

Bid Document

Bid Details	
Bid End Date/Time	04-06-2021 20:00:00
Bid Opening Date/Time	04-06-2021 20:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Human Resource Development
Department Name	Department Of Higher Education
Organisation Name	Indian Institute Of Science Education And Research (iisers)
Office Name	Thiruvananthapuram
Total Quantity	11255
Item Category	Diaries-Printed-Plain- Register--IS 1848 , tape dispensers , transparent tape as per IS: 13262 , Adhesive Tape Spindles- IS 13262 , stapler pin , Eraser , Gel Pen , Pen or pencil holders , Paper Clips as per IS:5650 , binder clips , Box File , Note Pads Or Notebooks-IS 1848 , self adhesive flags , Report Cover , glue stick , Marking Pen- permanent, highlighter , knife blades , Ball Point Pen , markers- white board , inks , manual pencil sharpener , Scales (Steel scale) as per IS:1481 , scissors , self adhesive paper note , Waste Containers Or Rigid Liners- Dust Bin Or Garbage Bin Or Household Bin-IS 12402 , desk pads-writing , Double sided tape , Gum (Paper Adhesives, Liquid Gum And Office Paste Type)-IS 2257
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Bid to RA enabled	No
Primary product category	Note Pads Or Notebooks-IS 1848
Time allowed for Technical Clarifications during technical evaluation	5 Days
Estimated Bid Value	204959.75
Evaluation Method	Item wise evaluation

EMD Detail

Required	No
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ePBG Detail

Required

No

(a). The EMD % will be applicable for each schedule/group selected during Bid creation.

Splitting

Bid splitting not applied.

MII Purchase Preference

MII Purchase Preference

No

MSE Purchase Preference

MSE Purchase Preference

Yes

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

Evaluation Method (Item Wise Evaluation Method)

Contract will be awarded schedulewise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

Evaluation Schedules	Estimated Value	Item/Category	Quantity
Schedule 1	31800	Diaries-printed-plain- Register--is 1848	200
Schedule 2	6000	Tape Dispensers	50
Schedule 3	1500	Transparent Tape As Per Is: 13262	150
Schedule 4	3825	Adhesive Tape Spindles-is 13262	300
Schedule 5	2100	Stapler Pin	300
Schedule 6	100	Eraser	50

Schedule 7	1321	Gel Pen	25
Schedule 8	3750	Pen Or Pencil Holders	50
Schedule 9	500	Paper Clips As Per Is:5650	50
Schedule 10	3750	Binder Clips	150
Schedule 11	450	Binder Clips	150
Schedule 12	750	Binder Clips	200
Schedule 13	740	Binder Clips	200
Schedule 14	250	Binder Clips	50
Schedule 15	11000	Box File	250
Schedule 16	2500	Note Pads Or Notebooks-is 1848	250
Schedule 17	2149	Self Adhesive Flags	100
Schedule 18	1800	Self Adhesive Flags	100
Schedule 19	9800	Report Cover	2000
Schedule 20	7500	Glue Stick	250
Schedule 21	1530	Marking Pen- Permanent, Highlighter	100
Schedule 22	1040	Marking Pen- Permanent, Highlighter	100
Schedule 23	900	Marking Pen- Permanent, Highlighter	100
Schedule 24	1630	Marking Pen- Permanent, Highlighter	100
Schedule 25	1499	Marking Pen- Permanent, Highlighter	100
Schedule 26	950	Knife Blades	100
Schedule 27	4450	Ball Point Pen	500
Schedule 28	3500	Ball Point Pen	500
Schedule 29	4500	Ball Point Pen	500
Schedule 30	9615	Markers- White Board	500
Schedule 31	8250	Markers- White Board	500
Schedule 32	4248	Markers- White Board	250
Schedule 33	2097	Markers- White Board	100
Schedule 34	1394	Inks	50
Schedule 35	989	Inks	50
Schedule 36	499	Ball Point Pen	100
Schedule 37	1150	Ball Point Pen	500
Schedule 38	2105	Ball Point Pen	500
Schedule 39	200	Manual Pencil Sharpener	100
Schedule 40	19500	Diaries-printed-plain- Register--is 1848	250
Schedule 41	10950	Diaries-printed-plain- Register--is 1848	50

