

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र  
पृथ्वी विज्ञान मंत्रालय, भारत सरकार  
“ओशियन वैली”, प्रगति नगर (बी. ओ), निज़ामपेट (एस. ओ), हैदराबाद - 500 090  
दूरभाष सं. 040-2388 6002 / 23886074 फ़ैक्स : 040-2389 2910 / 2389 5001  
INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION SERVICES  
Ministry of Earth Sciences, Government of India  
"Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090  
Phone No.040-2388 6002/23886074 Fax: 040-2389 2910/2389 5001

इंकाइस: क्रय: 24/2024

दिनांक: 07.08.2024

Ref. INCOIS: PUR: 24 /2024

Date: 07.08.2024

**सरकारी ई बाज़ार द्वारा निविदा सूचना आमंत्रण**  
**Notice Inviting Tender through Government E Market Place (GeM)**

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र (इंकाइस), हैदराबाद, पृथ्वी विज्ञान मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त निकाय है।

Indian National Centre for Ocean Information Services (INCOIS), Hyderabad is an autonomous body under Ministry of Earth Sciences, Government of India.

निम्न विवरणों के लिए जीईएम (GEM) के पंजीकृत विक्रेताओं से निविदाओं/बोलियों को आमंत्रित किया जाता है। जीईएम के क्रय होने के नाते बोलियों को केवल **सरकारी ई बाज़ार (जीईएम) <http://gem.gov.in/>** द्वारा ऑनलाइन ऑनलाइन माध्यम से ही जमा किया जाए। एनआईटी का संक्षिप्त विवरण नीचे दिया जा रहा है।

Tenders/Bids are invited from registered vendors of GeM for the following items. Being a GeM procurement, the bids has to be submitted online through **Government E- Market Place (GeM) <http://gem.gov.in/>** only. The brief details of NIT are appended below.

क्र. सं. Sl. No	कार्य का नाम Name of the Work	बोली संदर्भ सं. Bid Reference No.	बोली संख्या एवं दिनांक Bid Number and Date	बोली समाप्ति की तारीख और समय Bid end date and Time
(1)	डिस्प्ले सहित 50 एनालॉग टेलीफोन उपकरण की आपूर्ति। Supply of 50 nos. of Analog telephone instruments with display.	इंकाइस: क्रय: 24/2024 INCOIS: PUR: 24/2024	जीईएम/2024/बी/5261014 दिनांक: 07.8.2024 GEM/2024/B/5261014 dated 07.08.2024	02.09.2024 15:00:00

जीईएम के क्रय होने के नाते बोलियों को बोली/आरए के मद के अंतर्गत केवल जीईएम पोर्टल <http://gem.gov.in/> द्वारा ऑनलाइन माध्यम से ही जमा किया जाए। किसी भी प्रकार की सहायता के लिए कृपया जीईएम पोर्टल की हेल्प लाइन से संपर्क करें। निम्न अधिकारियों से भी संपर्क किया जा सकता है: श्री देवेन्द्र कुमार (ईमेल: [devendra.kumar@incois.gov.in](mailto:devendra.kumar@incois.gov.in); दूरभाष सं. 040 23886074)/ श्री आर. वी. गिरिधर (ईमेल: [rvgiridhar@incois.gov.in](mailto:rvgiridhar@incois.gov.in) दूरभाष सं. 040-2388 6055)

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., [http://gem.gov.in](http://gem.gov.in/) under the Bids/RAs column. For any assistance, please contact help line of GeM portal. The following officials may also be contacted: Mr. Devendra Kumar (email: [devendra.kumar@incois.gov.in](mailto:devendra.kumar@incois.gov.in); Phone No. 040 23886074) / Mr. R.V. Giridhar (email: [rvgiridhar@incois.gov.in](mailto:rvgiridhar@incois.gov.in) Phone No. 040-2388 6055).

Nodal Officer

NIT GEM/2024/B/5261014  
e-Procurement dt: 07.08.2024



*देवेन्द्र कुमार*  
07/08

(देवेन्द्र कुमार / Devendra Kumar)  
केंद्र अधिकारी / Nodal Officer,  
निविदा आमंत्रण प्राधिकारी, इंकाइस  
Tender Inviting Authority, INCOIS



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5261014  
Dated/दिनांक : 07-08-2024

**Bid Document/ बिड दस्तावेज़**

<b>Bid Details/बिड विवरण</b>	
<b>Bid End Date/Time/बिड बंद होने की तारीख/समय</b>	02-09-2024 15:00:00
<b>Bid Opening Date/Time/बिड खुलने की तारीख/समय</b>	02-09-2024 15:30:00
<b>Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)</b>	90 (Days)
<b>Ministry/State Name/मंत्रालय/राज्य का नाम</b>	Ministry Of Earth Sciences
<b>Department Name/विभाग का नाम</b>	Department Of Earth Sciences
<b>Organisation Name/संगठन का नाम</b>	Earth Sciences Secretariate
<b>Office Name/कार्यालय का नाम</b>	Indian National Centre For Ocean Information Servi
<b>Total Quantity/कुल मात्रा</b>	50
<b>Item Category/मद केटेगरी</b>	Telephone Instrument - Corded and Cordless (Q2)
<b>MSE Exemption for Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है</b>	Yes
<b>Startup Exemption for Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है</b>	Yes
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	OEM Authorization Certificate, 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
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	12 Days
<b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation

**EMD Detail/ईएमडी विवरण**

Required/आवश्यकता	No
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**ePBG Detail/ईपीबीजी विवरण**

Required/आवश्यकता	No
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**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**MII Purchase Preference/एमआईआई खरीद वरीयता**

MII Purchase Preference/एमआईआई खरीद वरीयता	No
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. 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.

**Telephone Instrument - Corded And Cordless ( 50 pieces )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

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

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Generic	<b>Connecting Cord Length with each instrument (mtrs)</b>	2M
	<b>Types of Telephone</b>	Single push button
	<b>Calling way</b>	Outside call
	Connecting Jack	RJ 11
	<b>Intercom controller</b>	NA
	<b>Total No of intercom with system</b>	NA
	<b>Answering Machine</b>	Yes, No Or higher
	<b>Line Type</b>	Single, Double Or higher
Display	No.of digits in display	16.0 - 32.0 Or higher
	<b>Display Type</b>	LCD Display
	Keypad Type	Alphanumeric
	<b>Display</b>	Yes Or higher
Memory	Number of Call Log Records	30.0 - 50.0 Or higher
	<b>No of Incoming call Memory</b>	30.0 - 50.0 Or higher
	<b>Recording duration of Message(In case of Answering Machine)</b>	0.0 - 60.0 Or higher (second)
	Number of Redial Memory Records	20.0 - 20.0 Or higher
	<b>No of outgoing call memory</b>	10.0 - 50.0 Or higher
	<b>No. of recorded message(In case of Answering Machine)</b>	0.0 - 100.0 Or higher
	<b>Number of Phonebook Entries Records</b>	0.0 - 1000.0 Or higher
Dialing & Ringing Features	No of Ring volume setting	3.0 - 6.0 Or higher
Others	Colour	Black/grey
	<b>Material</b>	ABS
	Weight	0.0 - 450.0 Or lower (gram)
Features	<b>Salient Features(All features of Ringing/Dialing/Menu/Instrument)</b>	Basic PBT, Last Number Redial, Ringer Volume Control

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Accessories	<b>Accessories inclusive in the scope of the supply</b>	Suitable Handset Cord, User Manual
Warranty/Services	<b>Warranty</b>	1, 2, 3, 4, 5 Or higher (year)
	Time Duration for Repairing /Replace the defect during Warranty	Within Two week
	Response Time to attend the complaint during Warranty	24 Hour
Operating Condition	Maximum Operating Temperature	40, 45, 50, 60, 70 Or higher (degree Celsius)
Test Report/Certification	Availability Of Test Report From Central Govt/Nabl/Ilac Accredited Lab To Prove Conformity To Specification	Yes
	Copies of reports and certifications to be furnished to buyer on demand at time of supplies	Yes

**Consignees/Reporting Officer/परेषिती/रिपोटिंग अधिकारी and/ तथा Quantity/मात्रा**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोटिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Dasari Prasad	500090, Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Government of India, Ocean valley, Pragathi Nagar BO, Nizampet SO, Hyderabad - 50090 INDIA	50	15

**Special terms and conditions-Version:2 effective from 02-11-2022 for category Telephone Instrument - Corded and Cordless**

1. This category pertains to the products covered under Mandatory Testing and Certification of Telecom Equipment (MTCTE) by TEC, DoT([www.tec.gov.in](http://www.tec.gov.in)) notified vide Indian Telegraph (Amendment) Rules, 2017. Sellers to ensure compliance of the MTCTE certificate against Essential Requirement (ER) for the model offered on GeM Portal. Procuring Authorities to check compliance of model procured against the applicable ER issued by TEC under MTCTE.

In addition, procuring entities should also ensure that if the product is covered under Public Procurement (Preference to Make in India (PPP-MII )) Policy of DOT notified vide Gazette Notification dated 29th August 2018 as amended from time to time, it should also comply to the certification against applicable Generic Requirement (GR)/ Interface Requirement (IR) if issued by TEC.

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

### **1. Generic**

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

### **2. Buyer Added Bid Specific ATC**

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

### **3. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

SUPPLY OF ANALOG PHONES AT INCOIS, HYDERABAD

PAYMENT TERMS : 100% PAYMENT WILL BE RELEASED UPON RECEIPT, TESTING AND ACCEPTANCE OF THE INSTRUMENTS AGAINST COMMERCIAL GEM INVOICE, TEST CERTIFICATE AND WARRANTY UNDERTAKING.

### **4. Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### **5. Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

### **6. Generic**

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

### **7. Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

## **Disclaimer/अस्वीकरण**

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

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

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

**This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है**

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

**---Thank You/धन्यवाद---**