

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	27-09-2025 11:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	27-09-2025 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Petroleum And Natural Gas
विभाग का नाम / Department Name	Oil India Limited
संगठन का नाम / Organisation Name	Oil India Limited
कार्यालय का नाम / Office Name	Oil India Limited
कुल मात्रा / Total Quantity	16
वस्तु श्रेणी / Item Category	Multifunction Machine MFM (V2) (Q2) , All in One PC (V2) (Q2)
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, Certificate (Requested in ATC), Additional Doc 1 (Requested in ATC), Additional Doc 2 (Requested in ATC), Additional Doc 3 (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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ में है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी / Number of days for which Bid would be auto-extended	3

बिड विवरण/Bid Details	
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	All in One PC (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
Payment Timelines	Payments shall be made to the Seller within 30 days of issue 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
वित्तीय दस्तावेज की आवश्यकता है / Financial Document Required	Yes
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	State Bank of India
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	40

(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
Oil India Limited, OIL INDIA Limited, OIL INDIA Limited, Ministry of Petroleum and Natural Gas
(Harish Vishwanath Shindagi)

UIN Number NCTGC2415P

विभाजन/Splitting

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

एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No
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एमआईआई के लिए सक्षम प्राधिकारी का विवरण:/Details of the Competent Authority for MII

सक्षम प्राधिकारी का नाम/Name of Competent Authority	S. Gogoi
सक्षम प्राधिकारी का पदनाम/Designation of Competent Authority	CGM
सक्षम प्राधिकारी का कार्यालय/विभाग/प्रभाग/Office / Department / Division of Competent Authority	KBG & MBP
सीए अनुमोदन संख्या/CA Approval Number	1428515
सक्षम प्राधिकारी अनुमोदन तिथि/Competent Authority Approval Date	03-06-2025
सक्षम प्राधिकारी द्वारा प्रदान की गई स्वीकृति का संक्षिप्त विवरण/Brief Description of the Approval Granted by Competent Authority	This is to certify that competent authority of OIL INDIA LIMITED has accorded approval to provide waiver to MII policy as such policy is applicable for tender value more than Rs. 1 Crore to treat the local supplier as Class I, Class II and Non-Local Supplier and benefit of purchase preference accordingly as per policy.

Competent Authority Approval for not opting Make In India Preference : [View Document](#)

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits 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.

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

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.

3. Short Duration Bid has been published by the Buyer with the approval of the Competent authority due to Emerger procurement of critical products/services.

Multifunction Machine MFM (V2) (2 pieces)

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	Description of Stores	Multifunction Machine Printer with Minimum 1 Year On Site Warranty, including Cartridge and Power Cord/Adapter
	Print Technology	Laser
	Type of Printing	Colour Or higher
Printing	Print Paper Size	A4 and Legal
	Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM)	11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180, 6 to 11 Or higher
	Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM)	21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher
	Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono (in PPM)	Not Applicable Or higher
	Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Color (in PPM)	Not Applicable Or higher
	Auto Duplexing Printing/Coping (2-sided Feature)	Yes Or higher
PAPER HANDLING	Original Document Feeder Type (For Scanning and Copying)	Automatic Document Feeders (ADF), Reverse/Duplex Automatic Document Feeders (RADF/DADF), Single-Pass Document Feeders (SPDF) Or higher
	Number of Main Paper Tray	2, 1
Connectivity	Connectivity	USB Port, Ethernet Port, Wi-Fi

उपरोक्त मद के लिए इंस्टॉलेशन कमीशनिंग एंड टेस्टिंग (आईसीटी) का विवरण / Installation Commissioning and Testing (ICT) details for the above item:

% of Product Cost Payable on Product Delivery	70%
Min Cost Allocation for ICT as a % of product cost	30%
Number of days allowed for ICT after site readiness communication to seller	10 Days

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

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Harish Vishwanath Shindagi	533004,Oil India Limited, 11-4-7, 3rd Floor, Nookamma Temple Street, Ramaraopet, Kakinada, Andhra Pradesh	2	15

