



**TENDER No.: AGL/82/MANUAL TENDER/ARC PRINTER/06-2026
ANNUAL RATE CONTRACT FOR SUPPLY OF PRINTER CONSUMABLES
& ASSOCIATED SERVICES FOR PERIOD OF TWO (02) YEARS**



AAVANTIKA GAS LIMITED

(A JOINT VENTURE COMPANY OF GAIL & HPCL)

**CITY GAS DISTRIBUTION PROJECT IN INDORE,
UJJAIN, PITHAMPUR & GWALIOR**

ANNUAL RATE CONTRACT FOR SUPPLY OF PRINTER CONSUMABLES & ASSOCIATED SERVICES FOR PERIOD OF TWO (02) YEARS

TENDER No.: AGL/82/MANUAL TENDER/ARC PRINTER/06-2026

OPEN COMPETITIVE BIDDING

ISSUE DATE: 09.06.2026

Important Dates

Pre-Bid Meeting Date & Time	15.06.2026 at 11:00 Hrs
Last Date & Time of Submission of Tender (Physical Bid)	23.06.2026 up to 16.00 Hrs
Date & Time of Opening of Un-Priced Bid at AGL HO	23.06.2026 at 16.30 Hrs
Date & Time of Opening of Priced Bid at AGL HO	Will BE Informed Later

CONTACT PERSON at Aavantika Gas Limited:

- 1) Mr. Varender Sharma, Ch Mngr: Mobile – 98889 25792 / Email: varender.sharma@aglonline.net
- 2) Mr. Himanshu Shrivastava, Mngr, Mobile – 9131099726 / Email: himanshu.s@aglonline.net
- 3) Mr. Anurag Singh, Engineer: Mobile – 86006 90470 / Email: anurag@aglonline.net
- 4) cp@aglonline.net 0731-4222520

Initiated By :

Reviewed By:

Verified By:

Approved By:



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Aavantika Gas Ltd. (AGL) is a Joint venture of GAIL & HPCL for implementation of City Gas projects in Indore, Ujjain, Pithampur & Gwalior for CNG in transportation sector and PNG supply to Industrial, Commercial and Domestic consumers.

1. **Bid Security/ EMD :**

EMD Amount – Rs. 13,250 in the form of DD or NEFT or BG

The bid security shall be in the form of Demand Draft or Bank Guarantee in favour of Aavantika Gas Limited, Indore (India), valid for 2 months in excess of bid validity period.

Bidders registered with UDYAM/NSIC/MSME under its single point registration scheme are exempted from furnishing Bid Security. UDYAM / NSIC / MSME certificate (updated & valid as on due date of submission to be submitted) shall be duly attested by CHARTERED ACCOUNTANT (CA) AND NOTARY PUBLIC WITH LEGIBLE STAMP

Bank details for BG/LC (SFMS) receiving through SFMS:

Bank Name: ICICI Bank Limited

Bank IFSC: ICIC0000041

Bank A/c No.: 004105013583

Bank Address: ICICI BANK LTD, MALAV PARISAR,4 CHOTI KHAJRANI,
A.B. ROAD.INDORE 452008 (M.P), INDORE

2. **SCOPE OF WORK:**

- Bidder has to provide supply and service for various makes of Printers as per the estimated supply quantity and frequency of services as indicated in the SOR.
- The estimated supply quantity are based on past experience and may increase or decrease as per site conditions.
- The frequency of services are established based on past experience and may increase or decrease as per site conditions.
- Bidder to quote supply & service charges separately which will be paid as per specified payment terms.
- If bidder misses to quote for any of SOR item(s); then cost of the same shall be considered inclusive in total quoted amount.
- Carry out routine check-up and service for preventive maintenance of all the printer devices installed at all the AGL Office locations and as per SOR.
- Vendor to keep AGL informed in advance regarding his schedule of visit to various locations, signed and submit the service report to AGL OIC.
- Depute Service Engineer for attending / rectifying the faults / breakdown calls: -
 - A. Within 1-2 hrs from complaint registration during 0900 hrs to 1800 hrs without any charges.
 - B. within 4-6 hours during 1800 hrs to 0900 hrs without any charges.
- To rectify any fault in the Printer devices and to replace defective part in the system as per SOR items free of cost covered under ARC period.
- To provide services in working hours, other than working hours, on holidays or in odd hours if required without extra charge to AGL.

