



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)

सं/No. 1-64(9)/2023/RECAP4NDC/BCC/ICFRE/555

दिनांक / Date: 02/03/2026

रिकेपफॉरएनडीसी परियोजना के तहत उत्तराखण्ड, दिल्ली एवं एनसीआर, गुजरात और महाराष्ट्र के राज्य वन विभाग एवं अन्य विभागों की क्षमता निर्माण हेतु प्रशिक्षण किटों के क्रय हेतु बिड आमंत्रण

Request for Bid for purchase of training kits (Bag, Spiral Note Book and Pen) for Capacity Building of State Forest Departments & Other Departments of Uttarakhand, Delhi & NCR, Gujarat and Maharashtra under RECAP4NDC Project
(केवल जी.ई.एम. के माध्यम से) / (Through GeM only)

परियोजना का नाम / Name of Project: भारत में एनडीसी कार्यान्वयन हेतु वन और वृक्ष आवरण को बहाल करना, संरक्षित करना और सुरक्षित रखना (रिकेपफॉरएनडीसी) परियोजना / Restore, Conserve and Protect Forest and Tree Cover for NDC Implementation in India (RECAP4NDC) Project

अनुबंध संख्या / Agreement Number: 81301539

परियोजना प्रोसेसिंग संख्या / Project Processing Number: 21.9023.9-004.00

जी.ई.एम. बिड संख्या / GeM Bid No.: GEM/2026/B/7309231

1. भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद् (भा.वा.अनु.शि.प.) रिकेपफॉरएनडीसी परियोजना के कंसोर्टियम भागीदारों में से एक है और आउटपुट-V डीसीकेसीएम-एफएलआर (वन परिदृश्य बहाली के लिए क्षमता, ज्ञान और संचार तंत्र का विकास) घटक को क्रियान्वित कर रहा है।

Indian Council of Forestry Research and Education (ICFRE) is one of the consortium partners of the RECAP4NDC Project and implementing the Output-V DCKCM-FLR (Development of capacities, knowledge and communication mechanisms for forest landscape restoration).

2. भा.वा.अनु.शि.प. निम्नलिखित विनिर्देशों के अनुसार ट्रेनिंग किट की सप्लाई हेतु बिड आमंत्रित करता है :

ICFRE invites bids for supply of training kits as per following specifications:

विवरण / Particulars	विनिर्देश / Specifications	मात्रा / Quantity
ट्रेनिंग किट / Training Kits	<p>बैग:— फ़ैब्रिक : 1680 मैट स्ट्रॉन्ग पॉलिएस्टर से बना जिसमें मजबूत जिपर, एडजस्टेबल शोल्डर स्ट्रैप, वॉटर प्रूफ और टिकाऊ हो। दो मुख्य कम्पार्टमेंट, दो सामने की ओर आसानी से पहुँचने वाली जेबें और पीछे एक कम्पार्टमेंट वाला, साइज: ऊँचाई: 11 इंच, चौड़ाई: 14.5 इंच, गहराई: 6.75 इंच। अनुलग्नक-1 के अनुसार प्रतिष्ठित ब्रांड का हो तथा बैग के फ्रंट पॉकेट के बीच में रिकेपफॉरएनडीसी परियोजना एवं ICFRE का लॉगो रबड़ प्रिंट होगा जैसा की अनुलग्नक-2 में दर्शाया गया है।</p> <p>स्पाइरल नोटबुक:— साइज: 140X225 मिमी, 80 सिंगल लाइन पेज, 70 जीएसएम पेपर, प्रतिष्ठित ब्रांड का हो तथा नोटबुक के फ्रंट साइड के बीच में रिकेपफॉरएनडीसी परियोजना एवं ICFRE का लॉगो प्रिंट (स्टीकर) होगा जैसा की अनुलग्नक-2 में दर्शाया गया है।</p> <p>पैन:— बॉल पॉइंट पेन, 0.7 मिमी टिप, स्याही का रंग: नीला, प्रतिष्ठित ब्रांड का तथा पैन पर “RECAP4NDC” प्रिन्टेड होना चाहिए।</p> <p>Bag: Fabric 1680 matte strong polyester fabric, fitted with sturdy zippers, adjustable shoulder straps, waterproof and durable. Size: Height: 11 inches, Width: 14.5 inches, Depth: 6.75 inches. A bag with two main compartments, two easily accessible front pockets, and one rear compartment. The bag shall be of a reputed brand as per Annexure-1, with rubber printed logo of RECAP4NDC Project and ICFRE at the centre of the front pocket of the bag, as shown in Annexure-2.</p> <p>Spiral Notebook: Size: 140 × 225 mm, 80 single-line pages, 70 GSM, Brand: Reputed brand with printed (sticker) logo of RECAP4NDC Project and ICFRE at the centre Annexure-2.</p> <p>Pen: Smooth-writing ball point pen with 0.7 mm tip, ink color: blue. Should be of a reputed brand, and “RECAP4NDC” should be printed on the pen.</p>	1680

3. Qualifying and Eligibility Criteria for submitting the bid:

- a) **Firm must have at least three (3) years of experience in supply of training kits (Bags, Spiral Notebook & Pen). Documentary evidence in the form of Purchase Orders/ Supply Orders/ Invoices/ Bills for last 3 financial years of same must be submitted by the firm.**
 - b) **Firm must have minimum average annual turnover of Rs. 5,00,000/- for last 3 financial years. Documentary evidence of same duly verified by CA must be submitted by the Firm.**
 - c) **Copies of registration/ taxation documents (Company Registration Certificate/ PAN Card, GST Certificate, Aadhar Card, etc.) must be submitted by the Firm.**
 - d) **Firm must submit a self-declaration certificate of not having blacklisted in any government department/organization during the last 3 years.**
 - e) **Firm must submit samples of training kits (Bag, Spiral Notebook & Pen) of similar or equivalent specifications through courier or by hand in the office of the Principal Investigator, RECAP4NDC Project, Room No. 126, BCC Division, ICFRE, P.O. New Forest – 248006, Dehradun, Uttarakhand on or before 23 March 2026 by 05:00 PM.**
4. Eligible firms are invited to submit their bid for supply of training kits to Project Management Unit, RECAP4NDC project as per specifications mentioned in Para 2.
 5. Quoted price will be evaluated and contract will be awarded to the responsive bidder offering the lowest evaluated rate.
 6. The deadline for receipt of bid through GeM is **23 March 2026 by 05:00 PM.**
 7. 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 Bid.
 8. Validity of the Offer: Bid shall be valid for a period of 90 days from the date for receipt of Bid(s) indicated in Paragraph 6 above.
 9. Evaluation of Bid: The Procurement Committee of RECAP4NDC-PMU, ICFRE will evaluate and compare the Bid determined to be substantially responsive i.e. which are properly signed and conform to the terms and conditions and specifications of the Bid document.
 10. Award of contract: The contract for supply of training kits will be awarded to the Firm whose Bid has been determined to be substantially responsive and who has offered the lowest price as per the specifications in the Bid document.
 11. Notwithstanding the above, the ICFRE reserves the right to accept or reject any Bid and to cancel the procurement process and reject all Bids at any time prior to the award of contract.
 12. The Firm whose bid is accepted will be notified for the award of contract by the ICFRE prior to expiration of the bid validity period. The terms of the accepted offer shall be incorporated in the contract.
 13. 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.
 14. Standards: The training kits supplied under the contract shall conform to the standard prescribed/ specifications mentioned in the bid document.
 15. ICFRE shall not be responsible for fluctuation of the market rate of the ordered above mentioned training kits. The firm shall be required to supply the above-mentioned training kits 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.
 16. The Bid will be evaluated by the procurement committee of RECAP4NDC Project, ICFRE and the findings of the committee will be final and binding. The same cannot be challenged at any forum thereafter. Intending firm will have to submit an undertaking in this regard.
 17. ICFRE shall have the sole and unfettered discretion to decrease/ increase the number of above-mentioned training kits by the firm within the validity of the contract.
 18. Payment shall be made after successful supply of training kits.
 19. 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.
 20. Training kits shall be delivered by the firm within 30 days of award of contract. (Delivered at: Principal Investigator, RECAP4NDC Project, Room No. 126, BCC Division, ICFRE, P.O. New Forest – 248006, Dehradun, Uttarakhand).

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Principal Investigator
RECAP4NDC Project
ICFRE, Dehradun

Annexure – 1



Annexure – 2



बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	23-03-2026 17:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	23-03-2026 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Environment Forest And Climate Change
विभाग का नाम/Department Name	Na
संगठन का नाम/Organisation Name	Indian Council Of Forestry Research And Education (icfre)
कार्यालय का नाम/Office Name	Icfre Hq
कुल मात्रा/Total Quantity	1680
वस्तु श्रेणी /Item Category	Training Kits
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	Training Kits
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	TERA Package 1 - Robotics and Automation Modular Skilling Kits, Biochemistry Reagent Kit for Human Samples, Plasmid Kits, Braille Kits, Networking Trainer Educational Kit, POSTURAL TRAINING MIRROR, Weapon Training Chart, Digital Trainer Kit, Educational School Kits for States, Activity Based Educational Kits for Physics
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	<ul style="list-style-type: none"> • Office Bags (V2) • Rollerball Pen (V3) • Exercise Notebook for Hindi Writing
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	5 Lakh (s)
मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)/OEM Average Turnover (Last 3 Years)	5 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Partial Experience - 1 year (s) Turn over value - 2 (in lakhs)

बिड विवरण/Bid Details	
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Partial Experience - 1 year (s) Turn over value - 2 (in lakhs)
विक्रेता से मांगे गए दस्तावेज़/ Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/ Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	10
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
विगत प्रदर्शन / Past Performance	30 %
बिड से रिवर्स नीलामी सक्रिय किया/ Bid to RA enabled	No
बिड का प्रकार/ Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / Time allowed for Technical Clarifications during technical evaluation	2 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/ Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
मूल्यांकन पद्धति/ Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/ Arbitration Clause	No
सुलह खंड/ Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

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

एमआईआई खरीद वरीयता / MII Purchase Preference

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

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	25

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder

seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.

3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.

4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.

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

6. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

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

8. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023. [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

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

10. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 30% 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.

Training Kits (1680 set)

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

तकनीकी विशिष्टियाँ /Technical Specifications

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download
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परेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO- NEW FOREST DEHRADUN, UTTARAKHAND	1680	30

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

1. Generic

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

2. Generic

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

Principal Investigator
RECAP4NDC Project
Room No. 126
BCC Division, Indian Council of Forestry Research and Education (ICFRE)
P.O. New Forest - 248006, Dehradun, Uttarakhand

3. 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.

4. Certificates

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

5. Generic

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

6. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Qualifying and Eligibility Criteria for submitting the bid:

- a) Firm must have at least three (3) years of experience in supply of training kits (Bags, Spiral Notebook & Pen). Documentary evidence in the form of Purchase Orders/ Supply Orders/ Invoices/ Bills for last 3 financial years of same must be submitted by the firm.**
- b) Firm must have minimum average annual turnover of Rs. 5,00,000/- for last 3 financial years. Documentary evidence of same duly verified by CA must be submitted by the Firm.**
- c) Copies of registration/ taxation documents (Company Registration Certificate/ PAN Card, GST Certificate, Aadhar Card, etc.) must be submitted by the Firm.**
- d) Firm must submit a self-declaration certificate of not having blacklisted in any government department/organization during the last 3 years.**
- e) Firm must submit samples of training kits (Bag, Spiral Notebook & Pen) as per specifications through courier or by hand in the office of the Principal Investigator, RECAP4NDC Project, Room No. 126, BCC Division, ICFRE, P.O. New Forest - 248006, Dehradun, Uttarakhand on or before 23 March 2026 by 05:00 PM.**

7. Buyer Added Bid Specific ATC

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

8. Rate Contract

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.

9. **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.

10. **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.

11. **Scope of Supply**

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

12. **Generic**

The seller is required to print logo as per buyer's requirement.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)

9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

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

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

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

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

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।/In terms

of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

