



GUJARAT METRO RAIL CORPORATION (GMRC) LIMITED

(SPV of Government of India and Government of Gujarat)

[Formerly known as Metro-Link Express for Gandhinagar and Ahmedabad (GMRC) Company Limited]

Bid for Annual Rate Contract of Colour Printer consumables (HP / Canon / Ricoh/ Konica/Lexmark)

Tender No.	: GMRC/IT/TONER/2020
Date	: 29-Sep-2020
Last date of submission of bid	: 27-Oct-2020 till 15:00hours
Tender Fee	: Rs. 5000/-
EMD	: Rs. 30,000/-

Registered Office:

Block No.1, First Floor, Karmayogi Bhavan, Behind Nrman Bhavan, Sector 10/A,
Gandhinagar: 382010.

Corporate Office:

802,803 8th Floor, GNFC Info Tower, Sarkhej-Gandhinagar Highway,
Bodakdev, Ahmedabad - 380054, Gujarat.

Contact No: +91-79-23248572

Email: info@gujaratmetrorail.com

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Press Notification



GUJARAT METRO RAIL CORPORATION (GMRC) LIMITED
(Formerly known as Metro Link Express for Gandhinagar and Ahmedabad (MEGA) Co. Ltd.)
(A Joint Venture of Govt. of Gujarat and Govt. of India)
Block No.1, First Floor, Karmayogi Bhavan, Behind Nirman Bhavan,
Sector 10/A, Gandhinagar: 382010,
Gujarat, India

TENDER NOTIFICATION No: GMRC/IT/TONER/2020

Date: 29-09-2020

E-Tenders are invited from authorized dealers for the following tender:

Tender Name	Tender Fee
Annual Rate Contract of Colour Printer consumables (HP / Canon / Ricoh/ Konica / Lexmark)	INR 5,000/-

Interested bidders are requested to visit <https://gmrc.nprocure.com> for eligibility criteria, applying/ downloading the tender document. The last date and time for Bid Submissions of Tender is 15:00 Hrs on 27-Oct-2020.

Any alterations in Eligibility Criteria cum Qualification Requirements, and terms of the Tender Document, or any amendment to the Tender Document, etc, will be uploaded on <https://gmrc.nprocure.com> and GMRC's Website www.gujaratmetrorail.com without any obligation or press notification or other proclamation.

Managing Director
GMRC, Gandhinagar

1. Bid summary

Gujarat Metro Rail Corporation (GMRC) Limited (herein after referred to as GMRC), hereby invites online bids (Technical bid: physical, Financial bid: online) for annual supply of colour Printer consumables of **HP / Canon / Ricoh/ Konica / Lexmark** make as per **Annexure A**. The financial Bid Format is enclosed at **Annexure B**.

Your bid should reach at our office on or before specified date and time in sealed envelope with the heading "Bid for Annual Rate Contract of Toner. Tender No: GMRC/IT/TONER/2020".

2. Key Details and Programme of the Tender

#	Tender No.	GMRC/IT/TONER/2020
1	Tender Type	Open tender Mode: e-tender (Technical bid: Physical submission, Financial bid : Online only)
2	Name of Work	Annual Supply of Colour Printer consumables (HP / Canon / Ricoh/ Konica / Lexmark)
3	Contract period of the Work	One year from the date of work order. May further be extended for one more year on mutual consent of GMRC and successful bidders.
4	Cost of Tender Document (Tender fee Non Refundable)	INR 5,000/- (Five thousand) only in the form of Demand Draft/Pay order/Banker's Cheque in favour of "Gujarat Metro Rail Corporation (GMRC) Limited" payable at Gandhinagar / Ahmedabad (Gujarat).
5	Tender Security Amount (EMD - Refundable)	Rs. 30,000 (Rs. Thirty thousand) only in the form of Demand Draft/Pay order/Banker's Cheque in favour of "Gujarat Metro Rail Corporation (GMRC) Limited" payable at Gandhinagar / Ahmedabad (Gujarat).
6	Last Date of Submission of Query/Clarifications From Tenderer	<ul style="list-style-type: none">• 09-Oct-2020 up to 18:00 hrs• Queries /clarifications from bidders after due date and time shall not be acknowledged• To be submitted via e-mail only. (to: sudhanshu@gujaratmetrorail.com)
7	Contact Person for clarification of Queries	DGM(IT), GMRC, Block-1, First floor, Karmayogi Bhavan, sector-10A, Gandhinagar, 382010 Email: sudhanshu@gujaratmetrorail.com Ph: 079-23248572 ext: 534, 7574892868

8	Last Date and time of submission of E-Tender (i.e. Financial Bid) & Technical Bid in physical form	27-Oct-2020, 15:00 Hrs Financial Bid is to be filled up on the online portal https://gmrc.nprocure.com as per details required to be provided and mentioned in the Pricing Document of the Tender document. Technical Bid is to be submitted physical form duly signed and stamped. The address and other details are given hereinafter.
9	Date of Opening of Tender (Qualification Package & Technical Package only. Online Financial Package will be kept unopened)	27-Oct-2020 by 15=15 Hrs. IST
10	Date and Time of opening of online Financial bid	Will be intimated later to technically qualified bidders through e-mail/ phone.
11	Venue of physical submission of Technical Bid (i.e. Technical Bid comprises of Tender fees, Tender Guarantee, Technical Bid & signed copy of Tender Document, Addenda & Clarifications)	Senior Deputy General Manager- Civil & Procurement, GUJARAT METRO RAIL CORPORATION (GMRC) LIMITED (A Joint Venture of Govt. of Gujarat and Govt. of India) Block No.1, First Floor, Karmayogi Bhavan, Behind Nirman Bhavan, Sector 10/A, Gandhinagar: 382010, Gujarat, India
12	Language of Bid	English
13	Bid Validity Period	180 Days from Last date of submission
14	Performance Bank Guarantee	To be submitted by successful bidders. 5% of the Annual Contract Value (INR)
15	Performance Security Validity Period	1 month after expiration of all the contractual obligations

3. Eligibility criteria of the bidder

#	Criteria	Supporting document to be submitted
1	Bidder must be authorized dealer to supply the items.	Copy of valid Authorization certificate
2	Duly completed Manufacturer's Authorization Form (MAF) for this tender shall be submitted along with the bid.	MAF document
	Note:	

A Bidder may bid for multiple OEMs. If a Bidder is bidding for multiple OEM products, then MAF from each OEM should be submitted.
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4. Bid Submission

The bidders are advised to refer the following points before submitting their bid on or before due date as mentioned in the tender document.

- (a) Envelope – 1 : The Tenderer shall submit the Tender Fees, Tender EMD in this sealed envelope.
- (b) Envelope – 2 : The Tenderer shall submit Qualification cum Technical documents, signed and stamped, super-scribing the envelop as “Qualification cum Technical Packet”.
- (c) Envelope – 3 : The Tender shall submit one set of stamped, signed “Tender Document and all Addenda” in this envelope.

The above mentioned three envelops shall be kept in an outer envelope. Thus, there will be one outermost envelope containing three envelopes, as mentioned above super scribing “Technical Bid for Annual Rate Contract of Cartridges”.

5. Terms and Conditions

1. The Tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the office of **DGM (IT), Gujarat Metro Rail Corporation Ltd.** (A Joint Venture of Govt. of Gujarat and Govt. of India) ,Block No.1, First Floor, Karmayogi Bhavan, Behind Nirman Bhavan, Sector 10/A, Gandhinagar:-382010, Gujarat, India.
2. The intending tenderers must be registered on e-tendering portal <https://gmrc.nprocure.com>. Those who are not registered on the e-tendering portal shall be required to get registered beforehand. After registration, the tenderer will get user id and password. On login, tenderer can participate in tendering process and can witness various activities of the process.
3. The Tenderer shall submit the Tender Fees, Tender Security (Envelope-1), Technical Bid (Envelope-2) and Signed and stamped tender document along with Addendum and clarifications (Envelope-3) in physical form only.

Financial Bid is not to be submitted in the physical form and it must be submitted online only at <https://gmrc.nprocure.com>.

Both the submissions are to be submitted on or before date and time mentioned in this document. The Tenderer may note that the non – submission of any of their Tender (i.e., Technical or Financial) shall be liable to non-responsive and summarily rejected.

4. Submission of Tender after due date and time shall not be accepted under any circumstances. It shall be the responsibility of the Tenderer to ensure that his Tender is uploaded online on e-tendering website <https://gmrc.nprocure.com> before the last date and time of submission. GMRC will not be responsible for non-receipt of tender submission in physical form as mentioned above due to any delay and/or loss etc.

5. Help-Desk Link for E-Tendering:-

In case Tenderers need any clarifications or if training required to participate in online tenders, they can contact (n) Procure Support team:-

(n)Code Solutions-A division of GNFC Ltd.,

(n)Procure Cell ,

304, GNFC Infotower, S.G. Road, Bodakdev, Ahmedabad – 380054 (Gujarat)

Contact Details:

Fax : +91-79-40007533

E-mail : nprocure@ncode.in

TOLL FREE NUMBER : 1800-419-4632

6. Operating System & System Requirements

Opening Website in IE 8/9/10 - Open IE ->Menu Bar -> Tools-> Compatibility View Settings -> Add website in compatibility view ->Select below option only "Display all **Opening Website in IE 11**. - Open IE ->Menu Bar -> Tools-> Compatibility View Settings -> Add website in compatibility view ->Select below option only "Display Intranet Sites in Compatibility View". Don't Close IE. And open the website.

New DSC Purchase & Renewal L: 079 – 66743289/ 66743300 / 200

Email Id :	dscsupport@ncode.in
	dscsales@ncode.in
DSC Support Toll Free Number	1800 - 419 – 4455
<u>(n)Procure Bidding Manuals</u>	https://www.nprocure.com/html/ummanuals_vendor.asp

7. Addendum/corrigendum, if any will not be published in the newspapers but the same will be uploaded on GMRC website www.gujaratmetrorail.com & on <https://gmrc.nprocure.com>.
8. Vendor must sign and write page no. on all the papers.
9. Price validity of bid will be as detailed above and remain valid for contract period.
10. Warranty: as per OEMs warranty (please specify)
11. Items to be delivered at GMRC, Gandhinagar, Ahmedabad and Surat locations.
12. Delivery: GMRC will issue PO periodically as per actual requirement. Items should be supplied within 1 to 2 working days after receipt of the P.O. or a period, mutually agreed upon.
13. Payment will be done by GMRC, Gandhinagar as below:
 - (a) No advance payment will be done.
 - (b) 100% payment after delivery, inspection & successful installation of the supplied item. The inspection will be done by GMRC.
14. GMRC reserves the right to change any bid condition or quantity of any item even after inviting/opening the bids, with/without prior notification.

15. GMRC reserves the right to cancel any or all of the bids without assigning any reasons.
16. In case of any dispute, GMRC MD's decision will be final and abide to all.
17. All correction/addition/deletion shall require authorized countersign.
18. Bidder may remain present at the time of technical bid opening.
19. Evaluation of Bids:
 - (a) Bid will be evaluated for the following:
 - i. Submission of Tender fee and EMD.
 - ii. Eligibility as per criteria
 - iii. Item specifications with respect to our requirement
 - iv. Correctness of the bid as per all the terms and conditions.
 - v. If all above documents are submitted and match as per criteria, then only bidder will be considered as technically qualified for comparison of commercial offer.
 - (b) Final Price = Total of all items as (basic price without tax* quantity)
 - (c) Successful bidder will be L1 as per final price as above.
 - (d) GMRC may call L1 bidder for further negotiation.
 - (e) In case of multiple bidders offer to supply at L1 rate or for this tender related any matter, GMRC MD's decision will be final and abide to all the bidders.
 - (f) L1 will be decided by applying estimated quantity of each item. All over lowest bidder will be considered. If such L1 seems to be much higher for particular item / items then negotiation for the same will be held.
 - (g) GMRC may decide to give PO as per item wise L1 or all over L1 or Item group wise L1.**
20. If for any item(s), no offer is received from authorized vendor(s), and if any bidder submitted offer for that item(s), in that case only, GMRC committee may consider that offer for further process.
21. Do not email your offer.
22. The technical bids will be opened on date as mentioned in this document. Bid will be opened in the presence of the GMRC committee members and representatives of the bidders, who have submitted valid bids. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this tender process.
23. The successful bidder has to submit Performance Bank Guarantee as per Annexure B @ 5% of total order value within 15 days from the date of issue of Work Order for the duration as detailed above. (The draft of Performance Bank Guarantee is attached herewith).
24. Unsuccessful bidder's E.M.D. will be discharged/ refunded within 7 days after the expiration of the period of bid validity.
25. The successful Bidder's E.M.D. will be discharged upon the Bidder signing the Contract as per Annexure C, and furnishing the performance security @ 5% of the order value or within 15 days after the expiration of the period of bid validity whichever is later.

26. The E.M.D. may be forfeited:
- (a) If Bidder withdraws its bid during the period of bid validity.
 - (b) in case of a successful Bidder, if the Bidder fails:
 - i. to sign the Contract as mentioned above or
 - ii. to furnish Performance Bank guarantee as mentioned above.
27. Penalty Clause:
- (a) If the bidder fails to deliver the requisite item within 3 working days of the issue of the confirmed purchase order, then a sum equivalent to one percent (1 %) of the order value shall be deducted from the payment for each calendar week of delay or part thereof on pro rata basis.
 - (b) Delay in excess of 10 weeks will be sufficient to cause for termination of the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited.
 - (c) In case, the selected bidder does not supply the ordered items for any reason, he will be liable to pay the difference amount to the purchaser, over and above the performance guarantee, which indenter department has to pay to the next or other selected bidder for purpose of the said items.
28. The quantity mentioned is purely tentative and may vary (increase or decrease) during the year.
29. Bidder may bid for All the items or some of the items.
30. The Technical bid will be opened on mentioned date and time. If bid is found technically qualified, then bid will be considered for opening of financial bid. Financial bid opening schedule will be communicated at least one day before opening the bids. Bid will be opened in the presence of the GMRC committee members and representatives of the bidders, who have submitted valid bids. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this tender process.
31. Please address all queries and correspondence to:

DGM(IT),
GMRC,
Block No.1, First Floor, Karmayogi Bhavan,
B/h Nirman Bhavan, Sector 10/A,
Gandhinagar-382010
Phone No. 079-23248572 ext: 534,
M +91 7574892868
E-mail: sudhanshu@gujaratmetrorail.com

6. Annexure A

Srno	Printer	Consumables	Item code	Estimated qty requirement for next 1 year
1	HP M175	Black cartridge	CE310A	6
2		Colour Cartridges (Magenta, Cyan, Yellow)	CE311A, CE312A, CE313A	18
3		Black Drum	CE314A	9
4	HP M176n/ M177fw	Black cartridge	CF350A	8
5		Colour Cartridges (Magenta, Cyan, Yellow)	CF351A, CF352A, CF353A	18
6	Canon iR 3020	Black cartridge	NPG-67 BK	36
7		Colour Cartridges (Magenta, Cyan, Yellow)	NPG-67 C,M,Y	72
8		Drums (Black, Magenta, Cyan, Yellow)	NPG-67 BK,C,M,Y	20
9	Canon MF631 CN, 635CX	Black cartridge	CRG 045 BK	12
10		Colour Cartridges (Magenta, Cyan, Yellow)	CRG 045 C,M,Y	18
11	Canon MF 645CX	Black cartridge	054B	6
12		Colour Cartridges (Magenta, Cyan, Yellow)	054 C,M,Y	18
13	CANON LBP7100CN	Black cartridge	CRG 331 BK	2
14		Colour Cartridges (Magenta, Cyan, Yellow)	CRG 331 C,M,Y	6
15	Canon MF 3010	Black cartridge	CRG 925	4
16	Canon 815 / 825	Ink Tank (BK)	PFI-703	3
17		Ink Tank (MBK)	PFI-703	3
18		Ink Tank (Cyan, Magenta, Yellow)	PFI-703	9
19	RICOH MPC 3003SP	Black cartridge	841829	6
20		Colour Cartridges (Magenta, Cyan, Yellow)	841830, 841831, 841832	9
21	Konica C226	Black cartridge	TN223K	20
22		Colour Cartridges (Magenta, Cyan, Yellow)	TN223	45
23		Drum - Black	TN223K	4
24		Drum - Color (C,M,Y)	TN223	8
25	Konica 227	Black cartridge	TN323	6
26	Lexmark MB2236AD W	Black cartridge	B223H00	40

Note: Please verify model no and Item code. Pl contact for any query.

7. Annexure B

Financial bid format

Srno	Printer	Consumables	Item code	Unit Price (Rs. Without tax)	Tax amount (Rs.)	Total price (Rs.) (inclusive tax)
1	HP M175	Black cartridge	CE310A			
2		Colour Cartridges (Magenta, Cyan, Yellow)	CE311A, CE312A, CE313A			
3		Black Drum	CE314A			
4	HP M176n/ M177fw	Black cartridge	CF350A			
5		Colour Cartridges (Magenta, Cyan, Yellow)	CF351A, CF352A, CF353A			
6	Canon iR 3020	Black cartridge	NPG-67 BK			
7		Colour Cartridges (Magenta, Cyan, Yellow)	NPG-67 C,M,Y			
8		Drums (Black, Magenta, Cyan, Yellow)	NPG-67 BK,C,M,Y			
9	Canon MF631 CN, 635CX	Black cartridge	CRG 045 BK			
10		Colour Cartridges (Magenta, Cyan, Yellow)	CRG 045 C,M,Y			
11	Canon MF 645CX	Black cartridge	054B			
12		Colour Cartridges (Magenta, Cyan, Yellow)	054 C,M,Y			
13	CANON LBP7100CN	Black cartridge	CRG 331 BK			
14		Colour Cartridges (Magenta, Cyan, Yellow)	CRG 331 C,M,Y			
15	Canon MF 3010	Black cartridge	CRG 925			
16	Canon 815 / 825	Ink Tank (BK)	PFI-703			
17		Ink Tank (MBK)	PFI-703			
18		Ink Tank (Cyan, Magenta, Yellow)	PFI-703			
19	RICOH MPC 3003SP	Black cartridge	841829			
20		Colour Cartridges (Magenta, Cyan, Yellow)	841830, 841831, 841832			
21	Konica C226	Black cartridge	TN223K			
22		Colour Cartridges (Magenta, Cyan, Yellow)	TN223			
23		Drum - Black	TN223K			
24		Drum - Color (C,M,Y)	TN223			
25	Konica 227	Black cartridge	TN323			
26	Lexmark MB2236ADW	Black cartridge	B223H00			

8. Annexure C (PBG Format)

**Performa of Contract-cum-Equipment
Performance Bank Guarantee**
(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.
Date:

To

Name & Address of the Purchaser/Indenter

Dear Sir,

In consideration of Name & Address of the Purchaser/Indenter, Metro Link Express for Gandhinagar and Ahmedabad (GMRC) Company Limited, Gandhinagar (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s.

..... having Principal Office at (hereinafter referred to as the "SELLER" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of by issue of Purchase Order No..... Dated issued by GMRC and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER, having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the sum of Rs..... (Rupees) to the OWNER/PURCHASER on demand at any time up to..... without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER

on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The OWNER/PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHASER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs.(Rupees) and it shall remain in force up to and includingand shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated aton thisday of2020.

.....
Signed and delivered by

.....

For & on Behalf of

Name of the Bank & Branch & Its official Address

9. Annexure D (Contract Form)

CONTRACT FORM

THIS AGREEMENT is made on the _____ day of _____, 20____. Between _____ (Name of Purchaser) of _____ (Country of Purchaser) hereinafter called "the Purchaser" of the ONE PART and _____ (Name of Supplier) of the OTHER PART:

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz; _____ (Brief Description of Goods and Services) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of _____ (Contract Price in Words and Figures) hereinafter called "the Contract Price in Words and Figures" hereinafter called "the Contract Price."

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - 2.1 the Bid Form and the Price Schedule submitted by the Bidder;
 - 2.2 terms and conditions of the bid
 - 2.3 the Purchaser's Notification of Award
- 3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 4 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- 5 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure :

TOTAL
VALUE:

DELIVERY
SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said (For the Purchaser)

in the presence of

Signed, Sealed and Delivered by the

said _____ (For the Supplier)

in the presence of _____

10. Bid submission checklist

Bid submission Checklist

Srno	Item	Content	Attached? (Yes / No)
1	Main envelope	Covering letter, Envelope:1, Envelope:2, Envelope:3	
2	Envelope:1	Tender Fee	
3		EMD	
4	Envelope:2	Proof of authorized dealer , MAF, Warranty / Technical details of proposed product/ Company Registration / PAN/ GST	
5	Envelope:3	Signed, stamped tender document with all addendums(if any)	
6	Commercial offer	Online only	