration of installed printing Machines and Facilities/ Infrastructure available in the format specified in Annexure-A of Buyer uploaded ATC document as specified in clause [B-1] of Buyer Added Bid Specific ATC

c) Past performance documents such as Experience /Completion certificates/SDACs/R Notes along Work orders/POs indicating Number of Pages , Number of Books, size of the paper of the last Three FYs as specified in clause [B-2] of Buyer Added Bid Specific ATC.

d) Constitution of firm details as specified in clause [B-3] of Buyer Added Bid Specific ATC.

e) Local content percentage with address of local content addition.

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3. **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.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in 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---