

## Bid Document

<b>Bid Details</b>	
<b>Bid End Date/Time</b>	05-09-2022 16:00:00
<b>Bid Opening Date/Time</b>	05-09-2022 16:30:00
<b>Bid Offer Validity (From End Date)</b>	30 (Days)
<b>Ministry/State Name</b>	Ministry Of Education
<b>Department Name</b>	Department Of Higher Education
<b>Organisation Name</b>	Central Institute Of Classical Tamil (cict)
<b>Office Name</b>	Chennai
<b>Total Quantity</b>	4
<b>Item Category</b>	Multifunction Machines MFM (Q2) ( PAC Only )
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)</b>	2 Lakh (s)
<b>OEM Average Turnover (Last 3 Years)</b>	4 Lakh (s)
<b>Years of Past Experience Required for same/similar service</b>	3 Year (s)
<b>MSE Exemption for Years of Experience and Turnover</b>	No
<b>Startup Exemption for Years of Experience and Turnover</b>	No
<b>Document required from seller</b>	Experience Criteria,Past Performance,Bidder Turnover,OEM Authorization Certificate,OEM Annual Turnover *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
<b>Past Performance</b>	20 %
<b>Bid to RA enabled</b>	No
<b>RCM Applicable</b>	Yes
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Evaluation Method</b>	Total value wise evaluation

### EMD Detail

Required	No
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### ePBG Detail

Required	No
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### Splitting

Bid splitting not applied.

### MII Purchase Preference

MII Purchase Preference	No
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### MSE Purchase Preference

MSE Purchase Preference	Yes
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### Details of the Competent Authority approval for PAC

Competent Authority Approval document for PAC : [View Document](#)

Name of Competent Authority	Prof. R. Chandrasekaran
Designation of Competent Authority	Director
Office / Department / Division of Competent Authority	Central Institute of Classical Tamil
CA Approval Number	
Competent Authority Approval Date	2022-08-23 00:00:00
Brief Description of the Approval Granted by Competent Authority	Approval is granted for the purchase of Epson Multifunction Printer under PAC bid

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 {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 number of Financial years as indicated above in the bid document 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 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. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered

Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.

5. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 20% 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 / Public Listed Company. 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.

### Section 9(3) Of GST

Where ever RCM is applicable, sellers (Regular GST registered seller who opted out of FCM , unregistered seller, seller registered under composition scheme)will be forced to put Zero GST and GST cess in their bids. Buyer will have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this Bid.

### Multifunction Machines MFM ( 4 pieces ) ( Under PAC )

Make	epson
Model	epsonl6270
Brand Type	Registered Brand

### Technical Specifications

\* [As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
Ungrouped	<b>Print Technology</b>	Inkjet
	<b>Type of Machine</b>	Multifunction Machine
	<b>Type of Printing</b>	Colour
	<b>Cartridge Technology</b>	Composite Cartridge, Separate Drum and Toner (Mono Component), Separate Drum and Toner (Dual Component), Ink Or higher
	Developer Unit	Yes, No Or higher
	<b>Platen/Flatbed Size</b>	A4, A3, Legal Or higher
	<b>Paper Size (Original/Image)</b>	A4/A4
	<b>RAM size (MB)</b>	128, 256, 512, 1024, 2048, 4096, 6144, 3072, 320, 768, 1536, 1500, 758, 1250, 2560, 7168, 5120, 8192, 16384, 2816, 4000, 2000, 4608, 10240 Or higher
	<b>Hard Disk Capacity(GB)</b>	0, 8, 128, 160, 256, 320, 500, 1024, 250, 640, 32, 1000, 2000, 3000 Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono</b>	15, 16, 18, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 35, 36, 38, 40, 43, 45, 46, 47, 50, 52, 55, 60, 61, 65, 70, 71, 75, 80, 90, 95, 100, 105, 110, 51, 56, 41, 120, 130, 160, 57, 33, 34, 32, 85, 81, 19, 21, 53, 140 Or higher

