



**भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्**  
**INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION**  
(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार की एक स्वायत्त संस्था)  
(An Autonomous body under the Ministry of Environment, Forest and Climate Change, Government of India)  
पो० ओ० न्यू फॉरेस्ट, देहरादून – 248006 (उत्तराखण्ड)  
P. O. New Forest, Dehradun - 248006 (Uttarakhand)

No. 1-64(8)/2023/RECAP4NDC/BCC/ICFRE/

Date: 13/09/2024

**Request for Quotation for Procurement of Office Equipment**  
**(Through GeM only)**

**Name of Project:** Restore, Conserve and Protect Forest and Tree Cover for NDC Implementation (RECAP4NDC) Project

**Agreement Number:** 81301539

**Project Processing Number:** 21.9023.9-004.00

**GeM Bid No.:** GEM/2024/B/5395866

1. Indian Council of Forestry Research and Education (ICFRE) is one of the consortium partners of the RECAP4NDC Project and implementing the component Output-V DCKCM-FLR (Development of capacities, knowledge and communication mechanisms for forest landscape restoration).
2. ICFRE now invites quotation/ bid for procurement of office equipment through Government e-Marketplace (GeM) as per following details:

Office Equipment	Specifications	Qty.
AIO Desktop Computer	Processor: Intel or equivalent, Processor Generation: Minimum 13 <sup>th</sup> or higher, Processor Description: Minimum Intel Core i7 or better, Graphics: Minimum Integrated UHD Graphics or better, Operating System: Windows 11 Professional 64 bit along with Recovery Media (OEM Certified), RAM: 16 GB DDR 3200 MHz or higher (Upgradable to 64 GB), SSD: 1 TB, Display Size: Minimum 23.8 inch IPS or higher with minimum resolution of 1920x1080 or better with Full HD webcam or better, Inbuilt speakers & inbuilt mike, Wifi and Bluetooth enabled, Mouse and Keyboard: Wireless, Antivirus with 3 years validity (Inbuilt Firewall, IDS/IPS, Ransomware Protection, Spam Protection, Data Theft Protection, Data Breach Alert, Webcam Protection, Rogueware Scan, Trusted Email Clients Protection, Blacklist of email addresses for Spam Protection, USB Drive Protection, Secure Line VPN, Script blocker, Command-line scanner, Resident protection, Online identity monitoring, Protection Statistics / Advance Threat Defense, Multi-Layer Ransomware Protection, network threat Prevention, Web Attack Prevention, Ultra-Fast Scanning, 34/7 Cloud-Based Guard Duty, Account Privacy / Should have DNA Scan, CFR Backup, Synchronized Security Platform with Meta protect, Privacy & Identity protection, network and data protection and privacy) with OEM/MAF certificate, MS Office 2021 (Word, Excel, PowerPoint, Access, Outlook, Publisher) with academic version with OEM/MAF certificate, Warranty: 3 years onsite	08
Laptops	Processor: 13 <sup>th</sup> Gen. Intel i7 min 8 core or higher, RAM: 16 GB DDR4 x 2 slots, expandable upto 32 GB – 2 DIMM Slots, SSD: 512 GB, Wireless and Bluetooth, Display: 14” FHD backlit 250 nits with HD Webcam, Security: Integrated Fingerprint Reader, Integrated Stereo Speakers and mike, HD audio Higher, Battery: Minimum 8 hour of backup, Operating System: OEM preloaded Windows 11 Professional with OEM recovery media higher, Must be certified for Windows, AC adaptor, Standard Indian Adaptor, Antivirus with 3 years validity (Inbuilt Firewall, IDS/IPS, Ransomware Protection, Spam Protection, Data Theft Protection, Data Breach Alert, Webcam Protection, Rogueware Scan, Trusted Email Clients Protection, Blacklist of email addresses for Spam Protection, USB Drive Protection, Secure Line VPN, Script blocker, Command-line scanner, Resident protection, Online identity monitoring, Protection	03

