

Tele: 06722-222279  
Fax: 06722-222279  
Email: [dhq7@indiancoastguard.nic.in](mailto:dhq7@indiancoastguard.nic.in)

Headquarters  
No. 7 Coast Guard Dist (Odisha)  
Badapadia, Madhuban  
Paradip  
Odisha – 754142

Reply should be addressed to  
the District Commander

Quoting: DHQ-7/IT/15/2024-25

27 Dec 24

**INVITATION FOR ONLINE BIDS (THROUGH GeM) FOR PROCUREMENT  
OF PRINTERS (04 NOS) FOR CGDHQ-7 AGAINST NAC THROUGH GeM  
RFP NO. DHQ-7/IT/15/2024-25 DATED 27 Dec 24**

Sir,

1. "Online bids" (Through GeM Portal) invited by the **Commander, No.7 Coast District (Odisha)** for procurement of Printers (Qty – 04 Nos) under listed in **Part-II** of this RFP. **Manual bids shall not be accepted. Tender document** can be downloaded from **GeM Portal** as per the schedule given in **CRITICAL DATE SHEET** mentioned below:

**CRITICAL DATE SHEET**

SL	DESCRIPTION	DATE & TIME
As per GeM		

2. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below -

The Commander  
(for District IT Officer)  
Madhuban, Paradip  
Odisha-754 142  
**Tele: 06722-222279, Fax: 06722-222279**  
**Email: [dhq7@indiancoastguard.nic.in](mailto:dhq7@indiancoastguard.nic.in)**

3. This RFP is divided into five Parts as follows:

(a) **Part I-** Contains General Information & Instructions for the Bidder(s) about the RFP such as the time, place of submission and opening of tenders, Validity period of tenders, etc.

(b) **Part II-** Contains essential details of the items/services required, such as the Schedule of requirements (SQR), Technical Specifications, Delivery Period, Mode of Delivery and Consignee details.

(c) **Part III-** Contains Standard Conditions of RFP, which will form part of the Contract with the successful Bidder.

(d) **Part IV-** Contains Special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.

(e) **Part V**- Contains Evaluation Criteria and Format for Price Bid(s).

4. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.
5. You are requested to comply with all the terms and condition mentioned in the RFP and certificate in this regard is to be endorsed on the quote submitted by your firm. Relaxation/deviation of terms/conditions if any, should be clearly brought out for consideration, however acceptance of same will solely be at discretion of Coast Guard.
6. Bid documents may be scanned with 100 dpi with black and white option, in PDF format which helps in reducing size of the scanned document.
7. Tenderer/Contractor are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer for the submission of the bids online through the GeM Portal at <https://www.gem.gov.in/>
8. Bids shall be submitted online only at GeM Portal: <https://www.gem.gov.in/>



(KD Mishra)  
Commandant (JG)  
District IT Officer  
for District Commander

## Part I – General Information

### 1. Last date and time for depositing the online bids: - as per critical date sheet.

The online Bids (both technical and Commercial, in case two bids are called for) should be uploaded as per this RFP by the due date and time. The responsibility to ensure this lies with the Bidder.

2. **Manner of depositing the Bids:** Online Bids should be scanned and uploaded before due date and time. Late tenders will not be considered. No responsibility will be taken for technical delay or not uploading of bids or Bid documents. Bids sent by FAX or e-mail will not be considered. Samples and EMD to be deposited manually at address mentioned in para 2 ibid before opening of Technical bid.

### 3. **Time and date for opening of Bids:** as per critical date sheet.

(If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).

4. **Address for submission of sample and EMD:** EMD should be scanned and uploaded before due date and time. The bidder **seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC** with the bid. EMD to be deposited manually at address mentioned in para 2 (first page) ibid before opening of Technical bid.

5. **Place of opening of the Bids:** At Coast Guard District Headquarter No.7, Paradip.

### 6. **Two-Bid system:**

(a) The case is being processed on two-bid system and, the technical bids shall be opened as per critical date sheet mentioned in this tender document. The evaluation of technical Bid based on requisite documents received online by the tenderers will be carried out by a board of officers. The details of firms found compliant after TEC evaluation will be uploaded on the GeM Portal (<https://gem.gov.in/>). Technical Compliance matrix to be filled up by the vendors as per **Appendix 'A'** of RFP.

