



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/5806044
Dated/दिनांक : 10-01-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	22-01-2025 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	22-01-2025 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Petroleum And Natural Gas
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Directorate General Of Hydrocarbons (dgh) Noida
Office Name/कार्यालय का नाम	Oidb Bhwan, Sector-73, Noida
क्रैता ईमेल/Buyer Email	moreshwar@dghindia.gov.in
Total Quantity/कुल मात्रा	91
Item Category/मद केटेगरी	Toner Cartridges / Ink Cartridges / Consumables for Printers (Q2)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Certificate (Requested in ATC),OEM Authorization Certificate *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
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Primary product category	Toner Cartridges / Ink Cartridges / Consumables for Printers
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days

Bid Details/बिड विवरण

Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
-------------------	----

ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
-------------------	----

MII Purchase Preference/एमआईआई खरीद वरीयता

MII Purchase Preference/एमआईआई खरीद वरीयता	No
--------------------------------------------	----

MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
-------------------------------------------	-----

1. Purchase preference will be given to MSEs having valid Udyam Registration 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. 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. 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 and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. 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. F.1/4/2021-PPD dated 18.05.2023 [OM_No.1_4_2021_PPD_dated_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. 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.

Toner Cartridges / Ink Cartridges / Consumables For Printers (30 pieces)**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Black
	Model Number of OEM's Printer/OEM's Multi Function Machine	LBP6018b / LBP6030b / LBP6030w / MF3010
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 925
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OI DB BHAWAN, SECTOR-73, NOIDA	30	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (11 pieces)

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Black
	Model Number of OEM's Printer/OEM's Multi Function Machine	LBP6230dn
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 326
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIDB BHAWAN, SECTOR-73, NOIDA	11	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (20 pieces)**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Black
	Model Number of OEM's Printer/OEM's Multi Function Machine	LBP621cw / LBP623cdw / MF641cw / MF643cdw / MF645cx
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 054K
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIBD BHAWAN, SECTOR-73, NOIDA	20	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (5 pieces)

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Cyan
	Model Number of OEM's Printer/OEM's Multi Function Machine	LBP621cw / LBP623cdw / MF641cw / MF643cdw / MF645cx
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 054C
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIBD BHAWAN, SECTOR-73, NOIDA	5	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (5 pieces)**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Yellow
	Model Number of OEM's Printer/OEM's Multi Function Machine	LBP621cw / LBP623cdw / MF641cw / MF643cdw / MF645cx
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 054Y
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIBD BHAWAN, SECTOR-73, NOIDA	5	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (2 pieces)**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Magenta
	Model Number of OEM's Printer/OEM's Multi Function Machine	LBP621cw / LBP623cdw / MF641cw / MF643cdw / MF645cx
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 054M
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher	

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIDB BHAWAN, SECTOR-73, NOIDA	2	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (10 pieces)**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Ink Cartridge
	Color of the Ink/Toner	Cyan
	Model Number of OEM's Printer/OEM's Multi Function Machine	iB4170, MB5170, MB5470
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 2700XL-C
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIDB BHAWAN, SECTOR-73, NOIDA	10	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (2 pieces)**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Ink Cartridge
	Color of the Ink/Toner	Yellow
	Model Number of OEM's Printer/OEM's Multi Function Machine	iB4170, MB5170, MB5470
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 2700XL-Y
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIBD BHAWAN, SECTOR-73, NOIDA	2	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (5 pieces)

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon
	Type of Cartridge/Consumable	Ink Cartridge
	Color of the Ink/Toner	Magenta
	Model Number of OEM's Printer/OEM's Multi Function Machine	iB4170, MB5170, MB5470

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Model Number of OEM's Printer Cartridge/Consumable	Canon - 2700XL-M
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	1001 to 2000, 2001 to 5000, 5001 to 10000, 10001 to 15000, 15001 to 20000, 20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OI DB BHAWAN, SECTOR-73, NOIDA	5	15

Toner Cartridges / Ink Cartridges / Consumables For Printers (1 pieces)

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Product Class of Cartridge	OEM
	Name of the OEM/Compatible Manufacturer of Cartridge/Consumable Offered	Canon India Private Limited
	Printer/Multifunction Machines Brand for which offered Cartridge/Consumable is Suitable	Canon

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Type of Cartridge/Consumable	Toner Cartridge
	Color of the Ink/Toner	Black
	Model Number of OEM's Printer/OEM's Multi Function Machine	iR 2600 Series
	Model Number of OEM's Printer Cartridge/Consumable	Canon NPG-84 TONER BLACK
	Model Number of cartridges /Consumable offered by compatible manufacturer	Not Applicable for Printer OEM
	Minimum Yield of the Replacement Cartridge/Consumable offered (Number of Pages)	20001 to 30000, 30001 to 40000, 40001 to 50000, 50001 to 70000, 70001 to 100000, 100001 to 500000, 500001 to 1000000, 1000001 to 1500000 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Apurba Das	201301,DGH, OIBD BHAWAN, SECTOR-73, NOIDA	1	15

Buyer added Bid Specific Additional Scope of Work

S.No.क्र.सं.	Document Title	Description	Applicable/रिर्वर्स प्रभार के अनुसार जीएसटी i.r.o. Items
--------------	----------------	-------------	----------------------------------------------------------

