

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 फैक्स : 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

इंकोइस:क्रय: 81/2025
Ref. INCOIS: PUR: 81/2025

दिनांक: 09. 09.2025
Date: 09. 09. 2025

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

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र, हैदराबाद भारत सरकार के पृथ्वी विज्ञान मंत्रालय 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 पंजीकृत विक्रेताओं से निविदाओं/बोलियों को आमंत्रित किया जाता है। जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल सरकारी ई बाज़ार (जीईएम) <http://gem.gov.in/> द्वारा ऑनलाइन 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. S I. 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)	इंकोइस हैदराबाद में डुअल मॉनिटर वाले 20 टावर वर्कस्टेशन की सप्लाई और इंस्टॉलेशन, साथ ही 3 साल की ऑनसाइट वारंटी, "Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty,"	इंकोइस:क्रय: 81/2025 INCOIS: PUR: 81/2025	जीईएम/2026/बी/8013785 दिनांक: 09.09.2026 GEM/2026/B/8013785 dated 09.09.2026	30.09.2026 15:00:00

जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल जीईएम पोर्टल अर्थात बोली/आरए के खाने के अंतर्गत <http://gem.gov.in/> द्वारा ऑनलाइन 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 वी. सुब्रह्मण्यम (ईमेल: manyam@incois.gov.in) / श्री दसारी प्रसाद (ईमेल: dasariprasad@incois.gov.in)

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., <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. V. Subrahmanyam (email: manyam@incois.gov.in) / Mr. Dasari Prasad (email: dasariprasad@incois.gov.in)



(V. Subrahmanyam)

प्रशासनिक अधिकारी (क्रय) / Administrative Officer (Purchase)

निविदा आमंत्रण प्राधिकारी, इंकोइस/

Tender Inviting Authority, INCOIS



GeM
Government
e Marketplace



बिड संख्या/Bid Number: GEM/2026/B/8013785

दिनांक /Dated: 09-09-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	30-09-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	01-10-2026 15:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Earth Sciences
विभाग का नाम/Department Name	Department Of Earth Sciences
संगठन का नाम/Organisation Name	Earth Sciences Secretariate
कार्यालय का नाम/Office Name	Indian National Centre For Ocean Information Servi
शिकायत निवारण के संपर्क विवरण/ Grievance redressal	HOD Email id :bala@incois.gov.in Buyer Email id: dasariprasad@incois.gov.in
कुल मात्रा/Total Quantity	20
वस्तु श्रेणी /Item Category	Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	Tower Workstations
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	ESD Workstations, Fixed Computer Workstation, Electrochemical Workstations, Tower Ladder (V2), Portable Emergency LED Lighting Tower System with Battery Bank, PVC Fills for Colling Tower, High Mast Lighting Tower for large area with LED Flood Lighting System, Tower Bolts (Ferrous Metals) (V2) ISI marked to IS 204 (Part1), Anaesthesia Workstation (V2), TRIANGULAR LATTICED AERIAL MAST
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	• ESD Workstations • Fixed Computer Workstation
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	70 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	GeM verified turnover

बिड विवरण/Bid Details	
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for 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	No
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),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 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	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	1
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	7 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	14000000
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

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	280000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	38

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

DIRECTOR INCOIS

Payable at Hyderabad Indian National Centre for Ocean Information Servi, Department of Earth Sciences, Earth Sciences Secretariate, Ministry of Earth Sciences
(Director Incois)

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

एमआईआई खरीद वरीयता/MII Purchase Preference

एमआईआई खरीद वरीयता/MII Purchase Preference	No
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एमआईआई के लिए सक्षम प्राधिकारी का विवरण:/Details of the Competent Authority for MII

सक्षम प्राधिकारी का नाम/Name of Competent Authority	DR T M BALAKRISHNAN NAI
सक्षम प्राधिकारी का पदनाम/Designation of Competent Authority	DIRECTOR
सक्षम प्राधिकारी का कार्यालय/विभाग/प्रभाग/Office / Department / Division of Competent Authority	INCOIS
सीए अनुमोदन संख्या/CA Approval Number	151 SC
सक्षम प्राधिकारी अनुमोदन तिथि/Competent Authority Approval Date	07-08-2026

सक्षम प्राधिकारी द्वारा प्रदान की गई स्वीकृति का संक्षिप्त विवरण/Brief Description of the Approval Granted by Competent Authority

