



Bid Number/बोली क्रमांक (बिड संख्या):

GEM/2025/B/6019539

Dated/दिनांक : 05-03-2025

**Bid Document/ बिड दस्तावेज़**

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	26-03-2025 10:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	26-03-2025 10:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	100 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Labour And Employment
Department Name/विभाग का नाम	Employees State Insurance Corporation
Organisation Name/संगठन का नाम	Employees State Insurance Corporation
Office Name/कार्यालय का नाम	ESIC Hospital Rudrapur
क्रय ईमेल/Buyer Email	kedar.singh@esic.nic.in
Total Quantity/कुल मात्रा	3317
Item Category/मद कैटेगरी	Register (V2) (Q4) , Plain Copier Paper (V3) ISI Marked to IS 14490 (Q4) , Correspondence Envelopes (V2) (Q4) , Staplers (V2) (Q3) , Stapler Pin / Staples (V2) (Q4) , stamp pads (Q4) , Ball Point Pens (V2) as per IS 3705 (Q4) , Stamp - Pad Ink as per IS 393 (Q4) , binding punch machine (Q3) , Glue Stick (V2) (Q4) , Self Adhesive Flags (V2) (Q4) , Drawing Pins (V2) as per IS 5205 (Q4)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	1 Lakh (s)
OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)	4 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 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

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**Bid Details/बिड विवरण**

<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Past Performance,Bidder Turnover,OEM Annual Turnover,Additional Doc 1 (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
<b>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>	No
<b>Past Performance/विगत प्रदर्शन</b>	10 %
<b>Bid to RA enabled/बिड से रियर्स नीलागी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Primary product category</b>	Plain Copier Paper (V3) ISI Marked to IS 14490
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	3 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
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

**EMD Detail/ईएमडी विवरण**

Required/आवश्यकता	No
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**ePBG Detail/ईपीबीजी विवरण**

Required/आवश्यकता	No
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**MII Purchase Preference/एमआईआई खरीद वरीयता**

MII Purchase Preference/एमआईआई खरीद वरीयता	No
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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. 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.

7. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 10% 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.

## **Register (V2) ( 100 pieces )**

### **Technical Specifications/तकनीकी विशेषताएँ**

\* जेम कैटेगरी विशेषता के अनुसार / As per GeM Category Specification

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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	101-120
	Binding of Register	Hardcover Binding, Saddle Stitching/Staple Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75
	Minimum Length of Register (in mm)	297.0, 148.0 (millimeter)
	Minimum Width of Register (in mm)	176.0, 250.0 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 325

Consignees/Reporting Officer/परेचिति/रिपोटिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेचिति/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hosplal Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	100	15

Register (V2) ( 100 pieces )

Technical Specifications/तकनीकी विशिष्टियाँ

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

07/03/2025 12:32

Specification	Specification Name/विशिष्टि क नाम	Bld Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	151-200
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90
	Minimum Length of Register (in mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (in mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttrakhand	100	15

Register (V2) ( 100 pieces )

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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	251-300
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (in GSM)	60, 75, 90
	Minimum Length of Register (in mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (in mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/परिचित/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परिचित/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	100	15

**Register (V2) ( 100 pieces )**

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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	75
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (in GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/प्रेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/प्रेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	100	15

Plain Copier Paper (V3) ISI Marked To IS 14490 ( 1000 ream )

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
STANDARDS	Paper Size	A4, A3
	Grammage (GSM) of the Paper	70 gsm, 75 gsm, 80 gsm, 90 gsm
PACKING AND MARKING	Packing	Ream of 500 Sheet

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

S.No./क्र. सं.	Consignee Reporting/Officer/प्रेषितो/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	1000	15

**Correspondence Envelopes (V2) ( 700 packet )**

**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
GENERAL REQUIREMENT	Technical specification of 'CORRESPONDENCE ENVELOPES'	BIS specification no. IS 13892:1999 (with latest amendment), Not Conforming to IS 13892:1999
	Type of Envelopes	Type -I (Pocket Shape), Type - II (Banker Shape)
	Colour of Envelopes paper	White, Light colour, Brown, Off white, Yellow, Light Brown, Green, Blue, Pink, Red, Khakhi, Black
	Printing on Envelopes with	Single colour, Two colour, Three colour, Four colour, As per Buyer's Requirement (to be Indicated during bid creation), No printing on Envelopes
MATERIAL	Material of Envelopes	Kraft Paper, Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper, Art paper, Handmade paper, Star Paper
	Window material	Glassine paper of 35 g square metre, Cellophane paper of 40 g square metre, PVC of 15 micron thickness, BOPP of 15 micron thickness, N.A



Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	<b>Grammage of Paper (GSM)</b>	70, 90, 120, 140, 150, 80 (Not as per IS)
DIMENSION	<b>Dimension of Envelopes - As per IS:13892</b>	90 x 140 (mm), 90 x 152 (mm), 100 x 176 (mm), 105 x 230 (mm), 110 x 220 (mm), 114 x 162 (mm), 122 x 176 (mm), 162 x 229 (mm), 176 x 250 (mm), 229 x 324 (mm), 250 x 353 (mm), 324 x 458 (mm), N.A
	<b>Dimension of Envelopes (Not covered under the scope of IS:13892)</b>	100 X 230 (mm), 160 X 240 (mm), 200 X 250 (mm), 220 X 310 (mm), 225 x 300 (mm), 240 X 330 (mm), 250 X 110 (mm), 250 X 150 (mm), 250 X 220 (mm), 250 X 300 (mm), 250 X 325 (mm), 254 x 127 (mm), 275 x 304 (mm), 275 x 355 (mm), 280 X 120 (mm), 280 x 305 (mm), 280 X 360 (mm), 290 x 230 (mm), 300 x 355 (mm), 300 X 400 (mm), 340 x 457 (mm), 380 x 140 (mm), 450 x 567 (mm), N.A, 4.75 X 5.75 (Inch), 8 X 6 (Inch), 10 X 12 (Inch), 11 X 4.75 (Inch), 11 X 15 (Inch), 12 X 6 (Inch), 12 X 18 (Inch), 14 X 6 (Inch), 15 X 5.5 (Inch), 15.25 X 5.5 (Inch), 460 X 360 (mm), 16 x 12 (Inch), 14 x 10 (Inch), 10 x 4.5 (Inch), 5.75 x 4.75 (Inch), 11 x 4.75 (Inch), 11 x 5 (Inch), 8.3 x 11.7 (Inch), NA (In case Dimensions of Envelopes are covered under the scope of IS: 13892)
TESTING AND CERTIFICATION	<b>BIS marked</b>	Yes, No

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

S.No./क्र. सं.	Consignee Reporting/Officer/प्रेषित/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	700	15

**Correspondence Envelopes (V2) ( 500 packet )**

**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
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Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Technical specification of 'CORRESPONDENCE ENVELOPES'	BIS specification no. IS 13892:1999 (with latest amendment), Not Conforming to IS 13892:1999
	Type of Envelopes	Type -I (Pocket Shape), Type - II (Banker Shape)
	Colour of Envelopes paper	White, Light colour, Brown, Off white, Yellow, Light Brown, Green, Blue, Pink, Red, Khakhi, Black
	Printing on Envelopes with	Single colour, Two colour, Three colour, Four colour, As per Buyer's Requirement (to be indicated during bid creation), No printing on Envelopes
MATERIAL	Material of Envelopes	Kraft Paper, Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper, Art paper, Handmade paper, Star Paper
	Window material	Glassine paper of 35 g square metre, Cellophane paper of 40 g square metre, PVC of 15 micron thickness, BOPP of 15 micron thickness, N.A
	Grammage of Paper (GSM)	70, 90, 120, 140, 150, 80 (Not as per IS)
DIMENSION	Dimension of Envelopes - As per IS:13892	90 x 140 (mm), 90 x 152 (mm), 100 x 176 (mm), 105 x 230 (mm), 110 x 220 (mm), 114 x 162 (mm), 122 x 176 (mm), 162 x 229 (mm), 176 x 250 (mm), 229 x 324 (mm), 250 x 353 (mm), 324 x 458 (mm), N.A
	Dimension of Envelopes (Not covered under the scope of IS:13892)	100 X 230 (mm), 160 X 240 (mm), 200 X 250 (mm), 220 X 310 (mm), 225 x 300 (mm), 240 X 330 (mm), 250 X 110 (mm), 250 X 150 (mm), 250 X 220 (mm), 250 X 300 (mm), 250 X 325 (mm), 254 x 127 (mm), 275 x 304 (mm), 275 x 355 (mm), 280 X 120 (mm), 280 x 305 (mm), 280 X 360 (mm), 290 x 230 (mm), 300 x 355 (mm), 300 X 400 (mm), 340 x 457 (mm), 380 x 140 (mm), 450 x 567 (mm), N.A, 4.75 X 5.75 (Inch), 8 X 6 (Inch), 10 X 12 (Inch), 11 X 4.75 (Inch), 11 X 15 (Inch), 12 X 6 (Inch), 12 X 18 (Inch), 14 X 6 (Inch), 15 X 5.5 (Inch), 15.25 X 5.5 (Inch), 460 X 360 (mm), 16 x 12 (Inch), 14 x 10 (Inch), 10 x 4.5 (Inch), 5.75 x 4.75 (Inch), 11 x 4.75 (Inch), 11 x 5 (Inch), 8.3 x 11.7 (Inch), NA (In case Dimensions of Envelopes are covered under the scope of IS: 13892)
TESTING AND CERTIFICATION	BIS marked	Yes, No