Schedule 42	1250	Scales (steel Scale) As Per Is:1481	50
Schedule 43	1750	Scissors	50
Schedule 44	8750	Self Adhesive Paper Note	250
Schedule 45	7990	Self Adhesive Paper Note	200
Schedule 46	3750	Waste Containers Or Rigid Liners- Dust Bin Or Garbage Bin Or Household Bin-is 12402	30
Schedule 47	1497	Gel Pen	300
Schedule 48	5000	Desk Pads-writing	250
Schedule 49	397	Marking Pen- Permanent, Highlighter	50
Schedule 50	397	Marking Pen- Permanent, Highlighter	50
Schedule 51	599	Double Sided Tape	50
Schedule 52	1000	Gum (paper Adhesives, Liquid Gum And Office Paste Type)-is 2257	50

Diaries-Printed-Plain- Register--IS 1848 (200 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 Diaries / Registers	PLAIN REGISTER
Dimension	Dimension of Paper (Length X width) (mm X mm)	176 X 250
	Dimension of Cover (Length X Width) (mm X mm)	176 X 250
Grammage (GSM)	Grammage of Paper (gsm)	90
	Grammage of Cover Paper (gsm)	220
Physical Characteristics	Brightness of Paper (%)	90
	Smoothness of Paper (Bendtsen) (ml/min)	240
	Opacity (%)	85
Number of Pages	Number of Pages	200
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	200	30

Tape Dispensers (50 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Dimension Of Tape	Outer Diameter of the Tapes that can be loaded on to the dispenser (mm)	14
	Diameter of the Core of the tape suitable for (mm)	25

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	50	30

Transparent Tape As Per IS: 13262 (150 pieces)

Brand Type	Unbranded
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Test Report Details	Availability of Test Reports from Central Govt./State Govt/NABL/IL AC accredited Lab covering all the Declared Parameters as per IS Specification	No
Certification	ISI Marked	No
Dimension	Tape Width (mm)	10

Specification	Specification Name	Bid Requirement (Allowed Values)
	Tape Length (Meter)	60

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	150	30

Adhesive Tape Spindles-IS 13262 (300 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	Availability of Test Reports from Central Govt./State Govt/NABL/IL AC accredited Lab covering all the Declared Parameters as per IS Specification	No
Certification	ISI Marked	No
Material	Base Material	Polypropylene
Color	Colour	Transparent
Physical Characteristics	Inner Diameter (ID) of Core (mm)	75
	Width (mm)	24
	Length (Metres)	50
	No.of pieces per box (Nos.)	1

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	300	30

Stapler Pin (300 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	steel
Size	Size Designation	10
	Crown Size (mm)	5
Packing	Number of Pins in a strip (Nos)	50
	Number of strips in a box (Nos)	80

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	300	30

Eraser (50 packet)

Brand Type	Registered Brand
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Technical Specifications

* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Other Properties	Number of Eraser per pack (nos)	1
Dimension	Regular size(LxWxH) (mm)	33x15x10

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Gel Pen (25 pieces)

Brand Type	Registered Brand
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Technical Specifications

* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color of Ink	Ink Color	Blue
Physical Characteristics	Writing Length (Meter)	300
	TC Ball Tip (mm)	0.5
	Line Width (mm)	0.3

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	25	30

Pen Or Pencil Holders (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 the Body	Stainless Steel
Compartments	Number of Compartments (Nos)	1

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Paper Clips As Per IS:5650 (50 box)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Dimension	Shape	Standard
	Size (L X W) (mm X mm)	Small (25 mm X 7 mm)

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	sudin babu	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Binder Clips (150 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)	12
	Minimum paper holding capacity with 75 GSM paper (Nos)	15

Specification	Specification Name	Bid Requirement (Allowed Values)
Packaging	Type of Packing	Card board
	Number of Clips in a pack (Nos)	12

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	150	30

Binder Clips (150 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)	10
Packaging	Type of Packing	Plastic container
	Number of Clips in a pack (Nos)	1

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	150	30

Binder Clips (200 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)	25
	Minimum paper holding capacity with 75 GSM paper (Nos)	60
Packaging	Type of Packing	Card board
	Number of Clips in a pack (Nos)	12

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	200	30

Binder Clips (200 packet)

Brand Type	Unbranded
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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)	32
	Minimum paper holding capacity with 75 GSM paper (Nos)	75
Packaging	Type of Packing	Card board
	Number of Clips in a pack (Nos)	144

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	200	30

Binder Clips (50 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)	51
	Minimum paper holding capacity with 75 GSM paper (Nos)	80
Packaging	Type of Packing	Card board
	Number of Clips in a pack (Nos)	12

