

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	27-11-2025 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	27-11-2025 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Autonomous Body
विभाग का नाम/Department Name	Supreme Court Of India
संगठन का नाम/Organisation Name	Supreme Court Of India
कार्यालय का नाम/Office Name	Tilak Marg New Delhi 110001
कुल मात्रा/Total Quantity	8125
वस्तु श्रेणी /Item Category	Air Freshener liquid (V3) (Q4) , Toilet Soap as per IS 2888 (V2) (Q4) , Sweeping Broom (V5) (Q4) , Cleaning Duster (V3) (Q3) , Domestic Wiper/Wiper Mopper (V3) (Q4) , dust pans (Q4)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	4 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 Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
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	2
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
प्राथमिक उत्पाद श्रेणी/Primary product category	Air Freshener liquid (V3)
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	Item wise evaluation/
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
Schedule 1 ईएमडी राशि/EMD Amount (In INR)	2500
Schedule 2 ईएमडी राशि/EMD Amount (In INR)	2500
Schedule 3 ईएमडी राशि/EMD Amount (In INR)	2500
Schedule 4 ईएमडी राशि/EMD Amount (In INR)	2000
Schedule 5 ईएमडी राशि/EMD Amount (In INR)	2700
Schedule 6 ईएमडी राशि/EMD Amount (In INR)	600
Schedule 7 ईएमडी राशि/EMD Amount (In INR)	200

Schedule 8 ईएमडी राशि/EMD Amount (In INR)	400
Schedule 9 ईएमडी राशि/EMD Amount (In INR)	2600

#### 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).	2

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). The EMD Amount will be applicable for each schedule/group selected during Bid creation.

(c).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.

#### लाभार्थी /Beneficiary :

Registrar  
Tilak Marg, New Delhi - 110001  
(The Registrar Admn., Supreme Court Of India)

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)
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#### 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. 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.

#### मूल्यांकन विधि(मदवार मूल्यांकन विधि) / Evaluation Method ( Item Wise Evaluation Method )

Contract will be awarded schedulewise and the determination of L1 will be done separately for each schedule. The details of item-consignee combination covered under each schedule are as under:

मूल्यांकन अनुसूचियां / Evaluation Schedules	वस्तु/श्रेणी / Item/Category	मात्रा / Quantity
Schedule 1	Air Freshener Liquid (v3)	1000
Schedule 2	Air Freshener Liquid (v3)	1000
Schedule 3	Air Freshener Liquid (v3)	1000
Schedule 4	Toilet Soap As Per Is 2888 (v2)	3000
Schedule 5	Sweeping Broom (v5)	1500
Schedule 6	Cleaning Duster (v3)	25
Schedule 7	Domestic Wiper/wiper Mopper (v3)	100
Schedule 8	Domestic Wiper/wiper Mopper (v3)	400
Schedule 9	Dust Pans	100

#### Air Freshener Liquid (V3) ( 1000 pieces )

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

#### तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Specification	Type of Air freshener liquid	Spray
	Quantity per Bottle	220 ml

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
	Fragrance	Lemon

**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	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	1000	30

**Air Freshener Liquid (V3) ( 1000 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Specification	Type of Air freshener liquid	Spray
	Quantity per Bottle	220 ml
	Fragrance	Musk

**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	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	1000	30

**Air Freshener Liquid (V3) ( 1000 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Specification	<b>Type of Air freshener liquid</b>	Spray
	<b>Quantity per Bottle</b>	220 ml
	<b>Fragrance</b>	Lavender

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	1000	30

**Toilet Soap As Per IS 2888 (V2) ( 3000 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
GENERAL REQUIREMENT	<b>Product grade</b>	Grade 1
	<b>Product feature</b>	White, Coloured, Perfumed
	<b>Addition of any phenolic substances</b>	No
	<b>Phenolic substances are within the permissible limit of 2[decimal]5 percent by mass in the product (Test method 26 of IS 286)</b>	NA
	<b>The product is conforming to the requirement for defense supply</b>	NA
	<b>The product is matching to the uniform color</b>	NA

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
PACKAGING	<b>Weight of each toilet soap</b>	125 Gram
	<b>Package size (contains the number of pieces)</b>	150
TESTING AND CERTIFICATION	<b>BIS marked</b>	No

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	3000	30

**Sweeping Broom (V5) ( 1500 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Type of Broom</b>	Traditional Straw (Coconut) Broom, Soft Bristle (Grass) Broom, Plastic Bristle Broom, Bamboo broom conforming to IS 11100
	<b>Material of Handle/Plug</b>	Plastic, Aluminum, Stainless Steel, Fiberglass, Hardwood/Bamboo, Timber(as per clause 3.2 and 4.3 of IS 11100), No Handle/Plug
	<b>Material of the binding in Bristles</b>	Metal Wire, Nylon or synthetic thread, Cotton or Jute twine, Plastic coated metal wire, Mild Steel Sheet ring as per IS 513, NA (in case of broom with Handle/Plug)
Dimensions	<b>Overall length of the Broom including handle(in cm)</b>	60 cm to < 70 cm, 70 cm to < 80 cm, 80 cm to < 90 cm, 90 cm to < 100 cm, 100 cm to < 110 cm, As per IS 11100

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

क्र.सं./S.N o.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	1500	30

**Cleaning Duster (V3) ( 25 packet )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Material</b>	Microfibre Cloth
Physical Characteristics	<b>Size (Length X Breadth) (inch* inch)</b>	20 x 24
Packaging	<b>No. of dusters per pack</b>	4

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

क्र.सं./S.N o.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	25	30

**Domestic Wiper/Wiper Mopper (V3) ( 100 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
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विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Type of Wiper/Wiper Moper by function</b>	Window (Glass) Wiper, Floor Wiper, Deck Moper, Spin Moper, Flat Moper
	<b>Material of Blade/Pad</b>	Cotton, Rubber, Microfiber, Thermoplastic Elastomer (TPE), Ethylene Vinyl Acetate (EVA), PVA sponge
	<b>Bucket/Trolley bucket provided with Wiper/Wiper moper</b>	Yes, No, NA
	<b>Handle Material</b>	Plastic
Dimensions	<b>Overall Height of the Wiper/Wiper Moper (in inches)</b>	>15 to ?20, >20 to ?25, >25 to ?30, >30 to ?35, >35 to ?40, >40 to ?45, >45 to ?50, >50 to ?55, >55 to ?60

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

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्रा /Quantity	डिलीवरी के दिन/Delivery Days
1	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	100	30

**Domestic Wiper/Wiper Mopper (V3) ( 400 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

**तकनीकी विशिष्टियाँ /Technical Specifications**

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Generic	<b>Type of Wiper/Wiper Moper by function</b>	Floor Wiper
	<b>Material of Blade/Pad</b>	Rubber
	<b>Bucket/Trolley bucket provided with Wiper/Wiper moper</b>	NA
	<b>Handle Material</b>	Stainless Steel
Dimensions	<b>Overall Height of the Wiper/Wiper Moper (in inches)</b>	>55 to ?60

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	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	400	30

**Dust Pans ( 100 pieces )**

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

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

विवरण/Specification	विशिष्टि का नाम /Specification Name	बिड के लिए आवश्यक अनुमत मूल्य /Bid Requirement (Allowed Values)
Material	Material	HDPE
	Handle Material	HDPE
Construction and design	Front Edge Rubber (Rubber Lip)	With
Dimension	Pan Length (mm)	140
	Pan Width (mm)	120
	Pan Depth (mm)	30
	Length of Handle (mm)	60

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	Kailash Chandra	110001,SUPREME COURT OF INDIA, TILAK MARG, NEW DELHI-110001	100	30

## 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 are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws 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. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

[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---

**SUPREME COURT OF INDIA**  
**ADMN. MATERIAL(M)**

F.No.AM-P/39/2025-SC(AM-P&S)

Dated : 06.11.2025

Last date for Submission of Tender: 27.11.2025 upto 3:00 P.M.

**GeM BID NOTICE**  
**FOR PURCHASE OF TOILETRY AND MISCELLANEOUS ITEMS**

1. Supreme Court of India, an apex Judicial Body under Constitution of India intends to invite online bids/ tenders through GeM portal from Delhi/NCR based firms/manufacturers/authorized dealers/distributors for procurement of Toiletry and Miscellaneous items as per the Proforma attached herewith at Annexure 'A', The estimated value of procurement is Rs. 8,00,000/-. The exact quantity of items required may increase/decrease depending upon the requirement.

S. No.	GeM Category Name	Description of required item (or substantially equivalent)	Estimated Required Quantity
<b>BRANDED ITEMS</b>			
1.	Air Freshener liquid (V3)	Room Freshener Spray "Godrej Make" 220 ml Lemon Fragrance	1000 Nos.
2.	Air Freshener liquid (V3)	Room Freshener Spray "Godrej Make" 220 ml Musk Fragrance	1000 Nos.
3.	Air Freshener liquid (V3)	Room Freshener Spray "Godrej Make" 220 ml Lavender Fragrance	1000 Nos.
4.	Toilet Soap As Per IS 2888 (V2)	Lifebuoy Toilet Soap (125 g) Grade 1 with Antiseptic or Antibacterial agents	3000 Nos.
<b>UNBRANDED ITEMS</b>			
5.	Sweeping Broom (V5)	Brooms (Phool) of reputed brand Length: 100-110 cm Plastic Handle Soft (Bristle) Grass Broom	1500 Nos.
6.	Cleaning Duster (V3)	Microfiber Cloth Duster 20"x24" good quality of reputed brand (Pack of 4 Nos. each); GSM: 351-400 Uses: Wet / Dry	25 Packs
7.	Domestic Wiper/Wiper Mopper (V3)	Wipers Kitchen of reputed brand Size: Small (Less than 10 inches approx.) Handle Material: Plastic Material of Blade: Rubber (Select appropriate size as per GeM LoV)	100 Nos.
8.	Domestic Wiper/Wiper Mopper (V3)	Wipers with rod (more than 55" height approx) of reputed brand Handle Material: Stainless Steel Material of Blade: Rubber	400 Nos.
9.	dust pans	Dust Pan (HDPE) with rubber lip of reputed brand (Assorted Colors) Standard length, width and depth	100 Nos.

**Manual bids shall not be accepted under any circumstances. The offer submitted by fax / e-mail shall not be considered. No correspondence will be entertained in this matter.** The bidders are, therefore, required to quote rates online on GeM Portal only.

## 2. DOCUMENTS DOWNLOAD

2.1 The bids/ tenders are to be submitted online on GeM Portal in strict compliance to the schedule mentioned in the Critical Date Sheet given hereunder:

<b><u>CRITICAL DATE SHEET</u></b>		
<b>Stage</b>	<b>Date</b>	<b>Time</b>
Bid/ Tender Document Publishing Date & Time (onwards)	06.11.2025	03.00 PM
Bid/ Tender Document Download Start Date & Time	06.11.2025	03.30 PM
Bid/ Tender Submission Start Date & Time	06.11.2025	03.30 PM
Bid/ Tender Submission End Date & Time	27.11.2025	03.00 PM
Bid/ Tender Opening Date & Time (onwards)	27.11.2025	03.30 PM

**Note:** In case the date of Submission/Opening of tender is declared as a Public Holiday, the tenders will be opened on the next working day at the same time.

2.2 Tender documents are also available on Supreme Court of India website <https://www.sci.gov.in/notice-category/tenders/> (for reference only).

2.3 Not more than one tender shall be submitted by one Bidder or Bidders having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e., when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

2.4 The bidder shall not tamper with/modify the tender form including downloaded price bid template in any manner. In case the same is found to be tampered/modified in any manner, tender will be summarily rejected and EMD would be forfeited and bidder will also be liable to be banned from doing business with the Registry for a specified period as deemed fit.

2.5 The bidders are advised to regularly visit GeM Portal and official website of Supreme Court of India i.e. <https://www.sci.gov.in/notice-category/tenders> to keep themselves updated with any change/ modification in the tender which will be intimated through this website only by corrigendum / addendum/ amendment. **No individual correspondence shall be entertained in this regard.**

2.6 The bidders are required to quote the competitive rates online for the tendered items on GeM Portal as per GeM guidelines.

### **(A) ELIGIBILITY CRITERIA**

3. The eligibility criteria for the prospective bidder which need to be complied with the technical bid and will form part of Technical Evaluation is as follows:
- a) The bidder should have an average annual turnover of the last three (03) years ending March, 2025 of Rs. 4 lakhs or above and proof of the same should be enclosed.
  - b) Bidder must have valid GST Registration Certificate. A copy of the same should be enclosed with the Technical-Bid.
  - c) Bidder must possess valid PAN Card. A copy of the same should be enclosed with the Technical-Bid.
  - d) The Bidder must have an Registered / Branch Office in Delhi/NCR and a valid documentary evidence is to be furnished in the Technical Bid.
  - e) The Bidder should provide two atleast (03) Work Orders/Contracts of similar items from prestigious organizations, Government organizations, PSU or Autonomous bodies.

**Note:** The Tenders will be evaluated based on meeting the tender criteria viz. submission of EMD/accepting the terms and conditions etc. and shall normally be awarded to the lowest evaluated quotationer whose bid has been found to be responsive and who is eligible and qualified to supply satisfactorily.

### **(B) BID SUBMISSION**

4. The GeM Bid will be awarded item wise. Therefore, the bidders are required to submit **2% Earnest Money Deposit (EMD)** as mentioned in GeM Bid (Page No. 2) **only against all the quoted items cumulatively** in the form of Demand Draft (DD) drawn in favour of **“The Registrar (Admn.), ‘Supreme Court of India’** payable at New Delhi” in a separate sealed envelope/ cover (superscribing the title of this NIT and EMD). The sealed envelope/cover containing EMD shall be addressed to **Deputy Registrar (AM), Supreme Court of India, New Delhi**, so as to reach Registry’s R&I Counter No. 25 or 26 at Main Building, Supreme Court of India, New Delhi-110001. Scanned copy of the DD shall be uploaded by bidder/ bidder in the online bid before end date and time of bid submission and hard copy of the same should reach the Registry **within 05 working days** of bid opening, failing which the bid may be treated as incomplete and may lead to rejection of the bid by buyer without making any reference to the seller.

5. The Technical Bid not accompanied with the EMD is liable to be rejected. However, the bidders seeking EMD exemption, must submit the valid supporting document for the relevant category, as per GEM GTC, with the bid. As per the said guidelines, 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. EMD Exemption for other categories will also be considered as per GeM GTC as amended from time to time. EMD of the unsuccessful bidders would be returned by way of RTGS/NEFT or cheque after the GeM Contract has been finally awarded to the successful bidder and no interest will be payable on EMD.

6. Bidders are advised to ensure that the correct catalogue is mapped / paired while submitting quotes on the GeM Portal. During the evaluation of Technical Bids, only the brands mentioned or displayed in the quoted catalogue against the required item on the GeM Portal will be considered. The Registry will not take into account any brand details mentioned elsewhere in the bidder's technical documents. No requests or representations in this regard shall be entertained by the Registry.

**PART –I: Technical Bid shall contain the following:**

S. No.	<b><u>Documents To Be Uploaded</u></b> (All the documents must be sequentially numbered and uploaded in the below mentioned chronological order)
1.	Tender document signed and stamped (This complete document including Terms & Conditions and Other Instructions etc.).
2.	Signed/ Stamped Scanned copy of EMD/ Exemption Certificate, as the case may be.
3.	Signed and stamped copy of duly filled <b><u>Technical Bid Proforma</u></b> as per format at <b><u>Annexure 'A'</u></b> .
4.	Signed and stamped copy of <b><u>Undertaking/ Declaration</u></b> as per format at <b><u>Annexure 'B'</u></b> (on the letter head of the bidding firm.)
5.	Signed and stamped copy of duly filled <b><u>Compliance Sheet</u></b> as per format at <b><u>Annexure 'C'</u></b> (on the letter head of the bidding firm.)
6.	Signed and stamped copy of <b><u>Annexure 'D'</u></b> .
7.	Signed/ Stamped proof of Bidder's Registered / Branch office in Delhi / NCR.
8.	Signed/ Stamped copy of Registration/ Incorporation Certificate of the bidding firm (should have been 3 or more years old).
9.	Signed/ Stamped copy of PAN Number.
10.	Signed/ Stamped copy of GST Registration.
11.	Signed/ Stamped copy of Audited Accounts Statement of annual turnover for last three financial years (i.e., 2022-23, 2023-24, 2024-25). 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
12.	Signed/ Stamped copy of this duly filled Check List of Documents to be uploaded.
<b>Every page must be signed and stamped by the authorized official of the bidder/bidder firm, failing which, it is liable to be rejected.</b>	

**PART –II: Price Bid shall contain the following:**

(i) The Price Bid shall contain only schedule of rates duly filled in. NO stipulation, deviation, terms & conditions, presumptions etc. is permissible in price part of the bid. The Registry shall not take any cognizance of any such conditions and may at its discretion reject such price bid.

(ii) Bidders shall submit the tender online on GeM Portal on or before the due date and time of bid submission. Tender submitted by any other form (fax/email/courier/post/hard copy) will be summarily rejected.

**(C) QUALITY OF TOILETRY AND MISCELLANEOUS ITEMS**

7. No deviation in quality/ specifications of Toiletry and Miscellaneous items as mentioned in the **Annexure-‘C’** will be permitted.

8. It will be the responsibility of the successful bidder to ensure that the supplied material should have latest manufacturing date as on the date of supply of material.

9. Failing to adhere to the aforesaid norms might attract rejection of material. In such cases, the decision of the Competent Authority will be final and the same will be binding upon the GeM bidder.

**(D) GENERAL TERMS & CONDITIONS**

10. The bidders must read all the instructions, Proformas' terms & conditions and specifications carefully and ensure compliance with the instructions herein. Failing to furnish all the information as required by the tender document in any respect will be at the bidders' risk and may result in rejection of the bid/ tender.

11. The bidders should have a branch/ registered office located in Delhi/ NCR and a valid documentary evidence in this regard should be submitted on the portal, failing which technical bids will be rejected outright. No correspondence will be entertained in this regard.

12. For branded items, bidders must quote rates preferably for the specific Brand / Make / Model mentioned in the bid, or for a substantially equivalent Brand / Make / Model having same quality and specifications as required. Preference will, however, be accorded to the specific Brand. In the absence of non-availability of specific branded items, the substantially equivalent Brand / Make / Model may be considered. No representation or claim in this regard will be entertained, and the decision of the Registry shall be final and binding.

13. For unbranded items, bidders are advised to inspect the samples available with the Registry before submitting their quotations online on the GeM Portal. Quotations must strictly match the quality and specifications of the approved samples or be of a reputed brand. The successful bidder must obtain prior approval of their quoted unbranded item samples from the Registry before supplying the actual contracted quantity.

14. The rates quoted online should be inclusive of all Govt. levies etc. and no additional charges (transport/ carry charges or any other charges) will be paid by the Supreme Court Registry. Bidders are advised and ensure to check applicable Govt. levies on their own before furnishing the bid. The Registry will not take any responsibility in this regard.
15. Certified translated copy of supporting documents should be uploaded in English, in case of documents available in Regional/ vernacular language.
16. Those Technical bids which are found to be in order i.e. satisfying all the stipulated conditions of NIT shall be short-listed and financial bids of only such short-listed bidders will be opened as per GeM guidelines. The bidder not fulfilling eligibility conditions of the tender will not be considered under any circumstances.
17. The Registry will deal with the bidder directly and no middle-men/agents/commission agents etc., should be asked by the bidder to represent their cause and they will not be entertained by the Registry.
18. In case of more than one L1 bid emerging, the bidder will be selected as per GeM guidelines.
19. The Bid will be evaluated item-wise. The Registry is not bound to accept the lowest bid/ tender and reserves the right to reject or accept any or all the bids/ tenders, partly or completely, at any time without assigning any reason thereof.
20. The Registry reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and accept or reject any or all tenders wholly or partly without assigning any reason thereof.
21. The decision of the Registry will be final conclusive and binding on the bidder and the Registry takes no responsibility for any delay whatsoever for submission of tender after the last date and time given in the schedule.
22. In case the successful bidder fails to undertake the supply within 30 days from the date of issue of GeM Contract, the Registry reserves the right to terminate the GeM Contract or at its discretion will forfeit the EMD furnished by the bidder.
23. The quoted rates should be valid for a **minimum period of 90 days** from the date of opening of Technical bids. The bidders shall not be entitled during the said period of 90 days to revoke or cancel their bid/ tender or to vary the rates or any terms thereof.
24. Bidders are advised to quote their rates carefully and realistically. During bid evaluation, if the rates quoted by the L-1 bidder for any item are found to be abnormally low or impractical, the Registry reserves the right to seek justification and assurance from the bidder through the GeM Portal. In case the justification and / or assurance is deemed unsatisfactory, the Registry may reject the financial bid of the L-1 bidder and award the item to the next eligible bidder at their respective

quoted rates.

25. The bidders shall furnish duly filled in Technical Bid Proforma (**Annexure – A**), an undertaking (**Annexure -'B'**) that the Firm/Partners/Director/Proprietor has not been blacklisted and their business dealings with Central/State Government/Public Sector Units/Autonomous Bodies have not been banned/terminated on the account of poor performance. The bidders are also required to furnish a duly filled Compliance Sheet (**Annexure – ‘C’**) on the GeM Portal.

26. Each bidder has to certify that all the terms and conditions are acceptable to him. The Earnest Money Deposit may stand forfeited in case of breach of any of the conditions mentioned herein.

27. The MSE / MII bidders will be given purchase preference as per guidelines issued in DoE OM vide Ref. No. F.1/4/2021-PPD dated 18.05.2023 (as amended from time to time).

28. Purchase Preference to MII Bidders shall be accorded in line with Public Procurement (Preference to Make in India), Order 2017 dated 19th July, 2024 (as amended from time to time), issued by DPIIT.

29. Hypothetical or conditional tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. In the event of tender being withdrawn / altered, the bidder may be debarred to participate in the tender process of the Supreme Court of India in future or any other action as deemed fit.

30. The bidder shall be responsible for safeguarding its own material during delivery of the Toiletry and Miscellaneous items, at its own cost. Any damage/spoiling of lift/floor/caused during such act will have to be made good by the bidder at its own cost.

31. The bidder should provide the name and telephone/mobile number of the authorized person, who can be contacted at any time, even beyond office hours and on holidays.

32. All costs associated with materials, equipment, labor, and transportation shall be the exclusive responsibility of the supplier and would not be borne by the Registry in any manner.

33. The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

34. The Registry shall have the discretion to withdraw the GeM Contract at any time without any notice and without assigning any reason thereof.

35. The acceptance of the supply of goods shall be subject to confirmation of the specifications and its quality by the Inspection Committee constituted for this purpose.

### **(E) PAYMENT TERMS**

36. Since the evaluation shall be carried out on an item-wise basis, separate contracts shall be issued for each item. Accordingly, payment shall be released contract-wise, subject to the successful supply and satisfactory acceptance of the items covered under the respective contract by the Registry. No advance or part payment shall be admissible under any circumstances prior to the completion and acceptance of complete supply under the concerned contract.

37. Penalty, if any, shall be deducted from any of the outstanding payment due to the bidder.

38. Statutory deductions shall be made as per applicable rules.

### **(F) PERFORMANCE SECURITY DEPOSIT**

39. The successful bidder shall be required to submit a cumulative Performance Security of **5% of the total value of all respective item-wise contracts** in the form of an Account Payee Demand Draft (DD) drawn in favour of **“The Registrar (Admn.), Supreme Court of India”**, payable at New Delhi. After the award of the contract, the successful bidder must ensure submission of the original DD (hard copy) to the Registry **within 15 days** from the date of award of the contract.

40. The performance security deposit may stand forfeited in case of breach of any of the conditions mentioned herein above.

### **(G) PRICE FALL CLAUSE CERTIFICATE**

41. bidders are required to furnish the PFC (Price Fall Clause) Certificate as per the format given in **Annexure ‘D’**.

### **(H) PENALTIES / LIQUIDATED DAMAGES**

42. Bidders are advised to strictly comply with the delivery period specified in the issued GeM Contract. The Registry may, at its discretion, grant an extension of the delivery period upon receiving a written request from the successful bidder citing genuine reasons. Any delay in delivery or failure to supply the material within the stipulated period, without valid justification, may lead to the imposition of liquidated damages as per GeM GTC, along with any other action as deemed fit by the Competent Authority.

43. If services/supply are not made in time and the Registry is forced to procure required items from open market at higher rates, the loss so sustained may be deducted from the EMD / Performance Security of the successful bidder.

44. In case of breach of any conditions mentioned herein above, the Registry shall have a right to terminate the GeM Contract and to entrust the work to another contractor. The loss, if any, sustained by the Registry on that account will be recovered from the EMD / Performance Security of the bidder.

45. Any loss/damage sustained to the Registry's items will be recovered from the successful bidder.

**(I) TRANSFER & SUB-LETTING**

46. The successful bidder has no right to give, bargain, sell, assign or sublet or otherwise dispose of the GeM Contract or any part thereof, as well as to give or to let a third party take benefit or advance of the present GeM Contract or any part thereof.

**(J) RELATIONSHIP OF PARTIES**

47. Since both the parties are independent entities, under no circumstance will the employees of the successful bidder/ bidder be deemed the employees of the Supreme Court of India Registry. The GeM Contract shall, therefore, not grant any authority to the successful bidder/ bidder to act for Supreme Court of India Registry in any capacity on its behalf.

**(K) INTELLECTUAL PROPERTY RIGHTS**

48. Supreme Court of India Registry shall be solely entitled to any Intellectual Property Right (IPR) emanating or in any way related to this tender bid/ process. If any infringement to such IPR is observed during the currency of the GeM Contract or any time thereafter, suitable legal action may be initiated by the Supreme Court of India Registry.

**(L) CONFIDENTIALITY OF CONTRACT**

49. The successful bidder/ bidders shall ensure that the specific terms and conditions of the GeM Contract will also be treated as confidential information and that no disclosures will be made in any form without the prior written consent of the Supreme Court of India Registry, except (i) As required by applicable disclosure law; (ii) To accountants, Banks, Financing Sources, lawyers, etc., subject to a duty not to disclose to others or (iii) in connection with the enforcement of this Prurchase Order.

**(M) JURISDICTION**

50. Since the GeM Contract shall be governed by and interpreted under, the laws of the Republic of India and Courts at Delhi shall have exclusive jurisdiction to try, entertain and decide the matters arising out of and in relation to the GeM Contract. All disputes and differences are, however, subject to the jurisdiction of the courts situated in Delhi.

**(N) ARBITRATION**

51. In the event of any dispute or difference or disagreement between the parties in respect of any matter relating to or arising out of the Agreement, the parties shall endeavor to resolve amicably any such disagreement or dispute by direct informal negotiation.

52. If the parties fail to resolve such a dispute or difference or disagreement by mutual consultation within twenty-eight (28) days from the commencement of such consultation, either party may require that the dispute be referred for resolution to the Competent Authority.

**(O) FORCE MAJEURE**

53. In case the successful bidder/ bidder is unable to fulfil the obligation under the GeM Contract owing to Force Majeure situation like war, fire, earthquake, floods, embargoes, act of terrorism etc., which are beyond the control of the parties, the successful bidder/ bidder shall promptly notify Supreme Court Registry in writing of such condition and cause thereof. Unless otherwise directed by Supreme Court of India Registry in writing, the successful bidder/ bidder shall continue to perform its obligations under the GeM Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

54. In case of any doubt/clarification, the parties may contact Branch Officer, Admn. Materials (P&S) at **Telephone no. 011-23115941** before quoting the rates. For entry pass preparation, if required the visitor may login to Suswagatam Portal at <http://suswagatam.sci.gov.in/public/Index.aspx> for making photo entry passes before visiting to the Registry. Name of the Officer - Shri Kailash Chandra, Assistant Registrar, and only two (02) representative(s) will be allowed for each firm.

sd/-

(Padma Sundar)  
Deputy Registrar (AM)

**Encls: Annexures – ‘A’, ‘B’, ‘C’, ‘D’**

**Annexure-A**

F.No.AM-P/39/2025-SC(AM-P&S)

Dated : 06.11.2025

Last date for Submission of Tender: 27.11.2025 upto 3:00 P.M.

**GeM BID NOTICE**  
**FOR PURCHASE OF TOILETRY AND MISCELLANEOUS ITEMS**

(To be filled in by the bidder with reference to Notice Inviting Tender for supply of Toiletry and Miscellaneous items)

<b><u>PROFORMA TO BE FILLED BY THE BIDDER</u></b>		
1.	Name of the Bidding Company/ Firm	
2.	Name of Owner(s)/ Partner(s)/ Director(s)/ Proprietor(s) (as applicable)	
3.	Full Particulars of Office in Delhi / NCR	
	(a) Complete Official Address	
	(b) Telephone/ Mobile No.	
	(c) Fax No.	
	(d) Official Email Address	
4.	Name of the Contact Person with Telephone/Mobile No./ E-Mail ID	
5.	Year of Establishment of the Bidding Company/ Firm	
6.	Status of Firm (Company/ Partnership Firm/ Proprietary Firm or a Government Department or a PSU) etc.	
<b>7. Registration Details: (Signed and Stamped Copy to be uploaded with this form)</b>		
(1)	PAN No.	
(2)	GST Registration No.	

8.	Details of Earnest Money Deposit (Issuing Bank & Dated)	DD No. & Date: Issuing Bank Name: Branch Name: Amount: Valid upto:		
9.	Bank details for refund of EMD:	Bank Name: Branch Name: Account No. IFSC :		
10.	Details of Statement depicting Annual Turnover During Last 3 (three) Years			
	<b>Sr. No.</b>	<b>Financial Year</b>	<b>Income (in Rs.)</b>	
	(1)	2022-2023		
	(2)	2023-2024		
	(3)	2024-2025		
11.	Name & address of the Govt. Offices etc. ( <b>Atleast Two</b> ) with which the bidder/ bidder had contract with details of contact person and the telephone/mobile number etc., preferably with Government organisation, PSU or Autonomous Bodies.			
12.	<b>Sr. No.</b>	<b>Name and Address of the Organization</b>	<b>Value of Contract (Rs.)</b>	<b>Duration of Contract</b>
				<b>From</b>
				<b>To</b>
				<b>dd/mm/yyyy</b>
				<b>dd/mm/yyyy</b>
	(1)			
	(2)			
13.	Whether all the terms & conditions of NIT are acceptable:	Yes / No		

Signature of the authorized/  
signatory of the firm/company  
organization/official stamp/seal

**(To be submitted on Company's Letterhead)**  
**UNDERTAKING**

- (1) I/ we (Proprietor/ Partner/ Director/ Authorized Signatory) am/ are competent to sign this undertaking and execute this tender document.
- (2) I/we have carefully read and understood all the terms and conditions of the tender and hereby convey my/ our acceptance of the same.
- (3) The information/ documents furnished along with the tender are true and authentic to the best of my/ our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of the tender at any stage besides liabilities towards prosecution under appropriate law.
- (4) I/we have apprised myself/ourselves fully about the job to be done during the currency of period of agreement and also acknowledge to bear the consequences of non-performance or deficiencies in services on my part.
- (5) I/We undertake that (Name of the Bidder/ bidder Firm) has not been indicted for any criminal, fraudulent or anti-competition activity and not been blacklisted/banned/terminated by any Central/State Government/ Public Sector Units/ Autonomous Bodies on account poor performance.

Date :

Place :

Signature of the authorized/  
signatory of the firm/company  
organization/official stamp/seal

**(To be submitted on Company's Letterhead)**  
**COMPLIANCE SHEET**

**Bid Ref: No.: GEM/2025/B/6846193**

**Dated: 06.11.2025**

<b>S. No.</b>	<b>Description of required item (or substantially equivalent)</b>	<b>Required Brand</b>	<b>Quoted Brand</b>	<b>Compliance with required Technical Specifications (Yes/ No)</b>
1.	Room Freshener Spray "Godrej Make" 220 ml Lemon Fragrance	Godrej		
2.	Room Freshener Spray "Godrej Make" 220 ml Musk Fragrance	Godrej		
3.	Room Freshener Spray "Godrej Make" 220 ml Lavender Fragrance	Godrej		
4.	Lifebuoy Toilet Soap (125 g) Grade 1 with Antiseptic or Antibacterial agents	Lifebuoy		
5.	Brooms (Phool) of reputed brand Length: 100-110 cm Plastic Handle Soft (Bristle) Grass Broom	Reputed Brand		
6.	Microfiber Cloth Duster 20"x24" good quality of reputed brand (Pack of 4 Nos. each); GSM: 351-400 Uses: Wet / Dry	Reputed Brand		
7.	Wipers Kitchen of reputed brand Size: Small (Less than 10 inches approx.) Handle Material: Plastic Material of Blade: Rubber (Select appropriate size as per GeM LoV)	Reputed Brand		
8.	Wipers with rod (more than 55" height approx) of reputed brand Handle Material: Stainless Steel Material of Blade: Rubber	Reputed Brand		
9.	Dust Pan (HDPE) with rubber lip of reputed brand (Assorted Colors) Standard length, width and depth	Reputed Brand		

**(Authorised Signatory with seal)**

**Name :** \_\_\_\_\_

**Contact No. :** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Date :** \_\_\_\_\_

**(To be submitted on Company's Letterhead)**

**Price Fall Clause Certificate**

I/We undertake that we have not offered to supply / supplied / are not supplying same or similar products / systems or sub systems/ services at a price lower than that offered against the *Tender No.....dtd.....* in respect of any Organization/Ministry/Department of the Govt. of India or its Subsidiaries or other PSU or any other private organization during the currency of the contract and if it is found at any stage that same or similar product/systems or sub systems/services was supplied by the bidder to any Organization/Ministry/Department of the Govt. of India or its Subsidiaries or other PSU or any other private organization at a lower price during the currency of the contract, then that very price will be applicable to the present case and the difference in the cost would be refunded by the bidder to buyer, if the contract has already been concluded.

Date:

Signature of the authorized/  
signatory of the firm/company  
organization/official stamp/seal