



Sanction Order

Sanction No: 511687744345818  
Sanction Date: 10-Sep-2021

OT/C- 521/2021- 22, dt: 23/09/2021

Sanction of the competent authority is hereby conveyed for incurring an expenditure of amount as under towards the cost of Purchase order/Contract placed on the Seller for Supply of Goods/Services as per the contract for making payment to the Seller subject to deduction of TDS as applicable:

Organisation Details

Type: Central Autonomous  
Ministry: Ministry of Health and Family Welfare  
Department: Department of Health and Family Welfare  
Organisation Name: North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS)  
Office Name: Neigrhms, Shillong

Buyer Details

A- 03/2019-20/PT II  
Name: Euginia Winty Nora Malngiang  
Designation: Incharge Central Stores  
Email ID: bycon22.neigrhms.ml@gembuyer.in  
GSTIN: 17SHLN00458D1DW  
Address: P.O. NEIGRIHMS, Mawdiangdiang, Shillong  
EAST KHASI HILLS  
MEGHALAYA - 793018

Financial Approval Detail

C-297(B)/2021-22, dt: 21/09/2021

Designation of official providing Administration approval: Director NEIGRIHMS  
IFD Concurrence / Competent Authority (HOD / Head of Office) Approval Required? YES  
Budget availability YES  
Designation of official providing Financial approval: Deputy Director NEIGRIHMS (A-03/19-20/PT-II)

Seller Details

Company Name: HOCSTORE  
Email ID: hocstore.help@gmail.com  
Address: HOCSTORE  
East Khasi hills  
MEGHALAYA - 793001

Product Details

#	Item Description	Model	Ordered Quantity	Unit	Price per Unit inclusive of all Duties and Taxes (in INR)	Total Price (inclusive of all Duties and Taxes (in INR))
1	FILE BINDER folder binding accessories- Synthetic File Board Binder	file board	1250	pieces	20.0	25000.0
Total Order Value (in INR)						25000.0

Consignee Details

S.No	Consignee	Item	Lot No.	Quantity	Delivery Start After	Delivery To Be Completed By
1	Jerry Azer Sutnga con21.neigrhms.ml@gembuyer.in P.O. NEIGRIHMS, Mawdiangdiang, Shillong EAST KHASI HILLS MEGHALAYA - 793018	FILE BINDER folder binding accessories- Synthetic File Board Binder		1250	10-Sep-2021	25-Sep-2021

Terms & Conditions

- 1. This issues under the power delegated to Ministries/Department of the Government of India vide Annexure to Schedule V of the Delegation of Financial Power Rules, 1978 as amended from time to time.

*① ke central store*  
*② us long*  
*③ 10/2021/2021*  
*④*

*[Signature]*  
CENTRAL STORE  
NEIGRIHMS, SHILLONG  
UDU Store Accounting  
Central Store NEIGRIHMS

*[Signature]*  
Staff keeper  
NEIGRIHMS Shillong-18

**Contract**

**Contract No:** GEMC-511687744345818

**Generated Date:** 10-Sep-2021



*OT/G-521/2021-22, dt: 23/09/2021*

<b>Organisation Details</b> Type: Central Autonomous Ministry: Ministry of Health and Family Welfare Department: Department of Health and Family Welfare Organisation: North Eastern Indira Gandhi Regional Institute of Health and Name: Medical Sciences (NEIGRIHMS) Office Zone: Neigrihms, Shillong	<b>Buyer Details A-03/2019-20/PT II</b> Designation: Incharge Central Stores Contact No.: 0364-2538044-210 Email ID: bycon22.neigrihms.ml@gembuyer.in GSTIN: 17SHLN00458D1DW Address: P.O. NEIGRIHMS, Mawdiangdiang, Shillong, EAST KHASI HILLS, MEGHALAYA-793018, India
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<b>Financial Approval Detail</b> IFD Concurrence: Yes Designation of Administrative Approval: Director NEIGRIHMS Designation of Financial Approval: Deputy Director NEIGRIHMS (A-03/19-20/PT-II) <i>C-297(B)/2021-22 dt: 21/09/2021</i>	<b>Paying Authority Details</b> Payment Mode: Offline Designation: A Accounts officer Email ID: accounts.neigrihms@nic.in GSTIN: N Address: P.O. NEIGRIHMS, Mawdiangdiang, Shillong, KHASI HILLS EAST, MEGHALAYA-793018, India
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<b>Seller Details</b> GeM Seller ID: 803A190000873249 Company Name: HOCSTORE Contact No.: 08860412690 Email ID: hocstore.help@gmail.com Address: 1st floor, Above Assam Studio, G.S.Road, Police Bazar, East Khasi hills, MEGHALAYA-793001, - MSME verified: Yes MSE Social Category: General MSE Gender: Male GSTIN: 17BHIPS5170B1ZC
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\*GST / Tax invoice to be raised in the name of - Buyer

#	Item Description	Category Name	Model	HSN Code	Ordered Quantity	Unit	Lead Time(Days)	Price (Inclusive of all Duties and Taxes in INR)
1	Product Name : FILE BINDER folder binding accessories- Synthetic File Board Binder Brand : FILE BINDER Brand Type : Registered Brand Catalogue Status : Catalogue not verified by OEM Selling As : Reseller not verified by OEM	folder binding accessories- dak pad ,file board- flap	file board	HSN not specified by seller	1,250	pieces		25,000
Total Order Value (in INR)								25,000