Specification	Specification Name	Bid Requirement (Allowed Values)
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour</b>	12, 15, 16, 18, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 35, 36, 10, 10.4, 15.5, 40, 50, 60, 11, 46, 120, 130, 160, 65, 45, 7, 34, 55, 38, 56, 75, 81, 19, 71, 21, 53, 32, 70, 140 Or higher
	Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono	9, 10, 11, 12, 13, 14, 15, 16, 18, 20, 21, 22, 24, 26, 27, 28, 30, 32, 35, 39, 40, 42, 44, 45, 46, 48, 50, 54, 55, 60, 65, 70, 75, 25, 37, 2, 3, 17, 38, 80, 7, 23, 0, 19, 34, 36, 53 Or higher
	Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Colour	9, 10, 11, 12, 13, 14, 15, 16, 18, 20, 21, 22, 24, 26, 27, 28, 30, 32, 35, 39, 40, 42, 44, 45, 46, 48, 50, 54, 55, 60, 65, 70, 75, 2, 3, 25, 80, 37, 7, 3.5, 0, 19, 34, 36, 53 Or higher
	<b>Scanning Feature Availability</b>	Yes Or higher
	<b>Duplexing Feature Availability</b>	Yes Or higher
	<b>Faxing Feature Availability</b>	Yes, No Or higher
	Speed of Fax, If Fax Feature is available	NA
	<b>Networking Feature Availability</b>	Yes Or higher
	If yes, Type of Network Interface	Ethernet 10/100/1000, Ethernet 10/100 Or higher
	<b>Wi-Fi Availability</b>	Yes Or higher
	If yes,Wi-Fi Type	Wi fi 802.11 b/g/n, Wi Fi Direct, Wi fi 802.11 b/g/n & Wi Fi Direct, Wi Fi Dual Band Or higher
	<b>Original Document Feeder Type</b>	ADF, DADF/RADF, SPDF Or higher
	Feeder Capacity (Number)	30, 35, 40, 50, 75, 100, 120, 140, 150, 200, 250, 270, 300, 70, 220, 110, 130 Or higher
	<b>Number of Main Paper Tray</b>	1, 2, 3, 4, 5 Or higher
	Each Main Paper Tray Capacity (Number)	150, 250, 300, 500, 550, 750, 1000, 1100, 1150, 1250, 1750, 2000, 2100, 2200, 3000, 4000, 1500, 520, 1040, 225, 1800, 900, 1200, 3500, 600, 800, 540, 2320, 850, 700, 4700 Or higher
	<b>Bypass Facility</b>	Yes, No Or higher
	If Yes, Bypass Tray Capacity	1, 5, 10, 20, 30, 50, 75, 100, 150, 200, 80, 1000, 120, 250, 0 Or higher
	Yield of the cartridge/Ink Tank/Ink Pack supplied with Machine as per ISO/IEC: 19798/2007(E) for Cyan colour (Number of prints)	6000, 7000, 9500, 10000, 11000, 15000, 18000, 22500, 24000, 60000, 19000, 7400, 119700, 8000, 10500, 32000, 52000, 16000, 6500, 33600, 39200, 54500, 78000, 31000, 26000, 88000, 9000, 6800, 10300, 9800, 16100, 12000, 20000, 30000, 13000 Or higher

Specification	Specification Name	Bid Requirement (Allowed Values)
	Yield of the cartridge/Ink Tank/Ink Pack supplied with Machine as per ISO/IEC: 19798/2007(E) for Yellow colour (Number of prints)	6000, 7000, 9500, 10000, 11000, 15000, 18000, 22500, 24000, 60000, 19000, 7400, 146400, 8000, 10500, 32000, 52000, 16000, 6500, 33600, 39200, 54500, 71000, 31000, 26000, 88000, 9000, 6800, 10300, 9800, 16100, 12000, 20000, 30000, 13000 Or higher
	Yield of the cartridge/Ink Tank/Ink Pack supplied with Machine as per ISO/IEC: 19798/2007(E) for Magenta colour (Number of prints)	6000, 7000, 9500, 10000, 11000, 15000, 18000, 22500, 24000, 16000, 19000, 7400, 60000, 170600, 8000, 10500, 32000, 52000, 6500, 33600, 39200, 54500, 54000, 31000, 26000, 88000, 9000, 6800, 10300, 9800, 16100, 12000, 20000, 30000, 13000 Or higher
	Yield of the cartridge/Ink Tank/Ink Pack supplied with Machine as per ISO/IEC: 19752/2004(E) for Black (Number of prints)	8000, 9000, 10000, 11000, 12000, 15000, 18000, 20000, 23000, 24000, 25000, 30000, 35000, 37000, 40000, 43000, 45000, 55000, 83000, 120000, 17600, 15200, 10200, 14600, 42100, 69000, 36000, 56000, 28000, 85000, 91200, 26000, 10500, 12500, 33000, 48000, 34000, 54000, 13500, 29500, 7000, 38400, 43900, 106600, 82000, 105000, 54500, 31000, 88000, 10300, 9800, 16100, 70000, 23100, 17500 Or higher
	Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Cyan (Number of Prints)	20000, 24000, 25000, 45000, 48000, 60000, 70000, 75000, 78000, 80000, 90000, 95000, 100000, 120000, 150000, 160000, 175000, 180000, 200000, 250000, 270000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 9000, 214000, 185000, 222000, 54000, 45600, 275000, 396000, 396000, 145000, 9200, 12000, 18000, 30000, 33600, 39200, 135000, 50000, 0, 87000, 109000, 107000, 125000, 65000 Or higher
	Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Yellow (Number of Prints)	20000, 24000, 25000, 45000, 48000, 60000, 70000, 75000, 78000, 80000, 90000, 100000, 120000, 150000, 160000, 175000, 180000, 200000, 250000, 270000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 214000, 185000, 222000, 54000, 45600, 275000, 396000, 145000, 9200, 12000, 18000, 30000, 33600, 39200, 135000, 50000, 0, 87000, 109000, 107000, 125000, 65000 Or higher
	Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Magenta (Number of Prints)	20000, 24000, 25000, 45000, 48000, 60000, 70000, 80000, 90000, 95000, 100000, 120000, 150000, 160000, 175000, 180000, 200000, 250000, 270000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 214000, 185000, 222000, 54000, 45600, 275000, 396000, 145000, 9200, 12000, 18000, 30000, 33600, 39200, 135000, 50000, 0, 87000, 109000, 107000, 125000, 65000 Or higher

Specification	Specification Name	Bid Requirement (Allowed Values)
	Life of Drum in terms of number of Prints in case of Separate Drum and Toner cartridge technology - Black (Number of Prints)	11000, 12000, 20000, 21000, 22900, 23000, 24000, 25000, 26000, 28000, 40800, 45000, 47420, 55000, 60000, 75000, 80000, 100000, 110000, 120000, 135000, 150000, 158000, 160000, 175000, 180000, 200000, 250000, 280000, 300000, 400000, 500000, 600000, 800000, 1000000, 1200000, 35500, 97000, 61700, 132000, 314000, 318000, 338000, 494000, 417000, 491000, 69000, 43000, 66000, 63700, 10000, 6000000, 490000, 9000, 275000, 396000, 145000, 9200, 18000, 30000, 59000, 64000, 67200, 84000, 125000, 210000, 480000, 520000, 590000, 660000, 720000, 900000, 0, 48000, 87000, 109000, 107000, 70000, 65000, 50000 Or higher
	Duty Cycle (No of Prints/month)	5000, 8000, 10000, 15000, 20000, 25000, 30000, 30650, 33100, 35000, 38450, 40000, 50000, 54000, 55000, 60000, 75000, 80000, 81300, 100000, 200000, 300000, 400000, 500000, 150000, 12000, 140000, 95000, 135000, 170000, 215000, 125000, 185000, 240000, 77000, 230000, 280000, 350000, 90000, 110000, 120000, 1000000, 66000, 375000, 250000, 180000, 590000, 64000, 67200, 84000, 105000, 480000, 520000, 590000, 600000, 660000, 720000, 2500000, 2250000, 65000, 107000, 129000, 153000, 87000, 175000, 225000, 450000 Or higher
	Other Certifications Available	RoHS
	<b>On Site OEM Warranty (Year)</b>	1, 2, 3, 4, 5 Or higher

**Additional Specification Parameters - Multifunction Machines MFM ( 4 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Warranty	Warranty should be 3 years from the date of successful installation of the Printer

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

**Input Tax Credit(ITC) and Reverse Charge(RCM) Details**

ITC on GST	ITC on GST Cess	RCM Applicable	GST as per RCM	GST Cess 1 as per RCM	GST Cess 2 as per RCM	Optional RCM
NA	NA	Yes	5%	5%	5 (INR) - Per Unit	Yes

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Chandrasekaran R	600100, Central Institute of Classical Tamil, Semmozhi Salai, Perumbakkam, Chennai	4	90

## 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 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. Generic

Bidders shall quote only those products in the bid which are not obsolete in the market and has at least 5 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

### 3. Generic

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

### 4. Generic

**Upload Manufacturer authorization:** Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.

### 5. Scope of Supply

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

### 6. 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.

### 7. 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.

## 8. **Purchase Preference (Centre)**

Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 15% of total value.

## 9. **Service & Support**

Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

## 10. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

## 11. **Service & Support**

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

## 12. **Warranty**

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 with 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. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG).Cumulative Penalty cannot exceed more than 10% of the total contract value after which the 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. Seller shall be liable to re-imburse the cost of such service / rectification to the Buyer.

## 13. **Warranty**

Warranty period of the supplied products shall be 3 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.

## 14. **Past Project Experience**

For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:

- a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
- b. Execution certificate by client with order value.
- c. Any other document in support of order execution like Third Party Inspection release note, etc.



## 15. Past Project Experience

The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar Category Products during preceding 3 financial years (i.e. current year and three previous financial years) as on opening of bid, as per following criteria:

- (i) Single order of at least 35% of estimated bid value; or
- (ii) Two orders of at least 20% each of estimated bid value; or
- (iii) Three orders of at least 15% each of estimated bid value.

Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid. In case of bunch bids, the Category related to primary product having highest bid value should meet this criterion

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. If any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

[This Bid is also governed by the General Terms and Conditions](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---