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Box File (250 pieces)

Brand Type	Registered Brand
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Technical Specifications* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Size & Colour	Colour	Black, Any other

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	250	30

Note Pads Or Notebooks-IS 1848 (250 pieces)

Brand Type	Unbranded
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Physical Properties (Dimension & Weights)	Grammage of Paper (gsm)	60, 65, 70, 80 Or higher
	Grammage of Cover Paper (gsm)	171.0 - 2150.0 Or higher
	Number of Pages (Nos)	10
	Opacity (%)	84
	Brightness of Paper (%)	76
	Smoothness of Paper Bendtsen (ml/min)	215.0 - 280.0 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	250	30

Self Adhesive Flags (100 packet)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Size and GSM	GSM of Paper (gsm)	70, 75, 80, 85, 90 Or higher
Colour and Arrangement of Flags	Number of Colour	5
Packing	Number of Sheets of Each Colour in a pack (Nos)	50.0

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Self Adhesive Flags (100 packet)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Size and GSM	GSM of Paper (gsm)	75, 80, 85, 90 Or higher
Colour and Arrangement of Flags	Number of Colour	5
Packing	Number of Sheets of Each Colour in a pack (Nos)	50

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Report Cover (2000 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 Folder	L-Shape plastic Folder
Size	Paper size to which folder is suitable	A4
colour	Colour of folder (Bottom Side)	Transparent
	Colour of folder (Top Side)	Transparent
Dimension	Thickness of folder (mm)	0.17
	Minimum Length of folder	305 mm for A4
	Minimum Width of folder	225 mm for A4
Physical characteristics	Binding/holding of paper by	Without (L-shape)

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	2000	30

Glue Stick (250 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Net Content and Shelf Life	Net content of the stick (Grams)	15, 25, 35, 40, 50 Or higher
	Shelf life	15.0 - 24.0 Or higher
Packing	Enclosure	Plastic with lid
	No of sticks in a pack (Nos.)	Pack of 10

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	250	30

Marking Pen- Permanent, Highlighter (100 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 Pen	Highlighter
Colour	Ink Colour	Green
Physical Properties	Marking Length (Meter)	More than 1099.0 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	100	30

Marking Pen- Permanent, Highlighter (100 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 Pen	Highlighter
Colour	Ink Colour	Red
Physical Properties	Marking Length (Meter)	More than 2000.5 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Marking Pen- Permanent, Highlighter (100 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 Pen	Highlighter
Colour	Ink Colour	Pink
Physical Properties	Marking Length (Meter)	More than 4.71 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Marking Pen- Permanent, Highlighter (100 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 Pen	Highlighter
Colour	Ink Colour	Pink
Physical Properties	Marking Length (Meter)	More than 100.0 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Marking Pen- Permanent, Highlighter (100 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 Pen	Highlighter
Colour	Ink Colour	Yellow
Physical Properties	Marking Length (Meter)	More than 200.0 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Knife Blades (100 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	Type of Cutter Knife	Paper cutter knife (Snap off blade)
	Material of Body	Plastic

Specification	Specification Name	Bid Requirement (Allowed Values)
	Material of Blade	Carbon Steel
	Length of Blade (in mm)	85.0
	Width of Blade (in mm)	10.0
	Thickness of Blades (in mm)	0.4

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	100	30

Ball Point Pen (500 pieces)

Brand Type	Registered Brand
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Technical Specifications

* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Ink Color	Black
Physical Characteristics	TC Ball Tip (mm)	0.5

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	500	30

Ball Point Pen (500 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Ink Color	Blue
Physical Characteristics	TC Ball Tip (mm)	0.5

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	500	30

Ball Point Pen (500 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Ink Color	Blue
Physical Characteristics	TC Ball Tip (mm)	0.7

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	500	30

Markers- White Board (500 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 Ink used in Markers	Water based
Colour	Writing Colour of markers	Blue
General Properties	Refilling	Yes
	Pocket Clip	No
	Cap Mounted Magnet and Eraser	No
	Number of Markers in a pack (Nos)	4

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	500	30

Markers- White Board (500 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 Ink used in Markers	Water based
Colour	Writing Colour of markers	Black
General Properties	Refilling	Yes
	Pocket Clip	No
	Cap Mounted Magnet and Eraser	No
	Number of Markers in a pack (Nos)	4

