

अनुबंध | Contract



अनुबंध क्रमांक | Contract No: GEMC-511687775162485

अनुबंध तिथि | Generated Date : 24-Oct-2025

बोली/आरए/पीबीपी संख्या | Bid/RA/PBP No.: [GEM/2025/B/6562542](#)

अनुसूची नाम | Schedule Name: Schedule 2

संगठन विवरण Organisation Details	खरीदार विवरण Buyer Details
प्ररूप Type : Central PSU मंत्रालय Ministry : Ministry of Coal विभाग Department : COAL INDIA LIMITED संगठन का नाम Organisation Name : Mahanadi Coalfields Limited कार्यालय क्षेत्र Office Zone : MCL Sambalpur Odisha	पद Designation : Assistant Manager MMD संपर्क नंबर Contact No. : - ईमेल आईडी Email ID : sairavan.mulem@coalindia.in जीएसटीआईएन GSTIN : - पता Address : MAHANADI COALFIELDS LIMITED, PO - JAGRUTI VIHAR, BURLA, SAMBALPUR, ODISHA-768020, India

वित्तीय स्वीकृति विवरण Financial Approval Detail	भुगतान प्राधिकरण विवरण Paying Authority Details
आईएफडी सहमति IFD Concurrence : No प्रशासनिक अनुमोदन का पदनाम Designation of Administrative Approval : General Manager(MM)/ HOD वित्तीय अनुमोदन का पदनाम Designation of Financial Approval : Associate Finance(MM)/SM(Fin)	Role: PAO भुगतान का तरीका Payment Mode: Internet Banking पद Designation : B Narasimha AM F ईमेल आईडी Email ID : nb.basanaboina@coalindia.in जीएसटीआईएन GSTIN : 21AABCM5188P1Z3 पता Address : MAHANADI COALFIELDS LIMITED, AT /PO - JAGRUTI VIHAR, BURLA, SAMBALPUR, ODISHA-768020, India

विक्रेता विवरण Seller Details
जेम विक्रेता आईडी GeM Seller ID : FE48180000096382 कंपनी का नाम Company Name : Ashoka Paper Products संपर्क नंबर Contact No. : 09810067862 ईमेल आईडी Email ID : ashoka_paper@yahoo.com पता Address : 408,10,ESSEL HOUSE,Asaf Ali Road, Central Delhi, DELHI-110002, - एमएसएमई पंजीकरण संख्या MSME Registration number : UDYAM-DL-01-0000934 जीएसटीआईएन GSTIN: 07AAHFA7940C1ZO (R), (M)
खरीदार द्वारा मूल्यांकित एमआईआई स्थिति MII Status as evaluated by buyer : Verified खरीदार द्वारा सत्यापित एमएसएमई स्थिति MSME Status as verified by buyer : Verified एमएसई सामाजिक श्रेणी MSE Social Category : General एमएसई लिंग श्रेणी MSE Gender : Male

*जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा | GST / Tax invoice to be raised in the name of - Consignee

वितरण निर्देश | Delivery Instructions : NA

#	आइटम विवरण Item Description	आइटम विवरण Ordered Quantity	इकाई Unit	इकाई मूल्य (INR) Unit Price (INR)	कर विभाजन (INR) Tax Bifurcation (INR)	मूल्य (INR में सभी शुल्क और कर सहित) Price (Inclusive of all Duties and Taxes in INR)
1	उत्पाद का नाम Product Name : Unbranded Type 1 - Pocket shape envelope Without Window 110 x 220 (DL) mm ब्रांड Brand : NA ब्रांड प्रकार Brand Type : Unbranded कैटलॉग की स्थिति Catalogue Status : Catalogue not verified by OEM कैसे बेचा जा रहा है Selling As : Reseller not verified by OEM श्रेणी का नाम और चतुर्थांश Category Name & Quadrant : Correspondence Envelopes (V3) Conforming to IS 13892 (Q4) मॉडल Model: Envelope Clothline 11x5 Inch एचएसएन कोड HSN Code: HSN not specified by seller	100,800	pieces	1.3	NA	131,040
कुल ऑर्डर मूल्य Total Order Value (in INR)						131,040