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- In case of any major functional breakdown in Printer devices, Vendor shall submit detailed root cause analysis report stating the reasons for occurrence of the fault, impact on the device, and suggest corrective measures to avoid such kind of faults in future.
 - No extra payment would be made to vendor under this ARC period except physical damage to consumables/spare parts of supplied and installed printing devices.
 - All the transportation cost/boarding cost/lodging cost with respect to spare parts replacement-services rendering would be borne by the vendor.
3. **TECHNICAL BIDDER QUALIFICATION CRITERIA (BQC):**
Bidder should have executed at least One similar work having value Rs. 1.66 Lakhs pertaining to supply of Printer Consumable and Printer servicing to any reputed company in India within (5) years reckoned from the bid due date.
4. **DOCUMENTS TO BE SUBMITTED IN SUPPORT OF TECHNICAL BQC:**
Bidder has to submit the order of award along with the supply confirmation OR completion certificate, duly issued by the owner having cross reference to the order of award.
5. **BID EVALUATION:**
- Evaluation shall be done on overall lowest cost basis.
 - If quoted amount of two or more L-1 ranked bidders are same, then contract will be awarded to that L-1 bidder whose Turnover as per Last Audited Balance Sheet will be higher.
6. **CONTRACT & DELIVERY PERIOD:**
Contract period shall be 02 years from the date of award of work (LOI) it may be extended for 06 month to 01 years on mutual basis and delivery of the intended items deliver time shall be 2-3 days from the instruction issued by EIC in writing.
7. **Performance Bank Guarantee:**
Within 15 days from the date of award of LOI, the Bidder shall furnish Security Deposit in the form of DD/BG to be submitted to the PURCHASER, for an amount equivalent to 10% of Order value (Excluding taxes & duties). DD/Bank Guarantee will be released after 1 year of expiry of issued order.
8. **PAYMENT TERMS:**
100% payments after all applicable deductions will be paid on prorata basis within 15 working days after successful completion of supply & services and after submission of GST Complaint Invoices value with taxes and duties.
- Payment will be made Only after Successful Completion of supply & services at AGL Head Office matching with the above-mentioned Technical Specification and ensuring technical suitability/feasibility.
- Payment of Invoices will be certified by OIC (Officer-in-charge).
- Payment will be made by way of normal banking channels.
9. **PENALTY CLAUSE:**
In case, the vendor fails to complete the work/services within stipulated period then unless such failure is due to force majeure, there will be reduction in contract price @ ½% for each week of

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delay or part thereof subject to maximum of 5% of Work Order Value (Excluding Taxes and Duties).

In case of delay, the invoices shall be submitted after deducting the price, as above, due to delay. However, PRS shall not be applicable, in case the delay is for the reasons beyond Contractor's control, to be established by OIC (Officer-in-charge).

10. SUBMISSION OF QUOTATION:

PLEASE SUBMIT YOUR MOST COMPETITIVE QUOTATION IN SEALED ENVELOPE COMPLETE WITH ABOVE DETAILS IN SCHEDULES OF RATES(SOR) LATEST BY 23.06.2026 UPTO 16:00 HRS AT AGL HO.

Bid should be submitted in a Two envelope containing below:

1st Envelope Contain:

- i. **The Original copy of SOR marked as "Quoted".**
- ii. **Sealed and Signed Copy of TENDER Document.**
- iii. **Documents pertaining to Serial No. 3 & 4 above.**
- iv. **Bidder has to submit No Deviation Confirmation and Declaration in their Letter head as per Form-1 and 2.**
- v. **In case bidder is not covered under GST, then a declaration has to be submitted stating the same.**

2nd Envelope Contain:

Price Bid in SOR Format shall be submitted in a sealed envelope duly super scribed with 'DO NOT OPEN'."

All the above are to be enclosed in a Sealed Envelope super scripted as – "QUOTATION – NOT TO BE OPENED"–

To,

Contracts and Procurement Department
Avantika Gas Limited
202 – B, 2nd Floor, NRK Business Park,
Vijay Nagar Square, A.B. Road,
Indore (M.P), Pin – 452010, Contact No. 0731-4222520

NOTE:

- a. **Bidders should fill their rates in the prescribed Schedule of Rates (SOR) format as per defined Schedule of Rates (SOR), no other format is acceptable and liable for rejection.**
- b. **Bid shall be accepted only after complying the Technical BQC as per Serial No. 2 & 3 above.**

11. APPLICABILITY OF LAW & JURISDICTION:

The TENDER shall be governed and interpreted in accordance with the applicable laws of India and Courts at Indore (Madhya Pradesh) shall be exclusive Jurisdiction.

