



बिड संख्या/Bid Number: GEM/2026/B/7268271

दिनांक /Dated: 20-02-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	13-03-2026 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	13-03-2026 16:30:00
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 Commerce And Industry
विभाग का नाम/Department Name	Department Of Commerce
संगठन का नाम/Organisation Name	Spices Board
कार्यालय का नाम/Office Name	Head Office
कुल मात्रा/Total Quantity	80
वस्तु श्रेणी /Item Category	Slim Form Factor Computer
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	computers with SFF, Slim, Micro, and Mini form factors
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Category not available on GeM for the text string uploaded by the buyer
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	<ul style="list-style-type: none"> Mini PC
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	30 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate *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 दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् 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 लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
विगत प्रदर्शन /Past Performance	10 %
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 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
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
वित्तीय दस्तावेज की आवश्यकता है / Financial Document Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

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

ईपीबीजी विवरण /ePBG Detail

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

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 को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	25

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity

during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

3. 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.

4. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

5. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 10% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

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

Financial bid price breakup - [1771578613.xlsx](#)

Slim Form Factor Computer (80 Unit)

(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

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download
---	--------------------------

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

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Mahabaleshwarappa Yellappa Honnur	625513,SPICES BOARD REGIONAL OFFICE 1/32, KURANGANI ROAD,BODINAYAKANUR THENI DISTRICT ,TAMILNADU PINCODE - 625 513.	80	15

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.](#)

अस्वीकरण/Disclaimer

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

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export

experience.

11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. 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 catalogs 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 within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

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.

[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---



SPICES BOARD

(Ministry of Commerce and Industry, Govt. of India)

Sugandha Bhavan, N.H. By Pass, Palarivattom P.O, Cochin – 682025, Kerala, India.
Phone: 0484-2333610-615, Website: www.indianspices.com

**GEM BIDDING NOTICE FOR THE PROCUREMENT OF DESKTOP COMPUTERS, FOR
E-AUCTION CENTRE, SPICES BOARD, BODINAYAKKANUR.**

Bid ref. no: MKT/0014/2024-BODINAYAKANUR-(DEV)-FO/E-22532
Date of issue : 20 February 2026

ISSUING AUTHORITY:

For the Secretary, Spices Board India,
The Assistant Director (Purchase & Establishment)
Spices Board,
Sugandha Bhavan, N.H. By Pass,
Palarivattom P.O, Cochin – 682025, Kerala, India.
Phone: 0484-2333610-615

(Hindi version follows)

TABLE OF CONTENTS

SI No	Particular	Page No
1	Introduction	3
2	Scope of Work	3
3	General Conditions	4
4	Additional Terms & Conditions	5
5	Eligibility Criteria	7
6	Critical Dates	8
7	Annexure I: Checklist and Format for Submission of Supporting Documents	9
8	Annexure II : Technical Compliance sheet & OEM Online Support Information	11
9	Annexure III: Acceptance of Bid	12
10	Annexure IV: Self-declaration Certificate	13

1. Introduction

The Spices Board of India, under the Ministry of Commerce and Industry, Government of India, invites online bids through a two-bid system (comprising Technical and Financial bids) in accordance with Rule 149 of GFR 2017, for the supply and installation of 80 numbers of Desktop Computers at its E-auction Centre in Bodinayakanur, Tamil Nadu.

Interested and eligible bidders, capable of meeting the requirements specified in the GeM Bid/RA and willing to comply with the stated terms and conditions, are requested to submit their bids through the GeM Portal only. Bidders must ensure that all required documents are completely filled, properly signed, and uploaded before the closing date and time as mentioned in the bid document.