	Statistics / Advance Threat Defense, Multi-Layer Ransomware Protection, network threat Prevention, Web Attack Prevention, Ultra-Fast Scanning, 34/7 Cloud-Based Guard Duty, Account Privacy / Should have DNA Scan, CFR Backup, Synchronized Security Platform with Meta protect, Privacy & Identity protection, network and data protection and privacy) with OEM/MAF certificate, MS Office 2021 (Word, Excel, PowerPoint, Access, Outlook, Publisher) with academic version with OEM/MAF certificate, Warranty: 3 years onsite	
MFP Printers (Mono)	Composite Cartridge, Printing Technology: Laser, Mono printing, Paper Size: A4, Print Speed per minute as per ISO/IEC 24734 in (A4) Size-Mono: 29, Resolution (Dpi): 600x600, Memory (MB): 64, Processor Speed: 500 MHz, with Duplex printing, , Duplex Print Speed (IPM): 18, with Network Connectivity, Network Interface: Ethernet 10/100, with Wireless Connectivity, Type of Wireless Connectivity: Wireless (802.11 b/g/n), with USB Port, Number of Main Paper Trays: 1, Main Paper Tray Capacity: 150, Yield of the cartridge/Ink Tank/ Ink Pack supplied with Machine as per ISO/IEC: 19752/2004(E) for Black (Number of Prints): 1100, Duty Cycle (Number of Prints/month): 20000, with OEM/MAF certificate, Warranty: 3 Years onsite	03
Colour Laser Printer	Cartridge Technology: Composite Cartridge, Printing Technology: Laser, Type of Printing: Colour, Paper Size: A4, Print Speed per minute: 27, Duplex printing, with OEM/MAF certificate, Warranty: 3 Years onsite	01
UPS	Rating (in KVA): 1.0, Technology: MOSFET-PWM, Inverter Efficiency (%): 60% or better, Backup time (Minutes) on full load: 30 minutes, Warranty: 1 year, Rated Output (Volt) with Total Harmonic: Single Phase Quasi Sinewave 230 V AC 50 Hz Harmonic, with OEM/MAF certificate, Warranty: 2 Years onsite	08

3. You are invited to submit your price quotation (through GeM Bid No.: GEM/2024/B/5395866) for the supply of above mentioned office equipment for Project Management Unit, RECAP4NDC project as per specifications mentioned in Para 2.
4. Quoted price will be evaluated and contract will be awarded to the responsive bidder offering the lowest evaluated rate for the items as per the specifications.
5. EMD of Rs. 50,000/- shall be submitted alongwith the bid in the form of Demand Draft in favour of **'ICFRE Security Money/ EMD Account'** payable at Dehradun.
6. Bidder has to upload scanned copy/ proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid opening date. If bidder fail to deliver hard copy of the DD to buyer address within 5 days of Bid End date/ Bid opening date, those bids will be rejected.
7. EMD(s) must be marked "EMD for Supply of Office Equipment" and addressed to the:
 

Principal Investigator, RECAP4NDC Project  
Room No. 126  
Biodiversity and Climate Change Division  
Indian Council for Forestry Research and Education  
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)
8. Quotation/ bid shall be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of supplier providing after sales service facilities at Dehradun.
9. **Bid specific OEM/ Manufacturer Authorization Form Certificate(s) is required for all the items of the bid document including the items mentioned in additional parameter of the bid document.**
10. **Bidder's offer is liable to be rejected if they don't upload any of the certificates/ documents sought in the quotation/ bid document, additional terms & conditions (ATC) and corrigendum if any.**
11. **Bidder has to provide undertaking of timely service within the warranty period on their letter head.**
12. **The bidder/OEM must have local service center in the state of Uttarakhand, documentary evidence shall be provided.**
13. **Bidder/ OEM must provide Escalation Matrix for Service Support.**
14. Installation, Commissioning, Testing, Configuration, Training (if any – which ever is applicable as per scope of supply) is to be carried out by OEM/ OEM Certified resource or OEM authorized Reseller.

15. **The bidder or the OEM of the offered items must have valid ISO 9001 certification. Same shall be submitted with bid.**
16. **Bidder shall present a declaration document of not having blacklisted in any government department/organization since last five years.**
17. The deadline for receipt of quotation/ bid through GeM is **24 September 2024 by 05:00 PM.**
18. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST). No price increase will be allowed after the submission of Quotations/ bid.
19. Quotation/ bid shall be valid for a period of 90 days from the date for receipt of quotation(s)/ bid(s).
20. The Procurement Committee of RECAP4NDC Project, ICFRE will evaluate and compare the quotations/ bids determined to be substantially responsive i.e. which are properly signed and conform to the terms and conditions and specifications of the quotation/ bid, and submitted required mandatory certificates and documents as per the specifications of the quotation/ bid.
21. The contract for supply of office equipment will be awarded to the Firm whose quotation/ bid has been determined to be substantially responsive and who has offered the lowest price as per the specifications in the Bid document.
22. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations/ bids and to cancel the procurement process and reject all quotations/ bids at any time prior to the award of contract.
23. The Firm whose quotation/ bid is accepted will be notified for the award of contract by the Buyer prior to expiration of the quotation/bid validity period. The terms of the accepted offer shall be incorporated in the contract.
24. All prices should be quoted F.O.R. destination inclusive of all taxes and contingent costs including, customs packing and forwarding, transportation, handling and insurance etc.
25. The Office Equipment supplied under the contract shall conform to the standard prescribed/ specifications mentioned there, against the goods in the financial bid.
26. ICFRE shall not be responsible for fluctuation of the market rate of the ordered above mentioned items. The firm shall be required to supply the above-mentioned office equipment at agreed rate only. The contract may be terminated at any time due to non-performance of any of the terms and conditions of the contract to the satisfaction of the buyer.
27. ICFRE shall have the sole and unfettered discretion to decrease/ increase the number of above-mentioned office equipment to be purchased from the firm within the validity of the contract.
28. Payment shall be made after successful delivery and installation of the goods.
29. The Successful Bidder can submit the Performance Security 3% of the total contract value for the period of 36 months in the form of PBG or Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of ICFRE Security Money/ EMD Account. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.
30. The Principal Investigator, RECAP4NDC Project, ICFRE reserves the right to cancel the contract on ground of unsatisfactory or delayed supply and failure to fulfill terms and conditions of the bid document and contract.
31. Decision of the Director General, ICFRE will be final for dispute (if any).

