

Bid Document

Bid Details	
Bid End Date/Time	20-01-2022 20:00:00
Bid Opening Date/Time	20-01-2022 20:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	65 (Days)
Ministry/State Name	Ministry Of Finance
Department Name	Department Of Financial Services
Organisation Name	Canara Bank
Office Name	Department Of Information Technology
Total Quantity	1700
Item Category	LaserJet Printers with three years warranty and two years AMC (Q3) ()
Minimum Average Annual Turnover of the Bidder	127 Lakh (s)
Years of Past Experience required	3 Year (s)
MSE Exemption for Years Of Experience and Turnover	Yes
Startup Exemption for Years Of Experience and Turnover	Yes
Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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
Past Performance	80 %
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	5 Days
Evaluation Method	Total value wise evaluation

EMD Detail

Advisory Bank	HDFC Bank
EMD Percentage(%)	1.00

EMD Amount	255000
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ePBG Detail

Advisory Bank	HDFC Bank
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	62

(a). 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). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

Deputy General Manager
Canara Bank Procurement Group DIT Wing Head Office Bangalore, Karnataka
(S K L Das)

Splitting

Bid splitting not applied.

MII Purchase Preference

MII Purchase Preference	Yes
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MSE Purchase Preference

MSE Purchase Preference	Yes
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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. 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.
4. 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.

5. 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. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

6. 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.

7. 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 / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
10-01-2022 12:00:00	Bidder has to submit their prebid queries to buycon29.cb.ka@gembuyer.in on or before 07/01/2022 (Friday), 5.00PM. Prospective bidders can send the participant mail ids for prebid meeting to the above mentioned mail id for getting invitation link and the meeting will be conducted through Microsoft Teams. For any queries on GeM GTC, bidders have to take up with GeM representatives/helpdesk.

LaserJet Printers With Three Years Warranty And Two Years AMC (1700 pieces)

(Minimum 50% Local content required for qualifying as Class 1 Local Supplier)

Brand Type	Unbranded
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Technical Specifications

Buyer Specification Document	Download
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Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Akhil T Money	560001,Canara Bank, DIT Wing, Head Office (Annexe) No. 14 M G Road, Naveen Complex, Bangalore 560001	20	77
2	Mukesh Kumar Meena	302006,CANARA BANK CIRCLE OFFICE NO.1, ORBIT MALL AJMER ROAD CIVIL LINES, JAIPUR	70	77
3	Samson Ekka	132001,CANARA BANK CIRCLE OFFICE BAY SITE 17-18, SEC - 12 KARNAL	70	77
4	Amitava Das	700016,CANARA BANK CIRCLE OFFICE BELLS HOUSE, 21, CAMAC STREET KOLKATA	70	77
5	Himanshu Kushwaha	380014,Canara Bank Circle Office, 3rd & 4th Floor, Neelkanth Avenue-1, B/s Gujarat Vidyapeeth, Navjeevan Press Road, Nr. Income Tax Circle, Ashram Road, Ahmedabad	70	77
6	Rathod Ramesh	500029,CANARA BANK, TM SECTION CIRCLE OFFICE, MCH No. 10-3-163 & 10-3-163/A Plot No. 85, Sy. No. 628, Beside Rail Nilayam SECUNDERABAD - 500026	70	77
7	Sujit Pragyan Paramit	751007,CANARA BANK CIRCLE OFFICE,Plot No-155(P),Mouza Jagamara,At- BHUBANESWAR,Odisha-751019	70	77
8	Wanlumlang Shabong	781022,CANARA BANK CIRCLE OFFICE GUWAHATI 1st Floor, Dee Bee GRANDE, 6 MILE, PANJABARI ROAD, Guwahati	70	77
9	Gaurav Gupta	160022,CANARA BANK CIRCLE OFFICE Plot No - 1, Sector 34-A, Chandigarh	70	77
10	Abha Kumari	800001,CANARA BANK CIRCLE OFFICE P B NO.195 LAV KUSH TOWERS, EXHIBITION RD PATNA	70	77
11	Rambothu Bheemeswara Rao	520008,CANARA BANK CIRCLE OFFICE, 54-15-4B,LAKSHMI AVENUE, 2nd FLOOR, SRINIVASA NAGAR BANK COLONY,VIJAYAWADA	70	77
12	NIKHIL THOMAS	575001,CANARA BANK CIRCLE OFFICE CANARA BANK BUILDING LIGHT HOUSE HILL, BALMATTA ROAD MANGALURU	70	77