Consignees/Reporting Officer/परेषित्ती/रिपोटिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेचिती/रिपोटिंग अधिकारी	Address/पत्ता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadlum, Rudrapur,Udham Singh Nagar,Ultrakhand	500	15

### Correspondence Envelopes (V2) ( 100 packet )

#### Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Technical specification of 'CORRESPONDENCE ENVELOPES'	BIS specification no. IS 13892:1999 (with latest amendment), Not Conforming to IS 13892:1999
	Type of Envelopes	Type - I (Pocket Shape), Type - II (Banker Shape)
	Colour of Envelopes paper	White, Light colour, Brown, Off white, Yellow, Light Brown, Green, Blue, Pink, Red, Khakhl, Black
	Printing on Envelopes with	Single colour, Two colour, Three colour, Four colour, As per Buyer's Requirement (to be indicated during bid creation), No printing on Envelopes
MATERIAL	Material of Envelopes	Kraft Paper, Machine Glazed Cover Paper, Ledger Paper with plastic coating inside, Maplitho Printing Paper, Art paper, Handmade paper, Star Paper
	Window material	Glassine paper of 35 g square metre, Cellophane paper of 40 g square metre, PVC of 15 micron thickness, BOPP of 15 micron thickness, N.A
	Grammage of Paper (GSM)	70, 90, 120, 140, 150, 80 (Not as per IS)
DIMENSION	Dimension of Envelopes - As per IS:13892	90 x 140 (mm), 90 x 152 (mm), 100 x 176 (mm), 105 x 230 (mm), 110 x 220 (mm), 114 x 162 (mm), 122 x 176 (mm), 162 x 229 (mm), 176 x 250 (mm), 229 x 324 (mm), 250 x 353 (mm), 324 x 458 (mm), N.A
	Dimension of Envelopes (Not covered under the scope of IS:13892)	100 X 230 (mm), 160 X 240 (mm), 200 X 250 (mm), 220 X 310 (mm), 225 x 300 (mm), 240 X 330 (mm), 250 X 110 (mm), 250 X 150 (mm), 250 X 220 (mm), 250 X 300 (mm), 250 X 325 (mm), 254 x 127 (mm), 275 x 304 (mm), 275 x 355 (mm), 280 X 120 (mm), 280 x 305 (mm), 280 X 360 (mm), 290 x 230 (mm), 300 x 355 (mm), 300 X 400 (mm), 340 x 457 (mm), 380 x 140 (mm), 450 x 567 (mm), N.A, 4.75 X 5.75 (Inch), 8 X 6 (Inch), 10 X 12 (Inch), 11 X 4.75 (Inch), 11 X 15 (Inch), 12 X 6 (Inch), 12 X 18 (Inch), 14 X 6 (Inch), 15 X 5.5 (Inch), 15.25 X 5.5 (Inch), 460 X 360 (mm), 16 x 12 (Inch), 14 x 10 (Inch), 10 x 4.5 (Inch), 5.75 x 4.75 (Inch), 11 x 4.75 (Inch), 11 x 5 (Inch), 8.3 x 11.7 (Inch), NA (In case Dimensions of Envelopes are covered under the scope of IS: 13892)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
TESTING AND CERTIFICATION	BIS marked	Yes, No

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथ Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near polce lnes, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	100	15

**Register (V2) ( 50 pieces )**

**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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Dispatch register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	251-300
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Stapple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

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

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	50	15

**Register (V2) ( 5 pieces )**

**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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Pay bill register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	151-200
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	75
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Utrakhand	5	15

