

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	25-11-2025 15:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	25-11-2025 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Comptroller And Auditor General (cag) Of India
विभाग का नाम / Department Name	Na
संगठन का नाम / Organisation Name	Accountant General, Rajasthan
कार्यालय का नाम / Office Name	Accountant General (a&e) Rajasthan
कुल मात्रा / Total Quantity	44
वस्तु श्रेणी / Item Category	Wooden Shelf / Case / Rack / Credenza / Modular Storage (V2) (Q2) , Modular Work Stations (V3) (Q2)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)	6 Lakh (s)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का) / OEM Average Turnover (Last 3 Years)	48 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	3 Year (s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years Of Experience and Turnover	Yes Complete
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) *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 मेनू 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	1
विगत प्रदर्शन /Past Performance	80 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
लागू आरसीएम/RCM Applicable	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	Modular Work Stations (V3)
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
अनुमानित बिड मूल्य /Estimated Bid Value	1200000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	24000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
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ईपीबीजी प्रतिशत (%) / ePBG Percentage (%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) / Duration of ePBG required (Months).	12

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी / Beneficiary :

PAO

Accountant General (a&e) Rajasthan, NA, Accountant General, Rajasthan, Comptroller and Auditor General (CAG) of India

(Pao, laad)

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

एमआईआई खरीद वरीयता / MII Purchase Preference

एमआईआई खरीद वरीयता / MII Purchase Preference	Yes
मेक इन इंडिया विक्रेताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में है / Purchase Preference to MII sellers available upto price within $L1+X\%$	20
मेक इन इंडिया खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MII purchase preference	50
सार्वजनिक खरीद (मेक-इन-इंडिया को प्राथमिकता) आदेश 2017 के अनुसार केवल क्लास 1/क्लास 2 के स्थानीय आपूर्तिकर्ताओं को ही भागीदारी की अनुमति है दिनांक 16.09.2020 (समय-समय पर संशोधित एवं लागू) / Allow participation only from Class 1/Class 2 local suppliers as per the Public procurement (Preference to Make-in-india) order 2017 date 16.09.2020 (as amended and applicable time to time)	Yes, in compliance with the MII ORDER : DPIIT Order (as amended and applicable time to time)

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within $L1+X\%$	15

सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	25
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover, shall upload the supporting documents to prove his eligibility for exemption.
3. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
4. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall upload the supporting documents to prove his eligibility for exemption.
5. 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.
6. 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.
7. 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.
8. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.
[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.
9. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are

validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

10. 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.

11. 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.

जीएसटी की धारा 9(3)/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.

जीएसटी की धारा 9(3) / 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.

If the buyer has mentioned MSE purchase preference in ATC then service provider is required to upload necessary documents for MSE purchase preference for verification by the buyer during evaluation.

Wooden Shelf / Case / Rack / Credenza / Modular Storage (V2) (11 pieces)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

[* जेम कैटेगरी 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	Type of Product	Case or Storage Unit (unit with door)

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Mounting Positioning of Product	Floor Standing
	Availability of Doors	Yes
	Availability of Drawers	Yes
	Availability of Locks	Yes
	Type of lock	Cam Locks
	Overall Height of Unit (in mm)	650 - 700, 700 - 750
	Overall Width of Unit (in mm)	900 - 950
	Depth of Unit (in mm)	450 - 500
Top Section	Material of Top Section	Particle Board, MDF Board, Marine Ply, MR (Moisture Resistant) Ply, BWP Ply Or higher
	Availability of Cushion in Top Section	No
Bottom Section	Material of Bottom Section	Particle Board, MDF Board, Marine Ply, MR (Moisture Resistant) Ply, BWP Ply Or higher
	Availability of legs / stand	No
Sides Section	Type of Sides Section	Gable / Sheet
Back Section	Availability of Back Section	Yes

इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Manoj Kumar	302005,OFFICE OF THE ACCOUNTANT GENERAL(A&E) RAJASTHAN, JAIPUR, JANPATH, NEAR STATUE CIRCLE, JAIPUR	11	15

Modular Work Stations (V3) (33 per seat)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