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12. OTHER TERMS & CONDITIONS:

- a) The offer should remain valid for 2 months from the bid due date / extended due date of tender.
- b) The prices once quoted shall not be changed whether resulting or arising out of any subsequent technical / commercial clarifications sought regarding the bid and even if any deviation or exclusion may be specifically stated in the bid.
- c) Bidder is advised to quote strictly as per scope & terms and conditions of bid document and not to stipulate any deviation / exceptions.
- d) Purchaser reserves the right to accept or reject any or all bids received at its absolute discretion without assigning any reason, whatsoever.
- e) Bids complete in all respects should reach on or before the BID DUE DATE AND TIME. Fax / Telegraphic/ E-Mail bids shall be rejected.
- f) The bid shall be liable for rejection in case of change of the proposed manufacturer after submission of bid.
- g) In absence of requisite documents requested by AGL in this Tender, AGL reserves the right to reject the bid without making any reference, what so ever, to the bidder.
- h) The bidder is advised to visit and examine the site of works and its surroundings and obtain for himself on his own responsibility, all information that may be necessary for preparing of the bid and entering into contract. The cost of visiting the site shall be at bidder's own expenses.
- i) At any time prior to the bid due date, Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bid documents, by issuing corrigendum.
- j) Any corrigendum thus issued shall be part of the Bid documents and shall be notified in writing by email to all prospective bidders, who have received the Bid documents.
- k) Prospective bidders shall promptly acknowledge receipt of each corrigendum by email to the Purchaser.
- l) The Purchaser may, at its discretion, extend the bid due date in order to allow prospective bidders, a reasonable time to furnish their most competitive bid taking into account the amendments issued.
- m) The bid shall remain valid for 2 months from the bid due date. Purchaser may reject a bid which is valid for a shorter period being non-responsive.
- n) Any bid received by the Purchaser after the deadline for submission of bid will be declared "Late" and rejected and may be returned unopened to the bidder at the sole discretion of the Purchaser.
- o) The Purchaser will open all bids in the presence of Bidders' representatives who choose to attend, at the time, on the date and place (as specified in IFB). The Bidders' representatives, who are present, shall sign a register evidencing their attendance, if so required by the Purchaser.
- p) During evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
- q) The Bidder whose bid is found substantially responsive shall be invited to attend the opening of price bid. Such bidders may be required to attend the price bid opening at a short notice. The place, date and time of price bid opening will be informed to all such Bidders. The Bidders' representatives who are present shall sign a register evidencing their attendance.
- r) **ARITHMETIC CORRECTIONS**
 - I. The bids will be checked for any arithmetical errors as follows if any, will be rectified on the following basis:



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- II. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected;
 - III. If there is a discrepancy between words and figures, the amount in words will prevail;
 - IV. If the bidder does not accept the correction of errors, its bid will be rejected and the bid security will be forfeited.
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- s) Quotation received after the due date and time, are liable to be rejected. Quotations through Email / Telex / Fax / Photocopied are not acceptable.
 - t) Bidders must abide to follow all statutory norms and regulations & labor laws and comply with all as applicable.
 - u) Guaranty / Warranty certificate for all supplied items to be provided by the bidder.
 - v) After verification of the received final product, if any item found faulty or defective than the same will have to be replaced by the bidder without any additional cost implications.
 - w) **Please send your queries regarding TENDER on cp@aglonline.net.**

Please submit your most competitive Quotation in Sealed Envelope complete with above details in Schedule of Rates (SOR) latest by 23.06.2026 upto 16:00 Hrs.



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FORM - 1

NO DEVIATION CONFIRMATION
(ON BIDDER'S LETTERHEAD)

To,
Aavantika Gas Limited
202 – B, 2ndFloor, NRK Business Park,
Vijay Nagar Square, A.B. Road,
Indore (M.P), Pin – 452010

Dear Sir,

We understand that any deviation / exception in any form may result in rejection of bid. We, therefore, certify that we have not taken any exceptions/deviations anywhere in the bid and we agree that if any deviation / exception is mentioned or noticed, our bid may be rejected.

SEAL AND SIGNATURE OF BIDDER



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FORM – 2

**DECLARATION
(ON BIDDER'S LETTER HEAD)**

No.

Date:

Aavantika Gas Limited,
Indore (M.P.)

We hereby confirm that we have not been banned /Holiday listed by any CGD Company for the similar requisite works.

SEAL AND SIGNATURE OF BIDDER



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FORM – 3

BIDDER GENERAL INFORMATION

No.

Date:

Aavantika Gas Limited,
Indore (M.P.)

1. **Bidder Name :**
2. **Name of Owner/ MD of Organization :**
3. **Address of Registered Office :**
4. **Mobile Number :**
5. **E-mail Address :**
6. **Website :**
7. **Banker's Name :**
8. **Branch :**
9. **Branch Code :**
10. **Bank Account Number :**
11. **GSTN No. :**
12. **PAN No. :**
13. **MSME No.**

SEAL AND SIGNATURE OF BIDDER