

Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687757775833

Generated Date | अनुबंध तिथि: 07-Dec-2023

Bid/RA/PBP No. | बोली/आरए/पीबीपी संख्या: [GEM/2023/B/3987795](#)

Schedule Name | अनुसूची नाम: Schedule 24

Organisation Details संगठन विवरण	Buyer Details खरीदार विवरण
Type प्ररूप: Central PSU	Designation पद: Karan Gaikwad MT MM
Ministry मंत्रालय: Ministry of Coal	Contact No. संपर्क नंबर: -
Department विभाग: MAHANADI COALFIELDS LIMITED	Email ID ईमेल आईडी: mmpur2a.mcl@nic.in
Organisation Name संगठन का नाम: MAHANADI COALFIELDS LIMITED	GSTIN जीएसटीआईएन: -
Office Zone कार्यालय क्षेत्र: MAHANADI COALFIELDS LIMITED	Address पता: MAHANADI COALFIELDS LIMITED, PO - JAGRUTI VIHAR, BURLA, SAMBALPUR, ODISHA-768020, India

Financial Approval Detail वित्तीय स्वीकृति विवरण	Paying Authority Details भुगतान प्राधिकरण विवरण
IFD Concurrence आईएफडी सहमति: Yes	Role: PAO
Designation of Administrative Approval प्रशासनिक अनुमोदन का पदनाम: GM(MM/HOD)	Payment Mode भुगतान का तरीका: Internet Banking
Designation of Financial Approval वित्तीय अनुमोदन का पदनाम: Dy.GM(Finance)	Designation पद: DEEPAK KUMAR BURMA MGR FIN
	Email ID ईमेल आईडी: dkburma@coalindia.in
	GSTIN जीएसटीआईएन: 21AABCM5188P1Z3
	Address पता: MAHANADI COALFIELDS LIMITED, AT /PO - JAGRUTI VIHAR, BURLA, SAMBALPUR, ODISHA-768020, India

Seller Details विक्रेता विवरण	
GeM Seller ID जेम विक्रेता आईडी: B827180000468098	Company Name कंपनी का नाम: M/S SHIV SUPPLY AGENCY
Contact No. संपर्क नंबर: 09040509800	Email ID ईमेल आईडी: bsg236@gmail.com
Address पता: NA, SHANKAR CINEMA ROAD, SHANKAR CINEMA ROAD, Angul, ODISHA-759122, -	MSME Registration number एमएसएमई पंजीकरण संख्या: UDYAM-OD-01-0001941
MSE Social Category एमएसई सामाजिक श्रेणी: General	MSE Gender एमएसई लिंग श्रेणी: Male
GSTIN जीएसटीआईएन: 21ACPPG5259G1ZN	

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

Delivery Instructions | वितरण निर्देश: NA

#	Item Description आइटम विवरण	Ordered Quantity आइटम विवरण	Unit इकाई	Unit Price (INR) इकाई मूल्य (INR)	Tax Bifurcation (INR) कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR) मूल्य (INR में सभी शुल्क और कर सहित)
1	Product Name उत्पाद का नाम: Unbranded File Folder Cover (Foolscap size) Brand ब्रांड: NA Brand Type ब्रांड प्रकार: Unbranded Catalogue Status कैटलॉग की स्थिति: Catalogue not verified by OEM Selling As कैसे बेचा जा रहा है: Reseller not verified by OEM Category Name & Quadrant श्रेणी का नाम और चतुर्थांश: File Folder Cover (V2) (Q4) Model मॉडल: OFFICEFROG RECORD FILE 5 HSN Code एचएसएन कोड: HSN not specified by seller	9,000	pieces	14.9	NA	134,100
Total Order Value कुल ऑर्डर मूल्य (in INR)						134,100

Consignee Detail परेषिती विवरण						
S.No क्र.सं.	Consignee परेषिती	Item वस्तु	Lot No. लॉट नंबर	Quantity मात्रा	Delivery Start After दिनांक के बाद डिलीवरी शुरू करना है	Delivery To Be Completed By वितरण पूरा कब तक करना है
	Designation पद: -					

