

VENDOR ASSESSMENT CRITERIA- Ribbon Cartridge OEM/Compatible

- I. Category for which vendor assessment is required is “**OEM / Compatible Replacement Ribbon Cartridge / Consumable**” supplied by OEM of printers or compatible cartridge manufactured by entities other than OEM of printers and which are compatible with different models of the printers of OEM. Compatible Cartridge brand is different from the respective printer brand whereas OEM cartridge brand will be same as printer brand.
- II. Mandatory Requirements of Documents in support to be submitted for vendor assessment.

These documents are required to be submitted by OEM of printers (In case they require vendor assessment) as well as Compatible Cartridge manufacturing entities, who are requiring vendor assessment.

- 1) Government authorized space/industrial space- manufacturing unit address proof- Proof of possession of space.
- 2) GSTIN and PAN.
- 3) Declaration regarding not banned/debarred or blacklisted.
- 4) Manufacturing process flow chart.
- 5) Monthly manufacturing capacity and capacity utilization.
- 6) Details of important organizations where supplies are made.
- 7) Rejected material handling process.
- 8) Possession of licenses/authorizations as per the State/Central Govt. including EPR (Extended Producers Responsibility). EPR requirement is not applicable in respect of micro enterprises as defined in the Micro, Small and Medium Enterprises Development Act, 2006. Eligibility of seller whose vendor assessment is being carried out for classification as Micro Enterprises shall be determined from Udyam registration and other information available in public domain such as Government portals/Websites, including information on annual revenue/turnover of sellers available on GeM Website (www.gem.gov.in). For the purpose of turnover in respect of definition of micro enterprise highest of the 3 preceding financial years shall be taken into account
- 9) Product Warranty.

- III. Minimum Manufacturing Process and machineries required:

(i) Assembly and Ribbon Cartridge preparation

- (a) Ribbon Inking Machine.
- (b) Ribbon Stuffing Machine.
- (c) Ultrasonic Joint Machine or Thermo Chemical Welding Machine.
- (d) Ribbon Winding Machine.
- (e) Strapping Machine.
- (f) Poly Sealing Machine.
- (g) Molding Machine—This can be either available in the manufacturing premises or agreement with another entity for utilization of same is also acceptable.

Manufacturer of Compatible ribbon cartridge can source brand new components such as ink, ribbon and Shell (Housing Box) from the authentic component manufacturer/ supplier and source to be declared along with relevant purchase order/GST invoices to QCI for verification at the time of Vendor Assessment and are required to retain such documents for future productions also.

(ii) Quality Control

(a) Measure of Slip Torque, Running Torque, Exit Tension and

Strength by Slip Torque – Torque Gauge

Running Torque- Torque Gauge Exit

Tension- Dial Tension Gauge

Weld Strength Measurement- Tensile Tester

(b) Densitometer - Required for quality checking of print using ribbon cartridges manufactured.

(iii) Packing Process

Suitable packing process shall be adopted and required equipment shall be available with the manufacturer.

In addition to processes and machineries indicated above standard quality checks at each stage of production including IQC of the Raw Material, In-process quality check during manufacturing and FQC of finished products must be followed along with proper maintenance of records.

The vendor adhering to above mentioned manufacturing processes and quality check parameters would be passed as OEM for printer brands or OEM for Compatible brands. The vendors performing refilling/ refurbishment will not be considered as a Compatible Cartridge manufacturer.

Eligibility for Exemption from Vendor Assessment:

The vendor can be exempted from vendor assessment provided vendor is an OEM of Printer with printer models available on GeM Portal **OR** its annual turnover is INR 500 crore or more in any of the 3 preceding financial years and **no other vendor assessment exemption shall be allowed.**