Multifunction Machine MFM (V2) (6 pieces)

Bis Required	Yes
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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	Description of Stores	Multifunction Machine Printer with Minimum 1 Year On Site Warranty, including Cartridge and Power Cord/Adapter
	Print Technology	Laser
	Type of Printing	Monochrome (Black), Colour Or higher
Printing	Print Paper Size	A4 and Legal
	Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM)	31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher
	Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM)	Not Applicable, 1 to 5, 6 to 10, 11 to 15, 16 to 20, 21 to 25, 26 to 30, 31 to 35, 36 to 40, 41 to 45, 46 to 50, 51 to 55, 56 to 60, 61 to 65, 66 to 70, 71 to 80, 81 to 90, 91 to 100, 101 to 120, 121 to 140, 141 to 160, 161 to 180 Or higher
	Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono (in PPM)	Not Applicable Or higher
	Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Color (in PPM)	Not Applicable Or higher

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Auto Duplexing Printing/Coping (2-sided Feature)	Yes Or higher
PAPER HANDLING	Original Document Feeder Type (For Scanning and Copying)	Platen, Automatic Document Feeders (ADF), Reverse/Duplex Automatic Document Feeders (RADF/DADF), Single-Pass Document Feeders (SPDF) Or higher
	Number of Main Paper Tray	1, 2
Connectivity	Connectivity	USB Port, Ethernet Port, Wi-Fi

उपरोक्त मद के लिए इंस्टॉलेशन कमीशनिंग एंड टेस्टिंग (आईसीटी) का विवरण / **Installation Commissioning and Testing (ICT) details for the above item:**

% of Product Cost Payable on Product Delivery	70%
Min Cost Allocation for ICT as a % of product cost	30%
Number of days allowed for ICT after site readiness communication to seller	10 Days

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	Harish Vishwanath Shindagi	533004,Oil India Limited, 11-4-7, 3rd Floor, Nookalamma Temple Street, Ramaraopet, Kakinada, Andhra Pradesh	6	15

All In One PC (V2) (8 pieces)

Bis Required	Yes
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तकनीकी विशिष्टियाँ /Technical Specifications

[* जेम कटेगरी 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)
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विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Description	Description of store	All in One Personal Computers consist of a Mouse, Keyboard, Display with Web camera, inbuilt/integrated microphone array and speakers, an internal CPU with connection cables and power adapter with 1 year standard warranty
	Processor Number	Intel Core i5-12400, Intel Core i5-12500, Intel Core i5-13400T, Intel Core i7 12700T, Intel Core i5-12600, Intel Core i5-13500T, Intel Core i5-14500T, Intel Core i5-14400, Intel Core i5-13600T, Intel Core i7-13700T, Intel Core i9 12900T, Intel Core i7-12700, Intel Core i7-14700T, Intel Core i5-13500, Intel Core i5-14500, Intel Core i9-12900, Intel Core i7-13700, Intel Core i7-14700, Intel Core i9-13900T, Intel Core i9-13900, AMD Ryzen 7 5700G, AMD Ryzen 7 PRO 5750G, AMD Ryzen 7 8700GE, AMD Ryzen 7 PRO 8700GE, AMD Ryzen 7 8700G, AMD Ryzen 7 PRO 8700G, AMD Ryzen 9 PRO 7945, AMD Ryzen 9 7900X3D, AMD Ryzen 9 7950X3D, Intel Core Ultra 5-235, Intel Core Ultra 7-265, Intel Core i5 14600T, Intel Core Ultra 5 235T, Intel Core Ultra 5 245, Intel Core Ultra 5 245T, Intel Core Ultra 9 285 Or higher
Operating System	Operating System (Factory Preloaded with Certification)	Windows 11 Professional
Memory	Type of RAM	DDR4, DDR5 Or higher
	RAM Size (GB)	8, 16, 32
Storage	Type of Storage Installed with the System	NVMe SSD
	Storage Capacity (in GB)	1024, 2048
Display	Display Size - Diagonal (in Inches)	58.1 - 63 (22.87" - 24.8"), 63.1 - 68 (24.84" - 26.77"), 68.1 - 73 (26.81" - 28.74")
Ports	Number of Ports	1-HDMI, 1-DP, 1-USB 3.0 TYPE A, Universal Audio Jack, 1 RJ-45 (10/100/1000 Ethernet Port), 1-USB 3.1 Gen 2 TYP A, 2-USB 3.1 Gen 2 TYPE A, 2-USB 3.1 Gen 1 TYPE A, 1-USB 3.1 Gen 1 TYPE C

