

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	08-08-2025 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-08-2025 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Civil Aviation
विभाग का नाम/Department Name	Aai Cargo Logistics And Allied Services Co Ltd
संगठन का नाम/Organisation Name	Aaiclas
कार्यालय का नाम/Office Name	Chq
कुल मात्रा/Total Quantity	13107
वस्तु श्रेणी /Item Category	Desk Pads - Writing (V2) (Q4) , Register (V2) (Q4)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	6 Lakh (s)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	6 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

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 बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	2
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
विगत प्रदर्शन /Past Performance	30 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	50% Lowest Priced Technically Qualified Bidders
क्रेता के लिए उपलब्ध आईटीसी/ITC available to buyer	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	Desk Pads - Writing (V2)
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
अनुमानित बिड मूल्य /Estimated Bid Value	1932519
Payment Timelines	Payments shall be made to the Seller within 45 days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
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

एडवाइजरी बैंक/Advisory Bank	ICICI
ईपीबीजी प्रतिशत (%) / ePBG Percentage(%)	3.00
ईपीबीजी की आवश्यक अवधि (माह) / Duration of ePBG required (Months).	6

(a). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Manager (Cargo)
AAICLAS Complex, Delhi Flying Club Road, Safdarjung Airport, New Delhi 110003
(Aai Cargo Logistics And Allied Services Company Limited)

विभाजन/Splitting

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

Reserved for Make In India products

Reserved for Make In India products	Yes
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एमएसई के लिए आरक्षित / Reserved for MSE

एमएसई के लिए आरक्षित / Reserved for MSE	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

3. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. Bid reserved for Make In India products: : Procurement under this bid is reserved for purchase from Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. However, eligible micro and small enterprises will be allowed to participate. The minimum local content to qualify as a class 1 local supplier is denoted in the bid document. All bidders must upload a certificate from the

OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which the bid is liable to be rejected. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

5. Procurement under this bid is reserved for purchase from Micro and Small Enterprises having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal. If the bidder wants to avail themselves of the reservation benefit, 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 to participate in this bid. 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 based on documentary evidence submitted, while evaluating the bid. 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.

6. 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.

7. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 30% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

8. Reverse Auction would be conducted amongst first 50% of the technically qualified bidders arranged in the order of prices from lowest to highest. Number of sellers eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L-1 to L-4). In case number of technically qualified bidders are 2 or 3, RA will be between all without any elimination. If Buyer has chosen to split the bid amongst N sellers, then minimum N sellers would be taken to RA round. In case Primary products of only one OEM are left in contention for participation in RA based on lowest 50% bidders qualifying for RA, the number of sellers qualifying for RA would be increased to get at least products of one more OEM (directly participated or through its reseller) if available. Further, if bid(s) of any seller(s) eligible for MSE preference is / are coming within price band of 15% of Non MSE L-1 or if bid of any seller(s) eligible for Make in India preference is / are coming within price band of 20% of non MII L-1, then such MSE / Make in India seller shall also be allowed to participate in the RA process.

If the buyer has mentioned MSE purchase preference in ATC then service provider is required to upload necessary documents for MSE purchase preference for verification by the buyer during evaluation.

Desk Pads - Writing (V2) (8011 pieces)

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

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	Executive Pad / Slip Pad
	Type of Binding	Staple-Bound, Cloth-Bound
	Type of Paper in the Pad	Cream Wove Paper Conforming to IS 1848 : Part 1, Offset Paper Conforming to IS 1848 : Part 1

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
MATERIAL	Front Cover material of the Pad	Cardboard
	Back Cover material of the Pad	Grey Pulp Board, White pulp Board
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	70

Additional Specification Parameters - Desk Pads - Writing (V2) (8011 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
1. Consignment Security Declaration Pads - 8011 Printing on paper	As per the format provided for each type of Pads by the buyer. Breakup of quantity for each Pads format and quantity of each Pads to be delivered required for each consignee location is provided in the attached document.
2. Consignment Security Declaration Pads - 8011 Printing on Cover	Printing on cover required for each Pads format. Breakup of quantity for each Pads format and quantity of each pads to be delivered required for each consignee location is provided in the attached document.