2. Scope of the tender:

SL. No.	Description of the Store	Quantity	Name of Consignee and Location of Supply/ Installation of the Store
01	Desktop Computers (With complete accessories)	80 Nos	Shri M.Y Honnur Deputy Director. Director, Spices Board- Bodinayakanur DEV RO- 1/32, Kurangani Road, Bodinayakanur Theni ,Tamilnadu - 625 513
Technical Specification of the Store		Parameter	Specification
		Processor	Intel Core i5 12500 Or Ultra 5 235 or higher/ AMD Ryzen 5 5600G (PRO series) or higher
		Chipset	For intel, Q-series or Higher. For AMD, B / X / PRO series or Higher.
		Operating System	Windows 11 Professional (factory pre-loaded)
		RAM	16 GB or higher expandable upto 32 GB or more
		Storage	500 GB PCIe NVMe SSD Or higher
		LED Backlit Monitor Size (INCHES)	21.5 or higher
		On Site OEM Warranty	5 Years or more.
		Form Factor	Small Form Factor (SFF) / Slim / Micro/ Mini Max Dimension (10.5x35x35 cm)

3. General Conditions

- 3.1. Bid Validity:** The bid shall remain valid for a period as specified in the tender document from the date of opening of the bid.
- 3.2. Right to Accept or Reject Bids:** The Procuring Entity reserves the right to accept or reject any or all bids, wholly or partly, without assigning any reason thereof, in accordance with applicable procurement rules.
- 3.3. Conditional Bids:** Conditional or incomplete bids are liable to be rejected.
- 3.4. Compliance with Tender Conditions:** Bidders shall comply with all the terms and conditions of the Bid document, General Conditions, Additional Terms & Conditions (ATC) and corrigendum, if any.
- 3.5. Clarifications:** The Procuring Entity may seek clarifications from bidders during the evaluation process. Failure to respond within the stipulated time may result in rejection of the bid.
- 3.6. Sub-contracting:** Sub-contracting of the awarded contract shall not be permitted unless specifically allowed in the tender document.
- 3.7. Taxes and Duties:** All applicable taxes, duties, levies and charges shall be borne by the bidder and shall be quoted as per the format prescribed in the tender document.
- 3.8. Payment Terms:** Payment shall be made as per the terms and conditions specified in the tender/contract upon satisfactory completion of supply and acceptance by the Procuring Entity.
- 3.9. Delivery & Installation:** The bidder shall be responsible for delivery, unloading, installation and commissioning of the items at the consignee location(s), unless otherwise specified.
- 3.10. Penalty / Liquidated Damages:** In case of delay in delivery or failure to perform as per the contract, liquidated damages may be levied as per the tender conditions.
- 3.11. Force Majeure:** Neither party shall be liable for failure to perform obligations due to force majeure events such as natural calamities, war, strikes, epidemics, or Government restrictions, subject to timely intimation.
- 3.12. Termination of Contract:** The Procuring Entity reserves the right to terminate the contract in whole or in part in case of breach of contract, non-performance or violation of terms and conditions.
- 3.13. Arbitration / Jurisdiction:** Any dispute arising out of or in connection with the contract shall be subject to arbitration and/or jurisdiction as specified in the tender document.
- 3.14. Blacklisting / Debarment:** Bidders who are blacklisted or debarred by any Government Department/PSU shall not be eligible to participate in the tender.
- 3.15. Confidentiality:** Bidders shall maintain confidentiality of all information received in connection with the tender and contract.
- 3.16. Amendments to Tender:** The Procuring Entity reserves the right to amend the tender conditions by issuing corrigendum/addendum, which shall be binding on all bidders.
- 3.17. Signing of ATC Pages:** The bidders shall upload duly signed and stamped copies of all pages of the ATC as a acceptance of the terms and conditions.
- 3.18.** The bids will be opened online by a Committee of members duly constituted for this

purpose at the time and date as specified in Tender document/ as per the terms and conditions of the GeM portal.

3.19. The tender is having “TWO BID SYSTEM” i.e. Technical Bid and Financial Bid. The financial bid shall be opened only for those firms who have qualified in the technical bid.

3.20. The Tender document can be downloaded free of cost from the websites <https://www.indianspices.com/tenders.html> and <https://gem.gov.in>.

4. Additional Terms & Conditions

4.1. Technical bid shall contain the following and Non-submission or mismatch of details may result in rejection of the bid.

4.2. Bidders shall submit all supporting documents strictly in the format **prescribed at Annexure I**. Failure to submit the required documents in the prescribed Annexure format, or failure to clearly indicate the corresponding page numbers for each clause, shall render the bid non-responsive and liable to be rejected outright without further evaluation.