उपरोक्त मद के लिए इंस्टॉलेशन कमीशनिंग एंड टेस्टिंग (आईसीटी) का विवरण / **Installation Commissioning and Testing (ICT) details for the above item:**

% of Product Cost Payable on Product Delivery	70%
Min Cost Allocation for ICT as a % of product cost	30%
Number of days allowed for ICT after site readiness communication to seller	10 Days

परेषिती/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	Harish Vishwanath Shindagi	533004,Oil India Limited, 11-4-7, 3rd Floor, Nookalamma Temple Street, Ramaraopet, Kakinada, Andhra Pradesh	8	15

Buyer added Bid Specific Additional Scope of Work

क्र.सं./S.No.	Document Title	Description	रिवर्स प्रभार के अनुसार जीएसटी/Applicable i.r.o. Items
1	Scope of Supply and Terms complete tender View	The enclosed document will prevail over GeM NIT. Bidder to quote accordingly to comply with all the requirements.	All In One PC (V2)(8)

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

Special terms and conditions-Version:4 effective from 31-01-2025 for category Multifunction Machine MFM (V2)

1.

For Buyers		
1	Product Verification	The buyer/consignee shall verify the complete product details, including configuration, through the OEM website. The buyer/consignee should be able to perform these verifications without needing to create an account on the OEM website.
2	Warranty	<ol style="list-style-type: none"> The buyer may ensure that as soon as supplies are received, a request for a warranty certificate is made, along with logging into the OEM website/call centre to verify the certificate. The product in GeM marketplace (Direct Purchase & L1 purchase) comes with a minimum standard on site warranty of one year. In case the seller has standard warranty more than one year, the same may be mentioned in the catalogue (including in the model name) and in such case higher warranty offered shall prevail/supersede the minimum one year warranty. Buyer shall verify the actual number of prints completed by the Multifunction Machine Printer at the time of delivery (to ensure that the product has not been in use prior to delivery to the buyer) and may be verified using the Multifunction printer's built-in print counter or an equivalent tracking system as available with OEMs. Buyer may please note that warranty does not cover any consumables i.e. Cartridges/Toner/Ink/Developer and such consumables.
For Sellers		
3	OEM Website Link/Part No for product verification	The OEM shall provide the OEM website link to the buyer at the time of delivery. The offered model details/configuration should be available on the OEM's website. A device serial number must also be provided at the time of supply, which must also be mentioned on the product supplied. The buyer/consignee must be able to verify the complete product details, including configuration, through the provided OEM website link.

4	Warranty	<ol style="list-style-type: none"> 1. The seller shall furnish a valid warranty Certificate/Tag in physical or digital form from the OEM to the purchaser, guaranteeing the product's coverage under the specified warranty terms. The warranty certificate should be verifiable through the OEM website/customer care centre. 2. The warranty period will be valid for the specified number of years or until the printer reaches the OEM-defined Minimum Number of Prints within the Warranty Period, whichever is earlier, i.e. once the printer meets either the Minimum Number of Prints within the Warranty Period or the time duration specified, the warranty coverage will end. 3. The actual number of prints completed by the printer during the warranty period may be verified using the printer's built-in print counter or an equivalent tracking system.
5	Compliance of extended producer's responsibility	With effect from 1st April 2023, as per the E-waste rules 2022, EPR registration is mandatory for manufacturing entities. Therefore, all OEMs shall hold valid EPR registration, and the registration number should be reflected in the catalogue parameter. OEMs shall ensure compliance with all responsibilities as per EPR registration applicable from time to time.