1	Email ID ईमेल आईडी : apraiguru@coalindia.in Contact संपर्क : - GSTIN जीएसटीआईएन : - Address पता : MAHANADI COALFIELDS LIMITED, AT / PO - JAGRUTI VIHAR, BURLA, SAMBALPUR, ODISHA-768020, India	Unbranded File Folder Cover (Foolscape size)	-	9,000	07-Dec-2023	06-Jan-2024
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Product Specification for Unbranded File Folder Cover (Foolscape size)

Specification विनिर्देश	Sub-Spec उप-विनिर्देश	Value मूल्य
GENERAL REQUIREMENT	File suitable for the paper size	Foolscape size
	The file shall be made from	A single piece of paper board (pasted calico strip inside the folder – over the centre fold)
	Width of calico strip	50 mm
	Attachment (for proper filing of papers)	Eyelets
	Location of eyelets	On left hand top corner (leaving 25 mm space from top and left side)
	Number of eyelets	2 eyelets
	Tags for Files required	No
	Tags for Files shall be	N.A
	Colour of file cover	White
	The folder cover sheet shall be	Non- laminated
	Agree to provide Advance sample(s) for buyer's approval before commencement of supply (Applicable in case of orders placed against bid and not applicable in case of Direct Buying)	Yes
Any additional requirement	N.A	
DIMENSION AND GRAMMAGE	Length of the folder (minimum)	350 mm
	Width of folder (minimum)	260 mm
	Width of flap of bottom cover (minimum)	35 mm
	Thickness / GSM of folder cover sheet (Minimum)	460 GSM
MATERIAL	Folder cover sheet material	Greyboard conforming to IS 2617 (with latest amendment)
	Eyelet made up of	Aluminium
PRINTING	The folder cover shall be with a box bearing 'file number'	Yes
	Location of box bearing 'file number'	At the top side of the folder cover
	Size of box bearing 'file number'	150 mm X 50 mm
	The folder cover shall be with the department 'logo'	Yes
	Location of 'logo'	At the Centre and 80 mm below from top
	Size of logo	50 mm X 40 mm
	Inside of the top cover shall be printed with	N.A
	Font style of printing	As per Buyer's Requirement (to be indicated during bid creation)
	Font size of printing	As per Buyer's Requirement (to be indicated during bid creation)
	Folder cover shall be printed in	One colour
	Printing matters	As per Buyer's Requirement (to be indicated during bid creation)
PACKING	Each packed bundle consist of	25 File folder covers
	Bundle shall be wrapped and tied with thread neatly as counting could be made easily	Yes
	Each bundles shall be packed in	As per Buyer's Requirement (to be indicated during bid creation)
TESTING AND CERTIFICATION	Availability of Test Report from Designated AHSP / NABL / ILAC accredited or Central Government Lab to prove conformity of products to the specification	No
	Test Report Number and Date	NA
	Name and Address of the Lab	NA
	Test reports to be furnished to buyer on demand, if claimed to be available	N.A

Note | टिप्पणी: 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.

Buyer Defined Additional Specification for | खरीदार परिभाषित अतिरिक्त विशिष्टता के लिए Unbranded File Folder Cover (Foolscap size)

Specification विनिर्देश	Value मूल्य
Matter to be printed on front cover	As per ANNEXURE - D (Attached in Buyer uploaded ATC document)
Font style & Font Size of Printing	(Font style & Font Size of printing shall be as per the printing matter provided in Annexure - D)

ePBG Detail | ईपीबीजी विवरण

Advisory Bank सलाहकार बैंक :	State Bank of India
ePBG Percentage(%) ईपीबीजी प्रतिशत (%) :	10.00

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

Terms and Conditions | नियम और शर्तें

1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 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. Buyer Added Bid Specific Terms and Conditions-

2.1 Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2.2 Scope of Supply.