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Principal Investigator  
RECAP4NDC Project, ICFRE



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5395866  
Dated/दिनांक : 13-09-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	24-09-2024 17:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	24-09-2024 17:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Environment Forest And Climate Change
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Indian Council Of Forestry Research And Education (icfre)
Office Name/कार्यालय का नाम	Icfre Hq
Total Quantity/कुल मात्रा	23
Item Category/मद केटेगरी	All in One PC (Q2) , Laptop - Notebook (Q2) , Multifunction Machines MFM (Q2) , Computer Printers (Q2) , Line Interactive UPS with AVR (V2) (Q2)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	5 Lakh (s)
OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)	10 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

<b>Bid Details/बिड विवरण</b>	
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (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
<b>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>	No
<b>Past Performance/विगत प्रदर्शन</b>	50 %
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	Yes
<b>RA Qualification Rule</b>	H1-Highest Priced Bid Elimination
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Primary product category</b>	All in One PC
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation

#### **EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	50000

#### **ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	36

(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./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। 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।

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

**Beneficiary/लाभार्थी :**

Account Officer

ICFRE HQ, Indian Council of Forestry Research and Education (ICFRE), Ministry of Environment Forest and Climate Change, Dehradun

(Icfre Security Money/ Emd Account)

**MII Purchase Preference/एमआईआई खरीद वरीयता**

MII Purchase Preference/एमआईआई खरीद वरीयता	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	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" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. 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" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. 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 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. 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.
6. 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.

7. 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.

8. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 50% 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.

9. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.
- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

## All In One PC ( 8 pieces )

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

### Technical Specifications/तकनीकी विशिष्टियाँ

[\\* जेम कैटेगरी विशिष्टि के अनुसार / As per GeM Category Specification](#)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Motherboard	<b>Chipset Series</b>	Intel Q Series, Intel Z Series Or higher
	<b>Chipset Number</b>	Intel Q 370, Intel Q470, Intel Q570, Intel Q670 Or higher

<b>Specification</b>	<b>Specification Name/विशिष्टि का नाम</b>	<b>Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य</b>
Processor	<b>Processor Make</b>	Intel
	<b>Processor Generation</b>	13.0 Or higher
	<b>Number of Cores per Processor</b>	16, 24, 22 Or higher
	<b>Processor Description</b>	Intel Core i7, Intel Core i9 Or higher
	<b>Processor Number</b>	Intel Core i9 13900, Intel Core i7 13700 Or higher
Graphics	<b>Size of Memory in Case of Dedicated Graphic Card (GB)</b>	0, 1, 2, 3, 4, 8 Or higher
Operating System	<b>Operating System (Factory Pre-Loaded)</b>	Windows 11 Professional
Memory	<b>RAM Size (GB)</b>	16, 32, 64 Or higher
	<b>RAM Expandability up to( using spare DIMM Slots in GB)</b>	64 Or higher
Storage	<b>Type of Drives used to populate the Internal Bays</b>	SSD
	<b>Total HDD Capacity (GB)</b>	500, 1000, 1500, 2000, 2500, 3000, 0 Or higher
	<b>Total SSD Capacity (GB)</b>	1024, 2048, 4096 Or higher
Display	<b>Display Size (INCHES)</b>	23.6, 23.8, 27, 34, 37.5 Or higher
	<b>Display Type</b>	Non Touch, Touch Or higher
	<b>Panel Technology</b>	IPS, WVA Or higher
	<b>Display Resolution (PIXELS)</b>	1920x1080, 1920 x 1200, 3200x1800, 3840 x 2160, 3440 x 1440, 4096x2304, 5120x2880 Or higher
	<b>Availability of Webcam integrated with Display</b>	Yes
	Availability of Speakers integrated with Display	Yes
Connectivity	Wireless Connectivity	Yes
	Bluetooth Connectivity	Yes
Generic	Microphone-in	Yes
Input Devices	Mouse Connectivity	Wireless Or higher
	Keyboard Connectivity	Wireless Or higher
Warranty	<b>On Site OEM Warranty (Year)</b>	3, 5 Or higher