4.3. Bid specific Manufacturer Authorization Form (MAF) should be submitted along with the technical bid. The OEM shall confirm the same during verification.

4.4. The make, model, and complete technical specifications of the desktop computers, including all sub-components and warranty/support coverage, shall be submitted along with the technical bid in the format prescribed at **Annexure II**. Product brochures and /or authenticated technical data sheets shall be enclosed.

4.5. The offered model must be listed on the OEM’s official website with its data sheet/specifications must be publicly accessible.

4.6. Online support registration for the product shall be available on the OEM’s official website using the product serial number.

4.7. OEM must have online system hardware diagnostics facility.

4.8. The warranty of each computer shall be verifiable on the OEM’s official support website.

4.9. Driver software shall be available on the OEM website. The URL where the driver software for the quoted model is available on the OEM website shall be submitted along with the technical bid.

4.10. Dedicated working contact numbers/ toll free number of Bidder & OEM shall be submitted along with the technical bid. Escalation matrix of OEM/Bidder with contact numbers also have to be submitted. Calls may be made to these numbers to check their genuineness during technical evaluation. If the numbers are found to be dummy/bogus/invalid/fake the bid is liable for rejection.

4.11. OEM/ Authorized agency of OEM shall have at least 1 Service Support center in Consignee State. If the support centre is operated by the authorized agency, documentary proof provided by the OEM shall be submitted along with the technical bid, or such proof shall be verifiable on the OEM’s official website.

4.12. The bidder shall submit a Declaration Letter from the OEM certifying that the operating system is genuine and factory pre-loaded.

4.13. The bidder shall submit an undertaking along with the technical bid, confirming provision of comprehensive warranty for the offered products for the period as specified in the tender document.

4.14. Valid and up-to-date ISO- 9001, 14001 certificates of OEM to be submitted along with the technical bid.

4.15. Certifications For computer: Energy Star, EPR, RoHS, BIS or any other relevant Indian Certificate shall be submitted along with the technical bid.

4.16. The Bidders should upload a document (on their letter head) stating that they are willing to abide by all the conditions in the Bid, ATC and corrigendum.

4.17. Hardware diagnostics and performance monitoring tools shall be provided by the OEM. Details of such tools present in the machine shall be submitted along with the technical bid

4.18. CPU, Monitor, Key Board and Mouse should be of the same OEM.

4.19. OEM logo should be embossed/ etched (No Stickers) for all accessories like Keyboard, Mouse, Monitor and Motherboard.

4.20. The vendor shall enable the Intel Pro or AMD PRO technology features, as applicable on all the machines, upon request by the Board.

4.21. Loading and unloading of materials is the responsibility of the bidder and any charges in this regard to be borne by the bidder. Spices Board will not be liable for any damage in loading and unloading process.

4.22. The gazette notifications, orders and guidelines issued by Government shall be applicable in this procurement

4.23. Bidders shall quote only those products in the bid for which spares and service shall be available for a period of 6 years from the date of publishing this tender.

4.24. Warranty and Maintenance support:

The warranty of **all items** shall start from the date of acceptance of the product.

- a. Bidder shall provide **comprehensive on-site warranty** for all hardware equipment supplied through this bid from the date of acceptance for all items.
- b. The products shall be deemed accepted only after verification and confirmation by the Board that they fully comply with all technical specifications, required certificates, warranty and the terms and conditions stipulated in the tender.
- c. Service calls shall be attended within 2 hours of reporting during business hours (09.00 AM to 06.00 PM on week days) and within 04 hours during non-business hours (06:00 PM to 09:00 AM on all working days and within 24 hours on non-working days and holidays).
- d. OEM support shall be provided on all days

5. Eligibility Criteria

5.1. Legal Status: The bidder shall be a legally valid entity (proprietorship/partnership/LLP/company) registered in India and shall possess valid registration certificates as applicable.

5.2. Statutory Registrations: The bidder shall have valid PAN and GST registration and shall comply with all applicable statutory requirements.

5.3. Experience: The bidder shall have a minimum of three (03) years of experience in the supply/installation/maintenance of similar items to Government Departments/PSUs/Autonomous Bodies/Private organisations/NGOs. Documentary proof shall be submitted.

