



Bid Number: GEM/2020/B/731731  
Dated: 05-08-2020

### Bid Document

#### Bid Details

Bid End Date/Time	17-08-2020 16:00:00
Bid Opening Date/Time	17-08-2020 16:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Labour And Employment
Department Name	Na
Organisation Name	Employees Provident Fund Organisation (epfo)
Office Name	Akola
Item Category	Annual Maintenance Service - Photocopier Machine
Contract Period	1 Year(s) 1 Month(s)
Project Experience Required	No
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	Certificate (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
Bid to RA enabled	No

#### EMD Detail

Required	No
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#### ePBG Detail

Required	No
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#### Splitting

Bid splitting not applied.

### Annual Maintenance Service - Photocopier Machine ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Type Of Asset	Photocopier Machine
Make/Brand Of Assets	Ricoh

Onsite Service Engineers Requirement	1
Periodicity of Preventive Maintenance Services	Monthly
<b>Addon(s)</b>	

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity of above mentioned technical specification	Additional Requirement
1	Saneel Kumar	444001,15B, Raghuraj Arcade, Civil Lines, Akola	1	N/A

**Bid Specific Additional Terms and Conditions**

1. **Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.
2. **PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.
3. **AVAILABILITY OF OFFICE OF SERVICE PROVIDER:** An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
4. Procurement under this bid is reserved for purchase from Micro and Small Enterprises from the State of Bid Inviting Authority whose credentials are validated online through Udyog Aadhaar for that product category. If the bidder wants to avail the reservation benefit, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service.
5. For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:
  - a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
  - b. Execution certificate by client with order value.
  - c. Any other document in support of order execution like Third Party Inspection release note, etc.

This Bid is governed by the General Terms and Conditions, conditons stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

---Thank You---

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Contract Period	1 Year(s) 1 Month(s)
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MSE Exemption for Years of Experience and Turnover	No
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Document required from seller	Certificate (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
Bid to RA enabled	No

#### EMD Detail

Required	No
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#### ePBG Detail

Required	No
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#### Splitting

Bid splitting not applied.

### Annual Maintenance Service - Photocopier Machine ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Type Of Asset	Photocopier Machine
Make/Brand Of Assets	HPE

Onsite Service Engineers Requirement	1
Periodicity of Preventive Maintenance Services	Monthly
<b>Addon(s)</b>	

**Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Quantity of above mentioned technical specification	Additional Requirement
1	Saneel Kumar	444001,15B, Raghuraj Arcade, Civil Lines, Akola	1	N/A

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- 4. 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. AVAILABILITY OF OFFICE OF SERVICE PROVIDER:** An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

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