[* जेम कैटेगरी 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)
PHYSICAL PARAMETERS	Type of system	Tile based system (shape fit tiles)
WIRE MANAGEMENT	Provision of Wire Management in Work Station	Below table top
MATERIAL	Frame material for work station	Engineered Wood / Wood
	Material of table top	Particle Board

इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/R CM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	GST Cess 2 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
NA	NA	Yes	18%	NA	NA	Yes

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	Manoj Kumar	302005,OFFICE OF THE ACCOUNTANT GENERAL(A&E) RAJASTHAN, JAIPUR, JANPATH, NEAR STATUE CIRCLE, JAIPUR	33	15

Buyer added Bid Specific Additional Scope of Work

क्र.सं./S.N o.	Document Title	Description	रिवर्स प्रभार के अनुसार जीएसटी/Applicable i.r.o. Items
1	Modular work station View	Modular work station with side unit	Wooden Shelf / Case / Rack / Credenza / Modular Storage (V2) (11), Modular Work Stations (V3) (33)

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

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions**1. Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$, subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

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 are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

[यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions](#)

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत 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---

Tender Documents for Installation of Modular Furniture



SUPREME AUDIT INSTITUTION OF INDIA
लोकहितार्थ सत्यनिष्ठा
Dedicated to Truth in Public Interest

O/o the Pr.Accountant General (A&E),Rajasthan,Jaipur

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कार्यालय प्रधान महालेखाकार (लेखा व हक), राजस्थान, जयपुर।
क्रमांक: - जी.डी.-1/A&E/Modular Furniture/2025-26 दिनांक:-.....

निविदा सूचना

कार्यालय प्रधान महालेखाकार (लेखा एवं हक) हेतु फर्नीचर लगवाने हेतु निविदाएँ आमंत्रित की जाती है।
इस निविदा की विस्तृत सूचना एवं शर्तें इस कार्यालय की वेबसाइट
(<https://cag.gov.in/ae/rajasthan/en>) पर उपलब्ध है।

वरि.लेखाधिकारी/जी.डी.

O/o the Pr. Accountant General (A&E), Rajasthan, Jaipur.
No:-G.D.I/A&E/Modular furniture/2025-26 **dated:-**

NIT

O/o the Pr. Accountant General (A&E), Rajasthan, Jaipur hereby invites tender regarding supply and installation of Modular furniture. Details regarding Notice inviting Tender(NIT), Terms and Conditions are also available office website (<https://cag.gov.in/ae/rajasthan/en>)