Register (V2) ( 5 pieces )

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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

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

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	5	15

**Register (V2) ( 20 pieces )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/परेषितो/रिपोटिंग अधिकारी and/ तथ Quantity/मात्र

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषितो/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	20	15

Register (V2) ( 50 pieces )

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Product Type	Register
	Register type	Stock register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wave/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90



Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/परेषितो/रिपोटिंग अधिकरी and/ तय Quantity/मात्र

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषितो/रिपोटिंग अधिकरी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	50	15

Register (V2) ( 20 pieces )

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Product Type	Register
	Register type	Gate Register
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

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

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	20	15

**Staplers (V2) ( 20 pieces )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Staple suitable for using pin size	10/4, 13/6, 13/8, 13/10, 13/14, 23/8, 23/12, 23/15, 23/20, 23/24, 24/6, 24/8, 26/6
	Range of stapling	100 mm
	Capacity of staples	50 staples, 100 staples, As per Buyer's Requirement (to be indicated during bid creation)

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
BINDING AND DURABILITY TEST	Binding and Durability test (As per pin size)	15 numbers of 50 GSM white printing paper sheets(for 4 mm leg staples), 20 numbers of 50 GSM white printing paper sheets(for 6 mm leg staples), 25 numbers of 50 GSM white printing paper sheets(for 8 mm leg staples), 40 numbers of 50 GSM white printing paper sheets(for 10 mm leg staples), 80 numbers of 50 GSM white printing paper sheets(for 12 mm leg staples), 120 numbers of 50 GSM white printing paper sheets(for 15 mm leg staples), 180 numbers of 50 GSM white printing paper sheets(for 20 mm leg staples), 210 numbers of 50 GSM white printing paper sheets(for 24 mm leg staples), As per Buyer's Requirement (to be indicated during bid creation)

Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथा Quantity/मात्र

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	20	15

Staplers (V2) ( 10 pieces )

Technical Specifications/तकनीकी विशिष्टियाँ

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

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Staple suitable for using pin size	10/4, 13/6, 13/8, 13/10, 13/14, 23/8, 23/12, 23/15, 23/20, 23/24, 24/6, 24/8, 26/6
	Range of stapling	200 mm
	Capacity of staples	50 staples, 100 staples, As per Buyer's Requirement (to be indicated during bid creation)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
BINDING AND DURABILITY TEST	Binding and Durability test (As per pin size)	15 numbers of 50 GSM white printing paper sheets(for 4 mm leg staples), 20 numbers of 50 GSM white printing paper sheets(for 6 mm leg staples), 25 numbers of 50 GSM white printing paper sheets(for 8 mm leg staples), 40 numbers of 50 GSM white printing paper sheets(for 10 mm leg staples), 80 numbers of 50 GSM white printing paper sheets(for 12 mm leg staples), 120 numbers of 50 GSM white printing paper sheets(for 15 mm leg staples), 180 numbers of 50 GSM white printing paper sheets(for 20 mm leg staples), 210 numbers of 50 GSM white printing paper sheets(for 24 mm leg staples), As per Buyer's Requirement (to be indicated during bid creation)

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	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttarakhand	10	15

Stapler Pin / Staples (V2) ( 100 box )

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
GENERAL REQUIREMENT	Size number	10/4, 13/6, 13/8, 13/10, 13/14, 23/8, 23/12, 23/15, 23/20, 23/24, 24/6, 24/8, 26/6
	Staples per strip (minimum)	50
	Strips per box	20
FINISH	Coating on Stapler pin/Staples	Tinned coating, Galvanized coating, Copper coating

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकरी and/ तय Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकरी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Mallk	263153,ESIC Hospltal Near police llnes, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	100	15

**Stapler Pin / Staples (V2) ( 100 box )****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
GENERAL REQUIREMENT	Size number	10/4, 13/6, 13/8, 13/10, 13/14, 23/8, 23/12, 23/15, 23/20, 23/24, 24/6, 24/8, 26/6
FINISH	Coating on Stapler pin/Staples	Tinned coating, Galvanized coating, Copper coating

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकरी and/ तय Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकरी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospltal Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	100	15

**Stamp Pads ( 20 pieces )****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
Material	Material of Pad	Cotton, Others
	Material of Box	Metal, Plastic

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

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttrakhand	20	15

**Ball Point Pens (V2) As Per IS 3705 ( 100 pieces )**

**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
GOVERNING SPECIFICATION	Governing Specification	Conforming to IS 3705
	ISI Marking	Yes, No
STANDARDS	Type of Ball point pen	Single refill ball point pen, Desk type ball point pen
	Material used in the manufacture of Ball point pen	Metal, Plastic, Both Metal and Plastic
	Governing Specification for Refill of the Ball point pen	Conforming to IS 3707
	Diameter of the Ball (In mm)	0.5 mm, 0.6 mm, 0.7 mm, 0.8 mm, 0.9 mm, 1.0 mm, 1.1 mm, 1.2 mm
	Governing Specification for Ink of the Ball point pen	Conforming to IS 5805
	Colour of the Ink	Black, Blue, Green, Red

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथ Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	100	15

**Stamp - Pad Ink As Per IS 393 ( 10 pieces )****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
GOVERNING SPECIFICATION	Governing Specification	Conforming to IS 393
	ISI Certification Mark	Yes, No
COLOR	Colour of Ink	Violet, Blue, Green, Red, Black
PACKING	Net content (In ml) of Ink Container	30 ml, 60 ml, 120 ml, As agreed between Purchaser and Supplier

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथ Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	10	15

**Binding Punch Machine ( 7 pieces )****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
Type and Size	Type of Punching	Manual, Electrical
	Type of Binder	Spiral, Comb, Wiro (2:1), Wiro (3:1), Spiral cum Comb, Spiral cum Comb cum wiro (2:1), Spiral cum Comb cum wiro (3:1)
	Size of Paper	A3, A4
Punching Details	Number of Punch(mln.) (Nos.)	21, 23, 28, 33, 34, 36, 48, 52, 36/21(spiral cum comb), 51/28 (spiral cum comb), 34/21/34 (Spiral cum Comb cum wiro), 36/21/23 (Spiral cum Comb cum wiro), 52/28/33 (Spiral cum Comb cum wiro), 52/28/48 (Spiral cum Comb cum wiro)
	Punching Capacity (Min. on 70 GSM Sheet) (Nos.)	8, 12, 15, 20, 25, 30, 35
Physical Characteristics	Body of Binder	Al die cast, Steel
	Letherette Pulp Board With Grains (GSM)	250 - 349
Thickness of Sheets	Binding Thickness (mm)	30 - 50
	Polyester Transparent sheet (thickness) (microns)	125, 175, 250
	PVC Rigid sheets Thickness (microns)	250 - 280

Consignees/Reporting Officer/परेषित्त/रिपोटिंग अधिकारी and/ तथ Quantity/मात्र

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषित्त/रिपोटिंग अधिकारी	Address/पत्त	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	7	15

Glue Stick (V2) ( 10 set )

Technical Specifications/तकनीकी विशिष्टियाँ

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



Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Packing	No of sticks In a Set	Set of 4, Set of 5, Set of 10, Set of 12, Set of 24, Set of 1
Net Content and Shelf Life	Net content of the stick (Grams)	8, 15, 25, 35, 40, 50 Or higher
	Shelf life (months)	12, 24, 36, 48

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथा Quantity/गण**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/गण	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	10	15

**Self Adhesive Flags (V2) ( 50 pad(s) )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि क नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Flag colour	Pink, Blue, Green, Orange, White, Yellow, Purple, Safron, Violet
	Glued portion of flag (Lengthwise)	12 mm, 15 mm
MATERIAL	Paper Grammage (g per square metre)	70, 75, 80, 85, 90
DIMENSION	Flag size $\pm 0$ [decimal]5 mm (unit-mm)	12 x 45 (mm), 15 x 76 (mm), 25 x 45 (mm), 25 x 76 (mm), 50 x 76 (mm)
PACKING	Number of sheets (of each colour) In a pad	40 sheets, 50 sheets, 80 sheets, 100 sheets

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तय Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadlum, Rudrapur,Udham Singh Nagar,Uttarakhand	50	15

**Drawing Pins (V2) As Per IS 5205 ( 10 box )****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
GOVERNING SPECIFICATION	Governing Specification	Conforming to IS 5205
STANDARDS	Types of Drawing pins	Type A, Type B, Type C
	Dimensions - Diameter of head of the Drawing Pins	12 mm, 15 mm, 18 mm, 22 mm
PACKING & MARKING	Number of Drawing pins packed in a cardboard carton	50, 100, 150, 200

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तय Quantity/मात्र**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्र	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadlum, Rudrapur,Udham Singh Nagar,Uttarakhand	10	15

**Drawing Pins (V2) As Per IS 5205 ( 10 box )****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
GOVERNING SPECIFICATION	Governing Specification	Conforming to IS 5205
STANDARDS	Types of Drawing pins	Type A, Type B, Type C
	Dimensions - Diameter of head of the Drawing Pins	12 mm, 15 mm, 18 mm, 22 mm
PACKING & MARKING	Number of Drawing pins packed in a cardboard carton	50, 100, 150, 200

Consignees/Reporting Officer/प्रेषित्ता/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/प्रेषित्ता/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	10	15

Register (V2) ( 10 pieces )

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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकरी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकरी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rahul Malik	263153, ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur, Udham Singh Nagar, Uttrakhand	10	15

Register (V2) ( 10 pieces )

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
GENERAL REQUIREMENT	Product Type	Register
	Register type	Acknowledgement (Peon) book, Attendance register, Service book register, Dispatch register, Pay bill register, Cash book register, Stock register, Gate Register, Accession register, Minute register, Log Book, Ledger Book

Specification	Specification Name/विशिष्ट क नाम	Bld Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Inner paper specification confirming as per Is 1848 (Part 1)	Account Book paper, Azure Laid paper, Bond paper, Cream laid and cream wove/printing white/printing coloured/printing offset paper, Printing maplitho paper
	Number of pages (Excluding Cover)	41-60, 61-80, 81-100, 101-120, 121-150, 151-200, 201-250, 251-300, 301-350, 351-400
	Binding of Register	Softcover Binding, Hardcover Binding, Saddle Stitching/Staple Binding, Sewn Binding, Cloth Binding
GRAMMAGE AND DIMENSION	Grammage (substance) of Paper (In GSM)	60, 75, 90
	Minimum Length of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Minimum Width of Register (In mm)	148, 176, 210, 250, 297, 420 (millimeter)
	Grammage (substance) of cover board (In GSM)	110, 130, 150, 175, 200, 225, 275, 325

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	Rahul Malik	263153,ESIC Hospital Near police lines, Opp Rudrapur Stadium, Rudrapur,Udham Singh Nagar,Uttarakhand	10	15

Special terms and conditions-Version:2 effective from 23-12-2024 for category Plain Copier Paper (V3) ISI Marked to IS 14490

1. **Catalogue Image Upload Guidelines**

Product catalogue Images uploaded should carry the following informations:

1. Should have original product image.
2. Should carry the marking information as per IS:14490 such as ISI Mark, BIS License Number (CM/L), Net weight of the Ream, GSM etc.
3. Should have the ISI Mark label on the wrapping cover

ECO-Mark - Eco Mark is applicable as per G.S.R. 85(E) dated 21st February 1991 (Annexure - I) for this

category. As such Buyers may also opt for eco mark labelled product while creating Bid. In such cases buyer shall verify Eco mark label at the time of evaluation of BID/receipt of material before issuing CRAC.

## **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 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  $(\text{Increased quantity} + \text{Original quantity}) \times \text{Original delivery period (In days)}$ , 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.

### **2. 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.

### **3. Sample Clause**

After award of contract - Successful Bidder shall have to get advance sample approved from buyer before bulk manufacturing / starting bulk supplies. Successful Bidder shall submit

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samples for Buyer's approval, within 5 days of award of contract. Buyer shall, as per contract specifications framework, either approve the advance sample or will provide complete list of modification required in the sample within 10 days of receipt of advance sample. Seller shall be required to ensure supply as per approved sample with modifications as communicated by Buyer. If there is delay from buyer side in approval of advance sample - the delivery period shall be re-fixed without LD for the period of delay in sample approval. In case, the sample is found to have major deviations / not conforming to the Contract specifications, the buyer at its discretion may call for fresh samples for approval before allowing bulk supplies or may terminate the contract after notifying the deviations to the seller.

Unless otherwise provided in the contract, all samples required for test shall be supplied by the contractor free of cost. Where under the contract, the contractor is required to submit an advance sample, any expenses incurred by the contractor on or in connection with the production of stores in bulk, before the sample has been approved unconditionally shall be borne by the Seller and he shall not claim any compensation in the event of such sample being found unacceptable by the Buyer / Consignee.

### **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. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

The Seller is requested to print the registers as per the requirement of the buyer.

## **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.

**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.**

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---