MII EXEMPTION IS OBTAINED FROM COMPETENT AUTHORITY FOR THIS PROCUREMENT

Competent Authority Approval for not opting Make In India Preference : [View Document](#)

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

1. 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.
2. The minimum average annual financial turnover of the bidder during the last three financial years, ending on 31st March of the previous financial year, should be as indicated in the bid document. The turnover of the bidder shall be validated by the system based on the financial data available on the GeM portal. The average turnover shall be calculated based on the last three financial years where data is available; in case data is available for only two of the last three financial years, the average shall be computed based on those two years. In case the date of constitution / incorporation of the bidder is less than three years old, the average turnover in respect of the completed financial years after the date of constitution / incorporation shall be taken into account for this criterion. No separate documentary evidence is required to be uploaded by the bidder for this criterion, as the system shall derive and validate the turnover figures from the data available on the GeM portal.
3. 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.
4. **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.
5. 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.

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

PRICE BID - [1788929053.xlsx](#)

Supply And Installation Of 20 Nos Of Tower Workstations With Dual Monitors At INCOIS, Hyderabad (20 Unit)

तकनीकी विशिष्टियाँ /Technical Specifications

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download
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प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्रा/Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Reddipalli Velangini Giridhar	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	20	42

Buyer added Bid Specific Additional Scope of Work

क्र.सं./S.N o.	Document Title	Description	रिवर्स प्रभाव के अनुसार जीएसटी/Applicable i.r.o. Items
1	20 No of Workstaions View	Supply and installation of 20 Nos of Tower Workstations with dual mode	Supply And Installation Of 20 Nos Of Tower Workstations With Dual Monitors At INCOIS, Hyderabad(20)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

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 Added text based ATC clauses

Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty

Payment terms:

100 % payment will be released within 30 days upon Delivery, Installation, Commission and Acceptance of materials at INCOIS, Hyderabad along with original Ink signed commercial invoice, applicable Test Certificate, Pre-shipment inspection/Q.C. passed certificate, warranty undertaking and against submission of PBG for 5% value of the contract valid for 36 months (the entire warranty period) plus an additional 60 days claim/buffer period.

Net payment will be released after statutory deductions. No advance payment will be allowed and no other payment terms will be considered.

On behalf of Director, INCOIS, Tender Enquiries are invited from the following HP/ Dell dealers/partners **only**.

- 1) M/s Youdhan Tech LLP - GeM ID : 3A00180000093003**
- 2) M/s SHI Solutions India Pvt. Ltd - GEM ID :F521180000325088**
- 3) M/s Tejaswi Info Innovation - GEM ID : D945180000480620**
- 4) M/s Redwing Solutions Pvt.Ltd- GEM ID: 5VWC210002060220**
- 5) M/s VKS Technologies - GEM ID : YNQ3230010803689**
- 6) M/s VR Enterprises - GEM ID : AK3I200001820392**
- 7) M/s Team Tech Solutions - GEM ID : N9ZM210002872076**
- 8) M/s Transline Technologies Ltd- GEM ID : 5D11180000090983**

Unsolicited bids from any other entities will not be entertained and shall be summarily rejected.

i. Proprietary Procurement & Bidder Eligibility: This is a Limited Tender Enquiry issued strictly to the authorized exclusive dealer of HP and Dell **mentioned in clause d. of Section 04 in this tender document**), for the Supply and installation of Tower Workstations with dual monitors.

ii. Disqualification of Unsolicited Bids: Bids received from any other firm, contractor, or vendor will be treated as unsolicited, non-responsive, and will be automatically disqualified at the technical evaluation stage without any further correspondence.

Governing Terms: Apart from the specific terms and conditions explicitly detailed in this tender enquiry document, all other operational, commercial, and legal terms and conditions shall be strictly governed by the GeM General Terms and Conditions (GTC). In case of any contradiction, the specific terms of this enquiry shall prevail.

Exemption from Make in India (MII) Policy Clause

Notwithstanding anything contained in this tender document regarding the Public Procurement (Preference to Make in India) Order, 2017 (as amended and revised till date), the item(s) required under this specific procurement—namely the "Supply and installation of 20 Nos of Tower Workstations with dual Monitors"—are completely exempted from the restrictive provisions of the Make in India (MII) policy.

