

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	07-10-2026 13:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-10-2026 13:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	15 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Housing & Urban Affairs (mohua)
विभाग का नाम/Department Name	Central Public Works Department
संगठन का नाम/Organisation Name	Cpwd
कार्यालय का नाम/Office Name	Chief Engineer Ndz 2
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :ce_ndz2@nic.in Buyer Email id: sharafath.1989@gov.in
कुल मात्रा/Total Quantity	621
वस्तु श्रेणी /Item Category	File/Folder (V3) (Q4) , Metric Steel Scales (V3) Conforming to IS 1481 (Q4) , Staplers(V3) (Q4) , Writing Pens (Q4) , Self Adhesive Flags (V3) (Q4) , Air Freshener liquid (V3) (Q4) , Bathing Soap Bar (V3) Conforming to IS 13498 (Q4) , Pressure Sensitive Adhesive Tapes with Plastic Base (V4) Conforming to IS 13262 (Q4) , Black Lead Pencils (V3) Conforming to IS 1375 (Q4) , Desk Pads - Writing (V2) (Q4) , Pads for Rubber Stamps (V2) Conforming to IS 4747 (Q4) , Paper Punch Machine(V2) (Q4) , Register (V2) (Q4) , Stationery Scissors (V2) Conforming to IS 989 (Q4)
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	Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (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

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों 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	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	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	File/Folder (V3)
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	3 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

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

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

एमआईआई खरीद वरीयता/MII Purchase Preference

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

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

1. 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.

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.

File/Folder (V3) (100 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL	File/Folder type with binding mechanism	L File Folder
	Material of File/Folder	Paper board
	File/Folder Size Compatibility	21.5 cm x 34.5 cm (FS), 21 cm x 29.7 cm (A4)
	Cover Design	Printed

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Number of pockets in a File/Folder	NA (In case of No pockets)
	Color of File/Folder	Green

Additional Specification Parameters - File/Folder (V3) (100 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	100	15

Metric Steel Scales (V3) Conforming To IS 1481 (5 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
STANDARDS	Metric Steel scale types	Type A, Type AA, Type B, Type BB, Type CC
	Principal dimensions of the scales - Nominal Size in cm	10 cm, 15 cm, 20 cm, 30 cm, 50 cm, 100 cm

Additional Specification Parameters - Metric Steel Scales (V3) Conforming To IS 1481 (5 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	5	15

Staplers(V3) (10 pieces)**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
MATERIAL, DESIGN & DIMENSION	Outer Body Material	Metal Body
	Staple Pin Size Compatibility	10/4, 24/6, 24/8, 26/6, 26/8, 23/6, 23/8, 23/12, 23/13, 23/15, 23/17, 23/20, 23/24
	Throat Depth	17mm, 25mm, 26mm, 45 mm, 47 mm, 50 mm, 52 mm, 58 mm, 60 mm, 63 mm, 64 mm, 75 mm, 80 mm, 84 mm, 250 mm
	Stapling Capacity(Sheets)	10 Sheets, 15 Sheets, 20 Sheets, 25 Sheets, 30 Sheets, 100 Sheets, 140 Sheets, 170 Sheets, 210 Sheets

Additional Specification Parameters - Staplers(V3) (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	10	15

Staplers(V3) (10 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
MATERIAL, DESIGN & DIMENSION	Outer Body Material	Plastic Body, Metal Body
	Staple Pin Size Compatibility	10/4, 24/6, 24/8, 26/6, 26/8, 23/6, 23/8, 23/12, 23/13, 23/15, 23/17, 23/20, 23/24
	Throat Depth	17mm, 25mm, 26mm, 45 mm, 47 mm, 50 mm, 52 mm, 58 mm, 60 mm, 63 mm, 64 mm, 75 mm, 80 mm, 84 mm, 250 mm
	Stapling Capacity(Sheets)	10 Sheets, 15 Sheets, 20 Sheets, 25 Sheets, 30 Sheets, 100 Sheets, 140 Sheets, 170 Sheets, 210 Sheets

Additional Specification Parameters - Staplers(V3) (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	10	15

Writing Pens (24 pieces)**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Type of Pen	Ballpoint Pen (Conforming to IS 3705), Rollerball Pen, Gel Pen
	Tip Size	0.3 mm, 0.5 mm, 0.7 mm, 1.0 mm, 1.2 mm
	Ink Color	Black, Red
	Body Material	Plastic, Metal, Both(Plastic and Metal)