सामान्य नियम एवं शर्तें

1. कार्यालय प्रधान महालेखाकार (लेखा व हक), राजस्थान, जयपुर को अपने कार्यालय के अनुभागों में **मोड्यूलर फर्नीचर (वर्क स्टेशन)** का कार्य करवाना है। जिसमें 11 सीट सहायक लेखाधिकारियों एवं 22 सीट लेखाकारों हेतु स्थापित की जानी है। स्थापित किये जाने वाले फर्नीचर का विस्तृत विवरण (specification) संलग्न है। मोड्यूलर फर्नीचर (वर्क स्टेशन) तीन कक्षाओं में लगाये जायेंगे जिनका साइज़ फर्म द्वारा बिड पूर्ण होने के उपरांत ड्राइंग के अनुमोदन हेतु बता दिया जावेगा।
2. निविदा के साथ राशि रूपये **24,000/-** (अक्षरे राशि रूपये चौबिस हजार मात्र) बतौर धरोहर राशि निविदा के साथ बैंक ड्राफ्ट (**Pay & Accounts Officer, IA&AD, Rajasthan, Jaipur**) के नाम से जमा करानी होगी। धरोहर राशि में छूट लेने हेतु नियमानुसार Certificate प्रस्तुत करने होंगे।
3. धरोहर राशि का साक्ष्य बिड के साथ प्रस्तुत करना होगा साथ ही बिड की अंतिम तारीख/खोलने की तारीख तक मूल डी.डी. कार्यालय में प्रस्तुत करना होगी।
4. जिस फर्म को ठेका मंजूर नहीं होगा उसकी धरोहर राशि की रकम मूल रूप से लौटा दी जावेगी। ठेका स्वीकृत होने के पश्चात यदि फर्म अपने टेण्डर से विमुख होती है या 5 दिन में प्रतिभूति की रकम जमा नहीं कराती है तो उसकी धरोहर राशि की रकम जब्त कर ली जावेगी।
5. जिस फर्म का ठेका मंजूर होगा उसे कार्यालय प्रधान महालेखाकार (लेखा व हक) से सूचना मिलने के 3 दिन के अन्दर रूपये **5% (पांच) प्रतिशत** राशि बतौर प्रतिभूति जमा करानी होगी।
6. निर्धारित समय पर आवंटित कार्य नहीं करने पर हुई असुविधा के लिए फर्म पूर्णतया जिम्मेदार होगी। इस सम्बन्ध में यदि कोई विवाद होगा तो वरिष्ठ उप-महालेखाकार (प्रशासन) का निर्णय अन्तिम होगा जो फर्म को मान्य होगा।
7. निविदादाता को फर्म का रजिस्ट्रेशन का प्रमाण पत्र निविदा के साथ देना होगा।
8. फर्म को निम्न हस्ताक्षरकर्ता द्वारा दी गयी सभी हिदायतों, शर्तों व आदेशों का अनुबंध में समावेश ना होते हुए भी पालना करनी होगी।
9. इस ठेके के अर्न्तगत किस भी शर्त अथवा दावे के सम्बन्ध में कोई विवाद हो तो उसे प्रधान महालेखाकार (लेखा व हक), राजस्थान, जयपुर को विचारार्थ प्रस्तुत किया जावेगा और उनका निर्णय अन्तिम होगा जो फर्म को मान्य होगा।
10. यदि कार्य के दौरान किसी भी प्रकार की जन हानि होती है तो उसकी समस्त जिम्मेदारी फर्म की होगी।
11. प्रतिभूति की राशि वारंटी समाप्त होने के दो माह बाद लौटाई जावेगी।
12. भुगतान के समय **Income Tax Act, 1961** एवं GST नियमों के अनुसार कटौती की जावेगी।
13. प्रधान महालेखाकार (लेखा व हक) राजस्थान, जयपुर को अधिकार होगा कि वे किसी भी निविदा को बिना कारण बताये स्वीकार या अस्वीकार कर सकते हैं।
14. निविदादाता फर्म का जयपुर राजस्थान में Service Center अनिवार्य रूप से होना चाहिए।
15. कार्यालय में Modular Furniture लगाये जाने से पूर्व Design/Drawing कार्यालय से Approve करवानी होगी। यदि कार्यालय Design/Drawing में कोई बदलाव करता है तो 3 दिवस में नयी Design/Drawing कार्यालय से Approve करवानी होगी।
16. Modular Furniture का bulk production करने से पहले Sample कार्यालय से पास करवाना अनिवार्य है।
17. निविदा केवल **GeM** पोर्टल के माध्यम से प्रस्तुत करनी होगी एवं GeM पर बिड लगाने वाली समस्त शर्तों की पालना करना होगा।

18. कार्यालय की समस्त शर्तें (ATC) की अनुपालना करनी होगी ।
19. फ़र्म का Dedicated संपर्क सूत्र (**Telephone/Mobile/** एवं **Email-Id**) एवं शिकायत हेतु एस्केलेशन मैट्रिक्स होना चाहिए । OEM/Bidder का Dedicated **contact number** अनिवार्य रूप से होना चाहिए ।
20. फ़र्म (**OEM**) के उत्पाद वेबसाइट पर उपलब्ध होने चाहिए ।
21. फ़र्म के पास **कम से कम 03 वर्ष का अनुभव** भारतीय बाजार में होना चाहिए ।
22. **Drawing, Installation, Commissioning, Testing, Configuration, Training** आदि का सम्पूर्ण कार्य निविदादाता (**OEM / OEM Certified resource or OEM authorized Reseller**) द्वारा पूर्ण किया जावेगा ।
23. OEM, Bidder का अपना वैध **PAN/TAN, Certificate of Incorporation of Company, Registration Certificates** तथा **GST** पंजीकरण प्रमाण पत्र हो ।

वरिष्ठ लेखाधिकारी/जी.डी.

