

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	24-09-2026 17:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	24-09-2026 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Heavy Industries And Public Enterprises
विभाग का नाम/Department Name	Department Of Heavy Industry
संगठन का नाम/Organisation Name	National Automotive Board
कार्यालय का नाम/Office Name	National Automotive Board Manesar
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :chitra.hans@nabindia.in Buyer Email id: buyer3.dhi.hr@gembuyer.in
कुल मात्रा/Total Quantity	210
वस्तु श्रेणी /Item Category	Metal Storage Cabinet (Q2) , Revolving Chair (V5) (Q2)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 4 (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 दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू 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 विवरण/Bid Details	
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	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
बिड का प्रकार/Type of Bid	Two Packet Bid
प्राथमिक उत्पाद श्रेणी/Primary product category	Revolving Chair (V5)
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	3 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
अनुमानित बिड मूल्य / Estimated Bid Value	1000000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	HDFC Bank
ईएमडी राशि/EMD Amount	20000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	HDFC Bank
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	15

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई

केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category 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. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

ICAT

International Centre for Automotive Technology (Centre - 1), Plot No. 26, Sector - 3, IMT Manesar, Gurugram - 122050

(International Centre For Automotive Technology)

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/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15

सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	25
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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. 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 and its subsequent Orders/Notifications issued by concerned Ministry .Benefits of MSE will be allowed only if seller/service provider is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

6. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs having valid Udyam Certificate 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. In respect of bid for Services, the bidder must be the Service provider of the offered Service. 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. 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 in case of product bids, whereas in case of services the eligibility is automatically validated. 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.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

7. 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.

8. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- If number of technically qualified bidders are only 2 or 3.
- If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

Price Breakup - [1788325850.xlsx](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
09-09-2026 10:00:00	International Centre for Automotive Technology, CV Raman Meeting Room, Plot No. 26, Sector - 3, Near HSIIDC, IMT Manesar, Gurugram 122050,

Metal Storage Cabinet (10 pieces)

(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

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	Type of Product	Storage Unit With door, Storage Unit Without door
	Mounting Positioning of Product	Wall Mounted, Floor Standing
	Number of shelves	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11
	Material of Shelves	Stainless Steel, Mild Steel, Aluminium
	Availability of Drawers	Yes, No
	Availability of Locks in the Drawer	Yes, No
	Type of lock in the Drawer	NA, Deadbolt Locks, Cam Locks, Numeric Locks, RFID Locks, Digital Locks
	Finish of exterior	Painted, Powder Coating
Supporting Frame Structure within Storage Cabinet	Material of Frame	Mild Steel, Stainless Steel, Aluminium, NA

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Top Section Sheet	Material of Top Section Sheet	Mild Steel, Stainless Steel, Aluminium, Wood
Bottom Section Sheet	Material of Bottom Section Sheet	Mild Steel, Stainless Steel, Aluminium
Back Section Sheet	Availability of Back Section Sheet	Yes, No
	Material of Back Section Sheet	Mild Steel, Stainless Steel, Aluminium, NA
Door	Availability of Door	Yes, No
	Primary Material Type of door (Seller to select and state "primary" door in case of hybrid options)	Mild Steel, Stainless Steel, Aluminium, Wooden, Plastic, Glass, NA

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Girish Chander	122051,INTERNATIONAL CENTRE FOR AUTOMOTIVE TECHNOLOGY Plot No 26, Sector 3, HSIIDC, IMT-Manesar, Gurgaon 122050	10	45

Revolving Chair (V5) (150 pieces)

(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

[* जेम केटेगरी विशिष्टि के अनुसार / As per GeM Category Specification](#)

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERIC REQUIREMENTS	Type of Chair	Revolving Chair of Adjustable height with Wheels
CHAIR SEAT	Seat upholstery material	Mesh fabrics, Polyester fabric, Leatherette, Leather
CHAIR BACKREST	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 401 - 700 mm, High-back range: equal to or more than 701 mm)	Low-back, Mid-back, High-back

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Locking available while tilting backrest	Yes, No
	Lumbar Support available in Seat Backrest	Yes, No
	Headrest available in Chair	Yes, No
	CHAIR ARMREST	Armrest Available in the Chair Yes, No

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

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Girish Chander	122051,INTERNATIONAL CENTRE FOR AUTOMOTIVE TECHNOLOGY Plot No 26, Sector 3, HSIIDC, IMT-Manesar, Gurgaon 122050	150	45

Revolving Chair (V5) (50 pieces)

(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

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERIC REQUIREMENTS	Type of Chair	Revolving Chair of Adjustable height with Wheels
CHAIR SEAT	Seat upholstery material	Mesh fabrics, Polyester fabric, Leatherette, Leather
CHAIR BACKREST	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 401 - 700 mm, High-back range: equal to or more than 701 mm)	Low-back, Mid-back, High-back

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Locking available while tilting backrest	Yes, No
	Lumbar Support available in Seat Backrest	Yes, No
	Headrest available in Chair	Yes, No
CHAIR ARMREST	Armrest Available in the Chair	Yes, No

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Girish Chander	122051,INTERNATIONAL CENTRE FOR AUTOMOTIVE TECHNOLOGY Plot No 26, Sector 3, HSIIDC, IMT-Manesar, Gurgaon 122050	50	45

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. Buyer Added Bid Specific ATC

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

3. Scope of Supply

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

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. 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 catalogues 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. 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.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

[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 कार्रवाई 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---

Additional Terms & Conditions (ATC)



अंतर्राष्ट्रीय ऑटोमोटिव प्रौद्योगिकी केंद्र
International Centre for Automotive Technology

अतिरिक्त नियम और शर्तें
Additional Terms & Conditions

**Tender: Supply, Installation and Commissioning Office Furniture at ICAT Centre-I,
Manesar, Haryana**

दस्तावेज संख्या/Tender No: ICAT/GeM/Admin/Office Furniture/2026-27/198

प्लॉट नंबर – 26, सेक्टर – 3, एचएसआईआईडीसी कार्यालय के पास, आईएमटी मानेसर, गुरुग्राम – 122050

Plot No – 26, Sector – 3, Near HSIIDC Office, IMT Manesar, Gurugram - 122050

Additional Terms & Conditions (ATC)

ATC Index		
Sl. No.	Content	Page No.
1.	प्रस्ताव कवर पेज/Cover Page of Tender	01
2.	एटीसी सूची/ATC Index	02
3.	आमंत्रण की सूचना / Notice to Invite	03-04
4.	Annexure – A (Technical Specification & Scope of Work)/ अनुलग्नक – A (तकनीकी विनिर्देश एवं कार्य का दायरा)	05-08
5.	Annexure – B (Earnest Money Deposit – EMD)/ अनुलग्नक – B (बयाना राशि जमा – EMD)	09-10
6.	Annexure - C (Eligibility & Technical Evaluation Criteria)/ अनुलग्नक – C (पात्रता एवं तकनीकी मूल्यांकन मानदंड)	11-15
7.	Annexure- D (General Terms & Conditions)/ अनुलग्नक – D (सामान्य नियम एवं शर्तें)	16-21
8.	Form – I (Performance Bank Guarantee Format)/ फॉर्म – I (कार्य निष्पादन बैंक गारंटी का प्रारूप)	22-23
9.	Form – II (Checklist)/ प्रपत्र – II (जांच सूची)	24-25
10.	Form – III (Undertaking Regarding Blacklisting/Non-Debarment) प्रपत्र – III (ब्लैकलिस्टिंग/गैर-निषेध के संबंध में घोषणा-पत्र)	26
11.	Form – IV (Declaration Regarding Make in India & Compliance of Rule 144(xi) of GFR 2017) प्रपत्र – IV (मेक इन इंडिया एवं GFR 2017 के नियम 144(xi) के अनुपालन के संबंध में घोषणा-पत्र)	27
12.	Form – V (Declaration In Lieu of EMD/Bid Security) प्रपत्र – V (EMD/बोली सुरक्षा के स्थान पर घोषणा-पत्र)	28
13.	Form – VI (Earnest Money Deposit) प्रपत्र – VI (बयाना धनराशि जमा)	29
14.	Form – VII (Declaration in Respect of Conflict Interest) प्रपत्र – VII (हितों के टकराव के संबंध में घोषणा-पत्र)	30-33
15.	Form – VIII (No Deviation Declaration) प्रपत्र – VIII (कोई विचलन नहीं होने संबंधी घोषणा-पत्र)	34
16.	Form – IX (Undertaking) प्रपत्र – IX (वचन-पत्र)	35
17.	Form – X (Undertaking for Non-Sub-Contracting) प्रपत्र – X (उप-ठेका न देने के संबंध में वचन-पत्र)	36