(b) The Commercial Bids of only those Bidders whose technical bids meet all the stipulated (Technical) requirements shall be opened. The date of opening will be intimated to the Bidders through GeM Portal (<https://www.gem.gov.in/>) and **L1 firm will be declared by the system using RUN L1 option.**

7. **Forwarding of Bids:** Bids should be prepared, signed, scanned and uploaded by the Bidders on their original memo/letter pad. The copies of valid PAN No, TIN No/CST/VAT/GST Registration Certificate, attested copy of shop registration under Shop & Establishment Act for other than manufacturers, bank details and other enclosures as per part II of RFP are to be signed/self-attested and scanned with 100 dpi in black and white option in PDF format.

8. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing by the clarifications as per critical date sheet at address mentioned above.

9. **Modification and Withdrawal of Bids:** The Bidder may modify (resubmit) his bid on line after submission, as per the provisions available on the portal. No bid shall be modified after the deadline for submission of bids.





(a) If bidder desires to withdraw before bid submission closing date/time, he may do so **online** in the portal. EMD (in case) submitted in physical form shall be returned offline. However, the cost of the tender will not be refunded to the firm.

(b) No bid may be withdrawn in the interval between the deadline for submission of bids and expiry of the period of the specified bid validity.

**10. Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

**11. Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. **Conditional tenders will be rejected.**

**12. Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches by fax/e-mail before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.

**13. Validity of Bids:** The Bids should remain valid till **60 days** from the last date of submission of the Bids.

**14. Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs. **4,000.00** (Rupees **Four Thousand** only) in favour of "PCDA (N), Mumbai". The bidder **seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC** with the bid. The EMD shall be submitted "**manually**" on or before opening of technical bid in the form of an Fixed Deposit Receipt or Bank Guarantee from any of the public sector banks or a private sector bank authorized to conduct government business as per Form DPM-13 (Available in MoD website and can be provided on request). EMD is to remain valid for a period of 45 days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. **EMD is not required** to be submitted by those **Bidders who are registered for the same item/range of products, goods or services** with the Central Purchase Organization (e.g. DGS&D, National Small Industries Corporation (NSIC), MSME or any Department of MoD or MoD itself. The EMD will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender. Hard Copy of original instruments in respect cost of earnest money be delivered to the Commander, Coast Guard District Headquarters No. 7, Paradip-754142 on or before bid opening date/time as mentioned in critical date sheet.





## PART II - ESSENTIAL DETAILS OF ITEMS /SERVICES REQUIRED

1. **Schedule of Requirements** - List of items/services for which CAMC required is as follows:-

Ser.	Description of Item	Qty (in Nos)	Remarks
(a)	Dot Matrix Printer	02	Product Specification as per <b>Appendix-C</b>
(b)	Deskjet Printer	01	Product Specification as per <b>Appendix-D</b>
(c)	Laserjet Printer	01	Product Specification as per <b>Appendix-E</b>

3. **Two Bid System:** Yes

4. **Delivery Period.** The items should be provided within **15 days** from the effective date of GeM contract. Please note the Buyer can cancel that contract unilaterally in case terms and conditions are not fulfilled within the contracted delivery period. Extension of contracted delivery period will be at the sole discretion of the Buyer, with the applicability of **LD clause**.

5. **Consignee Details:** The Commander  
Headquarters, No.7 Coast Guard District  
Paradip, Odisha - 754142

## PART III - STANDARD CONDITIONS OF RFP

The bidder is required to give confirmation of their acceptance of the standard conditions of the request for Proposal mentioned below which will automatically be considered as part of the supply order.

1. **Law:** The contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.

2. **Effective Date of the Contract:** The contract shall come into effect on the **date of signatures of both the parties** on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.

3. **Arbitration:** All disputes or differences arising out of or in connection with the supply order shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the supply order or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clauses of arbitration is as per forms DPM-7, DPM - 8 and DPM -9 (available in MOD website and can be provided on request).