OFFICE OF THE Pr. ACCOUNTANT GENERAL (A&E) RAJASTHAN , JAIPUR

Bid Document No

Date

BID SUBMISSION FORM

(To be printed on Bidder's letterhead, signed, stamped, scanned, and submitted online through GeM Portal)

LETTER OF BID

TO,

Senior Accounts Officer (GD)

JAIPUR – 302005.

Ref: Invitation for Bid document No

Dated.....

We have examined and have no reservations about the Bidding Documents, including Agenda issued in accordance with Instructions to Bidders.

- 1. We undertake to provide the Modular furniture to your office in conformity with the Bidding Document.**
- 2. Our bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us and may be accepted at any time before the expiration of that period.**
- 3. We also declare that the Government of India or any other Government body has not declared us ineligible or black-listed on charges of engaging in corrupt, fraudulent, collusive, or coercive practices or any other failure/lapses of serious nature.**
- 4. We undertake, to enter into an agreement as per the terms and conditions of the bidding document and bar all expenses including charges for stamps, etc. and the agreement will be binding on us.**
- 5. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept the highest-ranked bid / lowest bid or any other bid that you may receive.**

Yours sincerely,

Authorized Signatory

(Authorised person shall attach a copy of Authorisation for signing on behalf of the Bidding Company)

Full Name and Designation

(To be Printed on Bidder's letterhead)

OFFICE OF THE Pr. ACCOUNTANT GENERAL (A&E) RAJASTHAN , JAIPUR

Bid Document No

Date

.....

UNDERTAKING

(Notarized Affidavit to be executed on non-judicial stamp paper of RS -50/-)

A copy of the Affidavit should be scanned and uploaded in the GeM Portal and a hard copy should be delivered along with other documents as per the timelines of the Bid Document.

- 1. I, the undersigned, certify that I have gone through all the terms and conditions mentioned in the bid document No Dated and undertake to comply with them unconditionally,**
- 2. That the rates quoted by me are valid and binding upon me forth the entire period of the contract and it is certified that the rates quoted are the lowest rates as quoted in any other institution in India.**
- 3. That I/ We give the rights to the competent authority of the office of the Pr.Accountant General (A&E) Rajasthan, Jaipur to forfeit the Earnest Money / Security money deposit submitted by me/ us in case of breach of conditions of Contract and take action for blacklisting my/ our agency.**
- 4. That I / We also give rights to the competent authority of the office of the Pr. Accountant General (A&E) Rajasthan, Jaipur to forfeit the Earnest Money Deposit and blacklist our agency in case our agency fails to accept the work order and/or execute the contract agreement, or in cases of negligence in executing the contract, or in case of breach of contact.**
- 5. That I / We also give rights to the competent authority of the office of the Pr.Accountant General (A&E) Rajasthan, Jaipur to forfeit the Earnest Money deposit and initiate action against our agency for blacklisting in case our agency fails to submit the performance bank guarantee in accordance with the terms and conditions of the bid Document/contract agreement /Letter of acceptance.**
- 6. That I/ We also declare that the government of India or any other Government body has not declared us ineligible or blacklisted or debarred us on charges of engaging in corrupt, fraudulent, collusive, or coercive practices or any failure/lapses of any nature.**
- 7. That I hereby undertake to provide the Modular furniture as per the directions given in the bid document /contract agreement.**
- 8. That I, the undersigned undertake that I have fully adhered to minimum eligibility criteria as per the requirements of the bid document no..... dated**
- 9. That my agency M/shas at least three years of experience in selling similar products in ministries / departments /PSUs / Autonomous Bodies under the Government of India / State Government**

Place:

Dated

Signature of Bidder along with Stamp

Name of the Bidder

Specifications for 11 L Shape modular workstations for AAOs

Providing and fixing of single seated L Shape 11 workstation Cabin Type (as per requirement) having following specifications:

1. **Supplying and placing workstation** with table in completely knock down conditions with Cabin size 2550mm x 1500mm x 1050mm (LxWxH) with Table size 1500mm x 750mm x 750mm (LxWxH) with 18mm PLB Gable End and Modesty/ perforated modesty (1.2mm thickness) that is to be assembled at site. Requirement and conditions as given below:-
2. **Work Top** – Work top shall be 25mm thick pre laminated particle board interior grade of approved shade conforming to IS:12823 with bull nose/half round postform pattern. Both side PLB legs /perforated modesty size as per table size. The top profile shall be in sharing base rectangle shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC on 2 sides and 2 side with bull nose/full round postform pattern, that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. A pull out keyboard tray of PLB keyboard (with Telescopic channel) Cable Manager Hole with PVC Cap will be provided. The tray shall be operated on keyboard channel. The top shall be supported on both side PLB 18 mm Gable end It should be made up on 25mm thick Pre-laminated particle board and the profile shall be in linear shape with appropriate 2mm PVC edge banding. Adjustable leveller shoe shall be provided at bottom of the partition to avoid scratches on the floor.
3. **Side unit** :- 900mmx450mmx750mm (LxWxH) shall be 25mm thick post laminated particle board interior grade of approved shade conforming to IS:12823 with bull nose/half round post form pattern. Other body 18mm thick Pre-laminated particle board. The top profile shall be in sharing base rectangle shape and edges shall be sealed with 2mm thick thin strip of impermeable PVCX on 3 sides and 1 side with bull nose/half round postform pattern that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. Providing upper side 2 drawer with channels, separate locks and bottom side storage with 2 shutters with lock. All joinery should be with minifix. (means all board should be with minifix not L steels strips).
4. **Wire Management** - Skirting Race Way. The partition shall have concealed wire management capabilities and should be engaged for responsive and safe operations of power, telecommunications and data (LAN) and has separate components for electrical, data and telephone cables having adequate capability of both the vertical and horizontal wire movements. Slots/cut-outs should be given on raceways to fix all electrical and data points. 3 sockets of 6 amp with switches and 8 Module electric plate including complete wire 4 sq/mm 3 coir (end to end point) Anchor/Legrend/Hawells/Polycab or equivalent for each table should be included in the quoted rates. The complete supply and installation of electrical & LAN items as mentioned above will be under bidder's scope.

5. **Cut out for the Data point** shall be provided by the bidder as per the buyer's requirement and no extra cost will be paid by the buyer. The work related to installation of data cable and points shall be done by bidder at his cost.
6. **Frame Material for work station** – with Cabin size 2550mm x 1500mm x 1050mm (LxWxH). The top trim, top bar, mid bar, vertical bar, raceway, skirting shall be made up of Aluminum extrusions (pre-treated) and duly power coated with 40-60 μ thick. The trims shall have covered with Dia cast and caps on joints and powder coating system 7 to 9 tank processing in house.
7. Length of table top (Return Frame) $\pm$ 10mm – 1500 mm

Specifications for 22 modular workstations for Accountant

Providing and fixing of workstation Single Seater Rectangular shape Cluster with Single Seat/Two Seater/ Back to Back/linear sitting (as per requirement) having following specifications:

1. **Supplying and placing workstation** table in completely knock down conditions with an overall size for 22 nos. seats:- 1200mmx750mmx1050mm(LxWxH) with three drawer unit pedestal key board tray and CPU trolley that is to be assembled at site. Requirement and conditions as given below:-
2. **Work Top** – 1200mmx750mmx 750mm (LxWxH) Work top shall be 25mm thick pre laminated particle board interior grade of approved shade conforming to IS:12823 with bull nose/full round postform pattern. The top profile shall be in sharing base rectangle shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC on 3 sides and one side with bull nose/half round postform pattern, that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. A pull out keyboard tray of PLB keyboard Cable Manager hole with PVC Cap will be provided. The tray shall be operated on keyboard channel. The top shall be supported on particle board base gable end. The end wall of the top on the side shall be topped by gable end. It should be made up on 25mm thick Pre-laminated particle board and the profile shall be in linear shape with appropriate PVC edge banding. Adjustable leveller shoe shall be provided at bottom of the partition to avoid scratches on the floor.
3. **Wire Management** - Skirting Race Way. The partition shall have concealed wire management capabilities and should be engaged for responsive and safe operations of power, telecommunications and data (LAN) and has separate components for electrical, data and telephone cables having adequate capability of both the vertical and horizontal wire movements. Slots/cut-outs should be given on raceways to fix all electrical and data points. 3 sockets of 6 amp with switches and 8 Module electric plate including complete wire 4 sq/mm 3 coir (end to end point) Anchor/Legrend/Havells/Polycab or equivalent for per seat should be included in the quoted rates. The complete supply and installation of electrical & LAN items as mentioned above will be under bidder's scope.
4. **Construction of Pedestal** – The free standing all wood pedestal with castors shall be 400mm x 500mm x 650mm (+) 10mm (WxDxH) having Two drawer and one Filer with central locking having following sizes:
 - (vi) Size of drawer units (WidthXDepthXHeight) $\pm 10\text{mm}$ - (400mm x 500mm x 150mm) + 10mm
 - (vii) Size of file box (WidthXDepthXHeight) $\pm 10\text{mm}$ - (400mm x 500mm x 325 mm) + 10mm