**Additional Specification Parameters - All In One PC ( 8 pieces )**

Specification Parameter Name	Bid Requirement (Allowed Values)
Antivirus with 3 years validity	Inbuilt Firewall, IDS/IPS, Ransomware, Spam,Data Theft,Webcam & USB Drive Protection,Data Breach Alert, Rogueware Scan, Secure Line VPN,Online identity monitoring/Advance Threat Defense, Multi-Layer Ransomware Protection, network threat & Web Attack Prevention, Ultra-Fast Scanning,24/7 Cloud-Based Guard, Account Privacy/Should have DNA Scan, CFR Backup, Synchronized Security Platform with Meta protect, Privacy & Identity protection, network & data protection & privacy with OEM/MAF certificate
MS Office 2021	MS Office 2021 (Word, Excel, PowerPoint, Access, Outlook, Publisher) with academic version with OEM/MAF certificate

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO-NEW FOREST DEHRADUN, UTTARAKHAND	8	45

**Laptop - Notebook ( 3 pieces )**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

\* जेम केटेगरी विशिष्टि के अनुसार / [As per GeM Category Specification](#)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Processor	<b>Processor Make</b>	Intel
	<b>Processor Generation</b>	13.0 Or higher
	<b>Number of Cores per Processor</b>	10, 14, 20, 22, 24, 12 Or higher
	<b>Processor Description</b>	Intel Core i7, Intel Core i9 Or higher
	<b>Processor Number</b>	Intel Core i9 13900HK, Intel Core i9 13900H, Intel Core i9 13980HX, Intel Core i7 13800H, Intel Core i9 13900HX, Intel Core i7 13850HX, Intel Core i9 13950HX, Intel Core i7 13700H, Intel Core i7 13620H, Intel Core i7 13700HX, Intel Core i7 13650HX, Intel Core i7 1370P, Intel Core i7 1360P, Intel Core i7 1365U, Intel Core i7 1355U Or higher

<b>Specification</b>	<b>Specification Name/विशिष्टि का नाम</b>	<b>Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य</b>
Graphics	<b>Size of Memory in Case of Dedicated Graphic Card (GB)</b>	0, 1, 2, 3, 4, 6 Or higher
Operating System	<b>Operating System (Factory Pre-Loaded)</b>	Windows 11 Professional
Memory	<b>Type of RAM</b>	DDR4, LPDDR4, DDR5, LPDDR5 Or higher
	<b>RAM Size (GB)</b>	16, 32, 64, 128 Or higher
	RAM Expandability up to( using spare DIMM Slots in GB)	32, 64, 128 Or higher
Storage	<b>Type of Drives used to populate the Internal Bays</b>	SSD
	<b>Total HDD Capacity (GB)</b>	500, 1000, 1500, 2000, 2500, 3000, 0 Or higher
	<b>Capacity of each SSD (GB)</b>	512
	<b>Total SSD Capacity (GB)</b>	512, 768, 1024, 1280, 2048, 4096 Or higher
	<b>Capacity of each SSHD (GB)</b>	8 GB Flash + 500 GB @5400 rpm, 8 GB Flash + 1000 GB @5400 rpm, 8 GB Flash + 2000 GB @5400 rpm, NA Or higher
	<b>Total SSHD Capacity in addition to 8 GB Flash (GB)</b>	500, 1000, 1500, 0 Or higher
Connectivity	<b>Wireless Connectivity</b>	Yes
Display	<b>Display Size (Inch)</b>	14, 15, 15.4, 15.6, 16 Or higher
	<b>Display Type</b>	Non Touch, Touch Or higher
	<b>Display Resolution (Pixels)</b>	1920x1080, 1920 x 1200, 3200x1800, 3840 x 2160, 2304 x 1440, 2560 x 1600, 2736 x 1824, 2880 x 1800, 2256x1504, 3000x2000, 3240x2160, 3272 x 1920, 2880 x 1920, 3072 x 1920 Or higher
	Availability of Webcam integrated with Display	Yes
Miscellaneous	<b>Optical Drive</b>	Integrated, External, NA Or higher
	<b>Backlit Keyboard</b>	Yes
	Finger Print Reader	Yes
	Carry Case	Yes
	If Yes, Type of Carry Case	Back Pack, With Shoulder Strap, Others, Water Resistant Or higher
Power	Battery Backup Time (Hours) (Value exactly as per Mobile Mark 2014 to be indicated)	8.0 - 22.0 Or higher
Warranty	<b>Battery Warranty</b>	3, 4, 5 Or higher