4. **Penalty for use of Undue influence:** The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf

of the Seller towards any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

4. **Liquidated Damages:** In the event of the seller's failure to submit the Bonds, Guarantees and documents, supply the stores/goods and conduct trials, installation of equipment, training etc as specified in this contract, the buyer may at his discretion, withhold any payment until the completion of the contract. The buyer may also deduct from the seller as agreed, liquidated damages to the sum of **0.5%** of the contract price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum values of the liquidated damages being not higher than 10% of the value of delayed stores.

5. **Termination of Contract:** The customer shall have the right to terminate this order in part or in full in any of the following cases: -

- (a) The delivery of the material is delayed for causes not attributable to Force majeure for more than (Two months) after the scheduled date of delivery.
- (b) The seller is declared bankrupt or becomes insolvent.
- (c) The delivery of material is delayed due to causes of Force Majeure by more than (Four months) provided Force Majeure clauses are included in contract.
- (d) The buyer has noticed that the seller has utilized the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.
- (e) As per decision of the Arbitration Tribunal.

6. **Taxes and duties**

(A) **General**

(i) Bidders must indicate separately the relevant taxes/duties likely to be paid in connection with delivery of completed goods specified in RFP. In absence of this, the total cost quoted by them in their bids will be taken into account in the ranking of bids.

(ii) If a bidder is exempted from payment of any duty/tax upto any value of supplies from them, he should clearly state that no such duty/tax will be charged by them up to the limit of exemption which they may have. If any concession is available in regard to rate/quantum of any duty/tax, It should be brought out clearly. In such cases, relevant certificate will be issued by the buyer later on enable the seller to obtain exemption from taxation authorities.

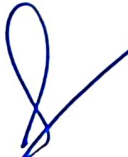
(iii) Any changes in levies, taxes and duties levied by Central/State/Local governments such as excise duty, GST, Service Tax, Octroi/entry tax etc. on final product upward as a result of any statutory variation taking place within contract period shall be allowed reimbursement by the buyer, to the extent of actual quantum of such duty/tax paid by the seller. Similarly, in case of downward revision in any such duty /tax, the actual quantum of reduction of such duty/tax shall be reimbursed to the buyer by the seller. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any, obtained by the seller. Section 64-A of sales of goods Act will be relevant in this situation.

(iv) In case of extension of Delivery Period any increase in taxes, duties, levies etc. will not be paid by the seller. In case of decrease the difference to be passed on to the buyer.

(B) **Goods and Services Tax (GST):**

(i) GST will be paid to the seller at the rate applicable based on description, HSN/SAC code and the relevant schedule of CGST Act.

(ii) In pursuance with section 171 (1) of CGST Act, an undertaking is to be effected by the seller declaring that "Any reduction in rate of tax on any supply of goods or Services for the benefit of input tax credit (ITC) shall be passed on the recipient by way of





reimbursed to the buyer by the seller. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any, obtained by the seller. Section 64-A of sales of goods Act will be relevant in this situation.

(iv) In case of extension of Delivery Period any increase in taxes, duties, levies etc. will not be paid by the seller. In case of decrease the difference to be passed on to the buyer.

(B) **Goods and Services Tax (GST):**

(i) GST will be paid to the seller at the rate applicable based on description, HSN/SAC code and the relevant schedule of CGST Act.

(ii) In pursuance with section 171 (1) of CGST Act, an undertaking is to be effected by the seller declaring that "Any reduction in rate of tax on any supply of goods or services for the benefit of input tax credit (ITC) shall be passed on the recipient by way of commensurate reduction in prices". Further, in case it is detected by the government that any ITC has accrued to the seller as a result of migrating to GST, after receiving the consideration/ reimbursement for his supplies, the seller is mandated to refund the same accordingly to the Paying Authority, giving details and particulars of the transactions.

(iii) Unless otherwise specially, agreed to in terms of the contract, the Buyer shall not be liable for any claim on account of fresh imposition and/or increase of GST on raw materials and /or components used directly in the manufacture of the contracted stores taking place during the pendency of the contract.

**7. Excise Duty:** Where the excise duty is payable on advalorem basis, the bidder should submit along with the tender, the relevant form and the Manufacturer's price list showing the actual assessable value of the stores as approved by the excise authorities.

**8. Octroi Duty & Local taxes:** Normally, materials to be supplied to Government departments against Government Contracts are exempted from levy of town duty, Octroi duty, terminal tax and other levies of local bodies.