5. **Cut out for the Data point** shall be provided by the bidder as per the buyer's requirement and no extra cost will be paid by the buyer. The work related to installation of data cable and points shall be done by bidder at his cost.

6. **Frame Material for work station** – The top trim, top bar, mid bar, vertical bar, raceway, skirting shall be made up of Aluminium extrusions (pre-treated) and duly power coated with 40-60 μ thick. The trims shall have covered with dia cast and caps on joints and powder coating system 7 to 9 tank processing in house.

7. Length of table top (Return Frame) $\pm$ 10mm – 1200 mm

Certifications

The manufacturer shall have quality and safety assurance as given below:-

1. OEM of offered product is ISO 9001:2015 certified from NABCB accredited agency – Yes
2. OEM of offered product is ISO 14001:2015 certified from NABCB accredited agency –Yes
3. OEM of offered product is ISO 45001:2018 certified from NABCB accredited agency – Yes
4. BIFMA membership – YES
5. AIOTA Certification for office furniture – Yes
6. Green Guard/Green Pro/Green Co Certification for Modular Furniture-Yes

Common Conditions and Specifications

1. Service centre should be in Jaipur Rajasthan.
2. Existing furniture will be dismantled and to keep in store will be under bidders scope
3. All required document required should be as per bid document.
4. Quantity can be increased/decreased by +25% of total value as per requirement of buyer.
5. Factory visit by the buyer at the cost of bidder, if required by the buyer.
6. Test reports to be furnished to buyer on demand
7. Warranty period in number of years – minimum 1 year
8. All joinery should be with minifix (means all board should be with minifix not L steels stips).
9. All required Hardware like – Storage handle, locks, hinges, minifix etc. should be good quality and all Hardware be smooth.
10. It will be under bidder's scope to prepare all drawing and getting approved from the buyer before bulk manufacturing of the item. No extra cost will be provided for drawings.
11. INSTALLATION COMMISSIONING - The price will includes the cost of installation and commissioning, loading, unloading etc. of the entire unit at consignee site including power switches and electrical wiring.
12. Thickness of front and side partition::Panel ± 2 mm – 60 mm
13. Overall height of work station partition ± 10 mm – 1050 mm AND Table Top height - 750mm.
14. Thickness of table top ± 2 mm – 25 mm
15. Depth of table top ± 10 mm – 750 mm
16. Thickness of main frame ± 5 mm – 60mm
17. Material of Table Top – Pre-laminated particle board of E 1 grade with post formed.
18. Material of tiles for top – Pre-laminated particle board of E 1 grade
19. Material of intermediate tiles – Pre-laminated board
20. Material of bottom tiles – Pre-laminated particle board tile

Checklist

Sr.No.	Required Document	Yes/NO
01.	PAN	
02.	GST	
03.	MSME	
04.	EMD if not Exmpted under MSME	
05.	OEM	
06.	Registration of incorporation	
07.	ATC seal and signed	
08.	Service Center in Jaipur	
09.	Escalation Matrix	
10.	Experience	
11.	Non Blacklist Certificate	
12.	Undertaking on Notarized Affidavit	
13.	Certifications as bid document and ATC	