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

2.3 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 / Public Listed Company for 1 year 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.

2.4 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.

2.5 Generic.

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

2.6 Buyer Added Bid Specific ATC:

Buyer Added text based ATC clauses

Additional Terms and conditions

Stationery Items

I. Bidders should read the following terms and conditions and accept while participating in tender/bid for respective items (those are applicable to them): -

1. **The bidder may quote for all schedule items OR for individual schedule items . Buyer encourages bidder to quote for all schedule items.**

2. **Security Deposit: Security Deposit is applicable for Product including all duties/taxes.**

i. **The successful bidder will have to submit Security Deposit for the 10% value of the total landed value of the contract for Equipment without considering Input Tax Credit in the form of e-PBG.**

i. **The SDBG shall remain valid up to 3 months after completion of supplies and acceptance of materials by the consignee in case of supply contracts /rate/running contracts and in case of contracts for equipment involving installation and commissioning, 3 months after the supply and commissioning of all the equipment covered in the contract.**

II. **Documents to be submitted by the bidder along with offer:**

i. **Documents towards Experience Criteria as per GEM Bid**

a) **For Non-MSE & Non-Start ups:** Copies of relevant contracts(as per GeM bid clause for **Experience Criteria**) 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

b) For MSE & Start ups: Any document to establish the bidder as MSE/Startup for the tendered item along with the Proforma for Equipment and Quality Control' (as per Annexure- B) to assess the techno commercial capability of these vendors to manufacture and deliver goods as per the prescribed quality and technical specification before awarding contract to them. MSEs/ Startups should submit the details of plant & machinery, quality control arrangements, etc., in the above proforma along with their bids for verification of their technical capability. After opening of bids, the verification of technical capability may be done by the concerned Technical Department.

i. OEM Authorization as per GeM Bid.

ii. Local Content Certificate as per GeM Bid(In format as prescribed in Annexure -A)

iv. The bidder will give a declaration (as per Annexure-C) that they have not been banned or de-listed or debarred or 'Put on Holiday' by any Government or quasi-Government agencies or PSUs. If a bidder and/or manufacturer has been banned or delisted or debarred or 'Put on Holiday' by any Government or quasi Government agencies or PSU, this fact must be clearly stated and it may not necessarily be a cause for disqualifying them.

However, If the manufacturer/bidder is banned or delisted or debarred or 'Put on Holiday' by DoE/MoC/MCL / CIL , the offer shall not be considered for further evaluation.

i. Clarification of Bids Before opening of tender: The bidder may seek clarification online in the GeM Portal i.e., through the GeM representation window only. Bidders may also note that queries which are not received through GeM portal will not be entertained.

ii. Shortfall/ Confirmatory Documents after tender opening: After evaluation of the uploaded documents, shortfall documents, if required, shall be sought from the bidder. For this purpose, maximum 01 chance of 07 days(i.e., 7x 24 hrs) duration shall be given to the bidder to upload the Shortfall Documents in the GeM Portal . If the bidder does not comply or respond by the specified date & time, his tender will be liable to be rejected. The shortfall information/documents shall be sought only in case of historical documents as per GeM provision/rules.

iii. Delivery Schedule : To be supplied within 30 days from the date of issue of Supply Order on FOR destination basis. However, early supply shall be appreciated.

Note: Materials should not be supplied after expiry of scheduled Delivery Period. However, after expiry of delivery period you may request the order placing authority for extension of delivery period and materials to be supplied only after getting extension of delivery period.

i. AMRCD: In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises(CPSEs) /Port Trusts inter se and also between CPSEs and Govt. Departments/ Organizations (Excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such dispute or difference shall be taken up by either party for resolution through Administrative Mechanism for Resolution of CPSEs Disputes (AMRCD) as mentioned in DPE OM No. 4(1)/2013-DPE(GM)/FT S- 1835 Dtd. 22.05.2018.

ii. Bid Validity: The validity period of the tenders shall be 120 (one hundred twenty) days from the date of opening of bid.