Special terms and conditions-Version:5 effective from 18-09-2025 for category All in One PC (V2)

1.

For Buyers:		
1.	Product Verification	A unique device serial number shall be provided by the seller at the time of supply, which is mentioned on the product. The buyer/consignee shall be able to verify the complete product details, including configuration, through the OEM website. The buyer/consignee should be able to perform these verifications without needing to create an account on the OEM website.

2. Operating System

- a. There is no requirement that the OEM of the All in One PC should be a device partner of Microsoft or hold a valid authorisation from Microsoft
- b. Microsoft OS may be sourced directly from Microsoft by OEMs holding device partner status, and those not holding device partner status may source from authorized distributors, i.e., Ingram/Reddington and their authorized channel partners.
- c. Buyers may ensure that the authorisation from Microsoft shall not be made a mandatory requirement in bids.
- d. If supplies are made as per brands of OEMs who are global device partners, then the serial number of the machine supplied can be used to check the details of the product from the website of the OEM.
- e. In the case of local device partners of Microsoft, OS details such as the digital key number should be produced with supplies, and the buyer may verify them from Microsoft.
- f. In case of other OEMs who are sourcing from authorized distributors of Microsoft, Reddington, or Ingram, a copy of the invoice which contains relevant serial number of Windows OS shall be submitted with supplies and the buyer/consignee can verify the same from the OS server website or by telephone, or both.
- g. In respect of verification of OS, the consignee shall take necessary steps at the time of acceptance. For device partner machines, buyers can check the All in One PC OEM website to verify the OS by entering the PC's serial number and part code number. For entities that are not device partners and source OS from distributors' networks, they may verify the serial number through the Microsoft website or by telephone, or both.
- h. In case the product offered is with a DOS or Linux operating system, such verification of OS shall not be applicable.
- i. Buyer shall request for Windows Hardware Compatibility Certificate for Windows operating system to ensure the supply hardware is compatible with Windows operating system

3.	Requirement of OEM logo	Buyers are advised to note that incorporating a condition stipulating an OEM logo on the motherboard is restrictive and may not be incorporated into the b
4.	Warranty	<ul style="list-style-type: none"> a. The buyer may ensure that as soon as supplies are received, a request a warranty certificate is made, along with logging into the OEM website/call center to verify the certificate. b. The product in GeM marketplace (Direct Purchase & L1 purchase) come with a minimum standard warranty of one year. In case the seller has standard warranty more than one year, the same may be mentioned in the catalogue (including in the model name) and in such case higher warranty offered shall prevail/supersede the minimum one year warrar

5.	OM related to MII, Local content and MeitY advice on Model technical specifications	Buyers are requested to refer to various OMs pertaining to DPIIT and MeitY, as issued from time to time, while making procurement and follow relevant provisions as applicable.
6.	Check points during Acceptance of Supplies	<p>Before generating the Consignee Receipt and Acceptance Certificate (CRAC), consignee may inspect the system condition and verify that it complies with the agreed specifications and configurations. In the case of a large number of units to be procured, then the buyer may opt for bidding and accordingly stipulate conditions regarding installation, inspection by consignees/inspection agency. Consignees who receive the supplies should be vigilant and should complete checking to ensure that there is no scope for the supply of refurbished products. At the time of receiving supplies, the consignee may adhere to the following to ensure that any discrepancies in supplies can be flagged, taken into account, and reflected while generating the CRAC:</p> <ol style="list-style-type: none"> i. Packing should be checked properly ii. A warranty certificate from the OEM should be insisted upon and checked iii. Instruction manuals and the OS installed should be checked. iv. The machine serial number should also be checked through settings and can be verified from the OEM website. The above points are for guidance and the buyer/consignee may take steps considered suitable by them for checking at the consignee end before acceptance of systems. v. An escalation matrix for customer grievance redressal shall be insisted upon by the buyer from the seller at the time of delivery.