परोक्षी विवरण Consignee Detail
वितरण पूरा कब

क्र.सं. S.No	प्रेषिती Consignee	वस्तु Item	लॉट नंबर Lot No.	मात्रा Quantity	दिनांक के बाद डिलीवरी शुरू करना है Delivery Start After	तक करना है Delivery To Be Completed By
1	पद Designation :- ईमेल आईडी Email ID : ppataley@coalindia.in संपर्क Contact :- जीएसटीआईएन GSTIN :- पता Address : MAHANADI COALFIELDS LIMITED, AT / PO - JAGRUTI VIHAR, BURLA, SAMBALPUR, ODISHA-768020, India	Unbranded Type 1 - Pocket shape envelope Without Window 110 x 220 (DL) mm	-	100,800	24-Oct-2025	23-Dec-2025

Product Specification for Unbranded Type 1 - Pocket shape envelope Without Window 110 x 220 (DL) mm

विनिर्देश Specification	उप-विनिर्देश Sub-Spec	मूल्य Value
STANDARDS	Type of Envelope	Type 1 - Pocket shape envelope
	Dimensions of the Envelope (Size Symbol) (In mm)	110 x 220 (DL)
	Minimum Grammage for the area of Envelope	as per the table 2 of IS 13892
	Colour of the Envelope	Light Green
	Cloth Lining	Cloth Lining as per the Governing Specification of IS 13892
	Window on Envelope	Without Window
	Window Material	NA (For Without Window)
	Sealing Flap	Non-Gummed
PACKING AND MARKING	Packing and Marking	As per the clause 7 of the Governing specification of IS 13892
CERTIFICATION / TEST REPORT	Availability of test report governing the specifications	As per in the IS 13892
	Agreed to furnish all the test reports and certificates to the buyer on demand	Yes

टिप्पणी | Note:: Seller has given an undertaking that it has made arrangements for getting the stores from an authorized distributor / dealer / channel partner of the OEM of the offered product. At the time of delivery of goods, Seller will provide necessary chain documents (in the form of GST Invoice) to prove that the supplied goods are genuine and are being sourced from an authorized distributor / dealer / channel partner of the OEM. In case of any complaint about genuineness of the supplied products, Seller shall be responsible for providing genuine replacement supplies.

ईपीबीजी विवरण | ePBG Detail

सलाहकार बैंक Advisory Bank :	State Bank of India
ईपीबीजी प्रतिशत (%) ePBG Percentage(%):	5.00

बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा | The bidder shall furnish ePBG as applicable as per bid's terms and conditions

नियम और शर्तें | Terms and Conditions

1. Special terms and conditions- Version:1 effective from 11-11-2024

- 1.1 Note to Buyers For printing on the envelope as per Buyers requirement the buyer shall create the BID and mentioned the contents to be printed in the ATC such as Logo or any texts etc.,
- Note to Sellers 1) Sellers must declare their catalog price for 1 Unprinted Piece of Correspondence envelope
2) The seller shall quote their price during bidding in accordance to the buyers requirements for printing contents.

2. General Terms and Conditions-

- 2.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 2.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable
- 2.3 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.

3. Buyer Added Bid Specific Terms and Conditions-

3.1 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.

3.2 *Scope of Supply:*

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

3.3 *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.

3.4 *Buyer Added Bid Specific ATC:*

Buyer Added text based ATC clauses

1. Schedule 01 and Schedule 02 are reserved for MSEs only. Therefore, only MSE bidders are eligible to participate in Schedule 01 and 02.

2. Schedule 03 is not reserved for MSEs and thus open for both MSE bidders and Non MSE bidders for participation. However, purchase preference shall be applicable for the same.

3. Bidder(s) are requested to submit relevant document(s) in support to claim MSE status.

4. Delivery Period: The delivery period will be effective from date of approval of Sample (s)/Specimen submitted by successful bidder.

5. The bidder(s) are requested to check the Commercial Terms & Conditions provided at Buyer uploaded ATC document before participation in the bid and submit the document(s) as per the format(s)/Annexures provided in the ATC.

6. Document(s) to be submitted by Bidder(s):-

a) Relevant documents in support to claim MSE status.

b) Lowest Price Certificate (as per Annexure - A).

c) Self- Declaration w.r.t Banned Or Delisted Or Debarred Or Put On Holiday Suppliers (As per Annexure - B).

d) Self-Declaration/Undertaking for accepting all terms & conditions. (As per Annexure - C).

e) Local Content Certificate (as per Annexure - D)

7. The bidder(s) are requested to refer Annexure - E for the printing matters to be printed on Schedule - 01 and Schedule - 02 only.

3.5 *Buyer Added Bid Specific ATC:*

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

3.6 *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

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samples for Buyer's approval, within 15 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 15 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.

Note: Sellers are required to raise invoices online as per the contract terms on GeM portal. Timely invoice submission is mandatory for compliances, smooth payment processing, and will also contribute to improving their ratings.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.