**PART IV – SPECIAL CONDITIONS OF RFP**

The bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the contract concluded with the successful bidder (i.e. Seller in the contract) as selected by the buyer failure to do so may result in rejection of Bid submitted by the Bidder.

**1. Performance Guarantee:** For a work costing more than Rs.2 Lakh, the Bidder will be required to furnish a performance guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorized to conduct government business (ICICI Bank, Axis Bank of HDFC Bank) for a sum equal to 10% of the contract value within 30 days of the date of warranty. The specimen of PBG is given in form DPM-15 (Available in MoD website) and can be provided on request. The deposit is meant to compensate the purchase for any loss suffered due to failure of the supplier to complete his obligation as per the contract. **The e-PBG amount will be 3% of the value of the contract** and valid till 30 days post contract. All other clause of Part IV of RFP specified in DPM 2009 to be made applicable.

(a) **Indicative Process Flow of e-PBG Module is as follows (<https://static.gem.gov.in>)**



- Bankers server will be integrated with GeM portal for information interchange related with e\_PBG through Application Programming Interface (API)/ Web Services.
- Nearest Branch of bankers will act as advising branch for E-PBG related transaction.
- If needed, buyer may opt for bank guarantee & indicate advising Banker of his choice at time of creating bid and accordingly system will alert prospective bidder about the requirement of bank guarantee in electronic form from the successful supplier after completion of bidding cycle.
- After successful bidding process, System will provide standard BG format complete with all the necessary field such as value of contract, validity of the BG, beneficiary detail, BIC Code of advising bank chosen by the buyer and vital information related with the contract populated from GeM data base in automated manner.
- Simultaneously, an advisory containing field value of critical SFMS attribute consisting of beneficiary details, validity of BG, value of BG, contract number & BIC code etc will also be made available by the system to issuing Bank through supplier to avoid mistake during SFMS process. These values will also be transmitted to advising bank concurrently for validation of e\_PBG received from issuing bank of supplier. Responsibility of correctness of BG content will rest with issuing bank and supplier itself.
- Paper BG of issuing bank will not be operational unless same is transmitted to advising bank through SFMS message COV 760. There is provision for Supplier to upload paper BG in PDF format before sending the same to buyer for their reference and scrutiny.
- Advising bank, on receipt of the SFMS message (760 COV), will compare & validate the e\_PBG from the validation data base created on basis of advance information received from GeM portal. On positive validation, banker server will update the GeM server by flag "Y" and thus enabling the buyer to place formal contract on supplier. Unless flag is "Y", formal contract cannot be placed.
- In case validation failed, error message will be generated with the reason of failure. Accordingly GeM portal will advise supplier for amendment through COV 767 message from issuing bank. On receipt of amendment through SFMS, advising bank will process the input as per above step and update the flag of GeM portal suitably.
- Advising bank will keep on alerting the buyer about the e\_PBG such as its expiry etc & if nothing received adversely, capital blocked in form of BG will be released within time frame which will ultimately reduce the cost of procurement.

2. **Option Clause:** NA.

3. **Repeat Order Clause:** NA.

4. **Tolerance Clause:** To take care of any change in the requirement during the period starting from issue of RFP till placement of the contract, Buyer reserves the right to **5%** plus/minus increase or decrease the quantity of the required goods up to that limit without any change in the terms & conditions and prices quoted by the Seller. While awarding the contract, the quantity ordered can be increased or decreased by the Buyer within this tolerance limit.

5. **Payment terms for Indigenous Sellers:** It will be mandatory for firm to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheques, wherever feasible. Payment will be done on monthly basis through ACDA (Navy), Kolkata.

6. **Risk & Expense clause:** NA

5. **OEM Certificate:** NA





6. **Inspection Authority:** IT Department, CGDHQ-7.

7. **Payment Authority:-** GeM online payment. The payment of bills will be made on **Quarterly Basis** on submission of the following documents by the Seller to the pay authority along with the bill:-

- i. Ink-signed copy of contingent bill /Seller's bill.
- ii. Ink-signed copy of Commercial invoice /Seller's bill.
- iii. Copy of Supply Order/Contract with U.O. number and date of IFA's concurrence, where required under delegation of powers.
- iv. Work done certificate
- vi. Claim for statutory and other levies to be supported with requisite documents / proof of payment such as Excise duty challan, Customs duty clearance certificate, Octroi receipt, proof of payment for EPF/ESIC contribution with nominal roll of beneficiaries, etc as applicable.
- vii. Exemption certificate for Excise duty / Customs duty, if applicable.
- viii. Bank guarantee for advance, if any.
- ix. Guarantee / Warranty certificate.
- x. Performance Bank guarantee/Indemnity bond where applicable.
- xi. DP extension letter with CFA's sanction, U.O. number and date of IFA's concurrence, where required under delegation of powers, indicating whether extension is with or without LD.
- xii. Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in supply order/contract).
- xiii. Any other document / certificate that may be provided for in the Supply Order / Contract.
- xiv. User Acceptance.
- xv. Xerox copy of e-PBG. When value exceeds 2 lakhs  
(Note – From the above list, the documents that may be required depending upon the peculiarities of the procurement being undertaken, may be included in RFP)
  - (i) Ink signed copy of Commercial Invoice (in triplicate)
  - (ii) Copy of ~~supply Order~~/Work Order
  - (iii) Sanction letter
  - (iv) Guarantee/Warranty certificate (by PAC firm)

8. **Warranty:**

a. The following Warranty will form part of the contract placed on the successful Bidder -

- i. Except as otherwise provided in the invitation tender, the Seller hereby declares that the goods, stores articles sold/supplied to the Buyer under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/mentioned in contract. The Seller hereby guarantees that the said goods/stores/articles would continue to conform to the description and quality aforesaid **for a period as per GeM contact agreement** from the date of delivery of the said goods stores/articles to the Buyer or 15 months from the date of shipment/dispatch from the Seller's works whichever is earlier and that notwithstanding the fact that the Buyer may have inspected and/or approved the said goods/stores/articles, if during the aforesaid period **as per GeM contact agreement** the said goods/stores/articles be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, and the decision of the Buyer in that behalf shall be final and binding on the Seller and the Buyer shall be entitled to call upon the Seller to rectify the goods/stores/articles or such portion thereof as is found to be defective by the Buyer within a reasonable period, or such specified period as may be allowed by the Buyer in his discretion on application made thereof by the

Seller, and in such an event, the above period shall apply to the goods/stores/articles rectified from the date of rectification mentioned in warranty thereof, otherwise the Seller shall pay to the Buyer such compensation as may arise by reason of the breach of the warranty therein contained.

ii. Guarantee that they will supply spare parts, if and when required on agreed basis for an agreed price. The agreed basis could be and including but without any limitation an agreed discount on the published catalogue or an agreed percentage of profit on the landed cost.

iii. Warranty to the effect that before going out of production for the spare parts they will give adequate advance notice to the Buyer of the equipment so that the latter may undertake the balance of the lifetime requirements.

iv. Warranty to the effect that they will make available the blue prints of drawings of the spares if and when required in connection with the main equipment.

### **PART V – EVALUATION CRITERIA & PRICE BID ISSUES**

1. **Evaluation Criteria** - The broad guidelines for evaluation of Bids will be as follows:

(a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially.

(b) In respect of Two-Bid system, the technical bids forwarded by the Bidder will be evaluated with reference to the technical characteristics as mentioned in the RFP. The compliance of technical bid would be determined on the basis of parameters specified in the RFP. The price bids of only those Bidders will be opened whose technical Bids would clear the technical evaluations.

(c) The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format given at Para 4 below. The **L-1 Bidder will be determined by the GeM System excluding levies, taxes and duties** levied by Central/State/Local Govt. on Final Product, as quoted by the bidder.

(d) The taxes applicable are to be indicated separately. Bids submitted without mentioning taxes separately would be summarily rejected. If nil taxes are mentioned, the relevant notification/exemption certificate should be indicated.

(e) **Seller has to submit a copy of registration certificate under GST along with the Bids.** In case the firm is unregistered under GST, the same has to be communicated by the seller on their letterhead.

(f) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price. The Lowest Acceptable Bid will be considered further for placement of contract / Supply Order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do Apportionment of Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.





2. **Price Bid Format.** The Price Bid Format (As per **Appendix-B**) in general is given below and Bidders are required to fill this up correctly with full details, as required under Part-II of RFP (The format indicated below is only as and illustration.

3. Coast Guard standard terms and conditions for tender will apply.



(KD Mishra)  
Commandant (JG)  
District IT Officer  
for District Commander

**TECHNICAL COMPLIANCE MATRIX BY THE VENDOR**

**(It is mandatory to submit this compliance matrix, failing which the Buyer reserves the right to reject the bids submitted)**

Sl	List of items/services required	Complied with Statements (submit in pdf format)
(a)	The bidder should not be blacklisted by central/State Govt/Ministry/Department/PSU/Govt company. Bidder also should not be under any legal action for indulging in corrupt practice, fraudulent practice, coercive practice, undesirable practice with any Indian Central/State Govt/ Ministry/ Department/PSU	Self-declaration from the bidder in company letter head signed by authorized signatory in PDF format
(b)	MSME certificate issued by Govt. of India	UDYAM registration certificate to be uploaded in PDF format
(c)	GSTIN certificate to be scanned and uploaded.	GST registration certificate to be uploaded in PDF format
(d)	Signed and scanned copy of Demand draft/PO in favour of the PCDA (N), Mumbai of Rs. <b>4,000.00 for EMD</b> as mentioned in Para 14 of Part I of RFP. To be deposited manually on or before bid submission end date.  Or  Copy of valid Registration certificate/MSME certificate for exemption of EMD.	The bidder seeking <b>EMD exemption</b> , must upload the valid supporting document as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD.  EMD submission details to be uploaded.
(e)	Price Bid undertaking	To be uploaded in PDF format as per Appendix-B of RFP
(f)	Product Specification undertaking	An undertaking on company letter head in respect of <b>Appendix-C, Appendix-D and Appendix-E</b> to be uploaded in single PDF stating that "Product Specifications mentioned in the Appendix-C, Appendix-D and Appendix-E is to be complied while supplying the each items otherwise consignee should have to reject the items"





**PRICE BID UNDERTAKING**  
(To be given on firm's letterhead)

To,

Dear Sir/Madam,

1. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
2. I submit the Price Bid for \_\_\_\_\_ and related activities as envisaged in the Bid document.
3. I offer to supply/services of items at the rates as indicated in the price Bid, with taxes as mentioned therein.
4. The rates have been quoted in Indian Rupee only.
5. The rates are inclusive of Accessories as per CAMC terms and conditions **(As per specifications)**.
6. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
7. The payment shall be made to the Firm at Bank Account as per ECS mandate (maintained in India only) by way of ECS/RTGS after deducting the TDS as applicable.
8. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.

Yours Faithfully,  
Signature of authorized  
Representative



**DOT MATRIX PRINTER– PRODUCT SPECIFICATIONS**

<b>Ser.</b>	<b>Description</b>	<b>Product Specification</b>
(a)	Print speed	Ultra speed draft : 10 cpi: 630 chars
(b)	LQ	10 cpi: 140 chars
(c)	Head Life	600 million strokes
(d)	Paper format	Sheet Paper (Single & Multi-layer)
(e)	Interfaces	High-speed USB compatible with USB 2.0
(f)	Specifications	IEEE 1284, EIA/TIA





**DESKJET PRINTER – PRODUCT SPECIFICATIONS**

<b>Ser.</b>	<b>Description</b>	<b>Product Specification</b>
(a)	Type of machine	Multifunction Machine
(b)	Print technology	Laser
(c)	Type of printing	Colour
(d)	Scanning feature availability	Yes
(e)	Duplexing feature availability	Yes
(f)	Faxing feature availability	Yes
(g)	Network feature availability	Yes
(h)	Wi-Fi availability	Yes



**LASERJET PRINTER – PRODUCT SPECIFICATIONS**

<b>Ser.</b>	<b>Description</b>	<b>Product Specification</b>
(a)	Cartridge Technology	Composite Cartridge
(b)	Print Technology	Laser
(c)	Type of Printing	Mono
(d)	Paper Size	A4
(e)	Print Speed per Minute as per ISO/IEC 24734 in A4 size	Mono 25
(f)	Network Connectivity	Yes
(g)	Wireless Connectivity	Yes