7.	HDD/SSD Storage Retention	Buyer may add their requirement of retention of securely store all Hard Disk Drives (HDDs) or Solid-State Drives (SSDs) used in the All in One PC under AT clause.
For Sellers:		
1.	OEM Website Link/Part No for product verification	The OEM shall share the OEM website link with the buyer at the time of delivery. The offered model details/configuration should be available on their website. A unique device serial number shall also be provided at the time of supply, which is also mentioned on the product. The buyer/consignee shall be able to verify the complete product details, including configuration, through the shared OEM website link.
2.	Changing or altering the configuration	Seller must refrain from changing or altering the configuration of the factory loaded machine. The machine should be delivered to the Consignee in its original, factory-approved configuration.
3.	Warranty	The seller shall furnish a valid warranty Certificate/Tag from the OEM to the purchaser, guaranteeing the product's coverage under the specified warranty terms. The warranty certificate should be verifiable through the OEM website/customer care center.
4.	Compliance of extended producer's responsibility	With effect from 1.4.23, as per the E-waste rules 2022, EPR registration is mandatory for manufacturing entities. Therefore, all OEMs shall hold valid EPR registration, and the registration number should be reflected in the catalog parameter. OEMs shall ensure compliance with all responsibilities as per EPR registration applicable from time to time.
5.	Mandatory / Statutory requirements as applicable	OEMs shall have to ensure compliance with the mandatory/statutory requirements as per the Government of India Notifications issued from time to time for hardware and software components, as applicable.
6.	Operating System	It shall be the responsibility of OEMs to ensure that supplies are made with genuine operating systems.

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 contract rates. The delivery period of quantity shall commence from the last date of original delivery order and in case 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. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Proforma-A- Price- Bid Format/ Schedule of Rates					
Bidder's Name :					
GEM Bid/Tender No.:					
Sl. No	Services	UOM	Qty.	UNIT RATE (in INR)	Total (in INR)
1	Desktop Computers (All-In-One) (FOR/DDP Kochi, Kerala)				
A[a]	All-In-One Desktop Computers	NO	8.00		
b	Total - 1A[a] (in INR) (Exclusive of GST)				
c	Goods and Service Tax (GST)		Percentage (%)	0.00%	
d	TOTAL CONTRACT VALUE of Desktop Computers (All-In-One) (in INR) (Inclusive of GST)				
2	A4 Monochrome Laser Multifunction Printer (FOR/DDP Kochi, Kerala)				
A[a]	A4 Monochrome Laser Multifunction Printer	NO	6.00		
b	Total - 2A[a] (in INR) (Exclusive of GST)				
c	Goods and Service Tax (GST)		Percentage (%)	0.00%	

d	TOTAL CONTRACT VALUE of Monochrome Multifunction Printers (in INR) (Inclusive of GST)			
3	A4 Colour Laser Multifunction Printer (FOR/DDP Kochi, Kerala)			
A[a]	A4 Colour Laser Multifunction Printer	NO	2.00	
b	Total - 3A[a] (in INR) (Exclusive of GST)			
c	Goods and Service Tax (GST)	Percentage (%)	0.00%	
d	TOTAL CONTRACT VALUE of Colour Multifunction Printer (in INR) (Inclusive of GST)			
TOTAL COST (AIO Desktop Computers + Monochrome Multifunction Printers + Colour Multifunction Printer) inclusive of GST i.e "Total Offer Price" in GeM portal (in INR) (1d.+ 2d. + 3.d)				
HSN Code:				
GST (CGST/SGST/IGST) Rate (in %):				
Signature of the Bidder:				
Name:				
Designation with stamp:				
NOTES:				
<p>1.0 The tender items will not be divisible as all items are intended to be awarded to a single successful bidder. The TOTAL COST (AIO Desktop Computers + Monochrome Multifunction Printers + Colour Multifunction Printer) inclusive of GST i.e "Total Offer Price" in GeM portal (in INR) shall form the contract value would mean the total cost inclusive of taxes, levies and all other costs at which the contract is awarded. This contract value shall also be used for calculation of LD etc. Sellers are required to pay Transaction Charge and / or Annual Milestone Charge, wherever applicable, as per extant Revenue Policy of GeM.</p>				
<p>2.0 Scope of supply (Bid price to include all cost components): Supply, Installation Testing and Commissioning. Bidder to also include cost of Supply and Installation of Microsoft 365 Apps for Enterprise (Applicable for the 8 All-In-One Desktop Computers) with 3 years license.</p>				