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
13	Babu Mahesh Kumar Chitturi	560001,CANARA BANK CIRCLE OFFICE SPENCERS TOWERS, NO 86, M G ROAD BENGALURU	70	77
14	Ankit Kapoor	282002,CANARA BANK 71 NEHRU NAGAR,AGRA, M G ROAD	70	77
15	Kiran Kumar K	576104,CIRCLE OFFICE MANIPAL, HEAD OFFICE ANNEXE, UDUPI DISTRICT, KARNATAKA	70	77
16	Abhilash Sohu	580031,CANARA BANK, CIRCLE OFFICE,52A, SHANBHAG BUILDING, UNKAL CROSS, SAINGAGAR ROAD, HUBBALLI, PIN 580031	70	77
17	Fulgence Kujur	834001,CANARA BANK CIRCLE OFFICE KAUSHALYA CHAMBERS,PP COMPOUND, MAIN ROAD,GPO, RANCHI	70	77
18	Shini S H	695039,CANARA BANK CIRCLE OFFICE (ANNEX) TC 26/173,(I), M.G.ROAD, P.B. 159 SPENCER BUILDING, 5TH FLOOR, STATUE TRIVANDRUM	70	77
19	Chandhar N	600018,Canara Bank Circle Office , NO.524, ANNASALAI, CIRCLE OFFICE, 5 TH FLOOR TENEYAMPETT, CHENNAI - 600018	70	77
20	Suyash Pandey	400051,CANARA BANK CIRCLE OFFICE C-14 G Block BKC Bandra E Mumbai	70	77
21	Jeyendran R	625001,CANARA BANK CIRCLE OFFICE POST BOX NO 243, St. Marys Campus, East Veli Street, Madurai	70	77
22	Vibhu Joshi	462001,CANARA BANK CIRCLE OFFICE Paryavas Bhavan Block-3, 5TH FLOOR, Jail Road , Arera Hills, Bhopal	70	77
23	Rachita Sinha	226010,CANARA BANK CIRCLE OFFICE P B NO.14, VIPIN KHAND, GOMTI NAGAR NEAR SANGEET NATYA ACADEMY, LUCKNOW	70	77
24	Shashi Kumar	110019,CANARA BANK CIRCLE OFFICE No.38,Ansal Tower,Nehru Place, NEW DELHI	70	77

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
25	Puspalata Nayak	411005,CANARA BANK CIRCLE OFFICE Canara Bank Building, Fp 790 (Part), Near Mangala Theatre, Shivaji Road, Shivaji Nagar, Pune	70	77

Buyer added Bid Specific Additional Scope of Work

S.No.	Document Title	Description	Applicable i.r.o. Items
1	Scope of Work View	Bidder to comply with all the terms and conditions mentioned in this Annexure-2 (Scope of Work) and to provide compliance to the same in the company letter while uploading the documents for Technical Evaluation.	LaserJet Printers With Three Years Warranty And Two Years AMC(1700)

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.

Buyer Added Bid Specific Terms and Conditions

1. Forms of EMD and PBG

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name Canara Bank Procurement Group DIT Wing Head Office Account No. 0792201002351 IFSC Code CNRB0000792 Bank Name Canara Bank Branch address Trinity Circle Bangalore.
Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. Generic

Bidders shall quote only those products in the bid which are not obsolete in the market and has at least 1 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

4. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

5. 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 %.

6. Generic

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

7. Service & Support

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

8. Generic

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

9. Service & Support

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

10. OEM

IMPORTED PRODUCTS: In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.

11. Generic

Malicious Code Certificate:

The seller should upload following certificate in the bid:-

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

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

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

12. 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.

13. Scope of Supply

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

14. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name Canara Bank Procurement Group DIT Wing Head Office Bangalore Account No. 0792201002351 IFSC Code CNRB00002351 Bank Name Canara Bank Branch address Trinity Circle Bangalore. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

15. **Generic**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

16. **Generic**

Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:

- i) The Seller fails to comply with any material term of the Contract.
- ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
- iv) The Seller becomes bankrupt or goes into liquidation.
- v) The Seller makes a general assignment for the benefit of creditors.
- vi) A receiver is appointed for any substantial property owned by the Seller.
- vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

17. **Generic**

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

18. **Generic**

- 1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
- 2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
- 3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

19. **Certificates**

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

20. **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 specification 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.

[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---