

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	14-02-2026 18:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	14-02-2026 18:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	West Bengal
विभाग का नाम/Department Name	Public Works Department West Bengal
संगठन का नाम/Organisation Name	Pwd Electrical
कार्यालय का नाम/Office Name	Office Of The Chief Engineer Electrical Pwd
कुल मात्रा/Total Quantity	3
वस्तु श्रेणी /Item Category	All in One PC (V2) (Q2) , Multifunction Printer (Print, Scan, Copy) (Q2) , Line Interactive UPS with AVR (V2) (Q2)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	6 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC),Compliance of BoQ specification and supporting document *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

**बिड विवरण/Bid Details**

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
विगत प्रदर्शन /Past Performance	80 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two 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	2 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
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
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**

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

**एमएसई खरीद वरीयता/MSE Purchase Preference**

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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**एमआईआई खरीद वरीयता/MII Purchase Preference**

एमआईआई खरीद वरीयता/MII Purchase Preference	No
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1. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC 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.
2. 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.
3. 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 no 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.
4. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 80% 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. 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.

**Pre Bid Detail(s)**

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
05-02-2026 12:00:00	Office of The Executive Engineer, Kolkata IT Division, PWD at Writers Building, 1st Floor, Block-I, Kolkata, West Bengal – 700 001. Telephone: +91 98740 61827, +91 90733 62223 (between 12:00:00hr to 13:00:00hr of Pre-Bid Date: 05.02.2026 at 12:00:00hr).

**All In One PC (V2) ( 1 pieces )**

**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	<b>Description of store</b>	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
	<b>Processor Number</b>	Intel Core i5-14500, Intel Core i9-12900, Intel Core i7-13700, Intel Core i7-14700, Intel Core i9-13900T, Intel Core i9-13900, Intel Core Ultra 5-235, Intel Core Ultra 7-265, Intel Core Ultra 5 245, Intel Core Ultra 5 245T, Intel Core Ultra 9 285 Or higher
Input Devices	<b>Mouse Connectivity</b>	Wired, Wireless Or higher
	<b>Keyboard Connectivity</b>	Wired, Wireless Or higher
	Type of Keyboard	Standard, Bilingual Or higher
Graphics	Graphics Type	Integrated
Operating System	<b>Operating System (Factory Preloaded with Certification)</b>	Windows 11 Professional
Memory	<b>Type of RAM</b>	DDR5 Or higher
	<b>RAM Size (GB)</b>	16
Storage	<b>Type of Storage Installed with the System</b>	NVMe SSD
	<b>Storage Capacity (in GB)</b>	512
Display	<b>Display Size - Diagonal (in Inches)</b>	58.1 - 63 (22.87" - 24.8")
	Panel Technology	In Plane Switching (IPS) Or higher
Ports	<b>Number of Ports</b>	1-HDMI, 1-DP, 1-USB TYPE C, Universal Audio Jack, 1-RJ-45 (10/100/1000 Ethernet Port), 1-USB 3.1 Gen 2 TYPE 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
Generic	<b>Stand</b>	Standard

**Additional Specification Parameters - All In One PC (V2) ( 1 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Authorization	A tender-specific authorization letter (MAF) is to be submitted along with the bid.
Specification Compliance	Specification Compliance by OEM on their letterhead, duly signed, to be submitted along with the bid.

Specification Parameter Name	Bid Requirement (Allowed Values)
Minimum Specification Part-A	a) Processor: Intel Core i5 13500/14500 Or Equivalent of AMD Ryzen 5 5600 or higher; b) 1TB M.2 SSD HDD; c) 16GB DDR5 5600MHz RAM , d) Wireless Connectivity: WIFI 6E AX211 + Bluetooth 5.3; e) Display should be 23.8 inch or higher, IPS, Full HD Or Better, Antiglare, Non- Touch, LEDbacklit Monitor; Monitor stand should be tilt adjustable;
Warranty and Licence Subscription	a) 3 (Three) years onsite (actual Installation location) comprehensive OEM warranty/Licence Subscription with Updates, parts, service, and support, except in the event of force majeure. b) Confirmation from OEM should be provided regarding the actual Installation location, including a comprehensive OEM warranty.
Technical specifications Total Additional Accessories Included	a) 01no x Supply of Total Security Antivirus with Single User 03(three) Years License. (b) 01no x Supply of Microsoft Office Home 2024 with Perpetual License. Details have been given in ATC 1.4.