Additional Specification Parameters - Writing Pens (24 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परिषी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	24	15

Writing Pens (12 pieces)**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Type of Pen	Ballpoint Pen (Conforming to IS 3705), Rollerball Pen, Gel Pen
	Tip Size	0.3 mm, 0.5 mm, 0.7 mm, 1.0 mm, 1.2 mm

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Ink Color	Blue, Black, Red, Green

Additional Specification Parameters - Writing Pens (12 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	12	15

Writing Pens (12 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Type of Pen	Ballpoint Pen (Conforming to IS 3705), Rollerball Pen, Gel Pen
	Tip Size	0.3 mm, 0.5 mm, 0.7 mm, 1.0 mm, 1.2 mm
	Ink Color	Blue, Black, Red, Green

Additional Specification Parameters - Writing Pens (12 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.No.	परिषी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	12	15

Writing Pens (48 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Type of Pen	Ballpoint Pen (Conforming to IS 3705), Rollerball Pen, Gel Pen
	Tip Size	0.3 mm, 0.5 mm, 0.7 mm, 1.0 mm, 1.2 mm
	Ink Color	Blue, Black, Red, Green

Additional Specification Parameters - Writing Pens (48 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	48	15

Self Adhesive Flags (V3) (6 pad(s))

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)
STANDARDS	Material of the Self Adhesive Flags	Paper, PET Plastic
	Total Number of assorted colours in a pad	3, 4, 5
	Flag colours in the pad	Pink, Blue, Green, Orange, Yellow
	Total Number of flags per each colour in the pad	20, 25, 30, 40, 50, 100
	Dimensions of each Flag (In mm) in the pad	12 mm x 45 mm, 25 mm x 75 mm, 25 mm x 45 mm, 15 mm x 76 mm

Additional Specification Parameters - Self Adhesive Flags (V3) (6 pad(s))

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	6	15

File/Folder (V3) (300 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL	File/Folder type with binding mechanism	File Cover, L File Folder, 2D Ring Binder File, 4D Ring Binder File, Office File Board, Cobra Spring File, Stick File/Slide Blinder File, Lever Arch Box File/Index File, Expanding Folder, Display File/Portfolio file, Clear bag folder
	Material of File/Folder	Cardboard / Duplex Board, Mill Board, Leather foam, Jute, Rexine, Plastic, Paper board, Khadi Paper / Handmade Rag Paper, Bamboo paper board
	File/Folder Size Compatibility	29.7 cm x 42 cm(A3), 21 cm x 29.7 cm (A4), 14.8 cm x 21 cm (A5), 21.5 cm x 34.5 cm (FS), 21.5 cm x 33.5 cm (Legal), 21.5 cm x 35.5 cm (Legal), 34.5 cm x 25.5 cm
	Cover Design	Plain, Printed
	Number of pockets in a File/Folder	1, 2, 13, 20, 24, 30, 40, NA (In case of No pockets)
	Color of File/Folder	Green, Black, White, Yellow, Blue, Pink, Orange, Red, Brown, Khaki

Additional Specification Parameters - File/Folder (V3) (300 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

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

क्र.सं./S.N o.	परिषेती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	300	15

File/Folder (V3) (10 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL	File/Folder type with binding mechanism	L File Folder
	Material of File/Folder	Plastic
	File/Folder Size Compatibility	21.5 cm × 33.5 cm (Legal), 21 cm x 29.7 cm (A4)
	Cover Design	Plain
	Number of pockets in a File/Folder	1, NA (In case of No pockets)
	Color of File/Folder	White

Additional Specification Parameters - File/Folder (V3) (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	10	15

Air Freshener Liquid (V3) (5 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Specification	Type of Air freshener liquid	Spray
	Quantity per Bottle	225 ml, 300 ml
	Fragrance	Rose, Eucalyptus

Additional Specification Parameters - Air Freshener Liquid (V3) (5 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	5	15

Bathing Soap Bar (V3) Conforming To IS 13498 (15 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Shape	Rectangular/Square, Oval
	Total Fatty matter, percent by mass	40 to 60, 61 to 70, 71 to 80
Weight	Net Weight of the Soap per piece	50 gm, 75 gm, 90 gm, 100 gm, 125 gm, 150 gm