5.4. Past Performance: The bidder shall have executed at least two (02) work orders for supply and installation of IT products, each of value not less than ₹5 lakh, during the last three (03) financial years (2022-23,2023-24,2024-25). Documentary proof such as copies of work orders and/or completion certificates shall be submitted in support of this criterion.

5.5. Annual Turnover: The bidder shall have a minimum average annual turnover of ₹30 lakhs during the last three (03) financial years (2022-23,2023-24,2024-25). CA audited balance sheets in support of the turnover shall be submitted.

5.6. Business Standing: The bidder shall be in active operation and shall not be under liquidation, bankruptcy, or insolvency proceedings.

5.7. Blacklisting / Debarment: The bidder shall not have been blacklisted or debarred by any Central/State Government Department, PSU, Autonomous Body or any Government agency as on the date of submission of the bid. A self-declaration to this effect shall be submitted.

5.8. No Conflict of Interest: The bidder shall not have any conflict of interest with the Procuring Entity.

5.9. Acceptance of Tender Conditions: The bidder shall submit an undertaking on its letterhead confirming acceptance of all terms and conditions of the Bid document, General Conditions, Additional Terms & Conditions and corrigendum, if any.

5.10. Compliance with Government Orders: The bidder shall comply with all applicable Government procurement rules, orders and guidelines in force from time to time.

BIDDING PROCESS

6. HOW TO SUBMIT THE BID

6.1. Bids shall be submitted in two parts, namely, the *Technical Bid* and the *Financial Bid*, as detailed in Annexure I and Annexure II respectively.

6.2. Opening of bids: Technical bid will be opened first and the bidders shall be either accepted or rejected. Thereafter financial bids of only those bidders shall be opened who have qualified in technical bid. The entire process of procurement or outsourcing of service under this Tender Notice shall be made online through GeM as is mandatory" under General Financial Rules, 2017. All Bidders are required to submit their bids online at <https://gem.gov.in/> latest by the date and time mentioned in "Critical dates" below. No facility will be available to drop bids in tender box or to receive bids sent by hand or post or courier. Even if sent or received by any

official of this office, the same shall not be considered.

6.3. Technical bid shall contain the following:

- i) The bidder must meet the eligibility criteria specified in Chapter 5 above, and the product offered shall conform to the specifications outlined in the bid document.. Unresponsive bids will be summarily rejected
- ii) All documents evidencing eligibility have to be attached with technical bid.
- iii) Acceptance of Terms and Conditions with signature at the bottom of each page.

6.4. FINANCIAL BID

The Financial Bid shall be submitted exclusively through the GeM Portal. Detailed price breakup of the price quoted shall be uploaded in the format provided in the bid.

Any inclusion of financial information within the Technical Bid will render the bid liable for immediate rejection.

6.4.1. GST Compliance: Bidding prices include GST as per the GeM system.

6.4.2. Selection of L1 Bidder: If more than one bidder is ranked L-1 in the GeM portal or multiple L-1 bidders have quoted the same price, the selection amongst the L-1 bidders will be made through Random Algorithm executed by GeM system/ Run L1 Selection' (Auto run) option.

7. CRITICAL DATES:-

Bid Start date	:	On 20.02.2026 at 16:00 Hrs
Bid End date	:	On 13.03.2026 at 16:00 Hrs
Bid Opening date	:	On 13.03.2026 at 16:30 Hrs

Annexure I: Checklist and Format for Submission of Supporting Documents

Sl. No	Tender Clause	Description	Page Number (as mentioned in the bidder's submitted documents)
1	ATC. 4.3	Bid-specific Manufacturer Authorization Form (MAF) by OEM	
2	ATC. 4.4	Annexure II – Technical Compliance sheet along with Technical datasheets and / or brochures.	
3	ATC. 4.10	Contact details of Bidder & OEM and Escalation matrix	
4	ATC. 4.11	Office & service center details of OEM/Authorized agency in the Consignee State. In case of an Authorized Agency, documentary proof provided by the OEM or OEM official website link confirming the service support center.	
5	ATC. 4.12	OEM declaration for factory pre-loaded Operating System.	
6	ATC. 4.13	Bidder undertaking for the comprehensive warranty for the offered products for the period specified in the tender	
7	ATC. 4.14	Valid ISO certificates (ISO 9001 & 14001) of OEM	
8	ATC. 4.15	Product certifications (Energy Star, EPR, RoHS, BIS etc.)	
9	ATC. 4.16	Bid conditions acceptance letter on letterhead, confirming compliance with the bid document, ATC, and all corrigenda issued.	
10	ATC. 4.17	Details of Hardware diagnostics and performance monitoring tools provided by OEM	
11	ATC. 5.1	Copy of valid registration/incorporation certificate of the bidder (proprietorship/partnership/LLP/company) registered in India.	
12	ATC. 5.2	Copy of valid PAN and GST registration certificates.	

13	ATC. 5.3	Proof of minimum three (03) years' experience in supply/installation/maintenance of similar items to Government Departments/PSUs/Autonomous Bodies.	
14	ATC. 5.4	Proof of having executed at least two (02) work orders for IT products, each of value not less than ₹5 lakh, during the last three (03) financial years.	
15	ATC. 5.5	Audited financial statements/CA certificate showing average annual turnover of ₹15 lakh during the last three (03) financial years (2022-23,2023-24 & 2024-25).	
16	ATC. 5.6	Self-declaration confirming that the bidder is in active operation and not under liquidation, bankruptcy or insolvency proceedings.	
17	ATC. 5.7	Self-declaration confirming that the bidder has not been blacklisted or debarred by any Government Department/PSU/Autonomous Body.	
18	ATC. 5.8	Self-declaration confirming that there is no conflict of interest with the Procuring Entity.	
19	ATC. 5.9	Undertaking on the bidder's letterhead accepting all terms and conditions of the Bid document, General Conditions, Additional Terms & Conditions and corrigendum, if any.	

Annexure II : Technical Compliance sheet & OEM Online Support Information

1. Make & Model of offered products:

2. Technical Specification of offered product:

Parameter	Tender Specification	Specification of offered product	Details of deviation (if any)
Processor	Intel Core i5 12500 Or Ultra 5 235 or higher/ AMD Ryzen 5 5600G (PRO series) or higher		
Chipset	For intel, Q-series or Higher. For AMD, B / X / PRO series or Higher.		
Operating System	Windows 11 Professional (factory pre-loaded)		
RAM	16 GB or higher expandable upto 32 GB or more		
Storage	500 GB PCIe NVMe SSD Or higher		
LED Backlit Monitor Size (INCHES)	21.5 or higher		
On Site OEM Warranty	5 Years or more.		
Form Factor	Small Form Factor (SFF) / Slim / Micro/ Mini Max Dimension (10.5x35x35 cm)		

3. OEM's website link of data sheet/specifications of the offered model:

4. OEM's website link for online support registration:

5. OEM's website link for online hardware diagnostics facility:

6. OEM's website link for warranty verification:

7. OEM's website link to download Driver software for the quoted model:

Annexure- III: Acceptance of Bid

I/We.....(Name and address of the Bidder / firm) have carefully read the terms and conditions of the bid and agree to abide by these in letter and spirit. The decision of the Competent Authority to the Spices Board on any dispute arising out of the offer shall be binding on me / us.

Place :-

Date :-

Name & Signature of the Bidder,

Annexure- IV :Self-declaration Certificate

(Company Letterhead signed and stamped by the authorized signatory)

Date:

I/We hereby declare that:

(i) I/We have not been debarred or blacklisted under any provision of General Financial Rules or any other statute, Rules or regulations by any authority including Spices Board.

(ii) If selected, I/We shall confirm my/our preparedness to provide the items within 15 days of the Work Order.

(iii) I/ We agree with all the terms and conditions as mentioned in the tender notice and as testimony of my/our agreement I/ We put my/our signature below each page I/We hereby certify that the information furnished above is true and correct to the best my/our knowledge. I/We understand that in case any deviation is found in the above statement at any stage, I/We will be blacklisted for this tender and for a further time as stipulated in the law and will not have any dealing with the Spices Board in future.

Yours Faithfully,

(For and on behalf of Name of the bidder)

Signature

Name:

Designation: