

## Bid Document

| Bid Details                                                                                        |                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bid End Date/Time</b>                                                                           | 29-06-2022 12:00:00                                                                                                                                                                                                                                                                                                                                    |
| <b>Bid Opening Date/Time</b>                                                                       | 29-06-2022 12:30:00                                                                                                                                                                                                                                                                                                                                    |
| <b>Bid Offer Validity (From End Date)</b>                                                          | 75 (Days)                                                                                                                                                                                                                                                                                                                                              |
| <b>Ministry/State Name</b>                                                                         | Ministry Of Petroleum And Natural Gas                                                                                                                                                                                                                                                                                                                  |
| <b>Department Name</b>                                                                             | Numaligarh Refinery Limited                                                                                                                                                                                                                                                                                                                            |
| <b>Organisation Name</b>                                                                           | Numaligarh Refinery Limited                                                                                                                                                                                                                                                                                                                            |
| <b>Office Name</b>                                                                                 | Numaligarh Refinery Limited                                                                                                                                                                                                                                                                                                                            |
| <b>Total Quantity</b>                                                                              | 338                                                                                                                                                                                                                                                                                                                                                    |
| <b>Item Category</b>                                                                               | OEM / Compatible Cartridge / Consumable (Q2)                                                                                                                                                                                                                                                                                                           |
| <b>Years of Past Experience Required for same/similar service</b>                                  | 1 Year (s)                                                                                                                                                                                                                                                                                                                                             |
| <b>MSE Exemption for Years Of Experience</b>                                                       | Yes                                                                                                                                                                                                                                                                                                                                                    |
| <b>Startup Exemption for Years Of Experience</b>                                                   | Yes                                                                                                                                                                                                                                                                                                                                                    |
| <b>Document required from seller</b>                                                               | Experience Criteria,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC)<br>*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>Bid to RA enabled</b>                                                                           | No                                                                                                                                                                                                                                                                                                                                                     |
| <b>Primary product category</b>                                                                    | OEM / Compatible Cartridge / Consumable                                                                                                                                                                                                                                                                                                                |
| <b>Time allowed for Technical Clarifications during technical evaluation</b>                       | 3 Days                                                                                                                                                                                                                                                                                                                                                 |
| <b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b> | No                                                                                                                                                                                                                                                                                                                                                     |
| <b>Evaluation Method</b>                                                                           | Total value wise evaluation                                                                                                                                                                                                                                                                                                                            |

### EMD Detail

|          |    |
|----------|----|
| Required | No |
|----------|----|

### ePBG Detail

|          |    |
|----------|----|
| Required | No |
|----------|----|

## Splitting

Bid splitting not applied.

## MII Purchase Preference

|                        |    |
|------------------------|----|
| MI Purchase Preference | No |
|------------------------|----|

## Details of the Competent Authority for MII

|                                                                  |                                                          |
|------------------------------------------------------------------|----------------------------------------------------------|
| Name of Competent Authority                                      | Sushil T Williams                                        |
| Designation of Competent Authority                               | Deputy Secy. GOI                                         |
| Office / Department / Division of Competent Authority            | MOPNG                                                    |
| CA Approval Number                                               | FP-200013-202017-FP-PNG                                  |
| Competent Authority Approval Date                                | 01-06-2022                                               |
| Brief Description of the Approval Granted by Competent Authority | MII policy not applicable to bid value below one crores. |

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

## MSE Purchase Preference

|                         |     |
|-------------------------|-----|
| MSE Purchase Preference | Yes |
|-------------------------|-----|

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. 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.
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.

**OEM / Compatible Cartridge / Consumable ( 50 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

**Technical Specifications**

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 50       | 45            |

**OEM / Compatible Cartridge / Consumable ( 120 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

**Technical Specifications**

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

| Specification | Specification Name                                | Bid Requirement (Allowed Values) |
|---------------|---------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable          | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable | OEM                              |

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 120      | 45            |

#### OEM / Compatible Cartridge / Consumable ( 30 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 30       | 45            |

**OEM / Compatible Cartridge / Consumable ( 4 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

**Technical Specifications**

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

| Specification | Specification Name                                                                              | Bid Requirement (Allowed Values) |
|---------------|-------------------------------------------------------------------------------------------------|----------------------------------|
| Specification | <b>Type of Replacement Cartridge/Consumable</b>                                                 | Toner                            |
|               | <b>Product Class of Replacement Cartridge/Consumable</b>                                        | OEM                              |
|               | <b>Print Color of Replacement Cartridge/Consumable</b>                                          | Black                            |
|               | <b>Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable</b> | HP                               |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 4        | 45            |

**OEM / Compatible Cartridge / Consumable ( 3 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 3        | 45            |

#### OEM / Compatible Cartridge / Consumable ( 15 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                | Bid Requirement (Allowed Values) |
|---------------|---------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable          | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable | OEM                              |

| Specification | Specification Name                                                                              | Bid Requirement (Allowed Values) |
|---------------|-------------------------------------------------------------------------------------------------|----------------------------------|
|               | <b>Print Color of Replacement Cartridge/Consumable</b>                                          | Black                            |
|               | <b>Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable</b> | HP                               |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 15       | 45            |

#### OEM / Compatible Cartridge / Consumable ( 10 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                              | Bid Requirement (Allowed Values) |
|---------------|-------------------------------------------------------------------------------------------------|----------------------------------|
| Specification | <b>Type of Replacement Cartridge/Consumable</b>                                                 | Toner                            |
|               | <b>Product Class of Replacement Cartridge/Consumable</b>                                        | OEM                              |
|               | <b>Print Color of Replacement Cartridge/Consumable</b>                                          | Cyan                             |
|               | <b>Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable</b> | HP                               |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 10       | 45            |

**OEM / Compatible Cartridge / Consumable ( 10 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

**Technical Specifications**

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Yellow                           |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 10       | 45            |

**OEM / Compatible Cartridge / Consumable ( 10 pieces )**



|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Magenta                          |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 10       | 45            |

#### OEM / Compatible Cartridge / Consumable ( 3 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                | Bid Requirement (Allowed Values) |
|---------------|---------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable          | Drum                             |
|               | Product Class of Replacement Cartridge/Consumable | OEM                              |

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
|               | Print Color of Replacement Cartridge/Consumable                                          | NA                               |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | Canon                            |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 3        | 45            |

#### OEM / Compatible Cartridge / Consumable ( 3 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Drum                             |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | Canon                            |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 3        | 45            |

**OEM / Compatible Cartridge / Consumable ( 2 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

**Technical Specifications**

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | HP                               |

**Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 2        | 45            |

**OEM / Compatible Cartridge / Consumable ( 60 pieces )**

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                       | Bid Requirement (Allowed Values) |
|---------------|------------------------------------------------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable                                                 | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable                                        | OEM                              |
|               | Print Color of Replacement Cartridge/Consumable                                          | Black                            |
|               | Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable | Samsung                          |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 60       | 45            |

#### OEM / Compatible Cartridge / Consumable ( 8 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                | Bid Requirement (Allowed Values) |
|---------------|---------------------------------------------------|----------------------------------|
| Specification | Type of Replacement Cartridge/Consumable          | Toner                            |
|               | Product Class of Replacement Cartridge/Consumable | OEM                              |

| Specification | Specification Name                                                                              | Bid Requirement (Allowed Values) |
|---------------|-------------------------------------------------------------------------------------------------|----------------------------------|
|               | <b>Print Color of Replacement Cartridge/Consumable</b>                                          | Black                            |
|               | <b>Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable</b> | Samsung                          |

#### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 8        | 45            |

#### OEM / Compatible Cartridge / Consumable ( 10 pieces )

|            |                  |
|------------|------------------|
| Brand Type | Registered Brand |
|------------|------------------|

#### Technical Specifications

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

| Specification | Specification Name                                                                              | Bid Requirement (Allowed Values) |
|---------------|-------------------------------------------------------------------------------------------------|----------------------------------|
| Specification | <b>Type of Replacement Cartridge/Consumable</b>                                                 | Toner                            |
|               | <b>Product Class of Replacement Cartridge/Consumable</b>                                        | OEM                              |
|               | <b>Print Color of Replacement Cartridge/Consumable</b>                                          | Black                            |
|               | <b>Brand of OEM Cartridge/Consumable for which Replacement Cartridge/Consumable is suitable</b> | Samsung                          |

### Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address                                                                                                                 | Quantity | Delivery Days |
|-------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1     | Gaurav Borgohain            | 785699,Numaligarh Refinery Limited, Chief General Manager (Commercial) PO-NRP, Numaligarh Warehouse office 03776-265562 | 10       | 45            |

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

#### 3. Certificates

To be eligible for award of contract, Bidder / OEM must possess following Certificates / Test Reports on the date of bid opening (to be uploaded with bid): The bidder must have authorization from the OEM of the particular printer for participation in this particular tender..

#### 4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Special terms and conditions-Version:1 effective from 04-05-2020 for category OEM Cartridge/ Consumable 1. Guidance Note to the Buyers/Consignees for verification of HP make cartridges : 1. The guiding procedure to be followed by the Buyers/Consignees for verification of HP make OEM Cartridges as also available on their website is as under : 1. In case of HP make cartridges, on each cartridge , a security seal has been provided and can be accessed by opening QR Code scanner app or through HP SureSupply app or by using Smartphone's camera to scan the QR Code on the cartridge security seal. After the scan process of the QR code, a validation screen from HP website will be available and serial no. of the cartridges on the QR code can be verified from the HP website. Alternatively the Sl. No. of the cartridge on the security seal can be directly verified online from the URL [hp.com/go/ok](http://hp.com/go/ok) of the HP website. The detailed procedure to check the genuineness of Security Seal and the packaging, pl visit the Hp website at URL [HP anti-counterfeit | HP® India](http://HP anti-counterfeit | HP® India) .

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#### 5. Buyer Added Bid Specific ATC

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

### 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---**