S.No	Consignee	Item	Lot No.	Quantity	Delivery Start After	Delivery To Be Completed By
1	Designation: In-charge Stationary and sanitary stores Email ID: con21.neigrihms.ml@gembuyer.in Contact: 0364-2538044-210 GSTIN: 17SHLN00458D1DW Address: P.O. NEIGRIHMS, Mawdiangdiang, Shillong, EAST KHASI HILLS, MEGHALAYA-793018, India	FILE BINDER folder binding accessories- Synthetic File Board Binder		1,250	10-Sep-2021	25-Sep-2021

**Product Specification for FILE BINDER folder binding accessories- Synthetic File Board Binder**

Specification	Sub-Spec
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Type	Type of Binder	File Board Binder
Test Report Details	Availability of type test Report	Yes
	Test Report number and Date	9645321/2015
	Name and Address of Laboratory	Lucknow
Board Details	Material Used for Board conforms	IS:4664 Latest
	Lamination of Board	Raxine
Size	Size of flap (Width x Length) (mm x mm)	230 x 342
	Size of File Board (Width x length) (mm x mm)	250 x 345
Physical Characteristics	Corner Protection	Yes
	Covering of Flap	Rexine Coated Paper
Binding Tape Details	Binding tape material	Synthetic
	Binding tape Corner Protection	No

**Note:** Seller has given an undertaking that it has made arrangements for getting the stores from an authorized distributor / dealer / channel partner of the OEM of the offered product. At the time of delivery of goods, Seller will provide necessary chain documents (in the form of GST Invoice) to prove that the supplied goods are genuine and are being sourced from an authorized distributor / dealer / channel partner of the OEM. In case of any complaint about genuineness of the supplied products, Seller shall be responsible for providing genuine replacement supplies.

## Terms and Conditions

### 1. General Terms and Conditions-

**1.1 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) as available on the GeM portal (unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable**

**1.2 Terms of delivery: Free Delivery at Site including loading/unloading. In respect of items requiring installation and / or commissioning and other services in the scope of supply (as indicated in respective product category specification / STC / ATC), and the cost of the same is also included in the Contract price.**

**1.2.1 Contracted goods should be delivered at the consignee or designated delivery location as per the working time of the buying organisation. Seller may get the same confirmed from consignee before scheduling delivery.**

**1.2.2 A copy of the contract should be available with the messenger / dispatching agency that delivers the Goods at consignee / delivery location (preferably pasted / attached outside the consignment / package) for easy reference and ease in delivery acceptance.**

**1.3 Delivery period: The Delivery Period/Time shall be essence of the Contract and delivery must be completed not later than such date(s). Any modification thereto shall be mutually agreed and incorporated in the Contract as per the provisions of the GTC.**

**1.4 Performance Security: If the Seller fails or neglects to observe or perform any of his obligations under the contract it shall be lawful for the Buyer to forfeit either in whole or in part, the Performance Security furnished by the Seller.**

**1.5 Taxes and Duties: Contract Prices are all inclusive i.e. including all taxes, duties, local levies / transportation / loading-unloading charges etc. Break up of GST shall be indicated by the Seller while raising invoice / bill on GeM. While submitting the bill / invoice Seller shall undertake that the Goods and Services Tax (GST) charged on this bill is not more than what is payable under the provision on the relevant Act or the Rules made there under and that the Goods on which GST has been charged have not been exempted under the GST Act or the Rules made there under and the charges on account of GST on these goods are correct under the provision of that Act or the rules made there under.**

**1.6 Octroi Duty and / or other local taxes: Contract Prices are all inclusive hence no reimbursement over and above the contract price(s) shall be allowed to seller towards payment of local taxes (such as levy of town duty, Octroi Duty, Terminal Tax and other levies of local bodies etc).**

**1.7 Limitation of Liability: The provisions of limitation of liability between Buyer and Seller as given in the GTC shall be applicable here.**

**1.8 Resolution of disputes: The provisions of DISPUTE RESOLUTION BETWEEN BUYER AND SELLER as given in the GTC shall be applicable here.**

**1.9 Liquidated Damages: If the Seller fails to deliver any or all of the Goods/Services within the original/re-fixed delivery period(s) specified in the contract, the Buyer will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, @ 0.5% per week or part of the week of delayed period as pre-estimated damages not exceeding 10% of the contract value without any controversy/dispute of any sort whatsoever. In case, Service Level Agreement (SLA) is applicable the same shall be applicable for the Contract.**

**1.10 Financial Certificate:**

**1.10.1 The expenditure involved for this purpose has received the Sanction of the competent financial authority.**

**1.10.2 The funds are available under the proper head in the sanctioned budget allotment for the concerned financial year.**

**1.10.3 I have been fully authorized by the department to sign the supply order or incur the liability of the Goods being ordered.**

INCHARGE  
CENTRAL STORE  
SHILLONG  
Central Store NEIGRIHMS

Storekeeper  
NEIGRIHMS Shillong-18