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

#### 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	Dipanjan Samajpati	700001,NEW SECRETARIAT BUILDINGS, BLOCK- 'C',2ND FLOOR,1,K S ROY ROAD	1	30

#### Multifunction Printer (Print, Scan, Copy) ( 1 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	<b>Description of Stores</b>	Multifunction Machine Printer with Minimum 1 Year On Site Warranty, including Cartridge and Power Cord/Adapter
	<b>Print Technology</b>	Laser
	<b>Type of Printing</b>	Monochrome (Black), Colour Or higher
Printing	<b>Print Paper Size</b>	A4 and Legal
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM)</b>	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
	<b>Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour (in PPM)</b>	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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Mono (in PPM)</b>	Not Applicable Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A3 Size-Color (in PPM)</b>	Not Applicable Or higher
	<b>Auto Duplexing Printing/Coping (2-sided Feature)</b>	Yes Or higher
Scanning	Maximum Scan Area (Platen/Flatbed Size)	A4
PAPER HANDLING	<b>Original Document Feeder Type (For Scanning and Copying)</b>	Automatic Document Feeders (ADF), Reverse/Duplex Automatic Document Feeders (RADF/DADF), Single-Pass Document Feeders (SPDF) Or higher
	Feeder Capacity (Number of Sheets) (For Scanning and Copying)	31 to 40, 41 to 50, 51 to 100, 101 to 150, 151 to 200, 201 to 250, 251 to 300, 301 to 350, 351 to 400 Or higher
	<b>Number of Main Paper Tray</b>	1
	Total Paper Tray Combined Capacity (Number) at 75 GSM	101 to 200, 201 to 300, 301 to 400, 401 to 500, 501 to 1000, 1001 to 2000, 2001 to 3000, 3001 to 5000 Or higher
	Bypass Tray Facility	No, Yes Or higher
Connectivity	<b>Connectivity</b>	USB Port, Ethernet Port, Wi-Fi
	Accessories Provided	USB Cable
Performance	Minimum Duty Cycle (Number of Prints/Month)	10,001 to 20,000, 20,001 to 30,000, 30,001 to 50,000, 50,001 to 80,000, 80,001 to 1,00,000, 1,00,001 to 1,20,000, 1,20,001 to 1,50,001, 1,50,001 to 2,00,000, 2,00,001 to 3,00,000, 3,00,001 to 5,00,000, 5,00,001 to 10,00,000, 10,00,001 to 15,00,000 Or higher

**Additional Specification Parameters - Multifunction Printer (Print, Scan, Copy) ( 1 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Authorization	A tender-specific authorization letter (MAF) is to be submitted along with the bid.
Specification Compliance	Specification Compliance by OEM on their letterhead, duly signed, to be submitted along with the bid.

Specification Parameter Name	Bid Requirement (Allowed Values)
Warranty and Licence Subscription	a) 3 (Three) years onsite (actual Installation location) comprehensive OEM warranty/Licence Subscription with Updates, parts, service, and support, except in the event of force majeure. b) Confirmation from OEM should be provided regarding the actual Installation location, including a comprehensive OEM warranty.
Technical specifications	The detailed technical specifications of the Model with images should be available to the public on OEM's official website for verification. Technical Feature, Drivers & Brochure: this should be available on the OEM WEBSITE for verification.

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

#### परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Dipanjan Samajpati	700001,NEW SECRETARIAT BUILDINGS, BLOCK- 'C',2ND FLOOR,1,K S ROY ROAD	1	30

#### Line Interactive UPS With AVR (V2) ( 1 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	<b>Rating (in KVA)</b>	0.65, 0.8, 1.0, 1.5, 2.0, 0.6, 3 Or higher
	<b>Technology</b>	MOSFET-PWM
	<b>Inverter Efficiency (%)</b>	70% or better Or higher
	<b>Minimum Guaranteed Battery Backup time (Minutes) on Full Load</b>	15, 30, 60, 90, 120, 180, 240 Or higher
	<b>Warranty for Line Interactive UPS</b>	3 Years, 4 Years, 5 Years Or higher
Battery/Backup Bank	Location of Battery	Inside the Enclosure of UPS
	<b>Warranty for the battery from the date of delivery</b>	2 Years Or higher
CONSTRUCTIONAL	Enclosure	ABS
	Degree of protection	IP21, IP 20 Or higher
FEATURES	<b>Rated Output (Volt) with Total Harmonic Distortion (%)</b>	Single Phase Quasi Sinewave 230 V AC 50 Hz with Total Harmonic Distortion as <=40%, Single Phase Sinewave 230v AC 50Hz with Total Harmonic Distortion as <3% Or higher