Additional Terms & Conditions (ATC)

Notice to Invite (NIT)

The Director, International Centre for Automotive Technology (ICAT), a division of the National Automotive Board (NAB), Govt. of India, hereby invites a proposal for **Supply, Installation and Commissioning of Office Furniture** at ICAT Centre - 1, Manesar (Haryana) in two bid system from the Bidders in the prescribed proforma for performing, executing and implementing the Jobs on the terms and conditions contained in this Tender Document and in the Contract. The brief description of Jobs and the timelines for tenders are summarized in the table below.

Tender Scope: Supply, Installation and Commissioning Office Furniture as per BoQ.

Tender Activity Schedule

Tender Scope:	Supply, Installation and Commissioning Office Furniture at ICAT Centre-I, Manesar, Haryana
Detailed Technical Specification	Please Refer Annexure-A
Project Site for Supply & Installation	International Centre for Automotive Technology (Centre - 1), Plot No. 26, Sector - 3, IMT Manesar, Gurugram - 122050 (Haryana)
Earnest Money Deposit (EMD) Or Bid Security Declaration	Earnest Money Deposit (EMD): INR 20,000/- (Rupees Twenty Thousand Only) shall be submitted in form of DD/ Bank Guarantee/Banker's Cheque & FDR drawn in favor of "International Centre for Automotive Technology", payable at Manesar/ Gurugram valid for at least six months from any branch of Delhi/NCR of Indian scheduled Bank or Online through RTGS/NEFT/Internet Banking in Beneficiary Name "International Centre for Automotive Technology". Or Firms who are registered with NSIC for the tendered item /Start-ups/ Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department, are exempted from payment of EMD but these firms should submit a copy of the registration along with the Technical Bid. (The certificate should be valid for at least 6 months from the date of submission of bids). <i>Note: Traders/Distributors/Sole agents/Work contracts are not eligible for benefits under MSME category.</i> Or In place of a Bid security, Bidders can submit Bid securing declaration as per "Form V" accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of 1 year from the date of opening of this bid from being eligible to submit Bids for contracts with the ICAT that invited the Bid.
Eligibility Criteria	Please Refer Annexure-C of the ATC Document
The Last Date of Receipt of Queries if any,	Submission of Pre-Bid Queries: Bidders are required to submit their queries, if any, in writing to E-mail ID by 7/9/2026 up to 1500 Hrs. Email ID: <i>Harendra.singh@icat.in</i>

Additional Terms & Conditions (ATC)

Date for Clarification Meeting	Pre-Bid Meeting shall be held to address queries and provide clarifications regarding the scope of work, technical requirements, and the bid submission process. ➤ Date: 09/09/2026 ➤ Time: 1400 Hrs. ➤ Venue: CV Raman Meeting Room, International Centre for Automotive Technology (ICAT), Plot No. 26, Sector - 3, IMT Manesar, Gurugram - 122051, Haryana ➤ Mode: Physical. All interested bidders are strongly encouraged to attend the pre-bid meeting to obtain necessary clarifications before submitting their bids. Bidders who attend the pre-bid meeting will be given preference during the evaluation of bids, wherever applicable and in accordance with the tender conditions.																
<u>ICAT Bank Details for NEFT/RTGS (In case any bidder deposits the EMD of INR 20,000/- through NEFT/RTGS)</u> <u>HDFC Bank Details (Saving A/c for transactions in INR Only); -</u> <table border="1" data-bbox="186 758 1279 1024"> <tr> <td>Beneficiary Name</td><td>International Centre for Automotive Technology</td></tr> <tr> <td>Bank Name</td><td>HDFC Bank Ltd.</td></tr> <tr> <td>Branch</td><td>Plot-K, Sector-2, Manesar-122051 Haryana</td></tr> <tr> <td>Account No.</td><td>05891450000118</td></tr> <tr> <td>Account Type</td><td>Saving</td></tr> <tr> <td>RTGS IFSC Code</td><td>HDFC0000589</td></tr> <tr> <td>Swift Code</td><td>HDFCINBB</td></tr> <tr> <td>MICR Code</td><td>110240079</td></tr> </table>		Beneficiary Name	International Centre for Automotive Technology	Bank Name	HDFC Bank Ltd.	Branch	Plot-K, Sector-2, Manesar-122051 Haryana	Account No.	05891450000118	Account Type	Saving	RTGS IFSC Code	HDFC0000589	Swift Code	HDFCINBB	MICR Code	110240079
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MICR Code	110240079																

- ICAT reserves the right to reject/modify/cancel the tender without assigning any reason at any stage thereof.

Additional Terms & Conditions (ATC)

Annexure-A

विस्तृत तकनीकी विनिर्देश और कार्य का दायरा/ Detailed Technical Specification and Tender Scope

➤ A.1 Scope of Supply Details:

Description	Quantity	Delivery Location	Target Completion Period from the date of award of GeM Contract/ Purchase Order
"Supply, Installation and Commissioning of Office Furniture at ICAT Centre-I, Manesar, Haryana" For Detailed Scope of Work & Deliverables: Please Refer Below Table)	As below BoQ	ICAT Centre-I, Manesar, Haryana	45 Days

A.2 Detailed Technical Specifications & BoQ.

Sr. No	Item Description	UOM	Total Qty.	Make
1	<u>Glass Door Almira</u> Glass Door Powder coated almirahs are required. Specifications are as below: ▪ Type of Almira steel : Almira Steel with Glass door ▪ Almira height (excluding the height of pedestal) ± 5 mm : 1980 mm ▪ Almira width ± 5 mm : 910 mm ▪ Almira depth ± 5 mm : 480 mm ▪ Side, Back, Top & Bottom sheet thickness : 0.8 mm ▪ Shelves sheet thickness : 0.8 mm ▪ Pedestal sheet thickness : 0.8 mm ▪ Hinges sheet thickness : 1.6 mm ▪ Number of glass sheet fixed : 4 ▪ Handle size : 12 cm ▪ Construction type : Welded ▪ Installation : Free standing ▪ Pedestal : Yes ▪ Pedestal fitted with : 3 mm Teflon Bush ▪ Pedestal height (± 5 mm) : 125 mm ▪ Locker required : No ▪ Door type : Hinged ▪ Number of door : 2 ▪ Number of hinges (for each door) : 3 ▪ Door stiffener up to full door height provided : No ▪ Mirror fitted : No ▪ Number of drawers required : No Drawer ▪ Number of shelves : 4 Shelves fixed ▪ Uniformly distributed load (UDL) for shelves : 60 Kgs. ▪ Wardrobe by style : No wardrobe ▪ Tie Hanger : No ▪ Colour of finish : Ash Grey ▪ Steel sheet material : Mild steel sheets conforming to grade HR1 of IS 1079:2009 (with latest amendment) ▪ Screws : Conforming to IS 1365 ▪ Hanging rod material : No Hanging rod ▪ Stiffener material : No Stiffener	Nos	10	Geeken, Neelkama 1, Godrej equivalent

Additional Terms & Conditions (ATC)

	- Steel Almirah lock/locker lock : Six lever lock - Material of lock : Steel - Duplicate keys (for each) : Yes - Keys material (for each lock) : Brass and steel finish - Steel Almirah locking mechanism : A three way bolting device controlled by a lock - Door handle material for almirah lock : Stainless steel - Finish coat with enamels : Stoving enamel - Powder coating : Conforming to IS: 13871 (Color: Standard Grey Color used for Almirah)			
				
2	Office Chairs Office Chairs Required. Specifications are as below: - Chair mechanism : Only Revolving without tilting mechanism - Type of locking : Tilt limiter - Number of arm movement : NA - Pedestal Base : Chrome plated MS - Armrest Material : Polypropylene - Seat material : Pressed and molded with PU foam - Backrest is made of : Two pieces injection molded frame - Density of PU foam used in seat KG per Cu Meter (± 3) : 40 - Density of PU foam used in backrest in KG per Cu Meter (±3): 45 - Backrest upholstered with : 100% Polyester Fabric - Seat upholstered with : 100% polyester fabric - GSM/Thickness of fabric ±5% (Gram/Square meter) : 220 gram - Overall width (±10 mm) : 550 mm - Backrest Height ±15 mm : 500 mm - Backrest Width ±10 mm : 440 mm - Seat Height ±10 mm : 460 mm - Seat Width ±10 mm : 460 mm - Seat Depth ±10 mm : 430 mm - Height Adjustment ± 5(mm) : up to 100 mm - Thickness of MS Plate Joining the under structure with Seat : 0.3 mm - Thickness of Plywood used in Seat ±1(mm) : 12 mm - Thickness of Plywood used in Backrest ± 1(mm) : 12 mm - Pedestal Size (Diameter in mm) ±10 mm : 600 mm - Thickness of Polyurethane Foam Used in Seat in mm (±2 mm): 40 mm - Thickness of Polyurethane Foam Used in Backrest (±2 mm) : 40 mm	Nos	150	Geeken, Neelkama 1, Godrej equivalent

Additional Terms & Conditions (ATC)

	▪ Mechanism designed with 360 degree-revolving type and upright locking : Yes ▪ Chair included the pneumatic height adjustments : Yes ▪ Armrest : With ▪ Type of backrest support : Fixed Lumbar Support ▪ Armrest Type : Fixed ▪ Ergonomic Seat Design : Yes ▪ Back type : Push Back ▪ Backrest has separate adjustable headrest : No ▪ Seat type : Fixed ▪ Seat is curved : Yes ▪ Locking mechanism : Yes ▪ Type of locking : Tilt limiter ▪ Number of arm movement : NA ▪ Pedestal Base : Chrome plated MS ▪ Twin wheel castor material : Nylon ▪ Number of twin wheel castor : 5 Nos ▪ Twin wheel castor diameter : 50 mm ▪ Armrest Material : Polypropylene ▪ Backrest is made of frame : Two pieces injection molded ▪ Fabric : Tapestry with PU Molded foam (Color: Standard Blue color used for office chair) 			
3	 Height Back Chair, Pipe Chrome Arm, Gas Lift, Chrome Base, Leatherette Tapestry Swivel Tilt (Colour: Standard Black Colour used for Leatherite Office Chairs)	Nos	50	Geeken, Neelkama 1, Godrej equivalent

For any technical queries, please contact the undersigned:

Contact Person: Mr Harendra Singh

Email ID: Harendra.singh@icat.in.

Contact No: +91-8500089430

Additional Terms & Conditions (ATC)

Tender Scope: “Supply, Installation and Commissioning of Office Furniture at ICAT Centre-I, Manesar, Haryana”

Quantity Required: As per the Bill of Quantities (BOQ).

Warranty: The bidder must provide a warranty declaration on his official letterhead, confirming a 12-month warranty.

Other Technical Conditions:

- The bidder is required to submit their quotation strictly in accordance with the tender specifications. Complete technical details, including the brand, specifications, and technical literature highlighting the specifications, must be provided along with the technical bid. A Statement of Compliance, formatted as per the Technical Specification, must be submitted for each item. These compliance statements should be supported by authentic and verifiable documents. Additionally, each page of the bid, including any corrections or modifications, must be duly signed and stamped by the authorized signatory. Non-compliance with these requirements may result in the rejection of the bid.
- **Delivery Period:** Within 45 days from the date of GeM Contract.
- **Insurance of Materials:** All materials must be securely packed to prevent any damage and ensured up to the destination. The delivery of materials should be made directly to ICAT, Manesar. The bidder shall bear all costs associated with the shipping of the equipment to ICAT, Manesar. The bidder shall be solely responsible for ensuring the safe delivery of the goods. ICAT reserves the right to reject any material that do not meet the specified requirements of our ATC. If any material found defective at the time of delivery, the supplier shall promptly provide a replacement at no additional cost for the purchaser.
- **Delivery Location:** International Centre for Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, IMT Manesar, Gurugram – 122050 (Haryana).
- **Delivery Terms:** FOR ICAT Project Site (Packing, Forwarding, Loading, Transportation, Insurance, and Unloading of Material as Per Technical Specifications Up to ICAT Project Site in the Bidder Scope).
- **Billing Address:** International Centre for Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, IMT Manesar, Gurugram – 122050 (GST No. 06AABAN9435G2ZI)

For or any technical queries please feel free to contact the undersigned:

Contact Person: Mr. Harendra Singh- Admin Department

Email ID: Harendra.singh@icat.in

Additional Terms & Conditions (ATC)

Annexure B

Earnest Money Deposit (EMD Clause)

Earnest Money Deposit (EMD): INR 20,000/- (Rupees Twenty Thousand Only) can be submitted in form of DD/Bank Guarantee in favor of “International Centre for Automotive Technology”, payable at Manesar/ Gurugram valid for at least six months from any branch of Delhi/NCR of Indian scheduled Bank or Online through RTGS/NEFT/Internet Banking in Beneficiary Name “International Centre for Automotive Technology”.

Or

Firms who are registered with NSIC for the tendered item /Start-ups/ Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department, are exempted from payment of EMD but these firms should submit a copy of the registration along with the Technical Bid. (The certificate should be valid for at least 6 months from the date of submission of bids).

Note: Traders/Distributors/Sole agents/Work contracts are not eligible for benefits under MSME category.

Or

In place of a Bid security, Bidders can submit Bid securing declaration as per “Form V” accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of 1 year from the date of opening of this bid from being eligible to submit Bids for contracts with the ICAT that invited the Bid.

ICAT Bank Details for NEFT/RTGS (in case any bidder deposits the EMD of INR 20,000/- through NEFT/RTGS)

HDFC Bank Details (Saving A/c for transactions in INR Only); -

Beneficiary Name	International Centre for Automotive Technology
Bank Name	HDFC Bank Ltd.
Branch	Plot-K, Sector-2, Manesar-122051 Haryana
Account No.	05891450000118
Account Type	Saving
RTGS IFSC Code	HDFC0000589
Swift Code	HDFCINBB
MICR Code	110240079

Note: - Proof of payment shall be submitted online on GeM portal & original DD/Bank Guarantee/Pay Order should reach at “To, The Purchase Department, International Centre For Automotive Technology, Plot No. 26, Sector - 3, Near HSIIDC Office, IMT Manesar, Gurugram - 122050 (Haryana).

Key Note's

Additional Terms & Conditions (ATC)

- **EMD shall be exempted to Micro & Small Enterprises registered for the tendered items/as per the latest Govt. of India guidelines. MSME/Start-up Policy is meant for procurement of only goods produced and services rendered by MSE's. However, traders/distributors/sole agent/works contracts are excluded from the purview of Public Procurement Policy for MSEs Order, 2012. The bidders claiming the preference must submit the relevant document (The certificate should be valid for at least 6 months from the date of submission of bids).**
- **The bid received without EMD/ Documentary or proof of Exemption of EMD, will be summarily rejected.**
- Cheque/Money Order/Cash shall not be accepted as EMD.
- A bid will be rejected if EMD is found to be of lesser amount or EMD is not submitted in the manner prescribed.
- A bid which is not accompanied by such Earnest Money Deposit or Non-Submission of Bid Security Declaration Form "Form V" will be construed as non-compliant bid and should be rejected.
- The Earnest Money Deposit (EMD) of the unsuccessful bidder will be returned to them within 30 days after finalization and award of the tender without any interest. The Earnest Money Deposit of the successful Bidder will be returned upon the successful Bidder furnishing the Performance Bank Guarantee.

EMD should be forfeited in favour of ICAT in case the Bidder: -

- The EMD may be forfeited, if a Bidder withdraws his bid during the period of bid validity or on submission of false documents/undertaking.
- Without the written consent of ICAT, it has withdrawn its Bid during the validity period of the Bids and any extensions thereto.
- After opening of the financial bid, alters the quoted rates/conditions in the Bid.
- Fails to provide /furnish the Performance Bank Guarantee within stipulated period mentioned in the Letter of Acceptance.
- Does not reply to any queries that may be raised after opening of technical/financial bids.
- If the bidder does not accept the corrections made by ICAT to its Bid Price pursuant to "Examination of Financial Proposal and Correction of Arithmetical Errors".

Additional Terms & Conditions (ATC)

Annexure C

Eligibility & Technical Evaluation Criteria

Eligibility Criteria: The following mentions the pre-qualification criteria. A bidder participating in the procurement process shall possess the following pre-qualification/minimum eligibility criteria: Any bid failing to meet the stated criteria shall be summarily rejected and will not be considered for technical evaluation.

Pre-qualification/Minimum Eligibility Criteria for the Bidders:

1. **Legal Valid Entity:** The bidder shall necessarily be a legal valid entity in the form of a proprietary firm, partnership firm, private limited company, or agency (enclose a copy of the registration or incorporation certificate with the technical bid).
2. **Bidders are required to submit the duly stamped & signed copy of this complete ATC towards the acceptance to fulfil the complete technical specification & compliance of this ATC.**
3. It is a mandatory requirement for bidders to submit comprehensive proposals covering all items specified in the bid document. Any bidder who submits an incomplete proposal, including but not limited to failure to provide a bid for any item or part thereof, shall be considered non-compliant with the tender specifications. Such incomplete proposals shall be rejected and automatically disqualified from further evaluation. Bidders are required to ensure that their proposal includes valid offers for all items as detailed in the tender documents. Non-compliance with this condition shall result in the outright rejection of the bid.
4. The Registered Office of the Bidder should be located in Delhi/NCR (Must submit documentary proof).
5. **Pre-Bid Meeting:** All bidders are strongly advised to attend the Pre-Bid Meeting in person at ICAT Manesar to understand the actual requirement.
6. If the bidders an OEM, he should submit a warranty declaration on his official letter head.
 - a. In case of authorized Distributor/Partner, warranty declaration should be submitted on his company letter head and also submit letter of authorized dealer from the OEM.
 - b. If OEM is quoted, then OEM should submit the certificate/declaration.
7. **Warranty:** 12 Months from the date of defect free delivery of Office Furniture at ICAT Centre1, Manesar, Gurugram (Haryana).
8. **The bidders should have minimum 3 years of Experience in supply of "Office Furniture".**

Additional Terms & Conditions (ATC)

9. The bidders should have an average annual turnover of **INR 25 Lakhs** in the last three consecutive financial years (**FY 2022-23, 2023-24, and 2024-25**). The tenderers shall submit Certificates to this effect which may be an attested certificate from the concerned department/client or Audited Balance Sheet duly certified by the Chartered Accountant/Certificate from Chartered Accountant duly supported by Audited Balance Sheet. The contact details of CA/Statutory Auditor along with **UDIN No.** shall be mandatorily mentioned on copy of certified Balance Sheet/Certificate.
10. The bidder must have a minimum of three years' experience in supplying office furniture to reputed private companies / Public Sector Companies / Banks/ Central and State Government.
11. Bidders should not have been blacklisted by any departments or ministries of the government of India or of any state government, PSU, or any reputable private firm or institution in India. A declaration must be submitted to this effect with the tender document.
12. A certified copy of the PAN card shall be attached with the Bid document.
13. The bidder should be registered with GST. A certified copy of the registration shall be attached with the Bid document.
14. The bidder must have supplied/executed 03 Purchase Orders in last 03 FYs of Rs. 3 Lacs each.
15. Bidders may note that GeM is capturing and showing the IP addresses used by the Buyer and Bidder(s)/Seller(s). Bids submitted from IP addresses that are identical to or shared with other Bidders/Sellers shall be deemed invalid and automatically disqualified from further evaluation.

Bidders to Comply with:

Rule 144(xi) of GFR 2017 regarding restrictions on procurement from a bidder of a country that shares a land border with India will be liable to rejection (refer to the to the Office Memorandum of the Department of Expenditure dated July 23, 2020, and as revised from time to time at <https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf>).

Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020 and as revised from time to time regarding bidders' eligibility and preference to make in India <https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf>).

Additional Terms & Conditions (ATC)**Note:**

ICAT reserves the right to give preference to the local supplier, MSME, or start-up as per prevailing government notifications and as revised from time to time.

MSE Public Procurement Policy is meant for the procurement of only goods produced and services rendered by MSEs. However, traders, distributors, sole agents, and works contracts are excluded from the purview of the Public Procurement Policy for MSEs Order, 2012.

It is clarified that prior turnover and prior experience may be relaxed for start-up enterprises recognized by the Department for Industry & Internal Trade (DPIIT), subject to meeting quality & technical specifications. Startups may be MSMEs or otherwise. Such relaxation can be provided in the case of procurement of works as well. It is further clarified that such relaxation is not optional but normally has to be ensured, except in case of procurement of items related to public safety, health, critical security operations and equipment, etc) where adequate justification exists for the Procuring Entity not to relax such criteria. The decision of the Procuring Entity in this regard shall be final.

Bid Rejection Criteria:

- Non submission of OEM or his authorized dealer/distributor certificate.
- **Bids without EMD or Non-Submission of Bid Security Declaration Form “Form V” or Non-Submission of valid MSE’s/Startup certificate** would be rejected. However, firms that are registered with NSIC or MSE for the tendered item are exempt from payment of the EMD, but these firms should submit a copy of the registration along with the technical bid.
- Bidders not having an average turnover of **INR 25 lakhs** in the last three consecutive financial years. Bidders are required to submit a CA-audited balance sheet, or any other relevant certificate certified by CA indicating the turnover for the last 3 consecutive financial years (FY 2022-23, 2023-23 and 2024-25).
- Not submitting a copy of the GST and PAN registration certificates.
- Bidders may note that GeM is capturing and showing the IP addresses used by the Buyer and Bidder(s)/Seller(s). Bids submitted from IP addresses that are identical to or shared with other Bidders/Sellers shall be deemed invalid and automatically disqualified from further evaluation.
- Any deviation requested on tender conditions.
- It is a mandatory requirement for bidders to submit comprehensive proposals covering all items specified in the bid document. Any bidder who submits an incomplete proposal, including but not limited to failure to provide a bid for any item or part thereof, shall be

Additional Terms & Conditions (ATC)

considered non-compliant with the tender specifications. Such incomplete proposals shall be rejected and automatically disqualified from further evaluation. Bidders are required to ensure that their proposal includes valid offers for all items as detailed in the tender documents. Non-compliance with this condition shall result in the outright rejection of the bid.

- Not having minimum qualification criteria mentioned in “Pre-qualification/Minimum Eligibility Criteria.”
- Non submission of signed and stamped complete ATC towards the acceptance to fulfil the complete technical specification & compliance of this ATC.
- Non submission experience related documents such as 03 Purchase Orders in last 03 FYs.
- Non submission of proof of having Registered Office in Delhi/NCR.
- Non-Submission of ATC duly signed & stamped each page.
- All the forms of ATC should filled properly & stamped & provide as per ATC of GeM Bid.

Bidder not complying to the provision below shall be rejected.

- a) Rule 144 (xi) of GFR 2017 regarding restrictions on procurement from a bidder of a country which shares land border with India will be liable to rejection (https://doe.gov.in/files/circulars_document/FInal_GFR_upto_31_07_2024.pdf)
- b) Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 29.05.2019 regarding bidders eligibility and preference to make in India (https://dipp.gov.in/sites/default/files/publicProcurement_MakeinIndia_31May2018_0.pdf)

Bid Evaluation:

- Only those bidders who qualifies in the Pre-qualification/Minimum eligibility criteria are eligible for technical bid evaluation.

Technical Bid Evaluation Parameters

Evaluation Parameter	Details	Marks
Technical Specifications	Technical Specifications/Requirements offered against the requirements spelt out in this tender	65
Bidder's Past Experience	Experience (Nos. of Year) 3 years (min.) – 5 marks > 3 up to 5 years– 10 marks	10

Additional Terms & Conditions (ATC)

	Similar Supply Orders (In the Last 3 Years before bid submission)	
	Less than 2 Purchase Orders – 0 marks	13
	3 Purchase Orders – 7 marks	
	> 3-5 Purchase Orders- 13 marks	
Bidder's Capability	Financial Capability	
	Average Annual Turnover of at least 25 lakhs of 3 FYs:	12
	2022-23, 2023-24, 2024-25	
	25 Lakhs (min.)- 5 marks	
	> 25 Lakh up to 35 Lakhs - 7 marks	
	More than 35 Lakhs - 12 marks	
Total Marks		100

Note:

1. The pass marks in Equipment Specifications shall be 65 points out of 65 points.
2. The overall minimum pass marks shall be 80 points (80%) out of 100 points.
3. ICAT reserves the right to give preference to the local supplier as per order issued by Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020 and as revised from time to time.
(<https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf>)

‘Similar Supply’ is defined as: - Supply of Office Furniture to any Department or Ministry of the Government of India, any State Government, Public Sector Undertaking (PSU), or any reputed private organization within India.

In Case of any Query, you are feeling free to contact:

Contact Person: Harendra Singh- Admin Department
Contact No.: +91-8500089430 (Mobile)
Email ID: Harendra.singh@icat.in

Additional Terms & Conditions (ATC)

Annexure – D

General Terms & Conditions

1. **Tender Scope:** Supply, Installation and Commissioning of Office Furniture at ICAT Centre-I, Manesar, Haryana (As per technical specification given in Annexure “A”).
2. The bidder shall acquaint himself with the proposed site of work before quoting his rates. The bidder should note and bear in mind that the ICAT shall bear no responsibility for the lack of acquaintance of site and other conditions or any information relating thereto or on their part.
3. **Delivery:** Within 45 days from the date of GeM Contract at International Centre for Automotive Technology (Centre – I), Plot No. 26, Sector – 3, IMT Manesar, Gurugram – 122050 (Haryana).
4. **Payment Terms:** 100% Payment after receipt of PBG, Warranty Certificate & defect free installation & delivery of Office Furniture at ICAT Site.
5. **Submission of the Following Documents to ICAT at the time of delivery:**
 - Original Tax Invoice
 - Original Challan
 - E-Way Bill (Both Part A & B)
 - Consignee LR Copy (if applicable)
 - Warranty Guarantee Certificate.
6. **Billing Address:** International Centre for Automotive Technology, Plot No. 26, Sector – 3, Near HSIIDC, IMT Manesar, Gurugram 122050, GST No. 06AABAN9435G2ZI.
7. **Sub-contract:** The supplier shall not assign in whole or in part the obligations to perform under the contract, except with ICAT prior written consent. The supplier shall obtain the consent of ICAT in writing of all subcontracts (if any) to be awarded under the contract which is not already specified, in his bid. Such notification, in his original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
8. ICAT reserves the right to modify and amend any of the conditions/criterion depending upon project priorities and needs before the last date of bid submission.
9. **Price:** The prices are to be quoted in INR in figures only. 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 shall prevail and the total price shall be corrected. No price escalation shall be allowed after submission of financial bid.
10. **Product Specification & Compliance Statement:** The bidder should quote the products strictly as per the tender specifications. Complete technical details along with brand, specification, technical literature etc. highlighting the specifications must be supplied along

Additional Terms & Conditions (ATC)

with the technical bid. A Statement of Compliance shall be given against each item in the prescribed format given in Technical Specification. The compliance statements should be supported by authentic documents. Each page of the bid and cutting/corrections shall be duly signed and stamped by the authorized signatory. Failure to comply with this requirement may result in the bid being rejected.

11. **Insurance of Equipment's:** Material must be properly packed against any damage and insured up to the destination. The material should be supplied directly to ICAT, Manesar. All the expenses involved in shipping the equipment to ICAT Manesar shall be borne by the Bidder. All aspects of safe delivery shall be the exclusive responsibility of the Bidder.
Delivery Terms: FOR ICAT Project Site (Packing, Forwarding, Loading, Transportation, Insurance and Unloading of Equipment Up to ICAT Project Site in Bidder Scope).
12. **Warranty/Guarantee Period:** The furniture supplied shall be guaranteed for a minimum period of 12 months (1 year) from the date of defect free delivery. In the event of premature failure, the supplier shall be responsible for providing suitable compensation by repairing or replacing the defective furniture on-site. The furniture must carry a comprehensive on-site warranty valid for 12 months from the date of delivery. Additionally, the bidder must provide a warranty declaration letter on official letterhead, confirming a 12-month warranty covering the entire furniture.
13. **Quality and Compliance:** The supplier shall ensure that all sets of furniture supplied are new, free from defects in materials, workmanship, and manufacturing, and conform to the highest standards of quality. The furniture must meet established and generally accepted industry standards for the materials used and must fully comply with the specifications provided in the tender.
14. **Defective Goods and Supplier's Obligation:** Should it be necessary for the supplier to replace or renew any defective goods under this clause, the replacement shall be carried out within 48 hours.
15. **Replacement under Warranty:** Any replacement under the warranty provisions shall be carried out by the supplier at no additional cost to the purchaser, including all charges for freight, insurance, and any other incidental expenses associated with the replacement at the site.

Additional Terms & Conditions (ATC)

16. **Unsatisfactory Performance:** The bidder herein agree that ICAT shall have sole and discretionary right to assess the performance(s) of the Bidder Component(s), either primary and or final, and ICAT, without any liability whatsoever, wither direct or indirect, may reject the system(s) component(s) provided by the Bidder, in part or in its entirety, without any explanation to the Bidder.
17. **Performance Bank Guarantee (PBG):** Within fourteen [14] days from the date of acceptance of the LoA/GeM Contract, the Successful Bidder shall execute a Performance Bank Guarantee as per Form-I, from any branch at Delhi/NCR of Indian scheduled Bank, for an amount equivalent to the 5% of the contract value. The PBG shall be made in INR only.

The above Bank Guarantee to be issued/endorsed by any branch of Delhi/NCR and should be consisting of Full Address of the bank along with contact details i.e. name, contact no., fax no. & e-mail id of the responsible person issuing the BG.
18. **Validity of Performance Bank Guarantee:** The Performance Bank Guarantee shall remain valid for 15 Months (which includes warranty period, delivery period & such other duration as stipulated in the contract).
19. **Failure to Submit Performance Bank Guarantee:** In the event the selected bidder fails to submit the Performance Bank Guarantee within the stipulated time frame, ICAT reserves the right to cancel the order placed with the selected bidder, without notice, and to forfeit the Earnest Money Deposit (EMD).
20. **Invocation of Performance Bank Guarantee:** ICAT shall have the right to invoke the Performance Bank Guarantee if the selected bidder fails to fulfill its contractual obligations during the contract period or if ICAT incurs any loss due to the bidder's negligence in carrying out the project implementation in accordance with the agreed terms and conditions.
21. **Refund of Performance Bank Guarantee:** The Performance Bank Guarantee shall be refunded within 30 days following the successful completion of the contract period, specifically upon the expiry of the warranty and support services for the equipment.
22. **No Interest on Performance Bank Guarantee:** ICAT shall not be liable to pay any interest on the amount of the Performance Bank Guarantee (PBG).

Additional Terms & Conditions (ATC)

23. Please ensure that ATC documents must be signed and stamped on all pages as a token of acceptance of all the terms and conditions.

24. **Termination of Contract:** If the performance of the vendor is not satisfactory in timely delivery of item or quality of product delivered then the same will be informed in writing by ICAT as warning letter and if in spite of issue of warning letter, the items are not delivered or quality of delivered product is not satisfactory as per expectation of ICAT within a fortnight then second warning letter will be issued.

If after issue of the second warning letter performance doesn't satisfy ICAT expectation, then ICAT reserves the right to terminate the work order by giving one-month notice in writing without assigning any further reason whatsoever.

After the contract becomes null and void the amount deemed payable to the vendor (if any) will sine die without any further payment. No further claim from the vendor will be entertained. After the contract comes to an end the vendor will withdraw their service/equipment from ICAT premises within a month.

Decision of competent authority of ICAT regarding determining the performance will be final.

25. **Confidential Information:** ICAT and Selected Bidder shall keep confidential and not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of contract.

26. **Any Dispute/ Difference arising out of or relating to this tender:** Matter regarding any dispute shall be referred for arbitration to any office appointed by the Director of ICAT, whose decision shall be binding and final. Even after arbitration if any questions, disputes and/or difference arise under and out of, or in connection with the work, if concluded, shall be referred to the **High Court of Haryana or any other court in the District of Gurugram (Haryana)**.

27. The tender document is not an offer and is issued with no commitment. ICAT reserves the right to withdraw this notice inviting tender or vary any part thereof at any stage. ICAT further reserves the right to disqualify any bidder, should it be so necessary at any

Additional Terms & Conditions (ATC)

stage. ICAT reserves the right to reject any or all the tenders, wholly or partly without assigning any reason thereof and shall not be bound to accept the lowest tender.

28. Law of the Republic of India are applicable to this tender.
29. Qualification Criteria: The bidder whose bid meets the technical specification and evaluation criteria given above would only be considered (As per conditions mentioned in Evaluation Criteria).
30. System of Award of Contract: The bidder who satisfies the qualification criteria and offers lowest (L1) would be selected.
31. Force Majeure: Force Majeure is herein defined as any cause, which is beyond control of the selected Bidder or the ICAT as the case may be which they could not foresee, or this a reasonable amount of diligence could not have foreseen, and which substantially affect the performance of the Contract, such as:
 32. Natural phenomena, including but not limited to floods, droughts, earthquakes, epidemics; Acts of any Government, including but not limited to war, declared or undeclared, priorities, quarantines, embargoes; Terrorist attacks, public unrest in work are Restriction, Freight Embargo; provided either party shall within ten (10) days from the occurrence of such a cause notify the other in writing of such causes. The Bidder or the ICAT shall not be liable for delay in performing his/her obligations resulting from any Force Majeure cause as referred to and/or defined above.
33. MSME Exemption Applicability: 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.
34. 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

Additional Terms & Conditions (ATC)

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 INR 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. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

35. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs 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 the Purchase preference, 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. 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 Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total Quantity.

Additional Terms & Conditions (ATC)

Form "I"

Format for Performance Bank Guarantee

(To be executed on non-Judicial stamped paper of an appropriate value)

WHEREAS International Centre for Automotive Technology having its office at Plot – 26, Sector - 3, IMT, Manesar, Gurgaon – 122 050 (hereinafter referred to as “**The Owner**” which expression shall unless repugnant to the context includes their legal representatives, successors and assigns) and having their Corporate office at Plot No. 26, Sector – 3, IMT Manesar, Gurugram 122050, has executed a contract on [Please insert date of execution of Contract] (“**Contract**”) with [insert name of the Successful Bidder](hereinafter referred to as the “**Contractor**” which expression shall unless repugnant to the context include its legal representatives, successors and permitted assigns) for the performance, execution and implementation of the Works (“**Works**” shall have the meaning ascribed to it in the Contract] based on the terms & conditions set out in the Tender Documents number [insert reference number of the Tender Documents] dated [insert date of issue of Tender Documents].....and various other documents forming part thereof.

AND WHEREAS one of the conditions of the Contract is that the Contractor shall furnish to the Owner a Bank Guarantee from a scheduled bank in India having a branch at Manesar for an amount equal to 3% (**three percent**) of the total Contract Sum (the amount guaranteed under this bank guarantee shall hereinafter be referred to as the “**Guaranteed Amount**”) against due and faithful performance of the Contract from the post-commissioning stage of the Works under the Contract, including the performance bank guarantee obligation and other obligations of the Contractor for the supplies made and the Works being performed and executed by under the Contract. This bank guarantee shall be valid from the date hereof up to the expiry of the Warranty Period including any extension thereof.

AND WHEREAS the Contractor has approached [insert the name of the scheduled bank] (here in after referred to as the “**Bank**”) having its registered office at [insert the address].....and at the request of the Contractor and in consideration of the promises made by the Contractor, the Bank has agreed to give such guarantee as hereunder:-

- (i) The Bank hereby undertakes to pay under this guarantee, the Guaranteed Amount claimed by the Owner without any further proof or conditions and without demur, reservation, contest, recourse or protest and without any enquiry or notification to the Contractor merely on a demand. Any such demand made on the Bank by the Owner shall be conclusive as regards the amount due and payable by the Bank under this bank guarantee and the Bank shall pay without any deductions or set-offs or counterclaims whatsoever, the total sum claimed by the Owner in such Demand. The Owner shall have the right to make an unlimited number of Demands under this bank guarantee provided that the aggregate of all sums paid to the Owner by the Bank under this bank guarantee shall not exceed the Guaranteed Amount.
- (ii) However, the Bank’s liability under this bank guarantee shall be restricted to an amount not exceeding [figure of Guaranteed Amount to be inserted here].....only).
- (iii) The Owner will have the full liberty without reference to the Bank and without affecting the bank guarantee to postpone for any time or from time to time the exercise of any powers

Additional Terms & Conditions (ATC)

and rights conferred on the Owner under the Contract and to enforce or to forbear endorsing any powers or rights or by reasons of time being given to the Contractor which under law relating the Surety would but for the provisions have the effect of releasing the surety.

- (iv) The rights of the Owner to recover the Guaranteed Amount from the Bank in the manner aforesaid will not be affected or suspended by reasons of the fact that any dispute or disputes have been raised by the Contractor and / or that any dispute(s) are pending before any office, tribunal or court in respect of such Guaranteed Amount and/ or the Contract.
- (v) The guarantee herein contained shall not be affected by the liquidation or winding up, dissolution, change of constitution or insolvency of the Contractor but shall in all respects and for all purposes be binding and operative until payment of all money due to the Owner in respect of such liability or liabilities is affected.
- (vi) This bank guarantee shall be governed by and construed in accordance with the laws of the Republic of India and the parties to this bank guarantee hereby submit to the jurisdiction of the Courts of New Delhi for the purposes of settling any disputes or differences which may arise out of or in connection with this bank guarantee and for the purposes of enforcement under this bank guarantee.
- (vii) All capitalized words used but not defined herein shall have the meanings assigned to them under the Contract.

NOTWITHSTANDING anything stated above, the liability of the Bank under this bank guarantee is restricted to the Guaranteed Amount and this bank guarantee shall expire on the expiry of the Warranty Period under the Contract. Unless a Demand under this bank guarantee is filed against the Bank within six (6) months from the date of expiry of this bank guarantee all the rights of the Owner under this bank guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities hereunder. However, if the Contractor's obligations against which this bank guarantee is given, are not completed or fully performed by the Contractor within the period prescribed under the Contract, the Bank hereby agrees to further extend the bank guarantee for further periods of six months each till the Contractor fulfills its obligations under the Contract.

We have the power to issue this bank guarantee in your favor under Memorandum and Article of Association and the Undersigned has full power to do so under the Power of Attorney dated [*date of power of attorney to be inserted*].....granted to him by the Bank.

Date:

Bank

Corporate Seal of the Bank

By its constituted Attorney Signature of a person duly authorized to sign on behalf of the Bank.

Additional Terms & Conditions (ATC)

Form "II"

Checklist (Information/Documents to be submitted along with the Bid)

1	Name of the Bidder	
2	Address of the Bidder	
3	Contact Details of the Bidder	
	Telephone No. With STD Code	
	Fax No.	
	Mobile No.	
	E-mail ID	
	Website, if any	
4	Name of Proprietor/Partners/Directors of Firm/Agency	
5	Bidder Bank Details:	
	Name of Account Holder	
	Complete A/c No. (Current/Savings)	
	Name of Bank	
	Name of the Branch with Complete Address	
	IFS Code of the Branch	
6	9 Digit MICR Code of the Branch	
	Registration and Incorporation Particulars of the bidder indicating legal status such as Company, partnership/proprietorship concern, etc (Please attached copies of the relevant documents/certificates)	
7	GST Registration Details	
8	Copies of Permanent Income Tax Number (PAN)/Income Tax Circle	
9	Copies of Income Tax Returns Filed for the Last Three Financial Years should be attached	
10	Annual Turnover for the Last Three Years (Audited A/c Statements such as Profit & Loss A/c, Balance Sheets, etc for the last three financial years should be attached)	
11	Original Copy of Authorization In Favor of Bidder From Manufacturer	

Additional Terms & Conditions (ATC)

	(OEM) Against this Tender Valid Throughout the Contract Period, in case the firm is not a manufacturer of the item (As per format given in Form "XIV").	
12	Proof of experience in supplying to State/Government Departments/PSUs/Autonomous Bodies/Reputed Private Institutions (Copies of Purchase Orders received from Central/State Departments/Ministries of the Government of India/PSUs/Autonomous Bodies/Reputed Private Institutions during the last three years should be enclosed).	
13	Declaration regarding blacklisting or otherwise by the government departments as given in "Form III"	
14	The ATC (Additional Terms and Conditions document (all pages) duly signed and stamped as proof of having read the contents therein and in acceptance thereof should be enclosed	
15	Any other information document: Please specify	

Additional Terms & Conditions (ATC)

Form “III”

Undertaking Regarding Blacklisting/Non-Debarment

(Format of Undertaking, to be furnished in Company Letter Head With Regard to
Blacklisting/Non-Debarment, By Organization)

To,

Director ICAT,
International Centre For Automotive Technology
Plot No. 26, Sector – 3, Near HSIIDC Office
IMT Manesar, Gurugram 122051 (Haryana – India)

We here by confirm and declare that we, M/s----- is not
blacklisted/De-registered/debarred by any Government department/ Public Sector Undertaking/
Private Sector/ or any other agency for which we have executed/undertaken the works/services
during the last 2 Years.

For.....

Authorised Signatory

Date:

Additional Terms & Conditions (ATC)

Form "IV"

{Format for each of the Declarations to be typed on the bidder's letter head separately and to be submitted in the tender document}

**DECLARATION -1
(Declaration regarding Make in India)**

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017 & P-45021/2/2017-PP (BE-II) dated 28.05.2018, we hereby certify that we M/s _____ (supplier name) are local supplier meeting the requirement of minimum local content (_____%) as defined in above orders against Tender/Enquiry No. _____

Details of the location at which local value addition will be made is as follows:

(Signature of the bidder with seal/ rubber stamp)

**DECLARATION-2
(Declaration regarding compliance of Rule 144 (xi) of GFR 2017)**

"I/We have read the clause regarding restrictions on procurement/sub-contracting from an entity/natural person/agent/consortium/Joint venture having beneficial ownership in countries which share land border with India. I/We certify that neither are we from such a country nor have we any beneficial ownership from such a country. If I/We are from such a country or have beneficial ownership, are registered with the competent authority. I/We hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

(Signature of the bidder with seal/ rubber stamp)

* We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules and would be a ground for immediate termination and further legal action in accordance with law.

Additional Terms & Conditions (ATC)

Annexure "V"

Declaration In Lieu of EMD/Bid Security

(To be submitted on the Bidder's Letter Head)

To,

**The Director
International Centre for Automotive Technology
Plot No. 26, Sector - 3, Near HSIIDC, IMT Manesar
Gurugram - 122051**

Reference: ICAT/GeM/Admin/Office Furniture/2026-27/198 for Supply of Office Furniture at ICAT Centre -I, Manesar (Haryana)"

Sir/Madam,

We, the undersigned, solemnly declare that:

We understand the according to the conditions of this Tender Document; they must be supported by a Bid Securing Declaration In lieu of Bid Security/Earnest Money Deposit (EMD).

We unconditionally accept the conditions of this Bid Securing Declaration. We understand that we shall stand automatically suspended from being eligible for bidding in any tender in Procuring Organization for **1 Year (12 Months)** from the date of opening of this bid if we breach our obligations under the tender conditions if we:

1. Withdrawn/Amend/Impair/Derogate, in any respect, from our bid, within the bid validity or
2. Being notified within the bid validity of the acceptance of our bid by the Procuring Entity:
 - a) Refused to or failed to produce original documents for scrutiny or the required Performance Security within the stipulated time under the conditions of the Tender Document.
 - b) Fail or refuse to sign the contract.

We know that this bid Securing Declaration shall expire if the contract is not awarded to us, upon:

1. Receipt by us for your notification
 - a) of cancellation of the entire tender process or rejection of all bids or
 - b) of the name of the successful bidder or
2. Forty-Five days after the expiration of the bid validity period or any extension to it.

(Signature with Date)

(Name and Designation)

Duly Authorized to Sign the Bid for and on behalf of (Name & Address of Bidder and Seal of Company)

Date on day of

Place.....

Additional Terms & Conditions (ATC)

Form "VI"

Earnest Money Deposit

[To be executed on the Letter Head of the Bidder]

Date: _____

To,

International Centre for Automotive Technology
Plot - 26, Sector - 3, IMT, Manesar,
Gurugram - 122051.

Re: Tender No. _____

We hereby enclose NEFT/RTGS UTR No. _____, dated
_____, for Indian Rupees _____ Only (to be filled
in figures and words both), drawn on _____, in favour of "International
Centre for Automotive Technology", payable at Manesar, India.

OR

We hereby enclose the Earnest Deposit Money Bank Guarantee for Rs. _____
[amount to be filled in figures and words both] issued by _____ [Name of the
Bank], on _____ [Insert date of issue] valid up to _____.

**Name of Bidder
Representative**

Signature of Authorised

Additional Terms & Conditions (ATC)

Form "VII"

Declaration In Respect of Conflict of Interest

Tender No. ICAT/GeM/ Admin/ Office Furniture/2026-27/198

Tender Detail: Supply of Office Furniture at ICAT Centre – 1, Manesar (Haryana).

Sr. No	Particulars		
1	Name of Firm		
2	Office Address Phone No. Fax No. Email ID		
3	Works Address as per Vendor Registration Phone No. Fax No. Email ID		
4	Type of Firm	Private Limited Company / Public Limited Company / Limited Liability Partnership (LLP) / Partnership Firm / Proprietor Firm (Tick whichever is applicable)	
5	CIN / LLPIN of Firm		
6	GST No. of Firm		
7	Names of all Directors/LLP Partners/ Partners / Proprietors of Bidder Firm with DIN (if any) and full address (as on the bid submission date)		
	Full Name	DIN	Full Residential Address

Additional Terms & Conditions (ATC)

The details of Legal Representative / Agent of the Bidder Firm are as under:

Full Name of Legal Representative / Agent	
Whether employee of Bidder-Firm or not? (Yes/No)	
Designation	
Office Address	
Office Land-Line Nos.	
Mobile No.	
Email ID	
Whether acting as Legal Representative / Agent in any other Private Limited Company or Public Limited Company or Limited Liability Partnership (LLP) or Partnership Firm or Proprietor Firm? If yes, give names.	

WE HEREBY DECLARE AND CONFIRM THAT no bid has been submitted for the quoted item by any other Private Limited Company or Public Limited Company or Limited Liability Partnership (LLP) or Partnership Firm or Proprietor Firm in which any relative of any Director or Partner or Proprietor of Bidder Firm is a Director, Partner or Proprietor. The word “relative” is defined as under:

Additional Terms & Conditions (ATC)

The Companies Act, 2013 Sec 2(77) “relative”, with reference to any person, means anyone who is related to another, if –

- (1) they are members of a Hindu Undivided Family;
- (2) they are husband and wife; or
- (3) A person shall be deemed to be the relative of another, if he or she is related to another in the following manner, namely:-
 - a. Father including step-father,
 - b. Mother including step-mother,
 - c. Son including step-son,
 - d. Son’s wife,
 - e. Daughter,
 - f. Daughter’s husband,
 - g. Brother including step-brother,
 - h. Sister including step-sister.

WE FURTHER DECLARE THAT we have carefully read and understood the clause relating to ‘Conflict of Interest’ of Tender No. . The detailed Clause is as under:

“A bidder shall not have conflict of interest with other bidders for particular quoted item. Such conflict of interest can lead to anti-competitive practices to the detriment of Procuring Entity’s interests. The bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process for particular quoted item, if:

- a) they have proprietor/ partner(s)/ Director(s) in common; or
- b) they receive or have received any direct or indirect subsidy/ financial stake from any of them; or
- c) they have the same legal representative/ agent for purposes of this bid; or
- d) they have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder; or
- e) bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/ sub-assembly/

Additional Terms & Conditions (ATC)

assemblies from one bidding manufacturer in more than one bid.

- f) in cases of agents quoting in offshore procurements, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorize only one agent/ dealer. There can be only one bid from the following:
1. The principal manufacturer directly or through one Indian agent on his behalf; and
 2. Indian/ foreign agent on behalf of only one principal.
- g) a Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid;
- h) In case of a holding company having more than one independent manufacturing units or more than one unit having common business ownership / management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/ common business/ management units in same/ similar line of business.
- i) Bidder shall not act in contravention/ violation to the provisions of competition act, as amended from time to time.

We hereby certify that our Firm M/s. _____ do not have any conflict of interest with other bidders for this tender.

We hereby declare and confirm that the above information and particulars are true and correct.

For (Firm Name)

Signature of Director/Partner/Proprietor/ Authorised Signatory

Authorised Signatory Name:

Place:

Date:

Stamp / Seal of Firm

Additional Terms & Conditions (ATC)

Form "VIII"

No Deviation Declaration

(To be submitted Original on Bidder Letter Head)

Date: _____

To,

The Purchase Office,
International Centre For Automotive Technology
Plot No. 26, Sector - 3, Near HSIIDC, IMT Manesar, Gurgaon 122050 (Haryana)

Sub: No Deviation Declaration

Dear Sir/ Madam,

This is to certify that, the product (s) quoted items by our firm M/s.....
..... is as per the given technical specifications in the tender document & there is no deviation in relation to any conditions / requirements specified in the tender document. It is also to declare that all other commercial clauses stipulated in the tender have been carefully seen. I hereby convey the unconditional acceptance of the same.

Signature of Authorized Signatory with Stamp

For M/s _____

Signature & company seal

Name Designation

Email

Mobile No.

Additional Terms & Conditions (ATC)

Form "IX"

Undertaking

This is to certify that we have carefully gone through the scope of work, job requirement, terms and conditions given in the tender documents & have clearly understood the terms and conditions of the tender and have accordingly quoted our best rates after going through all details. We hereby given an undertaking that we shall the material & services in accordance with your Tender/ATC Document No. ICAT/GeM/Admin/Office Furniture/2026-27/198 as per the requirement during the period of contract.

Dated:

Place:

(Signature of the bidder with seal/rubber stamp)

Additional Terms & Conditions (ATC)

Form "X"

Undertaking For Non-Subcontracting

(To be submitted Original on Bidder Letter Head)

To,

The Purchase Office,
International Centre for Automotive Technology
Plot No. 26, Sector - 3, Near HSIIDC, IMT Manesar, Gurgaon 122050 (Haryana)

Sub: Undertaking for non-subcontracting

Dear Sir/Ma'am,

I/We, [Bidder/Seller's Name], hereby undertake not to subcontract any aspect of the contract, including the supply of office furniture, without obtaining prior written consent from the buyer. We understand that failure to seek approval for subcontracting may result in disqualification from the bidding process.

Date: _____

Signature of Authorized Signatory: _____

Name and Designation: _____

Seal: _____