



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5390238
Dated/दिनांक : 12-09-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	03-10-2024 11:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	03-10-2024 11:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	40 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Comptroller And Auditor General (cag) Of India
Department Name/विभाग का नाम	Indian Audit And Accounts Department
Organisation Name/संगठन का नाम	Accountant General(a&e)-i, Maharashtra, Mumbai
Office Name/कार्यालय का नाम	Principal Accountant General (a&e)-1
Total Quantity/कुल मात्रा	11
Item Category/मद केटेगरी	Signage board , Sign poster , Glass board , Poster frame , Sign board
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
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,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
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Primary product category	Signage board

Bid Details/बिड विवरण

Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
-------------------	----

ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
-------------------	----

Reserved for Make In India products

Reserved for Make In India products	Yes
-------------------------------------	-----

MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
---	-----

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. 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.
4. Bid reserved for Make In India products: : Procurement under this bid is reserved for purchase from 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. However, eligible micro and small enterprises will be allowed to participate. The minimum local content to qualify as a class 1 local supplier is denoted in the bid document. All bidders 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 the bid is liable to be rejected. 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 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

5. 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.

6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
13-09-2024 10:00:00	O/o the Pr. Accountant General (A&E)-1, Pratishta Bhawan, New Marine Lines, Mumbai-20

Signage Board

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification Document	View File
BOQ Detail Document	View File

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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	Ashok Sanjeeva Hegde	400020,Office of the Principal Accountant General A&E-1 Maharashtra Mumbai, 2nd Floor Pratishta Bhavan New Marine lines, M.K Road Mumbai.	1	15

Sign Poster**(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)****Technical Specifications/तकनीकी विशिष्टियाँ**

Specification Document	View File
BOQ Detail Document	View File

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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	Ashok Sanjeeva Hegde	400020,Office of the Principal Accountant General A&E-1 Maharashtra Mumbai, 2nd Floor Pratishta Bhavan New Marine lines, M.K Road Mumbai.	3	15

Glass Board**(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)****Technical Specifications/तकनीकी विशिष्टियाँ**

Specification Document	View File
-------------------------------	---------------------------

BOQ Detail Document[View File](#)

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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	Ashok Sanjeeva Hegde	400020,Office of the Principal Accountant General A&E-1 Maharashtra Mumbai, 2nd Floor Pratishtha Bhavan New Marine lines, M.K Road Mumbai.	1	15

Poster Frame

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

Technical Specifications/तकनीकी विशिष्टियाँ**Specification Document**[View File](#)**BOQ Detail Document**[View File](#)

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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
----------------	---	-------------	----------------	------------------------------

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Ashok Sanjeeva Hegde	400020,Office of the Principal Accountant General A&E-1 Maharashtra Mumbai, 2nd Floor Pratishtha Bhavan New Marine lines, M.K Road Mumbai.	3	15

Sign Board

(Minimum 50% Local Content required for qualifying as Class 1 Local Supplier)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification Document	View File
BOQ Detail Document	View File

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

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	Ashok Sanjeeva Hegde	400020,Office of the Principal Accountant General A&E-1 Maharashtra Mumbai, 2nd Floor Pratishtha Bhavan New Marine lines, M.K Road Mumbai.	3	15

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

1. Generic

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

2. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**No. Record-1/Signage Board/2024-25/
Date: /09/2024**

Tender Notice for Signage Boards

Office of the Pr. Accountant General (A&E)-I, Maharashtra, Mumbai invites quotations from firms/agencies for making of 11 signage boards for this office.

1. The terms & conditions of the contract are detailed in **Annexure-I**.
2. **Annexure-II** should be duly filled in and submitted *in firms/agencies letterhead*.
3. **The specifications of the signage boards are mentioned in Annexure-III.**
4. The tender should be accompanied by an **Earnest Money Deposit (EMD)** of **Rs.5,000/-** (Rupees Five thousand only) in the form of crossed Demand Draft/Pay Order from any nationalised/scheduled bank drawn in favour of DDO, **Sr.A.O., Pr.A.G.(A&E)-I, Mumbai**. In the absence of EMD the tender shall be rejected summarily.
5. Micro & small enterprises registered with NSIC or Udyog Aadhaar Memorandum are exempted from submission of EMD as per General Financial Rule no. 170 *subject to submission of valid certificate*.
6. The earnest money shall be refunded to the unsuccessful bidders after finalisation of the contract within one month; no interest shall be paid on EMD amount.
7. The office reserves the right to reject any or all quotations without assigning any reason and the decision of the competent authority of this office shall be final and binding. This office also reserves the right to terminate the contract anytime without assigning any reasons, if the services are not found satisfactory.

Senior Accounts Officer/Record-I

-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-

Annexure-I

Terms & Conditions for Making of Signage Boards

1. Quotations are invited from reputed/registered vendors for making of 11 signage boards as per the specifications mentioned in Annexure-III.
2. No Bid shall be accepted after the due date in GeM portal. However, the competent authority of this office reserves the right to extend the date / time for receipt of bids. In the event of the specified date for submission of bids being declared a holiday, the bids will be received up to the appointed time on the next working day.
3. **The firm must be registered locally (Mumbai, Navi Mumbai and Thane) i.e. Mumbai Metropolitan Region and a copy registration certificate in support thereof must be furnished. In case of absence of the proof of local registration, the firm will not be considered for technical evaluation.**
4. **In order to get fully acquainted of all the specifications, designs, local conditions and factors which would have effect on the performance of the work conditions and factors which would have effect on the performance of the work and its cost, attendance of pre-bid meeting is compulsory. In case of non-attendance of pre-bid meeting, the firm will not be considered for technical evaluation.**
5. Bids shall remain valid and open for acceptance for a period of 60 days from the last date of submission of Bids. In case this office calls the bidder for negotiation then this shall not amount to cancellation or withdrawal of original offer which shall be binding on the bidder.
6. This office reserves all rights to reject any bids including those bidders who fail to comply with the instructions without assigning any reason whatsoever and **does not bind itself to accept the lowest or any specific bids**. The decision of this office in this regard shall be final and binding.
7. Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.
8. **The Contract may be terminated if it is found that the bidder to whom the work has been awarded is blacklisted on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertaking etc.**
9. The bidders are advised to obtain for themselves on their own responsibility all information that may be necessary for preparing the bid and entering into a contract for execution of the works.
10. Transportation cost of equipment from the contractor's workshop and back to the owner's premises (if required)
11. The Contractor shall completely indemnify and hold harmless the Client and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by the Contractor or any of its employees engaged in the provision of providing the required services.
12. The Contractor shall arrange to get the character and antecedents of workers verified from Police authorities before their deployment to this office.
13. If any defect(s) is (are) noticed or any complaint pending during the contract period, the levy of compensation for any dislocation of work due to delayed rectification or any other reason, will be decided by the competent authority of this office to enforce penalty claim from the contractor.
14. If for any reason, the contractor is not able to provide the required items, the job shall be got done from some other firm or from the open market at the risk and cost of the contractor and the expenditure incurred thereon shall be recovered from the contractor. This may also entail the termination of the contract.
15. The contractor shall ensure that during the progress of the work no damage shall occur to installations/equipment due to any reason, if so happens, contractor shall have to repair/replace the same at his own risk and cost.

16. The Contractor shall positively observe all safety measures required to be undertaken for safety of persons, labours, public and properties at work site.
17. **Payments shall be made by e-payment to the Contractor, after rendering satisfactory services** .
18. This office shall be entitled to deduct in accordance with Applicable Law, Income Tax, GST or withholding tax or other deductions (as the case may be), from any payments made to the Contractor.

Sr. Accounts Officer /Record-1

(Letter Head)

ANNEXURE-II

(i)	Full Name of the Firm	
(ii)	Firm's Address	
(iii)	Telephone /Mobile No. (O)	
(iv)	PAN/TIN No.	
(v)	GST No.	
(vi)	EMD Amount: Rs..... (to be drawn in favour of Sr.A. O., Pr.A.G.(A&E)-I, Mumbai)	Banker Cheque/DD/Bank Draft No..... dated..... Rs..... Bank Name & Branch
(vi)	Has the firm been blacklisted	

(vii)	Whether the firm has experience of 3 years (attach work order of AMC)	
-------	---	--

UNDERTAKING

1. I, the undersigned, certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with the same.
2. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest rates as quoted in any other institution in India.
3. I/We give the rights to the competent authority of the Office of the Pr. Accountant General (A&E)-I, Maharashtra, Mumbai to forfeit the Earnest Money/Security deposit by me/us in case of breach of conditions of Contract.
4. I hereby undertake to provide the services as per the directions given in the Tender Notice.

Signature of the Authorized Signatory

Date: -

Place: -

**Designation:
(Office seal of the Bidder)**

(Letter Head)

ANNEXURE-III

Size and Place

क्र. सं.	स्थान	आकार	संख्या
1.	Signage Board IIInd Floor Main Board	84-inch x 60 inch	01
2.	Signage Board IIInd Floor (Lift entrance, Staircase entrance and PAO)	51-inch x 27 inch	03
3.	Signage Board IIInd Floor (Telephone Operator)	24-inch x 18 inch	01
4.	Signage Board Ground Floor (Entrance Gate No. 1)	72 inch x 48 inch	01
5.	Signage Board Ground Floor (Entrance and Near Lift and Canteen)	51-inch x 27 inch	03
6.	Signage Board Ground Floor (Main Lift and Entrance)	24-inch x 18 inch	02

7.		Total	11
----	--	-------	----

Specifications for the Signage Boards

Items	Specifications
Background colour: Navy Blue	RGB Code: #000080
Border Colour: Golden	RGB Code: #E9B902
Text Colour: Golden	RGB Code: #E9B902
English Text font Style	Times New Roman
Text: "AG office"	Times New Roman, Bold, Size: As per ratio of signage board
"Office Name" in Regional Language	Font Style as per state govt. standards, Regular, Size As per ratio of Signage Board
"Office Name" in English Language	Times New Roman, Regular, Size: As per ratio of Signage Board
"Office Name" in Hindi Language	Kruti Dev, Regular, Size: As per ratio of Signage Board
Logo of the CAG of India	As per New Logo

Date:

Place:

(SIGNATURE & OFFICIAL SEAL)

FULL NAME & DESIGNATION

Disclaimer/अस्वीकरण

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

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any

- Category item bunched with it.
4. Creating BoQ bid for single item.
 5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
 6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
 7. Floating / creation of work contracts as Custom Bids in Services.
 8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
 9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
 10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
 11. Creating bid for items from irrelevant categories.
 12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
 13. Reference of conditions published on any external site or reference to external documents/clauses.
 14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

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

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

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---