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	500	30

Markers- White Board (250 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 Ink used in Markers	Water based
Colour	Writing Colour of markers	Red
General Properties	Refilling	Yes
	Pocket Clip	No
	Cap Mounted Magnet and Eraser	Yes
	Number of Markers in a pack (Nos)	4

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	250	30

Markers- White Board (100 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 Ink used in Markers	Dry safe
Colour	Writing Colour of markers	Green
General Properties	Refilling	Yes

Specification	Specification Name	Bid Requirement (Allowed Values)
	Pocket Clip	No
	Cap Mounted Magnet and Eraser	Yes
	Number of Markers in a pack (Nos)	4

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	100	30

Inks (50 bottle)

Brand Type	Registered Brand
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Technical Specifications

* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
colour	Ink Colour	Cyan
Classification and Material	Classification of Ink	Whiteboard Marker Ink
	Base Material	Oil-based Ink
Quantity	Quantity per Pack	15.0
	Pack of	1

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Inks (50 bottle)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
colour	Ink Colour	Black
Classification and Material	Classification of Ink	Whiteboard Marker Ink
	Base Material	Oil-based Ink
Quantity	Quantity per Pack	15.0
	Pack of	1

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Ball Point Pen (100 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Ink Color	Red
Physical Characteristics	TC Ball Tip (mm)	0.5

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	100	30

Ball Point Pen (500 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Ink Color	Blue
Physical Characteristics	TC Ball Tip (mm)	0.5

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	500	30

Ball Point Pen (500 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color	Ink Color	Red
Physical Characteristics	TC Ball Tip (mm)	0.7

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	500	30

Manual Pencil Sharpener (100 pieces)

Brand Type	Registered Brand
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Technical Specifications

* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	Body Material	Plastic
	Blade Material	steel
Dimension	Blade Length (mm)	5
	Blade Width (mm)	2
	Diameter of Sharpening Hole (Range)	8mm -9mm
Physical Characteristics	Sharpening Holes	Single
	Waste collector	No
Packing	Number of Sharpeners in a Pack (Nos)	1

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	100	30

Diaries-Printed-Plain- Register--IS 1848 (250 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 Diaries / Registers	PLAIN REGISTER, Outward Register, Plain

Specification	Specification Name	Bid Requirement (Allowed Values)
Dimension	Dimension of Paper (Length X width) (mm X mm)	330 X 210
	Dimension of Cover (Length X Width) (mm X mm)	330 X 210
Grammage (GSM)	Grammage of Paper (gsm)	90
	Grammage of Cover Paper (gsm)	220
Physical Characteristics	Brightness of Paper (%)	90
	Smoothness of Paper (Bendtsen) (ml/min)	240
	Opacity (%)	85
Number of Pages	Number of Pages	100
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	250	30

Diaries-Printed-Plain- Register--IS 1848 (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	Type of Diaries / Registers	FILE MOVEMENT REGISTER, 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)	90
	Grammage of Cover Paper (gsm)	220

Specification	Specification Name	Bid Requirement (Allowed Values)
Physical Characteristics	Brightness of Paper (%)	90
	Smoothness of Paper (Bendtsen) (ml/min)	240
	Opacity (%)	85
Number of Pages	Number of Pages	300
Binding	Type of Binding	Hardcover Cloth Bound
Content	Content and Description	General Format

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Scales (Steel Scale) As Per IS:1481 (50 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Size	Nominal Size (cm)	30
Material and Type	Type of Steel Scale (Graduation on both edges)	BB

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Scissors (50 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Material	Handle Material	Plastic
Physical characteristics	Blade Length (mm)	60.0
	Overall Length (mm)	108
	Blade Thickness (mm)	1.8

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Self Adhesive Paper Note (250 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	Yellow
Size and Grammage	Size of Note Pad (L X W) (mm X mm)	100 X 75
	GSM of Paper	75, 80 Or higher
Packing	Number of Sheets in a Pack (Nos)	100

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	250	30

Self Adhesive Paper Note (200 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	Yellow
Size and Grammage	Size of Note Pad (L X W) (mm X mm)	75 X 75
	GSM of Paper	75, 80 Or higher
Packing	Number of Sheets in a Pack (Nos)	100

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	200	30

Waste Containers Or Rigid Liners- Dust Bin Or Garbage Bin Or Household Bin-IS 12402 (30 pieces)

Brand Type	Registered Brand
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Technical Specifications

* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
GENERIC	Utility	Domestic
	ISI Marked	No
	Material	Stainless Steel (with inner Plastic lining / bin)
CAPACITY	Bin Capacity (Volume) (Ltrs)	10 Litres

Specification	Specification Name	Bid Requirement (Allowed Values)
CONSTRUCTIONAL	Wall	Non- Perforated
	Lid	without lid
	Wheel	Without
	Towage Provision	no
	No. of Compartments in the Bin	single

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	30	30

Gel Pen (300 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Color of Ink	Ink Color	Black, Red, Green, Blue
Physical Characteristics	Writing Length (Meter)	300
	TC Ball Tip (mm)	0.7
	Line Width (mm)	0.5

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	300	30

Desk Pads-writing (250 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 of Cover of Pad	Card Board, Plastic
	Material of Bottom of pad	Grey Pulp Board, White pulp Board, Plastic
Type	Type of Pads	Sprial Pads, Sprial Note books, Excutive Pad / Slip Pad
	Type of Binding	Sprial Binding, Metal wire-O-Binding, Stapple and cloth bound
	Type of Paper	Cream Wove Conforming to IS:1848: Latest, Offset paper Conforming to IS:1848: Latest
Dimension	Width of Pad (mm)	20
	Length of Pad (mm)	20
Grammage (GSM)	Substance of Paper (GSM)	70
	Substance of Cover Material	cardboard
	Substance of Bottom Material of Pad	plastic
General Characteristics	Wheather Rules / Plain	Ruled, Plain
Pages Per Pad	Number of Pages (Nos.)	60

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	250	30

Marking Pen- Permanent, Highlighter (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	Type of Pen	Permanent

Specification	Specification Name	Bid Requirement (Allowed Values)
Colour	Ink Colour	Blue
Physical Properties	Marking Length (Meter)	More than 12.0 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Marking Pen- Permanent, Highlighter (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	Type of Pen	Permanent
Colour	Ink Colour	Black
Physical Properties	Marking Length (Meter)	More than 99999.0 Or higher

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Double Sided Tape (50 pieces)

Brand Type	Unbranded
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Adhesion	Adhesion	double side
	Adhesion strength (N per 100 square mm Width),Min	2
Dimension	Length of tape on a roll (meter)	10
	Width(mm)	25
	Thickness(mm)	2
	Inner Diameter (ID) of Core (mm)	75

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersey Farm, Maruthamala, Vithura PO	50	30

Gum (Paper Adhesives, Liquid Gum And Office Paste Type)-IS 2257 (50 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	No
Test Report Details	Availability of Test Reports from Central Govt./State Govt/NABL/IL AC accredited Lab showing conformation to the IS Specification	No
Material	Material	Type B
Packing Size	Packing Size (Grams)	100

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	A Muruganandam	695551,Nr. Jersy Farm, Maruthamala, Vithura PO	50	30

Special terms and conditions-Version:2 effective from 18-05-2021 for category Diaries-Printed-Plain-Register--IS 1848

- 1.

Special terms and conditions-Version:1 effective from 18-05-2021 for category Note Pads Or Notebooks-IS 1848

- 1.

Special terms and conditions-Version:2 effective from 05-05-2021 for category Waste Containers Or Rigid Liners- Dust Bin Or Garbage Bin Or Household Bin-IS 12402

- 1.

Buyer Added Bid Specific Additional Terms and Conditions

1. Scope of supply (Bid price to include all cost components) : Only supply of Goods
2. After award of contract – Successful Bidder shall have to get advance sample approved from buyer before bulk manufacturing / starting bulk supplies. Successful Bidder shall submit 52 samples for Buyer's approval, within 5 days of award of contract. Buyer shall, as per contract specifications framework, either approve the advance sample or will provide complete list of modification required in the sample within 5 days of receipt of advance sample. Seller shall be required to ensure supply as per approved sample with modifications as communicated by Buyer. If there is delay from buyer side in approval of advance sample – the delivery period shall be refixed without LD for the period of delay in sample approval. In case, the sample is found to have major deviations / not conforming to the Contract specifications, the buyer at its discretion may call for fresh samples for approval before allowing bulk supplies or may terminate the contract after notifying the deviations to the seller.
Unless otherwise provided in the contract, all samples required for test shall be supplied by the contractor free of cost. Where under the contract, the contractor is required to submit an advance sample, any expenses incurred by the contractor on or in connection with the production of stores in bulk, before the sample has been approved unconditionally shall be borne by the Seller and he shall not claim any compensation in the event of such sample being found unacceptable by the Buyer / Consignee.

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---