S.No.क्र.सं	Document Title	Description	Applicable/रिवर्स प्रभार के अनुसार जीएसटी i.r.o. Items
1	List of items required View	List of items required	Toner Cartridges / Ink Cartridges / Consumables For Printers(30),Toner Cartridges / Ink Cartridges / Consumables For Printers(11),Toner Cartridges / Ink Cartridges / Consumables For Printers(20),Toner Cartridges / Ink Cartridges / Consumables For Printers(5),Toner Cartridges / Ink Cartridges / Consumables For Printers(5),Toner Cartridges / Ink Cartridges / Consumables For Printers(2),Toner Cartridges / Ink Cartridges / Consumables For Printers(10),Toner Cartridges / Ink Cartridges / Consumables For Printers(2),Toner Cartridges / Ink Cartridges / Consumables For Printers(5),Toner Cartridges / Ink Cartridges / Consumables For Printers(1)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

Special terms and conditions-Version:2 effective from 15-10-2024 for category Toner Cartridges / Ink Cartridges / Consumables for Printers

1. Category cover 2 classes of products namely OEM Cartridges and Compatible Cartridges
2. For Parameter "Product Class of Cartridge", "OEM" shall mean OEM for Printers only and not OEM for compatible cartridges. "Compatible" shall mean OEM of compatible cartridges only.
3. OEM Cartridge covered is the cartridge having the brand of the respective printer OEM. Compatible Cartridge is the cartridge having the brand different than the respective printer brand or is manufactured by an entity other than OEM of the printer and is meant to fit in a particular printer for replacing OEM Cartridges.
4. Printer OEMs who are given entry in the category and allowed Dashboards can upload catalogues of OEM Cartridges choosing product class option as OEM. Compatible OEMs are those entities who are vendor-assessed as per the special VA criteria applicable (Available on GeM Website) by Vendor assessment agency of Government e marketplace. They are required to upload catalogues strictly in terms of the VA report and choosing product class option as compatible. Any deviations by OEMs/Compatible OEMs in appropriate product class option shall be viewed seriously and result in administrative actions against the respective seller.
5. Against parameter Type of Replacement Cartridge/Consumable options applicable depending on the type as cartridge or consumable is to be chosen while creating catalogue. For example if ink bottle or toner powder bottle are being uploaded the relevant option to be chosen as consumable and if toner cartridge is being uploaded option to be chosen as toner cartridge
6. Parameter model Number of OEM Printer /MFP etc., for which offered Cartridge/Consumable is suitable will guide the buyer in identifying the OEM or compatible cartridge to be procured for a specific printer. While creating catalogues sellers are to ensure that options are chosen according to the printer model for which offered cartridge is suitable
7. Model Number of cartridges/Consumable offered by compatible manufacturer indicate suitability of offered compatible cartridge with the OEM Cartridge model. For OEM also options covering their cartridge model numbers are included against parameter Model number of OEM's Printer Cartridge/Consumable. This details along with printer model for which offered cartridge/consumable is suitable shall help in identifying suitability of offered cartridge/consumable by buyers for the printers/multifunction machines available with them
8. Both Printer OEMs who are uploading catalogues for their OEM cartridges as well as compatible OEMs are required to get the model/Part Nos included in drop-down options Compatible OEMs are required to get their model nos included in the drop-down options for selection during the creation of catalogues. They are required to submit a list of compatible model nos through the help desk for

inclusion and shall create catalogues selecting their model nos only after inclusion creation of catalogues choosing incorrect model nos shall be viewed seriously and may result in removal of catalogues in addition to other administrative actions ..Compatible OEMs are also required to ensure that they do not indicate their model no or part no in any manner resembling OEM model/Part No to avoid confusion to the buyers.

9. Name of the OEM of Cartridge/Consumable offered shall indicate Printer OEM or name of compatible OEM as per VA report .Printer OEM or compatible OEM are to upload catalogues only choosing their name from drop down options After completion of VA sellers should approach GeM through help desk to get name included under options provided against this parameter. Dash board should be taken for creating catalogue only after including name.
10. The buyers are requested to note that, when the OEM cartridges for different brands of printers are procured through bunch bids, they should opt for item-wise evaluation and not a total value-wise evaluation. This shall ensure that resellers of only one of the printer brands will also be able to participate in the bid. In the event of total value-wise evaluation only entities who are resellers for both the printers' brands shall be able to participate. Further OEM and compatible cartridges may not be bunched together.

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

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 by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Certificates

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.

3. Generic

Bidder shall submit the following documents along with their bid for Vendor Code Creation:

- a. Copy of PAN Card.
- b. Copy of GSTIN.
- c. Copy of Cancelled Cheque.
- d. Copy of EFT Mandate duly certified by Bank.

4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Qualification Criteria.

a. The Bidder should be an authorized reseller/ partner of OEM M/s CANON and must provide bid specific Manufacturers Authorization Form from OEM.

b.

c. **Other terms-** 1) Delivery of the cartridges would be taken in 2 slots (50% qty each slot).

d. 2) If contract value is more than Rs. 5 Lakh than successful bidder need to mandatorily deposit performance security of 3 % of contract value.

5. Generic

Manufacturer Authorization: Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

6. Purchase Preference (Centre)

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% 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 percentage of 100% of total value.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby 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 specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

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 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.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws 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. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

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

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./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।

---Thank You/धन्यवाद---