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

इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess
NA	NA

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	Azad Singh	143001,Shree Guru Ram Dass Ji International Airport, Ajnala Road, Raja Sansi	30	60

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
2	Rahul Ranjan	751020,Airport Road, Bhubhaneshwar	128	60
3	Rahul Manekar	462030,Raja Bhoj Airport, Raja Bhoj Airport Area, Bairagarh, Bhopal, Madhya Pradesh 462030	200	60
4	Sree Harsha Pakalapati	700052,New International Cargo Terminal, Kolkata Airport, Kolkata	1981	60
5	Manoharan K	641014,Air Cargo Complex, Coimbatore International Airport, Airport Road, Civil Aerodrome Post, Peelamedu	100	60
6	Murari Manohar	781015,Air Cargo Terminal, LGBI Airport, Borjhar, Guwahati	1450	60
7	Vivek Upadhyay	403801,Goa International Airport, Airport Road, Dabolim	300	60
8	Karan Tiwari	452005,International Cargo Terminal, DABH Airport	50	60
9	Edward Jarain	799009,Maharaja Bir Bikram Airport, Agartala, Tripura	45	60
10	Suren Das	734421,Airport Road, Bagdogra, Siliguri	300	60
11	Nirupom Das	302029,Sanganer Airport, Airport Road	195	60
12	Simant Suman	800014,AAICLAS, Jayprakash Narayan International Airport, Shaheed Pir Ali Khan Marg, Bhatpura village, Sheikhpura	1000	60
13	Krishan Kumar Yadav	411032,Air Cargo Complex, Pune International Airport, Lohegaon	1500	60
14	Chatragadda Abraham Lincoln	190007,Indragandhi Road, Humhama, Badgam, Srinagar, Jammu and Kashmir	337	60
15	Gandhi Harshit	620007,International Cargo Terminal, Tiruchy Airport Road, Trichy International Airport	100	60
16	Abhishek Kumar Rai	221006,Integrated Air Cargo Complex, LBSI Airport, Babatpur	295	60

Desk Pads - Writing (V2) (116 pieces)

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

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 Pads	Executive Pad / Slip Pad
	Type of Binding	Staple-Bound, Cloth-Bound
	Type of Paper in the Pad	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
	Back Cover material of the Pad	Grey Pulp Board, White pulp Board
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	70

Additional Specification Parameters - Desk Pads - Writing (V2) (116 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
1. CTP Record Performance Sheet Pads - 116 Printing on paper	As per the format provided for each type of Pads by the buyer. Breakup of quantity for each Pads format and quantity of each Pads to be delivered required for each consignee location is provided in the attached document.
2. CTP Record Performance Sheet Pads - 116 Printing on cover	Printing on cover required for each Pads format. Breakup of quantity for each Pads format and quantity of each pads to be delivered required for each consignee location is provided in the attached document.

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

इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess
NA	NA

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

क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Rahul Manekar	462030,Raja Bhoj Airport, Raja Bhoj Airport Area, Bairagarh, Bhopal, Madhya Pradesh 462030	46	60
2	Murari Manohar	781015,Air Cargo Terminal, LGBI Airport, Borjhar, Guwahati	20	60
3	Karan Tiwari	452005,International Cargo Terminal, DABH Airport	20	60
4	Suren Das	734421,Airport Road, Bagdogra, Siliguri	4	60
5	Chatragadda Abraham Lincoln	190007,Indragandhi Road, Humhama, Badgam, Srinagar, Jammu and Kashmir	4	60
6	Abhishek Kumar Rai	221006,Integrated Air Cargo Complex, LBSI Airport, Babatpur	22	60

Desk Pads - Writing (V2) (4207 pieces)

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

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 Pads	Executive Pad / Slip Pad
	Type of Binding	Staple-Bound, Cloth-Bound
	Type of Paper in the Pad	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
	Back Cover material of the Pad	Grey Pulp Board, White pulp Board
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	70

Additional Specification Parameters - Desk Pads - Writing (V2) (4207 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
1. Security Certificate Pads - 4207 Printing on paper	As per the format provided for each type of Pads by the buyer. Breakup of quantity for each Pads format and quantity of each Pads to be delivered required for each consignee location is provided in the attached document.
2. Security Certificate Pads - 4207 Printing on cover	Printing on cover required for each Pads format. Breakup of quantity for each Pads format and quantity of each pads to be delivered required for each consignee location is provided in the attached document.