The bidder shall not, during the said period or within the period extended by mutual consent, revoke or cancel his tender or alter the tender or any terms/conditions thereof without consent in writing of the company. In case the tenderer violates to abide by this, the Company will be entitled to take action as per Purchase Manual Provisions/GeM GTC.

Annexure -A

Local Content Certificate

(Certificate from the OEM regarding the percentage of the local content.)

(Please choose point no 1 or 02 (as applicable))

1. This is to certify that we fall in the category of Class I Local Supplier and the Goods offered by us against this tender has the local content %. The details of Location(s) at which the Local value addition is made are as under: -

Value addition is done at the following location :

Address of Location / Factory _____

OR

2. This is to certify that we fall in the category of Class II Local Supplier and the Goods offered by us against this tender, has the local content of more than 20% but less than 50%. The details of Location(s) at which the Local value addition is made are as under:-

Value addition is done at the following location :

Address of Location / Factory _____

Authorized Signatory of OEM

Date:

Seal of the firm

ANNEXURE- B

PROFORMA FOR EQUIPMENT AND QUALITY CONTROL

(To be submitted by the Start-ups / MSE firms who claims the relaxation of the prior turnover and prior experience criteria)

Reference : Mahanadi Coalfields Ltd, Hqrs

Tender No. _____ Date _____ for supply of _____

1. Name and Address of the Firm

2. (a) Telephone No. office/factory/works (b) Fax No. / E-mail ID

3. Location of manufacturing works/factories owned by the firm (documentary evidence of ownership must be produced).

4. Brief description of the factory (i.e. area covered accommodation, Department into which it is divided, laboratory etc.)

5. Details of plant and machinery erected and functioning in each department (monographs and description pamphlets) be supplied if available.

6. Whether the process of manufacture in the factory is carried out with the aid of power or without it.

7. Process Flow Chart for the whole manufacturing process of the tendered item 8. Details and stocks of raw materials held.

9. Production capacity of items quoted for with the existing plants and machinery (a) Normal (b) Maximum

10. Details of Quality Assurance Plan and Quality Control Infrastructure such as laboratories etc. 11. (a) Details of technical supervisory staff in-charge of production and quality control.

(b) Skilled labour employed.

(c) Unskilled labour employed

(d) Maximum number of workers (skilled and unskilled) employed on any day during 18 months preceding the date of application.

12. Whether stores were tested to any standard specification, if so, copies of original test certificate should be submitted in duplicate. (Signature of Tenderer)

NB: Details against si nos. 5 to 12 inclusive need be restricted to the extent they pertain to the items under reference.

ANNEXURE - C

BANNED OR DELISTED OR DEBARRED OR PUT ON HOLIDAY SUPPLIERS DECLARATION

This is to certify that we have not been banned or de-listed or debarred or 'Put on Holiday' by any Government or quasi-Government agencies or PSUs.

Signature of Bidder

Date:

Seal of the firm

OR

If bidder has been banned / Delisted/Debarred/ Put on Holiday, by any Government or quasi- Government agencies or PSU, then bidder has to indicate the details below:

(1) Name of the Organisation which has banned the bidder:

(2) Ban Period :

(3) Reasons for BANNING OR DELISTING OR DEBARRING OR PUT ON HOLIDAY:

Signature of Bidder

Date

2.7 Forms of EMD and PBG:

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

MAHANADI COALFIELDS LIMITED
payable at
SAMBALPUR

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

2.8 Forms of EMD and PBG:

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C (Name of the Buyer). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledger. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

2.9 Forms of EMD and PBG:

Bidders can also submit the EMD with Banker's Cheque in favour of

MAHANADI COALFIELDS LIMITED
payable at
SAMBALPUR

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

2.10 Buyer Added Bid Specific ATC:

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

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

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।