3.0 Deductions such as TDS, TDS on GST etc. shall be made from the Invoices as per the Govt. Guidelines. Also, corporate tax including any other taxes assessed on the income of the contractor shall be the responsibility of the contractor. OIL may however, may deduct Income tax in accordance with Indian Income Tax act & Rules prior the release of payment

4.0 All duties and taxes, Corporate Income taxes and other levies payable by the Contractor under the Contract for which this Bid Document is being issued, shall be included in the rates, prices and total Bid Price submitted by the bidder.

5.0 Following documents / details should be invariably furnished along with the invoice issued under GST law indicating the GST Registration of service provider:

a) Copy of valid GST registration certificate.

b) Particulars required for making payments

c) Copy of PAN CARD

d) Invoice (i.e., Tax invoice as per relevant GST rules, in original and duplicate, clearly indicating Service Classification, Service Accounting Code, Rate and amount of GST shown separately).

e) Transit Insurance policies and proof of payment of premium (As applicable).

SPECIAL TERMS AND CONDITIONS

The following Special Terms and Conditions of Contract (STC) shall supplement and/or amend the General Terms and Conditions of Contract (GTC). Whenever there is a conflict, the provisions herein shall prevail over those in the GTC.

The bidder must acknowledge and accept the Special Terms and Conditions of Contract (STC) of this procurement process. A signed letter on company letterhead, indicating compliance with the following STCs as defined by the procurement authority, must be submitted.

Delivery Terms: DDP/FOR KOCHI, KERALA Delivery Period for All-In One Computers & Multifunction Machine:

Delivery of IT hardware/Electronics Kits with all required standard preloaded software to be completed at the earliest within 15 days of Notification of Award of GeM Contract.

Bidder to refer buyer added ATC document for complete tender which will prevail over NIT

1.0 Generic:

- Bidders shall quote only those products in the bid which are not obsolete in the market, i.e. the offered product shall not be declared end-of-life by the OEM.
- Bidders must have 4.5 star or higher GeM star rating (Final Rating LBL) along with receiving 5- star feedback from users and buyers on the GEM portal. Additionally, the bidder must possess a valid GeM Gold/Silver Certificate. Relevant documentation supporting these ratings and feedback must be included.
- Specifications: Bidder shall consider the following additional parameters for All in Desktops which supersede the general specifications of All-in-one desktops.
 - Ø RAM Expandability Upto: 64 GB or Higher
 - Ø Display Resolution (in PIXELS): 1920x1080 or Higher
 - Ø Wireless Connectivity: Wi-Fi 6 (802.11ax) or higher + Bluetooth 5.3 or higher
 - Ø On Site OEM Warranty (Year): 3 or Higher
 - Ø Certification/Compliances: Microsoft Windows 11 Certificate and ISO 9001,14001, 270

01 for OEM

- Ø Feature Security to be provided: Trusted Platform Module (TPM) 2.0 or higher chip
- Ø IT equipment shall be IPv6 or higher certificate ready from day one. Bidder to upload the IPv6 certificate while bidding.
- Ø As part of package, bundled OEM System software with integrated management agents for updating BIOS, auto updating of device drivers, installing critical updates and patches, system recovery tools, perform diagnostics and optimization etc. to be provided. Any third-party tool other than the OEM system tool for managing the system as mentioned above will not be accepted.
- Ø Recovery Image Media: Online / Cloud. OEM must support recovery media creation through websites.
- Ø The following accessories must be included with the material without any additional cost:
 - a. Power adapter/power cable of All-In-One Computer.
 - b. Mousepad of standard/ good quality to be used in office environment with each set of PC's.