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

इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess
NA	NA

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	Azad Singh	143001,Shree Guru Ram Dass Ji International Airport, Ajnala Road, Raja Sansi	363	60
2	Rahul Ranjan	751020,Airport Road, Bhubhaneshwar	73	60
3	Rahul Manekar	462030,Raja Bhoj Airport, Raja Bhoj Airport Area, Bairagarh, Bhopal, Madhya Pradesh 462030	185	60
4	Manoharan K	641014,Air Cargo Complex, Coimbatore International Airport, Airport Road, Civil Aerodrome Post, Peelamedu	200	60
5	Murari Manohar	781015,Air Cargo Terminal, LGBI Airport, Borjhar, Guwahati	1476	60
6	Vivek Upadhyay	403801,Goa International Airport, Airport Road, Dabolim	300	60
7	Karan Tiwari	452005,International Cargo Terminal, DABH Airport	185	60
8	Suren Das	734421,Airport Road, Bagdogra, Siliguri	130	60

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
9	Nirupom Das	302029,Sanganer Airport, Airport Road	195	60
10	Simant Suman	800014,AAICLAS, Jayprakash Narayan International Airport, Shaheed Pir Ali Khan Marg, Bhatpura village, Sheikhpura	122	60
11	Krishan Kumar Yadav	411032,Air Cargo Complex, Pune International Airport, Lohegaon	650	60
12	Chatragadda Abraham Lincoln	190007,Indragandhi Road, Humhama, Badgam, Srinagar, Jammu and Kashmir	180	60
13	Gandhi Harshit	620007,International Cargo Terminal, Tiruchy Airport Road, Trichy International Airport	108	60
14	Abhishek Kumar Rai	221006,Integrated Air Cargo Complex, LBSI Airport, Babatpur	40	60

Register (V2) (773 pieces)

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

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	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book, Contingent Register, OPD Register, Medical Bill Register
	Inner paper specification confirming as per Is 1848 (Part 1)	Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Paper colour	White
	Number of pages (Excluding Cover)	121-150
	Binding of Register	Hardcover 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 (millimeter)

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Minimum Width of Register (in mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325
PRINTING	Printing language	English

Additional Specification Parameters - Register (V2) (773 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
1. Printed Registers - 773 Printing on paper	As per the format provided for each type of register by the buyer. 19 different formats/specimen of registers are required. Breakup of quantity for each register format and quantity of each register to be delivered required for each consignee location is provided in the attached document.
2. Printed Registers - 773 Printing on cover	Printing on cover required for each register format. 19 different formats/specimen of registers are required. Breakup of quantity for each register format and quantity of each register to be delivered required for each consignee location is provided in the attached document.

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

इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess
NA	NA

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	Azad Singh	143001,Shree Guru Ram Dass Ji International Airport, Ajnala Road, Raja Sansi	9	60
2	Rahul Ranjan	751020,Airport Road, Bhubhaneshwar	13	60
3	Rahul Manekar	462030,Raja Bhoj Airport, Raja Bhoj Airport Area, Bairagarh, Bhopal, Madhya Pradesh 462030	53	60

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
4	Sree Harsha Pakalapati	700052,New International Cargo Terminal, Kolkata Airport, Kolkata	35	60
5	Manoharan K	641014,Air Cargo Complex, Coimbatore International Airport, Airport Road, Civil Aerodrome Post, Peelamedu	21	60
6	Murari Manohar	781015,Air Cargo Terminal, LGBI Airport, Borjhar, Guwahati	125	60
7	Vivek Upadhyay	403801,Goa International Airport, Airport Road, Dabolim	49	60
8	Karan Tiwari	452005,International Cargo Terminal, DABH Airport	60	60
9	Edward Jarain	799009,Maharaja Bir Bikram Airport, Agartala, Tripura	16	60
10	Suren Das	734421,Airport Road, Bagdogra, Siliguri	41	60
11	Nirupom Das	302029,Sanganer Airport, Airport Road	62	60
12	Simant Suman	800014,AAICLAS, Jayprakash Narayan International Airport, Shaheed Pir Ali Khan Marg, Bhatpura village, Sheikhpura	2	60
13	Krishan Kumar Yadav	411032,Air Cargo Complex, Pune International Airport, Lohegaon	227	60
14	Chatragadda Abraham Lincoln	190007,Indragandhi Road, Humhama, Badgam, Srinagar, Jammu and Kashmir	2	60
15	Gandhi Harshit	620007,International Cargo Terminal, Tiruchy Airport Road, Trichy International Airport	34	60
16	Abhishek Kumar Rai	221006,Integrated Air Cargo Complex, LBSI Airport, Babatpur	24	60

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. **Generic**

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

3. **Generic**

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

4. **Generic**

After award of contract – Successful Bidder shall have to get Detailed Design Drawings approved from buyer before starting fabrication. Successful Bidder shall submit Detailed Design Drawings for Buyer's approval, within 7 days of award of contract. Buyer shall, either approve the drawings or will provide complete list of modification required in the drawings within 7 days. Seller shall be required to ensure supply as per approved Drawings with modifications as communicated by Buyer. If there is delay from buyer side in approval of drawing– the delivery period shall be refixed without LD for the period of delay in approval of Drawing.

5. **Generic**

Experience Criteria: The Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for 3 years before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the year. In case of bunch bids, the primary product having highest value should meet this criterion.

6. **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

7. **Generic**

Products supplied shall be nontoxic and harmless to health. In the case of toxic materials, Material Safety Data Sheet may be furnished along with the material.

8. **Generic**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

9. **Generic**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

10. **Generic**

Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:

- i) The Seller fails to comply with any material term of the Contract.
- ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period

and/or to replace/rectify any rejected or defective Material(s) promptly.

iv) The Seller becomes bankrupt or goes into liquidation.

v) The Seller makes a general assignment for the benefit of creditors.

vi) A receiver is appointed for any substantial property owned by the Seller.

vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

11. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.

2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.

3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

12. **Generic**

The seller is required to print logo as per buyer's requirement.

13. **Sample Clause**

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

3

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.

14. **Scope of Supply**

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

15. **Turnover**

Bidder Turn Over Criteria: The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

16. **Turnover**

OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria. In case of bunch bids, the OEM of

CATEGORY RELATED TO primary product having highest bid value should meet this criterion.

17. **Past Project Experience**

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc. **Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc.

18. **Warranty**

Warranty period of the supplied products shall be 1 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

19. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

AAI CARGO LOGISTICS AND ALLIED SERVICES COMPANY LIMITED

Account No.

000705044092

IFSC Code

ICIC0000007

Bank Name

ICICI BANK

Branch address

NEW DELHI

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

20. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

21. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

(i). Through Mediation: All dispute(s), at the first instance, shall be referred to the Mediation Committee of Independent Experts (MCIE) or individual mediator for mediation as per AAI Mediation Policy and applicable laws. All cost of mediation, shall be borne equally by the Parties. In case either Party withdraws from the mediation or the dispute(s) is not resolved within 120 (one twenty) days of reference to the mediation, then the aggrieved party may invoke arbitration through sub para (ii) within 30 (thirty) days from the date of receipt of partial settlement agreement or failure report.

(ii) Adjudication through Arbitration: In case no final settlement has been arrived at between the parties after mediation or partially settled as per above clause, the unresolved dispute(s), on invocation by the aggrieved party shall be referred for adjudication by arbitration.

a) When the amount involved is above 25 crores, adjudication shall be made by arbitral tribunal comprising

g of 03 arbitrators. Each party to appoint one arbitrator and the two appointed arbitrators shall appoint the presiding arbitrator.

b) When the amount involved is Rs. 25 Crores and below shall be referred to a sole arbitrator to be appointed by Chairman/Member, AAI, after obtaining consent of the other Party.

Unless the Agreement has already been repudiated or terminated, the parties shall, in every case, continue to proceed to perform their respective obligations under the Agreement.

Arbitration proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996, as amended from time to time.

Fee payable to the arbitrator(s) shall be as per Schedule IV of the Arbitration & Conciliation Act, 1996 and shall be borne by both the Parties equally.

No dispute shall be referred for resolution under this clause through arbitration in matters for which eviction & recovery procedure is provided under Chapter-VA of the Airports Authority of India Act, 1994.

अस्वीकरण/Disclaimer

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.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. 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 catalogs 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 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.

[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---