Bidders are explicitly informed of the following conditions applying to this exemption:

- **Non-Local Content Acceptability:** Bidders offering workstations, components, or graphics hardware manufactured outside of India are fully eligible to participate and compete.
- **Waiver of Local Content Self-Certification:** The requirement to provide a local content percentage or value-addition location certificate under the Make in India status is hereby waived for this specific procurement.
- **Technical Compliance Overrides Local Sourcing:** Due to the specialized operational requirement of the SynOPS Lab for 24x7 oceanographic data modeling and satellite-derived product validation, strict adherence to the stated technical specifications (including the 12 GB Discrete Graphics and specific chipset criteria) will take absolute precedence over local manufacturing origin restrictions.

3. Buyer Added Bid Specific ATC

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

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

य इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई 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---



INCOIS: PUR: 81/2025

09.09.2026

Limited Tender Enquiry for "Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty"

Dear Sirs,

On behalf of Director, INCOIS, Limited tender Enquiries are invited in "Two Bid System" from the following HP/ Dell dealers/partners only.

- 1) M/s Youdhan Tech LLP – GeM ID : 3A00180000093003
- 2) M/s SHI Solutions India Pvt. Ltd - GEM ID : F521180000325088
- 3) M/s Tejaswi Info Innovation - GEM ID : D945180000480620
- 4) M/s Redwing Solutions Pvt.Ltd- GEM ID: 5VWC210002060220
- 5) M/s VKS Technologies – GEM ID : YNQ3230010803689
- 6) M/s VR Enterprises – GEM ID : AK3I200001820392
- 7) M/s Team Tech Solutions – GEM ID : N9ZM210002872076
- 8) M/s Transline Technologies Ltd- GEM ID : 5D11180000090983

Unsolicited bids from any other entities will not be entertained and shall be summarily rejected.

1.	Name of the work	Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty
2.	BID Ref. No.	INCOIS: PUR: 81/2025 date. 09.09.2026
3.	Earnest Money Deposit (EMD)	Rs.2,80,000/- (Rupees Two lakhs and eighty thousand only)
4.	Due date for seeking clarifications	16.09.2026 (Note: The bidder must submit representations/clarifications if any, on GeM Portal within 04 days from the bid publishing date.)
5.	Due date for bid submission	30.09.2026 at 15.00 pm
6.	Bid opening date	01.10.2026 at 15.00 pm

The offers, in the prescribed format, shall be submitted through online Government e- Marketplace at <http://gem.gov.in>.

Postal/ Location Address

Indian National Centre for Ocean Information Services INCOIS, Ministry of
Earth Sciences, Govt. of India, Ocean Valley, Pragathi Nagar (BO),
Nizampet (SO), Hyderabad 500 090, Ph.No.040-2388 6000

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1. Introduction

The Indian National Centre for Ocean Information Services (INCOIS), Hyderabad, is mandated to provide ocean information and advisory services to a wide range of stakeholders through sustained ocean observations and focused research activities. In this context, INCOIS operates and maintains multiple ocean observing networks and undertakes process-specific field campaigns to study various oceanographic processes. Data generated from these observing networks and field campaigns are effectively utilized for delivering ocean information and advisory services, as well as for the calibration and validation of ocean models and satellite-derived products

SynOPS Lab works in 24x7 and provides all operational services such as Tsunami, Ocean State Forecast, Potential Fishing Zone etc., to stakeholders such as Fishermen, Disaster Management Officers, Navy, Coast Guards, Ports & Harbours etc. The expected Tower Workstations are to be installed at SynOPS Labs for operational Ocean Services.

2. SCOPE OF WORK

- Supply and Installation of 20 Nos. of Tower Workstations with dual monitors at SynOPS Lab along with 3 years of onsite warranty.