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	On Site OEM Warranty (Year)(OEM/ Authorised channel partner shall note that W/G to be fulfilled by OEM at site)	3

#### Additional Specification Parameters - Laptop - Notebook ( 3 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
Antivirus with 3 years validity	Inbuilt Firewall, IDS/IPS, Ransomware, Spam,Data Theft,Webcam & USB Drive Protection,Data Breach Alert, Rogueware Scan, Secure Line VPN,Online identity monitoring/Advance Threat Defense, Multi-Layer Ransomware Protection, network threat & Web Attack Prevention, Ultra-Fast Scanning,24/7 Cloud-Based Guard, Account Privacy/Should have DNA Scan, CFR Backup, Synchronized Security Platform with Meta protect, Privacy & Identity protection, network & data protection & privacy with OEM/MAF certificate
MS Office 2021	MS Office 2021 (Word, Excel, PowerPoint, Access, Outlook, Publisher) with academic version with OEM/MAF certificate

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

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO-NEW FOREST DEHRADUN, UTTARAKHAND	3	15

#### Multifunction Machines MFM ( 3 pieces )

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

#### Technical Specifications/तकनीकी विशिष्टियाँ

\* जेम केटेगरी विशिष्टि के अनुसार / As per GeM Category Specification

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Ungrouped	<b>Print Technology</b>	Laser
	<b>Type of Machine</b>	Multifunction Machine
	<b>Type of Printing</b>	Mono
	<b>Cartridge Technology</b>	Composite Cartridge, Separate Drum and Toner (Mono Component), Separate Drum and Toner (Dual Component) Or higher
	<b>Platen/Flatbed Size</b>	A4, A3, Legal Or higher
	<b>Paper Size (Original/Image)</b>	A4/A4
	<b>RAM size (MB)</b>	128, 256, 512, 1024, 2048, 4096, 6144, 3072, 320, 768, 1536, 1500, 758, 1250, 2560, 7168, 5120, 8192, 16384, 2816, 4000, 2000, 4608, 10240, 8000, 3584 Or higher
	<b>Hard Disk Capacity(GB)</b>	0, 8, 128, 160, 256, 320, 500, 1024, 250, 640, 32, 1000, 2000, 3000 Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono</b>	35, 36, 38, 40, 43, 45, 46, 47, 50, 52, 55, 60, 61, 65, 70, 71, 75, 80, 90, 95, 100, 105, 110, 51, 56, 41, 120, 130, 160, 57, 85, 81, 53, 140, 96, 111, 115, 136, 42, 48 Or higher
	<b>Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour</b>	12, 15, 16, 18, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 35, 36, 4, 4.4, 5, 5.7, 5.8, 6.8, 10, 10.4, 15.5, 40, 50, 60, 5.5, 11, 46, 120, 130, 160, 65, 45, 7, 34, 55, 38, 56, 75, 81, 19, 71, 0, 21, 53, 32, 70, 140, 80, 85, 115, 6, 13, 33, 3.9, 9 Or higher
	<b>Scanning Feature Availability</b>	Yes Or higher
	<b>Duplexing Feature Availability</b>	Yes Or higher
	<b>Faxing Feature Availability</b>	Yes, No Or higher
	<b>Networking Feature Availability</b>	Yes Or higher
	<b>Wi-Fi Availability</b>	Yes Or higher
	<b>Original Document Feeder Type</b>	ADF, DADF/RADF, SPDF Or higher
	<b>Number of Main Paper Tray</b>	2, 3, 4, 5 Or higher
<b>Bypass Facility</b>	Yes Or higher	
<b>On Site OEM Warranty (Year)</b>	3, 4, 5 Or higher	

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO-NEW FOREST DEHRADUN, UTTARAKHAND	3	45