Additional Specification Parameters - Bathing Soap Bar (V3) Conforming To IS 13498 (15 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	15	15

Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (5 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Specification	Governing Specification	Conforming to IS 13262
Generic	Types of Tapes of Typical Base material	Cellulose Tape, Plasticized PVC Tape, Unplasticized PVC Tape, Polyester Tape, Polyethylene Tape, Polypropylene Tape, Heavy duty polypropylene Tape
	Colour	Transparent, Brown
	Internal Core Diameter	75 ± 1.5 mm, 50 ± 0.5 mm

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Tape Width (In mm) (Tolerance Up to 25 is ± 1.0 Tolerance Over 25 is ± 1.5)	12 mm, 24 mm, 48 mm, 60 mm
	Tape Length (In meters)	10 meter, 25 meter, 50 meter, 100 meter

Additional Specification Parameters - Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (5 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	5	15

Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (5 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Specification	Governing Specification	Conforming to IS 13262
Generic	Types of Tapes of Typical Base material	Cellulose Tape, Plasticized PVC Tape, Unplasticized PVC Tape, Polyester Tape, Polyethylene Tape, Polypropylene Tape, Heavy duty polypropylene Tape
	Colour	Transparent, Brown
	Internal Core Diameter	75 $\pm$ 1.5 mm, 50 $\pm$ 0.5 mm
	Tape Width (In mm) (Tolerance Up to 25 is ± 1.0 Tolerance Over 25 is ± 1.5)	12 mm, 24 mm, 48 mm, 60 mm

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Tape Length (In meters)	10 meter, 25 meter, 50 meter, 100 meter

Additional Specification Parameters - Pressure Sensitive Adhesive Tapes With Plastic Base (V4) Conforming To IS 13262 (5 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	5	15

Black Lead Pencils (V3) Conforming To IS 1375 (2 box)

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)
STANDARDS	Pencil Type	Drawing Pencil, Carpenter's Pencil, Stenographer's and Reporter's Pencil, General Writing Pencil
	Pencil Grades	6B, 5B, 4B, 3B, 2B, B, HB, H, 2H, 3H, 4H, 5H, 6H
	Pencil Shapes	Oval, Round, Hexagonal

Additional Specification Parameters - Black Lead Pencils (V3) Conforming To IS 1375 (2 box)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	2	15

Desk Pads - Writing (V2) (10 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERIC	Type of Pads	Spiral Pad, Spiral Note book, Executive Pad / Slip Pad
	Type of Binding	Spiral Binding, Metal wire-O-Binding, Staple-Bound, Cloth-Bound
	Type of Paper in the Pad	Cream Laid Paper Conforming to IS 1848 : Part 1, Cream Wove Paper Conforming to IS 1848 : Part 1, Offset Paper Conforming to IS 1848 : Part 1
MATERIAL	Front Cover material of the Pad	Cardboard, Plastic
	Back Cover material of the Pad	Grey Pulp Board, White pulp Board, Plastic
PAPER LAYOUT DESIGN	Paper Format	Ruled, Plain
DIMENSIONS	Length of Pad (In mm)	100 to 140, 141 to 180, 181 to 220, 221 to 260, 261 to 300
	Width of Pad (In mm)	100 to 140, 141 to 180, 181 to 220, 221 to 260, 261 to 300
	Number of Pages in the Pad	10, 20, 30, 40, 50, 60, 80, 100, 120, 140, 150, 160, 200, 300
	GSM of the Paper in the Pad	60, 65, 70, 75, 100

Additional Specification Parameters - Desk Pads - Writing (V2) (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	10	15

Pads For Rubber Stamps (V2) Conforming To IS 4747 (5 pieces)**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
STANDARDS	Size of the Stamp Pad	Small size - 9 cm × 5 cm, Medium size - 11 cm × 7 cm, Large size - 16 cm × 9 cm
	Stamp pad type	With Ink, Without Ink
	Colour of the Stamp pad	Violet, Blue, Green, Red, Black, NA (Stamp pad without Ink)

Additional Specification Parameters - Pads For Rubber Stamps (V2) Conforming To IS 4747 (5 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	5	15