3. Technical Specifications for Tower Workstations (20 Nos with dual monitors)

Sl.No	Parameters	Description
1.	Form Factor (20 Nos)	Tower
2.	Chip Set	Commercial Class Intel® W680 Chipset
3.	Processor Type	1 CPU 24 core, 3.2 GHz base frequency, latest version processor
4.	RAM	64 GB DDR5 5600
5.	SSD for OS	1 X 512 GB PCIe M.2 SSD
6.	HDD	2 TB using 7200 RPM
7.	Network Card	On board 100/1000 Gigabit Intel(R) Wi-Fi 7 BE200, 2x2, 802.11be, MU-MIMO, Bluetooth(R) 5.4 wireless card
8.	Monitor (40 Nos)	22-inch Monitor with 90Hz or higher, 1920 x 1080 Pixels Full HD, Height Adjustable, IPS Panel with HDMI, DP & USB Ports
9.	Keyboard & Mouse	English-US USB Wired Keyboard, USB Wired Optical Mouse
10.	Audio	Internal audio Speaker
11.	Graphics	12 GB Discrete Graphics (should be visible in the OEM warranty page)
12.	Ports	At least 6 USB ports of which at least two USB 3.2 Type C ports should be in the front, 1 Universal Audio Jack 1 Line-out, HDMI 2.1
13.	Operating System	Genuine 64bit Microsoft Windows 11 Pro, Windows key should be embedded in the BIOS.
14.	Power Supply	1200 W or Higher with 90% efficiency or better

15.	Security	• Hardware based endpoint security controller TPM 2.0 • Integrated Intrusion Sensor • Support for chassis cable lock devices & Support for chassis padlocks devices Drive lock option for HDD to secure Data • Integrated protection from malware that lurks on malicious websites Integrated real-time detection and prevention of zero-day threats and advanced persistent threats (APT) attacks for Windows applications
16.	Manageability	• Out of band Management independent, Integrated utility to enable shard ware level testing outside the operating system & Drivers should be available on OEM Website for download
17.	Certifications	Microsoft Windows 11 FCC, CE, RoHS, UL, EPEAT, Energy Star, TCO, MIL STD 810, TCO for Desktops ISO 9001, 14001, 27001 for OEM
18.	Warranty	3 years onsite
19.	NOTE: Monitor, Keyboard and Mouse should be of same OEM as that of CPU	

4. Eligibility Criteria:

- a) The Bidders must be a Company registered under Indian Company Act 1956/Companies Act, 2013 or firms registered under any applicable Indian statute (Partnership Act, LLP Act etc).. Registration certificate to be submitted. Proofs for Registration of company, PAN and GST certificates to be submitted.
- b) Bidder shall provide a single point of contact (SPOC) and escalation matrix (name/phone/email) for coordination during execution and warranty period.
- c) The bidder should provide profile of their company including its infrastructure and availability of technical manpower.
- d) **OEM Brand Restriction & Authorization:** The procurement is explicitly restricted to premium enterprise-grade hardware to ensure seamless compatibility with existing internal high-performance computing frameworks. **Only, the Following direct dealers, distributors, or partners of DELL or HP are eligible to participate.**
 1. M/s Youdhan Tech LLP – GeM ID : 3A00180000093003
 2. M/s SHI Solutions India Pvt. Ltd - GEM ID :F521180000325088
 3. M/s Tejaswi Info Innovation - GEM ID : D945180000480620
 4. M/s Redwing Solutions Pvt.Ltd- GEM ID: 5VWC210002060220
 5. M/s VKS Technologies – GEM ID : YNQ3230010803689
 6. M/s VR Enterprises – GEM ID : AK3I200001820392
 7. M/s Team Tech Solutions – GEM ID : N9ZM210002872076
 8. M/s Transline Technologies Ltd- GEM ID : 5D11180000090983
- e) Bidders must submit a valid, bid-specific Manufacturer Authorization Form(MAF)directly fromDELLorHPas per the format in Annexure-II. Bids offering any other brand or lacking the specified MAF shall be summarily rejected without technical evaluation.
- f) Bidders or OEMs should have past experience in similar nature of work in last three years ending previous day of last date of submission of the online Bid. Out of which
 - a) one work of value Rs.1.12 Cr or
 - b) two works of value Rs.70.00 lakhs or
 - c) three works of value Rs.56.00 lakhs. Client certificates / Work Completion Certificate / Experience certificate along with the P.O no. as a reference to be enclosed in this regard.

Similar Nature of Work means: Supply and installation of 20 Nos of Tower Workstations with dual Monitors along with 03 years Onsite warranty
- g) Bidder should provide list of clients and their contact details and the installation/commissioning reports.
- h) Bidders should submit make & model of the offered materials detailed data sheets/ catalogues.
- i) Self-declaration that bidder is not barred by any organization under MoES (Annexure –II).

5. **Contents of the Bid:** The quote should be submitted in two bid format. (i) Techno-commercial Bid and (ii) Financial Bid

Technical Bid: Techno-commercial bid should contain all the information as listed below.

NOTE:

- Technical bid should contain filled-in Technical Compliance Statement along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.

