

## Bid Document

Bid Details	
<b>Bid End Date/Time</b>	09-08-2021 11:00:00
<b>Bid Opening Date/Time</b>	09-08-2021 11:30:00
<b>Bid Life Cycle (From Publish Date)</b>	90 (Days)
<b>Bid Offer Validity (From End Date)</b>	60 (Days)
<b>Ministry/State Name</b>	Ministry Of Defence
<b>Department Name</b>	Department Of Defence Research & Development
<b>Organisation Name</b>	Office Of Dg (ace)
<b>Office Name</b>	*****
<b>Total Quantity</b>	353
<b>Item Category</b>	Cleaning Duster-IS:174 , Round Head Fasteners-Drawing Board Pin-IS 5205 , Stapler , Scales (Steel scale) as per IS:1481 , Correction pens- white fluid as per IS:11992 , binder clips , transparent tape as per IS: 13262 , Ball Point Pen , stapler pin , conference folder , tag fastener as per IS : 8499 , Gum (Paper Adhesives, Liquid Gum And Office Paste Type)-IS 2257 , Diaries-Printed-Plain- Register--IS 1848 , Note Pads Or Notebooks-IS 1848 , Office Bags and Laptop Bags , Dry Erase Writing Boards-IS 12406 , Correction Tape , desk pads-writing , pen stand , Envelopes as per IS:13892 , Report Cover
<b>MSE Exemption for Years of Experience and Turnover</b>	No
<b>Startup Exemption for Years of Experience and Turnover</b>	No
<b>Bid to RA enabled</b>	No
<b>Primary product category</b>	Report Cover
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Evaluation Method</b>	Total value wise evaluation

### EMD Detail

Required	No
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### ePBG Detail

Required	No
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### Splitting

Bid splitting not applied.

### MII Purchase Preference

MI Purchase Preference	No
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### MSE Purchase Preference

MSE Purchase Preference	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.
2. Short Duration Bid has been published by the Buyer with the approval of the Competent authority due to Emergency procurement of critical products/services.

### Cleaning Duster-IS:174 ( 30 pieces )

Brand Type	Registered Brand
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### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Test Report Details	<b>Availability of Test Report from NABL/ ILAC accredited or Central Government Lab to prove conformity of products to the specification</b>	Yes, No
Material and Dimension	<b>Size (Length X Width) (cm x cm)</b>	50 cm X 40 cm
Physical Characteristics	<b>Colour</b>	White

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	30	15

**Round Head Fasteners-Drawing Board Pin-IS 5205 ( 5 packet )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Certification	ISI Marked	Yes, No
Test Report Details	Availability of Test Reports from Central Govt./NABL/ILAC accredited Lab	Yes, No
Head Shape	Shape of head	Bevelled
Head Diameter	Head Diameter (mm)	18
Packaging	Number of pins per pack	50
	Number of Packets in Bulk Package	50

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	5	15

**Stapler ( 4 pieces )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
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Specification	Specification Name	Bid Requirement (Allowed Values)
General Requirements	<b>Stapling Capacity for 80 GSM Paper (Sheets)</b>	40, 100, 140, 170, 210 Or higher
	<b>Staple Size</b>	24/6
	<b>Loading Capacity (Staples)</b>	100, 150, 200, 250 Or higher

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	4	15

#### Scales (Steel Scale) As Per IS:1481 ( 10 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Size	<b>Nominal Size (cm)</b>	30
Material and Type	<b>Type of Steel Scale (Graduation on both edges)</b>	AA, BB

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	10	15

#### Correction Pens- White Fluid As Per IS:11992 ( 10 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Type	Type of Correction Fluid	Type-1 Solvent Based
Quantity and Physical Characteristics	Fluid Quantity (ml)	8, 9, 10, 12 Or higher

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	10	15

#### Binder Clips ( 15 packet )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Physical Characteristics	Size of Binder clip (Width) (mm)	19
	Minimum paper holding capacity with 75 GSM paper (Nos)	80
Packaging	Type of Packing	Card board
	Number of Clips in a pack (Nos)	20

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	15	15

#### Transparent Tape As Per IS: 13262 ( 10 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Test Report Details	<b>Availability of Test Reports from Central Govt./State Govt/NABL/IL AC accredited Lab covering all the Declared Parameters as per IS Specification</b>	YES, No
Certification	<b>ISI Marked</b>	Yes, No
Dimension	<b>Tape Width (mm)</b>	25.4
	<b>Tape Length (Meter)</b>	100

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	10	15

#### Transparent Tape As Per IS: 13262 ( 10 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Test Report Details	<b>Availability of Test Reports from Central Govt./State Govt/NABL/IL AC accredited Lab covering all the Declared Parameters as per IS Specification</b>	YES, No
Certification	<b>ISI Marked</b>	Yes, No
Dimension	<b>Tape Width (mm)</b>	50.8
	<b>Tape Length (Meter)</b>	100

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	10	15

**Ball Point Pen ( 20 pieces )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Physical Characteristics	TC Ball Tip (mm)	0.5
	Writing Length (Metre)	1000.0
Model	Model / other	butterflow, cellomaxwriter

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	20	15

**Stapler Pin ( 20 box )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	Material of the Pin	stainlesssteel, staplerpinno246
Size	Size Designation	24 / 6
	Crown Size (mm)	Any applicable numeric value
Packing	Number of Pins in a strip (Nos)	100
	Number of strips in a box (Nos)	20

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	20	15

**Conference Folder ( 50 pieces )**

Brand Type	Unbranded
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	Material of conference folder	PP
Dimension	Spine Width (mm)	10 - 20
Physical Characteristics	Pocket for note pad and pen	Yes, No
	Closure	Magnetic

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	50	15

**Tag Fastener As Per IS : 8499 ( 2 set )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Colour and Type	Colour	Green
Dimensions	Tag length (mm)	900



Specification	Specification Name	Bid Requirement (Allowed Values)
Physical Characteristics	Edge cut of Piercers	Straight ends at both the edges at both the sides

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	2	15

#### Gum (Paper Adhesives, Liquid Gum And Office Paste Type)-IS 2257 ( 15 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

\* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Certification	ISI Marked	Yes, No
Test Report Details	Availability of Test Reports from Central Govt./State Govt/NABL/IL AC accredited Lab showing conformation to the IS Specification	Yes, No
Material	Material	Type B
Packing Size	Packing Size (Grams)	10

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	15	15

#### Diaries-Printed-Plain- Register--IS 1848 ( 25 pieces )

Brand Type	Unbranded
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Type	Type of Diaries / Registers	PLAIN REGISTER
Dimension	Dimension of Paper (Length X width) (mm X mm)	297 X 210
	Dimension of Cover (Length X Width) (mm X mm)	310 X 220
Grammage (GSM)	Grammage of Paper (gsm)	80
	Grammage of Cover Paper (gsm)	200
Physical Characteristics	Brightness of Paper (%)	80
	Smoothness of Paper (Bendtsen) (ml/min)	250
	Opacity (%)	90
Number of Pages	Number of Pages	240
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Desciption	General Format

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	25	15

#### Note Pads Or Notebooks-IS 1848 ( 20 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Colour of Page / Sheet	White
Physical Properties (Dimension & Weights)	Grammage of Paper (gsm)	65, 70, 80 Or higher
	Grammage of Cover Paper (gsm)	100.0 - 2150.0 Or higher
	Dimensions (l X b) (mm X mm)	127 X 195
	Number of Pages (Nos)	80

Specification	Specification Name	Bid Requirement (Allowed Values)
	Opacity (%)	80, 82
	Brightness of Paper (%)	82
	Smoothness of Paper Bendtsen (ml/min)	220.0 - 280.0 Or higher

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	20	15

#### Office Bags And Laptop Bags ( 3 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
TYPE	Type of Bag	Laptop bag
MATERIAL	Main Outside Material	Leather
	Main Outside Material Mass (gram per square meter )	Not Applicable
	Outside Material Thickness, in case of leather ( min ) (mm)	Not Applicable
	Inside Material	Polyester
	Inside Material mass (gram per square meter )	Not Applicable
	Inside Material Thickness, in case of leather ( min ) (mm)	Not Applicable
	Material of Straps / Tapes / Webbing	Polyester
	Slide Fasteners	Not Applicable
	Side Pocket Material ( For Bottle )	Not Applicable
	Backside Material ( For Backpack )	Not Applicable

Specification	Specification Name	Bid Requirement (Allowed Values)
	<b>Buckle Material</b>	Not Applicable
COLOUR	Colour / Design	Black
LOCK	<b>Provision for Padlock</b>	Yes
	<b>Type of Lock</b>	Not Applicable
	<b>Material of Lock</b>	Not Applicable
CARRYING OPTIONS	<b>Top Handle</b>	Top Handle with Padding
	<b>Hanging Strap ( Sling )</b>	Hanging Strap with padding
	<b>Shoulder Straps ( Backpack )</b>	Shoulder Straps with padding
COMPARTMENTS / POCKETS	<b>Number of Inside Compartments ( Full Pockets )</b>	2
	<b>Number of inside Patch Pockets</b>	1
	<b>Number of Inside Compartments with Zippers ( Slide Fasteners )</b>	1
	<b>Laptop compartment ( Sleeve )</b>	Laptop Compartment with Padding
	<b>Number of External Pockets</b>	2
	<b>Number of External Pockets with Zipper ( Slide Fasteners )</b>	2
OTHER REQUIREMENT	<b>Rain Cover for Bag</b>	No
	<b>Rain Cover Material</b>	Not Applicable
	<b>Water Resistance</b>	Yes
	<b>Provision of Piping at the Edges of the Bag</b>	Yes
	<b>Telescopic Extension Trolley</b>	No
	<b>Material of Telescopic Extension</b>	Not Applicable
LOGO AND MARKING	<b>Logo/ Totem Marking as buyer's requirement</b>	Yes
	<b>Type of Logo</b>	Embossed
WARRANTY	<b>Warranty ( Years )</b>	1
TEST REPORT	<b>Availability of Test Report from NABL/ ILAC accredited or Central Government Lab to prove conformity of products to the specification</b>	No

Specification	Specification Name	Bid Requirement (Allowed Values)
ADVANCE SAMPLE	Agree to provide Advance Sample(s) for buyer's approval before commencement of supply	Not Applicable

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	3	15

#### Dry Erase Writing Boards-IS 12406 ( 2 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Dimensional parameters	Dimensions of the Board in feet (width x height )	2 x 3
	Dimensions of Boards in mm x mm (width x height )	600 X 900
	Wall thickness of Anodized Aluminium Frame (Min) in mm	1.2
	Colour of Board	White
	Frame Width in mm	20.0
Performance Parameters	Purpose of writing board	Writing
	Material of Board	Ceramic Steel
	Material of Frame	Anodized extruded Aluminium alloy hollow section of designation 63400 conforming to IS: 1285
	Material of Back Cover	Galvanized steel sheets conforming to IS:277
	Thickness and Material of back support (conforming to IS:12406)	More than 9.0 Or higher
	Top surface coating thickness of sheet in mm	Above 0.095
	% Gloss at 60 deg.head (min.)	80% for white colour only

Specification	Specification Name	Bid Requirement (Allowed Values)
	Surface suitable for writing with	Dry marker ink for white board only
	Back surface coating thickness of sheet (min)	Above 0.03
	Thickness and material of top steel sheet Having Viterious Enamelled coating on both side	More than 0.3 Or higher
	Excellent Erasability without leaving impression	Yes
	Warranty in years	1
Reports	Availability of Type Test Reports of the product from Central Govt/NABL/ILAC accredited Lab showing compliance to the specification	No

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	2	15

#### Dry Erase Writing Boards-IS 12406 ( 4 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Dimensional parameters	Dimensions of the Board in feet (width x height )	3 x 4
	Dimensions of Boards in mm x mm (width x height )	600 X 900
	Wall thickness of Anodized Aluminium Frame (Min) in mm	1.2
	Colour of Board	White
	Frame Width in mm	20.0

Specification	Specification Name	Bid Requirement (Allowed Values)
Performance Parameters	<b>Purpose of writing board</b>	Writing cum Projection screening
	<b>Material of Board</b>	Ceramic Steel
	<b>Material of Frame</b>	Anodized extruded Aluminium alloy hollow section of designation 63400 conforming to IS: 1285
	<b>Material of Back Cover</b>	Galvanized steel sheets conforming to IS:277
	<b>Thickness and Material of back support (conforming to IS:12406)</b>	More than 9.0 Or higher
	<b>Top surface coating thickness of sheet in mm</b>	Above 0.095
	<b>% Gloss at 60 deg.head (min.)</b>	80% for white colour only
	<b>Surface suitable for writing with</b>	Dry marker ink for white board only
	<b>Back surface coating thickness of sheet (min)</b>	Above 0.03
	<b>Thickness and material of top steel sheet Having Viterious Enamelled coating on both side</b>	More than 2.0 Or higher
	<b>Excellent Erasability without leaving impression</b>	Yes
	<b>Warranty in years</b>	1
Reports	<b>Availability of Type Test Reports of the product from Central Govt/NABL/ILAC accredited Lab showing compliance to the specification</b>	No

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	4	15

#### Correction Tape ( 5 packet )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Colour	Colour of the Tape	White
Dimension	<b>Tape Width (mm)</b>	5
	<b>Tape Length (m)</b>	6
Packing	<b>Quantity in a pack (Nos)</b>	3, 4, 5, 6, 8, 10, 12

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	5	15

#### Desk Pads-writing ( 15 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	<b>Material of Cover of Pad</b>	Plastic
	<b>Material of Bottom of pad</b>	Plastic
Type	<b>Type of Pads</b>	Spiral Note books
	<b>Type of Binding</b>	Metal wire-O-Binding
	<b>Type of Paper</b>	Cream Wove Conforming to IS:1848: Latest, Offset paper Conforming to IS:1848: Latest
Dimension	<b>Width of Pad (mm)</b>	140
	<b>Length of Pad (mm)</b>	216
Grammage (GSM)	<b>Substance of Paper (GSM)</b>	70
	<b>Substance of Cover Material</b>	yes
	<b>Substance of Bottom Material of Pad</b>	plastic
General Characteristics	<b>Whether Rules / Plain</b>	Ruled
Pages Per Pad	<b>Number of Pages (Nos.)</b>	300



**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	15	15

**Pen Stand ( 8 pieces )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	Material	Plastic
Dimension	Length of the Base (mm)	30
	Width of the Base (mm)	20
Clock and Calendar	Clock	Digital
	Calendar	Yes
Number of Accessories Tray and Pens	Number of Accessories tray (Nos)	3
	Number of Pens in the Pen Stand (Nos)	2

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	8	15

**Envelopes As Per IS:13892 ( 1 packet )**

Brand Type	Registered Brand
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Certification	Indian Standard	IS:13892 latest
Type	Material of Envelope	Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper (white), Others
Dimension and Size	Dimension excluding Flap (mm)	220 X 310
	Dimension excluding Flap (Non-conforming to IS) (mm)	NA
	Envelope Size Symbols	DL
	Grammage of Paper (GSM)	90
	Size of Envelope	SE10, Other
Colour and Printing	Colour of Envelopes	Yellow
	Printing as per Buyer's Requirement	No Printing
Physical Characteristics	Cotton Lining	Without
	Preglued Flap	Without
	Lamination of Envelope	With
	Cloth Lining With Jali	Without

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	1	15

#### Envelopes As Per IS:13892 ( 1 packet )

Brand Type	Unbranded
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Certification	Indian Standard	IS:13892 latest
Type	Material of Envelope	Kraft Paper
Dimension and Size	Dimension excluding Flap (mm)	324 X 458

Specification	Specification Name	Bid Requirement (Allowed Values)
	<b>Dimension excluding Flap (Non-conforming to IS) (mm)</b>	300 X 400
	<b>Envelope Size Symbols</b>	C6
	<b>Grammage of Paper (GSM)</b>	80 (Non IS)
	<b>Size of Envelope</b>	SE10, Other
Colour and Printing	Colour of Envelopes	Yellow
	<b>Printing as per Buyer's Requirement</b>	No Printing
Physical Characteristics	<b>Cotton Lining</b>	Without
	<b>Preglued Flap</b>	Without
	<b>Lamination of Envelope</b>	With
	<b>Cloth Lining With Jali</b>	Without

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	1	15

#### Report Cover ( 50 pieces )

Brand Type	Registered Brand
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#### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Type	<b>Type Of Folder</b>	Strip Plastic Folder
Size	<b>Paper size to which folder is suitable</b>	A4
Dimension	<b>Thickness of folder (mm)</b>	0.17
	<b>Minimum Length of folder</b>	305 mm for A4
	<b>Minimum Width of folder</b>	225 mm for A4
Physical characteristics	<b>Binding/holding of paper by</b>	PVC binder strip

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	50	15

**Desk Pads-writing ( 10 pieces )**

Brand Type	Unbranded
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**Technical Specifications**

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	<b>Material of Cover of Pad</b>	Card Board
	<b>Material of Bottom of pad</b>	Plastic
Type	<b>Type of Pads</b>	Excutive Pad / Slip Pad
	<b>Type of Binding</b>	Stapple and cloth bound
	<b>Type of Paper</b>	Cream Wove Conforming to IS:1848: Latest
Dimension	<b>Width of Pad (mm)</b>	250
	<b>Length of Pad (mm)</b>	300
Grammage (GSM)	<b>Substance of Paper (GSM)</b>	60
	<b>Substance of Cover Material</b>	plastic
	<b>Substance of Bottom Material of Pad</b>	plastic
General Characteristics	<b>Wheather Rules / Plain</b>	Plain
Pages Per Pad	<b>Number of Pages (Nos.)</b>	0

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	10	15

## Conference Folder ( 8 pieces )

Brand Type	Unbranded
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### Technical Specifications

[\\* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	Material of conference folder	Jute
Dimension	Spine Width (mm)	10
Physical Characteristics	Pocket for note pad and pen	Yes
	Closure	Steel Zip

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	*****	*****CHANDIGARH	8	15

## Buyer Added Bid Specific Additional Terms and Conditions

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

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

[This Bid is also governed by the General Terms and Conditions](#)

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.

**---Thank You---**