Paper Punch Machine(V2) (10 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
MATERIAL, DESIGN & DIMENSION	Product Type	Single Hole Paper Punch Machine, Double Hole Paper Punch Machine
	Punch hole Diameter	4.5 mm, 5.5 mm, 6 mm
	Punching Capacity	Up to 10 Sheets, Up to 20 Sheets, Up to 50 Sheets, Up to 100 Sheets, Up to 150 Sheets, Up to 200 Sheets, Up to 300 Sheets
	Availability of Paper Chip Tray	Yes, No

Additional Specification Parameters - Paper Punch Machine(V2) (10 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	10	15

Register (V2) (2 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Dispatch register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400, 21-40
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	60, 75, 90
	Minimum Length of Register (in mm)	148, 176, 210, 250, 297, 420, 317, 320, 490 (millimeter)
	Minimum Width of Register (in mm)	148, 176, 210, 250, 297, 420, 190, 195, 380 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325

Additional Specification Parameters - Register (V2) (2 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परिषीती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002, IGI Stadium CPWD New Delhi.	2	15

Register (V2) (2 pieces)**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Receipt Register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400, 21-40
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	60, 75, 90
	Minimum Length of Register (in mm)	148, 176, 210, 250, 297, 420, 317, 320, 490 (millimeter)
	Minimum Width of Register (in mm)	148, 176, 210, 250, 297, 420, 190, 195, 380 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325

Additional Specification Parameters - Register (V2) (2 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	2	15

Stationery Scissors (V2) Conforming To IS 989 (3 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
TYPE AND CLASSES	Type of Scissor	Type 1, Type 2, Type 3
DIMENSIONS	Nominal Size of the Scissor (In mm)	205 mm
MATERIAL	Material of the Handles when welded or riveted to blades made of high carbon steel	Steel conforming to IS: 2062-1969, Cast brass conforming to Grade 3 of IS : 292-1961, Malleable iron castings conforming to IS: 2107-1977 or IS : 2108-1977

Additional Specification Parameters - Stationery Scissors (V2) Conforming To IS 989 (3 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002,IGI Stadium CPWD New Delhi.	3	15

Register (V2) (20 pieces)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL REQUIREMENT	Product Type	Register
	Register type	Plain Register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400, 21-40
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	60, 75, 90
	Minimum Length of Register (in mm)	148, 176, 210, 250, 297, 420, 317, 320, 490 (millimeter)
	Minimum Width of Register (in mm)	148, 176, 210, 250, 297, 420, 190, 195, 380 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325

Additional Specification Parameters - Register (V2) (20 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Approval of item before delivery.	Approval of item before delivery.
All items should be delivered in same date.	All items should be delivered in same date.

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

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Md. Sarafat Husain	110002, IGI Stadium CPWD New Delhi.	20	15

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

- Note to Buyers :-

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

Note to Sellers :-

- 1) Sellers must declare their catalog price for 1 standard Piece of File/Folder
- 2) The seller shall quote their price during bidding in accordance to the buyer's requirements as per the printing requirements of the buyer

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

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

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

1. **Note to Sellers:**

Product catalogue Images uploaded should carry the following informations.

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

Special terms and conditions-Version:1 effective from 03-09-2025 for category Bathing Soap Bar (V3) Conforming to IS 13498

1. Product packaging/label must clearly display a valid manufacturing License number, under Drugs & Cosmetics Act, 1940 and Rules as amended till date

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

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

Special terms and conditions-Version:1 effective from 25-09-2025 for category Pads for Rubber Stamps (V2) Conforming to IS 4747

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

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

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

1. Once the contract is generated, the Buyer shall email or communicate through other modes of communication to the seller provided in the contract, with their Design/Requirement to be printed in the Register.
2. The details may include Content, Font Style, Font Size, Logos, Page designs, Layout, Language, Page numbers etc in the Front Cover page, Inner pages, Back cover pages, in accordance with the catalogue specifications and requirements provided by the buyer at the time of purchase.
3. The Buyer may ensure accuracy of the information provided (spelling, formatting, and design) and Seller shall reproduce the details exactly as received.

Note to Buyer and Seller - For BID

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

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

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

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

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

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 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. Rate Contract

End User Certificate: Wherever Bidders are insisting for End User Certificate from the Buyer, same shall be provided in Buyer's standard format only.

3. Rate Contract

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

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---