5.01 Table 1 - Technical Compliance Statement

a) General :

S No	Description	Compliance status Yes / No	Page number against the Proof attached.	Remarks/ Deviations, if any
1.	Name of the Bidder			
2.	The bidder is a 1) Registered Indian under Indian Company Act 1956 / 2) Proprietary /3) OEM/(s) /4) System Integrator/5) Others			
3.	Bidder Address and contact details like E Mail , Phone etc.,			
4.	MSE / NSIC certificate details if any Registration/ License from the Government: GST Registration No. PAN Number			
5.	Bank details of the firm:			
6.	Bidder shall provide a single point of contact (SPOC) and escalation matrix (name/phone/email) for coordination during execution and warranty period			
7.	The bidder should provide profile of their company including its infrastructure and availability of technical manpower.			
8.	Product catalogues / data sheets of the items offered. Make and model for the line items to be submitted.			
9.	Bidder should provide list of clients and their contact details and the installation/commissioning reports			
10.	OEM Brand Restriction & Authorization: The procurement is explicitly restricted to premium enterprise-grade hardware to ensure seamless compatibility with existing internal high-performance computing frame works. Bidders must submit a valid, bid-specific Manufacturer Authorization Form(MAF)directly from DELL or HP as per the format in Annexure-II.			
11.	Bidders or OEMs should have past experience in similar nature of work in last three years ending previous day of last date of submission of the online Bid. Out of which one work of value Rs.01.12 Crore or			

S No	Description	Compliance status Yes / No	Page number against the Proof attached.	Remarks/ Deviations, if any										
	above or two works of value Rs.70 lakhs or above or three works of value Rs.56lakhs. Client certificates / Work Completion Certificate / Experience certificate along with the P.O no. as a reference to be enclosed in this regard. Similar Nature of Work means: Supply and installation of Tower Workstations with dual monitors. Bidder should provide list of clients and their contact details and the installation/commissioning reports. <table border="1"> <thead> <tr> <th>Sl.No</th><th>Contract Order details</th><th>Scope of work</th><th>Period of contract</th><th>Contract Value</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Sl.No	Contract Order details	Scope of work	Period of contract	Contract Value								
Sl.No	Contract Order details	Scope of work	Period of contract	Contract Value										
12.	Bidder must submit technical compliance statement for all the specifications. relevant remarks can be provided in the compliance statement if required. Quotations without technical compliance will not be considered. (Declaration Annexure- III)													
13.	Escalation matrix with full contact details, for the resolution of reported issues during contract period.													
14.	Self-declaration that bidder is not barred by any organization under MoES (Annexure -I).													
15.	Duly filled-in and signed bid-security declaration form for (MSME Exemption Firms) Annexure-													

5.02 Table 2 - Compliance Statement (Un-Price Bid)

NOTE:

- Part/conditional/incomplete quotations will not be accepted.
- Bidder has to quote for all the components given in the Price bid. Hence, please indicate as Yes or No in the table given below.

4.02 Table - 2- Price Bid format

S.No	Description	Make & Model	Unit	Qty	Please confirm whether prices are Quoted in commercial bid or not. (Yes / No) <u>Strictly do not mention/quote prices here.</u>
1	Supply and installation of Tower Workstations with dual monitors at SynOPS Lab, INCOIS, Hyderabad along with 03 years onsite warranty		20	No	
2	Any other Charges, if any		01	No	