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Input (Volt)	Single Phase AC (160-280V)
	Salient Features	Maximum 10 milliseconds Switching over time, Load Power Factor $\geq 0.6$ , +/-10% Variation in output voltage in battery mode, $\leq 0.5$ Hz Variation on output frequency in battery mode, UPS shall withstand 10% overload for at least 10 minutes in mains mode, UPS shall withstand 10% overload for at least 5 minutes in mains mode
	<b>Variation in AVR output in AC mode (AVR Voltage regulation)</b>	230 Volts +/-9%
	Protection	Under voltage Protection (Input Voltage <160 V), Overvoltage Protection (Input Voltage>280V), Short Circuit of UPS, Low Battery, Overload
BUYER SPECIFIC REQUIREMENT	Environmental Test Report Requirements	NA
	Any Other Requirements	As per Meity (Government of India) guidelines UPS shall have valid IS16242-Part 1 CRS certification
CERTIFICATION / TEST REPORT	Type of lab which carried out Test of Complete Product to prove the conformity of product as per specification	Certificate of Govt.Lab/NABL/ILAC accredited for UPS Testing
	Agree to provide all relevant documents Test Reports/supporting document /reports etc to the buyer at the time of bidding or on demand	Yes

**Additional Specification Parameters - Line Interactive UPS With AVR (V2) ( 1 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Authorization	A tender-specific authorization letter (MAF) is to be submitted along with the bid.
Specification Compliance	Specification Compliance by OEM on their letterhead, duly signed, to be submitted along with the bid.
Warranty (UPS and Battery) and Licence Subscription	a) 3 (Three) years onsite (actual Installation location) comprehensive OEM warranty/Licence Subscription with Updates, parts, service, and support, except in the event of force majeure. b) Confirmation from OEM should be provided regarding the actual Installation location, including a comprehensive OEM warranty.
Technical specifications	The detailed technical specifications of the Model with images should be available to the public on OEM's official website for verification. Technical Feature, Drivers & Brochure: this should be available on the OEM WEBSITE for verification.

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

**परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity**

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Dipanjan Samajpati	700001,NEW SECRETARIAT BUILDINGS, BLOCK- 'C',2ND FLOOR,1,K S ROY ROAD	1	30

**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 the 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 window 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 bids.
4.	Warranty	<ul style="list-style-type: none"> <li>a. 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 center to verify the certificate.</li> <li>b. The product in GeM marketplace (Direct Purchase &amp; L1 purchase) comes 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 warranty.</li> </ul>
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

Before generating the Consignee Receipt and Acceptance Certificate (CRAC), the 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:

- 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 ATC clause.
<b>For Sellers:</b>		
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 pre-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.

**Special terms and conditions-Version:4 effective from 31-01-2025 for category Multifunction Printer (Print, Scan, Copy)**

1.

<b>For Buyers</b>		
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"> <li>1. 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.</li> <li>2. The product in GeM marketplace (Direct Purchase &amp; 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.</li> <li>3. 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.</li> <li>4. Buyer may please note that warranty does not cover any consumables i.e. Cartridges/Toner/Ink/Developer and such consumables.</li> </ol>
<b>For Sellers</b>		
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"> <li>1. The seller shall furnish a valid warranty Certificate/Tag in physical or digital format 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.</li> <li>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.</li> <li>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.</li> </ol>
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.

## क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

### 1. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

#### **Buyer Added Bid Specific Additional Terms and Conditions**

1.1. Name of Work: **Procurement of Computer and Peripherals for The Office of The Superintending Engineer, State Highway Planning Circle, P.W. (Roads) Dte. at B habani Bhavan (Annex Building), 31/1, Belvedere Road, Alipore, Kolkata - 700 027 [Job No.: KIT/OW/310 of 25-26], Memo No.: 4128, Dtd: 02.02.2026.**

1.2. **Contract Details for Pre-Bid:**

**Office of The Executive Engineer, Kolkata IT Division, PWD at Writers Building, 1 st Floor, Block-I, Kolkata, West Bengal - 700 001.**

**Telephone: +91 98740 61827, +91 90733 62223 (between 12:00:00hr to 13:00:00hr of Pre-Bid Date: 29.01.2026 at 12:00:00hr).**

**Online Representation and any others day communication through Telephonic/e mail shall not be accepted.**

1.3. Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following addresses:

- a) **Office of The Superintending Engineer, State Highway Planning Circle, P.W. (Roads) Dte. at Bhabani Bhavan (Annex Building), 31/1, Belvedere Road, Alipore, Kolkata - 700 027.**
- b) **Office of the Executive Engineer, Kolkata IT Division, PWD, at Writers Building, 1<sup>st</sup> Floor, Block-III, Kolkata - 700 001.**

1.4. **Total Additional Hardware and Software Required to be supplied by the bidder to complete the installation:**

Item Sl.No.	Item	Quantity	Unit
1	Supply of Total Security Antivirus with Single User 03(three) Years License.	01	No
2	Supply of Microsoft Office Home 2024 with Perpetual License.	01	No
	Details Specification have been given below ATC 1.21: Annexure-A.		

1.5. **Clarification regarding this tender (i.e. "Specification, Make, ATC or any others"), has to be done before the bid end date by email or physical letter. In case of physical letter which has to reach this office (Office of The Executive Engineer, Kolkata IT Division, PWD at Writers Building, 1<sup>st</sup> Floor, Block-III, Kolkata, West Bengal - 700 001) before any working day "End of the Bid Submission" date upto 17:00:00hr. Also, the bidder can make Online Representation through GeM Portal in that case bidder has to attend the Prebid Meeting.**

1.6. **Tender procurement process and awarding of the work-order governed by the West Bengal Government Finance Department Norms and PWD West Bengal Tender Norms.**

**All the relevant documents are available in the West Bengal Government Finance Department and PWD websites.**

1.7. **Awarding the work-order will be done as per contract clauses in GEM & WBF 2911/WBF 2908. For WBF 2911/WBF 2908 agreement Fees will be applicable as per WB Govt. norms separately.**

1.8. **Bidder's offer is liable to be rejected without any explanation if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.**

**Clarification Mode for Bid Rejection by any Bidder/OEM has to be through GeM portal only. Telephonic/email communication shall not be accepted for Bid Rejection Clarification.**

**Online Representation through GeM Portal of any Bidder's will be rejected without any explanation if the concern bidder doesn't participated in the stipulated PreBid Meeting.**

**N.B. For any type of illegal allegations or foul speech from any bidder/OEM will be leads towards blacklisting by P.W.Dte., Govt. of West Bengal.**

1.9. **The buyer organization is an institution eligible as per Notification No. 03/2022-Union Territory Tax (Rate), Dtd: July 13, 2022, of Government of India, Ministry of Finance, Department of Revenue as notified by the Government of India and**

**d Notification No.: 4691 - FY), Dated: 22 November, 2022 of Additional Chief Secretary to the Government of West Bengal. The goods for which bids have been invited fall under same GST Amendments/Gazette. The Gazette notification to this effect will be issued by Buyer to the Seller after award of the Contract. Sellers are requested to submit their bids after accounting for the GST rate mentioned in the GST Amendments/Gazette (which is given below).**

**Applicable rate of GST (for all BOQ Items): 18%**

**Notification No. and date: "Notification No.: 03/2022-Union Territory Tax (Rate), Dtd: July 13, 2022" and "Notification No.: 4691 - FY), Dtd: November 22, 2022"**

**1.10. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regard if any GST miss match. Acceptance of bill and GST reimbursement will be applicable as per Notification No. 03/2022-Union Territory Tax (Rate), Dtd: July 13, 2022, and "Notification No.: 4691 - FY), Dtd: November 22, 2022" rates.**

**1.11. OEM must submit following documents along with bid documents:**

- a) BIS, CE, FCC, FCC Part 15 Class A, RCM, VCCI, UL/cUI, CB & ROHS, if applicable.**
- b) OEM Data Sheet.**
- c) Tender specific authorization letter (MAF) to be submitted along with bid for all items.**
- d) Manufacturers Authorization Form (MAF)/Certificate with OEM Authorized Signatory details such as name, designation, address, e-mail Id (official) and Phone No. (official) required to be furnished along with the bid.**
- e) OEM End of Life (EOL) and End of Support Declaration.**
- f) OEM Availability Certificate of Hardware Spare Parts including consumable for quoted product.**
- g) OEM Malicious Code Certificate.**
- h) OEM should have ISO 9001:2015, ISO 14001:2015, ISO 27000:2018, ISO 45001:2018 and other relevant certificate.**
- i) As per GEM GTC, OEM Declaration of 3 (Three) years onsite (actual Installation location) comprehensive OEM warranty with parts and service, except in the event of force majeure for all supplied items and accessories from OEM. Including Additional Accessories if any added in the additional specification.**
- j) Compliance of BoQ specification with Make, Model and supporting document from OEM.**
- k) OEM should have Manufacturing experience with Indian registration and operational since last 10 (ten) years. Supporting Certificate of Incorporation should be submitted along with online tender submission.**
- l) Escalation Matrix for Service Support for OEM.**
- m) OEM should have an advance hardware replacement policy in India for the quoted product.**
- n) Compliance of BoQ specification with Make, Model which need to signed and stamped by OEM only.**
- o) Declaration of Material Stock Availability and Conformation of Delivery within the stipulated time given in BID from OEM only.**
- p) Audited balance Sheet & Profit & Loss Account for consecutive 03 years within last 04 financial year (with auditor signature in each page and membership no.).**
- q) For any replacement items in the period of AMC, Material Authentication Letter must be produced to the authority from OEM only, with bid submission and before installation.**
- r) Deceleration of ATC 1.41 (a & b).**
- s) All certificate has to be in English language.**

**1.12. Bidder must submit following documents along with bid documents:**

- a) **Availability of Registered Office and Service Centres: Bidder must have a Functional Registered Office and Service Centre in the State of each Consignee's Locations in case of service, support, carry-in warranty, etc. throughout warranty period. Bidder need to submit the proper supporting Documents.**
- b) **Bidder needs to furnish valid latest Trade License, Income Tax Return for last 03(three) years, Professional Tax Clearance Certificate, PAN Card, GST Registration Certificate.**
- c) **The Bidder must have at least ISO 9001:2015 Certification. Copy of the Certificate needs to be submitted.**
- d) **Compliance of BoQ specification with Make, Model which need to be signed and stamped by OEM only.**
- e) **Confirmation of Bid Specific ATC with supporting Documents, & ATC.**
- f) **Declaration of Material Stock Availability and Confirmation of Delivery within the stipulated time given in BID from bidder.**
- g) **Escalation Matrix for Service Support for Bidder.**
- h) **Audited balance Sheet & Profit & Loss Account for consecutive 03 (three) years within last 04 (four) financial years (with auditor signature in each page and membership no.).**
- i) **Installation Deceleration, etc.**
- j) **Deceleration of ATC 1.41 (b & c).**
- k) **All certificate has to be in English language.**
- l) **Tender specific authorization letter (MAF) from each OEM to be submitted along with bid for all items. Else bidder participation will be rejected directly without any explanation.**

**1.13. Earnest Money Deposit Rupees @2% of the Quoted amount is to be deposited in the form of Bank Draft from any scheduled bank, (drawn in favor of "Executive Engineer, PWD, Kolkata IT Division") payable at Kolkata and a photocopy Bank Draft need to be upload at the submission of BID as documents attachment as per PWD Norms and WBF 2911/ WBF 2908.**

- a. **The original Bank Draft of bidder (with forwarding letter) need to submit before any working day "End of the Bid Submission" date upto 17:00:00hr to the Office of The Executive Engineer, Kolkata IT Division, PWD at Writers Building, 1<sup>st</sup> Floor, Block-III, Kolkata, West Bengal - 700 001.**
- b. **Bidder participation will be rejected if the original Bank Draft has not reach within the given stipulated time mentioned.**
- c. **After declaration of L1 bidder and generating GeM contract/order agreement, All, others bidder DD will be released as per Govt. Norms (PWD).**
- d. **After completion of the work, L1 bidder can claim the same as per Govt. Norms (PWD).**
- e. **Without EMD submission documents bid will be rejected without any explanation.**
- f. **EMD exemption is not applicable for any category bidder.**

**1.14. Warranty / Guarantee: Warranty period of the supplied products shall be 03 (Three) years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods at consignee location.**

- a) **All equipment and materials shall be new and in accordance with the Contract Documents, shall be free from any defect due to faulty design, materials and / or workmanship.**

- b) **All works shall be in accordance with the contract documents and free from any defect and omission.**
- c) **The Project on entirety have 03 (Three) years onsite (actual Installation location) comprehensive OEM warranty with parts and service, except in the event of force majeure from the Go-Live date.**
- d) **For any Supply or Service item, if not otherwise mentioned, warranty will be thirty-six (36) months from the date of commissioning or forty-two (42) months from the date of supply whichever is earlier.**

## 2. Buyer Added Bid Specific ATC

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

## अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in 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 [attached 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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

[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 के 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 प्राधिकारी 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 न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई 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 and 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---**