Additional Specification Parameters - Multifunction Machine MFM

Core Function: Print, Scan and Copy

RAM Size (MB): 256 MB or Higher

2.0 Generic Malicious Code Certificate (Applicable for All-In-One Desktop Computers)

: The seller should submit following certificate at before dispatch or along with dispatch document: -

(a) This is to certify that the Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to :-

- (i) Inhibit the desires and designed function of the equipment.
- (ii) Cause physical damage to the user or equipment during the exploitation.
- (iii) Tap information resident or transient in the equipment/network.

(b) The firm will be considered to be in breach of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software.

3.0 Service & Support Availability:

Bidder/OEM must have a Functional Service Centre in Kerala in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). Bidder to upload documentary evidence of having Functional Service Centre/on-site warranty services. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

Escalation Matrix for Service Support: Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

4.0 WARRANTY:

The seller shall furnish a valid warranty Certificate/Tag from the OEM to the purchaser, guaranteeing the product's coverage under the specified warranty terms. The warranty certificate should be verifiable through the OEM website/Customer care center. Buyer/consignee may ensure that as soon as supplies are received, they log to the OEM website/call center and verify the warranty certificate.

- All-In-One Desktop Computer: Minimum 3 Year Warranty Period
- Multifunction Machines: Minimum 1 Year Warranty Period

Further during the warranty period, Bidder/OEM must support as under: -

- Re-install the operating system as and when required and bring the computer/printers back to its original factory condition as configured by Bidder/OEM.
- Provide offline or online system hardware diagnostics facility.
- Facilitate downloading and updating of pre-installed software, device, drivers, firmware from its website.

The warranty period of the supplied products shall be as given in specifications 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.

5.0 PAYMENT TERM:

100% of Package Value within 30 days of receipt of materials at destination against undisputed invoice through VIMS Portal after acceptance of goods by OIL. Invoice (PDF digitally signed) and supporting documents should be uploaded in VIMS Portal by logging-in with the help of Vendor Code.

Following documents/details should be furnished alongwith the invoice:

- Tax Invoice (Original and duplicate) issued under relevant GST legislations/ rules indicating rates and amount of various taxes/ duties shown separately, etc.
- Proof of delivery in case of direct / door delivery (i.e. GCN/LR/Delivery Challan, duly acknowledged by the consignee, for receipt of material.
- TPI (as applicable) Report for satisfactory inspection, wherever pre-despatch inspection is applicable.
- Warranty/ Guarantee Certificate. (Wherever applicable).
- Any other document specifically mentioned in the Contract or supporting documents in respect of other claims (if any), permissible under the Purchase Order.
- Copy of the e-way bill / e-way bill number (EBN) (Wherever applicable)

In addition to GeM Contract(s), OIL will place SAP generated Order(s) / Contract(s) outside GeM portal for execution of Order(s) / Contract(s) and payment to suppliers outside GeM portal. SAP Order(s)/Contract(s) will be generated by mentioning unit price excluding GST, quantity and percentage of GST. Thus, break-up of quoted prices (such as Ex-works price, freight charges & GST) shall be provided by bidder post price bid opening,

6.0 The successfully selected L1 vendor should accept and process the order/ GeM Contract within 7 days of issue of the GeM Contract by the buyer. Without acceptance of the order/GeM Contract by the seller, the order/GeM Contract will be cancelled by the buyer without any further intimation.

7.0 Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate must be submitted.

Bidder should be an Original Equipment Manufacturer (OEM) or Authorized partner of the proposed products. Manufacturer's Authorization Format (MAF), specific to this Tender from Original Equipment Manufacturer should be submitted along with the proposal.

The following signed declarations and information to be provided by the OEM:

- a) Undertaking for Warranty Support by OEM in Kerala along with Mandatory documentary evidence.
- b) Offered Products 'End of Life' declaration letter.
- c) Declaration letter for installation of Genuine OS.
- d) Declaration letter that no refurbished components have been used.
- e) URL link for verification of the warranty in the OEM website.

8.0 Penalty:

Timely Servicing / rectification of defects during warranty period: After having been notified of the defects / service requirement during warranty period, Seller has to complete the required Service / Rectification within 3 days' time limit. If the Seller fails to complete service / rectification within defined time limit, a penalty of 0.5% of Unit Price of the product shall be charged as penalty for each week of delay from the seller. Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG (if any). Seller shall be liable to reimburse the cost of such service /rectification to the Buyer.

9.0 Certificates:

The bidder is required to upload, along with the bid, all relevant certificates such as BIS licence, type test certificate, approval certificates and other certificates as prescribed in the Product Specification given in the bid document.

10.0 Supply and Installation of Microsoft 365 Apps for Enterprise (Applicable for All-In-One Desktop Computers):

The seller shall Supply and Installation of Microsoft 365 Apps for Enterprise (with authentic subscription-based licenses for 3 years) for supplied AIO Desktop Computers (compatible with Windows 11/ Windows 10 as the case be).

- a) Features: Product must have following features for the entire subscription period (3 years)
1. Microsoft 365 on the web with create and edit rights for online versions of core Microsoft 365 apps.
 2. Install apps on up to five PCs, five tablets, and five mobile devices
 3. Minimum 1 TB of OneDrive cloud storage.
 4. Anytime phone and web support

b) Product must include following Apps for the entire subscription period (3 years):

1. Word
2. Excel
3. PowerPoint
4. Outlook
5. OneDrive (minimum 1 TB Storage)
6. OneNote
7. Microsoft Access
8. Microsoft Forms
9. Microsoft Publisher and Sway
- 1.0 Microsoft Teams

Microsoft 365 needs to be purchased from authorized and registered Microsoft partner for which Microsoft Authorization Form (MAF) from the partner will be required after placement of Contract.

Any other service/features added to Microsoft 365 during the subscription period shall be delivered unconditionally and free of charge to OIL. Any trouble shooting/problem in operation of software if required on site supervision same should be made available free of cost to OIL.

11.0 Date of Import or Manufacture: The Cartridges/Tonnors supplied on the delivery dates should not be older than six months i.e. from the date of import or date of manufacturing (if manufactured in India).

12.0 CRAC (Consignee receipt and acceptance certificate): As per General terms and conditions on GeM, the CRAC will be generated online ONLY AFTER RECEIPT OF successful installation and commissioning report signed by OIL's representative. In the event of auto generation of CRAC without successful installation and commissioning report signed by OIL's representative/counter-signed by OIL's representative, the goods will not be accepted and the same will be mentioned in the observation.

13.0 Option Clause: The purchaser reserves the right to increase or decrease the quantity to be ordered up to 50 % of bid quantity at the time of placement of contract. The also reserves the right to increase the ordered quantity by up to 50% of the quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

14.0 Compliance of Extended Producer's Responsibility: With effect from 01.04.23 as per E-waste rules 2022 EPR registration is mandatory for manufacturing entities shall ensure compliance.

15.0 ARBITRATION:

15.1 The Contractor and the Company shall make every effort to resolve amicably by direct informal negotiation any disagreement arising between them under or in connection with the agreement.

15.2 In the event of any disagreement or dispute arising in connection with execution of the Agreement which cannot be settled in an amicable manner between the Contractor and the Company, the matter shall be referred to arbitration. Such arbitration shall be governed by the provisions of the Indian Arbitration and Conciliation (Amendment) Act, 2015 as amended up to date by any statutory modification or re-enactment thereof for the time being in force. Arbitration proceeding will be held in Kakinada/Noida.

16.0 SET OFF:-

Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (Or such other person or persons contracting through Oil India Limited).

17.0 NOTICES:

17.1 Any notice given by one party to other, pursuant to this Contract shall be sent in writing to the applicable address specified below:

a) OIL

CGM (KGB & MBP)-HoD
OIL INDIA LIMITED
Kakinada - 533004,
Andhra Pradesh, India
Email: kgbasin@oilindia.in

b) Contractor

17.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority 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 [attache](#)

[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 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 प्राधिकार 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 करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई 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 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---