6. General Terms and Conditions

Point No.	Details
1.	* Acceptance of the order: The Successful bidder shall formally accept the Purchase order Within 10 days from the date of issue of the PO. If the acceptance communication is not received within 10 days, then PO would be deemed as accepted and binding to the successful bidder.
2.	Delivery Period: The delivery period for the entire supply and installation of Tower Workstations with dual monitors shall be within 6 Weeks from the date of receipt and acceptance of Purchase Order (PO) on GeM ("Contract Completion Period").
3.	Warranty Period: 03-year onsite warranty from the date of acceptance of the material.
4.	Payment terms: 100 % payment will be released within 30 days upon Delivery, Installation, Commission and Acceptance of materials at INCOIS, Hyderabad along with original Ink signed commercial invoice, applicable Test Certificate, Pre-shipment inspection/Q.C. passed certificate, warranty undertaking and against submission of PBG for 5% value of the contract valid for 36 months (the entire warranty period) plus an additional 60 days claim/buffer period. <i>Net payment will be released after statutory deductions. No advance payment will be allowed and no other payment terms will be considered.</i>
5.	Earnest Money Deposit (EMD): Bid Security (BS) Rs.2,80,000/- (Rupees Two lakhs and eighty thousand only) has to be submitted as per the following form/ options: 1. Demand Draft 2. Insurance Security Bond 3. e-Bank Guarantee 4. Fixed Deposit in favor of Director, INCOIS payable at Hyderabad with validity for a period of 45 days beyond the tender validity period. 5. Online payment through NEFT/RTGS as per Bank details given below: Name of the Bank: SBI, HAL Campus Branch: HAL Campus Account Name: Director, INCOIS Account No.10442322840 IFSC Code: SBIN0001676 The scanned copy of the same is to be uploaded to the GeM Portal while submitting the tender. Bank Guarantee should be sent by the issuing banker directly to the office of INCOIS, Hyderabad. The original DDs / Financial instruments if any should reach to INCOIS within 5 working days of Bid opening, failing which the bid may treated as incomplete & may lead to rejection of the bid by buyer without making any reference to the bidder.
6.	i. Proprietary Procurement & Bidder Eligibility: This is a Limited Tender Enquiry issued strictly to the authorized exclusive dealer of HP and Dell mentioned in clause d. of Section 04 in this tender document), for the Supply and installation of Tower Workstations with dual monitors. ii. Disqualification of Unsolicited Bids: Bids received from any other firm, contractor, or vendor will be treated as unsolicited, non-responsive, and will be automatically disqualified at the technical evaluation stage without any further correspondence. iii. Governing Terms: Apart from the specific terms and conditions explicitly detailed in this tender enquiry document, all other operational, commercial, and legal terms and conditions shall be strictly governed by the GeM General Terms and Conditions (GTC). In case of any contradiction, the specific terms of this enquiry shall prevail.
7.	Bidders should fill in and submit the compliance statements along with bid. Offers received without the compliance statements will be summarily rejected. Any falsification/suppression of information could lead to disqualification. Any deviations technically or commercially should be clearly indicated in the technical bid offer only

8.	Proof for fulfilment of eligibility criteria should be submitted along with the tender. Tenders not in complete shape or not conforming to specifications or not confirming to terms and conditions are liable for rejection
9.	Offers received without Bid Security will be summarily rejected. In case of MSE / NSIC, a copy of valid registration certificate should be submitted along with the bid securing declaration form.
10.	Validity of Offers: Bid should have a validity period of 90 days from the bid closing date
11.	Penalty Clause During the warranty period: Successful bidder should make sure that the reported issues are to be dealt with immediately and should be resolved within 72hrs (3-Days) from the time of call reporting from INCOIS. If the successful bidder fails to resolve the reported issues within 72hrs, INCOIS will take up alternative measures for resolving the issues at risk and cost of the successful bidder. And this step of INCOIS should not have any implications on the already agreed support for the systems / peripherals provided.
12.	Exemption from Make in India (MII) Policy Clause Notwithstanding anything contained in this tender document regarding the Public Procurement (Preference to Make in India) Order, 2017 (as amended and revised till date), the item(s) required under this specific procurement—namely the "Supply and installation of 20 Nos of Tower Workstations with dual Monitors"—are completely exempted from the restrictive provisions of the Make in India (MII) policy. Bidders are explicitly informed of the following conditions applying to this exemption: • Non-Local Content Acceptability: Bidders offering workstations, components, or graphics hardware manufactured outside of India are fully eligible to participate and compete. • Waiver of Local Content Self-Certification: The requirement to provide a local content percentage or value-addition location certificate under the Make in India status is hereby waived for this specific procurement. • Technical Compliance Overrides Local Sourcing: Due to the specialized operational requirement of the SynOPS Lab for 24x7 oceanographic data modeling and satellite-derived product validation, strict adherence to the stated technical specifications (including the 12 GB Discrete Graphics and specific chipset criteria) will take absolute precedence over local manufacturing origin restrictions.
13.	The successful bidder shall ensure safety and security of all workforces employed for this work and equipment provided by him until all the works entrusted are completed in all respects and taken over by INCOIS. In the event of damages except under force majeure clause i.e., fire, wind, rain, floods or through any hazards, pilferage, other natural calamities etc., the successful Bidder shall make good the damaged works and restore the same to the original condition at his own cost
14.	If any loss or damage is caused to INCOIS in any way, by installation the cost of the same will be recovered from the successful bidder.
15.	Dispute Resolution: Dispute resolution shall be governed as per the standard multi-tier options provided under GeM GTC
16.	Defect Liability Period if any: Same as warranty period

Eligibility Declarations

(To be submitted as part of Technical bid)

(On Company Letterhead)

(Along with supporting documents)

Ref: Your Tender Document No. INCOIS: PUR:81/2025; Tender Title: **Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty**

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

Note: The list below is indicative only. You may attach more documents as required to confirm your eligibility criteria.]

Eligibility Declarations

(Please tick appropriate boxes or cross out any declaration not applicable to the bidder)

We hereby confirm that we comply with all the stipulations of tender document and declare as under and shall provide evidence of our continued eligibility to the Procuring Entity as may be requested:

Legal Entity of Bidder: _____

Bidder/ Agent Status: _____

We solemnly declare that we (including our affiliates or subsidiaries or constituents):

- (a) are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of these reasons;
- (b) (including our Contractors/ subcontractors for any part of the contract):
 - i) Do not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organization or its Ministry/ Department from participation in its Tender Processes; and/ or
 - ii) Are not convicted (within three years preceding the last date of bid submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of Government of India from participation in Tender Processes of all of its entities, for offences mentioned in Tender Document in this regard. We have neither changed our name nor created a new "Allied Firm", consequent to the above disqualifications.
- (c) Do not have any association (as bidder/ partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of Procuring Entity, as counter-indicated, in the Tender Document.
- (d) We certify that we fulfil any additional eligibility Criteria mentioned prescribed in Tender Document.
- (e) We have no conflict of interest, which substantially affects fair competition. The prices quoted are competitive and without adopting any unfair/ unethical/ anti-competitive means. No attempt has been made or shall be made by us to induce any other bidder to submit or not to submit an offer to restrict competition.

Restrictions on procurement from bidders from a country or countries, or a class of countries under Rule 144 (xi) of the General Financial Rules 2017:

"We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries, and solemnly certify that we fulfil all requirements in this regard and are eligible to be considered. We certify that:

we are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). and;

we shall not subcontract any work to a contractor from such countries unless such contractor is registered with the Competent Authority.

MSME Status:

Having read and understood the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 (as amended and revised till date), and solemnly declare the following:

- a) We are - Micro/ Small/ Medium Enterprise/ SSI/ Govt. Deptt. /PSU/ Others:.....
- b) We attach herewith, Udhyam Registration Certificate with the Udhyam Registration Number as proof of our being MSE registered on the Udhyam Registration Portal. The certificate is the latest up to the deadline for submission of the bid.
- c) Whether Proprietor/ Partner belongs to SC/ ST or Women category. (Please specify names and percentage of shares held by SC/ ST Partners):.....

Start-up Status

we confirm that we are/ are not a Start-up entity as per the definition of the Department of Promotion of Industrial and Internal Trade – DPIIT.

Penalties for false or misleading declarations:

We hereby confirm that the particulars given above are factually correct and nothing is concealed and undertake to advise any future changes to the above details. We understand that any wrong or misleading self-declaration would violate the Code of Integrity and attract penalties as mentioned in this Tender Document.

.....
(Signature with date)

.....
(Name and designation)

Duly authorized to sign bid for and on behalf of

.....

.....

[name & address of Bidder and seal of company]

OEM's Authorization Format

(On Company Letter Head)

(To be submitted as part of Technical bid)

OEM's Name _____

[Address and Contact Details]

OEM's Reference No. _____ Date.....

The Director

Indian National Centre for Ocean Information Services (INCOIS)

Pragathi Nagar –Hyderabad – 500090

Dear Sirs,

Ref. Your Tender Document No. 81/2025 Tender Title: **Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty**

We, -----, are proven and reputable manufacturers of the Tendered Goods. We have factories at-----
----- We hereby authorise Messrs-----*(name and address of the authorised dealer)* to submit a bid, process the same further and enter into a contract with you against above referred Tender Process for the supply of above Goods manufactured by us. Their registration number with us is, dated/ since.....

We further confirm that no Contractor or firm or individual other than Messrs. *(name and address of the above-authorised dealer)* is authorized for this purpose.