**Computer Printers ( 1 pieces )**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

[\\* जेम केटेगरी विशिष्टि के अनुसार / As per GeM Category Specification](#)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Specifications	<b>Cartridge Technology</b>	separate toner and drum, Composite Cartridge Or higher
	<b>Printing Technology</b>	Laser
	<b>Type of Printing</b>	Colour
	<b>Paper Size</b>	A4, A3, Legal Or higher
	<b>Print Speed per minute as per ISO/IEC 24734 in (A4) Size - Mono</b>	35, 38, 40, 43, 45, 47, 50, 52, 55, 60, 61, 65, 70, 71, 75, 80, 85, 90, 95, 100, 105, 110, 62, 33, 41, 46, 56, 34, 36, 48 Or higher
	<b>Print Speed per minute as per ISO/IEC 24734 in (A4) - Color</b>	35, 40, 45, 50, 55, 60, 65, 70, 75, 80, 85, 90, 95, 100, 105, 110, 38, 33, 46, 34, 36 Or higher
	<b>Duplexing Feature</b>	Yes Or higher
	<b>Wireless Connectivity</b>	Yes, No Or higher
	<b>Number of Main Paper Trays</b>	1, 2, 3, 4, 5 Or higher
	<b>Bypass Tray Facility</b>	Yes Or higher
	<b>On site OEM warranty (Years)</b>	3, 5, 4 Or higher

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO-NEW FOREST DEHRADUN, UTTARAKHAND	1	15

**Line Interactive UPS With AVR (V2) ( 8 pieces )**

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

**Technical Specifications/तकनीकी विशिष्टियाँ**

\* जेम केटेगरी विशिष्टि के अनुसार / As per GeM Category Specification

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Rating (in KVA)	1.0, 1.5, 2.0, 3 Or higher
	Technology	MOSFET-PWM
	Inverter Efficiency (%)	60% or better, 70% or better Or higher
	Minimum Guaranteed Battery Backup time (Minutes) on Full Load	30, 60, 90, 120, 180, 240 Or higher
	Warranty for Line Interactive UPS	2 Years, 3 Years, 4 Years, 5 Years Or higher
Battery/Backup Bank	Warranty for the battery from the date of delivery	2 Years Or higher
FEATURES	Rated Output (Volt) with Total Harmonic Distortion (%)	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
	Variation in AVR output in AC mode (AVR Voltage regulation)	230 Volts +/-9%

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO-NEW FOREST DEHRADUN, UTTARAKHAND	8	15

### Special terms and conditions-Version:2 effective from 09-04-2021 for category Laptop - Notebook

1. 'Local content means the amount of value added in India which shall, unless otherwise Prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value and percent.

'Class-I local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 50% as defined under this Order

'Class-II local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50%, as defined under this Order

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

#### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

#### 2. Service & Support

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

#### 3. Generic

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

Indian Council of Forestry Research and Education  
P.O. New Forest - 248006  
Dehradun  
Uttarakhand  
India

#### 4. Turnover

Bidder Turn Over Criteria: The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

**5. Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

ICFRE Security Money/ EMD Account  
payable at  
Dehradun

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**6. Generic**

Bidders shall quote only those products (Part of Service delivery) in the bid which are not obsolete in the market and has at least 3 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

**7. 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.

**8. 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 %.

**9. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**Terms & Conditions of the Bid**

1. ICFRE invites quotation/ bid for procurement of office equipment through Government e-Marketplace (GeM) as per following details:

Office Equipment	Specifications	Qty.
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AI O D e s k t o p C o m p u t e r	Processor: Intel or equivalent, Processor Generation: Minimum 13 <sup>th</sup> or higher, Processor Description: Minimum Intel Core i7 or better, Graphics: Minimum Integrated UHD Graphics or better, Operating System: Windows 11 Professional 64 bit along with Recovery Media (OEM Certified), RAM: 16 GB DDR 3200 MHz or higher (Upgradable to 64 GB), SSD: 1 TB, Display Size: Minimum 23.8 inch IPS or higher with minimum resolution of 1920x1080 or better with Full HD webcam or better, Inbuilt speakers & inbuilt mike, Wifi and Bluetooth enabled, Mouse and Keyboard: Wireless, Antivirus with 3 years validity (Inbuilt Firewall, IDS/IPS, Ransomware Protection, Spam Protection, Data Theft Protection, Data Breach Alert, Webcam Protection, Rogueware Scan, Trusted Email Clients Protection, Blacklist of email addresses for Spam Protection, USB Drive Protection, Secure Line VPN, Script blocker, Command-line scanner, Resident protection, Online identity monitoring, Protection Statistics / Advance Threat Defense, Multi-Layer Ransomware Protection, network threat Prevention, Web Attack Prevention, Ultra-Fast Scanning, 34/7 Cloud-Based Guard Duty, Account Privacy / Should have DNA Scan, CFR Backup, Synchronized Security Platform with Meta protect, Privacy & Identity protection, network and data protection and privacy) with OEM/MAF certificate, MS Office 2021 (Word, Excel, PowerPoint, Access, Outlook, Publisher) with academic version with OEM/MAF certificate, Warranty: 3 years onsite	0 8
L a p t o p s	Processor: 13 <sup>th</sup> Gen. Intel i7 min 8 core or higher, RAM: 16 GB DDR4 x 2 slots, expandable upto 32 GB - 2 DIMM Slots, SSD: 512 GB, Wireless and Bluetooth, Display: 14" FHD backlit 250 nits with HD Webcam, Security: Integrated Fingerprint Reader, Integrated Stereo Speakers and mike, HD audio Higher, Battery: Minimum 8 hour of backup, Operating System: OEM preloaded Windows 11 Professional with OEM recovery media higher, Must be certified for Windows, AC adapter, Standard Indian Adaptor, Antivirus with 3 years validity (Inbuilt Firewall, IDS/IPS, Ransomware Protection, Spam Protection, Data Theft Protection, Data Breach Alert, Webcam Protection, Rogueware Scan, Trusted Email Clients Protection, Blacklist of email addresses for Spam Protection, USB Drive Protection, Secure Line VPN, Script blocker, Command-line scanner, Resident protection, Online identity monitoring, Protection Statistics / Advance Threat Defense, Multi-Layer Ransomware Protection, network threat Prevention, Web Attack Prevention, Ultra-Fast Scanning, 34/7 Cloud-Based Guard Duty, Account Privacy / Should have DNA Scan, CFR Backup, Synchronized Security Platform with Meta protect, Privacy & Identity protection, network and data protection and privacy) with OEM/MAF certificate, MS Office 2021 (Word, Excel, PowerPoint, Access, Outlook, Publisher) with academic version with OEM/MAF certificate, Warranty: 3 years onsite	0 3
M F P P r i n t e r s ( M o n o)	Composite Cartridge, Printing Technology: Laser, Mono printing, Paper Size: A4, Print Speed per minute as per ISO/IEC 24734 in (A4) Size-Mono: 29, Resolution (Dpi): 600x600, Memory (MB): 64, Processor Speed: 500 MHz, with Duplex printing, Duplex Print Speed (IPM): 18, with Network Connectivity, Network Interface: Ethernet 10/100, with Wireless Connectivity, Type of Wireless Connectivity: Wireless (802.11 b/g/n), with USB Port, Number of Main Paper Trays: 1, Main Paper Tray Capacity: 150, Yield of the cartridge/Ink Tank/ Ink Pack supplied with Machine as per ISO/IEC: 19752/2004(E) for Black (Number of Prints): 1100, Duty Cycle (Number of Prints/month): 20000, with OEM/MAF certificate, Warranty: 3 Years onsite	0 3

C o l o u r L a s e r P r i n t e r	Cartridge Technology: Composite Cartridge, Printing Technology: Laser, Type of Printing: Colour, Paper Size: A4, Print Speed per minute: 27, Duplex printing, with OEM/MAF certificate, Warranty: 3 Years onsite	0 1
U P S	Rating (in KVA): 1.0, Technology: MOSFET-PWM, Inverter Efficiency (%): 60% or better, Backup time (Minutes) on full load: 30 minutes, Warranty: 1 year, Rated Output (Volt) with Total Harmonic: Single Phase Quasi Sinewave 230 V AC 50 Hz Harmonic, with OEM/MAF certificate, Warranty: 2 Years onsite	0 8

2. Quoted price will be evaluated and contract will be awarded to the responsive bidder offering the lowest evaluated rate for the items as per the specifications.
3. EMD of Rs. 50,000/- shall be submitted alongwith the bid in the form of Demand Draft in favour of '**ICFRE Security Money/ EMD Account**' payable at Dehradun.
4. Bidder has to upload scanned copy/ proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid opening date. If bidder fail to deliver hard copy of the DD to buyer address within 5 days of Bid End date/ Bid opening date, those bids will be rejected.
5. EMD(s) must be marked "EMD for Supply of Office Equipment" and addressed to the:
 

Principal Investigator, RECAP4NDC Project  
Room No. 126  
Biodiversity and Climate Change Division  
Indian Council for Forestry Research and Education  
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)
6. Quotation/ bid shall be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of supplier providing after sales service facilities at Dehradun.
7. **Bid specific OEM/ Manufacturer Authorization Form Certificate(s) is required for all the items of the bid document including the items mentioned in additional parameter of the bid document.**
8. **Bidder's offer is liable to be rejected if they don't upload any of the certificates/ documents sought in the quotation/ bid document, additional terms & conditions (ATC) and corrigendum if any.**
9. **Bidder has to provide undertaking of timely service within the warranty period on their letter head.**

10. **The bidder/OEM must have local service center in the state of Uttarakhand, documentary evidence shall be provided.**
11. **Bidder/ OEM must provide Escalation Matrix for Service Support.**
12. Installation, Commissioning, Testing, Configuration, Training (if any – which ever is applicable as per scope of supply) is to be carried out by OEM/ OEM Certified resource or OEM authorized Reseller.
13. **The bidder or the OEM of the offered items must have valid ISO 9001 certification. Same shall be submitted with bid.**
14. **Bidder shall present a declaration document of not having blacklisted in any government department/organization since last five years.**
15. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST) . No price increase will be allowed after the submission of Quotations/ bid.
16. Quotation/ bid shall be valid for a period of 90 days from the date for receipt of quotation(s)/ bid(s).
17. The Procurement Committee of RECAP4NDC Project, ICFRE will evaluate and compare the quotations/ bids determined to be substantially responsive i.e. which are properly signed and conform to the terms and conditions and specifications of the quotation/ bid, and submitted required mandatory certificates and documents as per the specifications of the quotation/ bid.
18. The contract for supply of office equipment will be awarded to the Firm whose quotation/ bid has been determined to be substantially responsive and who has offered the lowest price as per the specifications in the Bid document.
19. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations/ bids and to cancel the procurement process and reject all quotations/ bids at any time prior to the award of contract.
20. The Firm whose quotation/ bid is accepted will be notified for the award of contract by the Buyer prior to expiration of the quotation/bid validity period. The terms of the accepted offer shall be incorporated in the contract.
21. All prices should be quoted F.O.R. destination inclusive of all taxes and contingent costs including, customs packing and forwarding, transportation, handling and insurance etc .
22. The Office Equipment supplied under the contract shall conform to the standard prescribed/ specifications mentioned there, against the goods in the financial bid.
23. ICFRE shall not be responsible for fluctuation of the market rate of the ordered above mentioned items. The firm shall be required to supply the above-mentioned office equipment at agreed rate only. The contract may be terminated at any time due to non-performance of any of the terms and conditions of the contract to the satisfaction of the buyer .
24. ICFRE shall have the sole and unfettered discretion to decrease/ increase the number of above-mentioned office equipment to be purchased from the firm within the validity of the contract.
25. Payment shall be made after successful delivery and installation of the goods.

26. The Successful Bidder can submit the Performance Security 3% of the total contract value for the period of 36 months in the form of DD/ PBG or Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of ICFRE Security Money/ EMD Account. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

27. The Principal Investigator, RECAP4NDC Project, ICFRE reserves the right to cancel the contract on ground of unsatisfactory or delayed supply and failure to fulfill terms and conditions of the bid document and contract.

28. Decision of the Director General, ICFRE will be final for dispute (if any).

10. **Buyer Added Bid Specific ATC**

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

11. **Warranty**

Warranty period of the supplied products shall be 3 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

12. **Service & Support**

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

13. **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.

14. **Service & Support**

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

15. **Generic**

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 for 3 years 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 year. In case of bunch bids, the primary product having highest value should meet this criterion.

16. **Generic**

Installation, Commissioning, Testing, Configuration, Training (if any - which ever is applicable as per scope

of supply) is to be carried out by OEM / OEM Certified resource or OEM authorised Reseller.

17. **Generic**

IT equipment shall be IPv6 ready from day one.

18. **Certificates**

ISO 9001: The bidder or the OEM of the offered products must have ISO 9001 certification.

19. **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.

20. **Generic**

**Manufacturer Authorization:**Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

21. **Financial Criteria**

**NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.

22. **Turnover**

OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria. In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet this criterion.

23. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

24. **Scope of Supply**

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

**25. Warranty**

Successful bidder will have to ensure that adequate number of dedicated technical service personals / engineers are designated / deployed for attending to the Service Request in a time bound manner and for ensuring Timely Servicing / rectification of defects during warranty period, as per Service level agreement indicated in the relevant clause of the bid.

**26. Warranty**

Timely Servicing / rectification of defects during warranty period: After having been notified of the defects / service requirement during warranty period, Seller has to complete the required Service / Rectification within 15 days time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.5% of Unit Price of the product shall be charged as penalty for each week of delay from the seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG). Cumulative Penalty cannot exceed more than 10% of the total contract value after which the Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG. Seller shall be liable to re-imburse the cost of such service / rectification to the Buyer.

**27. 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.

**28. 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.

**29. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

ICFRE Security Money/ EMD Account  
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

**30. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

ICFRE Security Money/ EMD Account  
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of

PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

### 31. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

ICFRE Security Money/ EMD Account  
payable at  
Dehradun

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

## Disclaimer/अस्वीकरण

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.

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.

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

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./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।

**---Thank You/धन्यवाद---**