As principals, we commit ourselves to extend our full support for warranty obligations, as applicable as per the Tender Document, for the Goods and incidental Works/ Services offered for supply by the above firm against this Tender Document.

Our details are as under:

Name of the Company:.....

Complete Postal Address:

Pin code/ ZIP code:

Telephone nos. (with country/ area codes):

Fax No.: (with country/ area codes):

Mobile Nos.: (with country/ area codes):

Contact persons/ Designation:

Email IDs:

We enclose herewith, as appropriate, our ----- *(Bye-Laws/ Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution)*

Yours faithfully,

.....

[signature with date, name, and designation]

for and on behalf of Messrs.....

[name & address of the OEM and seal of company]

DA: As above

**Self-Declaration
(on Letter Head With Authorized Signatory and Stamp)**

I, _____, son / daughter of _____, sole proprietor / managing partner / director of M/s _____, having read and understood tender No. **INCOIS: PUR:81/2025**, hereby undertake that I agree to and shall abide by all the terms and conditions prescribed therein for the **Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty** at the INCOIS Campus, Hyderabad.

I further declare that our firm will ensure the supply, deployment, and seamless integration of the Tower Workstations within the stipulated timeline and maintain the system as per the standard warranty clauses defined in this tender document.

Signature and date;

name;

office seal;

address.

Note: the bidder shall sign and stamp every page and upload the same; clarifications only through GeM.

Bank Guarantee Format for Bid Security

Whereas.....¹ (hereinafter called "the Bidder") has submitted its bid dated.....(date of submission of bid) for the supply of(being the provision of Supply and Installation Setup for **the Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty** under tender No. INCOIS: PUR 81/2025)(herein after called "the Bid").

KNOW ALL PEOPLE by these presents that WE(name of bank) of(name of country), having our registered office at(address of bank) (hereinafter called "the Bank"), are bound unto.....(name of Purchaser) (hereinafter called "the Purchaser") in the sum of _____ for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of ____ 20____.

THE CONDITIONS of this obligation are:

1. If the Bidder Withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:

(a) fails or refuses to execute the Contract Form if required; or

(b) fails or refuses to furnish the performance security, in accordance with the instruction to Bidders.

We undertake to pay the Purchaser up to the above amount up on receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including 45 days after the period of bid validity, i.e., up to..... And any demand in respect thereof should reach the bank not later than this date.

(Signature of the Bank)

Name of the Bidder

Bank Guarantee Format for Performance Security**To**

The Director
 Indian National Centre for Ocean Information Services (INCOIS)
 Ocean Valley, Pragathi Nagar (BO), Nizampet (SO)
 Pragathi Nagar
 Hyderabad-500 090

Whereas..... (name and address of the contractor) (herein after called "the contractor") has undertaken, in pursuance of contract no date..... to (Description of Services) (hereinafter called "the contract").

And whereas you have stipulated it in the said contract that the contractor shall furnish you with a bank guarantee by a Commercial bank for the sum specified therein as security for compliance with its obligations as per the contract.

And, whereas we have agreed to give the contractor such a bank guarantee.

Now Therefore we hereby affirm that we are guarantors and responsible to you, on behalf of the contractor, up to a total of(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the contractor to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before presenting us with demand. We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall be valid until theday of20.....

Our.....branch at.....*(Name & Address of the*(branch) is liable to pay the guaranteed amount depending on the filing of a claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our* branch a written claim or demand and received by us at our* branch on or before Dt..... Otherwise, the bank shall be discharged of all liabilities under this guarantee after that.

(Signature of the authorized officer of the Bank)

.....

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of Branch

BID-SECURING DECLARATION FORM
(for Bid Security (EMD) exemption bidders only)

Bid No. INCOIS: PUR: 81/2025 for "the Supply and installation of 20 Nos of Tower Workstations with dual Monitors at INCOIS, Hyderabad along with 03 years Onsite warranty".

To
The Director
Indian National Centre for Ocean Information Services (INCOIS),
Ministry of Earth Sciences, Govt. of India
"Ocean Valley", Pragathi Nagar (BO)
Nizampet (SO), Hyderabad - 500 090

I/We the undersigned, declare that: I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any tender/contract with INCOIS for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, i.e., if I/We withdraw, modify, amend, impair or derogate from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Dated on _____ day of _____

Signature of the Tenderer/Authorized Signatory & date

Name of the authorized signatory:

OFFICE SEAL,

Designation:

Name of the Bidder:

Address: